



CHERIE BERRY
COMMISSIONER

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ELEVATOR AND AMUSEMENT DEVICE BUREAU

Date: March 26, 2009

To: Elevator Companies

From: Tom Chambers
Assistant Bureau

Subject: Personnel Hoists and Elevators used for Construction
Reference document: A.N.S.I A10.4-2007

In effort to provide a more defined explanation and understanding of the requirements and frequencies of inspection regarding Personnel Hoists used for construction, the North Carolina Department of Labor Elevator Bureau would like all companies that erect these devices to be sure to comply with national and state requirements.

When a personnel hoist is requested to be installed at a location, the company or owner of the equipment must submit an application with our Bureau. Any device that is proposed to be installed must meet all requirements outlined in A.N.S.I A10.4. The company or owner of the equipment that installs the unit must possess a valid N.C electrical license. After the application is processed, a permit will be issued provided the unit is found to be in compliance. At this time the unit can be installed by the equipment company representative. After completion of the installation, the company representative must contact the Elevator Bureau to schedule an inspection.

The unit must meet all requirements for compliance. Once the unit is issued a certificate of operation, the unit will be opened for employee use. The certificate of operation will be valid for one year. If the unit will be used for more than one year, the company must contact the Elevator Bureau prior to the expiration date and schedule an inspection. At this time the equipment company representative must be present and have all test weights and related equipment present to re-certify the unit. If the unit is altered at any time I.E (increase in duty, Rise, or speed the Elevator Bureau must be contacted to approve and be made aware of the change prior to conducting any alterations. Each time a unit is altered an inspection is required. If a unit is found to be altered without contacting this Bureau, a fine will be issued to the owner and the company leasing the equipment.

Specific operational inspections must be conducted by the equipment company to ensure the units safety. A log must be kept with the unit at all times for review by state inspectors during the time the unit is in use at that location. The frequency of safety inspections must be every 90 days and documented in the maintenance log.

Any questions regarding this correspondence, please contact our office.