Document Revision Change Table

Revision Number	Revision Description	Revised By	Revision Date
Rev. 03	*Considered as starting document for revision change table*		
Rev. 04	4.3.10 Added requirement for spotter when operating within units	S.Simoneaux	5-26-11
Rev. 05	Updated Operator Training requirements	G. Dawson	7/17/14
Rev. 06	Included Corporate Medical Requirements (4.4)	G. Dawson	11/12/14
Rev. 06	Procedure Review	G. Dawson	11/09/17
Rev. 07	Procedure Review - Updated Corporate Procedure references (N-ID-OSA 005 and N-ID-OCH 008)	C. Megas	11/30/20

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1. PURPOSE

To provide a procedure for safe operation of powered mobile platforms (aerial devices) This procedure establishes work practices considered minimum for the use and operation of powered mobile platforms.

2. DEFINITIONS

2.1. Powered mobile platform (mobile aerial lifting device; aka: Manlift) means any vehicle-mounted device, telescoping or articulating or both, which is used to position personnel. This includes boom-supported lifts, scissor lifts, aerial work platforms and portable work platforms.

2.2. Aerial ladder means an aerial device consisting of a single or multiple-section extensible ladder.

2.3. Extensible boom platform means an aerial device (except ladders) with a telescopic or extensible boom. Telescopic derricks with personnel platform attachments shall be considered to be extensible boom platforms when used with a personnel platform.

2.4. Insulated aerial device means an aerial device designed for work on energized lines and apparatus.

2.5. Mobile unit means a combination of an aerial device, its vehicle, and related equipment.

3. SCOPE

To ensure the safety of personnel and equipment at the BASF Beaumont plant site while working with and around powered mobile platform (aerial devices) operations.
This procedure covers powered mobile platforms such as: (a) extensible boom platforms, (b) aerial ladders, (c) articulating boom platforms, (d) vertical towers, and (e) a combination of any of the above.

4. PROCEDURE

4.1. The BASF Beaumont Site will follow and adhere to the Corporate Procedure for Powered Mobile Platforms (*N-ID-OSA 005*).

4.2. Powered Mobile Platforms (Mobile Aerial Lifts - Manlift) Operator Training

4.2.1. All persons likely to be involved in the use or operation of powered mobile platforms shall be properly trained and qualified in the use and operation of this equipment.

- ❑ Training for powered mobile platform (mobile aerial lift - manlift) operators shall consist of a combination of formal instruction, practical training and evaluation of the operator's performance in the workplace.
- ❑ Training shall be specific to the powered mobile platform(s) used and will be in addition to any other vehicle operating training. Potential operators will be assigned their classroom training though the Site's CBT training program.
- ❑ After successful completion of this portion of the required training, the employee's Supervisor will schedule through his or her own unit/department Evaluator(s) the time and date to complete the remaining required training.
- ❑ Documentation of initial and subsequent training must be maintained for each qualified operator.

4.2.2. Selected person(s) from each unit/department who have the knowledge, training, and experience to train power mobile platform operators and evaluate their competence shall conduct all operator training and evaluations.

Training Department will provide training to the selected individuals who would perform the duty of evaluating the competency of established or potential powered mobile platform (mobile aerial lift - manlift) operators (BASF or Contract) working in their department.

4.2.3. Refresher training in relevant topics shall be provided to the operator when:

- The operator has been observed to operate the vehicle in an unsafe manner
- The operator has been involved in an accident or near-miss incident
- The operator is assigned to operate a different type of powered mobile platform, or
- A condition in the workplace changes in a manner that could affect the safe operation of the powered mobile platform.

4.2.4 Frequency of Evaluation

An evaluation of each Powered Mobile Platform Operator's performance shall be conducted at least once every three years for relicensing.

4.2.5 Documentation

Documentation of initial training and subsequent training must be maintained for each licensed operator.

4.3. Equipment Operations Requirements

4.3.1. The Operators and Safety Manual is an integral part of the machine and it communicates necessary safety information to the user and operator. It must be read and understood by the operator before assuming operating responsibility of the equipment.

The Operator and Safety Manual can be found and maintained in the weather-resistant storage container located on the powered mobile platform

The Operating and Safety Manual explains proper operating procedures and potential hazards, which include but are not limited to:

- Minimum safe approach distance around electrically charged conductors
- Operation on a smooth, firm and level surface
- Holes, drop-off's' and depressions
- Restricted and un-restricted platform capacities
- Operating restrictions due to wind speed
- Falling from platform
- Overloading the platform
- Powered mobile platforms are not to be used as a crane
- Operation around overhead obstructions
- Use of fall protection devices
- Other PPE specific to the job and worksite
- Three point contact when entering and exiting the platform
- Other potential hazards specific to the operating environment and machine application
- Responsibility and authority to shut down a malfunctioning or unsafe devise

4.3.2. All powered mobile platforms shall be designed and constructed or modified to conform with the applicable requirements of the American National Standard for "Vehicle Mounted Elevating and Rotating Work Platforms," ANSI A92.5-2006 and 92.6-2006.

