

Worker's Safety Handbook for Lorry Crane Operator

Make Every
Lifting
Operation
Safe

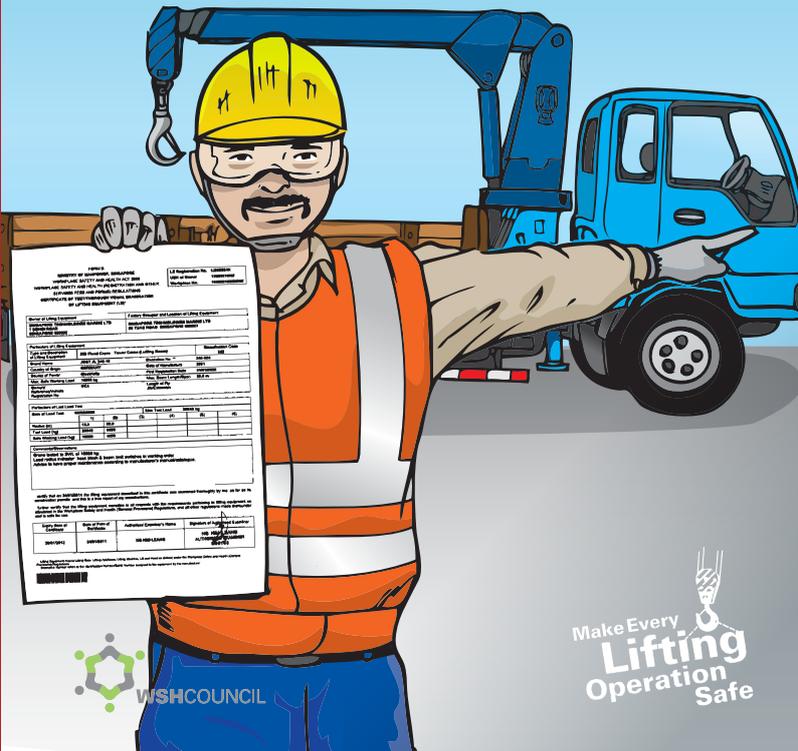


TABLE A
Minimum safe working practices
for the use of mobile cranes on public roads
operating in Great Britain and Northern Ireland
as of 1st January 2014

1. General information

1.1. Name of the operator _____

1.2. Name of the employer _____

1.3. Name of the crane _____

1.4. Name of the site _____

1.5. Date of the operation _____

1.6. Time of the operation _____

1.7. Location of the operation _____

1.8. Nature of the work _____

1.9. Name of the person in charge of the operation _____

1.10. Name of the person who issued the permit _____

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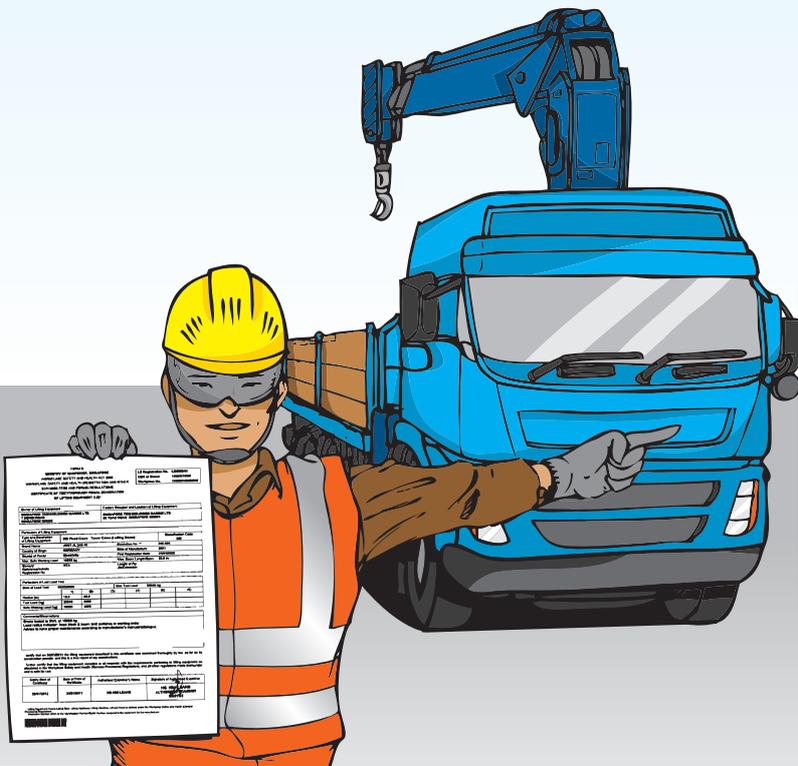
Year of issue: 2012



Must possess a valid training certificate after completing the Lorry Crane Operator Course.

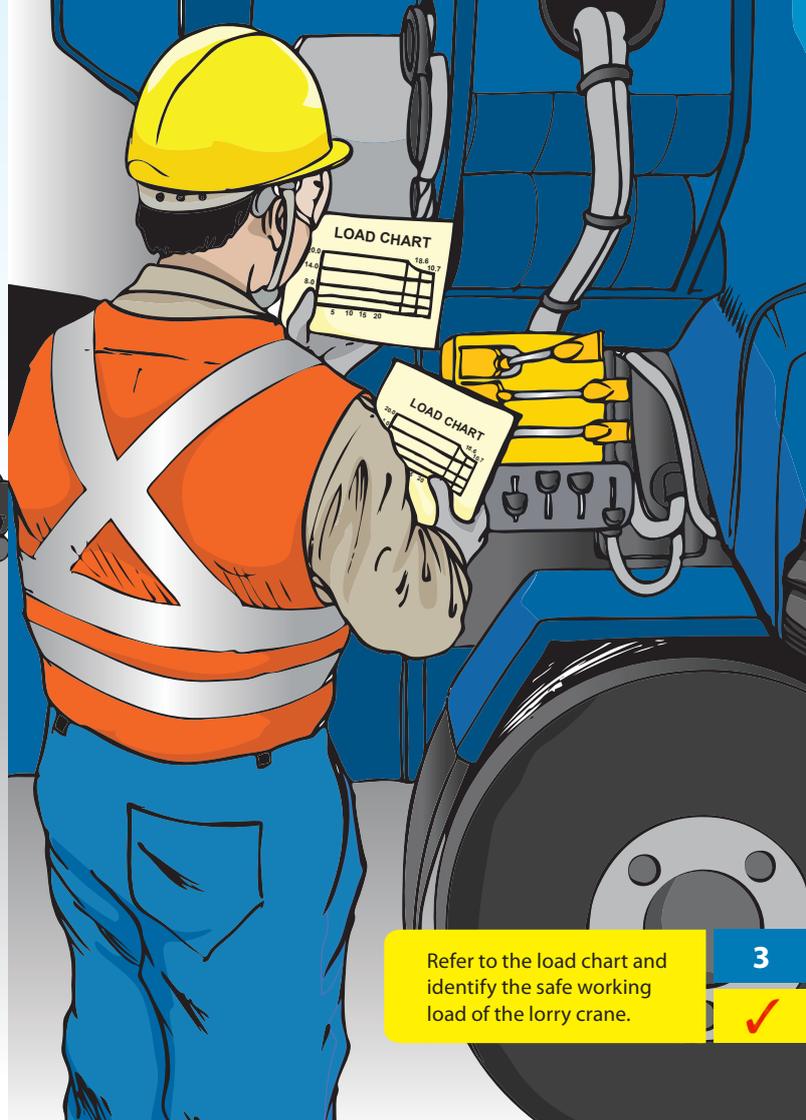
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2

Ensure that the lorry crane has a valid Certificate of Test and Examination issued by an Authorised Examiner.



3

Refer to the load chart and identify the safe working load of the lorry crane.





