



# TRAINING OUTLINE

**COURSE TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **INSTRUCTOR:** \_\_\_\_\_

**LOCATION:** \_\_\_\_\_ **TIME:** \_\_\_\_\_ **COMPANY:** \_\_\_\_\_

*Safety training was conducted on the above date by the instructor indicated. The following line items identify the topics covered during the training session.*

## SUMMARY OF TRAINING

- 1) Introduction
  - a) Purpose of this Training
- 2) Standards
  - a) Changes to Standards
  - b) Terminology
  - c) Classification
  - d) Group A
  - e) Group B
  - f) Types
  - g) Type Application
  - h) Training
- 3) Anatomy & Components
  - a) Pre-Shift Inspections
  - b) Operator's Manual
  - c) Monthly or Yearly Inspections
  - d) Work Platform Components
    - i. Platform Floor
    - ii. Toe Guards
    - iii. Decals & Warning Labels
    - iv. Entry Gates & Chains
    - v. Platform Railings
    - vi. Anchor Points
    - vii. Lift Controls
    - viii. Control Function Test
    - ix. Regarding Tilt Sensors
    - x. Load Tests
  - e) Boom Components
    - i. Boom
    - ii. Platform Hinge
    - iii. Slide Pads



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- iv. Insulated Booms
- v. Knuckle Booms
- vi. Turret
- f) Main Body Components
  - i. Chassis
  - ii. Outriggers
  - iii. Pneumatic Tires
  - iv. Solid or Liquid-Filled Tires
  - v. Engine Compartment
  - vi. Refueling or Recharging
  - vii. Propane
  - viii. Battery
  - ix. Towing Components
- g) Fall Protection
  - i. Harnesses
  - ii. Lanyards
- 4) Stability Principles**
  - a) Balancing Point
  - b) Center of Gravity
  - c) Lift's Leverage
  - d) Load's Leverage
  - e) Outriggers
  - f) Ground Pressure
  - g) Extreme Conditions
  - h) Failed Sensors
  - i) Overloading
  - j) Tip-Overs
- 5) Safe Operations**
  - a) Know Your Machine
    - i. Training
    - ii. Operator's Manual
    - iii. Inspections
    - iv. Record Keeping
    - v. Mounting & Dismounting
    - vi. Personal Protective Equipment
    - vii. Fall Protection
    - viii. Modifications
    - ix. Pulling or Lifting Objects



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- x. Traveling
- xi. On Slopes
- b) Know Your Worksite
  - i. Risk Assessment
  - ii. Weather Hazards
  - iii. Powerlines
  - iv. When Contact Occurs
  - v. Other Potential Hazards
  - vi. Control Measures
  - vii. Safe Work Procedures
  - viii. Rescue Plan
  - ix. Site Set-Up
    - x. Pedestrians
    - xi. Communication
    - xii. Emergency Stop
    - xiii. Traffic
    - xiv. Traffic Control
    - xv. Parking
    - xvi. Ramps & Trailers
    - xvii. Trailer-Mounted Boom Lifts
    - xviii. Driving with a Towable Boom Lift
    - xix. Other Site Considerations

## 6) Common Hazards

- a) Common Hazards
- b) Power Line Contact
- c) Tip-Overs
- d) Falls
- e) Struck or Crushed by Lift
- f) Maintenance Related
- g) Other Hazards
- h) Distractions
- i) Fatigue
- j) Weather: Heat & Cold
- k) Emotional & Physical Health
- l) Rescue

## 7) Conclusion