This guide is provided as a tool to assist companies in the planning phase when crane activity is anticipated on a project. This document is not intended to cover all possible scenarios and can be used as a guide in conjunction to a detailed plan developed and reviewed by companies designated competent person.

29 CFR Part 1926 Subpart CC, Cranes and Derricks in Construction

Determine the following:

- ☐ If classified as a Critical or Sensitive Lift, additional requirements may apply.
- ☐ Are FAA Permits required, in place and approved?
- ☐ Are Airport/Helipad Communication required?
- ☐ Note: Capacity is capped at 100% for Tower Cranes; Mobile Cranes are capped at 90%. If either answer is yes, manage as a Critical Lift.

Pre-Lift Documentation Requirements:

- ☐ Crane Specification, Load Charts, Annual Inspection
- ☐ Ground pad acceptance letter
- ☐ Geotechnical & Excavation Information
- ☐ Operator Name, NCCCO Credentials, State License, Medical Examination Card, OSHA Crane Operator Evaluation Letter from their employer
- ☐ Are there any utilities within 10’ of the planned swing radius of the crane area (Overhead and Underground)? If yes, confirmation of voltage from Utility Owner provided.
- ☐ Lattice boom/Luffing jib – 3rd party inspection required prior to lifting.
- ☐ Lifting adjacent to or over rail lines – follow all required requirements from Authorities Having Jurisdiction.
- ☐ Tandem picks (Critical Lift) – Require rigging and configuration diagram
- ☐ Notice to Commence Steel Erection Letter – 75% Compressive Strength Declaration as well as any bolt changes/alterations with EOR approval on the resolution. (Only required for steel erecting)

Subcontractor Documentation requirements

- ☐ Crane Plan submitted for review and approval to: _____
- ☐ Rigging Diagram and Plan Submitted
- ☐ Engineered Pick Points
- ☐ Crane Logistics Plan developed and reviewed: _____
- ☐ Logistics plan showing where the crane will be sitting in relation to the building (and site)
- ☐ Rigging Company
- ☐ Rigging diagram (Include testing/capacity info for shop-made lifting accessories)
- ☐ Competent Person declaration form
- ☐ Qualified Rigger(s) declaration form
- ☐ Qualified Signal Person(s) declaration form
- ☐ Load details and weight

Day of lift Verification

- ☐ Swing Radius barricaded
- ☐ Swing path free and clear of non-authorized personnel
- ☐ All documentation available for review?
- ☐ Is the crane the one listed on lift documentation? “Or Equivalents” will be rejected.
- ☐ Emergency Shutdown plan developed and reviewed with team? If we need to lower the boom for an emergency (inclement weather, etc.), what do we need?
- ☐ Roof access emergency procedures evaluated.

Date of lift _____
Jobsite _____
Superintendent _____
Subcontractor _____
Competent Person _____
Rigging Company _____
Qualified Rigger _____
Qualified Signalperson _____
Crane Company _____
Assembly/Disassembly Manager _____
Operator _____
Operator Credentials _____
Operator Medical Exam Valid/Expiration: _____
Crane Type and Size _____
Crane Serial Number _____
Scope of Work _____

Calculations:
Item: _____
Jib: _____
Ball & Hook _____
Load & Block _____
Wire Rope _____
Rigging _____
Other: _____
Total _____

Maximum Radius _____
Chart Capacity _____@ _____ radius
Minimum Boom Angle _____
Height of Boom _____
Percent of Capacity _____

Set up considerations _____
Ground Conditions _____
Utility Locations (Overhead and Underground) _____
Levelness _____
Shutdown Criteria _____