



Endless Belt Manlift

The manlift is an important piece of equipment in our industry. When used properly it is a very useful and labor saving tool. However, when manlift safety rules are ignored, problems can occur.

In general, the gates must be self-closing (not tied open). The manlift entrance and exit platforms must be dry and free of clutter. The manlift shall be used only to carry people. **The manlift shall never be used to carry tools, equipment, materials, or supplies.** The entire manlift must be inspected at least monthly.

General Endless Belt Safety Rules

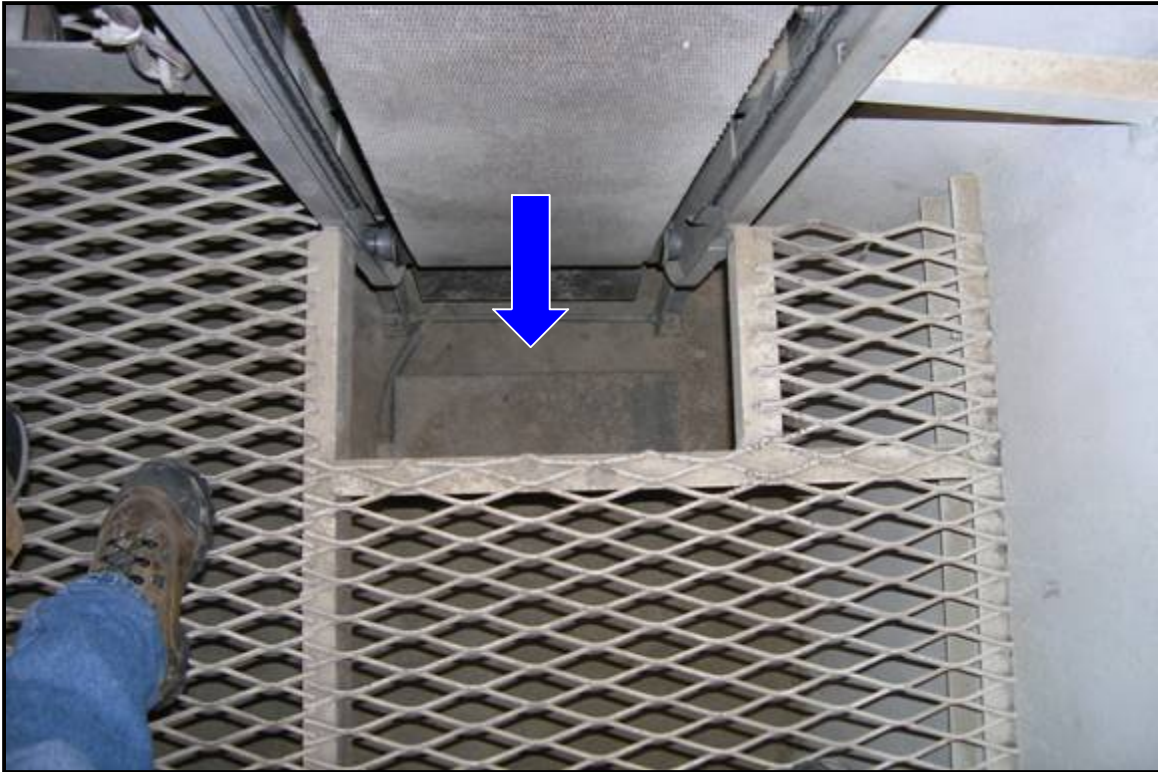
1. Only authorized personnel may use the manlift.
2. Only one person may ride each step at any one time.
3. To use the manlift, wait for an empty step to come along.
4. As the handhold comes by, grasp it with one hand and look down to locate the step. The other hand can rest on the rail for support. **You must face the belt.**
5. Place the other foot on the step and grasp the handhold with both hands.
6. Position your feet side-by-side with toes about one inch from the belt. Ride the belt to the appropriate floor.
7. To exit the manlift, extend your foot backwards and step off the step at the same time as you release the handhold.
8. Step away from the landing area immediately.
9. All manlifts have an emergency shutoff rope immediately next to the belt. In case of any problems, pull the rope in the same direction the belt is traveling.
10. There is a ladder next to the manlift that extends from floor to floor. Use this in case of malfunction.
11. The top floor is marked with a red light. Be sure to heed the warning if you are near the end of the manlift. DANGER – failure to exit the manlift will take the operator past a landing and will place the operator in extreme danger that will result in injury.

Inspection Procedures

The endless belt manlift inspection can be inspected by one person because of the unique mechanical operation. All mechanical and electrical components from top to bottom must be inspected.

