

WORKER BEING EVALUATED: _____

EVALUATOR: _____

LOCATION: _____ DATE: _____

This evaluation form can be used as a demonstration or knowledge-based competency of a worker's understanding of a Hand Chain Hoist. It can be used by either Workers or Employers to assess their knowledge.

The ASME B30.16 Standard has been used for reference when compiling this evaluation. ASME B30.16 states that the Hand Chain Hoist Manufacturer specifications must also be referenced to provide specific information required for the Selection, Inspection, Limitations and Use.

EMPLOYER READ THE CAPITALIZED WORDS, can the Employer successfully explain and complete the following.	YES	NO
1) COMPLIANCE TO STANDARDS THE EMPLOYER TO VERIFY THE HAND CHAIN HOIST IS COMPLIANT TO A STANDARD. Compliance to a standard should be confirmed in the manufacturer's specifications, <i>generally the ASME B30.16 standard in North America.</i>		
2) DESIGN FACTORS DOES THE EMPLOYER KNOW THE DESIGN FACTOR ASSOCIATED WITH THE HAND CHAIN HOIST BEING USED? This is the point it will break above its rated load. <i>ASME B30.16 states 4:1 minimum.</i>		
3) MANUFACTURERS SPECIFICATIONS THE EMPLOYER MUST HAVE THE MANUFACTURERS SPECIFICATIONS READILY AVAILABLE. The only way a worker can be assessed is if they have been given the manufactures specification for the product being evaluated on, as manufactures specifications differ. <i>This information will provide the worker its limitations, use and inspection requirements.</i>		
4) PERIODIC INSPECTIONS THE EMPLOYER IS RESPONSIBLE TO ENSURE THAT THE HAND CHAIN HOIST HAS HAD A PERIODIC INSPECTION. These are the inspections required by the ASME B30.16 standard that the employer must ensure are completed. <i>At a minimum annually.</i>		
5) STORAGE THE EMPLOYER IS RESPONSIBLE TO ENSURE PROPER HAND CHAIN HOIST STORAGE WHEN NOT IN USE. Storage is important to stop or reduce possible damage to the hoist whether it be mechanical, chemical or temperature related. <i>What is your company's storage policy?</i>		

HAND CHAIN HOIST KNOWLEDGE Evaluator to READ THE CAPITALIZED WORDS and see if the worker can successfully explain the following.	COMPETENT	NEEDS COACHING
6) MANUFACTURERS SPECIFICATIONS DOES THE WORKER HAVE ACCESS TO THE MANUFACTURERS SPECIFICATIONS? The worker knows that manufacturers specification are available, where they are located, and why they have to be used.		
7) DESIGN FACTORS DOES THE WORKER KNOW THE DESIGN FACTOR ASSOCIATED WITH THE HAND CHAIN HOIST BEING USED? The worker states the minimum required design factor of hand chain hoists, <i>ASME B30.16 states 4:1 minimum.</i>		
8) PERIODIC INSPECTIONS CAN THE WORKER VERIFY THAT THE HAND CHAIN HOIST HAS HAD A PERIODIC INSPECTION? These are the annual inspections required by the employer to complete. As stated in the ASME B30.16 standard. <i>An external coded mark on the hoist is an acceptable identification in lieu of records.</i>		
9) MARKINGS - MANUFACTURER SHOW ME THE MANUFACTURERS NAME MARKING ON THE HAND CHAIN HOIST. The manufacturer's name must be marked on the hand chain hoist. <i>This may be an actual name, but in some cases is a trademark or abbreviation.</i>		
10) MARKINGS – MODEL OR SERIAL NUMBER SHOW ME THE MANUFACTURERS MODEL OR SERIAL NUMBER MARKING ON THE HAND CHAIN HOIST. The manufacturer's model or serial number must be marked on the hand chain hoist. <i>It gives the hoist its own unique unit identifier.</i>		
11) MARKINGS – RATED LOAD SHOW ME THE RATED LOAD MARKING ON THE HAND CHAIN HOIST. The rated load must be marked on the hoist or its load block. Usually marked with WLL "working load limit" followed by a number and unit that can be US or Metric <i>E.g. 1 Ton, 2000 lbs or maybe 1Tonne, 1000 kg.</i>		
12) MARKINGS – PRODUCT SAFETY LABEL SHOW ME THE PRODUCT SAFETY LABEL ON THE HAND CHAIN HOIST. The hand chain hoist must have fixed to it a product safety label concerning the operating procedures, cautionary language identifying hazards, and methods for accident prevention. <i>The worker must refer to instruction manuals for additional information.</i>		
13) TEMPERATURES ASK THE WORKER WHAT THE TEMPERATURE RANGE OF THE HAND CHAIN HOIST IS FROM THE MANUFACTURER. AND HOW CAN THE WORKER VERIFY THIS? The worker knows extreme temperatures can affect the hand chain hoist. <i>The worker must confirm with the manufacturer as they may differ.</i>		

