

# MINIMUM REQUIREMENT



## WP/SEA MINIMUM REQUIREMENTS Safe Crane Operations



### MEMORY JOGGERS

Ensure that the following conditions are met before proceeding. If not met, address on WP/SEA.

- Communicate the **“RIGHT TO STOP WORK AUTHORITY POLICY”** and is exercised by all crewmembers and other personnel that believe something or some condition has changed. The job is to be stopped and accessed before proceeding. The WP/SEA may need to be modified or a new WP/SEA maybe required before starting the work task again.
- Verify that a Crane Lift Plan has been written.
- Verify that Daily Crane Inspection has occurred, **ENSURE ALL SAFETY FEATURES are OPERATIONAL, and keep** in mind safety features may fail during a lift without operator’s knowledge.
- Verify that all rigging connections are in compliance with GIS’s rigging standards before starting.
- Check pad eyes and shackles making sure that they are in good working order.
- Ensure that taglines are attached to load.
- Ensure that only authorized personnel are in the lift area.
- Verify boom is in reach of load.
- When transferring materials and equipment to another part of the yard, ensure that pinch points and areas where personnel can become trapped by load are pointed out and hazards mitigated.
- Inspect certifications for crane operators and riggers and make sure that they are not expired.
- Verify that signal persons have been established and are in good visibility of the crane operator and load.
- Verify that there is no oil in drip pan of equipment, if found, clean thoroughly before transferring.
- If lift is a bottle rack, ensure a bolt with 2 nuts is tightly fastened on all doors.

### MINIMUM REQUIREMENTS

- 1) Verify **All** conditions identified in the “Memory Joggers” section are met (or are not applicable); if **ANY** are not met, **STOP** and add the necessary step to the WP/SEA to ensure the safest method possible.
- 2) When tracking crane, situate boom and line before moving crane to desired location.
- 3) When transporting materials or equipment to a vessel, make sure crane boom is in reach.
- 4) If transporting materials or equipment to a truck, situate truck for easy access from crane.
- 5) Lower crane hook to riggers to attach appropriate slings or stinger.
- 6) Hook slings to crane block or ball.
- 7) Hook slings to materials/equipment to be transferred, unless unit is pre-slung. If load is a BOTTLE RACK, ensure a bolt and 2 nuts are installed tightly in each door before hooking up sling.
- 8) Lift load; be aware of personnel’s positions.
- 9) Repeat Steps 5 through 7 until job is complete.
- 10) If crane is to be moved, situate boom and line before tracking the crane, being careful not to 2 block the line or run boom past its stops.
- 11) Shut down crane; pick up slings, making sure area is clean.

**ENSURE MINIMUM REQUIREMENTS NUMBERS ARE RECORDED ON WP/SEA**