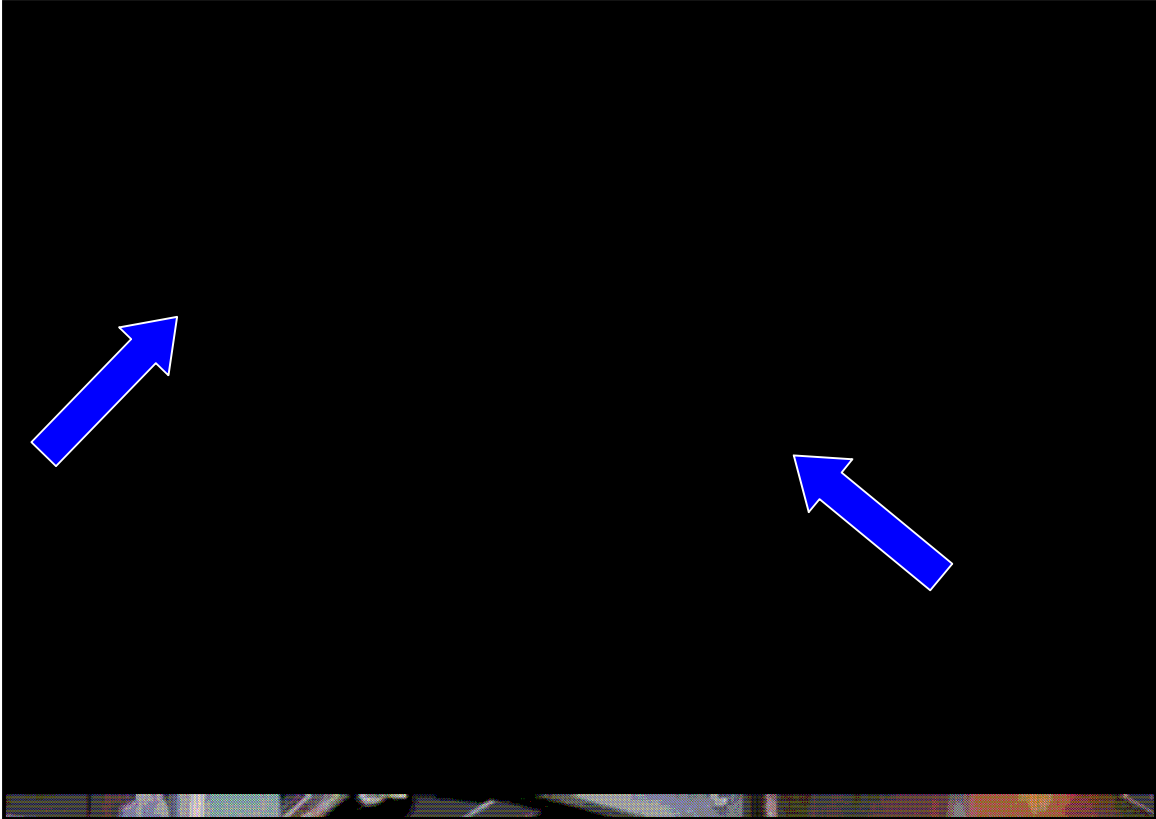


The nature of endless belt manlift makes it absolutely essential for all employees using the lift to have the proper training.

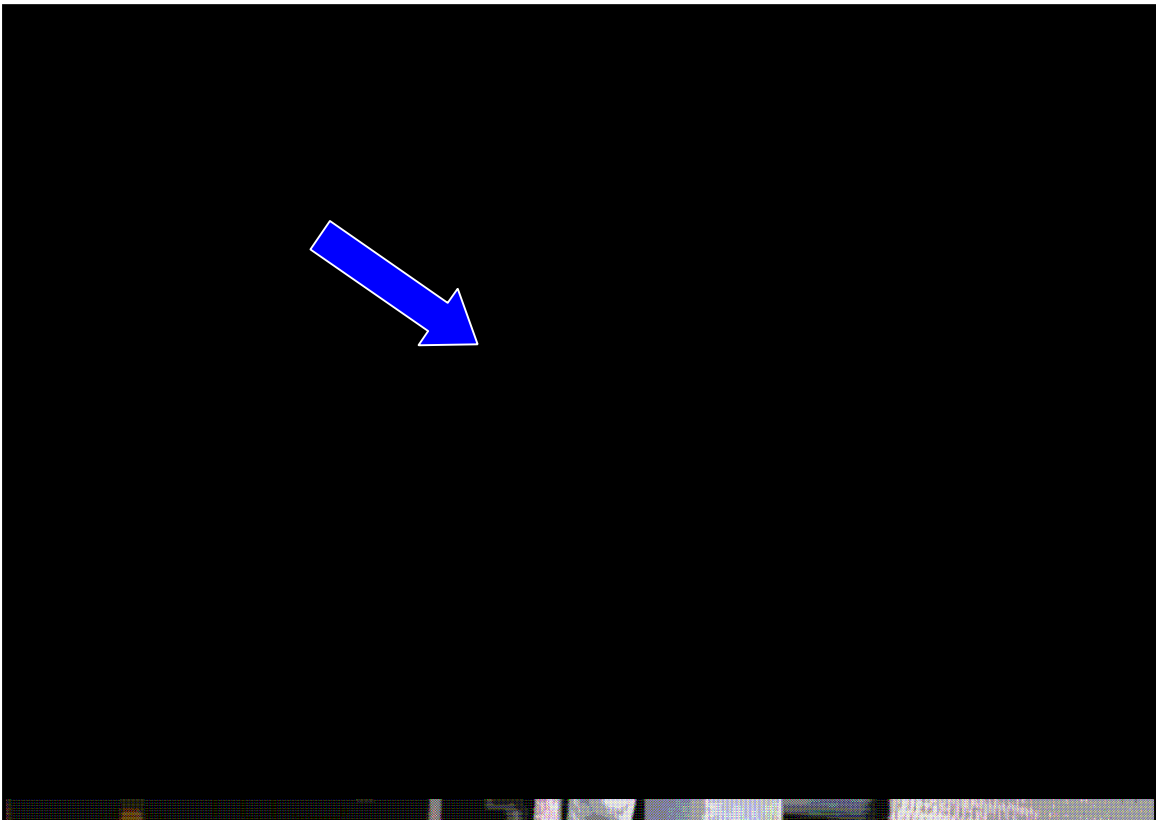


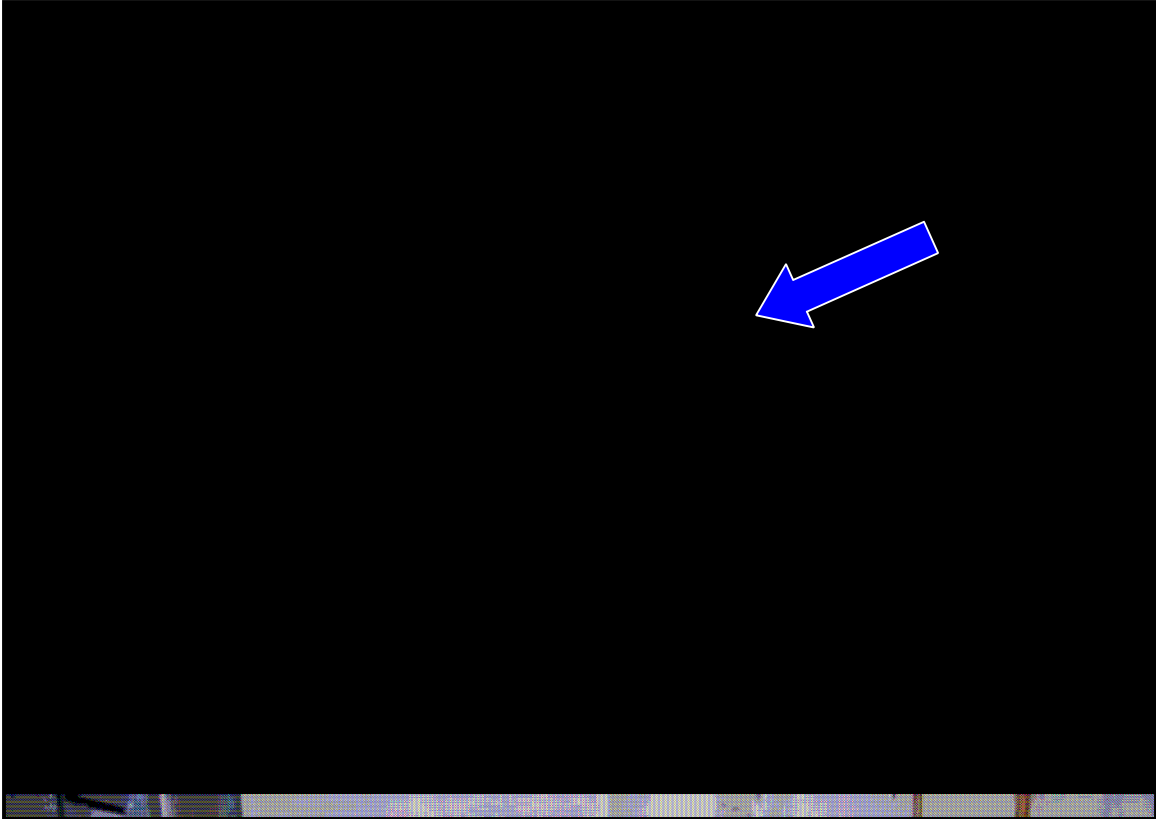
Emergency pads at the bottom will shut the belt off if an employee or object touches it.



