



## General Lift Training

1. Never use a lift by yourself. There must be a second person present on the ground in case of an emergency and to control pedestrian traffic.
2. **MANDATORY** Pre-Use inspection (there is an inspection checklist for each lift in a container attached to the lift basket that must be filled out prior to use).
  - a. Check for damage to the wheels
  - b. Check for leaking hydraulic lines
  - c. Look for cracks in the mast and bucket/cage
  - d. Look for any other obvious signs of damage and wear
3. Only set up the machine on a solid level surface.
4. Some machines run off batteries and some must be plugged in to run. Notice that you have an outlet in the bucket to run power equipment.
5. Set all four legs in place. Screw each leg down until the green light comes on for that leg. All four green lights must come on before the machine will operate.
  - a. Some of the newer, shorter units simply sink to the ground and do not require outriggers.
6. The red emergency stop button must be pulled out on both the ground controls and in the bucket controls to be able to operate the machine.
7. Turn the key to give control to the person in the bucket.
8. Two actions are necessary to raise and/or lower the bucket. You must push down the back button and turn the knob up or down.
9. Ground controls should only be used in case of an emergency. If someone is hurt, the controls stop working or other situation arises, turn the key to give control to the ground controls and lower the person in the bucket.
  - a. Know where the emergency release is to lower the bucket incase all controls stop working.
10. You must maintain a minimum of a 10 foot clearance from overhead power lines.
11. An anemometer (measures wind speed) needs to be used anytime a lift is used outside. If wind speeds reach 25 mph, the work must stop.
12. A full body harness and lanyard must be used for fall protection when using any type of lift at JMU.

### Two Person Lifts

1. Follow the same instruction for set up as you would for the single person.
2. Release the safety catch for the side rails and lift them into place. They will automatically lock once they are in place.
3. Someone will need to climb up and secure the gate on the opposite end of the steps.