

XIII. Appendix 1 - Pre-Use Inspection Checklist

Trained and authorized operators must complete this checklist prior to operating any MEWP or vehicle-mounted aerial lift. Return completed checklist to your supervisor. **Caution:** All items on your equipment may not be featured. Always follow the equipment manufacturer's maintenance and safety instructions to ensure a thorough inspection.

Make:		Model:	
Serial No.:		Date:	
✓ = Pass ✗ = Fail (All faults or defects must be reported immediately to your supervisor) N/A = Not Applicable			
Visual Checks			
Documentation	1	Manufacturer's operator manual (weather-resistant compartment)	✓ ✗ N/A
	2	Risk assessment, rescue plan	✓ ✗ N/A
Wheels or Tires	3	Wheel security (nuts and retainers: loose, damaged, missing)	✓ ✗ N/A
	4	Tire pressure (pneumatic, foam filled, solid)	✓ ✗ N/A
	5	Cuts, splits, exposed braiding, damaged rims	✓ ✗ N/A
Engine or Power Source	6	Fluid levels (oil, coolant, fuel), leakage on the ground and around the engine	✓ ✗ N/A
	7	Battery (electrolyte, security, charging plug)	✓ ✗ N/A
Hydraulics	8	Hydraulic fluid level, leaks (hoses, pipe connections, rams, cylinders)	✓ ✗ N/A
Hoses and Cables	9	Security, condition (cuts, chaffing, bulges)	✓ ✗ N/A
	10	Power track cable trays (damage, debris)	✓ ✗ N/A
Outriggers and Stabilizers	11	General condition, pins/retainers, footplate	✓ ✗ N/A
	12	Spreader plates (present, condition, secure for travel)	✓ ✗ N/A
	13	Interlocks (functioning, engaged)	✓ ✗ N/A
Chassis, Boom, and Scissor Pack	14	General condition (damage, misalignment, corrosion, cracks in welds)	✓ ✗ N/A
	15	Pins, retainers, chains (security, signs of wear)	✓ ✗ N/A
	16	Canopies, guards, engine covers (security, condition)	✓ ✗ N/A
Platform, Cage or Bucket	17	Steps for access/egress (secure, undamaged, clear)	✓ ✗ N/A
	18	Entrance gate, guardrails, retaining pins	✓ ✗ N/A
	19	Harness anchor points (inspect body harness, lanyard)	✓ ✗ N/A
	20	Fiberglass and insulating components (undamaged, not contaminated)	✓ ✗ N/A
	21	Clear of rubbish, debris, obstructions	✓ ✗ N/A
Decals and Signage	22	ID plate, safety, warning, information decals (legible)	✓ ✗ N/A
	23	Controls (identification decals, directional arrows)	✓ ✗ N/A
	24	Platform loads (SWL, max. wind speed, max. number of persons)	✓ ✗ N/A
	25	Decal indicating annual inspection within the last 13 months	✓ ✗ N/A
Function Checks			
			Ground
			Platform
Ground and Platform Controls	26	Security device (power isolator, keypad, smart card)	✓ ✗ N/A
	27	Function enable (ignition key, foot switch, hold to run device)	✓ ✗ N/A
	28	Emergency stops, emergency lowering system	✓ ✗ N/A
	29	All switches, function controls (move freely, do not stick)	✓ ✗ N/A
	30	Lifting functions (raise, lower, slew, tele-out, tele-in)	✓ ✗ N/A
	31	Travel functions (forward, reverse, steer, brakes)	✓ ✗ N/A
	32	Elevated drive speed (reduced, prevented)	✓ ✗ N/A
	33	Lights, beacons, warning devices, alarms (tilt, descent, travel)	✓ ✗ N/A
	34	Limit switches (descent, load, outreach, rotation)	✓ ✗ N/A
	35	Pothole protection device (fully deploys and retracts)	✓ ✗ N/A
	36	Oscillating axle locks, extending axles	✓ ✗ N/A
	37	Accessories, power to platform, extending decks	✓ ✗ N/A
	38	Jacks-legs, stabilizers, outriggers, levelling devices	✓ ✗ N/A
Comments			
By signing below, I certify the equipment has passed the pre-use inspection checklist and no defects/deficiencies were identified.			
Operator Name(s):		Signature(s):	