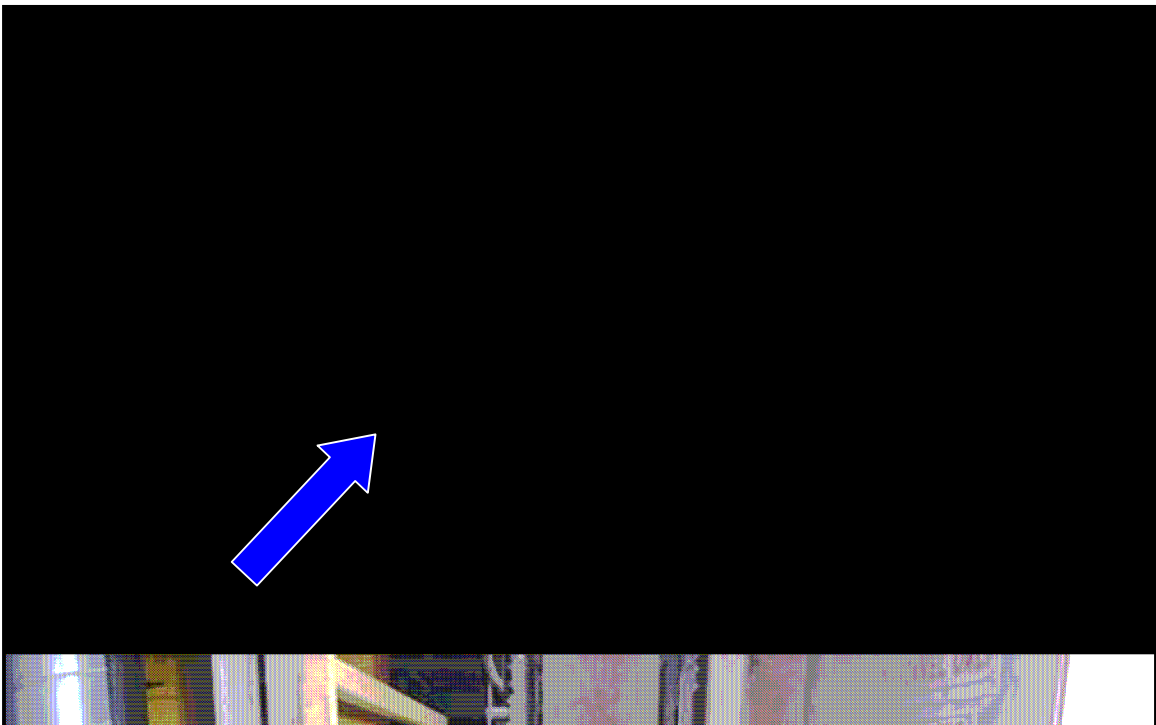


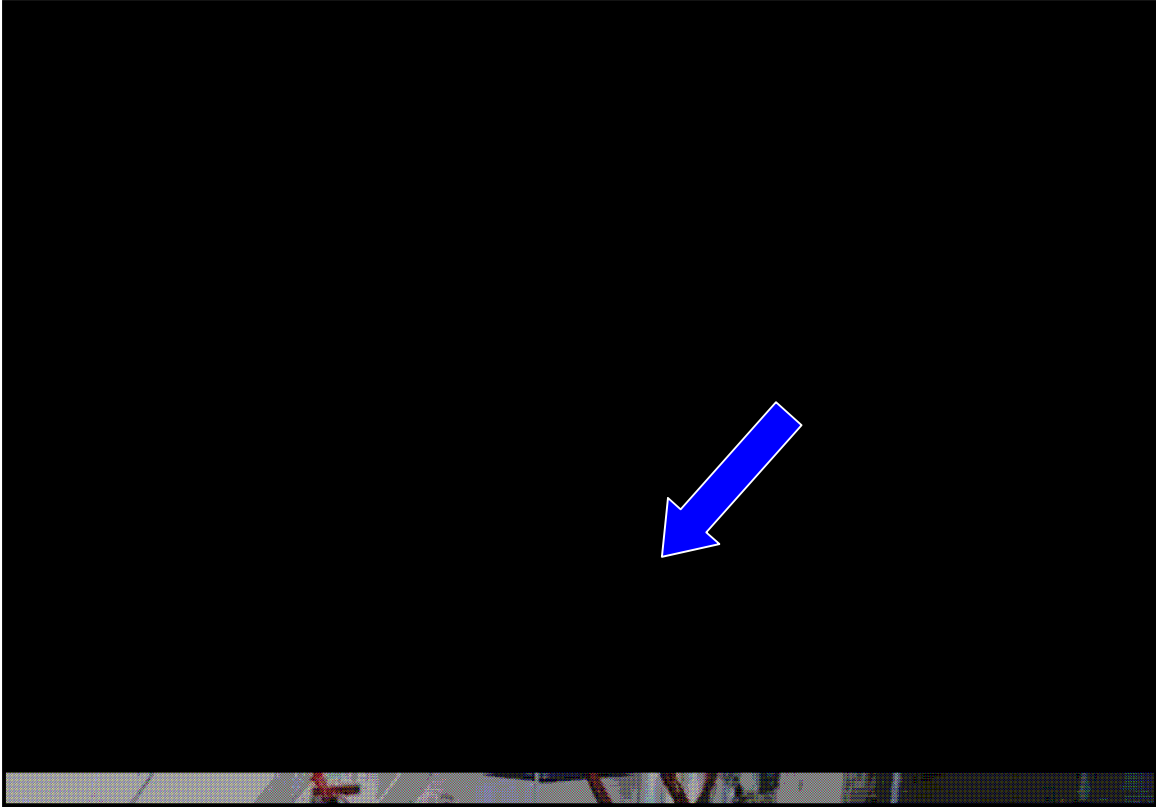
Inspect all rope connections and cable clamps on the up and down rope controls.



