

**University of Delaware**  
**Environmental Health and Safety Protocol**

**Section:** Construction/Facilities Safety

**Protocol Name:** Aerial Lifts and Powered Industrial Trucks

**Origination Date:** June 1, 2015

**Revisions:** November 2015, February 2019

**Protocol Number:** C-01

**I. SCOPE OF PROTOCOL**

This protocol addresses the use of aerial lifts and powered industrial trucks on campus and applies to all university departments.

**II. DEFINITIONS**

A. Aerial Lift

1. Any powered device, telescoping or articulating, or both, which is used to position personnel. This includes scissor lifts, aerial work platforms, bucket trucks, and man lifts.

B. Powered Industrial Truck (PIT)

1. Any mobile power-propelled truck used to carry, push, pull, lift, stack or tier materials. Powered industrial trucks can be ridden or controlled by a walking operator. This includes fork trucks, pallet jacks, and order pickers.

**III. PROTOCOL STATEMENT**

A. All University personnel who use or operate an aerial lift and/or a powered industrial truck shall be trained in the safe operation of such equipment.

1. Training will consist of an initial classroom session, a practical evaluation, and an observation of performance at least every three years. Attachment "A" lists the training components that must be addressed.
2. Refresher classroom training and practical evaluation is required whenever an operator has been involved in an accident or near miss, observed operating unsafely, or there are changes in equipment or workplace conditions.
3. Documentation of training and annual performance observation shall be maintained by the operator's supervisor and shall be made available for inspection when requested by representatives of the University or OSHA.

**IV. PROTOCOL STANDARDS AND PROCEDURES**

A. Aerial Lifts

1. OSHA standard 1926.453 "Aerial Lifts"
2. OSHA standard 1910.67 "Vehicle-mounted elevating and rotating work platforms"
3. OSHA standard 1910.178 "Powered Industrial Trucks"
4. Department of Environmental Health and Safety procedure "Aerial Lifts"
5. Department of Environmental Health and Safety procedure "Powered Industrial Trucks"

Attachment "A" - Training Components  
**Aerial Lifts**

- A. Initial Classroom Training
  - 1. Aerial Lift Fundamentals
    - 1) Identify components
    - 2) Principles of balance and stability
    - 3) Differences between types of Aerial Lifts and OSHA requirements
  - 2. Aerial Life Operation
    - 1) Pre-operational inspection
    - 2) Understanding hazards
    - 3) Tip overs
    - 4) Electrocution
    - 5) Falls
    - 6) Weather, including high winds and lightning
    - 7) Falling objects
  - 3. Operating basics
    - 1) Rising and lower platform/bucket
    - 2) Safe set up
    - 3) Safe moving
- B. Practical Evaluation
  - 1. Identify components
    - 1) Load limit signage
    - 2) Emergency controls
    - 3) Operating controls
  - 2. Operate controls
    - 1) Raise and lower lift
    - 2) Move lift
- C. Triennial Performance Observation (conducted by operator's supervisor)
  - 1. Pre-operation inspection
  - 2. Safe operation

For more information regarding Aerial Lifts, contact the Department of Environmental Health and Safety 302-831-8475.

Attachment "A" - Training Components  
**Powered Industrial Trucks**

- A. Initial Classroom Training
  - 1. Powered Industrial Truck Fundamentals
    - 1) Identify components
    - 2) Principles of balance and stability
    - 3) Differences between types of Powered Industrial Trucks
  
  - 2. Aerial Lift Operation
    - 1) Pre-operational inspection
    - 2) Understanding hazards
    - 3) Tip overs
    - 4) Limited view
    - 5) Falling objects
    - 6) Operating basics
    - 7) Raising and lowering forks
    - 8) Safe loading/unloading
    - 9) Safe moving while loaded
    - 10) Uneven/slippery surfaces
    - 11) Uphill/downhill
  
- B. Practical Evaluation
  - 1. Identify components
    - 1) Load limit signage
    - 2) Operating controls
  
  - 2. Operate controls
    - 1) Raising and lowering forks
    - 2) Move load
  
- C. Triennial Performance Observation (conducted by operator's supervisor)
  - 1. Pre-operation inspection
  - 2. Safe operation

For more information regarding this Powered Industrial Trucks, contact the Department of Environmental Health and Safety 302-831-8475.