



# 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		
<b>FUNCTION CHECKS</b>	<b>Documentation</b>	1	2	3	4	5	6	7		
	1	Current thorough examination certificate (within last six months)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	
	2	Manufacturer's operator manual	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	
	3	Rescue plan	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	
	<b>Wheels/tyres</b>	4	Wheel security (nuts, retainers: loose, damaged, missing)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		5	Tyre pressure (pneumatic, foam filled or solid)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		6	Cuts, splits, exposed braiding, damaged rims	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		7	Fluid levels (engine oil, coolant, fuel)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		8	Fluid leakage on ground and around engine	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		9	Battery (electrolyte, security and charging plug condition)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	<b>Engine/power source</b>	10	Hydraulic fluid level	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		11	Leaks (hoses, pipe connections, rams, cylinders)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	<b>Hoses and cables</b>	12	Security and condition (cuts, chaffing, bulges)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		13	Power track cable trays (free from damage and debris)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	<b>Outriggers, stabilisers</b>	14	General condition, pins/retainers, footplate	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		15	Spreader plates (present, condition, secure for travel)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		16	Interlocks (functioning, engaged)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		17	General condition (damage, misalignment, corrosion)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	<b>Chassis, boom and scissor pack</b>	18	Cracks in weld	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		19	Pins, retainers and chains (security, signs of wear)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		20	Canopies, guards, engine covers (security and condition)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		21	Steps for access/egress (secure, undamaged, clear)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	<b>Platform or cage</b>	22	Entrance gate, guard rails and retaining pins	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		23	Harness anchor points	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		24	Clear of rubbish, debris and obstructions	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	<b>Decals and signage</b>	25	ID plate, safety, warning and information decals (legible)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
		26	Controls (identification decals, directional arrows)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
27		Platform loads (SWL, max. wind speed, max. number of persons)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	

		G	P	G	P	G	P	G	P	G	P	G	P
<b>Using Ground (G) and Platform(P) controls</b>	28	Security device (power isolator, keypad, smart card)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	29	Function enable (ignition key, foot switch, hold to run device)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	30	Emergency stops and emergency lowering system	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	31	All switches, function controls (move freely, do not stick)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	32	Lifting functions (raise, lower, slew, tele-out, tele-in)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	33	Travel functions (forward, reverse, steer, brakes)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	34	Elevated drive speed (reduced or prevented)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	35	Lights, beacons, warning devices	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	36	Alarms (tilt, descent and travel)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	37	Limit switches (e.g. descent, load, outreach, rotation)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	38	Pothole protection device (fully deploys and retracts)	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	39	Oscillating axle locks, extending axes	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	40	Accessories, power to platform, extending decks	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗
	41	Jacks-legs, stabilisers, outriggers, levelling devices	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗	✓/✗

**ALL FAULTS OR DEFECTS (\*) TO BE REPORTED IMMEDIATELY TO YOUR SUPERVISOR**

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

**OPERATOR NAME(S) AND PAL CARD NUMBER(S):** \_\_\_\_\_