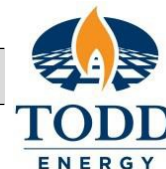


PTW Safety Checklist No. 22



OPERATION OF FORKLIFTS, POWER OPERATED ELEVATING WORK PLATFORMS OR EXCAVATOR

Other Checklists that may be relevant:		24 , 57
Permit Number:		Date:
Rev 2.0	Issue Date: 13/12/2017	Authorised By: PSM

NOTE: Checklist 24 and 88 not required if using this checklist.

PRIOR TO PERMIT ISSUE:

		Y	N	N/A
1	A plan of work has been provided which includes the location of barriers, safety equipment, warning signs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Inspect area where equipment is to be used to ensure equipment is suitable for the ground conditions.	<input type="checkbox"/>		
3	Appoint a competent person to observe, who must be capable to operate the machinery from the ground. Name: _____	<input type="checkbox"/>		<input type="checkbox"/>

PREPARATION:

4	Vehicle is in sound condition and has a current WOF/COF or test certificate.	<input type="checkbox"/>		
5	Ensure vehicle has a fully functioning fire extinguisher.	<input type="checkbox"/>		
6	Wearing of harness connected to a suitable anchor point is mandatory for all lift type cages such as cherry pickers and scissor lifts.	<input type="checkbox"/>		<input type="checkbox"/>
7	Four wheel drive elevated work platforms (eg: JLG) shall not be driven with the boom up or with more than one person in the work platform.	<input type="checkbox"/>		<input type="checkbox"/>
8	Machine must not be left unattended whilst engine is running.	<input type="checkbox"/>		
9	Tools and other equipment shall have a lanyard attached.	<input type="checkbox"/>		
10	Drop zone established and barriered off or actively managed by observer.	<input type="checkbox"/>		

PREPARATION Cont'd

11 Operators of this equipment must hold the required competencies as listed below:

Position/Role	Required Competencies And Qualifications (Unit Standards)	Competency held by:
Access Platform Operator	Must have passed an access platform operator training course from a approved training facility appropriate for the equipment to be used and must hold the following NZQA Unit Standard: <ul style="list-style-type: none"> • 23966 – Describe types of elevating work platforms (EWP's), and legislative requirements for their use. 	
	<p>AND</p>	
	Must hold at least one of the following NZQA Unit Standards as appropriate to the equipment being operated:	
	<ul style="list-style-type: none"> • 23960 – Assess the worksite, prepare and operate a scissor lift elevating work platform (EWP) 	
	<ul style="list-style-type: none"> • 23961 - Assess the worksite, prepare and operate a truck mounted elevating work platform (EWP) • 23962 - Assess the worksite, prepare and operate a self propelled boom lift elevating work platform (EWP) • 23963 - Assess the worksite, prepare and operate a trailer mounted elevating work platform (EWP) • 23964 - Assess the worksite, prepare and operate a vertical lift elevating work platform (EWP) 	
Fork Lift Operator	Must have passed a forklift truck operator training course appropriate for the equipment to be used and hold the appropriate NZQA Unit Standards as listed below	
	Must hold at least one of the following NZQA Unit Standards:	
	<ul style="list-style-type: none"> • 10851 – Operate a powered industrial lift truck fitted with forks (forklift) or OSH forklift certificate 	
	<ul style="list-style-type: none"> • 10852 - Operate a powered industrial lift truck (PILT) fitted with attachments on a worksite 	
	<ul style="list-style-type: none"> • 18409 – Use a forklift mounted safety platform in the workplace (if used for personnel lifting) • 18496 – Demonstrate knowledge and skills for driving a forklift on a road for Endorsement F (if the forklift is taken on to a NZ public road) 	