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1. Purpose

1.1 The purpose of this program is to define the requirements for safely operating an aerial lift device in compliance with OSHA 29 CFR 1910.67, OSHA 29 CFR 1926.453, and ANSI A92.20, A92.21, and A92.22 (Safe Use of Mobile Elevating Work Platforms).

2. Scope

2.1 This policy shall cover all aerial lift devices used on Gallant Builders (Gallant) sites, including scissor lifts, boom-supported lifts, vehicle-mounted lifts, and other mobile elevating work platforms (MEWPs).

3. Key Responsibilities

3.1 Owner / User

- Ensure aerial lifts are maintained in accordance with manufacturer requirements
- Ensure inspections, maintenance, and repairs are performed by qualified personnel
- Ensure defective equipment is removed from service until repairs are completed

3.2 Supervisors

- Shall ensure that all aerial devices are properly operated by trained personnel.
- Shall ensure that aerial lift devices are designed, maintained, and used in accordance with the manufacturer's instructions and current ANSI A92 standards.
- Shall conduct or verify completion of a task-specific hazard assessment prior to lift.
- Shall ensure emergency and rescue procedures are in place before work begins.

3.3 Operators

- Shall follow all aspects of this program.
- Shall be trained, evaluated, and authorized on the specific lift type
- Shall comply with all operating limitations, load ratings, and safety procedures
- Shall immediately report defects, malfunctions, or unsafe conditions
- Shall not operate damaged or malfunctioning aerial lifts

3.4 Occupants

- Shall be trained regarding occupant responsibility.
- Understand Occupant restrictions/responsibilities.

3.5 Spotter

- Maintain continuous visual contact with the MEWP, personnel, and surrounding hazards
- Provide clear and timely communication to the operator using agreed-upon hand signals or radio
- Control vehicle and pedestrian traffic around the MEWP operating area
- Monitor power line clearance and overhead obstructions
- Ensure exclusion zones are maintained
- Be positioned so they are not exposed to struck-by or crush hazards
- Immediately stop operations if unsafe conditions develop
- Assist with emergency response and rescue procedures

4. Procedure

NOTE: Aerial lifts may be "field modified" for uses other than those intended by the manufacturer, provided the modification has been certified in writing by the manufacturer or by an equivalent entity.

4.1 Inspections and Maintenance

4.1.1 Aerial lifts shall be inspected prior to use in accordance with the manufacturer's instructions.

4.1.2 Each inspection shall be documented, and a copy of the inspection shall be kept on the job site.

4.1.3 If any unsafe condition or defect is identified, the aerial lift shall be immediately removed from service, tagged out, and shall not be returned to service until repaired by a qualified person.

4.1.4 An inspection of the workplace shall be performed by the operator, and any hazards or unusual conditions shall be noted in the STA.

4.1.5 A full risk assessment shall be completed on the STA prior to operation. STA shall identify:

- Scope of Work
- Worksite/Surroundings
  - Drop offs, holes, slopes, Ground conditions, Obstructions, Overhead Hazards, Confined Spaces.
- Environmental Factors
  - Weather, Visibility
- Operational Hazards
  - Traffic, Other Equipment
- Atmospheric/ Special Hazards
  - Hazardous Atmospheres, Flammable areas.

4.2 Operational Testing

4.2.1 Lift controls shall be tested each day prior to use to determine that such controls are in

safe working conditions.

4.2.2 Tests shall be made at the beginning of each shift during which the equipment is to be used to determine that the brakes and operating systems are in proper working condition.

4.2.3 Operational Test shall be documented on the pre-use inspection.

4.2.4 Emergency lowering and ground controls shall be tested to ensure proper operation prior to use.

4.3 Authorized Use

4.3.1 Only authorized persons shall operate an aerial lift.

4.3.1.1 Authorized Persons shall:

- Be trained and pass an operator's proficiency for the specific AWP Group/Type.
- Be authorized by a supervisor
- Have a valid MVR

4.3.2 Aerial lifts shall not be used as cranes, hoists, or for pushing, pulling, or dragging loads unless specifically designed for that purpose by the Owner/User.

4.4 Stabilization and Travel

4.4.1 Outriggers, stabilizers, chocks, or leveling devices shall be deployed when required by the manufacturer.

4.4.2 Aerial lifts shall not be moved while elevated unless designed and approved by the manufacturer for that function.

4.4.3 Disabling of stabilization alarms or other alert devices such as (beacons, alarms etc..) is strictly prohibited.

4.5 Backing and Traffic Control

4.5.1 Aerial lifts shall have a working back-up alarm audible above the surrounding noise level or the vehicle shall only be backed when an observer (spotter) signals that it is safe to do so.

4.5.2 The disabling of any back-up alarm or other audible safety device is strictly prohibited

4.5.2 A spotter will be required:

- When traveling outside of a barricaded work area
- In tight or congested areas.
- When hazards cannot be controlled by the operator alone.
- When a hazard assessment requires continuous ground observation for emergency decent control activation. (Spotter must be trained)

4.6 Electrical Hazards

4.6.1 The minimum clearance between electrical lines and any part of the equipment (i.e. crane or load) shall be 20 feet for lines rated 50 kV or below.

