



CUSTOMER SAFETY PACK

Daily, Weekly & Monthly Vehicle Hoist Safety Maintenance Manual

Document ID	YOKI-HOIST-SM-001	Audience	Workshop managers, trained operators and maintenance personnel
Version date	1 August 2026	Status	Field use
TAG OUT IMMEDIATELY Do not use the hoist if anchors/base plates move, the slab cracks or admits water, columns move, locks fail to fully engage, ropes are broken/corroded, chains are abnormal, hydraulics leak, lifting is uneven, unusual noise occurs, or structure is deformed. Lower the vehicle safely if possible, isolate power, tag out and contact a competent service person.			

Customer & Equipment Details

Customer		Site	
Make & model		Serial no.	
SWL		Install date	
Service company		Phone	
Next service		Emergency contact	

Essential Safe-Use Rules

1. TRAINED OPERATORS ONLY

Only people trained and authorised for this specific hoist model may operate it.

2. CONFIRM CAPACITY AND LIFTING POINTS

Never exceed the safe working load. Confirm the vehicle mass, centre of gravity and manufacturer-approved lifting points before lifting.

3. PREPARE THE VEHICLE AND WORK AREA

Keep the area clear, close doors, tailgate and bonnet, secure loose items and confirm adequate overhead clearance.

4. STOP AFTER INITIAL LIFT-OFF

Raise the vehicle only a short distance, stop, and recheck all pads, vehicle balance and arm restraints before continuing.

5. ALWAYS USE THE MECHANICAL LOCKS

Before anyone works underneath, lower the hoist securely onto the mechanical safety locks on both sides.

6. CONTROL CHANGES TO VEHICLE BALANCE

Removing an engine, battery, tray or other heavy component can shift the centre of gravity. Reassess stability and use approved support.

7. NEVER BYPASS OR MODIFY SAFETY SYSTEMS

Do not bypass locks, limits or shut-off devices. Do not weld, drill or modify the hoist without written approval.

8. RECORD DEFECTS AND USE APPROVED PARTS

Record inspections, defects, maintenance, repairs and replacement parts. Use manufacturer-approved specifications for safety-critical parts.

Why Regular Inspections Matter

DAILY - BEFORE FIRST USE

Find immediate hazards such as leaks, damaged pads, faulty locks, movement, unusual noise or unsafe vehicle positioning before a person works under the vehicle.

WEEKLY - REVIEW WEAR AND CHANGE

Identify developing looseness, wear, corrosion, hose damage, lubrication needs and repeated defects that may not be obvious during one operating cycle.

MONTHLY - COMPETENT PERSON REVIEW

Carry out a deeper check of anchors, concrete, load-bearing parts, ropes or chains, hydraulics, electrical safety and maintenance records.

Maintenance interval

These checks do not replace manufacturer servicing, AS 2550.9:2024 or local requirements. A competent person should shorten inspection intervals for high-use or harsh conditions.



Daily Pre-Use Record - Five Checks

Complete one numbered column before first use, after an abnormal event, or at the start of the next work period.

Hoist ID / Serial no.: _____

Inspection	Check 1	Check 2	Check 3	Check 4	Check 5
Date					
Time					
Operator initials					

Enter one code: ✓ SAFE | X DEFECT - STOP, ISOLATE AND TAG OUT | N/A NOT APPLICABLE

Inspection item	Check 1	Check 2	Check 3	Check 4	Check 5
Work area and safety labels Area is clear, dry and well lit; SWL, data plate and warnings are legible.					
Anchors, columns and concrete No movement, looseness, cracking, water ingress or severe corrosion.					
Arms, pads and arm restraints No damage or looseness; pads are suitable and restraints lock correctly.					
Mechanical safety locks Both locks and release mechanisms operate and engage correctly.					
Ropes, chains and hydraulics No broken wires, abnormal slack, chafing, corrosion or oil leakage.					
Controls and safety devices Controls, emergency stop, limits and overhead shut-off operate correctly.					
No-load operation Both sides remain synchronised with no unusual noise, vibration or tilt.					
Vehicle setup after initial lift Correct lifting points, balance and pad contact; recheck after lift-off.					
Defect reference	Check 1	Check 2	Check 3	Check 4	Check 5

Weekly Check

Complete on a fixed day each week and review daily logs.