HAND CHAIN HOIST APPLICATION Evaluator to READ THE CAPITALIZED WORDS and see if the worker can successfully explain the following.	COMPETENT	NEEDS COACHING
14) REMOVAL CRITERIA HAVE THE WORKER INSPECT THE HAND CHAIN HOIST AND TELL YOU REASONS TO REMOVE THE HAND CHAIN HOIST FROM SERVICE. 1. Operating mechanisms for proper operation, proper adjustment, and unusual sounds, 2. Hooks for damage, 3. Latches for proper operation, 4. Load chain for gross damage, 5. Hoist brakes for proper operation Load chain reeving, 6. Smooth feeding of load chain, 7. Load chain reeving, 8. Hook-retaining nuts or collars, and pins, welds, or rivets used to secure the retaining members for evidence of damage, 9. Label or labels required for legibility. <i>Manufacturer will give specific criteria and must be referenced.</i>		

15) <u>OPERATOR POSITIONING</u> IF A HAND CHAIN HOIST IS BEING USED TO LIFT OR LOWER A LOAD HAVE THE WORKER TELL YOU WHERE THE OPERATOR SHOULD BE POSITIONED. The worker knows that they must be free of the load, have firm footing, and adequate access to the hand chain. <i>The operator should not be below the load, should be able to operate the hoist comfortably, and have clear access to the hand chain.</i>		
16) <u>PRE-LIFT CHECKS</u> IF A LOAD IS BEING LIFTED HAVE THE WORKER TELL YOU THE PROCEDURE THEY WOULD FOLLOW TO ASSURE SAFE OPERATION. The worker knows when first operating the hoist they should take up slack load chain or rope carefully, lift the load a few inches (centimeters) to check the hoist operation, and verify that the load is secured, balanced, and positioned on the hook and in the sling or lifting device. <i>The worker must also listen for unusual noises and correct brake operation.</i>		
17) <u>HAND CHAIN FORCE</u> IF A HAND CHAIN HOIST IS BEING USED TO LIFT OR LOWER A LOAD HAVE THE WORKER TELL YOU HOW MUCH FORCE CAN BE PLACED ON THE OPERATING HAND CHAIN. The worker knows that force required to lift the rated load can be achieved with the hand power of one operator. Under no circumstances should more than one person operate the hoist.		
18) <u>LOAD ATTACHMENT</u> IF A HAND CHAIN HOIST IS BEING USED TO LIFT OR LOWER A LOAD HAVE THE WORKER TELL YOU HOW THE HAND CHAIN HOIST MUST BE ATTACHED TO THE LOAD. The worker knows that hand chain hoist must be attached to the load by suitable means such as slings, shackles or eyebolts, must be seated in the base of the hook to avoid tip loading. <i>The load chain must not be wrapped around the load.</i>		
19) <u>LOAD HANDLING</u> IF A HAND CHAIN HOIST IS BEING USED TO LIFT OR LOWER A LOAD HAVE THE WORKER TELL YOU HOW THE HAND CHAIN HOIST MUST BE OPERATED SAFELY. The worker knows that the load must clear any obstacles, be balanced during movement, and not be left unattended.		
20) <u>HOIST ALIGNMENT</u> IF THE HAND CHAIN HOIST IS BEING USED TO LIFT OR LOWER A LOAD HAVE THE WORKER TELL YOU HOW THE HAND CHAIN HOIST MUST BE ALIGNED. The worker knows that the hoist body, load block, and load chain must be directly in line with the direction of loading to avoid side pulling. <i>The hoist body must not bear against any object.</i>		
21) <u>SIDE LOADING</u> IF A HAND CHAIN HOIST IS BEING USED TO LIFT OR LOWER A LOAD CAUSING SIDE LOADING HAVE THE WORKER TELL YOU HOW THE HAND CHAIN HOIST MUST BE OPERATED SAFELY. The worker knows that hand chain hoists shall be used to lift loads vertically without side pull except when specifically authorized by the manufacturer. <i>The side pull must not cause damage to the hoist.</i>		
22) <u>STORAGE</u> HAVE THE WORKER TELL YOU WHERE THE HAND CHAIN HOIST IS KEPT WHEN NOT IN USE. Storage is important to stop or reduce possible damage to the hand chain hoist. <i>whether it be mechanical, corrosive or temperature related.</i>		

COMMENTS:

SIGNATURE OF WORKER BEING EVALUATED:

X _____

SIGNATURE OF EVALUATOR:

X _____