1.0 INTRODUCTION

This Standard identifies the requirements for the operation and maintenance of mobile elevating work platforms (MEWP's) that can be raised and lowered, including those that are boom-supported, self-propelled, manually operated, used to raise material and personnel.

2.0 SCOPE

This Standard applies to all NB Power employees and contractors who operate this type of equipment. Note: This standard does not apply to bucket trucks.

3.0 REFERENCES

CSA B354.7-17)	Safety Principles, inspection, maintenance and operation
CSA B354.8-17	Mobile elevating work platforms-operator (driver) training
CSA B354.4-02	Boom type aerial platforms
HSEE-03-34	Barrier tape Standard
HSEE-03-01	Hazard Identification Assessment and Mitigation Standard
Form 1015	Working Near Overhead Power Lines WELL Sheet
Form 1001	AWP & MEWP Crane Supported Work Platforms– WELL Sheet

4.0 TERMS AND DEFINITIONS

Mobile Elevating Work Platform / MEWP	a machine/device intended for moving persons, tools, and material to working positions, consisting of at least a work platform with controls, an extending structure, and a chassis. Commonly used terms include vertical tower, scissor lift, and spider lift.
Competent Person	a) a person who is qualified, because of such factors as knowledge, training, and experience, to do the work assigned in a manner that will ensure the health and safety of persons and. b) a person who is knowledgeable about the provisions of the Act and the regulations that apply to the assigned work and. c) a person who is knowledgeable about potential or actual danger to health or safety connected with the assigned work.
Immediate Vicinity	Being visible and within shouting distance with no obstructions or

	barriers for quick access

5.0 ROLES AND RESPONSIBILITIES

5.1 Supervisor

- Plan and direct the work to maintain the requirements of this standard.
- Ensure employees are competent for the task being performed
- Assess safe use of the equipment (WELL sheet is available)

5.2 Employee

- Comply with the requirements outlined within this standard.
- Work only within competencies held and advise front line supervision when additional training is required to safely execute work.
- Ensure pre-use inspection is completed and documented.
- Use required fall arrest system. (100% tie-off is required).
- Follow any instruction, education and training in operating the equipment
- Be aware of changing conditions.
- Report to your supervisor any known hazards.

6.0 STANDARD

No modifications or additions that affect the capacity or safe operation of the equipment will be made without the manufacturer's written approval. If such modifications or changes are made, the capacity, operation, and maintenance instruction plates, tags, or decals must be changed accordingly**.**

Throughout this document, MEWP's will be identified as Equipment.

Prior to beginning work, operations involving mobile elevating work platforms, hazards must be identified with controls on the tailboard.

Mobile elevating work platforms may be a hazard for employees when not used, maintained, or stored adequately. Manufacturer's instructions and limitations of the equipment must be followed. To prevent injuries multiple factors must be considered, such as:

- Does the equipment have the lifting capacity?
- What is the condition of the surface that the equipment is travelling or stationed on?
- Does the operator have the knowledge and training to carry out the task safely?

Other factors include the weather, obstructions, materials to be lifted, and other employees working near the equipment.

Note: Never operate equipment if you have not been trained or if you are not comfortable operating it. Even if you are qualified to operate it, take time to familiarize yourself with the operating characteristics of the equipment you are currently using, especially if it is different from the type of equipment you have previously used. The safety of you and others on site depends on the competent, knowledgeable operation of equipment

6.1 General Requirements

Before being authorized to operate a particular make or model of MEWP, it is the Employer's responsibility to ensure that all operators are trained and given adequate time to undertake familiarization on the use of the machine with a competent person. Familiarization should follow on from basic training and should cover:

- manufacturer's instructions and warnings;
- features of the specific model of MEWP;
- the control functions particular to the specific model of MEWP;
- the function of each safety device;
- the emergency lowering procedures.

Equipment must be maintained and repaired in accordance with the manufacturer's requirements.

