

Lifted Hire

Work Health and Safety (WHS) Policy

Last updated: June 2026

Lifted Hire ("we", "us", "our") refers to Lifted Hire Pty Ltd, the entity operating this business.

1. Policy Statement

Lifted Hire is committed to providing and maintaining the highest standards of workplace health and safety for all employees, contractors, operators, and visitors. Given the safety-critical nature of elevated work platform and scaffold hire operations, this commitment is paramount. This policy is implemented in accordance with the Work Health and Safety Act 2011 (Qld), the Work Health and Safety Regulation 2011 (Qld), and relevant codes of practice, including the Code of Practice for Managing the Risk of Falls at Workplaces (Qld) and the Code of Practice for Elevated Work Platforms.

2. Scope

This policy applies to all Lifted Hire employees, contractors, authorised equipment operators, and visitors at Boat Works (Coomera) or any other location where Lifted Hire equipment is deployed.

3. Responsibilities

3.1 Management

- Ensure all equipment is maintained in safe, serviceable condition and inspected according to the maintenance schedule.
- Provide all required WHS documentation, including Safe Work Method Statements (SWMS), pre-start checklists, and operator guidance.
- Provide an operational briefing to all hirers at the commencement of each hire, and ensure boom-type EWP equipment is provided only to operators who hold the appropriate High Risk Work Licence.
- Investigate all incidents, near-misses, and equipment defects promptly.
- Maintain WorkCover Queensland obligations and required WHS records.
- Consult with workers and clients on WHS matters.

3.2 Workers and Operators

- For scissor lifts: receive and complete the operational briefing provided by Lifted Hire and be deemed competent to operate the equipment before use. For boom-type elevated work platforms (if applicable): hold and maintain a current, valid High Risk Work Licence (EWP, Class WP or equivalent) as required under the Work Health and Safety Regulation 2011 (Qld).
- Complete a pre-start inspection of all equipment before each use.
- Never operate equipment in unsafe conditions, beyond rated capacity, or in a manner inconsistent with manufacturer specifications.
- Wear appropriate personal protective equipment (PPE) at all times.
- Report all incidents, near-misses, equipment defects, and unsafe conditions immediately.

- Not operate equipment while under the influence of alcohol or drugs.

4. Competency and Licensing Requirements

4.1 Scissor Lifts

Scissor lifts are not boom-type elevated work platforms and do not require a High Risk Work Licence (EWP licence) to operate under the Work Health and Safety Regulation 2011 (Qld). However, every person who operates a Lifted Hire scissor lift must:

- receive an operational briefing from Lifted Hire at the commencement of the hire period, covering safe operation, controls, pre-start checks, and emergency procedures; and
- be deemed competent to operate the specific class of equipment.

Lifted Hire will provide this briefing at the time of hire. It is the hirer's responsibility to ensure that only persons who have received this briefing and are competent operate the equipment. Lifted Hire reserves the right to decline to release equipment to any person it reasonably determines is not competent to operate it safely.

4.2 Boom-Type Elevated Work Platforms

Where Lifted Hire equipment includes boom-type elevated work platforms, the operation of those platforms is classified as High Risk Work in Queensland. A person must not carry out High Risk Work unless they hold the relevant class of High Risk Work Licence (Class WP or equivalent) issued by Workplace Health and Safety Queensland. Lifted Hire will require confirmation of a valid licence before any boom-type EWP is released to an operator.

5. Equipment Safety

5.1 Pre-Start Inspection

All equipment must be inspected before each use using the Lifted Hire Pre-Start Checklist. The inspection must verify:

- hydraulic systems, controls, and emergency lowering functions are operational;
- platform guardrails, gates, and safety devices are in place and functional;
- tyres, wheels, and stabilisers are in serviceable condition;
- battery charge levels are adequate for planned operations;
- no visible structural damage, leaks, or defects are present; and
- the rated load capacity placard is visible and legible.

Any defect identified during pre-start must be reported to Lifted Hire immediately. Equipment must not be used until the defect is assessed and cleared.

5.2 Load Limits

Rated load capacity must never be exceeded. Operators are responsible for calculating combined weight of personnel, tools, and materials before entering the platform. Loading the platform asymmetrically or in a manner that may cause instability is prohibited.

5.3 Ground and Site Conditions

Equipment must only be operated on ground capable of bearing the equipment's operational load. Before deployment, operators must:

- assess ground bearing capacity, surface stability, and gradients;

- identify overhead hazards including electrical cables, overhead structures, and low clearances;
- establish and maintain exclusion zones around the equipment's operating area; and
- ensure outriggers and stabilisers are deployed as required by the equipment specifications.

5.4 Electrical Hazards

Equipment must maintain minimum safe approach distances from overhead and underground electrical services in accordance with Queensland Electrical Safety Regulation 2013 and relevant codes of practice. Lifted Hire must be informed if operations are planned near electrical infrastructure so appropriate advice can be provided.

6. Working at Heights

All work at height involving Lifted Hire equipment is subject to the Queensland Code of Practice for Managing the Risk of Falls at Workplaces. The hirer is responsible for implementing a falls management plan appropriate to the task. This includes:

- use of a full-body harness and short lanyard attached to the platform's designated anchor point when required by law or the equipment's design;
- ensuring platform gates are closed and secured when the platform is elevated;
- keeping tools and materials secured to prevent falling objects; and
- maintaining exclusion zones below the working area.

7. Incident Reporting

7.1 All incidents, near-misses, and equipment defects must be reported to Lifted Hire management immediately.

7.2 Serious incidents (as defined in the Work Health and Safety Act 2011 (Qld)) -- including serious injuries and dangerous incidents -- must be reported to Workplace Health and Safety Queensland immediately by calling 1300 362 128. The site must be preserved pending regulatory inspection.

7.3 Lifted Hire will complete an incident investigation report for all reported incidents within 24 hours of notification.

8. Alcohol and Drugs

Zero tolerance applies to alcohol and drug use in connection with the operation of Lifted Hire equipment. Operators must not operate any equipment while impaired by alcohol, illicit substances, or prescription or over-the-counter medication that affects their capacity to operate safely.

9. Psychosocial Hazards and Noise

Lifted Hire recognises psychosocial hazards (fatigue, workload, bullying, harassment, and aggressive or difficult client interactions) as workplace hazards under the Work Health and Safety Regulation 2011 (Qld). Workers are encouraged to report any such concerns to management.

Equipment operation can generate elevated noise levels. Hearing protection should be worn where operating conditions or sustained exposure make this necessary.

10. Personal Protective Equipment (PPE)

The following PPE is required as a minimum for operations involving Lifted Hire equipment:

- Safety helmet (hard hat) when working in areas with overhead hazards.
- Full-body harness and short lanyard when required by law or equipment specifications.
- Safety footwear (steel-capped, non-slip).
- High-visibility vest where required by site rules or risk assessment.
- Safety glasses or goggles where applicable.

PPE requirements on specific sites may be more stringent than this minimum standard. Operators must comply with site-specific PPE requirements.

11. Emergency Procedures

Operators must be familiar with:

- the emergency lowering procedure for the specific equipment in use;
- the location of first aid kits and trained first aiders at Boat Works;
- emergency contact numbers: 000 (police, fire, ambulance) and 1300 362 128 (Workplace Health and Safety Queensland); and
- the designated assembly point and emergency evacuation routes at Boat Works.

12. Equipment Maintenance

Lifted Hire is responsible for maintaining all equipment in accordance with the manufacturer's service schedule and applicable standards. Maintenance records are kept for each item of equipment. Equipment that fails inspection or has a reported defect will be taken out of service until repaired and cleared by a qualified technician.

13. Consultation

Lifted Hire consults with workers and clients on WHS matters relevant to the hire and operation of equipment. Workers and clients are encouraged to raise any safety concern at any time by contacting management.

14. Policy Review

This WHS Policy will be reviewed annually or following any significant incident, equipment change, or legislative update.

15. Contact

WHS concerns or incidents should be reported to management immediately at:

Email: info@liftedhire.com.au

Phone: [Phone Number]

Address: Boat Works, Coomera, Queensland 4209, Australia

Workplace Health and Safety Queensland: 1300 362 128