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Scissor Lift Safety

INSTRUCTOR + PRINT PACKET

AUDIENCE	EST. TIME	REFERENCE
Scissor-lift users	30-40 min	OSHA scissor lift guidance / applicable scaffold & training requirements

IMPORTANT USE NOTE

General/formal instruction. The employer must provide equipment-specific training, manufacturer instructions and verify safe operation for the actual lift and workplace.

What is inside this packet

- Instructor quick-start and site-specific preparation checklist
- Slide-by-slide trainer guide with discussion prompts
- Employee handout / key takeaways
- Printable 10-question knowledge check
- Separate answer key and coaching notes
- Attendance record
- Practical / workplace evaluation checklist
- Certificate wording and completion record
- Primary regulatory/source reference

Run a strong session without overcomplicating it.

1. PREPARE	Review the deck and packet. Insert your procedures, equipment, routes, photos, emergency contacts and site rules.
2. PRESENT	Use the PowerPoint/PDF on a screen. Pause for discussion rather than reading every bullet.
3. CHECK	Give the knowledge check. Review missed items and coach to the expected decision.
4. VERIFY	Complete required hands-on or workplace-specific practice/evaluation with an appropriate trainer/evaluator.
5. DOCUMENT	Use the attendance record, evaluation and certificate only after required training elements are complete.

BEFORE EMPLOYEES WORK

General/formal instruction. The employer must provide equipment-specific training, manufacturer instructions and verify safe operation for the actual lift and workplace.

Learning objectives

- Recognize fall, tip-over, crushing, electrical and falling-object hazards
- Complete a pre-use/work-area inspection
- Position, elevate, travel and lower the lift safely
- Apply manufacturer, site and weather/wind restrictions

1. Five major hazard groups

- Falls from the platform.
- Tip-over/collapse from unstable setup, overload or environmental conditions.
- Crushing/entrapment against overhead structures.
- Electrical contact with energized conductors.
- Falling objects striking people below.

DISCUSSION PROMPT

Where could this fail here?

2. Pre-use and work-area inspection

- Inspect controls, emergency lowering, guardrails/gates, tires, leaks, alarms and safety devices.
- Inspect the floor/ground for holes, drop-offs, slopes, debris and weak surfaces.
- Identify overhead power, beams, piping and moving equipment.

DISCUSSION PROMPT

What control do we use?

3. Stable setup

- Use only on surfaces and slopes permitted by the manufacturer.
- Do not exceed platform capacity or use makeshift devices to gain height.
- Do not move the lift in a way prohibited by the manufacturer when elevated.

DISCUSSION PROMPT

What would make you stop?

4. Falls and body position

- Keep gates/rails in place and maintain firm footing on the platform.
- Do not climb or stand on guardrails.
- Use fall protection only as required by applicable rules, manufacturer instructions and employer program; use approved anchorage only.

DISCUSSION PROMPT

Where could this fail here?

5. Crushing and electrical

- Keep adequate clearance from overhead structures and energized lines.
- Use a spotter/ground guide where visibility is limited.
- Move slowly in congested areas and avoid trapping the operator between platform controls and structure.

DISCUSSION PROMPT

What control do we use?

6. Weather and emergency response

- Follow manufacturer wind limits and remove the lift from service in unsafe weather.
- Know emergency stop/lowering procedures.
- Keep the area below controlled when falling objects are possible.

DISCUSSION PROMPT

What would make you stop?

Stop-work / red-flag conditions

- Guardrail/gate or control is damaged
- Lift is on an unapproved slope or unstable surface
- Wind/environmental conditions exceed manufacturer limits
- Operator is climbing on rails or working close to power/overhead structure without clearance

SCENARIO

A scissor lift is fully elevated outdoors and wind begins gusting strongly. The operator is below the manufacturer's rated platform capacity. What should happen?

RECOMMENDED RESPONSE

Capacity alone does not make the situation safe. Follow the manufacturer wind limit and employer procedure; lower and discontinue use if conditions are outside safe limits.

Make it site-specific

- Actual lift model, controls, emergency lowering and manufacturer limits
- Indoor/outdoor surface and wind rules
- Electrical clearance and overhead-crush controls
- Site traffic/pedestrian barricades and rescue response

Scissor Lift Safety

KEEP THIS PAGE

Key decisions to remember

- Five major hazard groups:** Falls from the platform.
- Pre-use and work-area inspection:** Inspect controls, emergency lowering, guardrails/gates, tires, leaks, alarms and safety devices.
- Stable setup:** Use only on surfaces and slopes permitted by the manufacturer.
- Falls and body position:** Keep gates/rails in place and maintain firm footing on the platform.
- Crushing and electrical:** Keep adequate clearance from overhead structures and energized lines.
- Weather and emergency response:** Follow manufacturer wind limits and remove the lift from service in unsafe weather.

Stop and get help when...

