

**Appendix C.
Pre-Use Inspection Checklist**

Hoist Make/Model:	Date:
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Item	Description of Inspection Check Points	Pass	Fail	N/A
1. Tagged Crane or Hoist	Check that crane or hoist is not locked or tagged out			
2. Control Devices	Test run controls to ensure they match device markings.			
3. Brakes	Check that all motions do not have excessive drift and that stopping distances are normal.			
4. Hook	Check for damage, cracks, nicks, gouges, deformations of the throat opening, wear on saddle, or load bearing point and twist.			
5. Hook Latch	Check for proper operation and damage.			
6. Wire Rope/Chain	Check for broken wires, strands, kinks, or other deformation or damage.			
7. Reeving	Check that wire rope or chain is properly reeved and that rope or chain parts are not twisted about each other.			
8. Limit Switches	Check that the upper limit device stops lifting motion.			
9. Oil Leakage	Check for any sign of oil leakage on crane and on the floor area beneath the crane.			
10. Unusual Sounds	Check for any unusual sounds from the crane or hoist mechanism while operating the crane or hoist.			
11. Warning and Safety Labels	Check that warning and other safety labels, e.g., load capacity, are not missing and that they are legible.			
12. Housekeeping and Lighting	Check area for accumulated material, slip/trip hazards, and poor lighting.			
13. Slings and all fasteners	Check for damage or defects.			

Notes/Deficiencies:

Inspector Signature: _____