



# MEWP PRE-USE INSPECTION CHECKLIST

MACHINE: \_\_\_\_\_

WEEK COMMENCING: \_\_\_\_\_

All checks should be conducted in accordance with the manufacturer's manual

		MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY						
<b>VISUAL CHECKS</b>	<b>Documentation</b>	1 Current thorough examination certificate (within last six months)												
		2 Manufacturer's operator manual												
		3 Rescue plan												
	<b>Wheels/tyres</b>	4 Wheel security (nuts, retainers: loose, damaged, missing)												
		5 Tyre pressure (pneumatic, foam filled or solid)												
		6 Cuts, splits, exposed braiding, damaged rims												
	<b>Engine/power source</b>	7 Fluid levels (engine oil, coolant, fuel)												
		8 Fluid leakage on ground and around engine												
		9 Battery (electrolyte, security and charging plug condition)												
	<b>Hydraulics</b>	10 Hydraulic fluid level												
		11 Leaks (hoses, pipe connections, rams, cylinders)												
	<b>Hoses and cables</b>	12 Security and condition (cuts, chaffing, bulges)												
		13 Power track cable trays (free from damage and debris)												
	<b>Outriggers, stabilisers</b>	14 General condition, pins/retainers, footplate												
		15 Spreader plates (present, condition, secure for travel)												
		16 Interlocks (functioning, engaged)												
	<b>Chassis, boom and scissor pack</b>	17 General condition (damage, misalignment, corrosion)												
		18 Cracks in weld												
		19 Pins, retainers and chains (security, signs of wear)												
		20 Canopies, guards, engine covers (security and condition)												
	<b>Platform or cage</b>	21 Steps for access/egress (secure, undamaged, clear)												
		22 Entrance gate, guard rails and retaining pins												
		23 Harness anchor points												
		24 Clear of rubbish, debris and obstructions												
	<b>Decals and signage</b>	25 ID plate, safety, warning and information decals (legible)												
		26 Controls (identification decals, directional arrows)												
		27 Platform loads (SWL, max. wind speed, max. number of persons)												
		<b>G</b>	<b>P</b>	<b>G</b>	<b>P</b>	<b>G</b>	<b>P</b>	<b>G</b>	<b>P</b>	<b>G</b>	<b>P</b>	<b>G</b>	<b>P</b>	
<b>FUNCTION CHECKS</b>	<b>Using Ground (G) and Platform(P) controls</b>	28 Security device (power isolator, keypad, smart card)												
		29 Function enable (ignition key, foot switch, hold to run device)												
		30 Emergency stops and emergency lowering system												
		31 All switches, function controls (move freely, do not stick)												
		32 Lifting functions (raise, lower, slew, tele-out, tele-in)												
		33 Travel functions (forward, reverse, steer, brakes)												
		34 Elevated drive speed (reduced or prevented)												
		35 Lights, beacons, warning devices												
		36 Alarms (tilt, descent and travel)												
		37 Limit switches (e.g. descent, load, outreach, rotation)												
		38 Pothole protection device (fully deploys and retracts)												
		39 Oscillating axle locks, extending axles												
		40 Accessories, power to platform, extending decks												
		41 Jacks-legs, stabilisers, outriggers, levelling devices												
				Initialled:	Initialled:	Initialled:	Initialled:	Initialled:	Initialled:	Initialled:				

**ALL FAULTS AND DEFECTS TO BE REPORTED IMMEDIATELY TO YOUR SUPERVISOR**

Only persons who are trained and authorised by their employer should operate this equipment.

**OPERATOR NAME(S) AND PAL CARD NUMBER(S):**