

**REPUBLIC OF KENYA**

THE OCCUPATIONAL SAFETY AND HEALTH ACT, 2007, ACT NO. 15 OF 2007

The Occupational Safety and Health Act requires that the occupier of any premises in which a hoist of lift is in use shall within one month after the date upon which the hoist or lift is first used, inform the Director of Occupational Safety and Health Services, in writing, of the address at which such hoist or lift is used.

**NOTICE OF USE OF HOIST(S) OR LIFT(S)**

**I HEREBY GIVE NOTICE** that I am using/intend to use\* a hoist(s) or lift(s)\* as below-

1. Name of occupier of premises .....  
 (In the case of a firm which is not a limited Liability company, the names of each partner should be entered) .....
2. (a) Situation of premises.. .. .  
 (Give street and/or plot number, followed by name of County, etc.) .....
- (b) Postal address of occupier.. .. .
- (c) Email address .. .. .
- (d) Telephone..... Mobile.....
3. Nature of the work carried on the premises .....
4. Number of hoists or lifts in use .. .. .

**PARTICULARS OF HOIST OR LIFT**

	<b>Hoist or Lift</b>
Type	
Maker's Name.. .. .	
Maker's or other distinctive number .. .. .	
Country and year of manufacture.. .. .	
Number of floors served (including ground floor)	
Whether Power-operated (State "yes" or "No")	
Speed .. .. .	
Designed working load .. .. .	
Drawings submitted on .. .. .	
Last statutory inspection carried by	
Date of last statutory inspection	

*Attach Manufacturer's certificate of test*

The notice should be sent to the Director of Occupational Safety and Health Services, Ministry of Labour, P.O. Box 34120-00100, Nairobi Tel: 2667722, Email: [doshdept@yahoo.com](mailto:doshdept@yahoo.com), [doshdept@labour.go.ke](mailto:doshdept@labour.go.ke)

Date.....

.....  
*Signature of Occupier Premises*

\*Delete as necessary

†Where, under the terms of the lease, the owner of the hoist or lift is responsible for the maintenance he is deemed to be the occupier. The owner is also deemed to be the occupier if the premises are in the use or occupation of more than one person.

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