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Third edition

Mobile elevating work platforms — Operator training

Plates-formes élévatrices mobiles de personnel — Formation des opérateurs iTeh Standards

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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular, the different approval criteria needed for the different types of ISO document should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

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This document was prepared by Technical Committee ISO/TC 214, *Elevating work platforms*.

This third edition cancels and replaces the second edition (ISO 18878:2013), which has been technically revised.

The main changes are as follows:

- the title was changed to remove the term "(driver)";
- in the Introduction, reference to TC 214 was removed;
- in the Scope, the opening statement was clarified for accuracy and readability;
- in <u>Clause 3</u>, additional terms were added to support use of these terms throughout the document;
- in <u>Clause 4</u>, text was added to ensure safe use requirements are also used in the training process;
- in Clause 5, the existing language was replaced by the contents of former Clause 7;
- in <u>Clause 6</u>, requirements for familiarization were removed as they are now found in ISO 18893;
- in the annexes, the term "examiner" was replaced by "trainer".

Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at www.iso.org/members.html.

Introduction

This document is one of a group of standards for mobile elevating work platforms (MEWPs), as part of a programme of work regarding standardization of terminology and general principles for training operators of elevating work platforms used to raise (elevate), and position personnel (and related work tools and materials) to a work position where a work task is to be performed. Local jurisdictions can use this document to develop detailed training requirements particular to the local conditions.

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Mobile elevating work platforms — Operator training

1 Scope

This document provides requirements for training material content and the administration of standardized training to operators of mobile elevating work platforms (MEWPs).

It is applicable to MEWPs, as defined in ISO 16368, intended for moving person(s), along with their necessary tools and materials to an elevated work location.

NOTE National or other regulations, which could be more stringent, can apply.

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

 $ISO\ 16368, \textit{Mobile elevating work platforms} - \textit{Design, calculations, safety requirements and test methods}$

ISO 18893, Mobile elevating work platforms — Safety principles, inspection, maintenance and operation

3 Terms and definitions tps://standards.iteh.ai)

For the purposes of this document, the terms and definitions given in ISO 16368 and the following apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

- ISO Online browsing platform: available at https://www.iso.org/obp
- IEC Electropedia: available at http://www.electropedia.org/.

3.1

operator

person who controls the operation of the MEWP

[SOURCE: ISO 18893:2024, 3.17]

3.2

trainer

qualified person (3.6) who conducts the training (3.4)

3.3

trainee

person receiving training (3.4)

[SOURCE: ISO 7130:2013, 3.3]

3.4

training

instruction to enable the *trainee* (3.3) to become a *qualified person* (3.6) regarding the task to be performed, including knowledge regarding potential hazards

3.5

familiarization

providing the necessary information to a qualified person or *trained operator* (3.1) regarding the features, functions, devices, limitations, and operating characteristics, as defined by the manufacturer, in order to properly utilize a specific model of MEWP

[SOURCE: ISO 18893:2023, 3.8]

3.6

qualified person

person who, by possession of a recognized degree, certificate or professional standing, or by extensive knowledge, *training* (3.4) and experience, has successfully demonstrated their ability to solve or resolve problems related to the subject matter, work, or the project

[SOURCE: ISO 18893:2024, 3.20]

3.7

simulator

system that imitates the experience of operating a MEWP

[SOURCE: ISO 7130:2013, 3.2, modified — to replace earth-moving machine with MEWP.]

3.8

user

person or entity that has care, control, and custody of the MEWP

[SOURCE: ISO 18893:2024, 3.29]

iTeh Standards

4 Safe use of the MEWP

- **4.1** This document shall be used in conjunction with ISO 18893, which is focused on safe use of MEWPs in all its aspects.
- **4.2** Safe use of a MEWP when training is being administered shall be in conformity with ISO 18893.

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5 Administration of training

5.1 Trainers

- **5.1.1** The trainer shall be a qualified person who has extensive knowledge in the training process, the subject matter, the delivery of training, and the testing and evaluation of the trainee(s).
- **5.1.2** The trainer shall be knowledgeable regarding the laws, regulations, safe use practices, manufacturer's requirements, and recognition and avoidance of hazards associated with MEWPs.
- **5.1.3** The trainer shall only give instruction on classification(s) of MEWPs for which they are qualified.
- **5.1.4** The trainer shall also be knowledgeable regarding the application and operation of MEWPs in the location and environment where the training is being delivered.

5.2 Curriculum

The curriculum for the operator training shall incorporate the topics and subjects listed in <u>Clause 6</u>. The curriculum shall clearly identify that training covers only the classification for the MEWP(s) included in the training.

5.3 Training environment

- **5.3.1** The environment where training occurs shall be free from hazards and supportive to learning.
- The theory (classroom) training environment should incorporate proper lighting and acoustics, room size and capacity to accommodate the number of trainees, heating and air conditioning, presentation equipment, visibility for all trainees of the presentation, and rest room facilities.
- **5.3.3** A risk assessment shall be made for each location where practical (hands on) training and testing is to be given to identify and eliminate or mitigate hazards and risks associated with safe use of the MEWP.
- **5.3.4** Training given using a simulator (for example, virtual reality), shall not replace the requirement for hands-on operation of an actual MEWP.

5.4 Proficiency testing

To demonstrate competency, each trainee shall show proficiency in both theory (classroom/online) and practical (hands-on). Results of the theory (classroom/online) and practical (hands-on) testing shall be documented. (see Annexes A to E for examples)

5.5 **Documentation of training**

- **5.5.1** Upon successful completion of the training programme, proof of training by the trainer or training entity shall be provided referencing compliance to this document.
- **5.5.2** Documentation shall be issued with:
- name of entity providing training: a)
- name of trainer delivering the training; b)
- clear identification of the classification(s) of MEWP covered in training;
- d) II date of training completion; /standards/iso/4d6f8d76-3609-4737-b95c-7e16c1f45f3a/iso-18878-2025
- name of trainee:
- f) period of time training is valid (not to exceed 5-years).

Training content

6.1 General

- Training content shall consist of a combination of theory (classroom/online) training (for example, lecture, discussion, e-learning, video tape, written material), and practical (hands-on) training (for example, demonstrations performed by the trainer, practical exercises performed by the trainee), and evaluation of the trainee's proficiency.
- **6.1.2** The user shall ensure that the training provided is being delivered in such a manner that the trainees will be capable of understanding.

6.2 Contents of theory (classroom/online) training

Theory (classroom/online) training shall include (as a minimum) the following items:

MEWP operator responsibilities as outlined in ISO 18893;

- b) how and when to perform a worksite inspection;
- c) how to select an appropriate MEWP for the task from the various classifications including available features/devices and options;
- d) the purpose, use and typical content of the operator's manual, placards and safety labels, warnings and instructions, and applicable safety rules;
- e) the location and storage of the operator's manual, and the importance of keeping it maintained in the weather-resistant storage compartment on the MEWP when not in use;
- f) how to perform a pre-start inspection (see ISO 18893);
- g) knowing and understanding factors affecting stability (see ISO 18893);
- h) recognition and avoidance of hazards associated with operation (see ISO 18893);
- i) understanding of the intended purpose and function of typical MEWP controls, including platform, ground, and auxiliary lowering controls;
- j) responsibilities associated with addressing problems or malfunctions which could affect the operation of the MEWP;
- k) use of personal protective equipment (PPE) appropriate to the task, worksite and environment, including those required by the manufacturer;
- l) safe travelling practices;
- m) issues associated with transport of a MEWP (if appropriate);
- n) understanding that securing the MEWP from unauthorized use is required;
- o) the requirement for familiarization in addition to training;
- p) applicable regulations, standards, and safety rules;
- q) how to validate that the annual inspection is current (if applicable);
- r) knowing and understanding wind hazards and weather conditions and their potential effect on MEWP stability;
- s) understanding that authorization by the user is required to operate MEWP;
- t) understanding of hazardous location(s) (flammable or explosive atmospheres);
- u) warnings and instructions on the MEWP;
- v) familiarity with the requirements of operators (see ISO 18893);
- w) hazards associated with high pressure systems;
- x) the responsibility of operators to provide work platform occupants of the basic level of knowledge required to work safely on the MEWP stated in ISO 18893:2024, 6.5;
- y) other subjects required by the manufacturer.

6.3 Contents of practical (hands-on) training

Under direction and evaluation of the trainer, the trainee shall operate the MEWP for a sufficient period of time to demonstrate proficiency regarding the following:

- a) walk around and familiarization with MEWP;
- b) major components identification and function;