Pre-use Inspection

Checklist for Electrical or Air Powered Hoists

Includes wire rope and chain type

Facilities CRN#: **PC#:** **Hoist Type:**

Crane Custodian: **Bldg:** **Room:**

Requirements

A. Operators must perform a pre-use inspection (once per shift) for the items listed below.

B. Any equipment found to be unsatisfactory must be removed from service.

C. Operators must notify the equipment custodian, who will submit a Facilities service request to the crane inspector (call x8901). Continued use may be permitted if authorized by the crane inspector in notes/comments.

D. Custodians must keep completed checklists on file for a minimum of 5 years.

	Inspected by																			
	Date																			

#	Equipment Description and Inspection Criteria	✓ = Satisfactory, U = Unsatisfactory, N = Not applicable																		
1	**Operating mechanism –** Check for proper operation and adjustment and note any unusual sounds or noise due to chain binding or bearing squeal																			
2	**Limit switch –** Test upper-limit switch. If the hoist has a lower-limit switch, test it with no load before lowering any load that could bring the lower-limit switch into operation.																			
3	**Air or hydraulic systems –** Check for leaks (as applicable) all along the air or hydraulic system, including tanks, valves, pumps, and lines (visual inspection from floor level only)																			
4	**Hoist braking –** Confirm that the brakes are functioning																			
5	**Hooks –** Check for excessive throat opening, bent or twisted elements, sticky swivel or rough surfaces																			
6	**Hook latches –** If provided, check for latch engagement, damaged or malfunctioning latch, check self-locking hooks for proper operation and locking																			
7a	**Load chain –** (Welded link) Check for wear, stretch, gouges, nicks, weld splatter, corrosion and distorted links; (Roller chain) in addition to the preceding, check that: rollers run freely; side plates are not spread open; there is no pitting or discoloration																			
7b	**Web strap –** Check for melting or charring, chemical burns, weld splatter, broken stitches, cuts or tears, damage to eyes or fittings, abrasive wear, knots																			
7c	**Wire rope –** Check for broken, bent, kinked, distorted, birdcaging, crushed or corroded wire																			
8	**Reeving -** Check for proper reeving (chain, rope, or strap type)																			
9	**Festoon cable –** Check that cable collects evenly, does not bind or hang-up																			

Notes/comments: