

	Lifting Operations Checklist			Page 1 of 2
	Department	Document Ref. No. QHSE-DOCS-CIV 00	Issue Date 31-08-2023	Revision 00

Site Location		Description of Lift	
Appointed Person		Maximum Weight of Load	
Date		Crane Capacity / Size	

1.	Planning Checks			
1.1.	Has a Method Statement and Risk Assessment been completed for the operation?	☐	☐	☐
1.2.	Is the correct crane selected for the load (s) and radius?	☐	☐	☐
1.3.	Is the ground suitable or prepared and is access adequate for the crane set-up?	☐	☐	☐
1.4.	Is the crane set up away from excavations and the area free from overhead cables?	☐	☐	☐
1.5.	Is the crane operator competent and has a copy of his card been obtained?	☐	☐	☐
1.6.	Have copies of the certificates for the crane and accessories been obtained?	☐	☐	☐
1.7.	Is the Banksman / slinger competent and has a copy of his card been obtained?	☐	☐	☐
2.	Operational Checklists			
2.1.	Is the crane set up in the approved position as per the Method Statement?	☐	☐	☐
2.2.	Are outriggers fully extended and grillage / spreading pads in place?	☐	☐	☐
2.3.	Are Safe Working Load and Radius indicators in working order?	☐	☐	☐
2.4.	Has a Method Statement been communicated to all involved?	☐	☐	☐
2.5.	Is/ are load (s) slung correctly by a competent slinger with guy ropes in place?	☐	☐	☐
2.6.	Have load slewing paths been cleared of people (and property where possible)?	☐	☐	☐
2.7.	Has the destination of load (s) been cleared and prepared sufficiently?	☐	☐	☐

Note: Loads must not be slewed over people and no one must walk or stand under a suspended load.

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I authorize the above operation to proceed under the supervision of the Appointed Person named above:

The above points have been checked on behalf of the Main Contractor by the Appointed Person:

Signature for Project/Site Agent):

Signature of Appointed Person: