

MEWP pre-use check

Blank sheet for a week of daily pre-use checks on one mobile elevating work platform (MEWP), with a fault log.

The trained operator carries out a basic function check every day before use, following the manufacturer's instructions. Keep a record of the checks.

If you find a fault, isolate the controls, tag the machine and report it to the person in control. Take the MEWP out of service if the fault affects safety.

A MEWP must have a thorough examination by a competent person at least every 6 months, or at the intervals set by an examination scheme drawn up by a competent person. Ask for and keep a copy of the latest report.

Keep the MEWP maintained in efficient working order and good repair.

The MEWP

Make, model and fleet or serial number

Site

Date of last thorough examination

Operator

Familiarised on this make and model (date)

Type (for example scissor lift or boom)

Week beginning

Next thorough examination due

Operator's training card number and expiry date

Maximum wind speed (from the manufacturer)

Daily pre-use checks

Do the manufacturer's daily checks, then confirm the site checks below before raising the platform.

Check	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Manufacturer's daily function checks done							
Platform and ground controls work, including emergency descent							
Guard rails and toe boards in place							
Ground firm and level, with no trenches, manholes or soft backfill							
Outriggers extended and chocked, with spreader plates if needed							
Area below barriered off against falling objects							
Wind speed within the maximum							
Clear of overhead cables and structures that could trap the operator							
Harness and short lanyard clipped to the basket anchor, where required							
Someone on the ground knows the rescue plan and ground controls							
Checked by (initials)							

Faults reported

Date	Fault	Reported to	Taken out of use?	Put right (date and by whom)

Based on: HSE, Mobile elevating work platforms (MEWPs); HSE information sheet GEIS6, The selection, management and use of mobile elevating work platforms; the Lifting Operations and Lifting Equipment Regulations 1998, regulation 9; the Provision and Use of Work Equipment Regulations 1998, regulation 5.

- HSE, Mobile elevating work platforms (MEWPs): <https://www.hse.gov.uk/construction/safetytopics/mewp.htm>
- HSE, The selection, management and use of mobile elevating work platforms (GEIS6): <https://www.hse.gov.uk/pubns/geis6.pdf>
- Lifting Operations and Lifting Equipment Regulations 1998, regulation 9: <https://www.legislation.gov.uk/uksi/1998/2307/regulation/9>
- Provision and Use of Work Equipment Regulations 1998, regulation 5: <https://www.legislation.gov.uk/uksi/1998/2306/regulation/5>

Blank template from The Site Book, October 2026. Fill it in for the actual job and site.