



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

**IRF (International Regulators Forum) – Planning and control of Lifting Operations**

**OPERATOR:**  
**FACILITY / LOCATION:**  
**INSPECTION DATE:**

No	Prompt	Remarks	Comments /Status
<b>1</b>	<b>Procedure Policy and Strategy</b>		<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> Tick one (✓)
1.1	Does the operator have a lifting operations and crane operations procedure, manual or equivalent document on the facility?	There could be a separate crane operations manual for each crane (type) on the facility or one manual addressing specifics of each crane separately.	
1.2	Is the scope of such manual/procedure clearly defined?	<ul style="list-style-type: none"> <li>Are lifting operations involving winches, tugs, chain blocks etc also covered?</li> <li>Are contractor lifting operations also covered by this document?</li> </ul>	
1.3	Are specifics of operating each crane addressed in the existing documentation/manual(s)?	See above	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
1.4	Was the lifting operations procedure developed with reference to acceptable industry practice, relevant codes, and legislation?	Does the procedure cover: <ul style="list-style-type: none"><li>• “near misses” or emergency situations and actions to be taken?</li><li>• Tandem lifts (if applicable)?</li></ul>	
1.5	Are lifting operations performance standards/performance indicators defined?		



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
1.6	Are written procedures in place for preparation and execution of routine and non-routine lifts?	<p>For non-routine lifts how do they identify when to seek assistance (and who from)?</p> <p>Do procedures cover:</p> <ul style="list-style-type: none"> <li>• Organisation of lifting operations (e.g. how many personnel are required for different routine operations)</li> <li>• Responsibilities and authority of those involved in lifting operations (including who is in charge, who does what, when etc.)</li> <li>• Who can/should authorise, perform and supervise different types of lifts,</li> <li>• Standard procedures for conducting e.g. routine lifts,</li> <li>• Communicating the lifting plan to those involved (e.g. toolbox meeting),</li> <li>• Minimum competency required for different types of lifts,</li> <li>• Control measures e.g. toolbox meeting, JSA, PTW.</li> <li>• Selection of appropriate lifting equipment,</li> <li>• Additional equipment, e.g. life or special (reflective) vests,</li> </ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
1.7	Are routine, non-routine operations (and others as appropriate) clearly defined?	E.g.: <ul style="list-style-type: none"><li>• routine lifting operations -deck operations and loading and offloading of boats during daylight hours requiring standard rigging.</li><li>• Non-routine operations – lifting personnel, extended duration (over one shift), at night or within restricted area.</li><li>• Other – lifts over live plant, engineered lifts (e.g. requiring special rigging, lifts outside load chart), awkward items of unknown centre of gravity or under water lifts etc.</li></ul>	
1.8	Is there a policy/procedure for conducting blind lifts?	Issue of planning, communication (hand or radio protocol etc.) <ul style="list-style-type: none"><li>• Is the procedure implemented, known and understood?</li></ul>	
1.9	Does the procedure cover handover of lifting operations (to another team)?		



