SITE survey. APP

SITE SURVEY REPORT

Boom Lift Inspection Checklist

Prepared for	Halvorsen Builders Inc. (general contractor)
Date	14 Oct 2026
Site	Building B, Riverbend Commerce Park, Kansas City
Prepared by	D. Kowalczyk

FORM

Boom Lift Inspection Checklist

1. Inspection details

Project	Building B, Riverbend Commerce Park, Kansas City: steel erection, boom lift check (completed example)
Site address	Building B, Riverbend Commerce Park, 1450 Foundry Bend Road, Kansas City, MO 64120
Client or general contractor	Halvorsen Builders Inc. (general contractor)
Location (GPS)	39.1271, -94.5208
Inspection date	14 Oct 2026
Inspected by	D. Kowalczyk
Time of the check	06:55
Rules that apply	US: OSHA 29 CFR 1926.453 (aerial lifts)
Reason for the check	Pre-use, start of shift
Where the lift will work	North elevation, grid lines C to F: bolting up roof beams and bracing at about 38 ft

This is an operator or supervisor check before use. It is not a thorough examination (UK) or an annual inspection (US), and it does not replace the manufacturer's operator manual. Check each item the way the manual describes. Wind, slope, load and outreach limits come from the machine's plate and manual, not from this form.

US (OSHA 29 CFR 1926.453). For extensible and articulating boom platforms, the lift controls are tested each day before use, and only authorized persons operate the lift (1926.453(b)(2)(i) and (ii)). The lower controls must be able to override the upper controls, and are not operated without permission from the person in the lift, except in an emergency (1926.453(b)(2)(ix)).

2. Machine and operator

Fleet or asset number	BL-EXAMPLE-22
Owner or rental company	Blue Valley Equipment Rental (fictional)
Make	Example Lift Co
Model	EB-60AJ articulating boom
Serial number	EXAMPLE-SN-6022
Type of boom	Articulating boom, self-propelled

Power	Diesel
Jib fitted?	Yes
Outriggers or stabilisers fitted?	No
Platform capacity from the plate	500
Unit	lb
Maximum persons from the plate	2
Maximum platform height from the plate	60 ft
Maximum horizontal outreach from the plate	39 ft
Date of the last thorough examination (UK) or annual inspection (US)	2 Apr 2026
Report or certificate reference	Annual inspection decal and report AI-EXAMPLE-0402
Days since then	195
Evidence of the last examination or inspection with the machine?	Yes

Photo of the machine



Operator	D. Kowalczyk
Operator training card or certificate	Aerial lift operator card, boom lifts, card AL-EXAMPLE-118
Card expiry date	28 Feb 2028
Operator authorized by the employer to use this lift?	Yes
Operator familiarised on this make and model?	Yes

Person on the ground who can use the ground controls and emergency lowering	R. Okonkwo (foreman), shown the ground controls and auxiliary lowering on 13 Oct

3. Visual checks before start-up

Boom sections and welds	Acceptable
Pins, pin retainers and pivot points	Acceptable
Wear pads and slide pads on telescopic sections	Acceptable
Hoses, cables and the hose carrier along the boom	Acceptable
Jib and jib pivot	Acceptable
Turntable, slew bearing and turntable lock	Acceptable
Counterweight	Acceptable
Platform floor, guardrails, toe boards and gate	Acceptable
Harness anchorage points on the platform	Acceptable
Platform control box and its guard	Acceptable
Tyres and wheels, or tracks	Acceptable
Engine or batteries, fuel and hydraulic oil level	Acceptable
Decals, capacity plate and operator manual on board	Acceptable

Photos: platform and any defect



Visual checks needing action	0

Not checked	0

4. Function tests

Ground controls: each boom, jib and turntable function	Pass
Ground controls override the platform controls	Pass
Ground emergency stop	Pass
Emergency lowering or auxiliary power	Pass
Foot switch or enable control on the platform	Fail
What needs doing, or why not checked	Boom up and turntable swing still worked with the foot switch released. Finished the other platform tests with the platform just off the ground, then stowed the boom from the ground controls.
Platform controls: boom, jib, turntable, drive and steer	Pass
Platform emergency stop	Pass
Tilt alarm and cut-out	Pass
Load sensing or overload warning, if fitted	Pass
Envelope or outreach limits, if fitted	Pass
Brakes and drive speed with the boom raised	Pass
Horn, travel or motion alarm and beacon	Pass
Anti-entrapment or secondary guarding device, if fitted	Not applicable

Photos: controls and any failed test



Function tests failed	1
Not checked	0

5. Worksite checks

Ground firm and level enough for the machine	Acceptable
Slope within the manufacturer's limit	Acceptable
Brakes set; wheel chocks on a slope where they can be fitted safely	Acceptable
Overhead power lines identified and kept clear	Acceptable
Overhead structures and trap points	Acceptable
Area below barriered from people; boom kept out of traffic routes	Acceptable
Rescue plan agreed with the ground person	Acceptable
Maximum wind speed from the manufacturer	28
Wind speed measured or forecast now	11
Unit	mph
Wind against the limit	Within the manufacturer limit

Photos of the work area



Worksite checks needing action	0
Not checked	0

6. People in the platform and load

US. A body belt or harness is worn and a lanyard attached to the boom or basket when working from an aerial lift (29 CFR 1926.453(b)(2)(v)). Body belts are not acceptable as part of a personal fall arrest system; a body belt is acceptable in a tethering or restraint system (note to that paragraph). Do not belt off to an adjacent pole, structure or equipment, and stand firmly on the platform floor (1926.453(b)(2)(iii) and (iv)).

People in the platform 1: D. Kowalczyk

Name	D. Kowalczyk
Role	Operator
Harness and lanyard checked before use?	Yes
Harness worn and lanyard attached to the anchorage point on the platform?	Yes
Lanyard type	Short work restraint lanyard

People in the platform 2: J. Tafoya

Name	J. Tafoya
Role	Second person in the platform
Harness and lanyard checked before use?	Yes
Harness worn and lanyard attached to the anchorage point on the platform?	Yes

Lanyard type	Short work restraint lanyard
People in the platform	2
Without a checked harness attached to the platform	0
Planned platform load: people, tools and materials	445
Load against the platform capacity	Within the platform capacity

7. Result

Items failed or needing action	1
Items not checked	0
Result	Not safe: tagged out of service
How it was taken out of service, and who was told	Danger, do not operate tag on the platform and ground controls, key removed and held by the foreman. Superintendent told at 07:15, Blue Valley called at 07:20.
Tag number	DNO-EXAMPLE-047

> OSHA 29 CFR 1926.20(b)(3): equipment that is not in compliance is identified as unsafe by tagging or locking the controls so it cannot be operated, or is physically removed from where it operates.

Operator name	D. Kowalczyk
Operator signature	

8. Actions and sign-off

Items needing action	1
Result	Action needed before the lift is used

Actions 1: Repair or replace the foot switch and give a written repair note, or swap the machine. Repeat this check before use.

Action	Repair or replace the foot switch and give a written repair note, or swap the machine. Repeat this check before use.
Priority	Urgent: do not use
Who will do it	Blue Valley Equipment Rental

Due by	14 Oct 2026
Status	In progress

Actions 2: Move the bracing crew to BL-EXAMPLE-19 on the south side for the morning, after its own pre-use check.

Action	Move the bracing crew to BL-EXAMPLE-19 on the south side for the morning, after its own pre-use check.
Priority	Before next use
Who will do it	R. Okonkwo
Due by	14 Oct 2026
Status	Done, checked
Actions still open	1
Decision	Rental company to repair or replace the machine
Date of the repeat check	15 Oct 2026
Summary	BL-EXAMPLE-22 failed the foot switch test: boom and swing worked with the switch released. All other checks passed. Tagged out, key removed, rental company called. Crew moved to another lift after its own check.
Supervisor name	R. Okonkwo
Supervisor signature	