



## LIFT AND RIGGING EQUIPMENT USE PERMIT

MAXIMO Work Order #:

Emergency? Yes ☐ No ☐

GENERAL INFORMATION							
Requestor		Project Name/Number (if applicable)		Date			
Lift Operator Name(s)		Company		Cell Number		E-Mail	
Location of Lift (Lift Asset # C-Gates, D-Gates SW Wing, etc.) Include a Routing Map or Diagram After Lift Enters Building							
Reason for Lift Equipment Request/Description of Work				Lift Equipment Make/Model/Size/Weight/Spec Sheets			
Terrazzo Floor Along Route? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, Specify Route Taken Over Flooring Attach Work Plan/Route:							
DURATION OF WORK				PERMIT VOID AT END OF SHIFT OR JOB			
Start date		Start time		Finish date		Finish time	
APPROVAL FOR ACCESS							
Signature of person requesting permit		Date		DOA C/D Structural Approver		Date	

PRE-WORK AND POST-WORK INSPECTION NOTES MUST BE ENTERED TO THE MAXIMO WORK ORDER LISTED ON THE TOP OF THIS PAGE BY DOA.

MUST REPORT ANY DAMAGE TO EQUIPMENT/FLOORING TO THE BUILDING MAINTENANCE SUPERVISOR.

ALL NON-EMERGENCY LIFT EQUIPMENT PERMIT REQUESTS MUST BE SUBMITTED TO [FIXIT@LASAIRPORT.COM](mailto:FIXIT@LASAIRPORT.COM) DURING NORMAL BUSINESS HOURS (6:00 AM – 4:00 PM) A MINIMUM OF **5 DAYS** IN ADVANCE. MISSING REQUIRED INFORMATION FOR REVIEW MAY CAUSE DELAY OF THE APPROVAL. THIS PERMIT MAY BE CANCELLED AT ANY TIME, WITHOUT PRIOR NOTICE, BY THE DEPARTMENT OF AVIATION AT ITS SOLE DISCRETION.

IN CASE OF AN EMERGENCY, MUST CONTACT AIRPORT CONTROL CENTER @ 702-261-5125 AND BRING A HARD COPY OF THE LIFT PERMIT REQUEST TO THE JOBSITE.

# **Rules for Access to Department of Aviation Lift and Rigging Equipment**

1. Requester must have obtained an approved Lift Equipment Use Permit (Permit).
2. Only activities directly related to the approved Permit may be conducted on lifts.
3. Permit holder must adhere to all Department of Aviation badging restrictions, Airport Security Program regulations, and escort procedures. The Airport Control Center (702-261-5125) must be notified immediately by the badged tenant or contractor representative of any deviations from the approved Lift Equipment Permit, and must also immediately report any unauthorized individuals using lift assets.
4. When driving and operating lifts over terrazzo flooring, protective flooring requirements are to use at all times. (I.E. protective boots, rubber/wood planks when crossing over expansion joints, electrical and floor receptacles, etc.)
5. Personal fall protection may be required in accordance OSHA and DOA safety requirements.
6. Throwing anything from the lift is prohibited.
7. Inspect and remove any nails, screws or other sharp objects from tracks or rubber tires from lifts equipment wheels.
8. **A. On elevated floor decks**, the proposed lift and/or rigging equipment to be used is considered structurally acceptable if it meets all of the following requirements:
  - i. The gross weight of the equipment to be used on an elevated floor deck does not weigh more than 3,000 lbs.
  - ii. The equipment's footprint area is not less than 15 square feet, and at least 1-ft clear space will be maintained from all sides.
  - iii. The maximum single concentrated load from any wheel or outrigger pad is not more than 1,000 lbs.
  - iv. Not more than one equipment will be used within the same structural bay, i.e., the area formed by the closest four column supports underneath the deck.**B. On concrete slab-on-grade**, the proposed lift and/or rigging equipment to be used is considered structurally acceptable if it meets the following requirements:
  - i. The maximum single concentrated load from any wheel or outrigger pad is not more than 9,000 lbs. when placed at minimum distance 12" away from edge of the slab.
  - ii. Or, the maximum single concentrated load from any wheel or outrigger pad is not more than 6,000 lbs. when placed within 12" distance from edge of the slab.**C. On roofs**, no lift or rigging equipment is allowed unless reviewed and approved by CCDOA Construction and Design.
9. Do not park on walk-off mats and turn steering wheels. Walk-off mats need to be protected or removed from the area.
10. Continually monitor for any oil or fluid leaks.
11. Any lift equipment or flooring damage, regardless of severity, **MUST** be reported to Airport Control Center or your supervisor immediately. (702-261-5125)

**I, (print name of Contact Person listed on Permit) \_\_\_\_\_, am responsible for the work, have read and agree to adhere to the above stated rules governing lift equipment at Harry Reid International Airport. I certify that any lift equipment or terrazzo floor damage discovered as a result of work performed by the permit holder or their designee must be repaired at the permit holder's sole expense by an approved contractor. I understand that failure to follow these rules may result in the forfeiture of my privilege to future use lift equipment at Harry Reid International Airport. I also understand that approval for lift equipment may be granted only by the Airport Control Center.**

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_