



# FEM

European Materials Handling Federation  
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Product Group /  
**MEWP**  
**mobile elevating work platforms**



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## **Guideline /**

Practical guidance for the purchase of pre-owned MEWP

## **Leitfaden /**

Leitfaden für den Kauf von gebrauchten „Fahrbaren Hubarbeitsbühnen“

## **Guide /**

Guide pratique pour l'achat d'une PEMP d'occasion

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### 1. Introduction

Mobile Elevating Work Platform (MEWP) are a very safe way of working at height as well as being cost efficient. This guidance will help to avoid costly and potentially dangerous mistakes when buying a pre-owned MEWP through the use of simple precautions.

The quality of pre-owned machines is somehow difficult to evaluate without having a minimum knowledge of its history.

This guide provides clarification and advice to be considered in addition with local and machine-model specific requirements.

This guide doesn't apply to pre-owned MEWPs that are subsequently imported into the EU<sup>1</sup>.

### 2. Authenticate MEWP Ownership

Wherever possible obtain proof of ownership in writing (including outstanding financial agreement).

Authenticate the product with the manufacturer (e.g. register the product on the manufacturer website). This record will enable you to check that all relevant manufacturer safety updates have been carried out and that you are notified of any future updates.

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<sup>1</sup> Pre-owned MEWPs that were supplied outside the EU and now are subsequently placed on the market or put into service for the first time in the EU are considered as new machinery in the sense of the European legislation.

### 3. Only purchase from a reliable source

Before buying, confirm the seller reliability and make sure the person you are dealing with actually works for the company they represent.

It is preferable to conduct any inspection or sale at the seller's premises.

### 4. Documentation

The following documents shall be carefully examined prior to purchasing a pre-owned MEWP:

- Service History – If there's no history then ask why. MEWPs require regular servicing and should have amassed service records for work or parts as well as previous thorough examination reports, inspection certificates and records of regular servicing. The service document can provide valuable information such as: does it look like there might be a persistent fault that still may not have been fixed? Is the same part failing on the machine and need to be replaced regularly? Does the service record indicate any physical damages on the machine? Does the history tell a consistent story?  
Recorded hours should increase steadily with age and be consistent with the service record. If it doesn't then ask for full explanation as to why not. Has it been serviced regularly? Has the MEWP had any major work done on it? Has the MEWP been modified in any way?
- Inspection / Thorough Examination Reports – check evidence of periodic inspection is in date to ensure that it is safe and legal to use. Look for outstanding issues previously noted or observed to ensure that they have been resolved (for example, in Australia, every MEWP shall be design registered and this marking shall be visible on the machine. If in doubt, request for a copy of the certificate from the seller or obtain from manufacturer).
- Manufacturer's Operator Manual – It is mandatory to have an operator manual on the MEWP. Check that the manual is applicable to the specific MEWP model by verifying the machine serial number with the OEM and by verifying if there is an updated version that may have been released during the lifetime of the MEWP.
- Service Maintenance Manual – In order to regularly maintain the MEWP, it is essential that the operator manual is supported by a service or maintenance manual as well. This is to ensure that regular service is planned and carried out to maintain the safety, integrity and reliability of all machine components on an ongoing basis (the older the machine, the more care it needs).
- Declaration of Conformity – this is a mandatory document introduced in 1995<sup>2</sup> for machines placed on the market in Europe – Machinery Directive refers to EC Declaration of Conformity that states that the MEWP satisfies all the relevant requirements of the applicable legislation at the date of its first placing on the market or putting into service in the EU. By drawing up and signing it, the MEWP manufacturer (or his authorized

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<sup>2</sup> In some countries the transposition was postponed.

representative) assumes responsibility for the compliance of the machine to the legislation at the date of its first placing on the market or putting into service in the EU.

Note: Some MEWPs may have been modified after having been put into service for the first time: in this case, the entity which has modified the machine must have carried out another risk assessment, aiming at preserving the conformity of the MEWP. In some cases\countries this may lead to carry out a new placing on the market procedure. In addition, the making available on the market of pre-owned machinery may be subject to national regulation within EU<sup>3</sup>. For example, it is important to highlight the fact that a second-hand conformity certificate is also required in certain countries.

## 5. Examination/inspection findings and operation, both performed by a competent person representing the purchaser.

The person conducting the inspection should be competent and trained for the specific model. A pre-owned MEWP should not be purchased without examining all aspects of the machine. Follow manufacturer instruction in the operator manual to conduct the inspection. Inspect the machine to identify damages and\or impacts. Verify that all controls and safety functions operate correctly.

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<sup>3</sup> In a general way, after the 1<sup>st</sup> putting into service in Europe, a machinery is considered in its «use phase» for which there is a minimum EU legal framework applicable to all Member States for mandatory verification, maintenance operations, modifications of pre-owned machinery, etc. Even if this minimum legal set of rules is the same within Europe, each Member State is able to implement them in different ways (e.g. a Member State may have stronger requirements than the minimum EU legal framework or may have different practical implementation procedures e.g. a different frequency for general periodic verification of the MEWP).

## 6. ANNEX I - LOCAL SPECIFIC REQUIREMENTS

### FRANCE:

- a second-hand conformity certificate is required. See example below:

<p style="text-align: center;"><b>MODÈLE DE CERTIFICAT DE CONFORMITÉ RELATIF AUX ÉQUIPEMENTS DE TRAVAIL D'OCCASION</b></p> <p>Le responsable de la vente, location, cession, mise à disposition (rayer la mention inutile) soussigné (nom ou raison sociale, adresse complète) :</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>déclare que l'équipement de travail d'occasion désigné ci-après (appellation exacte de l'équipement) :</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>est conforme aux règles techniques précisées ci-après qui lui sont applicables (références précises de la réglementation appliquée ([1]).</p> <p>.....</p> <p>Fait à ....., le .....</p> <p style="text-align: right;"><i>Signature (2)</i></p> <p>(1) Lorsqu'il s'agit d'une réglementation d'un Etat membre de l'Union européenne considérée comme satisfaisant à l'obligation définie aux articles L. 4311-1 et L. 4311-2 du code du travail, indiquer la nature, le titre et la date du ou des actes législatifs ou réglementaires applicables.</p> <p>(2) Nom et fonction du signataire ayant reçu pouvoir pour engager le responsable de la déclaration.</p>
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- a modification file (« *dossier de modification* ») describing the modifications made on the machinery and the result of the risk assessment and an updated instruction handbook is recommended by National Authorities in case of second-hand MEWPS that has been modified.

### ITALY:

- findings of the inspections conducted on the machine must be reported in writing and, at least those relating to the last three years, must be kept at the disposal of the market surveillance authorities.

The recommendations and advice contained in this Guidance Note are based on specifications, procedures and other information that have been collected from the FEM from its members. They represent what is, as far as FEM is aware, the best available data at the time of publication on the instruction and use of the equipment concerned in the general conditions described and are intended to provide guidance for such use.

The suitability of this Guidance Note must be determined by the judgement of the person applying it in accordance with the conditions in which use is envisaged and subject to all relevant statutory requirements.

FEM accepts no responsibility for the recommendations, advice, statements and conclusions expressed or implied and gives no warranty, representation or assurance with respect to the accuracy or validity of the same.



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