

Elevating Work Platforms - minimum standard of training

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SafeWork SA has developed a minimum standard of training expected for workers who operate elevating work platforms (EWPs). This standard has been developed in collaboration with construction industry unions, business associations, the Construction Industry Safety Committee and Construction Safety Alliance and are in accordance with the person conducting a business or undertaking's (PCBU) primary duty of care under the *Work Health and Safety Act 2012*.

Although the majority of EWPs are used in construction, this information applies to all industries to ensure the minimum standard of training is being met. It should be read in conjunction with SafeWork SA's information sheet [Elevating Work Platforms \(September 2016\)](#) available from safework.sa.gov.au.

Minimum standard

The minimum standard consists of specific criteria that must be addressed to satisfy the five elements below.

1. Plant identification
2. Hazard identification and control
3. Pre and post-start inspections
4. Safe general use
5. Shutdown and post-use inspection.

Refer to checklist on page 3.

PCBUs' duties

A PCBU must provide workers with reasonable information, instruction, training and supervision to operate the EWP in all of the foreseeable work situations which may arise.

PCBUs' duties also include ensuring that:

- the type of EWP is appropriate for the task being performed

- the EWP is safe to use in that particular environment (other structures in the area, proximity to other workers and power lines, ground surface)
- workers are supplied with correct personal protective equipment (PPE)
- the work is conducted safely
- the EWP is maintained in a safe condition.

Workers' duties

Workers must take all practicable steps to keep themselves safe in the workplace and ensure they do not place others at risk of harm. This includes both the actions they take and the actions they don't take (i.e. not wearing safety gear).

Workers have a responsibility to:

- identify and report hazards as they arise
- follow the safe work procedures and instructions that are in place
- wear any required PPE
- report any accidents or near misses immediately to their supervisor or appropriate person.

Training

Before a worker can operate an EWP of any type they must be appropriately trained and competent on each type of EWP to be used.

Nationally recognised training is available from Registered Training Organisations (RTOs) for the various types of EWPs, including boom-type, scissor and trailer mounted.

A Statement of Attainment for High Risk Work Licence (class WP) training from an RTO is acceptable as proof of training for the operation of a boom-type EWP. Where the length of the boom is 11 metres or more the operator must also have a High Risk Work Licence (HRWL). For more information on HRWL contact SafeWork SA on 1300 365 255 or visit safework.sa.gov.au.

For experienced EWP operators without evidence of training, an alternative could be to arrange a registered training provider to confirm knowledge.

Familiarisation training

When operating models different to those used in the training and assessment, the operator should be provided with familiarisation training on the specific EWP they will be operating due to the design differences between manufacturers and even models by the same manufacturer.

The operator must also be supervised during the training period until they are deemed competent to operate the EWP.

Training must also be given to other workers within the EWP e.g. harness use, emergency procedures, overhead structures etc.

Operators should also receive regular refresher training that covers the minimum standard set out in this document.

Supervision

A PCBU must put in place arrangements for ensuring that an EWP is used in accordance with safe work procedures by ensuring adequate supervision and monitoring by a nominated competent person. The use of EWPs during high risk construction work requires the implementation of a safe work method statement (SWMS) that describes how the control measures are to be monitored.

The person supervising the work activity must ensure there are clear lines of sight and communication while the EWP is being operated, to enable the warning of potential hazards.

More information

For more information on Elevating Work Platforms and other work health and safety matters, visit the SafeWork SA website at safework.sa.gov.au or call 1300 365 255.

Further information

Code of Practice – Managing the Risks of Plant in the Workplace

AS 2550.10: Cranes, hoists and winches – Safe use. Part 10: Mobile elevating work platforms

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Checklist: Minimum standard of training for elevating work platforms

Any worker operating an Elevating Work Platform (EWP) should be able to demonstrate knowledge of all the criteria in this checklist. This criteria can be used as a guide when identifying hazards and developing a safe work method statement (SWMS) for high risk construction work.

Plant identification

The worker knows how to identify and, where applicable, understands key features of the EWP they are required to use, including:

- access point
- the operational controls
- the location of the EWP logbook
- any safe operating procedures
- any safety-related signage and bunting
- any safety or emergency devices.

Hazard identification and control

The worker can demonstrate that they have considered any hazards, and the associated risks at the workplace, for example:

- condition of the terrain/operating surface
- ground bearing pressure
- restricted working space
- overhead hazards
- crush and entrapment hazards
- proximity of power lines and structures
- underground services
- weather conditions
- working height and reach of EWP
- type, mass and dimensions of loads to be elevated
- whether access/egress at height is required
- other people, vehicles or plant in the area
- adequate ventilation in the area where the EWP is to be used.
- knows how to identify and control the hazards related to the operation of the EWP they are using
- knows how to identify and control hazards associated with the work task and location.

Pre and post-start inspections

The worker knows how to:

- conduct a visual inspection of the EWP and any associated safety equipment (i.e. harness and lanyard) for signs of damage before starting it up
- check the EWP's log book to ensure that the EWP has been routinely inspected and serviced in accordance with the manufacturer's

recommendations and that there are no outstanding faults or defects with the EWP (e.g. cracked welds, in-operable controls, deformed structure components, fluid leaks, damaged tyres, harness and attachment point damage)

- operate and is familiar with the control panel and full functions of the EWP
- correctly set up outriggers, including selection and use of pads
- check the control panel is fully operational by conducting a full range of trial movements
- check to ensure that all warning devices and braking and operational systems are fully functional
- accurately complete the EWP's logbook, including the identification of any faults or defects (where found) and where necessary take action to tag out and report the plant's failed pre-operation inspection.

Safe general use

The worker:

- understands the hazards and risks associated with the EWP (e.g. stability, brakes, turning circle etc)
- knows how to safely operate the EWP, including mobilisation, operation and retraction
- understands the system for communicating with other relevant workers
- understands how to set up exclusion zones
- understands their responsibilities to other workers in the EWP
- knows when a harness is required and how to inspect and ensures its correct fitting
- if using the EWP for construction work, understand the SWMS requirements
- understands the PCBU's emergency rescue procedure.

Shutdown and post-use inspection

The worker knows how to:

- shut down, retract and secure the EWP
- conduct a post-use inspection, including the identification and recording of any new faults and defects in the EWP's log book
- report any defects and faults, and to whom.