6.2 Inspections

- Equipment received for use (through purchase, contractual obligations, or rentals) must receive an initial inspection before being placed into operation to verify that there are no mechanical defects or safety deficiencies; results of this inspection must be documented, and records provided to NB Power prior to the commencement of work activities with the equipment.
- If the equipment warrants service or repair, it will be rejected (before unloading/use) and returned to the lessor or owner. The lessor/owner will be notified before such action and, if possible, be allowed to make necessary repairs at their own expense. A copy of the inspection report, noting all deficiencies will be transmitted to the lessor/owner.
- When equipment becomes damaged or in need of repair, a documented inspection must be completed before the equipment is returned for use. This inspection will include reviewing prior inspection forms to ensure corrective actions have been addressed.
- Before use on each shift, the operator will complete a pre-use inspection of the equipment to verify that the unit is in a safe operable condition.
- If a machine is noticed to be deficient during operation, the operator must cease operation and contact the immediate supervisor. Do not operate until proper repairs have been made.

- Inspect the work area environment before operating the Equipment, check the work area for the following:
  - Drop-offs or holes in the ground
  - Slopes
  - Bumps or floor obstructions
  - Debris
  - Overhead obstructions
  - Overhead wires, powerlines, or other electrical conductors
  - Hazardous atmospheres
  - Adequate operating surface—ground or floor
  - Sufficient ground or floor support to withstand all forces imposed by the platform in every operating configuration
  - Wind and weather conditions (less than 28 miles/hr as per CSA unless the manufacturer's instructions are different)
  - Sensitive equipment in the work area (i.e. Fire sprinklers, etc.)

6.3 Operation of Equipment

Equipment will be operated in accordance with the requirements contained in this standard, training courses, and the manufacturer's operating instructions.

Operate Equipment on level surfaces or within the slope limits given by the manufacturer. Always use wheel chocks when working on inclines.

Set brakes and fully extend outriggers (if equipped), position on stable surfaces, or use pads/appropriate cribbing arranged in a stable configuration.

Note: *If the outriggers cannot be fully extended, operate within limitations specified in the manufacturer's operating manual.*

Ensure the area surrounding the lift is clear of personnel and equipment before lowering the platform, or position barriers around the Equipment.

Provide safety barriers around aerial Equipment operated in congested / restricted areas so personnel cannot be caught between rotating equipment and adjacent fixed objects.

Stand on the floor of the lift and do not sit or climb on the edge or handrail. Do not climb out of the lift or use planks, ladders, or other devices, to reach the work location.

Note: *If you must transition out of a lift to gain access to an adjacent structure:*

- *the safe transition must be discussed during the tailboard*
- *100% tie off is required*
- *must be conducted with a written safety procedure, detailing the fall protection plan for the activity*

For elevated work platforms, fall protection is required at all times when in the basket. While a 6 ft web lanyard is allowed, a self-retracting lanyard (SRL)is best when used properly – will limit the fall to a few inches.

Note: When selecting a SRL ensure the Class 1 (older version) is designed to be tied off below the dorsal D-ring (check manufacturers owner's manual) or select a newer SRL-LE (leading edge).

A rescue plan must be developed and documented before operating the equipment. The minimum requirement is to have a ground person in the immediate vicinity that is either competent at operating the ground controls should there be an emergency or to call for readily available rescue support. A thorough job hazard analysis (JHA, see HSEE-03-01) is to be done to determine if an additional rescue plan may require any other type of rescue (e.g., technical rescue, another equipment. etc.)

Note: A ground person or spotter is required even when travelling on flat ground or at a minimum someone who can call for help in the event of an emergency.

Typically it is a rule to never tie off to an adjacent anchor point while in a platform. The exception would be when transitioning out of the basket where 100% tie off is required. This can only be done as per a detailed JHA and an approval from the manufacturer.

Only tools and materials required for the task are permitted to be raised in a lift. Secure loads and tools on the platform so that machine movement won't dislodge them.

