

# Aerial lift (MEWP) pre-use inspection checklist

For scissor lifts, boom lifts and other mobile elevating work platforms. Complete before use each shift. Do not use a machine with a defect that affects safe operation; tag it out of service and report it.

Date: \_\_\_\_\_ Shift: \_\_\_\_\_ Unit / ID #: \_\_\_\_\_ Hours: \_\_\_\_\_  
 Operator: \_\_\_\_\_ Location: \_\_\_\_\_

| Before you start (ground level, machine off)                                                                     | OK | Defect | N/A |
|------------------------------------------------------------------------------------------------------------------|----|--------|-----|
| Operator's manual present on the machine; you have read it and understand the controls                           |    |        |     |
| Decals, placards, load rating and warning labels present and readable                                            |    |        |     |
| Date of last periodic inspection is current (check the manual and OHS Regulation s. 13.23 for your machine type) |    |        |     |
| No fluid leaks (hydraulic oil, fuel, battery electrolyte)                                                        |    |        |     |
| Tires, wheels or tracks: good condition, no damage or low pressure                                               |    |        |     |
| Outriggers or stabilizers (if fitted): not damaged; pads available and in good condition                         |    |        |     |
| Structure: boom, scissor stack, pins and welds with no visible cracks, bends or missing parts                    |    |        |     |
| Guardrails, mid-rail, toe boards and gate or chain secure and undamaged                                          |    |        |     |
| Platform floor clean and free of slip hazards; harness anchorage point(s) undamaged                              |    |        |     |
| Battery charged and secure; cables undamaged; fuel level adequate                                                |    |        |     |

| Controls and safety devices (platform and ground controls)               | OK | Defect | N/A |
|--------------------------------------------------------------------------|----|--------|-----|
| Emergency stop works at both control stations                            |    |        |     |
| Hold-to-run controls return to neutral when released                     |    |        |     |
| Ground controls override and emergency lowering work                     |    |        |     |
| Horn, flashing light and travel alarm work                               |    |        |     |
| Tilt, level or load-sensing alarm and limit switches (where fitted) work |    |        |     |
| Lift, lower, drive and steer operate smoothly with no jerking or noise   |    |        |     |
| Brakes hold                                                              |    |        |     |

| Worksite check                                                                                                               | OK | Defect | N/A |
|------------------------------------------------------------------------------------------------------------------------------|----|--------|-----|
| Floor or ground is firm, level and able to carry the machine; no holes, drop-offs or soft ground                             |    |        |     |
| Overhead hazards identified, including power lines (keep the required clearance)                                             |    |        |     |
| Wind, weather and lighting are within the manufacturer's limits                                                              |    |        |     |
| Work area barricaded or signed so people do not walk under the platform                                                      |    |        |     |
| Fall protection worn and tied off where required for the machine type (see OHS Regulation s. 13.33) and inspected before use |    |        |     |
| Rescue plan: someone at ground level knows how to lower the platform in an emergency                                         |    |        |     |

|                                              |
|----------------------------------------------|
| Defects found / action taken / who was told: |
|                                              |
|                                              |

Equipment safe to operate? Yes ☐ No ☐  
(tag out of service)

Operator signature: \_\_\_\_\_

Supervisor: \_\_\_\_\_

Items reflect common pre-use inspection practice. Follow the manufacturer's operator's manual and your employer's procedures, which take priority. Operators must be trained and authorized for the machine type. This checklist does not reproduce any standard.

OHS Regulation, Division 5, Elevating work platforms (including s. 13.23 inspection and s. 13.33 fall protection) (Part 13 Ladders, Scaffolds and Temporary Work Platforms)

<https://www.worksafebc.com/en/law-policy/occupational-health-safety/searchable-ohs-regulation/ohs-regulation/part-13-ladders-scaffolds-and-temporary-work-platforms>