



MEWPS FITTED WITH EXTENSION DECKS TOOLBOX TALK

Mobile Elevating Work Platforms (MEWPs) Category 3a (e.g., scissor lifts) are sometimes fitted with extension decks, these can be single, or double deck extensions. The purpose of an extension deck is to provide additional horizontal outreach beyond the main deck of the platform.



This Toolbox Talk provides information on the risks and safe operation of extension decks.

WHAT ARE THE HAZARDS?

- Overloaded extension decks can cause damage to safety critical components
- Impact from passing vehicles or equipment if extension decks are in the extended position
- When an extension deck is extended it can obscure the view beneath the platform
- When extension decks are extended the platform is longer, which increases the risk of impact with buildings, personnel and other equipment when driving, lifting or lowering the MEWP
- Extension decks are fitted with locking devices/pins, if these are not secured the deck can slide in or out while driving or stopping the MEWP
- Debris can collect under the extension deck, causing it to seize in position
- Platform control box cables can be damaged if they are trapped between the platform guardrails and the extension deck guardrails when extending and retracting the extension deck

HOW DO YOU REDUCE THE RISK?

- The Rescue Plan should consider the recovery of a MEWP if an extension deck is extended over a structure

WHO NEEDS TO KNOW?

This Toolbox Talk applies to all individuals involved with the safe use of a MEWP, including:

- Users/hirers
- Managers and supervisors
- Operators
- Nominated ground control rescue persons

- Where possible retract any extended deck(s) before lowering the platform or driving the MEWP
- Never exceed the maximum safe working load (people, tools and equipment) allowed on the extension deck. This information can be found on the extension deck decal and in the MEWP operators manual
- Never extend the deck outside the exclusion zone
- Ensure the extension deck is locked in position when extended or retracted
- Inspect locking pins and extension deck rollers as part of your pre-use inspections
- Ensure all guard rail locating pins are in place, if any are missing the MEWP should not be used
- Some MEWPs are fitted with powered extension decks, always check the condition of the power cables and controls before use
- Ensure the main deck of the MEWP and the extension deck are clear of debris
- Check all four corners of the platform before lowering to ensure there are no hazards/people below
- Check the rear of the platform for hazards/people before driving in reverse, use a Spotter if required

REMEMBER

- Any faults or defects should be reported immediately, and the MEWP taken out of service – ISOLATE, TAG and REPORT
- You should be trained and familiarised with the MEWP you intend to use and follow the manufacturer's instructions
- If you see something that is not safe you should always report it
- Never overload the extension deck or main platform as this can lead to overturn
- The operator must look in the direction of travel (drive or lift) prior to movement

USEFUL REFERENCES

- IPAF Operators Safety Guide ([available via the ePAL app www.ipaf.org/ePAL](http://www.ipaf.org/ePAL))
- Manufacturer Operators Manual ([available via www.ipaf.org/manufacturers](http://www.ipaf.org/manufacturers))