

# MEWP: Pre-use Inspection Checklist

**To be completed by operator or authorized person when a MEWP is first brought on site and before it is used**

Please print

CONTACT NAME: \_\_\_\_\_ CONTACT NUMBER: \_\_\_\_\_  
 INSPECTED BY: \_\_\_\_\_ DATE/TIME: \_\_\_\_\_  
 TYPE OF MEWP: \_\_\_\_\_ MODEL #: \_\_\_\_\_

Inspection Item	Pass	Fail	Comments
The manufacturer's operations manual is stored on MEWP.	P	F	
Safety decals are in place and readable.	P	F	
Control panel is clean & all buttons/switches are clearly visible (no paint over spray, etc.)	P	F	
All safety indicator lights work.	P	F	
Motion alarms are functional.	P	F	
All guardrails are sound and in place, including basket chains, and gate door.	P	F	
All switch & mechanical guards are in good condition and properly installed.	P	F	
Work platform extension slides in and out freely with safety locking pins in place to lock setting on models with extension platforms.	P	F	
Work platform & extension slides are clean, dry, & clear of debris.	P	F	
Inspect for defects such as cracked welds, fuel leaks, hydraulic leaks, damaged control cables or wire harness, etc.	P	F	
Operating and emergency controls are in proper working condition, EMO button or Emergency Stop.	P	F	
Both upper and lower controls are adequately protected from inadvertent operation.	P	F	
Drive controls function properly & are accurately labeled (up, down, right, left, forward, back).	P	F	
Emergency lowering function operates properly.	P	F	
Lower operating controls successfully over ride the upper controls.	P	F	
Upper drive controls interlock mechanism is functional (i.e. foot pedal, spring lock, or two hand controls).	P	F	
Tires and wheels are in good condition, with adequate air pressure if pneumatic.	P	F	
Braking devices are operating properly.	P	F	
Inspect the battery and hydraulic equipment.	P	F	
Grounding Strap is in place and operational.	P	F	

**Explain any item marked "F" (fail):** \_\_\_\_\_  
 \_\_\_\_\_

**Workplace Assessment:** Survey work area for potential hazardous operating conditions prior to MEWP usage. Ensure hazards identified are addressed in JHAM or during pre-task planning process with sufficient strategies to mitigate the hazards or risks.

Floor/ground conditions: Drop offs, holes, uneven surfaces, sloped floors, unstable ground, etc.	<input type="checkbox"/> Present	<input type="checkbox"/> Not present
Housekeeping: Debris, floor obstructions, cords, construction materials, supplies, etc.	<input type="checkbox"/> Present	<input type="checkbox"/> Not present
Hazardous Energy: Electrical power cables or panels, chemical/gas/drain lines, utilities, etc.	<input type="checkbox"/> Present	<input type="checkbox"/> Not present
Overhead obstructions: Tight working conditions, adjacent structures, pipe racks, beams, ceiling grids, etc.	<input type="checkbox"/> Present	<input type="checkbox"/> Not present