

Scissor Lift Pre-Operation Checklist

Parts 1, 2, and 3 shall be completed by the first person who uses the lift for each work shift. If any defects are found, remove the key, tag the lift out of service and contact your supervisor. Please keep completed forms on file in the affected department for 3 years + the current year.

Part 1: With both E-stops (one in basket and one at ground controls) depressed and key in neutral position, start the walk around and check the following:

Operator:							
Date:							
Guardrail/guardrail attachments							
Basket gate or chain							
Hazard/information labels (present and legible)							
Leaks (hydraulic, oil, battery)							
Tires, wheels, lug nuts							
Ground static strap							
Wires (fraying/exposed)							
Beacon light							
Oil/battery fluid levels							
Battery pack/connections (corrosion)							

Part 2: Pull both E-stops out, switch key to ground controls, raise lift just high enough to position safety prop, lower lift onto safety prop, and start second walk around and check the following:

Pins, welds, bolts, nuts							
Wires inside the unit (fraying/exposed)							
Hoses for leaks							
Cylinder for damage							
Clean out any debris inside the lift							
Underside of decking							
Safety prop/arm							
Pothole protection guards, outriggers							
Emergency lowering device							

Part 3: Lift should be back to the starting position after checking the emergency lowering device. Switch key to basket controls and enter the basket and check the following:

ANSI)							
Controls (forward, backward, up, down, horn)							
Lift travels slow when raised							
Brakes							
Alarms (back-up, motion)							
Roll out deck and deck locks							
Battery charge level							

Description of any defects found: _____