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
1.10	Is it defined how documentation relating to lifting operations is managed?	<ul style="list-style-type: none"> <li>• What documentation must be produced (e.g. written lifting plan for routine or non-routine lifts, lifting reports)?</li> <li>• Do they make use of standard lifting plan for routine lifts?</li> <li>• Who must produce them, check etc.?</li> <li>• What documents are kept?</li> </ul>	
<b>2</b>	<b>Personnel competency</b>		<input checked="" type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <b>Tick one (✓)</b>
2.1	Are competencies of the following personnel specified: <ul style="list-style-type: none"> <li>• Crane drivers</li> <li>• Dogmen</li> <li>• Lifting operations supervisors</li> <li>• Persons who occasionally use lifting equipment?</li> </ul>	How were these competencies determined, e.g. industry practice, regulatory requirements, site specific needs?  (See also crane driver and dogman competency checklist).  Are competencies of personnel operating winches, tugs etc. also covered?	This are is covered in more detail in "Crane driver, dogman competency" prompt sheet.
2.2	Is there a system for ensuring personnel competency?	Does it cover: <ul style="list-style-type: none"> <li>• training/retraining requirements,</li> <li>• assessment?</li> </ul> See also crane driver and dogman competency checklist.	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
2.3	Are personnel training, assessment records (and certification where applicable) available?	See also crane driver and dogman competency checklist.	
<b>3</b>	<b>Responsibilities and authority</b>		<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <b>Tick one (✓)</b>
3.1	Are responsibilities and authority of personnel involved in lifting operations clearly defined?	What is the structure (organogram) of lifting operations group? In particular, what are the (general) responsibilities and authority of: <ul style="list-style-type: none"> <li>• crane drivers,</li> <li>• dogmen,</li> <li>• riggers,</li> <li>• supervisors,</li> <li>• observers (if used)</li> </ul>	
3.2	Does the procedure define personnel responsible for checks of equipment and documentation?	E.g.: <ul style="list-style-type: none"> <li>• crane driver being responsible for daily and weekly checks of cranes and having an overall responsibility for routine lifting operations, checking manifests etc</li> <li>• dogmen for checking rigging equipment prior to lifting,</li> <li>• who checks MSDSs if hazardous chemicals are lifted?</li> </ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
3.3	How are responsibilities and authority conveyed to personnel?	<ul style="list-style-type: none"> <li>• Have job descriptions been issued?</li> <li>• Are they up to date?</li> <li>• Are on-the-job responsibilities/authority conveyed through e.g. the lifting plan?</li> </ul>	
<b>4</b>	<b>Preparation (planning, risk assessment etc)</b>		<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <b>Tick one (√)</b>
	<b>IRF PLAN 1 (Hazard identification and risk assessment)</b>		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Tick one</b> (√)
4.1	Does the procedure list steps for preparation (planning) execution and post-lift review?	<ul style="list-style-type: none"> <li>• All lifting operations should have lifting plan.</li> <li>• Does it include emergency (rescue and recovery) considerations, especially for personnel lifts?</li> </ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
4.2	Is hazard identification and risk assessment an integral part of the lifting operation preparation process?	<ul style="list-style-type: none"> <li>• How is this done (is this part of the lifting plan, do they use JSAs, PTW)?</li> <li>• Who is involved in hazard identification and risk assessment?</li> <li>• How is this documented?</li> <li>• Do they use/refer to a hazard register?</li> <li>• Does it involve risk monitoring (any changes to risk level) while conducting lifting operations?</li> </ul>	<div style="border: 1px solid gray; background-color: #cccccc; padding: 2px; display: inline-block;">IRF PLAN 1</div>
4.3	What arrangements exist to ensure that “meaningful” risk assessment for lifting operations is done every time?	<ul style="list-style-type: none"> <li>• Risk assessment should be live and stimulate thinking.</li> <li>• How are outcomes of risk assessment process fed into the lifting plan?</li> <li>• How does management ensure that Task Risk Assessment, and the Lifting Plan and Procedures continue to be appropriate for the specific task?</li> </ul>	<div style="border: 1px solid gray; background-color: #cccccc; padding: 2px; display: inline-block;">IRF PLAN 1</div>



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
4.4	Has any effort been made to ensure that the hazard identification and risk assessments and procedures covering routine tasks have been re-reviewed and are fit for purpose?	Compare risk assessments for a number of different routine lifts. Are the assessments all the same or do they consider local factors?	<input type="checkbox"/> IRF PLAN 1
<b>IRF PLAN 2 (Lifting Plans) – See also lifting plan guide at the end of this prompt sheet</b>			<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Tick one</b> <small>(v)</small>
4.5	Is there a documented lift plan in place for each type of routine and for every non-routine lifting operation?	Is there a classification for non-routine lifts (e.g. simple, complicated, complex)? See also 1.6 above	<input type="checkbox"/> IRF PLAN 2
4.6	How are changes or modifications to the lift plan managed (incl. managed and authorised)?	What triggers a review of a lift plan?	<input type="checkbox"/> IRF PLAN 2
4.7	With routine lifts, how do they identify when to seek assistance?	Who is responsible for devising a lifting/rigging plan?	<input type="checkbox"/> IRF PLAN 2



