



AERIAL LIFT SAFETY PROGRAM

It is the policy of Tate Engineering Systems, Inc. to permit only trained and authorized personnel to operate aerial lifts. This policy is applicable to both daily operators and those who occasionally use an aerial lift. Tate Engineering Systems employees will not use customer equipment unless given permission from the appropriate personnel and are provided training on restricted areas of use, training on use, pre-use inspection verification, and have reviewed the operations manual for the lift. When lifts are rented to work at a client site, the rental company must review the safe operation of the lift with Tate Personnel and provide the operations manual for review.

SCOPE

The Occupational Health and Safety Administration's (OSHA) 29 CFR 1926.453 and 1926.454 rules and regulations apply to erecting, dismantling, fall protection, furnishing, and engaging in work on aerial platforms. Any temporary elevated or suspended work unit and its supporting structures used for supporting workers, material(s), or both are subject to the aforementioned rules and regulations.

PROCEDURES

These written aerial lift operation procedures establish guidelines to be followed, whenever any employee works with aerial lifts at this company. The rules established are to be followed to:

- Provide a safe working environment,
- Govern operator use of industrial lifts, and
- Ensure proper care and maintenance of aerial lifts.

OBJECTIVES

The objectives of the Aerial Lifts Safety Program include:

All aerial lifts shall be designed and constructed in conformance with applicable requirements of the American National Standards for "Vehicle Mounted Elevating and Rotating Work Platforms

- To ensure that operators understand the limitations and safe operations of the equipment. To ensure that all equipment is properly maintained and is kept good working order.
- To ensure that equipment malfunctions are noted before accidents occur.
- To ensure that non-qualified employees do not use this equipment.
- To ensure that operators receive refresher training as necessary.
- To ensure that qualified trainers are available to certify new operators and conduct refresher training.

MINIMUM CLEARANCE FOR OVERHEAD POWER LINES

Voltage (nominal, kV, alternating current)	Minimum clearance distance (feet)
Up to 50	10
Over 50 to 200	15
Over 200 to 350	20
Over 350 to 500	25
Over 500 to 750	35
Over 750 to 1,000	45
Over 1,000	Consult Safety/Quality Director



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COMPETENT PERSON

Each branch using aerial lifts at a job site or in the branch must select a competent person to oversee the aerial lift being used. The competent person also inspects all aerial lifts per the manufacturer's safety checks before each use. The competent person must have a complete grasp of functions, rules, and regulations as they pertain to the aerial lift he/she oversees. Competent persons will manage the daily activities on and around aerial lifts and ensure the following:

- Fall protection - Basket occupants must wear a body harness attached to the basket. Refer to the Fall Protection Section of this Manual.
- Moving the lift - The lift must not be moved when the boom is elevated in a working position unless the lift is specifically designed to do so.
- Lift controls - Lift controls must be tested daily prior to operating the boom.
- Backup alarms – Audible and visual alarms must be tested and in working order before each use.
- Boom and basket loads - The manufacturer's boom and basket maximum intended loads must not be exceeded. When operated, personnel must stand firmly on floor of basket or platform. Do not climb or work from a secondary platform or guardrail system.
- Outriggers and brakes - Outriggers must be positioned on pads or solid ground when used. Brakes must be set anytime outriggers are used. Wheel chocks must be installed before the lift is used when working on an incline.
- Barricades & signs - The area beneath an operating aerial lift must be cordoned off and access to that area must be restricted. Restricting access may be accomplished through the use of barricades and signs.

RESPONSIBILITIES

The Safety Manager is responsible for developing and revising the written Aerial Lift Safety Program. In addition, the Safety Manager will be responsible for the training requirements and providing HR with documentation of training.

Service Managers are responsible for implementing the Aerial Lift Safety Program and assigning a competent person who is responsible for seeing that the Aerial Lift Safety Program is adhered to on the jobsite. Service Managers are responsible for assuring that field personnel have the required training for use of aerial lifts.

Specifically, Service Managers must:

Attend Aerial Lift Safety Training.

Manage daily activities involving work performed on aerial lifts.

Perform required inspections of aerial lifts.

Ensure aerial lift(s) are being inspected at predetermined intervals.

Ensure aerial lift safety requirements are followed.

Assist competent person in establishing aerial lift inspection guidelines.



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Employees are responsible for operating Aerial Lift equipment according to safe and proper techniques outlined in training classes. In addition, employees are responsible for notifying the Service Manager of any unsafe conditions related to the equipment.

TRAINING

All employees who work on aerial platform must be trained. Training covers the proper use, inspection of, and hazards associated with aerial lifts. Training of Aerial Lift Operators will be conducted by a qualified individual, preferably the vendor or agency providing the equipment. Operators must be trained and certified on each type of equipment they operate. The training at a minimum must include:

- Hazard Recognition
- Fall Protection
- Moving The Lift
- Lift Controls
- Boom And Basket Loads
- Outriggers And Brakes
- Barricades & Signs

MODIFICATIONS AND USAGE

Aerial lifts may **not** be modified for uses other than those intended by the manufacturer. Aerial lifts may **not** be used in a manner not intended by the manufacturer.

OPERATIONAL PROCEDURE

At a minimum, the following safe operation procedures must be followed by anyone operating an aerial lift:

1. Testing the lift controls every day before using the lift, to ensure that they are in good working condition.
2. Allowing only trained persons to operate an aerial lift.
3. Not permitting employees to belt-off to an adjacent pole, structure or equipment while working from an aerial lift.
4. Ensuring that employees always stand firmly on the floor of the basket, do not sit or climb on the edge of the basket, or use planks, ladders or other devices for a work position.
5. Wearing a body harness and a lanyard that prevents exiting the basket that is attached to the boom or basket when working from an aerial lift.
6. Ensuring that boom and basket load limits specified by the manufacturer are not exceeded.
7. Setting the brakes and positioning outriggers, when used, on pads or a solid surface.
8. Installing wheel chocks before using an aerial lift on an incline.
9. Ensuring that the control functions are plainly marked.