



OVERHEAD HOIST LOGBOOK Permanent Record

This is a guide to assist in meeting the requirements of subsection 210(3) of *General Regulation 91-191* made under the *Occupational Health and Safety (OHS) Act*.

This permanent record is to be kept with the machine at all times. The data enclosed should be supplemented with the manufacturer's specifications for the specific model of hoist.

Hoist Owner _____

Make of Hoist _____

Unit No. _____

Model No. _____

Serial No. _____

Max. Rating _____

Table of Contents

WorkSafeNB Regional Offices	3
Interpretations of Act / Regulation	
• Definition – Hoisting Apparatus	4
• Competent Person - Yearly Inspection	5
Overhead Crane Inspection Requirements	
• Daily / Shift Inspection	6
• Annual Inspection	6
• Daily Overhead Crane Inspection	7
• Daily Visual Inspection Sheets	8

WorkSafeNB Regional Offices

New Brunswick

NORTHWEST

Phone: 506 475-2550

Fax: 506 475-2568

NORTHEAST

Phone: 506 547-7300

Fax: 506 547-7311

SOUTHWEST

Phone: 506 738-8411

Fax: 506 738-4467

SOUTHEAST

Phone: 506 867-0525

Fax: 506 859-6911



1 800 222-9775

www.worksafenb.ca

LEGISLATIVE INTERPRETATIONS

Topic:	Interpretations of Act / Regulation	Issued by:	Legal Department
Statute:	<i>General Regulation 91-191</i>	Date Issued:	June 15, 2001
Section, subsection or paragraph:	Definition of “Hoisting Apparatus”	Date Revised:	

“Hoisting apparatus” means mobile cranes, tower cranes, electric overhead traveling cranes, vehicle hoists, winches, and other similar equipment, but does not include elevators, dumbwaiters, or mine hoists.

Question:

Do chainfalls with a two-ton capacity fall under the category of a hoisting apparatus? Do the people repairing this type of lifting equipment have to be certified by an agency or can a competent person repair chainfalls?

Answer:

A chainfall falls within the meaning of “other similar apparatus” in the definition of “hoisting apparatus”. Any device or piece of equipment used to lift or lower material or equipment is considered a hoisting apparatus. Examples include, but are not limited to:

- come-a-long used to lift
- jacks
- turfer
- lever-operated hoists
- hand chain hoists
- manual pullers

It should be noted that, since the June 2001 amendments, the exemption for hoisting apparatuses with a lifting capacity of less than 1,815 kg applies only to the logbook requirement.

Those who repair the equipment do not have to be certified by an agency but must be competent. A competent person would include a certified mechanic or a person who met the requirements of the definition of “competent” in *Regulation 91-191*.

LEGISLATIVE INTERPRETATIONS

Topic:	Interpretations of Act / Regulation	Issued by:	Legal Department
Statute:	<i>General Regulation 91-191</i>	Date Issued:	June 15, 2001
Section, subsection or paragraph:	Competent Person - Yearly Inspection	Date Revised:	

210.01(1) An employer shall ensure that a hoisting apparatus is inspected every 12 months by a competent person to ensure that the apparatus meets the manufacturer’s specifications.

Question:

Subsection 210.01(1) requires that a competent person inspect hoisting apparatuses annually and certify the apparatus meets the manufacturer’s specifications. How will you know if a person is competent to certify the hoisting apparatus?

Answer:

Competency requirements will vary with each type of equipment. However, since the *Regulation* makes reference to several Canadian Standards Association (CSA) standards that address this issue, WorkSafeNB will reference the requirements outlined in these standards for guidance.

Other standards such as the American National Standards Institute (ANSI) and the American Society of Mechanical Engineers (ASME), which cover types of hoisting apparatuses not covered by CSA, may also be used for guidance in determining competency.

It is recommended that employers, who are responsible for appointing competent inspectors, also follow these guidelines to assist them in ensuring their appointments are appropriate.

Overhead Crane Inspection Requirements

Daily / Shift Inspection

Overhead cranes must be inspected by the operator on a daily basis when in use as specified in paragraph 211(2)(a) of *Regulation 91-191* with the results recorded in a logbook as specified in subsection 210(3) of *Regulation 91-191*.

