

EWP Incident & Damage Checklist

What to record and preserve after an EWP is damaged, overloaded or involved in an incident — before repairs begin.

FIRST: TAKE THE MACHINE OUT OF SERVICE

After any impact, overload, electrical contact or structural damage, the machine should be tagged out and not returned to service until it has been assessed by a competent person. Repairs made before an assessment can hide the very evidence an engineer needs.

RECORD THE INCIDENT

Date / time: _____ Location / site: _____ Reported by: _____

Fleet no.: _____ Make / model: _____ Serial no.: _____

- ☐ Describe what happened, in plain language, while memories are fresh
- ☐ Photograph all visible damage from multiple angles before anything is moved or cleaned
- ☐ Photograph the wider scene — ground conditions, outrigger set-up, load in the platform
- ☐ Record the approximate load in the platform at the time (people, tools, materials)
- ☐ Note boom position and configuration at the time of the incident
- ☐ Identify witnesses and record their contact details

COMMON DAMAGE THAT NEEDS ENGINEERING ASSESSMENT

- ☒ Any impact to a boom section, knuckle, jib or the platform mount — even where paint damage looks minor
- ☒ Overload events, including shock loading from a snagged or dropped load
- ☒ Electrical contact or flashover on any unit, and any damage at all to an insulated boom or liner
- ☒ Tip-over, near tip-over, or operation with outriggers incorrectly deployed
- ☒ Cracked welds, deformed chords, or new play in slew rings and pins

BEFORE REPAIRS BEGIN

- ☐ Obtain a written damage assessment from a competent person or engineer
- ☐ Agree the repair method in writing — structural repairs to an EWP are not general fabrication work
- ☐ Confirm what testing will verify the repair (NDT, load test, dielectric test where applicable)
- ☐ Keep the assessment, repair records and test results with the machine's history file

AFTER THE REPAIR

Return-to-service should be supported by the repairer's documentation and any required testing. File everything — a complete damage-and-repair record protects resale value and makes the next inspection faster.

