

Inspection Item	Description of Inspection Check Points (Pass; Fail; N/A)	Date of Inspection and Use							
1 Control Devices	Test run controls to ensure they match device markings								
2 Brakes	Check that all motions do not have excessive drift and that stopping distances are normal								
3 Hook	Check for damage, cracks, gouges, twisting, deformations of the throat opening, wear on the saddle or load bearing point								
4 Hook Latch	If a hook latch is required, check for proper operation and damage								
5 Wire Rope/Chain	Check for broken wires, strands, kinks, or other deformation or damage to the rope structure								
6 Reeving	Check that wire rope or chain is properly reeved and that rope or chain parts are not twisted about each other								
7 Limit Switches	Check that the upper limit device stops lifting motion before striking any part of the hoist								
8 Oil Leakage	Check for sign of oil leakage on crane and on the floor area beneath the crane								
9 Unusual Sounds	Check for any unusual sounds from the crane or hoist mechanism while in operation								
10 Warning and Safety Labels	Check that warning and other safety labels e.g.load capacity, are not missing and that they are legible								
11 Housekeeping and Lighting	Check area for accumulated materials, slip/trip hazards and poor lighting								
12 Attachments and Rigging	Check for damage or defects (see attached)								
Crane and Hoist Inspection/Operator Initials									