4

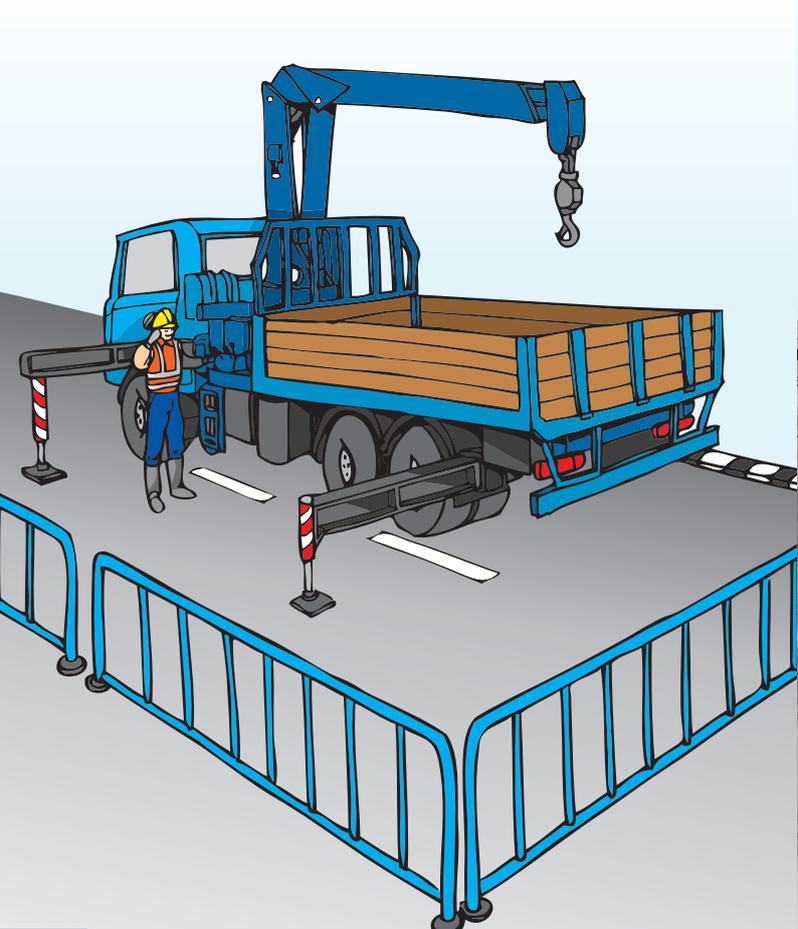
Conduct daily operational tests on all limiting and indicating devices under no load conditions at the start of every shift. Record the test results in a log book/ sheet.



5

Make sure the Lifting Plan has been established for the load and the entire lifting team has been briefed on the plan by the Lifting Supervisor.





6

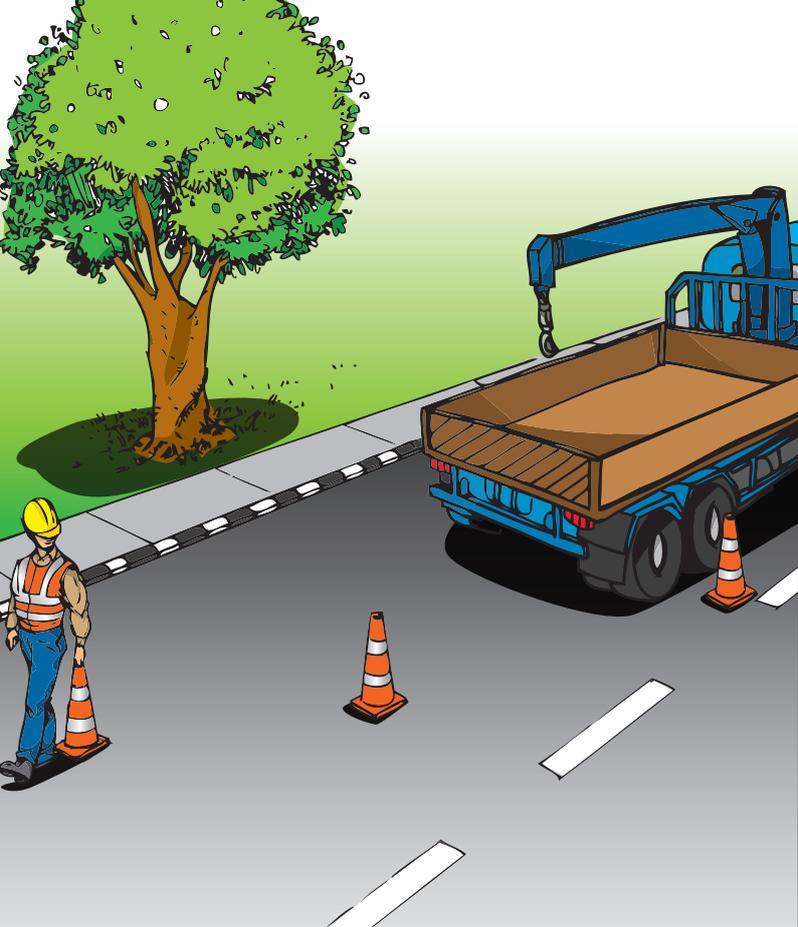
Check the ground condition is safe for travelling and lifting before starting any operation. Report any unsafe ground conditions to your Lifting Supervisor.



7

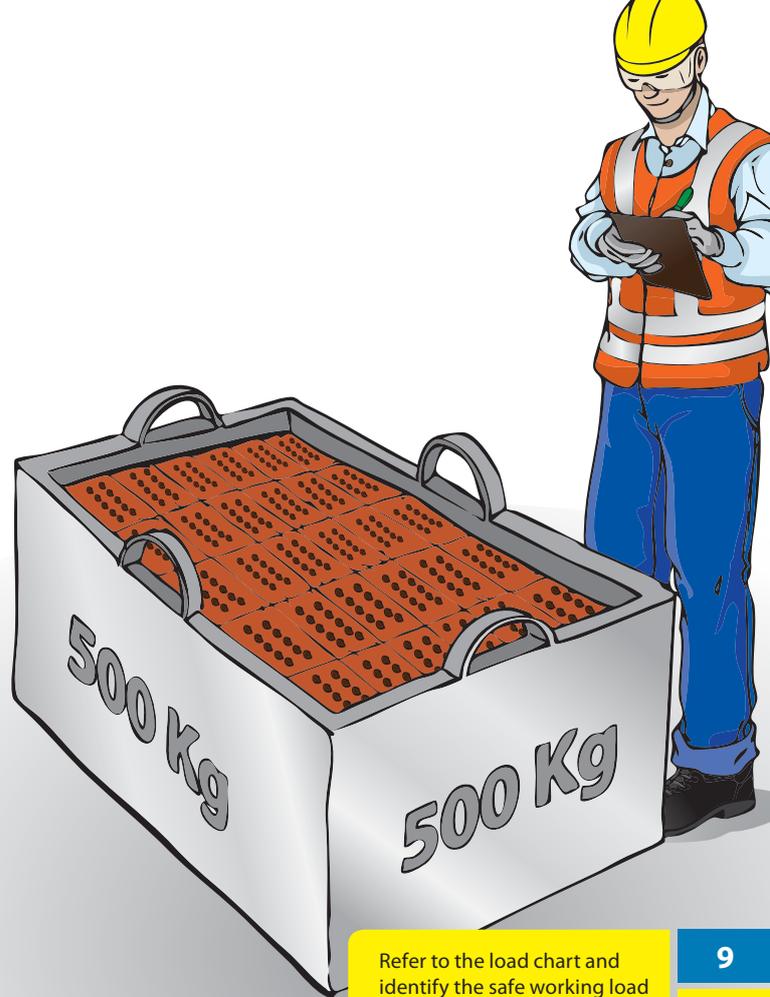
Ensure that the outriggers are fully extended and set up on a firm and levelled ground.





8

Conduct all lifting operations within the designated area or cordoned off road.



Refer to the load chart and identify the safe working load of the crane.

9





10

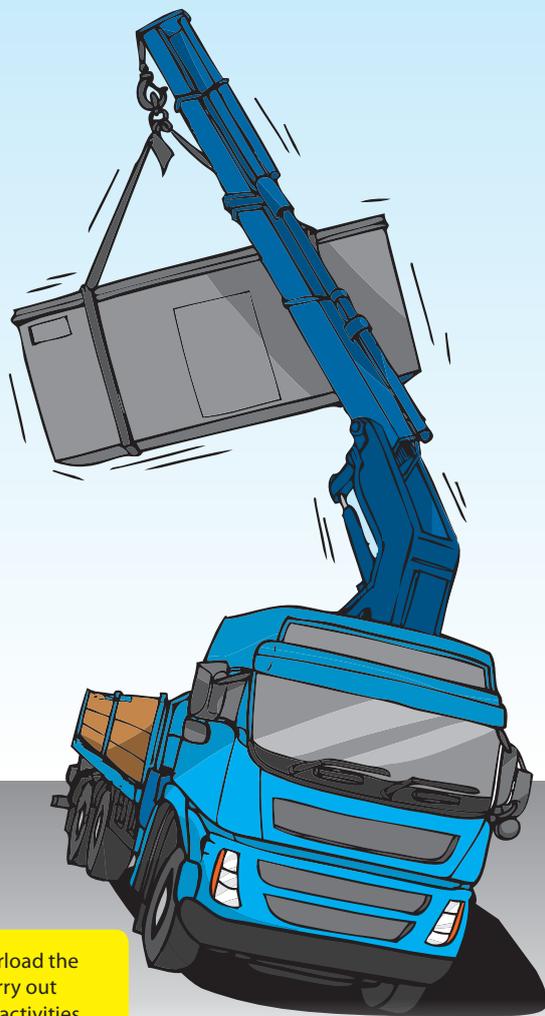
Do not leave the crane unattended while a load is suspended in mid-air.



11

Do not use the crane to pull or drag any load.





12

Do not overload the crane or carry out dangerous activities.



Perform all lifting operations at least 3 metres away from overhead power lines.

13





14

Do not conduct any lifting operation if the path of operation is obstructed.



15

Do not leave the boom and outriggers of the lorry crane extended when travelling on the road.





16

Do not operate in severe weather conditions such as rain, strong winds and under poor lighting conditions.



Check that the lorry crane is adequately and securely blocked while it is parked on a slope.

17





18

Check all lifting gears are certified and in good working condition before any lifting operation.



19

Regularly update the maintenance and operation log book/ sheet.





Daily Pre-Operational Checklist for Lorry Crane Operators

General Information

Name of Operator: _____

Lorry Crane LM Number: _____

LM Certificate Expiry Date: _____

	Documentary and Procedural Checks	Yes	No	Remarks
1	Check that a proper Risk Assessment (RA) has been conducted in relation to the lifting operation by the lorry crane.			
2	Check that you have identified the relevant hazards and control measures based on the RA conducted.			
3	Check that proper Safe Work Procedures (SWP) are established for the lifting operation to be carried out.			
4	Check the ground condition and proximity hazards.			
5	Check the availability of the permit to lift.			
6	Check the load chart for safe lifting parameters for e.g. the maximum allowable safe working load (SWL) corresponding to the boom length.			
7	Check with Responsible Person on the details of the Lifting Plan and SWP established for the lifting operation.			

20 Report any failure or malfunction of the lorry crane to the Lifting Supervisor and record it in the log book/ sheet.



8	Check that the weight of the load to be lifted has been correctly ascertained.			
9	Check the validity of the certificates for the lorry crane and lifting gear used.			
10	Check that the crane operating manual and operation log book are made available.			
Crane Physical Checks		Yes	No	Remarks
1	Visual check on the crane structure for any damage.			
2	Visual check on load bearing components and hoisting mechanism of the crane such as the telescopic boom, boom accessories, hooks, and safety catch.			
3	Check the engine and hydraulic system. Top up all fluids such as engine oil, cooling water, battery water and clutch oil.			
4	Check the security of all wheels or track, tire pressure and the proper functioning of all brakes.			
5	Check all limit switches and warning devices.			
6	Check that the outriggers system is correctly set up.			
7	Check the validity of the fire-extinguisher.			
8	Observe any other visual or audio abnormalities.			
9	Check condition of lifting gears to be used.			

Crane Functional Checks		Yes	No	Remarks
1	Interlocking System			
2	Limit Switches and Control Levers			
3	Limit Switches and Control Levers			
4	Emergency Stop Switch			
5	Loader Stowing Device			
6	Height Warning Device			

Inspected by Crane Operator: _____

Signature and Date

Good and Bad Operational Practices



Refer to the **Worker's Safety Handbook for Rigger and Signalman** to understand good rigging and signaling practices



Refer to the **Code of Practice on Safe Lifting Operations in the Workplaces** for good practices in lifting operations



Check that crane is properly stowed after each lifting operation completed.

