
CONSTRUCTION TRAINING INTERNATIONAL P/L

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SCISSOR LIFT

ASSESSMENT INSTRUMENT

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PRE-OPERATIONAL CHECKS:

- A. Demonstrate what pre-operational checks you would make before you start the Scissor Lift (as if it is the first time you have used it)
1. Oil leaks under the Scissor Lift _____
 2. Tyre conditions ! !
 3. Outriggers/stabilisers are raised. ! !
 4. Hydraulic oil 3/4 full or to dipstick/view glass level _____
 5. Lubrication (grease) _____
 6. Motor engine oil level, water in radiator/battery. _____
 7. Hydraulic hoses, fittings are not damaged, broken or leaking. _____
 8. Support gussets at knuckle joints for paint flaking or distortion (a sign of overloading). _____
 9. All load bearing parts. _____
 10. Notices Signs:- _____
 - (i) *manufacturers name, year of manufacture, model, serial number*
 - (ii) *SWL (SWL must be known)*
 - (iii) *cautions and restrictions of operation*
 - (iv) *operating instructions plate(s) adjacent to controls*
 - (v) *supply voltage ratings*
 - (vi) *weight of Scissor*
 - (vii) *electrical hazards warning label.*
 11. Height for work. _____
 12. Over Head Obstructions _____
- A. Start the motor and carry out the appropriate checks:
13. Brakes, steering _____
 14. Outriggers/stabilisers depending on ground conditions, packing may be necessary _____
 15. Self closing action of platform gate is working _____
 16. SWL – at driving positions _____

- A. What is the safe working load of this Scissor? _____
17. Applicant should indicate the SWL on the Scissor Lift used in the assessment. ! !
- A. What is the function of the service log book? _____
18. *It explains the service maintenance carried out and any defects found and repaired.* _____

SITE/JOB PLANNING:

1. Show where you operate the bleed down emergency descent valves (where fitted). Emergency descent valves identified. ! !

SET UP SCISSOR LIFT:

20. Set up and prepare your as if this was a new site.
People who are required to operate Scissor Lift in the course of their duties must, before going aloft, ensure that:-
- (i) *The position of the vehicle, is satisfactory in relation to the task to be undertaken.* _____
 - (ii) *Wheels and outriggers /stabilisers where fitted, are on a sound footing. Avoid soft ground, side slope or other conditions which may affect the stability of the unit.* _____
 - (iii) *The area is clear of personnel before lowering the outriggers /stabilisers.* _____
 - (iv) *All personnel are clear of the path scissor* ! !
 - (v) *That movement of the scissor will not bring any part of the scissor within the minimum distance from live overhead conductors as specified.* ! !

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Note:

The following questions to be asked after Scissor Lift has been set up.

- A. What points shall be considered when setting up the correct use of outriggers/stabilisers?
1. Set up on stable level work surface. !__!
 1. Avoid backfilled trenches or excavations. !__!
 2. Set traffic signs and barriers (flashing light on nearest outrigger / stabiliser to traffic). !__!
 3. Place pig-sty packing under outriggers/stabilisers to distribute weight over a larger area. !__!

OPERATE SCISSOR LIFT:

- A. Demonstrate the sequence of events involved in raising the Scissor.
1. Assess task requirements, height and any workplace hazards. !__!
 2. Ensure that Scissor is set on solid/stable foundation. !__!
 3. Extend outriggers/ levelers fully. !__!
 4. Place pig-sty packing under outriggers / stabilisers to distribute load over larger area. !__!
 5. Place any tools/gear required for task. _____
 6. Ensure all persons engaged in working with the Scissor are provided and wearing personal protective equipment (PPE) ie safety helmets and goggles, respirators, suits depending on task. _____
 7. Ensure access and exit from Scissor is suitable and safe. !__!
 8. All controls and motions are identified and explained. _____
 9. Check all operations are functioning correctly from the ground and platform _____
 10. All motions smooth. !__!

Note:

The following question is to be asked, after operation demonstrated.

- A. If you are required to mobile a Scissor, what precautions must be observed?
1. If possible retract Platform and lower to create stability _____
 2. Never mobile with extended platform on rough or uneven ground which could cause instability to the Scissor. !__!
 3. Ensure path to travel is clear of obstructions, bricks etc. _____
 4. Keep a good watch out for people at ground level. _____
 5. Ensure all warning devices are operating !__!

