	LIFTING PLAN METHOD & RISK ASSESSMENT	Doc No: Rev.: 00 Issue Date:

Project		**Date**			
Site/location		**Client**			
Document Ref.		**Issued by**			
Appointed Person carrying out the Assessment:		**Date of Assessment:**			
Contact:		**Phone:**		**Fax:**	
Site contact:		**Phone:**		**Fax:**	
Description of lift:					
NB 50% reduction in load capability if man basket is used.					

Details of Loads	**Load Position 1**	**Load Position 2**	**Load Position 3**
Weight:			
Dimensions:			
Position of C of G:			
Height of lift (worst case only):			
Max. radius (worst case only):			
Date of lift:			
Time of lift:			
The monetary value of load:			

Details of Cranes	**1st**	**2nd**	**3rd**
Make & model:			
Capacity:			
Jib length:			
Outrigger spread:			
Outrigger load:			
Max. ground bearing capacity:			
Counterweight:			
Weight of crane:			

Alternative Crane Details			
Make & model:			
Capacity:			
Jib length:			
Outrigger spread:			
Outrigger load:			
Max. ground bearing capacity:			
Counterweight:			
Weight of crane:			

Ground Conditions (Visual assessment)

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Access/Egress for crane & transport:			
Lifting position:			
Lifting Accessories			
Slings (wire rope):		Slings (webbing):	
Slings (chains):		Shackles:	
Other Accessories:			

Identification of Hazards

Proximity Hazard	**Present?**		**Proximity Hazard (cont.)**	**Present?**
Overhead power lines			Other hazards identified	
Other overhead obstacles				
Underground services				
Excavations			**Load Hazard**	**Present?**
Unstable/ Soft ground			Slinging difficulties	
Hazardous chemicals/materials			Top heavy	
Confined working area			Sharp edges	
Restricted access - width			Other hazards identified	
Restricted access - height				
Other vehicles				

Assessment of Risk

Hazard Present	**Risk**	**Action to Avoid or Reduce Risk**
Operational Requirements:		

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Site Provisions:

NOTES:

Method Statement

1. **Responsibilities**

Company Name will undertake the responsibilities for the management of this lifting operation as defined in the [Organization, National & International Crane Lifting/Safety] Standard for the lifting and movement of goods involving crane operation.

2. **Personnel**

Company Name will provide the following personnel complete with relevant personal protective equipment. The duties of these people will be as defined in [Organization, National & International Crane Lifting/Safety] Standard: -

Title	Name	Title	Name

Appointed Person		Slinger(s)	
Crane Supervisor		Signaller(s)	
Crane Driver(s)		Crane Erectors	

Note: *The appointed person may decide that one person can carry out more than one duty. This does* ***not,*** *however, include the crane driver who must concentrate on operating the crane.*

3. Lifting Accessories

The lifting accessories, as detailed previously, will be provided by [Organization/Company Name], complete with all statutory documentation.

4. Weather Conditions

The Appointed Person or, in his absence, the Crane Supervisor, will ensure that the lifting operation only takes place if the weather conditions are within the limits recommended by the crane manufacturer.
3-day weather forecast.

5. Ground Conditions

Have assurances been obtained that the ground can withstand the load? **Yes/No**

6. Drawings/Plan:

7. **Sequence of Operations**

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2	
3	

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Appointed Person's Acceptance of Responsibilities		
I confirm that the lifts have been planned and will be carried out in accordance with current legislation and British Standard 7121 and that I accept responsibility for the preparation of this Risk Assessment and Method Statement.	**Signed:**	**Date:**

Crane Supervisor's Acceptance of Duties		
I confirm that I have been fully briefed on the contents of this Risk Assessment and Method Statement and that I accept the duty of ensuring that the lift(s) will be carried out in accordance with the method and procedures set out in this document.	**Signed:**	**Date:**