

PLANT HAZARD AND RISK ASSESSMENT WORKSHEET FOR BOOM TYPE EWP REV I

Assessment Number:	Assessment Date:	Risk Matrix					
Plant Type: Boom Type EWP	Plant Make:	Consequences	Likelihood or Probability				
Asset/Fleet/Rego No:	Plant Serial No:	People	Almost Certain (expected)	Likely (will probably occur)	Moderate (might occur – has happened)	Unlikely (could occur – known to happen)	Rare (practically impossible)
Assessment Facilitated by: Operator Name: _____		No Incident or First Aid Injury	High 15	Medium 19	Low 22	Low 24	Low 25
Assessment Participants:		Medical Treatment	High 10	High 14	Medium 18	Low 21	Low 23
Plant Owner Name: AI Access Hire Pty Ltd		Alternate Work or Lost Time Injury	Extreme 6	High 9	High 13	Medium 17	Medium 20
Initial Assessment <input type="checkbox"/>	Follow up Assessment (See below) <input type="checkbox"/>	Serious or Permanent Injury	Extreme 3	Extreme 5	Extreme 8	High 12	High 16
		Fatality	Extreme 1	Extreme 2	Extreme 4	Extreme 7	High 11
Follow up based on change to: Use of plant <input type="checkbox"/> System of work <input type="checkbox"/> Plant Environment <input type="checkbox"/> New or additional information <input type="checkbox"/> Plant through modification <input type="checkbox"/>							

Any hazard assessed as presenting a low and/or medium risk level will be controlled using a combination of controls as appropriate.

Any hazard assessed as presenting a high risk level must be controlled using a combination of at least one engineering control and lower level controls as appropriate. Where this is not possible, Workplace Manager consultation must take place.

Any hazard assessed as presenting an extreme risk level will be controlled using elimination and engineering as the primary source of controls. Where this is not possible, Workplace Manager consultation must take place.

Operator to complete the below checks 1 through 5 prior to start of operation including “Potential Hazards” items 24. & 29.

1. Is the plant designed to perform the task? Yes No _____
2. Has the plant been modified from the original condition? Yes No _____
3. Is the plant in good working condition and free of weeds & mud? Yes No _____

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4. All identified action items closed out/addressed (plant checks)? Yes No

5. Is the plant safe to operate? (On completion of PHA) Yes No

Date: _____ Signature: _____

Potential Hazards	Hazard			Describe Hazard	Controls Currently In Place on Plant	Current Risk Level	New or Additional Controls Required on Plant	Final Risk Level	New or Additional Controls Action By: (Name and Date)	Action Verified as Complete: (Name and Date)
	Y	N	N/A							
1. Are there any specific warnings or conditions (manufactures or other) relating to potential hazards from the operation of the item of plant? ▪ Refer to technical or operating manuals, SOPs, safe use instructions ▪ List any relevant safety warning hazards & controls	Y			<ul style="list-style-type: none"> Overloading or equipment Overloading of structures Tip over hazard Incorrect harness anchor point 	<ul style="list-style-type: none"> Appropriate warning decals attached indicating SWL of equipment and weight of equipment. Approval required by engineer to operate equipment on suspended structures. Wind rating decals are present and legible Harnesses to be attached to approved anchor point only. 	EXTREME EXTREME MEDIUM MEDIUM		LOW LOW LOW LOW		

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	Y	N	N/A							
2. Are there any COMMUNICATION requirements in relation to the safe operation of the plant?	Y			<ul style="list-style-type: none"> A Risk Assessment or JSA should be undertaken to identify site-specific risks associated with operation of the EWP to distinguish if communication is a risk. A noisy work environment would be consideration for alternate modes of communication. 	<ul style="list-style-type: none"> Motion alarm Flashing beacons 	EXTREME	<ul style="list-style-type: none"> Active signalling processes. Point to point communications. Whistle Spotter (with/without whistles) Flag signalling Labels and signage Traffic management 	LOW		

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	Y	N	N/A							
<p>4. Can anyone be CRUSHED or TRAPPED? (e.g. through unexpected movement, lack of capability for plant or equipment to be slowed, stopped or immobilised, plant tipping or rolling, being thrown from plant)</p> <ul style="list-style-type: none"> ▪ Emergency stop (E Stop) ▪ Service or parking brake ▪ Battery isolator ▪ ROPs/FOPs ▪ Being crushed between moving parts ▪ Unexpected movement ▪ Neutral Start ▪ Reversing/travel alarm ▪ Warning horn ▪ Amber flashing beacon ▪ Rear swing warning lights ▪ Pedals non slip surface ▪ Appropriate controls ▪ Rear view mirror ▪ Seat belt ▪ Door inter locks ▪ Crush zone decals ▪ Guarding devices 				<ul style="list-style-type: none"> • Person crushed between basket and fixed structure. • Persons can be crushed by lowering of basket • Persons could become trapped in elevated basket due to mechanical or electrical failure. • Uncontrolled movement of the EWP crushing or trapping person/s 	<ul style="list-style-type: none"> • All works to be performed from within the basket and operator to be familiar with overhead and adjacent structures. Daily function test of controls to be performed prior to use. • Use correct traffic management including barricading of work area and zones to ensure restricted access to workers or pedestrians. • Rescue procedures of operators to be identified in specific Safe Work Methods Statements in the event that the EWP suffers mechanical or electrical failure and the operator/s become trapped in the basket. • Operator is to carry out pre start checks of EWP as per manufacture recommendations and relevant EWP training. Such checks as correct dead man operation and 	<p>EXTREME</p> <p>EXTREME</p> <p>MEDIUM</p> <p>EXTREME</p>		<p>LOW</p> <p>LOW</p> <p>LOW</p> <p>LOW</p>		
<p>ALL Access Hire Plant Hazard and Risk Assessment Form For Rev I</p>										

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	Y	N	N/A							
5. Can anyone be CUT, STABBED or PUNCTURED? <ul style="list-style-type: none"> ▪ Flying objects ▪ Moving parts ▪ Pinch points ▪ Sharp edges 	Y			<ul style="list-style-type: none"> • Coming into contact with sharp or flying objects. • Coming into contact with moving parts of the plant during testing, inspection, maintenance or repair. 	<ul style="list-style-type: none"> • Machine is to be free of loose tooling, equipment or debris at all times. • All guards must be in place at ALL times during operation of plant. • Engine covers and access doors should be kept locked to restrict access. • Warning decals should be in place and legible at all times. 	<p style="text-align: center;">MEDIUM</p> <p style="text-align: center;">MEDIUM</p>		<p style="text-align: center;">LOW</p> <p style="text-align: center;">LOW</p>		

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	Y	N	N/A							
6. Can SHEARING occur? <ul style="list-style-type: none"> ▪ Between two moving and rotating parts ▪ Between fixed and moving parts 	Y			<ul style="list-style-type: none"> • Shearing hazard on or around the slew ring when in operation. 	<ul style="list-style-type: none"> • No person to be under machine chassis during operation. • Barricading of work area and traffic management should be considered prior to operation of EWP. • Plant to be isolated and "tagged out of service" prior to any repairs or maintenance occurring. • Warning decals should be in place and legible at all times. 	HIGH		LOW		
7. Can ABRASION, TEARING or STRETCHING occur? <ul style="list-style-type: none"> ▪ Continuous contact with moving parts ▪ Warning decals ▪ Guarding ▪ Pulling/pushing 		N								

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	Y	N	N/A							
8. Can anyone be STRUCK whilst operating the plant? <ul style="list-style-type: none"> ▪ Plant disintegrating ▪ Mobility of plant travelling ▪ Work pieces thrown out ▪ Moving parts 	Y			<ul style="list-style-type: none"> • Tools or materials fall out of the EWP basket. • Person/s being struck by moving plant. 	<ul style="list-style-type: none"> • All tools and materials are to be secured within the basket. • Amber flashing beacon light and motion alarm fitted and to be checked as per daily checks. • Barricading is required around equipment when in operation. 	<p>MEDIUM</p> <p>MEDIUM</p>	<ul style="list-style-type: none"> ▪ Reversing/travel alarm ▪ Amber flashing beacon ▪ Traffic management incorporated into work area SWMS. ▪ Additional basket "netting" may be required. 	<p>LOW</p> <p>LOW</p>		

