



Safe Hoisting Operations

Begin With a Safe Hoist, A Safe Load, and A Safe Operator



Do's

1. **Do** read *ASME/ANSI B30 Series Safety Standard for Electric and Air Powered Hoists* and check with ANSI for any further revisions.
2. **Do** read Hoist Manufacturer's Operating and Maintenance Instructions.
3. **Do** be familiar with operating controls, procedures, and warnings on the unit.
4. **Do** make sure hook travel is in the same direction as shown on controls.
5. **Do** make sure hoist limit switches function properly.
6. **Do** maintain firm footing when operating hoist.
7. **Do** make sure that load slings or other approved single attachments are properly sized and seated in the hook saddle.
8. **Do** make sure the hook latches, if used, are closed and not supporting any part of the load.
9. **Do** make sure that the load is free to move and will clear all obstructions.
10. **Do** take up slack carefully, check the load balance, move the load a few inches, and check load holding action before continuing.
11. **Do** avoid swinging of load or load hook.
12. **Do** make sure that all persons stay clear of the suspended load.
13. **Do** warn personnel of an approaching load.
14. **Do** protect wire rope and load chain from weld spatter or other damaging contaminants.
15. **Do** promptly report any malfunction, unusual performance, or damage of the unit.
16. **Do** inspect unit regularly, replace damaged or worn parts, and keep appropriate records of maintenance.
17. **Do** use the Hoist Manufacturer's recommended parts when repairing unit.
18. **Do** use hook latches wherever possible.
19. **Do** apply lubricant to the wire rope or load chain as recommended by the Hoist Manufacturer.

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HOISTS



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Don'ts

1. **Do Not** lift more than rated load.
2. **Do Not** use hoist load limiting device to measure the load.
3. **Do Not** use damaged hoist or hoist that is not working correctly.
4. **Do Not** use hoist with twisted, kinked, damaged, or worn wire rope or chain.
5. **Do Not** lift a load unless wire rope is properly seated in its groove(s) or unless chain is properly seated in chain wheel(s) or sprocket(s).
6. **Do Not** use load rope or load chain as a sling or wrap load rope or load chain around the load.
7. **Do Not** lift a load if any binding prevents equal loading on all supporting ropes and chains.
8. **Do Not** apply the load to the tip of the hook.
9. **Do Not** operate unless load is centered under hoist.
10. **Do Not** allow your attention to be diverted from operating the hoist.
11. **Do Not** operate hoist beyond limits of load rope or load chain travel.
12. **Do Not** use limit switches as routine operating stops unless recommended. They are emergency devices only.
13. **Do Not** use hoist to lift, support, or transport people.
14. **Do Not** lift loads over people.
15. **Do Not** leave a suspended load unattended unless specific precautions have been taken.
16. **Do Not** allow sharp contact between two hoists or between hoist and obstructions.
17. **Do Not** allow the wire rope, chain, or hook to be used as a ground for welding.
18. **Do Not** allow the wire rope, chain, or hook to be touched by a live welding electrode.
19. **Do Not** remove or obstruct the warnings on the hoist.
20. **Do Not** adjust or repair a hoist unless qualified to perform hoist maintenance.
21. **Do Not** attempt to lengthen the load rope or chain or repair damaged load rope or chain.

For specific operating, maintenance, and installation information, refer to your hoist maintenance manual.