BMU Pre-Operation Inspection Checklist

Before using any building maintenance unit (BMU), a pre-operation inspection must be completed to ensure the unit is functioning correctly and is safe for use. The inspection consists of a visual inspection and functional test. This must be undertaken by the Contractors undertaking to use the BMU. All such persons must hold a valid induction registration.

Operator:		**Date:**	
Company:		**Contact #:**	
Precinct:		**Tower:**	
BMU:			

Visual Inspection:	**Pass/Fail/NA**	**Comment**
General external condition		
Wire rope condition		
Check power lead condition, check to ensure test and tag is in date.		
Check condition of interior cradle, specifically that the cradle is clear of rubbish and that all equipment has been securely attached.		
BMU structurally sound		

Operational Inspection:	**Pass/Fail/NA**	**Comment**
All Emergency stops functioning		
Elevation of cradle		
Descent of cradle		
Elevation of winch (where applicable)		
Descent of winch (where applicable)		
Right traverse (where applicable)		
Left traverse (where applicable)		
Body right slew (where applicable)		
Body left slew (where applicable)		
Head right slew (where applicable)		
Head left slew (where applicable)		
Raise arm(s) (where applicable)		
Lower arm(s) (where applicable)		
Telescope out (where applicable)		
Telescope in (where applicable)		
No limit switch activation during test		
Communication system functioning		
Cradle trip bar functioning		
Interlocks in place & secure		
Harness connection points secure, tagged and certified.		
Suction cups present and functioning		
Check condition of cradle bump rollers		

Signature: _____

If the unit fails any of the tests **DO NOT USE** and Contact Walker Asset Management or Security.

BMU Post -Operation Inspection Checklist

When an operator has completed using a BMU, a post-operation inspection must be completed to ensure the unit has been properly shut down and secured. The operator is to ensure that the checklist below is completed prior to completing the sign out process with Security.

Security will undertake their own inspection to confirm.

Inspection:	Pass/Fail/NA	Comment
BMU parked in garage/parking area		
Garage Door/Roof Secured (where applicable)		
Cradle landed and strapped to adjacent track/ground (where applicable). Ensure all rubbish has been removed.		
Emergency stop buttons engaged		
Local remote switch on roof car moved control panel, moved to the "Off" position		
Cradles not connected to a BMU securely stored in nominate storage location (where applicable)		
Power and comms Cables Disconnected (where applicable)		
Roof areas clear of debris and loose items that could be blown around in the wind (where applicable)		
No damage to BMU/cradle		
No damage to power/phone cables		
Any further comment on operational use for this session:		

Operator:		**Date:**	
Company:		**Contact #:**	

Signature: _____

Security Confirmation:

Security Officer:		**Date:**	

Signature: _____

If any of the above fails any of the requirements Contact Walker Asset Management.