



# MEWP FAMILIARIZATION TOOLBOX TALK

## WHY IS FAMILIARIZATION IMPORTANT?

The mobile elevating work platform (MEWP) may be significantly different than the MEWP the operator was trained on, even if the MEWP is of the same group and manufacturer.

Accidents can occur from operating an unfamiliar MEWP (e.g.: by moving the platform in the opposite direction than intended, exceeding rated load, incorrectly setting up the outriggers, etc).

## WHAT IS FAMILIARIZATION?

Familiarization provides information on the control functions and operating characteristics of a MEWP to allow a trained operator to understand how to safely operate the machine to be used.

Familiarization is **NOT** training – Each operator must be trained for the MEWP category and familiarized on the specific model of MEWP to be used.

## WHAT I NEED TO KNOW

To use the selected MEWP properly and safely, the familiarization process should:

- Confirm the operating manual is on the machine;
- Include a review of the machine features, functions, devices, limitations, warnings and operating characteristics of the MEWP;
- Confirm that the nominated ground rescue person knows the position, function and operation of the emergency lowering controls.

## WHO NEEDS TO KNOW?

This toolbox talk applies to:

- User (who has control of the use of the MEWP on site);
- Site managers and supervisors where MEWPs are in use;
- MEWP operators;
- Nominated ground rescue person.

## Before operating the machine, the operator must:

- Understand the controls
- Know the MEWP working limits
- Understand the emergency descent systems

## WHEN IS FAMILIARIZATION NEEDED?

Familiarization is required on any MEWP that is significantly different to the MEWP trained on, including:

- Weight;
- Height;
- Length;
- Complexity – controls, safety systems, overload system, restricted working envelope, etc.

## WHAT SHOULD I DO

- Verify that all MEWP operators are trained to operate the category of the MEWP to be used
- Confirm that all MEWP operators are familiarized to operate the MEWP.



## USEFUL REFERENCES

- IPAF Technical Guidance – F1 Familiarization (available at [www.ipaf.org/resources](http://www.ipaf.org/resources))
- Manufacturer's Operating Manual
- IPAF Operators Safety Guide