

DEPARTMENT: \_\_\_\_\_

**UPRIGHT WORK PLATFORM USE AUTHORIZATION**

The use of aerial work platforms involves potential hazards that can result in a fatal injury or major property damage. Reducing risks through personnel training, safe design, inspection, testing, maintenance, and repair of aerial work platforms is an important part of using this type of equipment the work environment. Only properly trained and qualified operators may operate aerial platforms.

**WARNING**

**All personnel shall carefully read, understand and follow all safety rules and operating instructions before performing maintenance on or operating any UpRight work platform**

**SAFETY RULES**

<p><b>NEVER</b> elevate platform unless all four (4) outriggers have been properly positioned. All outrigger screwjack pads must be in solid contact with a firm surface before the platform is elevated.</p>		<p><b>NEVER</b> attempt to move the UpRight Lift with people or materials on the platform or with the platform elevated.</p>
		
<p><b>NEVER</b> operate the machine within ten feet of power lines. <b>THIS MACHINE IS NOT INSULATED.</b></p>	<p><b>NEVER</b> sit, climb, or stand on the platform guardrails or midrail.</p>	<p><b>NEVER</b> elevate platform without first leveling the base.</p>

**NEVER** use ladders, planks or other devices to increase the height of the platform.  
**NEVER** attach overhanging loads to the platform or increase the platform size.  
**NEVER** elevate the platform if it contains more than one person or more than the rated load of 300 pounds.  
**LOOK** up, down and around for overhead obstructions and electrical conductors.  
**NEVER** change operating or safety systems.  
**CLOSE** bar across opening after entering platform.  
**INSPECT** the machine thoroughly for cracked welds, loose or missing hardware, hydraulic leaks, damaged control or power cables and loose wire connections.  
**NEVER** use the UpRight Lift as a freight or personnel elevator.  
**NEVER** recharge batteries near sparks or open flame; batteries that are being charged emit highly explosive hydrogen gas.  
**AFTER USE** secure the work platform against unauthorized use by turning key switch off and removing key.  
**NEVER** replace any component or part with anything other than original UpRight replacement parts without the manufacturers consent.

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UNIVERSITY OF ROCHESTER

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ENVIRONMENTAL HEALTH & SAFETY

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DEPARTMENT: \_\_\_\_\_

**Some serious operating hazards associated with using the upright work platform are:**

- Structural failure or overturning caused by overloading or operating on too great of an incline
- Instability caused by improper operation, such as driving over obstructions or uneven surfaces.
- Collision with objects or pedestrians
- Poor maintenance
- Using equipment for a purpose for which it was not intended or designed
- Contact with overhead electrical lines

**Hazard Avoidance:**

- Always stand firmly on the floor of the basket, and do not lean over or sit or climb on the platform railing.
- Persons using the lift must wear safety glasses and hard hats with the brim facing forward.
- Do not exceed load limits specified by the manufacturer.
- Position outriggers on a solid surface or pads.
- Employees must not go beneath the basket of a work platform
- Only trained and authorized persons shall operate this work platform.
- Operator training **MUST include** training and testing on operating practices and procedures and instruction on the purpose and function of each control as described in the operator manual, which must accompany the lift.
- Operators **must have** sufficient knowledge of operating practices and procedures to detect incorrect or unsafe situations. Do NOT operate damaged or defective equipment. Operators must correct any unsafe condition or procedure before continuing work.
- Take the time to perform pre-work inspections. This is the time to identify any potential leaks or other hazards. Never cut corners on safety.
- During vehicle travel between work locations, bring the work platform to the lowest position. Pay particular attention to overhead obstacles and any depressions in the surface along your route. Pre-inspect your route on foot to ensure all is clear and the surface is smooth and level.
- Watch out for vehicles or pedestrians when moving the unit, especially at doorways and ends of aisles
- Be extremely cautious when moving the unit near shipping/receiving docks.
- Do not “rest” the platform/basket on pipes, pipe racks, or similar plant equipment during any elevated work situation.
- Do not use the lift as a hoisting mechanism.

*These instructions on the safe operation of the upright work platform lift and it's entire operator manual have been reviewed with me, and my operation of the vehicle has been evaluated by the department's designated competent person. I had the opportunity to ask questions and agree to follow these and manufacturer's recommendations for safe operation when utilizing the equipment.*

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Print Operator name	Operator Signature	Date
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Print Competent Person	Competent Person Signature	Date	Evaluation Pass/Fail
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