Do not exceed the load capacity of the lift and do not use platform as a jack.

Always keep feet on the floor of the platform.

Do not travel Equipment while elevated when the platform is occupied unless the equipment is specifically designed for this type of operation.

Equipment that can be moved in elevated positions must have interlocks that keep the unit from moving or controlling the speed to a rate that does not affect stability when the platform is raised.

Booms and outriggers must be secured in accordance with the manufacturer's instructions before over-the-road transport.

6.4 Working Near Overhead Power Lines

When in a substation or terminal; a grounding bail is required to be installed by a competent person trained in NB Power's Grounding & Bonding Course.

Always check for overhead powerlines before moving the machine or operating the platform. You must observe the minimum permitted distances from overhead powerlines

TABLE 1 - Minimum Approach Distances for Personnel & Equipment *†

Revised January 2013

Voltage (Phase to Phase)	A‡ Qualified Electrical Persons µ		Bð MAD Qualified Persons, Utility Arborists, Pole Setters		Cs Unqualified Persons**	
	ft	m	ft	m	ft	m
Up to 750V	1ft	0.31m	2ft	0.6m	3ft	0.9m
750V to 15kV	2ft 1in	0.65m	3ft	0.9m	12ft	3.6m
16kV to 25kV	2ft 7in	0.77m	4ft	1.2m	12ft	3.6m
26kV to 69kV	3ft 3in	0.95m	5ft	1.5m	12ft	3.6m
70kV to 138Kv	3ft 7in	1.09m	6ft	1.8m	17ft	5.2m
139kV to 230kV	5ft 3in	1.59m	7ft	2.1m	17ft	5.2m
231kV to 345kV	8ft 6in	2.59m	12ft	3.7m	20ft	6.1m

* Cranes, excavators, dump trucks, man lifts, tools, etc.
† Distances are phase to ground clearance for selected phase to phase voltage
‡ Based on IEEE Std 516-2009
ð Based on NB OHSA General Regulation 91-191, section 371
ß Based on NB OHSA General Regulation 91-191, section 289
µ Certified A Lineperson, Electrical Mechanic, Power Line Technician, Relay Technician, and their apprentices
** Minimum Approach Distances for Unqualified person/Equipment can be reduced when under the direct supervision of a Qualified Electrical or MAD Qualified Person

6.5 OPERATION — Material / Personnel Hoists

Rated load capacities, manufacturer recommended operating speeds, special hazard warnings, operating rules, signal systems, and operating instructions must be conspicuously posted at the operator's station for the hoist, or on the car frame or crosshead.

Wire Rope with defects must be removed or replaced immediately. If one wire rope in a set requires replacement, the entire set of ropes must be replaced.

Any of the following defects will render the wire rope unfit for use:

- **Corrosion** – any development of slight corrosion shall be documented on the daily pre-use inspection report by the Competent Person and watched closely. Severe corrosion is cause for replacement.
- **Broken Wires** – one or more valley breaks, 6 randomly distributed broken wires in one rope lay, or 3 broken wires in one strand in one rope lay is cause for replacement.
- **End Attachments** – development of broken wires near attachments is cause for replacement. If this condition is localized in an operating rope and the section in question can be eliminated by making a new attachment; this may be done rather than replacing the entire rope.
- **Abrasion** – abrasion, scrubbing, flattening, or peening that causes loss of more than one-third of the original diameter of the outside wires is cause for replacement.
- **Kinking** – severe kinking, crushing, bird caging, or other damage resulting in the distortion of the rope structure is cause for replacement.
- **Heat Damage** – evidence of heat damage resulting from contact with a torch, or any damage caused by contact with electrical wires is cause for replacement.

- **Reduced Rope Diameter** – cause for replacement if the reduction from the normal rope diameter is more than:

No person is allowed to ride on a material hoist except for the purpose of inspecting or maintaining the hoist. A sign stating "No Riders Allowed" must be posted on the car frames or crosshead.

