

When lifting always make sure that the load is located directly under the hoist. Do not allow the hoist to be subjected to any side loading.

Never use the lifting rope as a sling. Additional slings are available for hire or sale from your local HSS.

Lift the load until the slack is taken out of the lifting slings. Check that the slings are not twisted.

Raise the load off the ground and check all slings and attachments. Make sure the load is secure. If you have any doubts to the load security or stability, lower the load and adjust the slings or re assess the load.

If the load is secure, raise the load. Travel the load to the landing site.

Do not touch the hoist during or just after use as the machine runs at a high temperature.

Always allow the machine to rest during operation. Rest the machine for at least 3 minutes after every 50 metres of lift.

Never leave the load unattended.

Do not allow the load rope to become slack unless the load is completely supported.

Never let the load swing or rotate. Reduce this risk by connecting guide ropes or “tag lines” to the load.

Make sure that the slack end of the load rope does not become tangled with the loaded side of the rope.

Before lowering the load at the landing site make sure there are supports in place to bear the load. Lower the load on to the bearers making sure that the slings do not become trapped, but do not allow the slings to go slack.

Do not “inch” the load by pressing the pendant buttons in quick succession.

Check that the load will be stable when the lifting gear is removed.

Lower the load fully, keeping a safe distance, and disassemble the lifting gear. The lifting gear should only be removed by hand. Never remove the sling with the help of the hoist.

Once the lift has been completed check all the lifting gear and the load for any damage.

Take your time with any lifting operation. Rushing a job will make you more likely to have an accident.

EQUIPMENT CARE

Do not use the machine beyond its limits. If the job cannot be achieved easily within a reasonable time and at a reasonable speed, assume you have the wrong tool for the job, and contact your local HSS Lift & Shift.

Keep the equipment clean, you will find it less of a chore if you clean the machine regularly.

If the machine is not in use it should be kept in its carry case.

Keep the machine in a dry, clean and safe place and protect from possible theft or unauthorised use.

FINISHING OFF

Disconnect the load before removing the wire rope, making sure the load is held securely by another support.

Remove the lower limit stop. Pressing the “UP” button the rope will feed out. Make sure the hoist is not too high.

Never allow the hoist to be supported on the underside with the rope fitted, as this will damage the rope. Do not allow the rope to fall to the ground. Always stand clear of the operation.

Switch off the power. Disconnect the electrical plug.

Disconnect the pendant cable.

Coil up the wire rope, making sure it is not twisted or kinked.

Place all components into the carry box.

Give the unit a thorough clean ready for return to your local HSS Lift & Shift.



...any comments?

If you have any suggestions to enable us to improve the information within this guide please fax your comments or write to the Product Manager at the address below

Fax: 020 8687 5001

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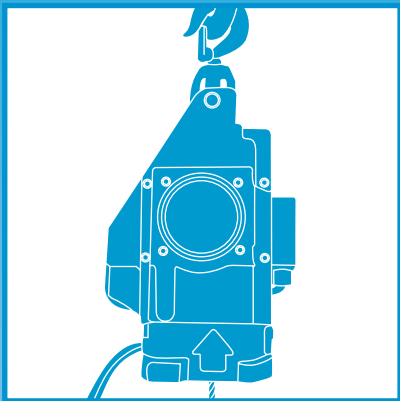
Group Office: 25 Willow Lane, Mitcham, Surrey CR4 4TS

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Operating & Safety Guide LS184

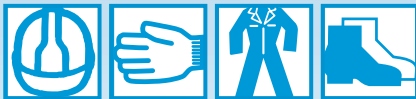
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HSS Lift & Shift



Minifor Hoist

A powerful portable electric wire rope hoist.



Code 69432/69440

GENERAL SAFETY

For advice on the safety and suitability of this equipment **contact your local HSS Lift & Shift branch.**


There is a serious risk of personal injury if you do not follow all the instructions laid down in this guide.