SHUT DOWN SCISSOR LIFT:

- A. Demonstrate the sequence of events used in the shut down and stowing of this Scissor?
1. Identify all obstructions and site hazards. !__!
 2. Lower platform. _____
 3. Disembark from Scissor lift. _____
 4. Outrigger/stabilisers shall be retraced. _____
 5. Packing shall be stowed in the correct place on the carrier. _____
 6. Remove all tools/gear from basket and place in locker, store etc. _____
 7. Shut down motor. _____
 8. Lock control panel doors. _____
 9. Isolate fuel supply (if required for specific Scissor). _____

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1. What does the stated Safe Working Load (SWL) / Platform Include?
Personnel and Equipment
2. Under what conditions may a stated SWL / Platform Capacity be exceeded?
Never.
3. How should a heavy platform load be positioned?
Central
4. Is it permissible to carry loads on the handrails of the work platform?
No.
5. Where will you find the Logbook?
In a yellow envelope on the machine.
6. Where will you find the emergency stop controls on this machine?
At the base of the machine.
7. When may a self-propelled Scissor Lift be driven in an elevated position?
Only as per manufactures guidelines.
8. On Scissor Lift fitted with outriggers / stabilizers, when must they be used?
When fitted.
9. When should the lower controls be used?
In emergency.
10. Why is it important to consult with relevant workplace personnel / OHS officers, before commencing work on sites?
To ensure that the Scissor Lift operator is aware of the workplace rules and procedures developed in that workplace are adhered to.
11. What types of hazards would you consider for incorporation into your plan?
 - *Unstable surfaces ie recently filled excavations*
 - *Any other personnel working above basket*
 - *Powerlines*
 - *Trees*
12. How would you reduce the risks associated with working with an Scissor Lift?
 - *PPE required by Scissor Lift personnel*
 - *Warning signs*
 - *Barriers*
 - *Traffic Controls*
 - *Lights / Lighting*
 - *Public safety*

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13. What precautions must be observed when working near overhead power lines?
Never work closer than the minimum distance specified.
14. What is the minimum distance a Scissor Lift is allowed to set-up near overhead power lines?
 - *6.4 metres from domestic lines*
 - *10 metres from transmission lines*
15. If you want to work closer than these distances what can you do?
Must seek an exemption from the relevant authority.
16. How do you determine the allowable load of a Scissor Lift?
People and equipment not to exceed the capacity of the machine
17. Would underground services such as electrical, water, gas, sewer, telephone have any effect on the positioning of the Scissor Lift?
Yes. The force exerted by the outrigger/stabilizer leg can cause damage to any underground services and / or ground collapse.
18. When considering the type of access equipment to use, what must you do?
Take into consideration the work environment and assess the hazards.
19. You are helping a workmate who is working above in the Scissor Lift's basket. The person faints and then disappears. What should you do?
Call out if the person fails to answer, bring the platform down using the lower controls. Then call for or apply emergency first aid procedure.
20. At what wind speed would you cease operation of a Scissor Lift?
As per manufactures specifications or operation manual
21. What should be provided for Scissor Lift operations working at night or in darkened areas?
There should be sufficient lighting over the whole work area.
22. If the ground in which you are required to set up the Scissor Lift up on is soft or waterlogged, what steps must be taken to assess the situation and if appropriate to improve the load distribution under the Scissor Lift?
Assessment of ground conditions shall be required to be carried out by a competent person.
23. You are working the Scissor Lift when you notice the machine seems to be leaning to one side. What would you do?
Lower the platform to the ground, check the outriggers/stabilizers to ensure stability. Outrigger / stabilizer may need re-packing. Check ground conditions before any attempt is made to elevate the platform.
24. When interference (tampering) is identified, to whom should the Scissor Lift driver report any faults to?
To an authorized person
25. When should outriggers/stabilizers be lowered?
If fitted to the machine

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26. Why do Scissor Lifts have a second set of controls at the base?
If outriggers/stabilizers are fitted they should be lowered before the platform is used.
27. When mobiling an Scissor Lift with the boom elevated what speed would you travel at?
At creeping or extremely slow speeds.
28. What would you do if you became entangled in powerlines?
Stoop, Call for assistance, Don't let anyone touch the machine, and notify authorities.

