



LAUSD - OFFICE OF ENVIRONMENTAL HEALTH AND SAFETY

JOB SAFETY ANALYSIS

OPERATING MECHANICAL PERSONNEL LIFTS (AKA GENIE LIFT)



General Precautions: There should always be two people working together when operating mechanical lifts; one on the lift itself and the other as a look out, on the ground. Harness, hard hat, eye protection should be worn at all times. Check the bubble level to ensure ground is level. Inspect the equipment against the checklist daily, per job. Make sure the work area is demarcated and barricaded. The operations manual must be on the equipment at all times. Do not use less than 10 feet away from electrical power lines. Only one person may be in the lift at a time.

Note: It is important that one receives all the appropriate training required for each task before any work can be done.

Required Personal Protective Equipment (PPE)*

Hard hat, eye protection, harness, safety vest and work boots

Required Training:

Operation of aerial lift, electrical safety, lockout/tagout, and fall protection.

*Additional training and PPE may be required depending on the scope of the activities to be performed with piece of equipment, including but not limited to eye and hand protection or electrical safety. All work areas should be demarcated and barricaded.

TASK	HAZARDS	CONTROLS
1. Push lift to desired location.	Foot injury Injury to others	Keep feet away from mechanical lift wheels. Be aware of others. Warn others who may be near the lift that you are moving it. The second person should steer lift from front. Make sure the wheels or castors are locked in place.

		Back injury	Bend knees to lessen pressure on lower back. Use legs as source of power to push.
2. Secure perimeter of work area.		None foreseen	
3. Remove outriggers from compartment.		Injuries from falling base	Make sure all outrigger parts are secured before removing from compartment. Wear close-toed shoes.
		Dropping outriggers	Remove one outrigger at a time. Use both hands to remove from compartment.
		Back injuries	Use both hands to remove outriggers from compartment. Use legs as source of power to pull outriggers out of compartment. Secure steady stance for balance.
		Injuries to others	Be aware of surrounding personnel and let them know if the outriggers may be in their way. Be aware of length of outriggers.
4. Setting outriggers in sockets.		Back injury from being in low position	Bend knees to insert outriggers and crank outriggers secure. Use arm to support body on leg to lessen pressure on back.
5. Setting tool table on lift basket.		Back injury	Bend knees to lessen pressure on lower back. Use legs as source of power to lift tool table.
6. Getting into lift basket.		Tripping over cords	Secure all cords before entering basket. Clear area of any loose articles.
		Falling from unstable lift	Crank all outriggers until tight and secure. Check to see that all green lights on monitor are on.
		Falling security bar	Hold security bar above head until completely inside basket.
		Tripping while entering	Watch your step.
		Leg injury from outriggers.	Keep leg away from outriggers. Be aware of surroundings.
7. Starting lift.		Falling out of basket	Do not operate if over the weight maximum. Ensure security bar is lowered back down. Do not lean or reach out of basket. Do not climb on the basket.
		Collision with structural support, light fixtures, or other suspended objects	Evaluate area overhead before raising lift. Only raise lift in areas that are clear overhead.
		Entanglement with cord	Make sure all cords are secured before lifting to avoid anything from getting caught.

	Injury to others	Secure all loose articles. Do not allow anyone to stand underneath lift.
8. Performing task.	Injury from falling objects Electrocution	Wear hard hat, eye protection, and dust mask. Maintain mandatory clearances from overhead power lines. Barricade work areas. Insulate power lines. Look up and live (before and during operation).
9. Lowering lift.	Injuries to others	Secure all loose articles. If applicable, hold onto item on tool table to secure.
10. Exiting basket.	Injury to others	Have assistant remove object from tool table before exiting, if applicable.
	Falling security bar	See above for more information.
	Tripping and falling	Watch your step.

I have received, read and understood the contents of this JSA and have also acquired the aforementioned required training.

NAME:	
DEPARTMENT:	
JOB TITLE:	
EMPLOYEE ID:	
DATE:	
SIGNATURE:	

For more information about this JSA, contact the *Office of Environment, Health and Safety* at LAUSD, 333 South Beaudry Avenue, 21st Floor, Los Angeles, CA-90017
213-241-3199 • <http://achieve.lausd.net/oehs>

Personnel Lift Inspection Checklist					
Operator's Name:			Date of Inspection:		
Pre-use Inspection	OK	Repairs Needed	Job Site Inspection	OK	N/A
Ensure that operator's manual is on the lift			Check Ground Condition – uneven, holes, soft soil		
Check lift for visible damage			Check Slope		
Check for hydraulic leaks			Look for overhead obstructions		
Inspect belts and hoses			Observe environmental conditions- windy or unsafe weather (wind shall not exceed 20 mph)		
Inspect pins, banjo bolts and connections			Check surroundings for hazardous areas		
Inspect tires			Look for pedestrian or vehicular traffic		
Inspect limit switches			When necessary, define the work zone with barriers and restrict access		
Inspect platform and guardrails			Walk the path of travel the lift is going to move on		
Read the placard and decals and ensure that they are present and legible			Electrical hazards present		
Verify platform load is within the rated capacity					
Inspect the lift pothole mechanism					
Function Test	OK	Repairs Needed	Vehicle Components	OK	Repairs Needed
Position machine on a firm surface			Oil Level		
Deploy or position the outriggers			Fuel Level / Battery Charge		
Check the interlock display light and confirm they are all on			Coolant Level (Do not check while engine is hot)		
Confirm the machine is level by using the bubble level			Tire Pressure / Condition		
Push the e-stop button to the off position			Horn		
Use the drive function control – It shall not function			Gauges		
Use the lift function control – It shall not function			Brakes		
Pull the e-stop button to the on position			Lights		
Test the tilt alarm			Steering		
Check the drive function: forward and reverse			Back-up Alarm		
Check the lift function: up and down			Warning Lights		
			Battery Fluid Level		