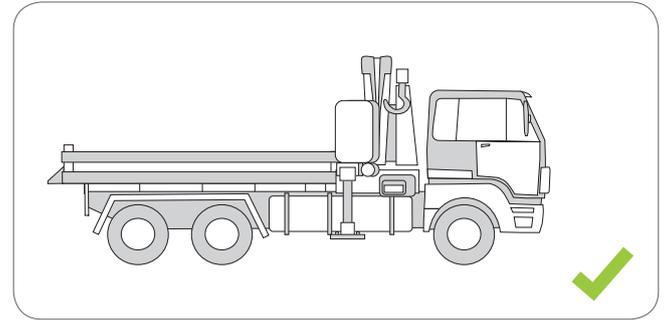


Figure 1: Ensure crane boom is properly stowed before driving off the vehicle.

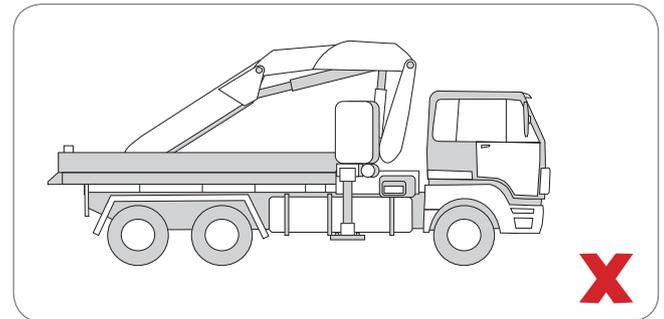
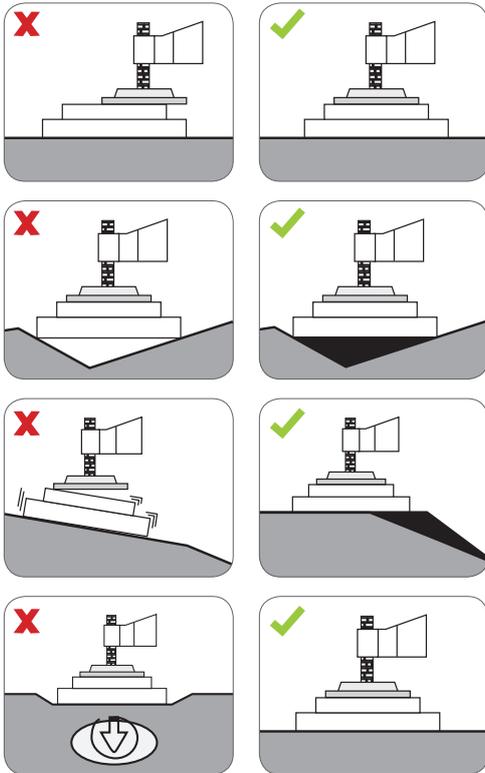
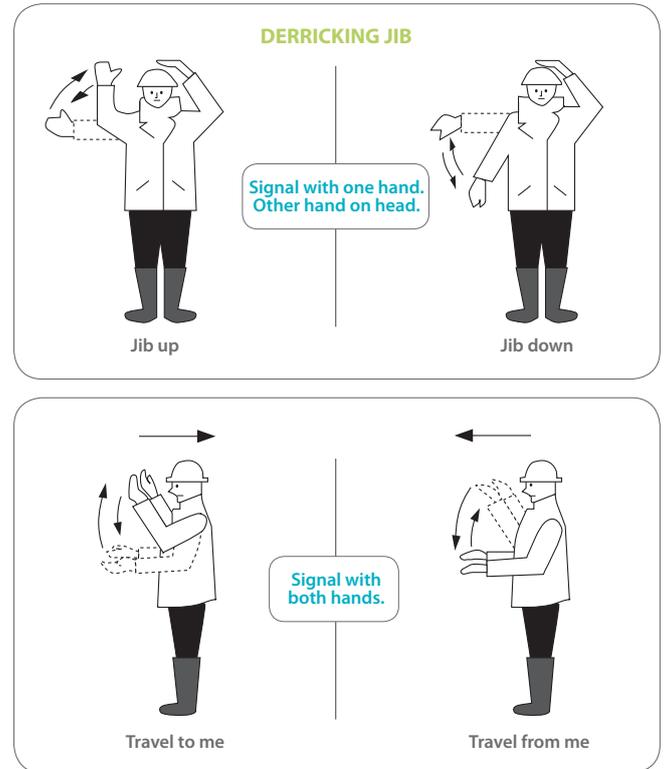


