

## LIFT EQUIPMENT USE PERMIT CONSTRUCTION PROJECTS ONLY

Emergency? Yes      No

GENERAL INFORMATION				
Requestor		Project Name/Number (if applicable)		Date
Lift Operator Name(s)	Company	Cell Number	E-Mail	
Location of Lift (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 (provide specs with max wheel load)	
Terrazzo Floor Along Route? Yes    No    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				
<div style="border-top: 1px solid black; margin-top: 5px;">Signature of person requesting permit</div>	<div style="border-top: 1px solid black; margin-top: 5px;">Date</div>	<div style="border-top: 1px solid black; margin-top: 5px;">DOA Inspector</div>	<div style="border-top: 1px solid black; margin-top: 5px;">Date</div>	

**THIS REQUEST INCLUDES BUT IS NOT LIMITED TO SCISSOR LIFTS, FORKLIFTS, PALLET JACKS AND RIGGING.**

**PRE-WORK AND POST WORK INSPECTION MUST SCHEDULED WITH DOA INSPECTOR. DOCUMENT AND REPORT ANY DAMAGE OF DOA PROPERTY/FLOOR.**

**ALL NON-EMERGENCY LIFT EQUIPMENT PERMIT REQUESTS MUST BE SUBMITTED THROUGH PROCORE BY NOON ON TUESDAY PRIOR TO THE WEEK LIFT IS NEEDED. 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 CONTACT AIRPORT CONTROL CENTER @ 702-261-5125 AND BRING A HARD COPY OF THE LIFT PERMIT REQUEST TO THE JOBSITE.**

**[PERMIT MUST BE ATTACHED TO EQUIPMENT \(PAGE 3\).](#)**

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

1. Requester must have obtained an approved Lift Equipment Use Permit (Permit).
2. The contractor shall schedule a pre-inspection with the CCDOA Inspector to discuss the route the lift will travel and the work area prior to submitting the Lift Request through Procure. After lift is removed, contractor shall schedule a post-inspection with the CCDOA Inspector.
3. Only activities directly related to the approved Permit may be conducted on lifts.
4. 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.
5. When driving and operating lifts over terrazzo flooring, protective flooring must be used at all times. (I.E. protective boots, rubber/wood planks when crossing over expansion joints, electrical and floor receptacles, etc.)
6. Personal fall protection may be required in accordance OSHA and DOA safety requirements.
7. Throwing anything from the lift is prohibited.
8. Inspect and remove any nails, screws or other sharp objects from tracks or rubber tires from lifts equipment wheels.
9. 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.
10. Do not park on walk-off mats and turn steering wheels. Walk-off mats need to be protected or removed from the area.
11. Continually monitor for any oil or fluid leaks.
12. Any DOA Property or flooring damage, regardless of severity, MUST be reported to Airport Control Center (702-261-5125) and DOA Inspector.

**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.**

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

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

**HARRY REID**  
**INTERNATIONAL**  
**LAS VEGAS**

# **LIFT EQUIPMENT PLACARD**

PROJECT **AND** LOCATION:

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DATE(S) Must match page 1 of permit request:

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RESPONSIBLE CONTRACTOR/DIVISION:

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CONTRACTOR/DIVISION POC AND CELL:

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DOA INSPECTOR AND CELL:

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Permit must be posted on equipment