Annual Inspection

A competent person shall inspect a hoisting apparatus every 12 months as specified in subsection 210.01(1) of *Regulation 91-191* and certify in writing that the apparatus meets the manufacturer's specifications as specified in subsection 210.01(2) of *Regulation 91-191*.

General Regulation 91-191 defines competent as:

- (a) qualified, because of such factors as knowledge, training and experience, to do assigned work in a manner that will ensure the health and safety of persons,
- (b) knowledgeable about the provisions of the *Act* and the regulations that apply to the assigned work, and
- (c) knowledgeable about potential or actual danger to health or safety connected with the assigned work.

Paragraph 207(2)(b) of *Regulation 91-191* requires a hoisting apparatus to be designed, installed, erected, checked, examined, inspected, operated and maintained in accordance with CSA Standard B167-96, "*Safety Standard for Maintenance and Inspection of Overhead Cranes, Gantry Cranes, Monorails, Hoists and Trolleys.*" Therefore, in addition to meeting the manufacturer's specifications, *Regulation 91-191* requires that sections 4.4.4.2; 4.4.5.2 and 4.4.5.3 of CSA Standard B167-96 are followed when conducting the annual inspection. The time frame for inspections required by CSA Standard B167-96 is based on use and service; the more frequently and heavily a crane is used, the more frequently it should be inspected. WorkSafeNB recommends overhead cranes be inspected at the frequency indicated by section 4.4.5.1 of CSA Standard B167-96.

The results of the annual / periodic inspection, including repairs, adjustments and other findings, shall be included in the logbook and made available to an officer upon request.

Canadian Standards Association International
CSA International, Sales Department
178 Rexdale Boulevard
Etobicoke, ON M9W 1R3
Phone: 1 866 797-4272, Standard Sales
Fax: 416 747-4149
Email: sales@csa.org
www.shopcsa.ca/onlinestore/welcome.asp

Overhead Crane Inspection Requirements

Daily Overhead Crane Inspection

The items listed are intended as a guide for performing daily visual inspections on components that have a direct bearing on the safety of the crane and whose status may change with day to day use. The items listed, but not necessarily restricted to, shall be inspected for defects and observed during operation for defects that may occur.

For a complete inspection list of the unit in use, please consult the manufacturer's recommendations.

Operating controls	Check for malfunction, excessive wear, broken or damaged components, damaged insulation of electrical wire, cables and controls and function labels for operator controls.
Limit switches and stops	Check for malfunction and broken or damaged components.
Warning devices	Check for malfunction.
Hoist rope and chain	Check rope reeving for proper spooling and wire ropes for broken strands, birdcaging, kinking or core protrusion. Check chains for excessive wear and stretched or damaged links.
Trolley rails and wheels	Check for smooth operation and for worn or damaged wheel assemblies and rails.
Bridge rails and wheels	Check for smooth operation, worn or damaged wheel assemblies, damaged rails and missing or loose bolts in support structures.
Hoist block and hooks	Check for stretching, excessive wear, cracks and deformation. Check safety latch for malfunction.
Brakes	Check for malfunction of load brake or controlled lowering device, trolley and bridge wheel brakes.
Access to bridge and cab	Check for damaged ladder rungs, rails, steps, catwalks and railings.
Lighting	Ensure sufficient lighting in cab and operating area.
Housekeeping	Ensure operator travel ways are clear of obstructions.

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

Overhead Crane Inspection Requirements

Daily Visual Inspection

Operator must visually inspect the hoisting apparatus daily in accordance with paragraph 211(2)(a) of *General Regulation 91-191*.

Indicate inspected items with a check. ✓

Month _____ Year _____

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operating controls																															
Limit switches and stops																															
Warning devices																															
Hoist rope and chain																															
Trolley rails and wheels																															
Bridge rails and wheels																															
Hoist block and hooks																															
Brakes																															
Access to bridge and cab																															
Lighting																															
Housekeeping																															

If other operators use the crane on any given day, they must indicate by signing that all of the above items have been inspected.

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Operator 1																															
Operator 2																															
Operator 3																															

Comments	Initials	Date

