



Boom Truck Operating Procedures

To review the regulatory basis for these rules, refer to the California Code of Regulations, section 3648 and Federal OSHA rules, standard number 1910.67.

1. Review the specific lift's Instruction Manual before operating the boom.
2. Before operating the boom inspect the work area for dangerous conditions, uneven surfaces, and overhead obstructions such as power lines. Report unsafe conditions to a supervisor before continuing with a task.
3. In addition to inspecting the work area be sure to also do a pre-start inspection on the vehicle components and lift components. Do not operate any boom lift/truck if components are defective until repaired by a qualified person. Be sure to tag out defective machines.
4. When electrical conductors are present while working on the boom lift, maintain the safe approach distances recommended by the manufacturer.
5. Clear the area below the basket before lowering it to prevent electrical cords, ropes, hoses, etc. from becoming entangled in the equipment.
6. Only CSUF authorized operators trained in aerial lift safety may use such equipment. The training is required every three years as a best management practice.
7. When working in the elevated basket, never rest or support it on or against any structure.
8. Check the lift and its controls each day prior to use. Confirm that they work properly. Controls should be plainly marked as to their function and lower level controls should not be used unless permission is given from personnel in the lift or in emergencies.
9. Never belt off to adjacent poles, structures, or equipment while working on the aerial lift.
10. Always stand firmly on the floor of the basket; do not sit or climb on the edge of it; never use planks, ladders, or other devices while working in it; do not exit the basket unless it is lowered in the resting position.
11. Ensure that workers are secured to the boom, basket, or tub with the use of a body belt or body harness equipped with safety straps or lanyards.
12. Maintain the weight of the basket or boom below the weight rating of the specific lift.
13. Block the wheels with chocks and apply brakes if available before using an aerial lift on an incline, while also setting the braking system when elevating a person on a planar surface.
14. If applicable place outriggers on ground in order to stabilize the bucket truck. The brakes should be set, and outriggers placed on pads or a solid surface. All outriggers should be equipped with hydraulic holding valves or mechanical locks at the outriggers.
15. Do not move truck when boom is extended in a working position with personnel in the basket, unless boom/bucket have been stowed away.

16. Comply with the following before doing highway travel:
 - Aerial Ladders or booms should be secured in the lowered traveling position by the locking device above the truck cab or by any other acceptable means.
17. Before moving an aerial device, inspect the boom(s) or other devices to ensure that they are properly positioned or stowed, including outriggers stowed in the correct position.
18. Wear appropriate personal protective equipment (hard hats, goggles, gloves) during operation of bucket/aerial lift.
19. Secure the unit to prevent unauthorized use when it is unattended.
20. Do not attempt to repair or maintain the lift.
21. Climbers should not be worn while performing work from an aerial device.
22. When an insulated aerial machine is needed, the machine may not be altered in any manner that might reduce its insulating value.

Responsible Executive: Vice President for Administration and Finance

Responsible Office: Environmental Health and Safety

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