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	Y	N	N/A							
9. Can a hazardous PRESSURE be produced? <ul style="list-style-type: none"> ▪ Hydraulic hoses ▪ Radiator ▪ Come into contact with fluids under high pressure 	Y			<ul style="list-style-type: none"> • Diesel Lines • Hydraulic Tank • Hydraulic Cylinders • Hydraulic Hoses • Hydraulic pumps or motors 	<ul style="list-style-type: none"> • Warning decals should be in place and legible at all times. • Guards and shielding are in place at all times and not modified. • Pre start operational checks are carried out and any abnormalities noted in the "yellow book" and supplier notified. • SWMS to be adhered to whilst repairs / maintenance is being carried out. 	MEDIUM MEDIUM EXTREME EXTREME EXTREME		LOW LOW LOW LOW LOW		

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	Y	N	N/A							
11. Can an EXPLOSION or LOSS OF CONTENTS occur? <ul style="list-style-type: none"> ▪ Gas emission, ▪ Dusts ▪ Vapours, lubricants ▪ Fuel tank ▪ Storage of Hazardous sub's / Dangerous Good's near plant ▪ Ejection of work piece ▪ Collapse or fragmentation 	Y			<ul style="list-style-type: none"> • Possibility of explosion when fuelling plant • Dangerous gasses created by lead acid batteries during operation or charging cycle • Incorrect storage of flammable materials 	<ul style="list-style-type: none"> • Fuel tank breathers are always connected and not obstructed • Lockable engine and access covers to prevent unauthorised access to componentry • Authorised personnel should always carry out inspections in a well-ventilated area • Always keep flammable materials in an authorised container in the correct cabinet and in a signposted area 	<p>EXTREME</p> <p>EXTREME</p> <p>HIGH</p>	<ul style="list-style-type: none"> • A SWMS/JSA and/or a Risk Assessment should be produced prior to fuelling plant onsite • A SWMS/JSA and/or a Risk Assessment should be produced prior to carrying out repairs, servicing or maintenance on the plant. 	<p>LOW</p> <p>LOW</p> <p>LOW</p>		

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12. Can anyone using or near the plant SLIP, TRIP or FALL? <ul style="list-style-type: none"> ▪ Uneven surface ▪ Fall from a height ▪ Weather conditions ▪ Slippery surfaces 	Y			<ul style="list-style-type: none"> • Operator could fall from basket • Operator could slip in basket • Uneven or slippery work surfaces • Lack of correct hand rails or steps • Work environment muddy / wet 	<ul style="list-style-type: none"> • Full body harness to be inspected prior to use and be worn correctly at all times. Harness only to be connected to approved point, not handrails. Rescue procedures of operators to be identified in specific safe work methods in the event of fall/suspension. All harnesses to have a shock absorber that can withstand 6KN. Maximum lanyard length is 2m. If working height is less than 3.5m a shorter lanyard may be required. • Grip tape or expanded mesh floors fitted to all baskets. • Correct PPE such as rubber soled work boots with adequate grip to be worn whilst operating plant. • Maintain 3 points of contact with the plant whilst entering, operating and exiting at all times. 	<p>EXTREME</p> <p>HIGH</p> <p>HIGH</p> <p>HIGH</p> <p>HIGH</p>		<p>LOW</p> <p>LOW</p> <p>LOW</p> <p>LOW</p> <p>LOW</p>		
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	Y	N	N/A							
13. Are there ERGONOMIC - MANUAL HANDLING hazards associated with the plant? <ul style="list-style-type: none"> ▪ Poor posture ▪ Repetitive or sustained movements ▪ Awkward positions ▪ Strained movements ▪ Poorly designed seating ▪ Access and egress ▪ Access for maintenance ▪ Routine inspections and adjustments 		N								

