



Safety Tips Sheet No. 4: Hoist Operation

The safe use and application of a hoist will avoid workplace injuries and will increase the ability of a worker to safely and properly perform a job.

This is the 4th in a series of Safety Tips Sheets developed by the Crane, Hoist and Monorail Alliance concerning safe application and operation of moving load.

What the operator should do while operating a hoist.

1. Take up slack carefully - ensure load is balanced and load holding action is secure before continuing.
2. Shut down a hoist that malfunctions or performs unusually and report such malfunction.
3. Ensure hoist limit switches function properly.
4. Warn personnel of an approaching load.
5. Check brake function by tensioning the hoist prior to each lift operation.
6. Use hook latches. Latches are to retain slings, chains, etc. under slack conditions only.
7. Ensure the hook latches are closed and not supporting any parts of the load.
8. Ensure the load is free to move and will clear all obstructions.
9. Avoid swinging the load or hook.
10. Ensure hook travel is in the same direction as shown on the controls.
11. Inspect the hoist regularly, replace damaged or worn parts, and keep appropriate records of maintenance.
12. Use the hoist manufacturer's recommended parts when repairing the unit.
13. Lubricate load wire rope or chain per hoist manufacturer's recommendations.
14. Maintain a firm footing or be otherwise secured when operating the hoist.

What the operator should not do while operating a hoist.

1. DO NOT operate a damaged, malfunctioning or unusually performing hoist.
2. DO NOT operate the hoist until you have thoroughly read and understood the manufacturer's Operating and Maintenance Instructions or Manuals.
3. DO NOT operate a hoist which has been modified without the manufacturer's approval or without certification that it is in conformity with ANSI AMSE B30 volumes.
4. DO NOT lift more than rated load for the hoist.
5. DO NOT use hoist with twisted, kinked, damaged, or worn load chain or wire rope.
6. DO NOT use the hoist to lift, support, or transport people.
7. DO NOT lift loads over people.
8. DO NOT operate a hoist unless all persons are and remain clear of the supported load.
9. DO NOT operate unless load is centered under hoist.
10. DO NOT attempt to lengthen the load wire rope or chain or repair damaged load wire rope or chain.
11. DO NOT operate hoist when it is restricted from forming a straight line from hook to hook in the direction of loading.

For additional information and safe operator practices, refer to the [Crane, Hoist and Monorail Alliance Safety Tips Sheet No. 2 and Fact Sheet No. 1 and other free downloads.](#)