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Management Plan for Automotive Lifts

Northfield Public Schools

Management Plan for Automotive Lifts

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Annual Review Form

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1.0 General Information

The purpose of this program is to provide understanding among Northfield Public School staff, as to the minimum requirements for operating, inspecting, and maintaining district automotive lifts.

OSHA requires a safe working environment under the General Duty Clause and recommends compliance with *ANSI/ALI ALOIM: 2008* to maintain safe automotive lifts in the workplace. This plan assists in complying with *ANSI/ALI ALOIM: 2008 (R2013)*.

2.0 Responsibilities

Responsibilities of the administrator of this plan, or designee, include the following:

- Ensure manufacturers' warning labels, lifting capacity and safety information stickers are present on the lifts
- Coordinate annual lift inspections
- Coordinate or conduct employee training and maintain records
- Enforce employee compliance with the Automotive Lift safety program
- Ensure manufacturers' operating manuals, identification number(s) of the lift(s) and all inspection records are kept on file

Automotive lift operators are required to operate automotive lifts per the safe operating procedures learned in their training. Their responsibilities include the following:

- Operate the automotive lift only after being properly trained in accordance with this management plan and manufacturer-supplied instructions
- Use all applicable safety features provided on the automotive lift
- Operate the lift in accordance with the instructions furnished by the lift manufacturer
- Ensure the lift and surroundings are in order and good housekeeping is practiced
- Never overload the lift
- Never raise or lower an occupied vehicle
- Carefully load the vehicle on to the lift
- Always use the load-holding device
- Use vehicle support stands for stabilizing the load
- Inspect the lift on a daily basis prior to use

3.0 Inspections

The district takes all appropriate steps to follow the recommended inspection procedures of the lift manufacturer. The lift operator must inspect automotive lifts on a daily basis for the following, per *ANSI/ALI ALOIM 2008 (R2013) 4.4.4*:

- Accessibility and readability of the operating procedures, safety tips, and generic safety material
- Accessibility and readability of safety warning labels and rated load capacity of the lift
- Proper operation of lift controls, restraints, and locking devices
- Deformation and excessive wear of any lift structural components
- Deformation or excessive wear of other components such as hoses, electrical wires, drive chains, wire rope or screws
- Damage or excessive wear on any of the lift contact points which engage the vehicle during lifting, whether they engage the tires, frame, body, or axles
- Evidence of hydraulic or pneumatic leaks
- Unusual noises, sudden movements, erratic operation or evidence of chips or filing during use
- Cracks or loose concrete around floor anchor bolts

If any of the above conditions are observed the operator is required to report the condition to the Automotive Shop Instructor and the lift will be locked and tagged out until the lift has been repaired by a qualified lift technician.

An annual inspection of the automotive lift is conducted no later than 13 months from the last annual inspection. The inspection is conducted by a certified lift inspector, certified by the Automotive Lift Institute. The inspection must cover all the items specified by the manufacturer in the operating manual, which is maintained with the lift, as well as the items specified by ANSI ALI ALOIM: 2008 (R2013).

Annual inspection records are maintained in the district office for the life of automotive lifts.

4.0 Maintenance, Repairs, and Modifications

If any safety hazards are observed on the lift, they are to be reported to the employee's supervisor immediately. The lift is required to be locked and tagged immediately until it can be properly repaired.

When it has been determined that repairs are needed, the user will contact the program administrator who will arrange to have the lift serviced. A record of repairs is provided to the district and maintained at the district office. Planned maintenance is scheduled at the manufacturer's recommended frequencies and is completed by qualified personnel.

Worn, damaged or broken parts are replaced with parts approved by the original equipment manufacturer or with parts meeting original manufacturer specifications. Written permission of the manufacturer must be obtained prior to making any modifications or reconstruction of an automotive lift.

Specific information about the lift is available in the manufacturer's manual. No modifications will be made to the lift without permission of the manufacturer.

5.0 Training

Lift operators must have the following qualifications prior to operating a lift:

- Ability in written or oral communications as demonstrated by one, or a combination of, the following: high school diploma or certificate of equivalency, aptitude test, or job experience
- Ability to understand the mathematical, mechanical and electrical principles of automotive lifts as demonstrated by one of, or a combination of, the following: aptitude test, training program, technical-vocational school, school of higher learning or job experience
- Demonstrated physical ability to carry out lift operator responsibilities in a safe manner.

Automotive lift operators are required to be trained in the safe use and operation of automotive lifts per ANSI/ALI ALOIM: 2008 (R2013).

The training may include any of the following publications, or equivalent documents:

- "Quick reference guide, Vehicles lifting points for frame engaging lifts" – ALI Publication
- "Lifting it Right" – ALI Video
- "Safety Tips" – ALI Publication
- The ANSI/ALI ALOIM:2008 (R2013) standard
- Manufacturers' instructions and warnings

Equivalent documents may be substituted for proprietary materials.

The instructors train students who are authorized to operate automotive lifts in the safe use and proper operation of the lift.

6.0 Recordkeeping

Records are located at the district office.

7.0 Reference

American National Standards Institute Safety Standards. "Automotive Lifts- Safety Requirements for Operation, Inspection and Maintenance (ALI ALOIM: 2020)." *American National Standards Institute*. ANSI, 2020.

Appendix A

Automotive Lift Inventory

Automotive Lift Inventory

| <i>Equipment Location</i> | <i>Location Within the Building</i> | <i>Equipment Brand</i> | <i>Model Number</i> | <i>Serial Number</i> | <i>Last Inspected</i> |
|---------------------------|-------------------------------------|------------------------|---------------------|----------------------|-----------------------|
| High School | V103 Bay #1 | Rotary | SL210N1000 | RUI14G0001 | January 2026 |
| High School | V103 Bay #2 | Rotary | SL210N500 | RAT06010004 | January 2026 |
| High School | V103 Bay #3 | Globe | FS-10AS | 05B304932 | January 2026 |

Appendix B

*Training Records
(Maintained at the District Office)*