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|  | **MEWP Permit** |

This permit must be filled out by the LIT Contractor Supervisor and sent to the Health and Safety Officer for authorisation. This permit is required for use of all Mobile Elevating Work Platforms (scissor lifts, booms lifts, cherry pickers etc.).

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| **Section 1 – Prerequisites** |
| 1. This permit does not cover roof access.
2. The following documentation is required before permit sign-off:
* **Method statement and risk assessment of task**
* **GA1 form of thorough inspection completed within 6 months of use**
* **MEWP operator’s card for the operator**
1. A banksman/spotter is required for the use of an MEWP.
2. The work area must be inspected by the LIT Contractor Supervisor and the contractor prior to the use of an MEWP to identify any hazards inherent to the location (overhead lines, uneven surfaces, traffic etc.)
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| **Section 2 - To be completed by LIT Contractor Supervisor:** |
| **Personnel** |
| **Requestor (LIT Contractor Supervisor):** |  |
| **Company using MEWP:** |  |
| **Proposed Operator:** |  |
| **Proposed Spotter/banksman:** |  |
| **Location** |
| **Campus:** |  | **Building:** |  |
| **Time & Duration** |
| **Start Date:** |  | **End Date:** |  |
| **Start Time:** |  | **End Time:** |  |
| **Task Details** |
| Provide a brief description of the task involving the MEWP:  |
| **I understand and accept my responsibility as contractor supervisor that I must ensure the prerequisites in section 1, and the operator rules outlined in section 3 must be met and adhered to at all times.** |
| **Signed:** |  | **Date:** |  |

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| **Section 3 - Operator Rules** |
| **Both the MEWP operator and banksman/spotter must read the rules set out in this section and sign below, indicating they understand these rules and agree to implement them in full.** |
| * This permit does not cover roof access.
* A pre-use inspection must be carried out prior to each use of the MEWP.
* Contractors will not operate an MEWP unless they have certified to do so.
* MEWP is not to be driven/manoeuvred/positioned without the assistance of a banksman/spotter.
* MEWP is not to be driven in the extended position.
* Personnel must be tied off to the anchor point via harness and lanyard at all times while in the basket.
* Area around MEWP must be cordoned off to prevent harm to passers-by.
* Traffic controls must be put in place if MEWP encroaches on to road.
* Spotter/banksman must be aware of how to operate emergency controls at ground level in the event of an MEWP malfunction.
* Personnel must not overload or congest the basket with work material.
* Keys to the MEWP are not to be left in the ignition unattended.
* You must have this permit with you at all times when using an MEWP.
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|  |  | http://www.mjscannell.ie/images/hi-vis_4.gif |  |
| **Hard hat** | **Safety shoes** | **Hi-viz jacket** | **Fall arrest** |
| **I understand and accept the rules set out above, and agree to implement them in full at all times.**  |
| **Operator:** |  | **Date:** |  |
| **Banksman/spotter:** |  | **Date:** |  |

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| **Section 4 – Authorisation** |
| Authorisation will only be granted once sections 2 and 3 have been filled out by the LIT contractor Supervisor, the operator and banksman. Authorisation can only be given by the Health & SafetyOfficer. |
| **Authorised by:** |  | **Date:** |  |
| **Position:** |  |  |  |

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| **Section 5 – Hand Back** |
| The LIT Contractor Supervisor and the MEWP Operator must sign below, indicating:* The work is complete to a satisfactory level
* The work area has been made safe
* The MEWP is stored in a safe and secure location
* The keys have been removed from theMEWP
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| **LIT Contractor Supervisor:** |  | **Date:** |  |
| **MEWP Operator:** |  | **Date:** |  |