- Guardrail/gate or control is damaged
- Lift is on an unapproved slope or unstable surface
- Wind/environmental conditions exceed manufacturer limits
- Operator is climbing on rails or working close to power/overhead structure without clearance

Our site-specific information

- ☐ Actual lift model, controls, emergency lowering and manufacturer limits
- ☐ Indoor/outdoor surface and wind rules
- ☐ Electrical clearance and overhead-crush controls
- ☐ Site traffic/pedestrian barricades and rescue response

Employee notes:

Scissor Lift Safety - Knowledge Check

Employee: _____ Date: _____

1. A scissor lift can tip because of:

- ☐ A. Unstable surfaces, slopes, overload or environmental conditions
- ☐ B. Only electrical failure
- ☐ C. Only flat tires
- ☐ D. Only low battery

2. The platform guardrails are intended to:

- ☐ A. Help prevent falls and must not be used as steps
- ☐ B. Serve as ladders
- ☐ C. Support extra work platforms
- ☐ D. Hold tools outside the platform

3. Before elevating, the operator should inspect:

- ☐ A. The lift and the work area, including overhead hazards
- ☐ B. Only battery charge
- ☐ C. Only the weather app
- ☐ D. Only the floor inside the platform

4. Standing on the guardrail to gain extra height is:

- ☐ A. Unsafe and not permitted
- ☐ B. Allowed if another worker holds the rail
- ☐ C. Allowed indoors
- ☐ D. Required for ceiling work

5. Wind limits should come from:

- ☐ A. Manufacturer instructions and employer procedure
- ☐ B. Operator guess
- ☐ C. The load weight only
- ☐ D. A fixed universal mph for every lift

Score: _____ / 10 Passing requirement / retraining criteria:

6. Overhead crushing hazards require:

- ☐ A. Clearance, slow control and often a spotter/site controls
- ☐ B. Faster platform movement
- ☐ C. Leaning outside the platform
- ☐ D. Disabling upper controls

7. Electrical hazards should be controlled by:

- ☐ A. Maintaining required clearance and following site/manufacture rules
- ☐ B. Relying on tires as insulation
- ☐ C. Touching the line with a tool first
- ☐ D. Using wet gloves

8. People below the lift should:

- ☐ A. Be protected from falling objects and equipment movement
- ☐ B. Stand under the platform
- ☐ C. Hold the rails
- ☐ D. Guide the lift by hand

9. Emergency lowering controls should be:

- ☐ A. Known and functional before use
- ☐ B. Ignored unless a breakdown occurs
- ☐ C. Locked out during operation
- ☐ D. Used for normal descent only

10. This course alone qualifies an employee on every scissor-lift model.

- ☐ A. False
- ☐ B. True

Employee signature: _____

Answer key + coaching notes

1. **A - Unstable surfaces, slopes, overload or environmental conditions** | A scissor lift can tip because of:
2. **A - Help prevent falls and must not be used as steps** | The platform guardrails are intended to:
3. **A - The lift and the work area, including overhead hazards** | Before elevating, the operator should inspect:
4. **A - Unsafe and not permitted** | Standing on the guardrail to gain extra height is:
5. **A - Manufacturer instructions and employer procedure** | Wind limits should come from:
6. **A - Clearance, slow control and often a spotter/site controls** | Overhead crushing hazards require:
7. **A - Maintaining required clearance and following site/manufacturer rules** | Electrical hazards should be controlled by:
8. **A - Be protected from falling objects and equipment movement** | People below the lift should:
9. **A - Known and functional before use** | Emergency lowering controls should be:
10. **A - False** | This course alone qualifies an employee on every scissor-lift model.

COACHING RULE

Do not treat a passing written score as proof of hands-on competency. Retrain missed critical concepts and complete workplace-specific verification where required.

Attendance + completion record

Course: Scissor Lift Safety

Date: _____ Instructor: _____ Department / Location:

Employee Printed Name	Employee Signature	Job / Department	Date

Site-specific topics / notes:

Can the employee apply it?

Employee: _____ Evaluator: _____ Date: _____

Evaluation Item	Meets	Coach	N/A
Performs pre-use inspection	☐	☐	☐
Inspects floor/ground and overhead area	☐	☐	☐
Uses gate/guardrails correctly	☐	☐	☐
Maintains safe body position	☐	☐	☐
Controls travel/elevation smoothly	☐	☐	☐
Maintains overhead/electrical clearance	☐	☐	☐
Applies site barricade/spotter rules	☐	☐	☐
Demonstrates emergency stop/lowering	☐	☐	☐

Comments / coaching:

Result: ☐ Competent for evaluated task (subject to employer authorization) ☐ More training/practice needed

Evaluator signature: _____ Employee signature: _____

CERTIFICATE OF TRAINING

This certifies that

completed the formal / awareness training portion of
Scissor Lift Safety

Date: _____ Instructor: _____
Employer / Location: _____

General/formal instruction. The employer must provide equipment-specific training, manufacturer instructions and verify safe operation for the actual lift and workplace.

Regulatory / source reference

Primary reference: OSHA scissor lift guidance / applicable scaffold & training requirements

<https://www.osha.gov/etools/scaffolding/scissor-lifts/>

Before delivery

- Confirm current OSHA and applicable state-plan requirements
- Confirm manufacturer instructions and employer procedures
- Insert workplace-specific hazards, controls, emergency contacts and rules
- Use competent/qualified trainers or evaluators where required
- Complete practical/workplace training and authorization requirements where applicable
- Retain training records according to employer and regulatory requirements

FINAL REMINDER

General/formal instruction. The employer must provide equipment-specific training, manufacturer instructions and verify safe operation for the actual lift and workplace.