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	Y	N	N/A							
14. Are there ERGONOMIC - OPERATING CONTROL hazards associated with the plant? <ul style="list-style-type: none"> ▪ Difficult to understand ▪ Inappropriate colouring ▪ Function not identified ▪ Inappropriate controls & switches ▪ Access and egress ▪ Labelling of controls and indicators ▪ Variation in operators ▪ Operation by two or more persons 		N								

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	Y	N	N/A							
15. Are there specific requirements for ISOLATION of energy sources? <ul style="list-style-type: none"> ▪ Hydraulic pressure ▪ Compressed gases ▪ Electrical feeds/capacitors ▪ Motive power systems ▪ Suspended loads ▪ Operation by two or more persons 	Y			<ul style="list-style-type: none"> • 240v Generator & Lines • Hydraulic Cylinders • Hydraulic Hoses • Hydraulic pumps or motors 	<ul style="list-style-type: none"> • Warning decals fitted in appropriate areas. • RCD's to be fitted and maintained tagged prior to plant operation • Guarding to be in place and unmodified at all times 	<p>EXTREME</p> <p>EXTREME</p> <p>EXTREME</p> <p>EXTREME</p>	<ul style="list-style-type: none"> • A SWMS/JSA and/or a Risk Assessment should be produced prior to carrying out repairs, servicing or maintenance on the plant. • Site requirements should be taken into consideration and adhered to prior to commencing works. 	<p>LOW</p> <p>LOW</p> <p>LOW</p> <p>LOW</p>		
16. Can unplanned LOSS of POWER create a hazard? <ul style="list-style-type: none"> ▪ Engine shutdown ▪ Loss of electrical supply ▪ Ability to lower suspended loads 	Y			<ul style="list-style-type: none"> • Operator stuck elevated in air due to power failure. • Loss of steering systems • Ability to apply brakes and stop 	<ul style="list-style-type: none"> • Emergency lowering function to be checked daily prior to use as per Operators Instruction Manual. • Brakes automatically engage when power is lost from engine. (Hydraulic fail safe) 	<p>HIGH</p> <p>HIGH</p>		<p>LOW</p> <p>LOW</p>		

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	Y	N	N/A							
19. Can a FIRE occur? <ul style="list-style-type: none"> ▪ Friction ▪ Ingress of materials/fluids ▪ Build-up of materials/lubricants ▪ Fuels ▪ Fire extinguisher 		N								
20. Can certain WEATHER conditions create a hazard? <ul style="list-style-type: none"> ▪ Hypothermia / extreme cold ▪ Heat stroke / extreme hot ▪ Wet conditions ▪ Electrical storms ▪ Dirt & mud on roads at egress points 	Y		<ul style="list-style-type: none"> • Wind speed increases. • Work area of EWP is wet / muddy hard to navigate • Electrical storm whilst using the EWP 	<ul style="list-style-type: none"> • Wind rating decals fitted at entry point to machine. • 4-wheel drive feature and all terrain tyres fitted to appropriate plant. 	<p>MEDIUM</p> <p>MEDIUM</p> <p>MEDIUM</p>	<ul style="list-style-type: none"> • Contractor/operator to utilise websites etc to check current or pending wind speeds and local area weather conditions. 	<p>LOW</p> <p>LOW</p> <p>LOW</p>			

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	Y	N	N/A							
21. Does VIBRATION of the plant create a hazard? <ul style="list-style-type: none"> ▪ Plant becomes unstable ▪ Causes physical problems for the operator whilst operating ▪ Vibration of equipment ▪ Operation could cause unacceptable vibration levels in nearby structures 		N								
22. Can the plant emit toxic FUMES or VAPOURS? <ul style="list-style-type: none"> ▪ Exhaust fumes ▪ Chemicals ▪ Hazsub's/DGs 	Y			<ul style="list-style-type: none"> • Diesel engine fumes 	<ul style="list-style-type: none"> • Exhaust pipe is not situated near operator or work platform / cabin. • Booms are not to be used indoors or confined spaces with poor ventilation. • Warning decals fitted in appropriate areas. 	MEDIUM	<ul style="list-style-type: none"> • Auxiliary air monitoring devices may be required as per a relevant SWMS / JSA or Risk Assessment. 	LOW		

