Pre-use Inspection

Checklist for Hand-operated Hoists

Includes wire rope, chain, web-strap, manual-lever-operated (come-a-longs)

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 adjusts, no unusual sounds or noise due to chain binding or bearing squeal																			
2	**Hooks** – Check for distortion such as bending, twisting, or increased throat opening; wear, cracks, nicks or gouges; hook attachment and securing means																			
3	**Hook latches** – If provided, check for latch engagement, damaged or malfunctioning latch, check self-locking hooks for proper operation and locking																			
4-a	**Load chain–** (Welded Link) Check for wear, stretching, 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																			
4-b	**Wire rope –** Check for broken, bent, kinked, distorted, birdcaging, crushed or corroded wire																			
4-c	**Web strap** – Check for melting or charring, chemical burns, weld splatter, broken stitches, cuts or tears, damage to eyes or fittings, abrasive wear, knots																			
5	**Reeving** – Check for proper reeving (chain, rope, or strap type)																			
6	**Hoist leaver –** Check lever for bends, cracks, or other damage																			
7	**Hoist support –** Check for damage to hoist support																			

Notes/comments: