

Standard Crane Call

Facility:	Written By:	Approved By:	Date Created:	Date of Last Revision

Hazards Present:	PPE or Devices Required:	Additional Training Required:
Pinch points	CSA foot wear	
Overhead loads	Hard Hat	
Overhead obstructions	Gloves	
Unstable ground	Eye protection	

Safe Work Procedure:

- 1) Inspect the crane to ensure it is in good working order.
- 2) Talk to customer contact to find out what needs to be lifted and where you will need to set crane up.
- 3) If permits are required make sure to have them and that they are all in order.
- 4) Find out the weight of the object to be lifted and how far it needs to be boomed to ensure the crane is rated for it.
- 5) Position the crane truck. Put the park break on and get out of the truck to walk around it making sure the truck is positioned correctly and that there are no hazards present.
- 6) Get back into the truck and engage the PTO by depressing the clutch and switching the PTO lever to the in position.
- 7) Idle the truck up to between 1300 and 1500RPM's.
- 8) If the crane has a power switch in the cab switch it to on.
- 9) Get out of the truck and go to the rigger controls. Using the control levers extend all the outriggers to full extension.
- 10) Remove the rigger pads from their holder and place under all the riggers. Make sure the ground under the rigger pads is solid and level.
- 11) Lower the riggers down using the levers until the crane is level and the weight is on the riggers not all on the wheels.
- 12) Turn the crane controls on by moving the selection lever into position or if the switch is electronic push the button.
- 13) Pull out the emergency stops on the crane and the remote.
- 14) Unfold the crane boom making sure the secondary is all away down and then lift up on the main. Once the main boom is up raise the secondary boom.
- 15) Swing your crane boom into position for the lift.
- 16) Choose the rigging that is needed for the lift and inspect it for damage and confirm by reading the tag that it is rated for the lift.
- 17) Rig the load to be lifted and hook connect the rigging to the crane hook.
- 18) Slowly lift the boom up watching to ensure the load comes up level and that it is secure. Following the signal man's direction move the lift into place.
- 19) Once the lift is in place lower it down and unhook the rigging.
- 20) Slowly raise the boom and move into position to fold it away if there are no more lifts.
- 21) Have the main boom up high enough so that the secondary boom can be lowered as far as it will go to fold it away.
- 22) Stand on the passage side of the truck and slowly lower the Main Boom into the cradle.
- 23) Go around the crane to the controls and switch the selector lever or button to the rigger option. Using the up levers raise all of the riggers all the way up.
- 24) Using the levers retract all of the riggers as far as they will go.
- 25) Put all the rigger pads back onto the truck in their holders.
- 26) Engage the clutch and turn off the PTO by moving the lever to the out position.
- 27) Get out of the truck and put all of the rigging away.
- 28) Walk around the truck to ensure everything is put away.
- 29) Turn in any permits if one was needed.
- 30) Call the office to let them know you are clear.

If an emergency situation occurs while conducting this task, or there is an equipment malfunction, engage the emergency stop and follow the lock out procedure

REPORT ANY HAZARDOUS SITUATIONS TO YOUR SUPERVISOR

Guidance Documents/Standards: MB Workplace Safety & Health Act & Regulations:	This Safe Work Procedure will be reviewed any time the task, equipment or materials change and at a minimum of every three years
	Reviewed By WSH Committee: Date: