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## Hydraulic Jacks Policy

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## Hydraulic Jacks Policy

### General

Applies to all University of Maine employees and students using hydraulic jacks.

### Regulatory Guidance

Occupational Safety and Health Administration (OSHA) 29 CFR 1910.244

### Requirements

The following safety practices must be followed to ensure safe use of hydraulic jacks:

- Use the appropriate jack for the task.
- Ensure the jack has a sufficient load rating to lift and sustain the load.
- Use the appropriate personal protective equipment.
- Use a jack only for the purpose it was designed for without modification.
- Obtain proper training prior to using jack.
- Inspect jack before use.
- Block base of jack in absence of a firm foundation. Block between the cap and the load if there is a possibility of slippage of the cap.
- Clean stop indicator to allow the operator to determine the limit of travel. The indicated limit shall not be overrun.
- Notify your supervisor if a jack that is damaged or improperly working.
- Inspect and clean all tools after use. Remove from service and tag not for use (for repair or replacement) any damaged, worn or broken tool.
- Lubricate jack at regular intervals
- Inspect jacks every 6 months.
- Jacks must have the rated load legibly and permanently marked in a prominent location.

### Responsibilities

**Shop supervisors** must review and follow all hydraulic jack manufacturer recommendations for proper use and maintenance; train employees and students; document training and other qualifications; maintain records; and coordinate activities in machine use areas (training may be included in *Department Annual Safety Training*).

**Employees and students** using hydraulic jacks must be trained on the use of the equipment they are authorized to use. This can involve formal training and/or on-the-job training, and must include the selection, proper use and care, and limitations of the jacks they use. They must follow the manufacturer recommendations for proper use and maintenance.

### For Additional Information

Contact your Campus / Department Safety Coordinator or UMS Safety Management at 207/581-4055.

### Document History

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