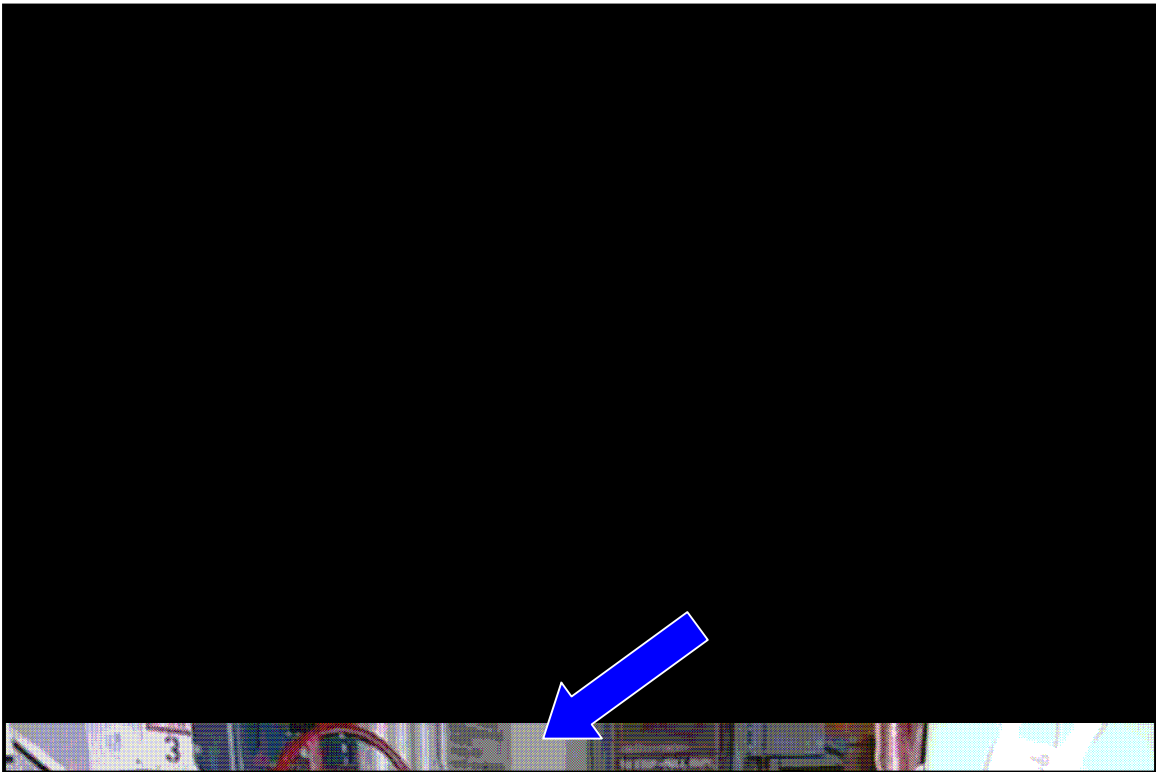


All entrances and floor openings to the lift must be guarded with self closing gates.