Suggested owner: Nominated workshop person

#	Inspection item	Result	Notes
1	Clean dust, debris, oil, water and corrosive fluids from columns, carriages, floor plate/beam and surrounding area.	☐ Pass ☐ Fail ☐ N/A	
2	Inspect arms, pins, retainers, pad threads and arm restraint teeth for looseness or wear.	☐ Pass ☐ Fail ☐ N/A	
3	Inspect mechanical locks, latch racks and release linkage; confirm full engagement on both sides.	☐ Pass ☐ Fail ☐ N/A	
4	Inspect visible ropes/chains, sheaves/sprockets and guides; tag out for broken wires, corrosion or abnormal wear.	☐ Pass ☐ Fail ☐ N/A	
5	Inspect hose routing, protection and fittings for crushing, chafing, bulging or leakage.	☐ Pass ☐ Fail ☐ N/A	
6	Check anchor nuts/bolts, base plates and packers for movement; do not blindly re-tighten safety-critical anchors.	☐ Pass ☐ Fail ☐ N/A	
7	Clear-floor: inspect overhead beam and shut-off bar. Floor-plate: inspect cover security, condition and drainage.	☐ Pass ☐ Fail ☐ N/A	
8	Lubricate only specified points to manufacturer instructions; do not lubricate locking friction surfaces.	☐ Pass ☐ Fail ☐ N/A	
9	Check hydraulic oil level and condition; top up only with manufacturer-specified oil.	☐ Pass ☐ Fail ☐ N/A	
10	Review daily logs and open defects; return to service only after repairs are completed.	☐ Pass ☐ Fail ☐ N/A	

Date: _____ **Inspector:** _____ **Signature:** _____

Monthly Detailed Check

Tasks behind guards, involving isolation or load-bearing parts require a competent person.

Suggested owner: Competent maintenance person

#	Inspection item	Result	Notes
1	A nominated competent person completes and signs the detailed monthly inspection.	☐ Pass ☐ Fail ☐ N/A	
2	Inspect anchors for movement, looseness or corrosion; concrete for cracks or water; and packers for movement.	☐ Pass ☐ Fail ☐ N/A	
3	Where anchor torque verification is required, follow the exact approved procedure; never substitute a generic torque.	☐ Pass ☐ Fail ☐ N/A	
4	Check column plumb, base support, overhead beam/floor plate and structural connections.	☐ Pass ☐ Fail ☐ N/A	
5	After energy isolation, a competent person inspects the full rope length, sheave grooves and concealed areas.	☐ Pass ☐ Fail ☐ N/A	
6	Inspect chains, load nuts, rollers/sliders, guides and other load-bearing components for wear.	☐ Pass ☐ Fail ☐ N/A	
7	Inspect columns, carriages, welds, arms and base plates for cracks, deformation or severe corrosion.	☐ Pass ☐ Fail ☐ N/A	
8	Test synchronised mechanical lock engagement, release linkage, arm restraints and emergency stop.	☐ Pass ☐ Fail ☐ N/A	
9	Inspect isolation, controls, cables, limits and shut-off device; licensed electrician performs electrical repairs.	☐ Pass ☐ Fail ☐ N/A	
10	Inspect oil, cylinders, seals, hoses and fittings; depressurise and isolate energy before leak repairs.	☐ Pass ☐ Fail ☐ N/A	
11	Complete no-load full-travel and suitable functional tests; record synchronisation, noise, vibration and stopping.	☐ Pass ☐ Fail ☐ N/A	

#	Inspection item	Result	Notes
12	Review maintenance schedule, service due date, defect status, parts and repair records.	☐ Pass ☐ Fail ☐ N/A	

Date: _____ Inspector: _____ Signature: _____

Defect Response

Step	Action
STOP	Stop operation and prevent another lift.
LOWER	If safe, lower the vehicle; never defeat safety locks.
ISOLATE	Isolate electrical supply and stored energy.
TAG OUT	Attach a clear out-of-service tag and restrict the area.
REPORT	Record the defect, photos, time and operator.
REPAIR	Competent person inspects and repairs using approved parts.
RETURN	Return to service only after testing and written release.

Defect Log

Date	Defect	Tagged	Repair & parts	Released by/date



Routine Inspection Register

Date	Frequency	Result	Defect no.	Inspector	Signature



Professional Service Record

Date	Service company	Work performed	Parts	Next due	Signature

References & Scope

Source	Relevance
AS 1418.9:2024	Cranes, hoists and winches - Part 9: Vehicle hoists. Current design and safety requirements for vehicle hoists.
AS 2550.9:2024	Cranes - Safe use - Part 9: Vehicle hoists. Current safe-use requirements for vehicle hoists.
Workplace Health and Safety Queensland	Vehicle hoist anchor failure (28 Nov 2025): slab compatibility, approved anchors, installation and anchor maintenance.
WorkSafe Western Australia	Safety Alert 02/2018: daily pre-use inspections, competent maintenance, records, approved parts and operator training.
WorkSafe Victoria	Locking mechanisms on two-post vehicle hoists: competent operators, safe procedures and inspection/maintenance records.
SafeWork NSW	Heavy vehicles or trailers hitting or crushing workers: suitable hoists, safe systems of work, training and secondary support where required.
Safe Work Australia	PCBU duties for plant design, supply, installation, commissioning and lifecycle risk management.

Regulatory note

Vehicle-hoist design registration, item registration, inspection and record requirements vary across Australian jurisdictions. Confirm requirements with the local WHS/WorkSafe regulator.

This template does not declare or certify that any specific model complies with Australian Standards. Compliance must be supported by technical documentation, design registration, engineering verification and applicable test records.