

Attachment 2 – Daily/Pre-use Checklist and Quarterly Inspection

CRANE/HOIST ID: _____ LOAD RATING _____

OPERATOR/INSPECTOR _____

DEPT./OWNER: _____ DATE/TIME _____

DESCRIBE TASK/PLANNED LIFT: _____

Crane/Hoist Operator's Daily / Pre-use Checklist

(Check off as appropriate)

YES	NO	N/A	
			Has the crane/hoist and rigging been visually inspected and found to be safe for use prior to the beginning of any lifting work?
			Are all electrically operated cranes effectively grounded?
			Is the load chart clearly visible to the operator?
			Is the rated capacity visibly marked on the crane?
			Has the load been calculated and verified to be below the limits of the hoist and rigging?
			Are operating controls clearly identified?
			Is sufficient illumination provided for the operator to perform the work safely?
			Has a lift-plan of action been agreed to by the personnel involved?
			Is the path of the operator and stand-by/load positioning person been cleared of slip, trip, and fall obstacles?
			Has the lift/travel path been secured or visually marked to prevent entry by anyone?

Quarterly Inspection or when idle more than one month. (In addition to Daily/Pre Use Inspection)	Pass	Fail
Functional operating mechanisms have been checked for excessive wear.		
Readily accessible ropes, brakes, friction clutches, chain drives, and other parts subject to wear have been inspected.		
Wire rope that has been idle for a period of a month or more due to shut-down or storage of a crane is given a thorough inspection before it is placed in service. This inspection is for all types of deterioration and is performed by a qualified person whose approval is required for use of the crane.		