

G12.77 *Records*

Proposed February 18, 2005

Section 12.77 of the *OHS Regulation* states:

The employer must keep a maintenance, inspection, modification and repair record for each automotive lift.

The purpose of this guideline is to advise employers on appropriate record-keeping, and to clarify certain differences between each record.

Pursuant to *OHS Regulation 12.74(1.1)*, inspection and maintenance procedures must follow the requirements of standard *ANSI/ALI ALOIM-2000 Safety Requirements for Operation, Inspection and Maintenance*.

A record of each periodic inspection should be prepared by a qualified automotive lift inspector as defined in *ANSI/ALI ALOIM-2000*. The record should include observations of all points of inspection as recommended by the manufacturer, and the subsequent repairs or replacements made.

In addition to the above, thorough records of all preventive maintenance and repairs performed should be prepared by the auto lift owner, employer or others performing the work. These records should include the specific checks made, measurements taken, adjustments, parts replaced, recommendations, and repairs performed.

The inspection, maintenance, modification and repair records should be maintained by the auto lift owner or employer and kept at the auto lift or in a place that is immediately available to the auto lift operator or to any other person involved with inspection and maintenance of the equipment.

Examples of a preventive maintenance log, repair maintenance log, inspection checklists and an inspection certificate are provided in the appendices of standard *ANSI/ALI ALOIM-2000*. Further examples of automotive lift inspection checklists are provided in *OHS Guideline 12.78*.