



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
VISUAL CHECKS	Documentation	1 Statutory examination / periodic inspection in date	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		2 Manufacturer's operator manual with the machine	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		3 Rescue plan in place and name of nominated ground rescue person identified	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	Wheels/tyres	4 No missing loose or damaged nuts, and retainers	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		5 Tyre pressure (pneumatic, foam filled or solid)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		6 Condition (no cuts, splits, exposed braiding, damaged rims)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	Engine/power source	7 Fluid levels (engine oil, coolant, fuel)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		8 No fluid leakage on ground and around engine	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		9 Battery (electrolyte, connections, terminals, security and charging plug condition)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	Hydraulics	10 Hydraulic fluid level	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		11 No leaks (hoses, pipe connections, rams, cylinders)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	Hoses and cables	12 Security and condition (no cuts, chaffing, bulges)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		13 Power track cable trays (free from damage and debris)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	Outriggers, stabilisers	14 General condition, pins/retainers, footplate	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		15 Spreader plates (present, condition, secure for travel)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		16 Interlocks (functioning, engaged)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	Chassis, boom and scissor pack	17 General condition (no damage, misalignment, corrosion)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		18 No cracks in weld	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		19 Pins, retainers and chains (good condition, secure)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		20 Canopies, guards, engine covers (security and condition)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	Platform or cage	21 Steps for access/egress secure (undamaged, clear of debris)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		22 Entrance gate, guard rails and retaining pins	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		23 Harness/ lanyard anchorage points	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		24 Clear of rubbish, debris and obstructions	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		25 Secondary Guarding	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	Decals and signage	26 ID/ compliance plate, safety, warning and information decals (all present, legible)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		27 Controls (identification decals, directional arrows clearly marked)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
		28 Platform loads (SWL, max. wind speed, max. number of persons clearly marked)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
FUNCTION CHECKS	29 Security device (power isolator, keypad, smart card)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	30 Function enable works correctly (ignition key, foot switch, hold to run device)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	31 Emergency stops and emergency / auxilliary lowering system are fully functional	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	32 All switches, function controls (move freely, return to neutral, operate as expected)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	33 Elevating functions (raise, lower, slew, tele-out, tele-in)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	34 Travel functions (forward, reverse, steer, brakes)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	35 Elevated drive speed activates when platform is raised (reduced or prevented)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	36 Lights, beacons, warning devices	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	37 Audible alarms (tilt, descent and travel)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	38 Interlock, limit switches (e.g. descent, SWL, outreach, rotation)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	39 Pothole protection device (fully deploys and retracts)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	40 Oscillating axle locks and extending axles operate correctly	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	41 Accessories, power to platform, extending decks	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	42 Jacks-legs, stabilisers, outriggers, levelling devices	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
	43 Secondary guarding (function, operation, reset)	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗	✓ / ✗
ALL FAULTS OR DEFECTS (*) TO BE REPORTED IMMEDIATELY TO YOUR SUPERVISOR		Initialled:	Initialled:	Initialled:	Initialled:	Initialled:	Initialled:	Initialled:

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

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