The hirer has the responsibility to **ensure that all necessary risk assessments have been completed** prior to the use of this equipment.


Only an operator who has been deemed competent to do so by his/her employer should use this equipment.


This equipment has been designed to be used by an able bodied, competent adult who has read and understood these instructions. Anyone with either a temporary or permanent disability should seek expert advice before using it.

Keep children, animals and bystanders away from the work area. Cordon off a suitable work area using cones, barriers or tape. These products are available from your local HSS.

 **Never use the equipment if you are ill, feeling tired, or under the influence of alcohol or drugs.**

 **Wear practical protective clothing, gloves and protective footwear.** Avoid loose fitting garments and jewellery that could catch in moving parts and tie back long hair.

 **Always use gloves when handling the steel wire hoist rope.**

 **Ensure the load is balanced, stable and that personnel are clear of the raised load.**

Make sure you know how to operate this equipment safely and are aware of its limitations before you use it.

Make sure that anyone in the immediate work area is warned of the task.

Warning

This equipment MUST NOT be used to carry personnel.

Check the condition of the equipment before you use it. If you see any signs of damage or excessive wear, contact your local HSS Lift & Shift.

Never exceed the maximum load of the equipment.

GETTING STARTED

Carry the unit to the place it is to be used in the carry box. **Lift the hoist out of the box.** Take care when lifting, always assess manual handling tasks.

The unit is normally used with the hook suspended from a suitable and safe anchor point. It can also be used to pull, and in some cases inverted (used up side

down). If the unit is to be used inverted special precautions should be taken as described later in this guide.

Suspend the hoist by its hook. **Never attempt to suspend it by the carry handle.**

Connect the pendant cable by pushing the multi-pin connectors together. Lock the connector before using the hoist.

Connect the power supply. Always make an effort to keep the power supply as close to the hoist as possible.

Check the wire rope before attempting to fit it into the machine. The "fused" end of the rope should be smooth and free from damage. **Always wear gloves when handling the rope.**

Take care when fitting the hoist rope. **The machine has an arrow cast into the body. This arrow indicates the entry point and entry direction for the rope.**

Press the "UP" button on the pendant switch. The hoist motor will begin to run. **Offer the wire rope into the marked entry point.** The rope may enter the hoist easier if you apply a small amount of grease to the end of the rope.

The hoist will take rope and feed it through the machine. The rope will exit the machine close to the entry point.

Do not attempt to put the rope in the exit point.

Before putting the hoist into service, **fit the limit stop.**

The limit stop can be fitted to the rope at any point. This allows you to adjust the height to suit your job.

Slide the limit stop over the fused end of the rope with the spring end first. When you have the spring at the desired point, **lock it on to the rope by tightening the screw at the bottom of the stop.**

Always check the limit stops work correctly before putting the hoist in to service. Running the rope all the way through the machine can do this.

As each stop strikes the limit switch it will automatically stop the hoist from operating any further in that direction.

These stops are fitted as a safety device. Do not rely on them as the normal stopping method. You should stop hoisting or lowering before the stops activate under normal working operation.

If the hoist is to be used horizontally, always allow the hoist to freely move on the anchor point. Never fix the machine to a rigid anchor point.

Make sure that the load is in line with the hoist and that the load will not move in a sideways direction when pulled.

Keep a clear path for the loose rope to fall. Do not allow it to come in to contact with the load being pulled.

If the unit is to be used inverted (with the hook at the bottom) the following special precaution must be taken.

