



# Saskatchewan Health Authority

## Policy

Saskatoon & Area - Occupational Health & Safety

**Number:** 53-013

**Title:** Physical Hazard:  
Aerial devices and elevating work platforms

**Saskatchewan Employment Act:**

**OHS Regulation:** 12-25, 12-26

**Date:** January 1, 2017

**Date Revised/Reaffirmed:** December 30, 2021

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### Purpose

To ensure that all SHA employees are aware of their responsibilities and work safely when using aerial devices and elevated work platforms

### Roles and Responsibilities

Employer must ensure:

- That any aerial device, elevating work platform or personnel lifting unit is properly designed and constructed and has been certified by a professional engineer
- That all aerial devices are equipped with a lanyard attachment for personal fall arrest
- That the attachment is constructed to an approved standard or has been certified by a professional engineer
- That all aerial devices or elevated work platforms are inspected and maintained by competent persons and that a maintenance and inspection tag is provided and contains the following information:
  - Date of last maintenance
  - The name and signature of the person who performed the maintenance
  - Indication the maintenance meets manufacturer's recommendations

Manager/Supervisor must ensure:

- That roles and responsibilities of all workers are being met, as well as applicable legislation and/or standards
- Safe work procedures are written and followed and must include the manufacturer's instructions and recommendations, load limitations, proper use of controls and any limitations on the surfaces on which the device can be used
- That no worker shall be raised lowered or permitted to work on a raised platform unless:
  - There is suitable communication between the worker operating the controls and the worker on the platform
  - The elevating mechanism is designed so that if a failure occurs that the elevated platform will descent in a controlled manner so no worker is endangered
  - The platform will only move if direct pressure is applied to the controls
  - The drive mechanism does rely on gravity

- All other conditions traffic on roads, overhead lines and obstructions, and all other environmental conditions will not create a danger for the worker
- The brakes are engaged at all times unless specifically stated by the manufacturer
- If the device has outriggers they must be set during use
- That no worker shall operate an aerial device that is not trained in the safe operation of the device
- That if a platform is attached to a forklift the operator remains at the controls and does not drive the forklift while a worker is suspended on the platform
- That no worker will operate the aerial device without the use of a fall arrest system

Worker must ensure:

- They are trained in and follow the safe work procedures
- They are trained in and use any PPE required (selection, use, care and handling)
- They report to their supervisor and the Safety Alert System/Incident Report Line for any incidents or near misses
- They fully lower and retract the device and place the hydraulics in neutral and place or render the device inoperable whenever the device is not in use or unattended
- That no worker shall operate an aerial device that is not trained in the safe operation of the device
- That if a platform is attached to a forklift, the operator remains at the controls and does not drive the forklift while a worker is suspended on the platform

#### **Orientation & Training**

- Training in Safe operation of aerial devices before operating
- Has read the operators manual for the devices they are operating

#### **Materials**

- Appropriate PPE if required
- Operating manuals are with the device at all times

#### **Non-Compliance/Breach:**

Non-compliance with this policy will result in a review of the incident. A review for non-compliance may result in disciplinary action, up to and including termination of employment or privileges; fines and /or prosecution of individuals under the Saskatchewan Employment Act and OHS Regulations.

Review Dates:

January 1, 2017

June 5, 2018

December 30, 2021