

Stillwater Fire District
Stillwater, New York

Fire District Policy and Procedure

Policy Number: 6 of 2007

Policy Name: Scissor Lift Use Policy

Date Issued: August 13, 2007

Effective: August 13, 2007

Revised: March 2009

Review Date: January 2010

- I. PURPOSE:
 - A. The purpose of this policy and procedure is to provide for the safe operation of the 19' scissor lift owned by the fire district to prevent personal injury and damage.
- II. PROCEDURE
 - A. Anyone using the lift shall first review the operations manual each time the lift is used.
 - B. The lift shall be inspected for any obvious defects or damage.
 - 1) If any damage or defect is observed the lift will not be operated and a report shall be filed with the Board of Fire Commissioners.
 - C. When using the lift the safety harness and lanyard supplied with the unit should be worn by users. Since the lift is considered a scaffold, although movable and has the required safety railings, the harness is not **required** but **is suggested**.
 - 1) If used the safety harness and lanyard shall be inspected for obvious damage or defects prior to use.
 - 2) If the harness or lanyard is damaged or defective it shall not be used and the Board shall be notified.
 - 3) The lanyard shall be attached to only the tie off site provided by the manufacturer of the lift.
 - 4) The safety harness shall be donned in a manner prescribed by the manufacturer of the harness.
 - D. Users of the lift shall observe all safety measures prescribed by the manufacturer of the lift as indicated in the instruction manual.
 - E. The instruction manual for the lift and the harness assembly shall be stored on the lift at all times.
 - F. Users of the lift shall exercise caution when operating the lift and not place themselves between the lift and a stationary object when moving the lift from the floor area.
 - G. The lift shall be moved in the slow speed position only.
 - H. When transporting the lift, two straps shall secure the lift at the highest point to prevent tipping over.