Entrances to material hoist ways must be protected by gates or bars that:

- Guard the full width of the landing entrance
- Are equipped with a latching device
- Are painted with contrasting colors

7.0 TRAINING

- Only qualified persons shall operate MEWP.
- Operators of the MEWP must familiarize themselves with the manufacturer's operating instructions for the specific MEWP being operated.
- Fall Protection Training
- Mobile Elevating Work Platform

8.0 APPENDIX

Appendix A – Working near Overhead Power Lines WELL Sheet

Appendix B – Powered Mobile Equipment WELL Sheet

Director of Total
Health & Safety

DOCUMENT APPROVAL/REVISION

Revision #	Date	Revision Summary	Author	Reviewed By	Approved By
New	2022-01-26	New	A. Munn	H. Georgiadis	R. Roy
1	2025-06-09	- Ground Person - SRL-LE	H. Georgiadis	TH&S and R. Cook	R. Roy

Appendix A – Working near Overhead Power Lines WELL Sheet

Énergie NB Power

Form/Formulaire #: 1015
Revision: 2021/11

Working near Overhead Power lines – WELL Sheet

Date:	**Job:**	:
Observation team member:		Signature:
Observation team member:		Signature:
Observation team member:		Signature:

Location of Work:		**Yes**	**No**	**N/A**
1.	Any above ground line, whether high voltage, low voltage, or communication cable is classified as an overhead power line and afforded due caution. This also includes poles, guy wires, underground anchors, and any such structural member that constitutes to the structural integrity of the power line.			
2.	All work within 'limits of approach' of overhead power lines is performed under an approved JSA.			
	NOTE: *Driving a vehicle that does not have the capability of any part of it rising up under an overhead power line does not require a JSA. A vehicle that does have the capability of any part of it rising up under an overhead power line (such as a mobile crane or dump truck) "may" require a JSA, depending on driving conditions and/or circumstances*			
3.	All lines have been considered energized unless confirmed in writing that they are not energized and that the lines are grounded at the point of operation.			
4.	Before work has begun that a tailboard has been completed identifying and communicating to each employee the task steps to be completed, the hazards and risks associated with the task, and the safe work practices that are to be applied to complete the task safely. If there is any risk of contact, the electrical supply must be turned off and isolated.			
	NOTE: *Consult with Total Health & Safety (Safety Specialist) and/or other SME(s) as necessary to verify these criteria.*			

Comments:

Appendix B – Powered Mobile Equipment WELL Sheet

Date:	**Job:**	**:**
Observation team member:		Signature:
Observation team member:		Signature:
Observation team member:		Signature:

	Location of Work:	**Yes**	**No**	**N/A**
1.	Inspect Mobile Equipment and all attachments daily prior to commencing work. Document inspection, and review maintenance logs prior to operation.			
2.	Do not operate the equipment if any defects are found. Report the defects to the Equipment Department and the HSE Department – review maintenance logs prior to operation.			
3.	Limit the speed at which the equipment is operated, especially when loaded			
4.	Before lifting a load assess the weight of the load to make sure it complies with the equipment's max. capacity			
5.	Ensure that loads are balanced to prevent them shifting during operation.			
6.	Never drive with a load raised higher than is required for adequate ground clearance.			
7.	A qualified spotter shall be in attendance when the loader is working with restricted visibility.			
8.	Do not use the Mobile Machinery for lifting workers to elevated platforms or work areas.			
9.	Seatbelts shall be worn always while operating.			
10.	Ensure all loads are secured with tiedowns			
11.	When parking the equipment ensure that the parking brake is applied and that the load bucket is on the ground.			
12.	Always obey the project / facility traffic controls and speed limits.			
13.	Powered mobile equipment is only to be operated by competent employees			
	NOTE: *Consult with Total Health & Safety (Safety Specialist) and/or other SME(s) as necessary to verify these criteria.*			

Comments: