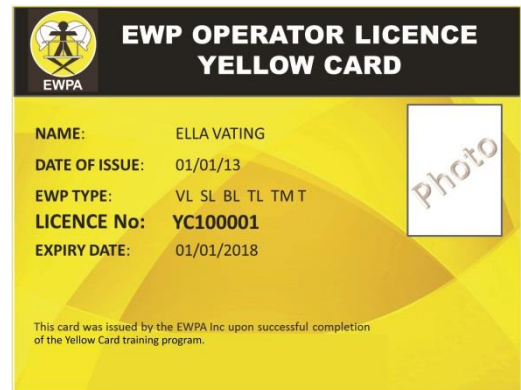


# WHY DO I NEED A YELLOW CARD TO OPERATE AN ELEVATING WORK PLATFORM?



Workplace Health and Safety Regulations (harmonised in all States and Territories except WA and Victoria, where similar requirements exist) state:

1. This clause applies for the purposes of section 19 of the Act to a person conducting a business or undertaking (PCBU). *(This could be you, the trainer)*
2. The person must ensure that information, training and instruction provided to a worker is suitable and adequate having regard to:
  - (a) the nature of the work carried out by the worker, and
  - (b) the nature of the risks associated with the work at the time the information, training or instruction is provided, and
  - (c) the control measures implemented.

Maximum penalty: (a) in the case of an individual—\$6,000, or (b) in the case of a body corporate—\$30,000.

3. **The person must ensure, so far as is reasonably practicable, that the information, training and instruction provided under this clause is provided in a way that is readily understandable by any person to whom it is provided.**

Maximum penalty: (a) in the case of an individual—\$6,000, or (b) in the case of a body corporate—\$30,000.

## [Division 1 Information, training and instruction Clause 39 Provision of information, training and instruction](#)

Whilst the exact wording of the harmonised WHS Regulations is not the same in the Victorian or WA OHS/OSH Acts and Regulations, the concepts of duty of care and managing the risks of operating plant is stated in a similar context. Refer to:

*Occupational Health and Safety Act 2004 (Vic) Part 3, Division 1, Section 20 & 21*

*Occupational Health and Safety Regulations 2017 (Vic) Part 3.5, Division 5, Subdivision 4, Clause 122 & 123*

*Occupational Safety and Health Act 1984 (WA) Part III, Division 2, Section 19*

*Occupational Safety and Health Regulations 1996 (WA) Part 4, Division 3*

What this means is that there needs to be some form of proof that the operator has been trained in the safe use of an elevating work platform (EWP). Verbal instruction is not an effective method of training as it lacks written proof of competency evidence. The EWP Operator Training Program or 'Yellow Card' is the result of the EWPA helping the industry to comply with the WHS/OHS/OSH Acts and Regulations.

## HOW DOES IT WORK?

The EWP Operator Yellow Card is proof of completion in one or more modules in various types of EWPs. There are six different EWP training modules.

The modules are:

- |                            |    |
|----------------------------|----|
| * Vertical Lift            | VL |
| * Scissor Lift             | SL |
| * Self Propelled Boom lift | BL |
| * Trailer lift             | TL |
| * Truck Mounted Lift       | TM |
| * Advanced Boom            | AB |



The EWPA Yellow Card industry training program was developed by the EWPA in consultation with members and industry. The intention of this program is to assist operators, employers, equipment owners and manufacturers to comply with the OHS / WHS & regulation and promote safe use of EWP's.

The EWPA Safe Use guide can be found [here](#).

- The 'Yellow Card' provides evidence that the operators of specific types of EWPs have been trained in the safe use of and are aware of the risks when operating them.
- The supplier, PCBU and operator all have documentary evidence of the information, training and instruction provided. This can be verified on the EWPA website via a Licence Number Lookup feature, and via a QR Code on the back of the card

## WHAT ARE THE ALTERNATIVES?

The EWPA Yellow Card is the Association's method of meeting industry needs for EWP training. However, other methods can be used. Such methods include having in-house training schemes or user specific programs. The key elements that any methods need to include are a structured training format delivered by a suitably qualified trainer/assessor and the training content should meet or exceed the Australian Standard 2550.10 and manufacturers' safe operating procedures. The training outcomes are to be documented and a certificate of participation or proof of training issued.

## WHAT IF I DO NOTHING?

The 'do nothing' approach is a time bomb. A blatant disregard of the law (the Act is law) will result in hefty fines and or jail. We all have a responsibility for workplace health and safety.

## WHERE DOES THE HIGH RISK WORK LICENCE (WP Class) TLILIC2005 FIT IN?

The High Risk Work Licence is a legal requirement to operate boom type EWPs with a boom length exceeding 11 metres (eg truck mount, trailer mount and self-propelled). For further information it is recommended that you contact your State or Territory WHS/OHS Regulatory Authority as licensing procedures may differ slightly in each State or Territory.

## DO I NEED BOTH A YELLOW CARD AND HRW WP CLASS LICENCE?

If you are only operating an EWP (self-propelled, truck or trailer mounted) with a boom length exceeding 11m, then the operator must comply with State/Territory regulations for high risk work licensing and hold a HRW Licence (WP Class).

Operators of any EWP that does **not** fall into the High Risk Work category (so any boom type EWPs with a boom length **less** than 11 metres, or Scissor lifts/Vertical Lifts (**of any size lift height**)) should receive adequate information, training and instruction in the use of that type of EWP. This can be done completing the appropriate Yellow Card module for the type of EWP.

This can be confusing, but some examples may clarify the point.



**Example 1:** You have your HRW Licence (WP Class) and you only have experience operating 15m boom length electric knuckle booms on flat concrete slabs.

On your next job, you need to operate a rough terrain diesel scissor lift with stabilisers, with an 18m metre platform height on sloping ground. There are significant differences in the operation of this type of Scissor Lift. The operator of the scissor lift is required by Regulations to be trained in its safe operation. The Yellow Card is an industry driven training program that provides the holder with evidence of training in a particular type of EWP. It is based on EWP product type and **not** boom length or lift height.

**Example 2:** You have your HRW Licence (WP Class) and you only have experience operating 15m boom length electric knuckle booms on flat concrete slabs.

On your next job, you need to operate a 28m self-propelled diesel knuckle boom on unformed ground. It has extending axles, sequential lifting procedure, operating envelope control system and dual rated capacity, none of which you are familiar with.

The new Advanced Boom Operator Yellow Card (AB) module is ideal for this scenario so you be familiarised with the EWP and assessed as competent to use it.

## **COURSE OVERVIEW**

The Yellow Card training program is designed for people needing to develop the skills and knowledge required to operate elevated work platforms. Participants may complete singular or multiple modules according to the type of EWP they will be operating.

Modules are: Vertical Lift (VL), Scissor Lift (SL), Self-Propelled Boom (BL), Trailer lift (TL), Truck Mounted lift (TM) and Advanced Boom (AB).

## **EWPA ACCREDITED TRAINERS**

To register for a course with an EWPA Accredited Trainer you can book online and search for training providers online. <http://yellowcard.ewpa.com.au/yellowcard/courses>

All EWPA Accredited Trainers (ATs) hold a Certificate IV in Training and Assessment, a WP High Risk Work Licence, a Yellow Card with all modules they are able to train on, Statements of Attainment for the RIIHAN301D Operate Elevating Work Platforms and RIIWHS204 Work Safely at Heights Units of Competency and have at least 2 years industry experience.

You can be confident your Accredited Trainer will deliver the training program in accordance with the EWPA Code of Practice and Accredited Trainers Manual. The AT will submit training records to the EWPA who in turn approve and produce the yellow card which is posted to the trained operator.

## **PREREQUISITES**

Elevating Work Platforms require operators to have a thorough understanding of the risks associated with using them. This includes being able to read and understand technical information such as instructions for controls and emergency lowering systems, wind speed ratings, gradeability, variable rated capacity restrictions, operators' manuals and logbook checklists.

An EWPA Accredited Trainer must be confident that the knowledge and skills imparted have been absorbed and developed by the participant and assessed to a level that the operator can be deemed competent.

In line with the *conditions for conducting high risk work licence assessments - NSW 7.3 general requirements Clause 48* **EWPA Accredited Trainers cannot assess an applicant who cannot speak and/or understand the English language.**

[Click here for further information on adequate reading and writing skills.](#)

## **AGE REQUIREMENT**

Participants should be 18 years of age. Operating restrictions apply for those under 18 years of age.



## DURATION

Approximately 6 hours (depending upon class size, amount of EWP types being trained on, and any prior knowledge and experience of the operators).

## CLASS SIZE

Classes are limited to 10 people. For larger groups you will need to contact the Accredited Trainer who will arrange for more than one trainer to be made available, or to conduct multiple sessions with smaller group sizes.

## FEES AND CHARGES

EWPA Accredited Trainers manage their own pricing, but as a guideline the EWPA recommends a course fee of \$400.

## OUTCOME

Upon successful completion of the course your record of training is processed by the EWPA and you will receive an EWP Operator Licence with the proof of training and your photograph on the card.

An interim record of training from the EWPA will be emailed to you on the day of training and this can be used when operating machinery until you receive the yellow card. The EWP Operator Licence Yellow card will be processed and posted to your home address. Please let the EWPA know if you have not received your card within 60 days of training, if you let us know within that timeframe we can reissue it free of charge. After 60 days you will have to pay \$30 for the card to be reissued.

If you are unsure whether a Yellow Card is an EWPA issued Yellow Card you can type in the trained operator number or licence number in the *Verify Licence Number* on our website: <https://yellowcard.ewpa.com.au/Public/Home/Verify> this will confirm whether the Yellow Card was issued by the EWPA.

## IN SUMMARY

The WHS and OHS/OSH Acts and Regulations are there to protect you in the workplace. The EWPA Operator Licence (Yellow Card) is an industry initiative helping to provide a safer working environment for all stake holders. It is a national program with a national database of all Yellow Cards issued to operators and the make and model of the EWP they have been trained and assessed as competent on.

## FOR MORE INFORMATION

Please contact us on:

**Phone:** 02 9998 2222

**E mail:** [info@ewpa.com.au](mailto:info@ewpa.com.au)

**Web:** [www.ewpa.com.au](http://www.ewpa.com.au)