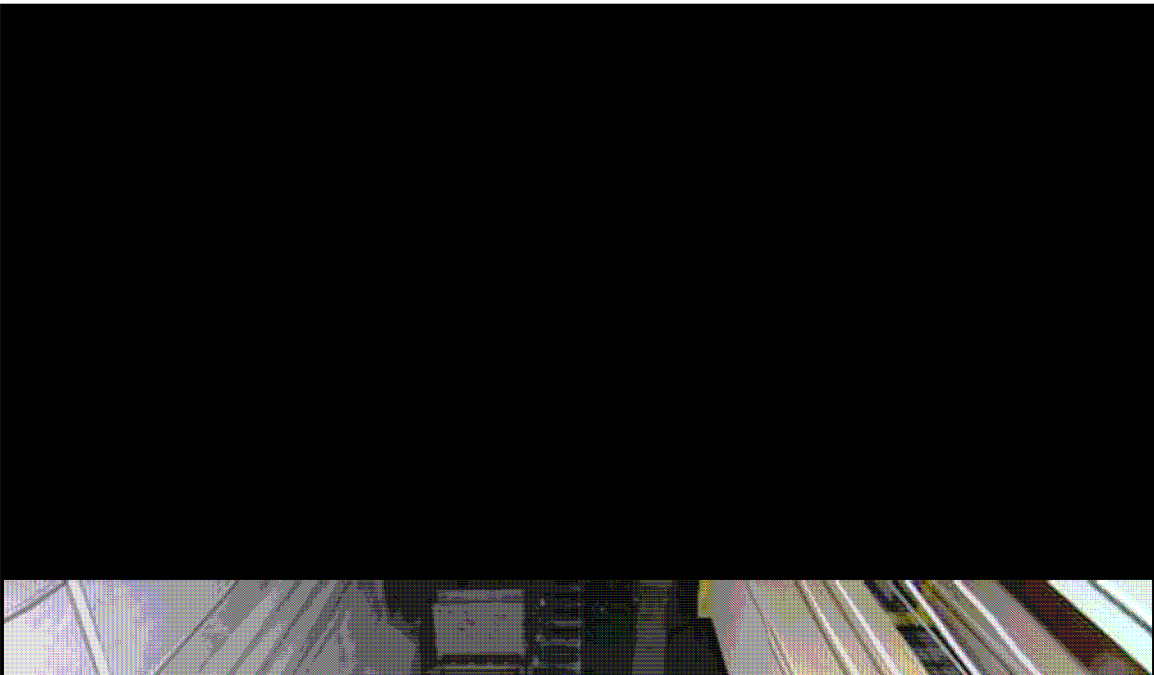


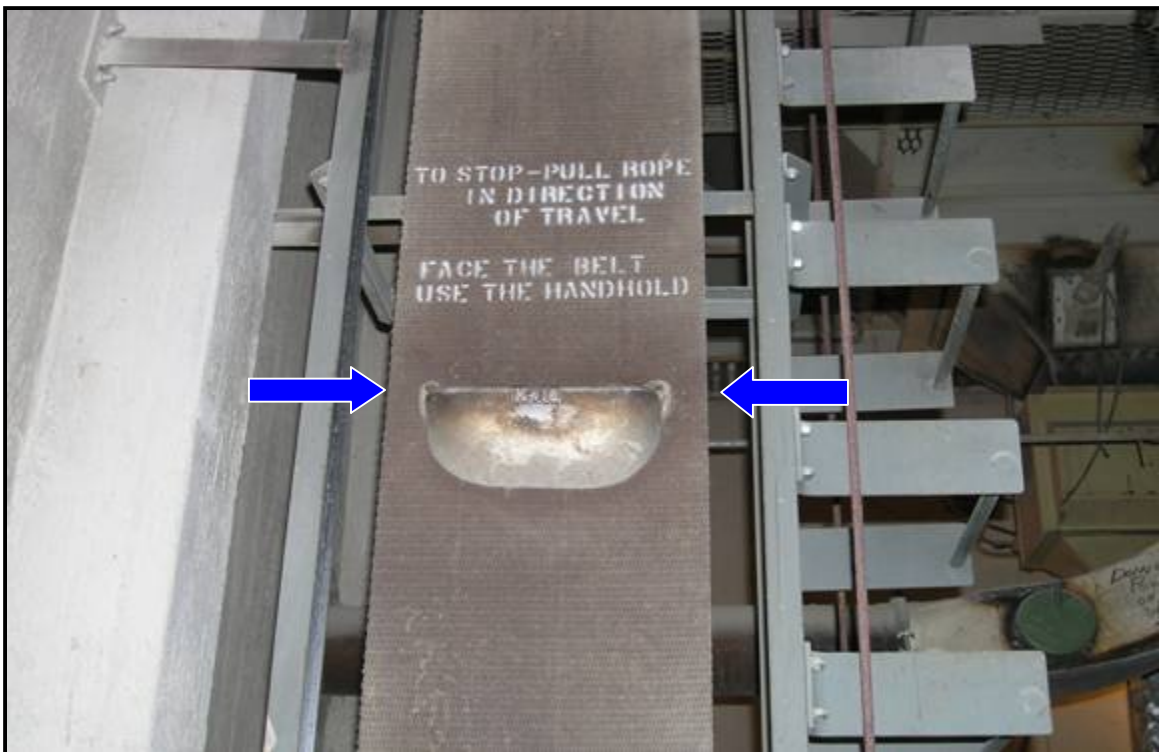
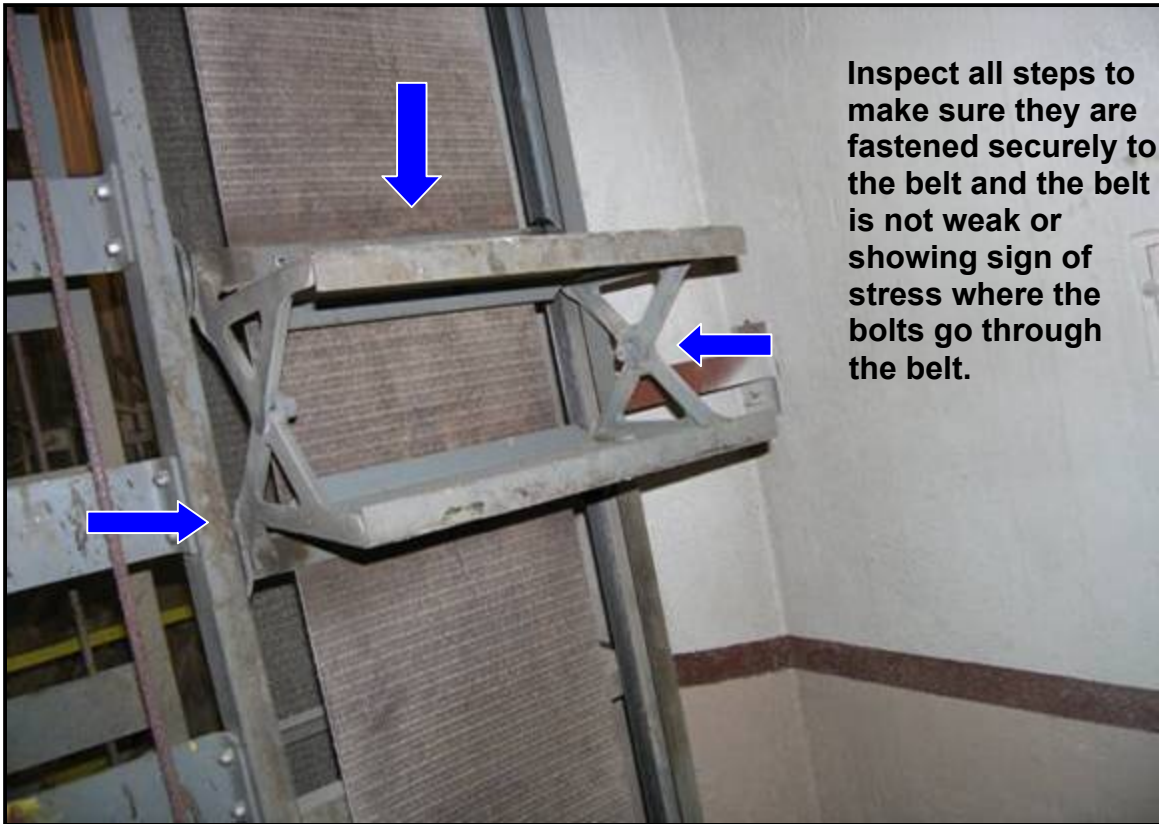
All entrance areas to the lift should be kept free from bags and clutter to avoid trips or falls in this area.





Inspect the emergency egress ladder making sure it is in good condition and accessible from all areas of the lift.

