

MEWP Acceptance Check Sheet

**Project / location:**

**Contractor:**

**Equipment Type and Model:**

**Unique Identification Number:**

**Plant owners name:**

**MEWP Coordinator:**

1.0	Documentation	Yes / No / NA	Comments / Actions
1.1	Thorough examination: Current 6 monthly (LOLER)		
1.2	Weekly maintenance inspection conducted by a competent operator or fitter		
1.3	Daily (pre-use) visual inspection conducted by a competent operator.		
<b>1.0</b>	<b>General</b>		
1.1	Condition of the boom/scissor structure including pins, etc?		
1.2	Is the operator's manual provided securely with the MEWP?		
1.3	Are all boom operations fully functional?		
1.4	Does the plant clearly display all appropriate SWL, etc?		
1.5	Are all moving parts protected by fully operating and suitable guards?		
1.6	Are the ground / basket switching of control operating correctly?		
1.7	Are all controls including emergency stops, clearly identified and marked?		
1.8	Is the plant generating excessive noise, fumes or other exhaust gases?		
1.9	Edge protection and handrails suitable and secure?		
1.10	Are the brakes and steering fully functional?		
1.11	Is the horn operating clearly?		
1.12	Are the wheels / nuts, tyres or tracks intact and securely in place?		
1.13	Are the directional travel instructions (decals) clearly identified on the body?		
1.14	Is there a hand tool storage facility?		
1.15	Condition of extending axles or outriggers, where fitted?		
1.16	Check fuel, engine / hydraulic oils and coolant levels including leakage?		
1.17	Is the item provided with secured special gas cylinders if LPG powered?		
1.18	Battery condition including leads and where accessible water levels?		
1.19	Running and working lights functioning?		
1.20	Hours run on receipt?		
<b>2.0</b>	<b>Safety Critical Items</b>		
2.1	Does the plant have suitable attachment points for safety harnesses?		
2.2	Is the MEWP provided with a suitable anti-entrapment control device?		
2.3	Is the dead man's pedal working correctly?		
2.4	Plant fitted with working travelling and tilt alarms, clearly audible at 10m?		
2.5	Maximum gradient displayed or inclinometer provided where required?		
2.6	Emergency lowering function enacted and operational?		
2.7	Can a portable drain earth be attached when working in substations?		
2.8	Maximum gradient for safe operation and is it displayed?		
2.9	Maximum wind speed for safe operation and is it displayed?		
2.10	Has the plant a suitable fire extinguisher in a convenient location?		
2.11	Plant fitted with fire or exhaust suppression systems for work in tunnels etc?		
3.0	Any other issues		

I have carried out the above checks where appropriate and have established to the best of my ability that this item is/is not\* in safe working order (\*delete as applicable)

Name:

Signature:

MEWP Coordinator / Supervisor:

Date:

NB. Following completion of the report at receipt of the MEWP onsite, formal inspection / examination must be recorded weekly in normal operating conditions, or under higher risk conditions daily.

Document Reference	Process Parent	Revision Status	Document Owner	Date	Page
SH9 FRM12	SH PRO9	Rev 1	Terry Meadows	Oct 12	1 of 1