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| 1. **INTRODUCTION TO MOBILE ELEVATED PLATFORMS** |
| Mobile elevated platforms are normally used for working at heights when it is not possible to build scaffolding, or when it is considered impractical (time, location, etc.). A risk analysis should identify this. |

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| 1. **EXPLANATION & RISKS** | |
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| 1. Definition of a mobile elevated platform:  * a work platform that can be elevated * using a hoisting mechanism * in an arm or scissors construction   e.g. scissor lift, self-propelled elevated platform, elevated platforms on vehicles or trailers, telescopic, vertical mast elevated platform, push around, etc. | Examples:  🡪maintenance (snow, cleaning, lighting, ...) of canopies at petrol stations  🡪work on monitoring cameras at a height  🡪work on light fixtures at heights  🡪installation of marketing items on canopies at gas stations  🡪Installation/removal of signs on storage tanks  🡪work on/cleaning of windows at office buildings |
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| 1. The following risks exist (description of the risks + pictograms):  * **persons falling** from the elevated platform due to sudden movement of the platform or due to the operator leaving the basket (standing on the railing) * **pinching of persons** (or body parts)  in the working platform or between the basket and other objects * **material falling to the ground** * **toppling of the elevated platform** (collision, sinking, wind or unbalanced) * contact with **live parts** (e.g. power lines) * **not managing to get away in time in the event of an emergency** | |

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| 1. **SAFETY REQUIREMENTS** | |
| **ALWAYS:**  **CHECK** | |
| 1. **PERSONAL PROTECTIVE EQUIPMENT** |  |
| 1. safety helmet with chin strap in open air |  |
| 1. safety shoes / boots |  |
| 1. harness belt, properly secured |  |
| 1. high visibility and weather resistant clothing |  |
| 1. life jacket when working on an elevated platform near water |  |
| 1. goggles, gloves and ear and eye protection, if required |  |
| 1. **PREPARING TO WORK ON AN ELEVATED PLATFORM** |  |
| 1. Assessment of the work (RI&E) |  |
| Duration, number of people on the elevated platform, whether material must be taken up, potential interference with other contractors on the site, etc. |  |
| 1. Terrain, exploration, assessment and measures for: |  |
| * + - underground lines and areas - marking, etc.     - overhead lines and obstructions - removal, planning, etc.     - overhead high-voltage line and/or telephone cables     - carrying capacity and smoothness of the base - partitions     - pits and trenches (and the edges thereof)     - check the available space to move before positioning the elevated platform     - demarcate the area and put up signs |  |
| 1. Weather conditions |  |
| * + - It is not permitted to use an elevated platform under the following conditions:       * wind speed> 6 Beaufort (> 50 km/h)       * severe thunderstorms     - ensure that operators/personnel on the work platform have suitable weatherproof (cold/wet) clothing available     - take into account that cold could have an impact on the concentration of the operators (control/monitoring requirement) |  |
| 1. Emergency plan |  |
| * + - accident scenarios for an elevated platform     - staff instructions/training |  |
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| **ALWAYS:**  **CHECK** | |
| 1. **REQUIREMENTS FOR WORKING ON AN ELEVATED PLATFORM** |  |
| * + - > 18 years old     - the elevated platform must only be operated by qualified personnel     - provide clear instructions for workers on the basket     - good communication between workers in the basket and those on the ground  🡪two-way radio needed when working higher than 25 meters     - all workers must always be clearly visible, both on the basket and on the ground |  |
| 1. **ELEVATED PLATFORM PROTECTIVE EQUIPMENT** |  |
| 1. in explosion risk areas: spark arrestors on exhausts |  |
| 1. acoustic driving signal |  |
| 1. appropriate extinguishing equipment |  |
| 1. overload protection and load limiter |  |
| 1. roll-over protection |  |
| 1. emergency lowering valve |  |
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| 1. **DOCUMENTS REQUIRED TO BE AVAILABLE** |  |
| 1. CE certificate |  |
| 1. inspection report |  |
| 1. instruction manual for the machine in the local language (user) |  |
| 1. completed vehicle logbook (inspections, checks, maintenance) |  |
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| 1. **APPROVAL & INSPECTION OF ELEVATED PLATFORM** |  |
| 1. with use, daily: |  |
| * + - visual inspection: fluid levels, leaks, damage (tyres, ...)     - operational inspection: ground handling, braking, emergency equipment, emergency stop, deadman's pedal, etc. |  |
| 1. valid periodical inspections |  |
| * + - conform to local legal requirements (frequency/institution)     - hoisting equipment with baskets and hoisting vehicles used as elevated platforms must also be inspected |  |
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| **ALWAYS: CHECK** | |
| 1. **SAFETY PLATFORM USE SAFETY\*** |  |
| 1. safe driving |  |
| * + - drive slowly     - note low passages, pipes and cables     - note pits, holes and bumps     - maintain a sufficient distance from all obstacles     - ensure that all other persons are a safe distance away     - look in the driving direction when the elevated platform is being moved     - driving up and down slopes: load must be directed towards the slope |  |
| 1. use the basket/working platform in a safe manner |  |
| * + - never overload     - always keep in a horizontal position     - Always keep the floor of the basket clean     - workers must step on or off on ground level     - only step on or off through the designated gate     - check whether the personnel on the basket are making use of personal protective equipment used and if they are properly in place     - secure tools and materials from falling     - Avoid jerking movements of the basket, operation must be carefully and evenly     - prevent electric cables, ropes or hoses getting tangled while hoisting or lowering the basket |  |
| 1. safe control |  |
| * + - switch the elevated platform off when leaving the basket     - always park in a safe place     - stop immediately in the event of a defect or malfunction and notify the foreman/employer |  |
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| **\*NOTE**: for more information about baskets on hoisting equipment, see "Hoisting and Lifting" |  |
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