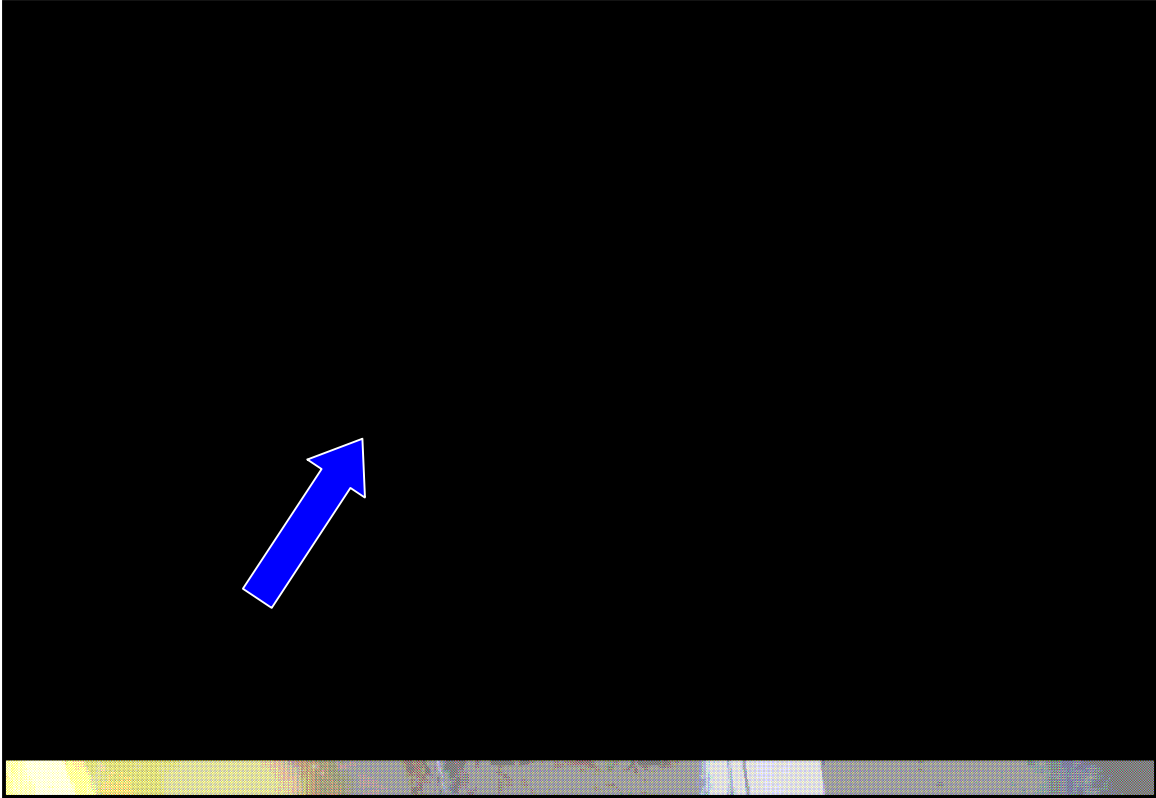




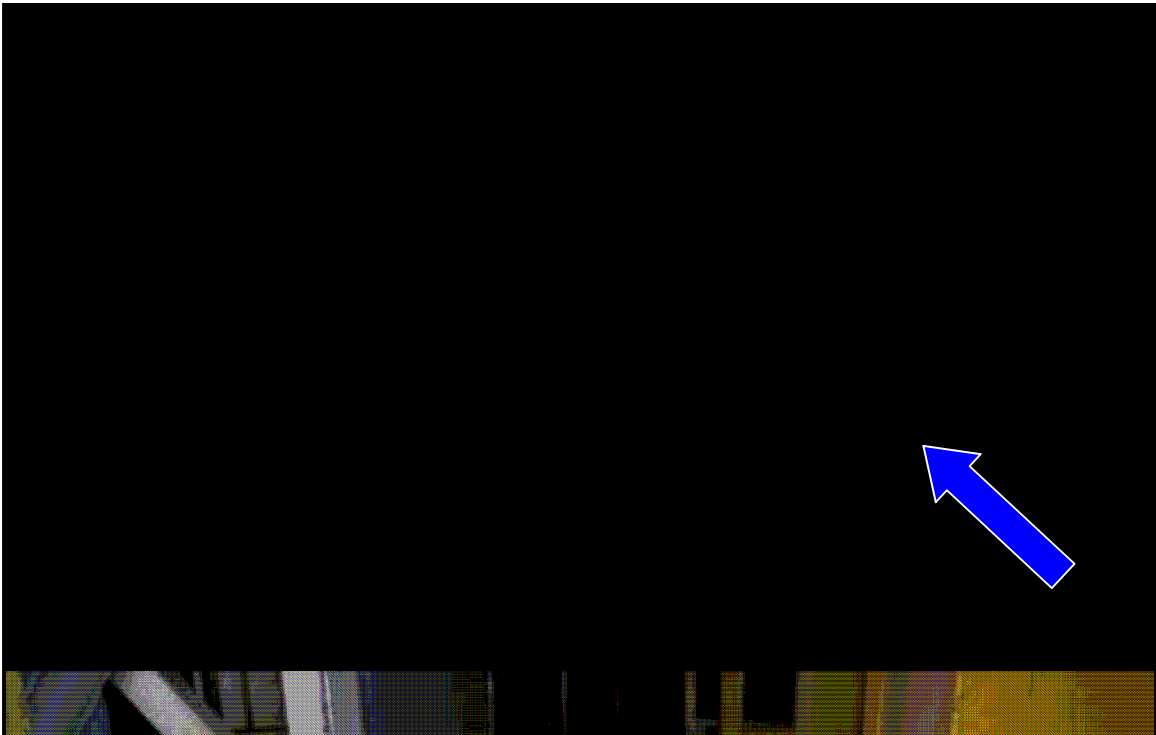
Make sure all hand holds are securely fastened.