Figure 2: Partially retracted boom could collide into road facilities and structures.

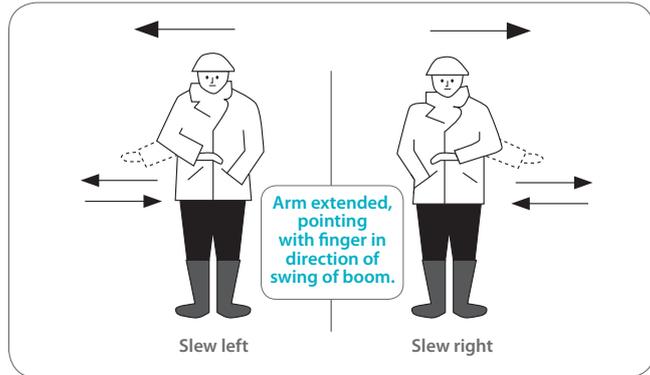
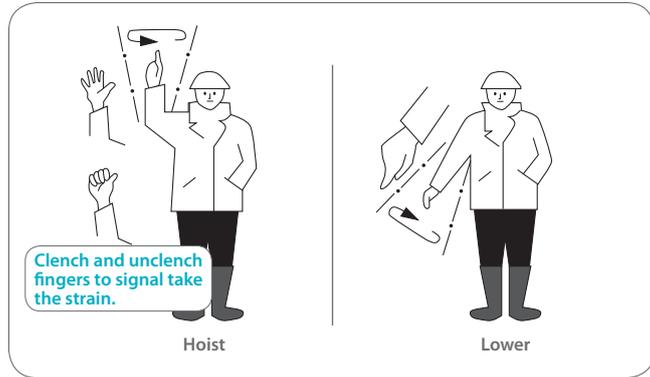
Make sure the outriggers stabilizers are correctly set up.



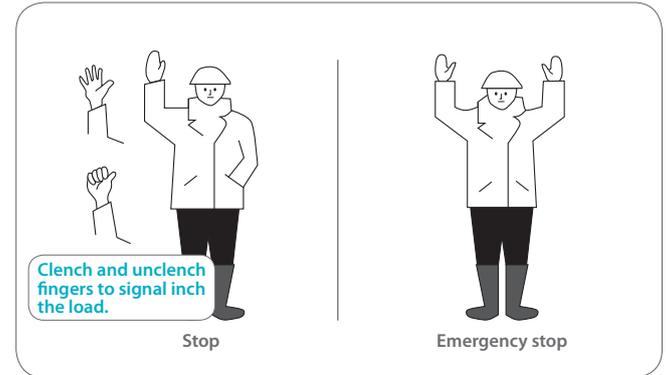
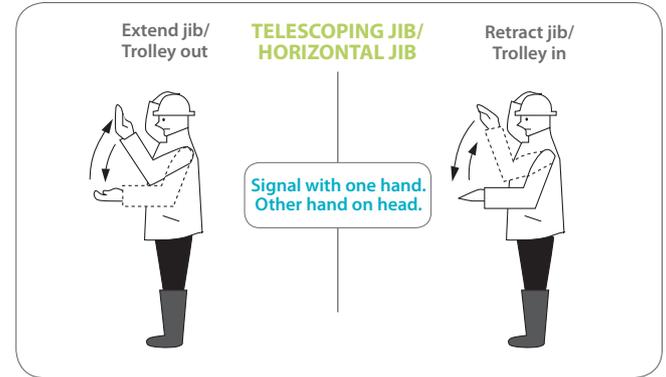
Crane Signals



Crane Signals



Crane Signals



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