

Rack & Pinion Materials Hoist Set-Up for Rental Procedure

Novocastrian Rentals P/L ABN 27 110 725 623

The following tasks are required to Install, Set-up, test and Hand-Over a Rack & Pinion Materials Hoists:

- 1) Compliance
- 2) Installation
- 3) Tests
- 4) Operating Instructions
- 5) Operator Maintenance
- 6) Handover

1) Compliance

All Hoists provided by Conveyor & Hoist rentals P/L, and where installed by Conveyor & Hoist Rentals P/L, comply with the following requirements:

- A) Customer specifications as agreed
- B) Conveyor & Hoist Rentals P/L work practices
- C) Manufacturer's Instructions
- D) Australian Standard 1418 Pt 1; SAA Crane Code, General Requirements
- E) Australian Standard 1418 Pt 7; SAA Crane Code, Builder's Hoists
- F) Australian Standard 2550 Pt 1; Cranes Safe Use, General Requirements
- G) Australian Standard 2250 Pt 7; Cranes Safe Use, Builders Hoists
- H) Australian Standard 1735 Pt 10, SAA Lift Code, Tests
- I) Occupational Health & Safety Act (1985) VIC – Code of Practice for Plant
- J) Year 2000 Compliance

2) **Installation**

Rack & Pinion Materials Hoists are erected in a different manner from the traditional wire rope Hoists. Rack & Pinion Hoists are specifically designed to be erected from the platform, provided the following safety precautions are taken:

- A) Required Maintenance has been performed
- B) Required pre-Installation checks have been performed
- C) Manufacturer's Safety Regulations have been observed
- D) The Hoist platform is not loaded with more than two (2) persons and six (6) mast sections
- E) Height Safety equipment is worn and correctly adjusted
- F) A Hazard Assessment made and acted upon.

Actual erection procedure set out in the relevant Form, contained in the Conveyor & Hoist Rentals Equipment manual.

Landing (Access) Gate installation is per Conveyor & Hoist Rentals P/L standard Procedure for Gate Installation.

Variations according to site conditions may occur in line with best rigging practices, without degrading the intent of the Manufacturer's Instructions, Conveyor & Hoist standard procedures, the Hoist specifications or safety aspects.

3) **Tests**

Following the completion of the Hoist Installation, the following test will be performed:

- A) Check of tower alignment and fixing.
- B) Complete up & down run to check clearances and delivery heights.
- C) Check on effectiveness of the Working-Limit switches.
- D) Check on the effectiveness of any Storey Stops fitted.
- E) Check on the effectiveness of Loading Ramp interlocks.
- F) Check of Landing Gates and and/or barriers.
- G) Check of Landing (Access) Gate Interlocks if supply and installation required.

4) **Operating Procedure, Hazard Identification**

See separate Operating Instructions containing a Hazard Assessment.

5) **Operator Maintenance**

See separate Operating Instructions containing Operator Maintenance Instructions

6) **Handover**

See separate Form 0511: "Checklist – Materials Hoist Installation"