



# PORTX<sup>®</sup> WINCH

ANNUAL INSPECTION

The following document is an officially created REID Lifting guide. It demonstrates the best practice and procedure for the following services:

- › Inspection of the PortX Winch and cable
- › Test procedure to ensure fully functioning mechanism

**This service can be carried out by any competent operator.**



**Download the  
service checklist**

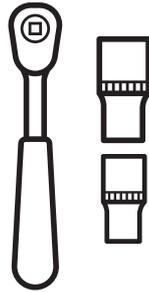
The following PPE Is required to carry out this procedure.:



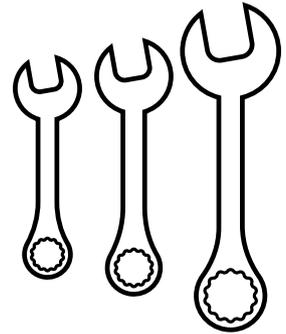
The following tools are required for this procedure:



5mm Hex key



Ratchet handle with 10mm and 13mm sockets



10mm, 13mm and 17mm combination spanner

**1**

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Inspect the body of the winch. Check for any damage, corrosion, or wear on the frame and housing.



**2**

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Ensure all identification and instructional decals are present and legible.



**3**

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Make sure all bolts and fixings on both the winch body and the base plate are secure. The tools required are a 10mm and 13mm socket or spanner.



**4**

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Using a 5mm hex key, ensure the fixing for the free spool mechanism is secure.



**5**

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Using a 17mm spanner, check that the drum bolt is secure.



**6**

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Inspect the snap hook and safety latch to ensure there is no damage or corrosion, and they are functioning correctly. Rotate the hook, making sure it rotates freely.



**7**

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Inspect the hard eye and ferrule for any signs of damage, visible wear, or deformation.



**8**

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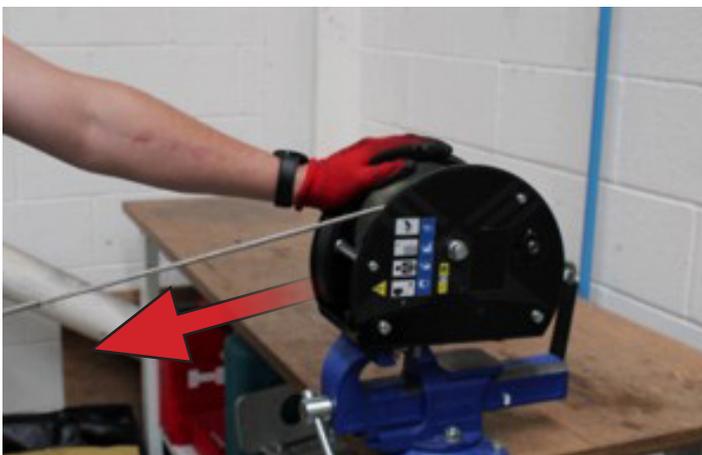
Remove the handle from the winch and check for any damage.



**9**

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Feed out a short section of the wire rope and test the brake. Apply firm pressure to the cable to ensure there is no slippage.



**10**

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Inspect the full length of the wire rope for fraying, kinks, corrosion, or distortion. Look carefully for signs of uneven tension.



**11**

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Feeding the wire rope off the winch can be done efficiently using the free spool mechanism, which also allows us to test that it is engaging correctly.

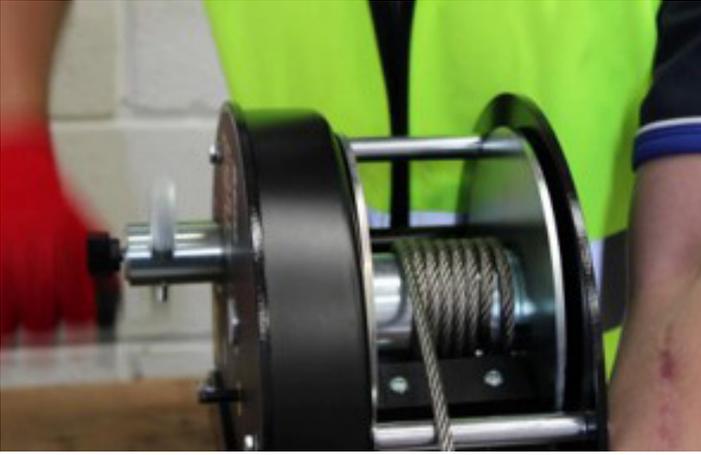


**12**

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Once all the cable has been removed, ensure the cable clamp on the drum is secure Using a 5mm hex key.

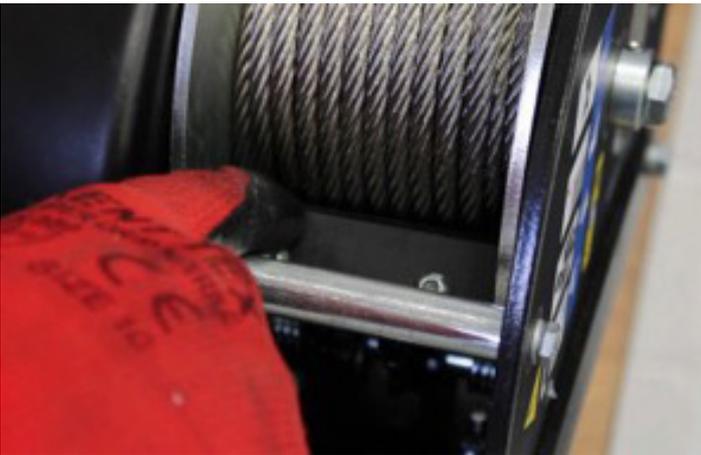




### 13

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Wind the wire rope back onto the drum, ensuring it lays evenly and tightly. This is achieved by maintaining tension on the rope. Proper wire rope lay is essential for safe and efficient operation.



### 14

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Inspect the retention arm, ensuring it seats tightly against the wire rope, make sure the retention base and arm are secure, and the torsion spring is free from corrosion.



**Head Office, UK**

Unit 1 Wyeview  
Newhouse Farm Industrial Estate  
Chepstow  
Monmouthshire  
NP16 6UD  
United Kingdom

- › +44 (0)1291 620 796
- › enquiries@reidlifting.com
- › reidlifting.com

**REID Lifting Inc, USA**

7900 International Drive,  
Suite 300,  
Bloomington,  
MN 55425  
USA

- › +1-(888)-721-6411
- › info@reidlifting.com
- › us.reidlifting.com