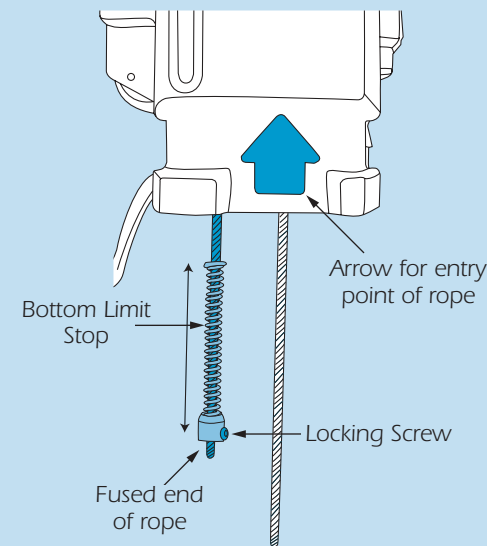
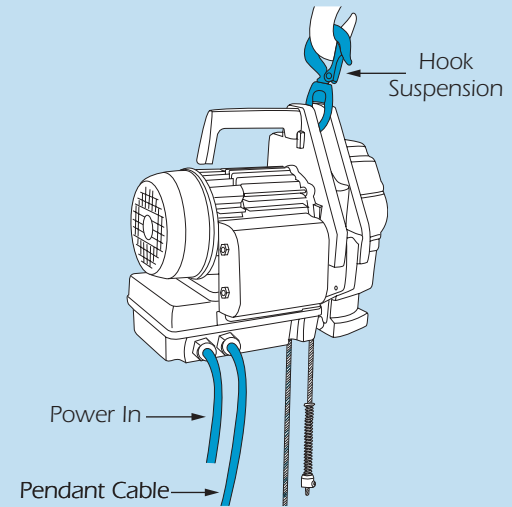
The supporting surface where the hoist will stand must be flat and level. It must have a hole, which two falls of rope may pass. For specific details of this hole size please **contact your local HSS Lift & Shift.**

The hoist must be positioned so that the lifting wire rope, under load, does not rub against the side of the hole and the stop limits operate correctly.

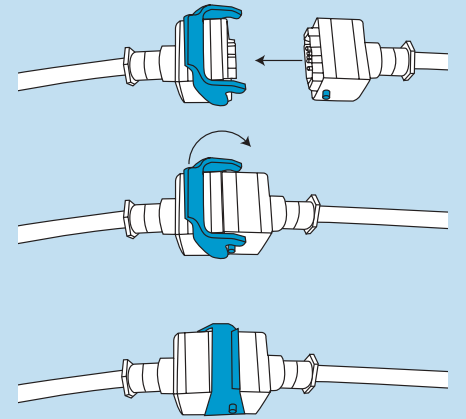
The machine should also be fixed so it cannot move. Its supporting surface should be stable and strong enough for the lifting operation.

The load must be freely suspended or connected to the machine by a return pulley, which must necessarily be vertically aligned with the machine.

Minifor Hoist



Pendant Cable Connection




ELECTRICAL SAFETY

The Minifor hoist requires an 110V power supply. If the equipment fails, or the power cable becomes damaged, do not attempt to repair it. Return the equipment to your local HSS.

Always keep flexes out of harm's way. Do not allow the electrical cable to rest in water or become trip hazards.

Extension leads should be fully unwound, loosely coiled and kept to a minimum length. Never run the power cable over sharp edges.

 **To reduce the risk of electric shock always use RCD a RCD (Residual Current-operated Device).** These are available from your local HSS.

Always make sure that the power is switched off before making or breaking any electrical connections.

BASIC TECHNIQUES

Always make sure that others in the area know that work is taking place.

Have a clear plan of the operation. Make sure that everyone involved knows what the plan is.

Try not to stand too close to the load.

Check the path that the load will travel making sure that the path is clear of personnel, obstructions and is cordoned off. Check the landing site is suitable to take the load. Make sure that it is strong and stable. Check that there are no drains or cellars.

Make sure the hoist rope fitted is the right length of the lift you need to do.

Check all additional equipment is suitable to be used in conjunction with the hoist.

When attaching the hoist to the top suspension point make sure the hook is seated to allow it to move smoothly and that the safety catch can be opened and closed easily.