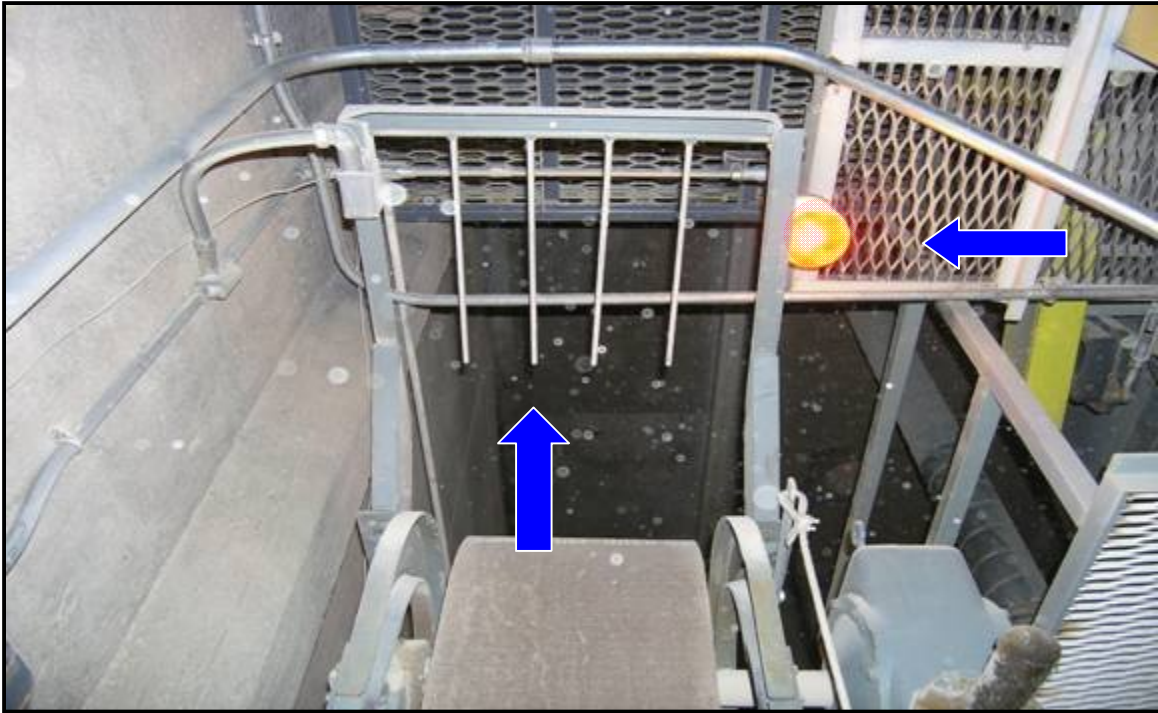
Inspect the belt splice to ensure all bolts are tight and the belt is in good condition. Check both sides of the belt, inside and outside.



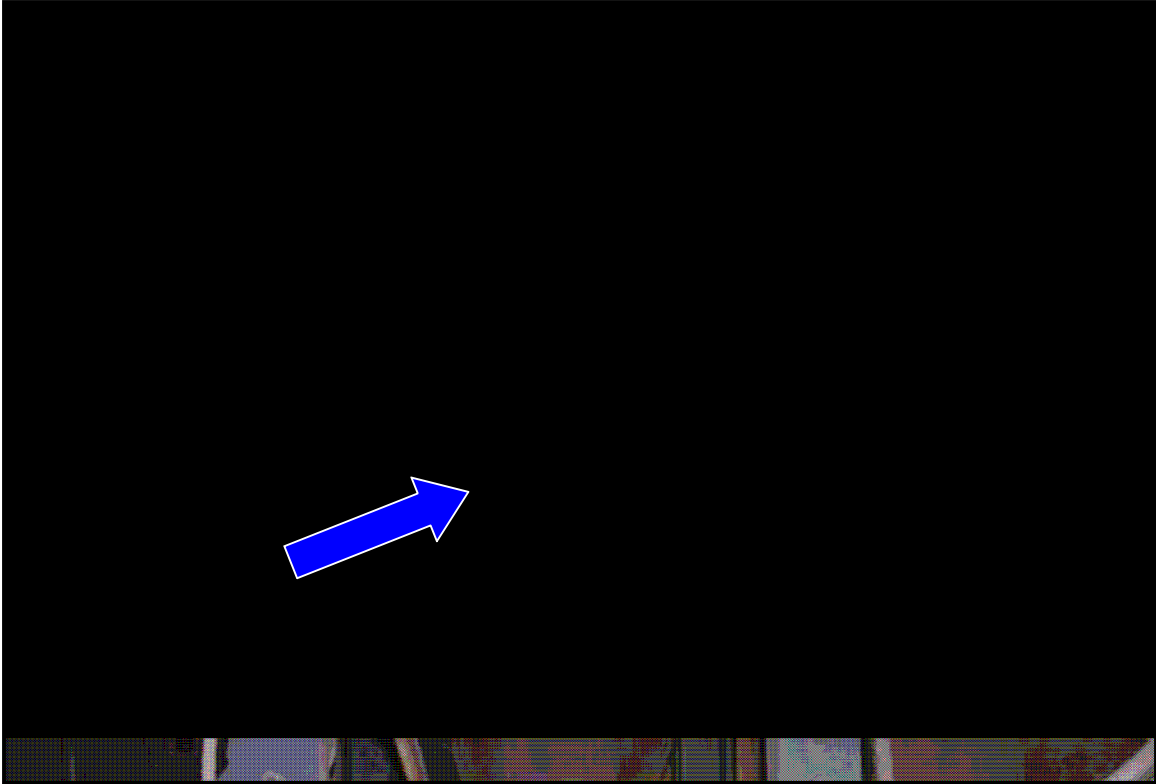
On the up side, all floor openings should have the funnel shroud that will guide the person riding to the center of the floor



A warning sign "Top Floor Get Off" must be posted conspicuously as the rider approaches the top floor.

