

# SAFETY INFORMATION SHEET

## PERSONNEL LIFT SAFETY

### WHAT THIS SHEET APPLIES TO

Anyone using a personal lift, Scissor lift, or any other type of personnel or equipment lifts which elevates their feet at least 6 feet above the ground.

### RISKS INCLUDE

Injury from falling.

### GUIDELINES, RULES, & PROCEDURES

1. Remove any unnecessary items from pockets or which could fall off (this includes hard hats) before climbing up a ladder.
2. All users must first be trained by the technical director or other appropriate supervisor.
3. The unit must be used on a flat and level surface.
4. All stabilizers (outriggers) must be properly extended and locked before entering the basket.
5. Do not exceed the maximum load rating. This includes the operator and all equipment in the basket.
6. Do not operate the lift on an elevated platform, scaffold, truck bed, or extended platform.
7. Only one person is allowed in the basket.
8. Do not climb, stand, or sit on the basket railings.
9. Do not lean ladders against the lift. Never apply a side load force to the unit by pushing or pulling from the basket or by hanging heavy wires or cables over the side.
10. Do not move the lift when the basket is raised.
11. Do not operate near overhead electrical lines or obstructions.
12. Do not stand under or near the loaded basket.
13. Never attempt to use the lift without someone else present in the area.
14. After use, return outriggers to their holders and coil the power cable and put it in the basket. Return the lift to its storage area.
15. See also the *Safety Information Sheet* entitled "Fall Protection".

### FOR FURTHER UNDERSTANDING

Rossol, Monona. *Stage Fright: Health and Safety in the Theater—A Practical Guide*. Rev. Ed. New York: Allworth Press, 1991.

**EMERGENCY- Contacts: CSB Security at 5000 or 9-911. SJU Life Safety at 911 or 2144**

To report injury that occurred while working for compensation, supervisor/employee use the incident report form and submit completed report to Human Resources, preferably within 24hours.

To report injury that occurred at non-compensated work e.g. Class activity, supervisor/student use the academic injury report form and submit completed report to Environmental Health & Safety office.