



# **Black Box Guidelines -Powered Lift Fall and Accident Prevention Plan for The University of Tampa Revised February, 2013**

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These guidelines are supplemental to the General Guidelines for the Black Box and are for the reference of those authorized to use the Powered Lift for adjusting lighting on the grid in the Black Box Studio.

1. Use caution when handling lights and be aware of the heat they can generate. To ensure you do not get burned, do not move the light when it is switched on and allow it to cool down after switching it off before you move it or pack it away. It is not unusual for light fixtures to take up to ten minutes to cool sufficiently. Allow time for this in your production plans.

*NEVER touch a quartz-halogen, tungsten or HMI bulb with your hands! Naturally occurring skin oils will adhere to the lamps, preventing heat from dissipating and causing the lamp to overheat, burn up and potentially explode!*

2. Report any damaged wiring, liquid spills or other hazards or technical issues to the Media Production Coordinator as appropriate.
3. Do not reach beyond the confines of the lift. Instead of attempting to reach from the lift, lower and move the lift closer to the work area. Ensure that the lift is at a comfortable work height that will not necessitate awkward movements such as stretching upwards and crouching/leaning down.
4. When using the lift, it is required that an OSHA approved safety harness and lanyard be worn and that the lanyard is attached to the safety anchor tie-off at all times you are standing on the lift platform.

*As working in the grid area presents danger of head injury, you are required to don an OSHA approved hard hat prior to entering and while using the lift. If you are assisting on the ground while the lift is in use, you are required to wear an approved hard hat.*

5. Tools are attached to the lift barrier and stored in the attached pouch. Only tools attached to the lift may be used, meaning that if you require a tool that is not already attached you must attach it before elevating the lift.
6. Be aware of what or who is beneath you and around the lift at all times. Those individuals at ground level could be in danger as a result of work that you are doing in the event that something is dropped. Do not conduct work with anybody in the proximity of the lift. If someone is working with you from the ground, that



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person should communicate they have stepped a safe distance away from the lift prior to work commencing by the person on the lift.

7. Only persons who are authorized may use the Powered Lift. Report any attempt by unauthorized individuals to use the Powered Lift to the Media Production Coordinator.
8. All lights must be thoroughly tightened and also be secured to the grid using the attached safety cable.