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Sample General Safe Work Practice for Using a Hoist

- Know the safe load limit of the hoist. Do not exceed.
- Keep wire ropes and chains lubricated.
- Hoist from directly over the load. If not centered, the load may swing when lifted.
- Hang hoists solidly in the highest part of the hook area. Rigged this way, the hook support is directly in line with the hook shank.
- Lever operated hoists can be used to pull in any direction, but a straight line pull must be maintained. Side pulling or lifting increases wear and sets up dangerous stress levels on hoist parts. Only one person should pull on hand, chain and lever hoists.
- When loading the lower hook, place the load directly in line with the hook shank. Loaded this way, the load chain makes a straight line from hook shank to hook shank.
- Pushing a loaded hoist is safer. If it must be pulled, use a rope.
- Stand completely clear of the load.
- Seat the load properly in the hook.
- Move hoist controls smoothly. Avoid abrupt, jerky movements of the load. Remove slack from the sling and hoisting ropes before lifting the load.
- Remove all loose materials, parts, blocking and packing from the load before starting the lift.
- Make sure everyone is away from the load before starting to hoist.
- Do not use hoisting equipment for lifting people.
- Do not pass a load over workers.
- Do not tip a load. The load is unstable and harms the hook and hoist.
- Do not insert the point of the hook in a link of the chain.
- Do not hammer a sling into place.
- Do not leave slings dangling from the load hook. Place sling hooks on the sling ring when carrying slings to the load.
- Do not raise loads higher than necessary to clear objects.
- Do not exceed a hoist load limit.
- Do not leave suspended loads unattended.

Please note: This document is for information purposes only as a guide. The safe job procedures (SJP) and safe work practices (SWP) created for your workplace should reflect your organizations processes, equipment and hazards as identified by a hazard analysis. Construction Safety Nova Scotia does not assume responsibility for the use of information in this document. If assistance is needed to complete a SWP and SJP for your organization please contact CSNS member services at constructionsafetyns.ca or 1.800.971.3888.