

CONSTRUCTION HOIST DAILY CHECK AND WEEKLY INSPECTION

INSPECTION — DAILY AND WEEKLY

Daily by the operator before the first load; weekly by a competent person — one sheet per hoist per week

KD-INS-HO-021 Rev A0

LOLER 1998 reg 9: a hoist is thoroughly examined after installation and before first use, then every six months where it carries people (twelve for goods only), or in accordance with an examination scheme, and after anything likely to have affected its safety; reg 8 puts every lift under a plan and supervision; reg 11 keeps the reports. PUWER 1998 regs 5 and 6 require the daily and weekly checks that BS 7212:2016 sets out between those examinations. Erection and dismantling are KD-RAMS-LV-003; the tie-in and landing gates are checked at handover on KD-QA-SA-004; this sheet is the running record.

1 THE HOIST

PROJECT / SITE REF	SITE	WEEK COMMENCING / PERIOD	OPERATOR	
HOIST ID / LOCATION	TYPE	RATED LOAD / PERSONS	THOROUGH EXAMINATION — DATE / NEXT D...	OPERATOR CARD / TRAINED BY

2 DAILY CHECKS BY THE OPERATOR — TICK WHEN CHECKED AND SATISFACTORY; ANYTHING ELSE GOES IN SECTION 4

CHECK	MON	TUE	WED	THU	FRI	SAT	SUN

Rows in order: 1. Base enclosure complete; base gate interlock stops the hoist when open · 2. Every landing gate closed and interlocked; landing edge protection sound · 3. Mast, ties, rack and trailing cable: no visible damage, loose bolts or missing pins · 4. Cage: doors, ramp, roof hatch, floor; rated-load notice and instructions displayed · 5. Run-up test through full travel: limits, emergency stop, alarm, overload device and brake operate; no unusual noise · 6. Weather: ice, wind — within the limit in the manual (write it in on the sheet); base area clear

MON	TUE	WED	THU	FRI	SAT	SUN

3 WEEKLY INSPECTION BY A COMPETENT PERSON — TICK WHEN SATISFACTORY

- Mast sections and ties as the erection drawing; tie bolts tight, no movement at the tie points
- Rack and pinion: wear within the manual, lubricated, safety gear (overspeed) tested at the manufacturer's interval and the date recorded
- Brake and overload device tested and recorded; motor and gearbox no leaks or overheating
- Landing gates, ramps, guardrails and the base enclosure sound; interlocks prove on every landing; base clean and drained, nothing stacked against the mast
- Cable, trailing lead, earthing and the supply isolator; lighting in the cage and at landings
- Logbook and defect record up to date; thorough examination in date; any notices from the examiner actioned

WEEKLY INSPECTION BY	DATE	WIND LIMIT FROM MANUAL (M/S) / MAX SEEN THIS WEEK	SAFE TO USE?

4 DEFECTS FOUND AND ACTION

DATE	DEFECT	ACTION / REPORTED TO	FIXED BY / DATE	BACK IN U...

5 SIGNATURES

Operator — week complete:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

Competent person — weekly inspection:

PRINTED NAME	ROLE	COMPANY	SIGNATURE	DATE	TIME

R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

Rev	Date	Class	What changed	Authorised by
D0	2026-09-02	first-issue	First issue.	— not yet approved —
A0	2026-09-02	review	Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out.	Author — director, UK principal contractor, SMSTS. Not an independent review.

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.