



PRE-USE AERIAL / SCISSOR LIFT INSPECTION FORM

Instructions: Follow the below guidelines to complete a hands-on lift inspection. Sign and date acknowledging you have completed the inspection. Deficiencies noted on the inspection form **SHALL** be corrected prior to operation. If the deficiencies cannot be corrected, the aerial lift **SHALL** not be used and lockout/tag-out procedures initiated.

Equipment Make/Model: _____ Serial Number: _____ Date completed: _____

Y	N	N/A	Check the following:	Comments	Initials
			Owner's manual legible and stored inside the container located on the platform.		
			All decals legible and in place.		
			Fluid levels checked. (Hydraulic oil, engine oil, coolant, etc.)		
			Structural and other critical components present and all associated fasteners and pins in place.		
			Battery packs in place, properly connected and not leaking.		
			Compartment covers in place.		
Y	N	N/A	Check the following components or areas for damage, modifications, and improperly installed or missing parts:	Comments	Initials
			Electrical components, wiring, and electrical cables		
			Hydraulic power unit, reservoir, hoses, fittings, cylinders, and manifolds		
			Drive and turntable motors and torque hubs		
			Boom wear pads, Gauges, Beacon, Lights		
			Tires, wheels, limit switches, warning alarms, horn, fasteners, damage to machine		
			(Function Test) Test all controls for proper operation		
			Fall Protection Devices (railing, gates, toe boards, anchor/connecting points, etc.)		
Y	N	N/A	Equipment operation:	Comments	Initials
			Obtained supervisor permission to use the aerial/scissor lift.		
			Barricade area with 4 cones and danger tape or other appropriate methods.		
			Wear appropriate PPE (hard hat, safety glasses, gloves, etc.)		
			Ensure you have a valid aerial lift card during lift operation.		

NOTE: This form must be kept on file for 1 year and is subject to review by the Environmental Health and Safety Office. Documentation of repairs shall be maintained with the aerial lifts preventive maintenance records.

Turn over to complete form

WORK AREA INSPECTION CHECKLIST FOR AERIAL / SCISSOR LIFT

Instructions: Before an aerial lift is used and during use, the operator shall check the area in which the aerial platform lift is to be used for possible hazards such as, but not limited to:

- Drop-offs or holes
- Slopes
- Bumps and floor obstructions
- Debris
- Overhead obstructions and high voltage conductors
- Hazardous locations and atmospheres
- Tools and/or other equipment
- Inadequate surface and support to withstand all load forces imposed by the aerial platform lift
- Wind and weather conditions
 - ✓ At 20mph wind speeds or anticipated gusts, lifts will be lowered to a maximum height of 20 ft
 - ✓ At 25mph wind speeds or anticipated gusts, lifts will be grounded
- Presence of unauthorized people
- Other possible unsafe conditions

Operator Print Name and Sign: _____

Additional Operators: _____

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