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
4.8	Does the lift plan include all necessary elements (See lifting plan guide item 10 below)?	E.g. Does it include/cover e.g. <ul style="list-style-type: none"> <li>• Each individual's responsibilities</li> <li>• Work activities</li> <li>• Required equipment</li> <li>• Sketches and diagrams</li> <li>• Provisions for aborting lifts</li> </ul> Are communication arrangements and signals during lifting operations clearly defined (entered in the lifting plan)? – E.g. use of radios, PAs, spotters (for out of sight lifts), hand signals etc.	<div style="background-color: #cccccc; padding: 5px; display: inline-block;">IRF PLAN 2</div>
4.9	How are learning points and findings from previous lifting operations fed back into the lifting plan?	<ul style="list-style-type: none"> <li>• How are outcomes of the risk assessment fed into the lifting plan?</li> <li>• How are changes to the lifting plan managed e.g there should be a formal process for changes to the lifting plan (especially for non-routine operations).</li> </ul>	<div style="background-color: #cccccc; padding: 5px; display: inline-block;">IRF PLAN 2</div>



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
<b>5</b>	<b>Execution (of lifts)</b> (See also sections 8 and 9 below)		<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/> <input type="radio"/> <b>Tick one (√)</b>
	<b>IRF PLAN 3</b> (Communicating the lifting plan)		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <b>Tick one</b> (√)
5.1	How is the lifting plan communicated to all personnel involved?	Who was consulted during the development of the lifting plan?	<b>IRF PLAN 3</b>
5.2	Observe toolbox meeting/talk	<ul style="list-style-type: none"> <li>• Has agreed method of communication been confirmed?</li> <li>• Ask individuals what do they consider to be the greatest risk facing them today?</li> <li>• How engaged are they (do they pay full attention)?</li> <li>• Are risk assessments and lifting plan reviewed?</li> <li>• Are contingency measures discussed should a lifting operation be aborted?</li> <li>• Is everyone made aware of their responsibilities?</li> </ul>	<b>IRF PLAN 3</b>
	<b>IRF PLAN 4</b> (Witness lifting operations)		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>(√) Tick one</b>



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
5.3	Are lifting operations prepared and executed in accordance with existing procedures?	<p>Observe lifting operations:</p> <ul style="list-style-type: none"><li>• Are lifts performed in a safe manner?</li><li>• Check documentation (lifting plan) – are there any deviations from the plan? If yes, probe their causes.</li><li>• Are personnel positioning themselves in safe positions?</li><li>• Is someone responsible for monitoring environmental conditions?</li><li>• Are personnel prevented from walking under the load?</li><li>• How many people are giving signals to the crane driver at any one time (check the lifting plan)?</li></ul> <p>See also items 8 &amp; 9 below</p>	<p>IRF PLAN 4</p>



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
5.4	Is the use of taglines clearly addressed?	<p>Clause 729 of the PSLA Schedule 1995 states the taglines must always be used. In commonwealth waters it is recommended that taglines of an appropriate length be always used unless:</p> <ul style="list-style-type: none"> <li>• Their use presents an unacceptable hazard.</li> <li>• Other arrangements capable of delivering equal or better safety outcomes are in place.</li> </ul> <p>If properly used taglines are particularly helpful in controlling long and awkward loads.</p>	
5.5	Are controls for lifting of hazardous goods/chemicals in place, if required?	<ul style="list-style-type: none"> <li>• Procedure for manifest generation/management should be in place.</li> <li>• Manifest must be made available to the crane driver &amp; dogmen <u>before</u> chemicals/hazardous material are lifted by the crane (brought on the facility) and</li> <li>• MSDSs must be available to and checked by the crane driver and dogmen before the lift commences.</li> </ul> <p>“No Manifest No MSDS No lift”</p>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
5.6	Does a competent person supervise lifting operations (when/if required)?	<ul style="list-style-type: none"> <li>• Is this aspect addressed in the procedure i.e. when a competent person must supervise lifting operations?</li> <li>• How does the operator ensure that the person responsible for supervising lifting operations actually supervises the activity (spends time on site rather than in the office)?</li> </ul>	
5.6	Are there special arrangements in place for managing (green) new personnel?	<ul style="list-style-type: none"> <li>• Does the operator have a system for managing personnel new (green) to lifting operations?</li> </ul> <p>Issue of additional supervision, competency assessment etc.</p>	
5.7	Are environmental limits for conducting lifting operations and operating cranes clearly defined?	<p>Clause 706(2)(e) of the PSLA Schedule 1995 states the following limits:</p> <ul style="list-style-type: none"> <li>• Wind speed no more than 40 knots,</li> <li>• Mean wave height no more than 3.5m.</li> </ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
5.8	What arrangements are in place for coordinating crane & helicopter operations?	Clear procedures should be in place for coordinating crane activities & helicopter operations (e.g. Are crane operations allowed to continue or must be stopped during helicopter landing or take off?) See items 8.2 to 8.8 below	
5.9	Is the use of the following addressed (understood by, clear to personnel) : <ul style="list-style-type: none"><li>• Wire rope slings</li><li>• Synthetic fibre (flat) slings,</li><li>• Synthetic fibre (round/sausage) slings</li><li>• Chain slings</li><li>• Cargo containers?</li></ul>	Are their limits of use and before use checks specified (see general guide below).  Check also general inspection and storage requirements for slings.	





## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
6.2	Is hazard identification and risk management an integral part of the process?	<ul style="list-style-type: none"> <li>• Are emergency (rescue and recovery from heights) considerations always included?</li> <li>• Is the need for testing of emergency responses/arrangements always considered (they should have been tested at least once to demonstrate that they work)?</li> <li>• Are such lifts conducted under e.g. PTW</li> </ul>	
6.3	Are environmental limits for lifting/transfer of personnel with cranes clearly defined (including daytime and nighttime operations)?	Personnel transfer using Billy Pugh nets should be discouraged in favour of FROGS.	
6.4	Is the maximum number of persons allowed to be transferred by crane simultaneously defined?	Clause 706 (2) of the PSLA Schedule 1995 states the limit at 4 persons, however, generally accepted limit is 2 (3 in frogs)	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
<b>7</b>	<b>Monitoring auditing and review</b>		<input type="radio"/> <input type="radio"/> <input type="radio"/> <input type="radio"/> <b>Tick one (✓)</b>
7.1	Is there a system for monitoring lifting operations and dealing with breaches of safe work practices, non-compliances with the lifting plan or lifting procedures?	<ul style="list-style-type: none"> <li>• Who is responsible for monitoring lifting operations?</li> <li>• How is this done (e.g. through observations)?</li> <li>• Is this recorded?</li> <li>• Do personnel feel empowered to stop, and report, unsafe acts or non-compliances?</li> <li>• Is there a record of such occurrences?</li> </ul>	
7.2	What system exists to prevent unauthorised use of lifting equipment or conduct of lifting operations?	How is this communicated to personnel?	
7.3	Are lifting operations regularly audited?	<ul style="list-style-type: none"> <li>• Who does it?</li> <li>• Is the audit schedule defined?</li> </ul>	
7.4	Are lifting operations and lifting operations procedures regularly reviewed with a view of making improvements?	<ul style="list-style-type: none"> <li>• By whom?</li> <li>• How often?</li> </ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
8.	<b>GENERAL GUIDE on lifting operations and Use of lifting and lifted equipment</b>		



