

SafeWork South Australia notice 27.05.2017

Elevating Work Platforms- minimum standard of training Q & A

1. Why was the minimum standard of training developed?

The elevating work platform minimum standard of training was developed as a result of a recommendation by the Elevating Work Platform Working Group (a sub-committee of the Industrial Relations Consultative Council), which has representatives from the South Australian Government, unions, the building industry, training organisations and the EWP Association.

The Elevating Work Platform Working Group was established in April 2016 following two deaths involving scissor lifts at the construction site of the new Royal Adelaide Hospital.

The minimum standard of training was developed to clearly specify the expectations of SafeWork SA, South Australia's work health and safety regulator, regarding the provision of elevating work platform (EWP) training by persons conducting a business or undertaking (PCBU) pursuant to section 19 of the *Work Health and Safety Act 2012* (SA) (the WHS Act).

2. Is the minimum standard of training regulated, or is it guidance?

The minimum standard of training sets out what SafeWork SA would expect an operator ought to know about the operation of an EWP. By asking questions based on the requirements set out in the minimum standard of training, SafeWork SA's work health and safety (WHS) inspectors will measure whether the worker has been adequately trained to operate an EWP. If a WHS inspector forms a reasonable belief that the worker has not been adequately trained to operate an EWP, the inspector may issue a compliance notice for additional training to occur.

3. Does supervision of an operator mean a spotter is required?

A spotter, also known as a safety observer, is typically used as a control method; for example, to ensure the safety of an operator when working close to power lines, exclusion zones or other hazards.

Appropriate supervision to ensure that safe work practices are being carried out is a requirement of the WHS Act. Appropriate supervision is based on the level of risk and the experience and competence of the operator.

4. A Safe Work Method Statement is required for high risk construction work. What is high risk construction work and are scissor lifts classified as high risk plant when working in a high risk environment?

A scissor lift has not been prescribed as high risk plant under the *Work Health and Safety Regulations 2012* (SA), although a scissor lift may be used during a high risk construction work.

There are 18 high risk construction work activities, which are set out in Regulation 291.

5. Familiarisation – do you need ‘full’ training on every make and model?

If an operator has undertaken formal training and been deemed competent at the time of assessment, then they will only need familiarisation training for the type of EWP they are expected to use.

6. Who can deliver familiarisation and how long should it take?

Only a competent person can deliver familiarisation training.

The length of time taken will depend on the competency of the operator and the differences in the EWP type and model.

7. What are the duties of a EWP hire company?

An EWP hire company has the same obligations as a supplier of plant and must ensure, so far as is reasonably practicable, that the EWP is safe and without risk to health when used properly.

Suppliers must:

- provide information about the way the EWP must be used to ensure health and safety
- inspect the EWP between hire periods and ensure that any maintenance and repairs are carried out
- keep records of inspections and maintenance carried out on the EWP.

8. Should businesses record training on all EWPs their operators use?

Keeping a record of the date, person undertaking the training, make and model is a good way to demonstrate training has been undertaken.

9. Do passengers and spotters need to be trained to the minimum standard?

Passengers and spotters need to understand the hazards and controls used to minimise risk when an EWP is in use, including emergency procedures.

10. Does the minimum standard of training affect people who already hold competency to operate EWPs?

No, although it is recommended that a PCBU should review the minimum standard of training with workers to identify any gaps in their system of work or workers' knowledge.

EWPA Notice 05.05.2017

EWPA Notice to members – sent to all South Australian members on 5 May 2017

Having spoken with SafeWork SA, the EWPA can confirm that the Association's 'Yellow Card' does provide sufficient evidence of training. However, familiarisation is required where an operator is using an EWP which is different to the one they were originally trained on.

Where a make of EWP has the same controls across 2 different models in their range, familiarisation on 1 machine is acceptable to cover 2 models if there are no operational differences between their controls and functions. SafeWork SA also advised the EWPA of the importance of Safe Work Method Statements as well as Proof of training and Product familiarisation.

The EWPA developed software to capture the make and model an operator was trained on which has been in place since 1 July 2013. This means that anyone can verify the make and model a specific EWPA Trained Operator was trained on in our National Database which is accessible online. <http://yellowcard.ewpa.com.au/yellowcard/verify>

There is also a QR code on the back of Yellow Cards which takes you to this database.

EWPA Accredited Trainers are able to deliver 'familiarisation' in South Australia but they must themselves be competent on the machine being used before training others. Therefore, someone on site cannot simply deliver familiarisation if they have no knowledge about the make and model of EWP. EWPA Accredited Trainers are well placed to deliver familiarisation which can then be added to the operator's training records.

Note for Accredited Trainers: Please advise the National office in writing when you have delivered familiarisation for an operator who holds a Yellow Card issued from 1 July 2013 with the make and model of the EWP familiarisation plus the date this took place. We can then add this to their training record. For operators who hold the old Yellow Card (prior to 01/07/2013) we would recommend completing the new Yellow Card course in full.

For more information please contact SafeWork SA on 1300 365 255 or the EWPA on 02 9998 2222