

OPTIONAL INFORMATION	
Name of School:	Date of Inspection:
Vocational Program/Course/Room:	Signature of Inspector:

**JACKS AND HOISTS  
SELF INSPECTION CHECKLIST**

**Guidelines:** This checklist covers some of the regulations issued by the U.S. Department of Labor - OSHA under General Industry standards 29 CFR 1910.244 & 1910.308 and the Construction standards 29 CFR 1926.305 and 1926.554. All of these regulations were adopted by reference. These regulations cover jacks, overhead hoists and monorail hoists. Definitions of underlined terms are provided at the end of the checklist to help you understand some of the questions. Any question marked with the symbol (☹) indicates a history of previous violations in vocational schools.

<b>Jacks</b>	<u>Please Circle</u>
1. Do jacks in use have a rating sufficient to lift and sustain the loads? [29 CFR 1910.244(a)(1)(i) and 1926.305(a)(1)]	Y N N/A DK
2. Is the rated load legibly and permanently marked in a prominent location on the jack by casting, stamping, or other suitable means? [29 CFR 1910.244(a)(1)(ii) and 1926.305(a)(1)]	Y N N/A DK
3. In the absence of a firm foundation, is the base of the jack blocked or cribbed? [29 CFR 1910.244(a)(2)(i) and 1926.305(c)]	Y N N/A DK

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| 4.  | If there is a possibility of slippage of the cap, is a block placed between the cap and the load? [29 CFR 1910.244(a)(2)(i) and 1926.305(c)]                                  | Y N N/A DK |
| 5.  | Do all jacks have a positive stop to prevent overtravel? [29 CFR 1926.305(a)(2)]  | Y N N/A DK |
| 6.  | Are operators instructed to watch the stop indicator, which must be kept clean, in order to determine the limit of travel? [29 CFR 1910.244(a)(2)(ii)]                        | Y N N/A DK |
| 7.  | After the load has been raised, is it required to be cribbed, blocked, or otherwise secured at once? [29 CFR 1910.244(a)(2)(iii) and 1926.305(d)(1)(i)]                       | Y N N/A DK |
| 8.  | Are hydraulic jacks which are exposed to freezing temperatures supplied with adequate antifreeze liquid? [29 CFR 1910.244(a)(2)(iv) and 1926.305(d)(1)(ii)]                   | Y N N/A DK |
| 9.  | Are all jacks properly lubricated at regular intervals? [29 CFR 1910.244(a)(2)(v) and 1926.305(d)(1)(iii)]  | Y N N/A DK |
| 10. | Is each jack thoroughly inspected? [29 CFR 1910.244(a)(2)(vi) and 1926.305(d)(1)(iv)]   | Y N N/A DK |
| 11. | Are jacks that are used constantly or intermittently at one locality thoroughly inspected at least every six months? [29 CFR 1910.244(a)(2)(vi)(a) and 1926.305(d)(1)(iv)(a)] | Y N N/A DK |
| 12. | Are jacks that are sent out thoroughly inspected when they are returned? [29 CFR 1910.244(a)(2)(vi)(b) and 1926.305(d)(1)(iv)(b)]   | Y N N/A DK |

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| 13. | Are jacks that are subjected to abnormal load or shock, thoroughly inspected immediately before and immediately after use? [29 CFR 1910.244(a)(2)(vi)(c) and 1926.305(d)(1)(iv)(c)] | Y N N/A DK |
| 14. | Are repair or replacement parts examined for defects? [29 CFR 1910.244(a)(2)(vii) and 1926.305(d)(1)(v)]  | Y N N/A DK |
| 15. | Are disabled jacks not used until repairs are made? [29 CFR 1910.244(a)(2)(viii) and 1926.305(d)(1)(vi)]  | Y N N/A DK |

**Electric Monorail Hoists and Hoists**

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| 16. | On an electric monorail hoist, is there a readily accessible <u>disconnecting means</u> provided between the runway contact conductors and the power supply? [29 CFR 1910.306(b)(1)(i)]   | Y N N/A DK |
| 17. | On an electric monorail hoist, is there another <u>disconnecting means</u> , capable of being locked in the open position, provided in the lead from the runway contact conductors or other power supply? [29 CFR 1910.306(b)(1)(ii)] | Y N N/A DK |

Note: See 29 CFR 1910.306(b)(1)(ii)(B)(1 to 3) for exceptions.

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| 18. | If the additional disconnecting means required in question 17 is not readily accessible from the crane or monorail hoist operating station, is there a means provided at the operating station to open the power circuit to all motors of the crane or monorail hoist? [29 CFR 1910.306(b)(1)(ii)(A)] | Y N N/A DK |
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| 19. | On an electric hoist, is a minimum of 2 feet 6 inches of working space provided in the direction of access to live parts when required for examination, adjustment, servicing, or maintenance? [29 CFR 1910.306(b)(3)] | Y N N/A DK |
| 20. | On an electric hoist, where controls are enclosed in cabinets, are door(s) capable of opening at least 90 degrees or removable? [29 CFR 1910.306(b)(3)]  | Y N N/A DK |
| 21. | Is a limit switch or other device provided to prevent the load block from passing the safe upper limit of travel of any hoisting mechanism? [29 CFR 1910.306(b)(2)]  | Y N N/A DK |
| 22. | Is the safe working load of an overhead hoist as determined by the manufacturer indicated on the hoist? [29 CFR 1926.554(a)(1)]  | Y N N/A DK |
| 23. | Is the safe working load of the hoist never exceeded? [29 CFR 1926.554(a)(1)]  | Y N N/A DK |
| 24. | Is the supporting structure to which an overhead hoist is attached have a safe working load at least equal to that of the hoist? [29 CFR 1926.554(a)(2)]   | Y N N/A DK |
| 25. | Does the support for an overhead hoist allow free movement of the hoist so that the hoist can line itself up with the load? [29 CFR 1926.554(a)(3)]  | Y N N/A DK |
| 26. | Is the overhead hoist installed only in locations that will permit the operator to stand clear of the load at all times? [29 CFR 1926.554(a)(4)]   | Y N N/A DK |
| 27. | Are air hoists connected to an air supply of sufficient capacity and pressure to safely operate the hoist? [29 CFR 1926.554(a)(5)]   | Y N N/A DK |

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| 28.  | Are air hoses supplying air to air hoists connected by a positive method to prevent their becoming disconnected during use? [29 CFR 1926.554.(a)(5)]  | Y N N/A DK |
| 29.  | Do overhead hoists meet the applicable requirements for construction, design, installation, testing, inspection, maintenance, and operation, as prescribed by the manufacturer? [29 CFR 1926.554(a)(6)] | Y N N/A DK |
| 30.☹ | Are overhead hoist hooks equipped with a hook-latch safety device? [N.J.S.A. 34:6A-33(a) - General Duty Requirement]  | Y N N/A DK |
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Definitions:

Disconnecting means means a device, or group of devices, or other means by which the conductors of a circuit can be disconnected from their source of supply.

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