4. PROCEDURE cont'd

4.3.3. Powered mobile platforms may be "field modified" for uses other than those intended by the manufacturer, provided the modification has been certified in writing by the manufacturer or by any other equivalent entity, such as a nationally recognized testing laboratory, to be in conformity with all applicable provisions of ANSI A92.5-2006, A92.6-2006 and OSHA 1910.67, and to be at least as safe as the equipment was before modification.

4.3.4. Prior to each day's use, the equipment shall be inspected and documented to ensure that it is in safe and proper condition and lift controls shall be tested according to manufacturer's instructions and information. Should any discrepancies appear the equipment is to be immediately tagged and taken out of service until repairs are completed. Preventive maintenance shall be provided in accordance with manufacturer's recommendations.

4.3.5. The platform of powered mobile platforms shall be fully retracted prior to rolling. In addition, before equipment is moved for highway travel the platform shall be locked in place to prevent unintentional raising or rotating.

4.3.6. While rolling, speed and direction must be properly controlled. Additional caution is to be taken on uneven ground, inclines or where overhead obstructions are present.

4.3.7. When operating the platform outdoors the manufacturer's recommendations concerning use in wind, rain, snow or other unfavorable climatic conditions must be strictly followed.

4.3.8. Prior to elevating the work platform, the parking brake shall be set. If applicable, outriggers are to be fully extended and locked into position with leveling pads properly bearing on the ground surface.

4.3.9. Care must be taken to ensure that adequate overhead space is available prior to elevating the platform. Necessary precautions must be taken to avoid obstructions.

4.3.10. A spotter or ground person shall be used when operating the platform inside process areas, buildings or congested work areas.

4. PROCEDURE cont'd

4.3.11. The equipment shall not be used where direct contact with a live power conductor is possible.

- Where possible, electrical distribution and transmission lines should be de-energized and visibly grounded at the work site.
- Insulating barriers not attached to the platform may be erected, which will prevent physical contact with the power line.
- Minimum Safe Approach Distance for energized power lines rated at or below 50kv, a minimum of 10 feet clearance between the line and the platform will be maintained.
- Minimum Safe Approach Distance for energized power lines rated above 50kv to 200kv 15 ft is required, 200kv to 350kv 20 ft, 350kv to 500kv 25 ft, 500kv to 750kv 35 ft, 750kv to 1000kv 45 ft.
- While rolling, with the platform fully retracted, a minimum 4-foot clearance between any part of the platform and an energized power line must be maintained.

4.3.12. The load and its distribution on the platform shall be in accordance with the manufacturer's rated capacity. Equipment or material shall not be attached so as to project outside the platform.

4.3.13. All work activity shall be carried out directly from the platform. Use of ladders or other means of increasing height are strictly forbidden.

4.3.14. The areas below an elevated platform shall either be barricaded with signs posting warnings of overhead work or have a competent attendant (watchperson) present.

4.3.15. A safety harness shall be worn and a lanyard attached to the boom or basket when working from an aerial lift.

Scissor lifts are excluded from this requirement as per stated by equipment manufacture

4.3.16 Hands must be kept inside the rails of the basket at all times when the Lift is moving or the position of the platform is adjusted.

4.4 Medical Requirements

All workers whose job classification requires operation of an industrial vehicle shall undergo a Mobile Equipment Operator Health Examination at a minimum of **every two years**. See the Corporate Mobile Equipment Operator Health Examination Standard (*N-ID-OCH 008*) for more information.

5. RECORDKEEPING AND INSPECTION PROGRAM

5.1. Prior to each day's use, each equipment shall be inspected and documented to ensure that it is in safe and proper condition and lift controls shall be tested according to manufacturer's instructions and information. The daily inspection document shall be filed and retained for a minimum of 30 days.

Recordkeeping and Inspection program cont'd

5.2. Before usage of equipment the operator must conduct a visual inspection to ensure no conditions have changed that would create an unsafe vehicle.

6. RESPONSIBILITIES

6.1.1. Ecology Health and Safety
Has primary responsibility for administration and coordination of this procedure. Training records shall be managed and maintained for all powered mobile platform equipment operators as required by regulations and procedure.

6.1.2. Central Maintenance
Has primary responsibility for conducting daily documented inspections and managing and maintaining these records.

6.1.3. Department Managers
Implement requirements of this procedure.

6.1.4. Unit / Department Powered Mobile Platform Evaluators
Comply with the requirements of this procedure

6.1.5. Unit / Department Powered Mobile Platform Users
Comply with the requirements of this procedure.

7. RELATED DOCUMENTS

OSHA 29 CFR 1910.67
OSHA 29 CFR 1910.180
OSHA 29 CFR 1926.453
ANSI A92.5
ANSI A92.6
Corporate Procedure *N-ID-OSA 005*
Corporate Procedure *N-ID-OCH 008*