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
8.1	General checks for routine lifting operations (to be conducted by nominated persons – crane driver, dogmen etc)	<ul style="list-style-type: none"> <li>• Loads not to be lifted over people (this applies to dogmen too) or live equipment,</li> <li>• Clear, effective and well understood means of communication,</li> <li>• Adequate lighting of lay down and pickup areas,</li> <li>• Unobstructed access and escape ways,</li> <li>• Certified lifting and lifted equipment,</li> <li>• Sea fastenings, hold-down bolts etc. to be removed,</li> <li>• Appropriate rigging to be installed, checked and used (e.g. slings for snagging, shackles for tight bolts),</li> <li>• Check manifest for weights, chemicals/dangerous goods,</li> <li>• Check MSDSs</li> <li>• Ensure pickup and lay down areas are within the crane weight/radius capability.</li> <li>• Check for other activities in the vicinity of lifting operations,</li> <li>• Check for wind/wave conditions,</li> <li>• Hook to be positioned above the load's centre of gravity,</li> <li>• Use equal length slings when lifting tubulars.</li> </ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
8.2	General use of slings and shackles	<ul style="list-style-type: none"><li>• Check markings (e.g. colour code, SWL, unique number)</li><li>• Check for corrosion, wear, abrasion, mechanical damage (kinks, bird cage, broken wires etc)</li><li>• Check for proper installation of slings and shackles (no twists, bolts tight and secured with e.g. split pins).</li><li>• Check SWL capacity of each sling against the load to be lifted,</li><li>• Transit slings (arriving with cargo) not to be released for general use on the facility.</li><li>• Use of two-piece shackles for lifting not recommended.</li><li>• Rated capacity of fittings should be equal to or greater that that of the sling used.</li></ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
8.3	Wire rope slings	<ul style="list-style-type: none"><li>• Factor of Safety (FOS) should be not less than 5 (normally between 5.3 – 6.1).</li><li>• In general thimbles should be used to reduce excessive sling bending.</li><li>• Only tie down slings (or non-active ropes) can have bulldog clamps.</li><li>• If markings on a sling are missing or illegible, the sling should not be used.</li><li>• Fifth leg sling should be used for lifting tall/large containers.</li><li>• Only two lifting legs (slings) should be allowed on one master link.</li></ul>	
8.4	Synthetic fibre (flat) webbing slings.	<p>FOS normally not less then 8 (for on platform lifts).</p> <p><b>Damage/Defects:</b></p> <ul style="list-style-type: none"><li>• Wear, broken fibres,</li><li>• Dirty sling (potential exposure to chemicals).</li></ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
8.5	Round (sausage) slings	<p>Generally, their use should be discouraged (impossible to inspect inside). If used, should be strictly controlled ( e.g. under PTW).</p> <p>FOS normally not less than 7 (for on platform lifts).</p> <p>Generally, only <b>polyester (blue label)</b> slings accepted for offshore use.</p> <p>A nylon sling's load rating is reduced by 15% when wet.</p> <p><b>Damage/Defects:</b></p> <ul style="list-style-type: none"><li>• Dirty protective sleeve (potentially damaged by grit or exposed to chemicals)</li><li>• Damaged (e.g. cut) protective sling – potential damage to inner load bearing rope).</li></ul>	
8.6	Chain slings	<p>FOS normally not less than: 5 for mild steel chain, 4 for high tensile alloy steel (approved grade e.g. Grade T) (normally 4 - 5.8)</p>	
8.7	Cargo containers	<p>To have current certification and proper marking.</p>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
8.8	ISO containers	Not accepted for lifting offshore – unless properly modified, tested, certified and marked.	
<b>9. Observing lifting operations – what to look for?</b>			
9.1	Lifting documentation	Lifting plan. Hazard identification and risk assessment/management process Presence of risk mitigation/control measures.	
9.2	Type of lifting operation being conducted (routine or non-routine).	Do control measures reflect the level of risk/complexity of the operation (e.g. use of lifting plan, PTW, JSA's etc.)	
9.3	PPE (standard PPE + any additional PPE specific to the lift)	Leather gloves, or similar, should be used when handling wire slings.  Life or reflective vests might be required.	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
9.4	Actions of individuals (dogmen, riggers, spotters etc.)	Personnel should not place themselves in hazardous positions e.g. <ul style="list-style-type: none"><li>• Below lifted/suspended load,</li><li>• Between load and structural members, especially in tight locations or sea side of the lifted load</li><li>• In the vicinity of the load but out of sight of the crane driver.</li><li>• Should keep clear of pinch points (especially hands and feet).</li></ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
9.5	Communication	<p>Clear means of communication (hand signals, radio, PA) capable of reaching everyone involved should be in place.</p> <p>Check for potential for sending contradictory signals to the crane driver if more than one dogman is involved. Generally, only one person should be giving directions to the crane driver; emergency signals being an exemption.</p> <p>Out of sight lifts (crane driver can not see the load), should have an additional spotter relating instructions to the crane driver from a dogman controlling the load. Use of a radio unreliable unless clear message protocol is established (e.g. continuous signal/message principle) and tested.</p>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
9.6	Worksite	<ul style="list-style-type: none"><li>• Is the worksite (lifting and landing spots) free of trip and slip hazards?</li><li>• Is there a potential for others to inadvertently walk under the load or interfere with lifting operations (site may need to be tapped off)?</li><li>• Is the site well lit (crane driver should not lift against bright lights)?</li><li>• Are walkways and escape routes kept clear?</li><li>• Do dogmen have to climb structures/containers to attached/detach hooks?</li></ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
9.7	Taglines	<p>Are taglines, when used, of a right length and properly used? E.g.</p> <ul style="list-style-type: none"><li>• If too short, dogmen may need to walk under the load to reach the tagline,</li><li>• If too long, present entangling hazard.</li><li>• The tagline should not be wrapped or looped around any part of the body (e.g. wrist, leg or waist).</li><li>• The whole tagline, including slack section) should be in front of the person(s) using it.</li><li>• It is recommended that the tagline length should be 1.5Xhight at which the load needs to be controlled.</li><li>• It is recommended that the angle between the tagline and the deck should not exceed 45 deg.</li><li>• There should be no joints or knots on the tagline.</li></ul>	



## LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

No	Prompt	Remarks	Comments /Status
10	<p><b>Lifting plan content</b> (example of items to be considered and included in the lifting plan as appropriate)</p>	<ul style="list-style-type: none"> <li>• Type of lift (e.g. routine)</li> <li>• The number of personnel required</li> <li>• Their roles, responsibilities and how will these be communicated to them (e.g. toolbox briefing)</li> <li>• The nature and weight(s) of the load to be lifted.</li> <li>• Lifting points</li> <li>• The lifting appliances and accessories, including configuration of slings and method of slinging.</li> <li>• Crane configuration.</li> <li>• Pick up and landing spots, including change of level hazards, blind spots, proximity hazards</li> <li>• Safety measures, e.g. barriers preventing personnel from walking under the load</li> <li>• Lifting sequences (step by step instruction), including sketches if appropriate</li> <li>• Communication method (e.g. hand signals, radio)</li> <li>• Lifting operation environmental limits (time – day or night, lighting, wind, sea state etc.)and who is responsible for monitoring them</li> <li>• Access and egress for slinging and unslinging loads.</li> <li>• Any simultaneous operations that may occur/be executed safely simultaneously with lifting operations.</li> </ul>	<p>Also:</p> <ul style="list-style-type: none"> <li>• Emergency and rescue arrangements.</li> <li>• Authorisation (e.g. name and signature of a person (OIM) authorising the conduct of lifting operation).</li> <li>• Expected duration of lifting operations.</li> <li>• Contingency measures if lifting operation is/needs to be aborted.</li> </ul>
<p>Revision: 0 Revision Date: 27 May 2008</p>		<p style="text-align: center;">Page 29 of 30</p> <p style="text-align: center;">National Offshore Petroleum Safety Authority</p>	<p style="text-align: right;">Reference: N-06200-FM0499 Objective ID: A48715</p>



# LIFTING OPERATIONS LIFTING AND CRANE OPERATIONS

### Legend:

- non compliance (major failing)    - partially complies (incomplete system)    - complies    - not evaluated

### Notes:

1. Scores should be entered in both NOPSA (round) and IRF (square) traffic lights.
2. When allocating traffic light scores for IRF elements only the IRF element marked questions e.g. IRF PLAN 2 should be considered. All questions in each section - including IRF marked - should be considered when allocating NOPSA traffic light scores.
3. In the "Comments/Status" column the following information should be entered, where appropriate:
  - Description of non-compliance(s)
  - Any general or specific comments relating to identified compliance and non-compliance issues
  - Action taken by the OHS inspector
  - Description of identified good practice(s).
4. The Schedule of Specific Requirements as to Offshore Petroleum Exploration and Production 1996 (PSLA Schedule), Part 7- Cranes, applies to Western Australian designated and inland waters (also known as State Waters) unless relevant parts of the Schedule have been disapplied.

**(Please send the completed prompt sheets to T3 EA with 3 good practices and 3 practices with deficiencies/major failures)**

**INSPECTION CARRIED OUT BY:**

**Name:**

**Signature:.....**