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	Y	N	N/A							
23. Is the plant noisy? <ul style="list-style-type: none"> ▪ Emit >85 dBA at the operator ▪ Effects operator communication ▪ Noise impacts on community during out-of-hours work (including reversing beepers) 		N		<ul style="list-style-type: none"> • Diesel engine 	<ul style="list-style-type: none"> • Motor & plant designed to meet all current Australian noise emission standards. 	LOW	<ul style="list-style-type: none"> • A Risk Assessment or JSA should be undertaken to identify site-specific risks associated with operation of the EWP to distinguish if communication is a risk. A noisy work environment would be consideration for alternate modes of communication. 	LOW		
24. Is there possibility for poor visibility <ul style="list-style-type: none"> ▪ At the controls ▪ At the task ▪ Darkens surrounding areas ▪ Light impacts on community or sensitive natural environment during out-of-hours work 				<ul style="list-style-type: none"> • Operator to complete light survey on page 23 prior to start of each shift. • SWMS or JSA should be completed prior to operation of EWP if light is deemed to be a safety factor. 						

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	Y	N	N/A							
25. Does the plant emit RADIATION? <ul style="list-style-type: none"> ▪ Eg X-rays ▪ EMR ▪ Laser 		N								

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	Y	N	N/A							
<p>26. Can operation of the plant create DUST?</p> <ul style="list-style-type: none"> ▪ Explosive atmosphere ▪ Breathing hazard ▪ Reduced visibility ▪ Nuisance dust at nearby community 		N								

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	Y	N	N/A							
27. Can the plant become UNSTABLE during operation? <ul style="list-style-type: none"> ▪ Working on uneven / unstable ground ▪ Shifting load ▪ Lack of plant support ▪ Outriggers 	Y			<ul style="list-style-type: none"> • Working on unstable or uneven surfaces. • Overloading of basket. • Damaged tyres could create instability. • Not identifying site hazards prior to commencing operation 	<ul style="list-style-type: none"> • Plant only to be operated on firm stable surfaces. • SWL of baskets not to be exceeded. • Operator to check tyres daily as part of pre-start checklist. • When traversing, operator to inspect the path of travel prior to check for obstructions etc. • Use of outriggers for plant when required 	MEDIUM MEDIUM MEDIUM MEDIUM		LOW LOW LOW LOW		

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28. Could LOSS of LOAD occur? <ul style="list-style-type: none"> ▪ Failure of ropes/slings ▪ Overloading ▪ Entanglement in surrounding structures ▪ Maintenance requirements 		N								

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	Y	N	N/A							
<p>29. Is there anything in the SURROUNDING ENVIRONMENT that may produce a hazard?</p> <ul style="list-style-type: none"> ▪ Power lines ▪ Low ceiling ▪ Other plant ▪ Storage areas ▪ Co-located equipment ▪ Isolation requirements ▪ Potential for flash flooding if operating adjacent to waterways ▪ Operating in known areas of weeds, pathogens or contamination ▪ Operating in sensitive environments requiring protection from offsite weeds/pathogens or spills 				To be completed by Contractor on-site by means of a SWMS / JSA and or a Risk Assessment.	To be completed by Contractor on-site by means of a SWMS / JSA and or a Risk Assessment.					

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	Y	N	N/A							
30. Can CHEMICALS create a hazard? <ul style="list-style-type: none"> ▪ Leaking from plant ▪ Splashing ▪ Explosion ▪ PPE considerations ▪ Spill kit considerations 	Y			<ul style="list-style-type: none"> • Refuelling of plant onsite. • Filling from a non approved or inappropriate container 	<ul style="list-style-type: none"> • Fuel tank breathers are always connected and not obstructed • Lockable engine and access covers to prevent unauthorised access to componentry 	<p>MEDIUM</p> <p>MEDIUM</p>	<ul style="list-style-type: none"> • A separate SWMS / JSA and / or Risk Assessment should be undertaken prior to fuelling of plant to identify associated risks. • Consideration of things such as location of fuelling of plant, availability of spill stations, not fuelling from jerry cans, fuelling in a well-ventilated area etc should be noted. • Provision for spill kit 	<p>LOW</p> <p>LOW</p>		

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31. Operator TRAINING / QUALIFICATIONS? <ul style="list-style-type: none"> ▪ Training requirements ▪ Qualification requirements ▪ Competency assessments ▪ Documentation ▪ Operators manual ▪ Equipment experience ▪ Product knowledge 	Y			<ul style="list-style-type: none"> • No log of operator's time operating plant. • Operator is not sure of functions. • Operator is not competent in machine operation. • Operator not having the correct licensing to operate the equipment • Insufficient instructions for the operator, service & maintenance personnel 	<ul style="list-style-type: none"> • All rental fleet have appropriate EWPA logbooks supplied in attached pouches. • All rental fleet have supplied operator's manuals. • All operators must obtain the relevant EWP ticket to legally operate equipment. • A Work Cover (WP) ticket is required for boom type MEWPs over 11m. • Operator to complete the daily logbook pre-start inspection. • Verification Of Competency (VOC) must be completed as per site instructions. 	<p>LOW</p> <p>LOW</p> <p>HIGH</p> <p>HIGH</p> <p>HIGH</p>		<p>LOW</p> <p>LOW</p> <p>LOW</p> <p>LOW</p> <p>LOW</p>		

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	Y	N	N/A							
32. Are there ANY OTHER potential hazards generated by or during the use of this item of plant and/or any attachments?		N		<ul style="list-style-type: none"> Wilfully or recklessly interfere with or misuse anything provided in the health, safety or welfare in pursuance of any requirement in the OH&S Act & Regulation 2021. 		EXTREME	<ul style="list-style-type: none"> Treat the plant with due care. Report all defects and problems no matter how insignificant. Follow the Safety, Operating & Maintenance manuals. Be correctly trained in the safe use of the plant. Be competent in the work tasks assigned. Do not interfere with safety equipment or make alterations to the plant 	LOW		

PLANT HAZARD AND RISK ASSESSMENT WORKSHEET FOR BOOM TYPE EWP REV I

ALL OPERATORS OF THE PLANT OR EQUIPMENT MUST BE BRIEFED ON THE PLANT HAZARD ASSESSMENT (PHA) PRIOR TO FIRST TIME USE.
ANY RELEVANT CONDITIONS WHICH MAY IMPACT ON THE OPERATION OF THIS ITEM OF PLANT OR EQUIPMENT MUST BE REPORTED TO AAH.

Strike out if not applicable

NOISE REPORT	
Equipment Type:	Serial/Asset No.
Make:	Model:
Test by (<i>print</i>):	Date:
Signature:	
Sound Level Meter Unit Used:	
Manufactures specified noise level:	dBA
Background level:	dBA
Results – Operator's Station	
<input type="text"/> dBA High Idle	<input type="text"/> dBA Low Idle
<i>(Equipment Operating)</i>	
Comments:	
Results – Bystander Position:	
Front	dBA
Rear	dBA
Left	dBA
Right	dBA
<i>At 7 metres from side of equipment – Equipment Operating (High Idle)</i>	
Comments:	

Strike out if not applicable

LIGHTING REPORT	
Test by (<i>print</i>):	Date:
Signature:	
Lux Meter used:	
Results – Operator's station	
At controls	Lux
At emergency control	Lux
In front/over task	Lux
Left side task	Lux
Right side task	Lux
Comments:	
Results – Surroundings:	
Clearly seen by others?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Decrease lighting in walkways?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Decrease lighting to other workstations?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comments:	

PLANT HAZARD AND RISK ASSESSMENT WORKSHEET FOR BOOM TYPE EWP
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