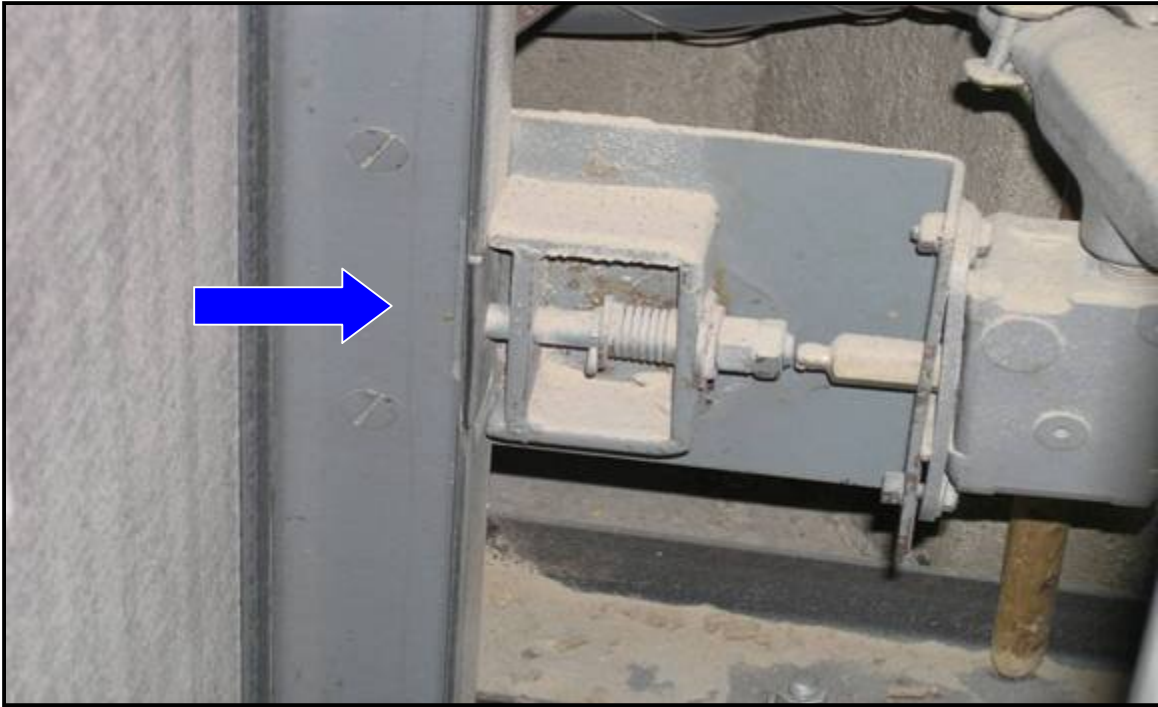


The top floor must be equipped with a red warning light and safety bars that will shut the belt off if a rider goes beyond the top floor.

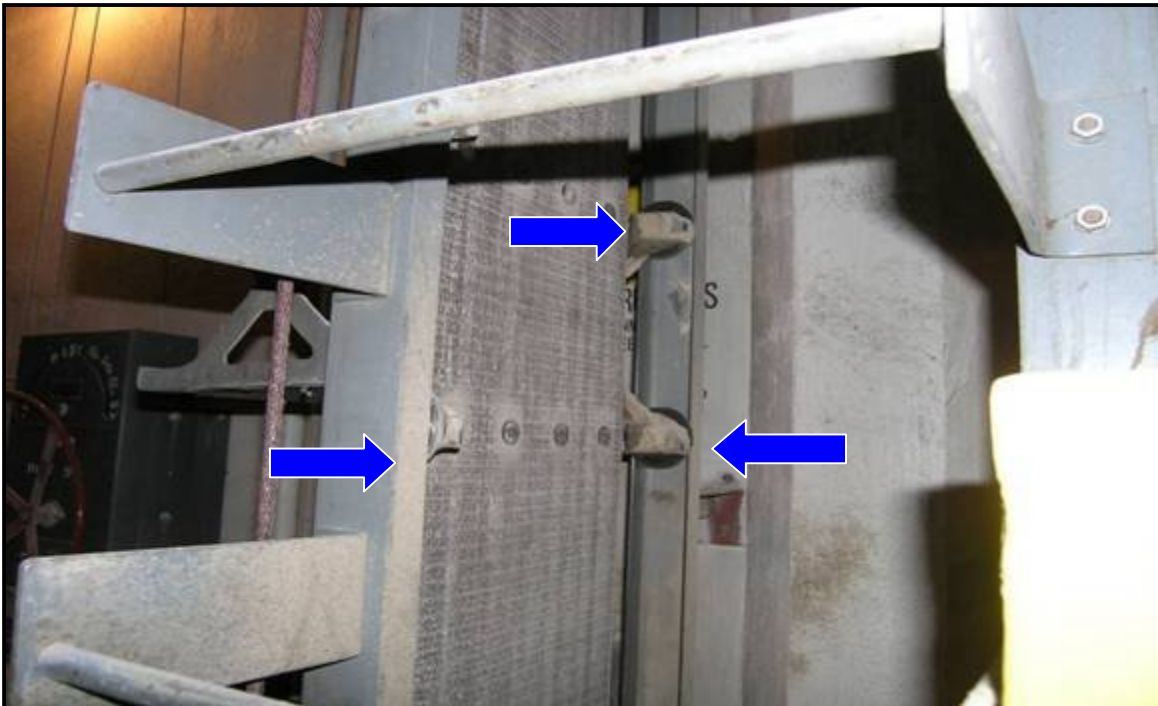


Inspect all electrical connections, rope controls, and motor drives on the top floor.





Inspect and Test Upper Limit Track Rail Switches. Limit switches should shut down the belt if a weight of greater than 50 lbs passes by the switch on the belt step.



Inspect Condition of Step Roller making sure the roller bearings are sound and rollers are running in the track properly.

Forms

Endless Belt Manlift Monthly Inspection

Location: _____ Manlift Number: _____

This inspection is to be done at intervals **not to exceed 30 days** by a competent and trained employee. OSHA 29 CFR 1910.68 (e)

A manlift found to be unsafe **shall not** be operated until properly repaired.
29 CFR 1910.68 (e)

Limit switches are to be checked weekly. 29 CFR 1910.68 (e)

This record shall be kept on the premises. 29 CFR 1910.68 (e) (3)

Area Inspected (check when inspection is complete)	Comments (list any discrepancies, if none, write "none")
<input type="checkbox"/> Steps	
<input type="checkbox"/> Step Fastenings	
<input type="checkbox"/> Rails	
<input type="checkbox"/> Rail Supports and Fastenings	
<input type="checkbox"/> Rollers and Slides	
<input type="checkbox"/> Belt and Belt Tension	
<input type="checkbox"/> Hand Holders and Fasteners	
<input type="checkbox"/> Floor Landings	
<input type="checkbox"/> Guard Rails	
<input type="checkbox"/> Lubrication	
<input type="checkbox"/> Limit Switches	
<input type="checkbox"/> Warning Lights and Signs	
<input type="checkbox"/> Illumination	
<input type="checkbox"/> Drive Pulley	
<input type="checkbox"/> Bottom (Boot) Pulley and Clearance	

Area Inspected (check when inspection is complete)	Comments (list any discrepancies, if none, write "none")
<input type="checkbox"/> Pulley Supports	
<input type="checkbox"/> Motor	
<input type="checkbox"/> Driving Mechanism	
<input type="checkbox"/> Brake	
<input type="checkbox"/> Electrical Switches	
<input type="checkbox"/> Vibration and Misalignment	
<input type="checkbox"/> "Skip" on Up or Down Run When Mounting Step. (Indicating Worn Gears)	
<input type="checkbox"/> Any other unsafe conditions	

If more space is needed use the other side of this form.

Completed By: _____ Date: ___/___/___

Print Name: _____

Review OSHA 1910.68