4.6.2 Additional clearances shall be maintained for lines exceeding 50 kV in accordance with OSHA requirements. (Contact Safety for Guidance)

4.7 Fall Protection

- **Only manufacturer-approved anchorage points shall be used.**

4.7.1 Employees shall always stand firmly on the floor of the basket and shall not sit or climb on the edge of the basket or use planks, ladders, or other devices for a work position.

4.7.2 An approved fall restraint system shall be worn when working from an aerial lift. Attachment to adjacent structures is prohibited.

4.7.3 Employees shall use fall restraint systems in accordance with manufacturer instructions and task-specific hazard assessments.

4.7.4 When traveling, additional controls such as spotters, barricades, reduced speed, and exclusion zones shall be implemented as needed to prevent ejection or struck-by hazards.

4.7.5 Travel-specific restraint systems may be required where identified by risk assessment or manufacturer guidance.

4.8 Training

4.8.1 All employees who operate an aerial lift shall be trained in the safe operation of the specific device they will operate.

4.8.2 Training shall include:

- Classroom/theory
- Practical operation
- Familiarization with the specific lift type
- Operator evaluation and documentation

4.8.1 Refresher training shall be required when unsafe operation is observed, following an incident or near-miss, after 3 years, or when new equipment or conditions are introduced.

4.9 Emergency and Rescue Procedures

4.8.1 Aerial lift operations shall not begin until a rescue and emergency response plan is established.

- Plans shall address at a minimum:

- Rescue of a stranded or incapacitated operator
- Use of ground controls
- Communication and emergency services activation

4.10 Exiting an Aerial Work Platform (AWP) at Height

4.10.1 General Requirement

4.10.1.1 Exiting or transferring from an Aerial Work Platform (AWP/MEWP) while elevated is prohibited and shall not be performed as routine work practice.

4.10.1.1 Exiting an AWP at height shall only be permitted when.

- It is necessary to complete the task, and
- The task cannot be performed safely from within the platform, and
- All requirements outlined in this section are met, documented, and approved

4.10.2 Prohibited Conditions

- Exiting an AWP at height is strictly prohibited when any of the following conditions exist:
- The AWP manufacturer prohibits exiting or transferring at height
- Alternative access methods have not been evaluated
- Fall protection anchorage is not verified or rated
- Environmental conditions are unsafe (e.g., excessive wind, lightning, limited visibility)
- A rescue plan has not been established
- Required approvals have not been obtained

4.10.3 Required Pre-Planning and Risk Assessment

4.10.3.1 Prior to exiting an AWP at height:

- A task-specific risk assessment or JSA shall be completed
- The assessment shall evaluate:
- Fall and swing-fall hazards
- Structural integrity of the destination surface
- Ground and overhead hazards
- Alternative access methods (scaffold, ladders, fixed platforms, etc.) shall be evaluated and ruled out
- A completed Exiting MEWP at Height Authorization Form shall reference the applicable risk assessment

4.10.4 Authorization Requirements

- Exiting an AWP at height is considered a high-risk, non-routine activity and requires written authorization prior to beginning work.
- Authorization shall include:
    - Site Manager approval
    - Site Safety Manager approval
- Authorizations are:
    - Task-specific
    - Location-specific
    - Valid only for the approved work period or shift
    - No authorization = no exiting the AWP at height.

4.10.5 Fall Protection Requirements

- When exiting an AWP at height:
- 100% tie-off shall be maintained at all times
- Positioned to minimize swing-fall hazards
- Fall protection equipment shall be inspected prior to use
- Destination anchorage points shall be:
    - Structurally verified
    - Properly rated

4.10.6 Equipment and Operational Controls

- Prior to exiting the AWP:
- The AWP shall be properly positioned, stabilized, and secured
- Lift travel or repositioning during the transfer is prohibited
- Rated load limits shall not be exceeded
- Tools and materials shall be secured to prevent falling
- Barricades or exclusion zones shall be established below the work area

4.10.7 Spotter / Ground Observer Requirements

- A Spotter / Ground Observer shall be assigned whenever exiting an AWP at height.
- The Spotter / Ground Observer shall:
- Maintain visual contact with the AWP and exiting personnel
- Control pedestrian and vehicle traffic
- Monitor overhead hazards and clearances
- Maintain constant communication with the operator
- Have authority to stop work immediately if unsafe conditions arise
- Assist with emergency response and rescue activities as needed

4.10.8 Emergency and Rescue Planning

- A documented emergency and rescue plan shall be established prior to authorizing exit from an AWP at height.
- The plan shall address:
- Rescue of a stranded or incapacitated worker
- Availability and operation of ground controls
- Secondary rescue means (e.g., additional MEWP)
- Emergency communications and contacts
- Work shall not begin until all personnel involved understand the rescue plan.

4.10.9 Training and Competency

4.10.9.1 Only personnel who are:

- Trained and authorized on the specific AWP,
- Briefed on the task-specific hazards and controls,

...may participate in exiting an AWP at height.

Attachments:

Rescue Plan