



## **MAST CLIMBING WORK PLATFORMS (MCWP) – DUTY OF CARE**

### **PUBLISHED BY THE ACCESS ASSOCIATION OF CANADA (AAC)**

Mast Climbing Work Platforms (MCWP) owners and users have responsibilities under Occupational Safety and Health Administration (OSHA), American National Standards Institute (ANSI), and Canadian Standards Association (CSA) and other local authorities. It is the owner's and user's responsibility to know and follow the requirements of the standards, regulations for your local market as well as follow the manufacturer's Operators/Owners Instruction Manual.

Below are Tips to aid you in fulfilling these responsibilities:

#### **Qualified Service/Maintenance Staff**

Is your staff qualified and are they carrying out USER or OWNER required inspections:

- daily/pre-use inspections?
- weekly inspections (if required)?
- frequent (3 month) Inspections – for all structural components?
- preventive maintenance (that are in line with the manufacturers service recommendations)?
- annual inspections – for all structural components (plus for the first NDT after 10 years, then every 5 years thereafter)?

#### **Record Keeping**

As an owner, do you have a history file for each MCWP, containing:

- the last 5 years of annual inspections (and all training documentation for the same period)?
- the required frequent inspections since the last annual inspection?
- details of any "major repairs"<sup>1</sup>, including manufacturer's instructions or authorization for repairs?
- details of structural repairs and including manufacturer's instructions and authorization for the repairs?

#### **Component Control**

Do you have identified areas in the yard for:

- ready equipment
- equipment for repair
- scrap/disposal area
- quarantine area<sup>2</sup>
- NDT inspection area

#### **Operational Procedures**

Is your staff;

- conducting pre-delivery inspections?
- conducting job site hazard assessments?
- using Method Statements to ensure installation and dismantle procedures specific to each installation are being followed?
- using installation drawings to communicate the tie in and vertical loads imposed on the supporting structure to the EOR to confirm structure will support the imposed loads
- completing hand-over paperwork before turning the equipment over for use? This includes:



- serial number(s) of platforms/masts/base types/drive units
- configurations as built
- details of the jobsite, the customer, and the primary use
- a transfer of responsibility for inspection and safe use to the user company
- a list of the trained operators on the job
- final inspections/handover to end user (signed and accepted).
- job binder/site documentation pack (with stamped drawings if applicable)

### **General Procedures**

- Are you replacing components with proprietary parts? If not, do you have the manufacturers' permission to use an alternative?
- Are you periodically checking to verify with the user company that the daily/pre-use inspections are being completed and recorded?
- Are you periodically checking to verify with the user company that there are trained personnel on the equipment?
- Are you periodically checking to verify that there is no unauthorized use of the equipment on the job site?

Although not an all-inclusive list, the tips listed above are provided as an aid to being compliant with the manufacturer's recommendations and the regulations that govern the use of MCWP's. **It is the user's responsibility to know and follow the manufacturer's recommendations and local regulations to ensure the safety of the people working on and near the MCWP. Failure to do so may result in death or serious injury!**

<sup>1</sup> *Major Repairs: Repairs that if improperly done, might appreciably affect balance, structural strength, performance, power supply, load-bearing characteristics, or other qualities affecting safety and performance aspects, which could lead to unsafe use.*

<sup>2</sup> *Quarantine Area: An area where damaged, incomplete, or under-performing components are stored while waiting on manufacturers' confirmation on whether they can be repaired or require replacement.*

**IF YOU DO NOT UNDERSTAND THESE GUIDELINES, ASK YOUR SUPERVISOR FOR CLARIFICATION.**

#### **DISCLAIMER:**

*This tip sheet provides some guidance on what general considerations are necessary to be able to exercise appropriate duty of care obligations. As equipment differs, comply with the instructions and procedures of the MCWP supplier and manufacturer(s). As field conditions vary and are beyond the control of the Access Association of Canada and Mast Climbing Work Platform Committee, safe and proper use of the Mast Climbing Work Platform is the sole responsibility of the employer and users. The tip sheet provides information on methods of safe use but does not purport to be all-inclusive, or to supplant or replace any manufacturer or other safety and precautionary measures.*

*The information contained herein is to be used as a guide and not intended to replace legislative requirements with respect to the proper use, installation, or maintenance of Mast Climbing Work Platforms, nor the general obligations of parties under applicable occupational health and safety legislation to take every reasonable precaution for the health and safety of workers. The user(s) must refer to such provisions in the applicable legislation. Further, the information provided is believed to be accurate as of the date of publication. In the event of conflict between the tip sheet and all applicable legislation, including the Occupational Health and Safety Act and its regulations, such legislation shall supersede and govern. The Access Association of Canada expressly disclaims all liability as to any results obtained or arising from any use of the product or reliance on such information. The ownership of the copyright for this guide belongs to the Access Association of Canada.*