

## PRE-OPERATIONAL CHECKLIST FOR A

# marine loader crane



OPERATOR'S NAME	DATE	TIME
MAKE / MODEL	WIND SPEED	KNOTS
	WAVE HEIGHT	M

All the items in the "ITEMS TO BE CHECKED" column must be checked by operators before operating equipment.

Indicate whether each item is in a serviceable condition (using a tick) or not (using a cross). If irrelevant, write n/a in the comments section. If defective, comment on the exact nature of the defect and do not operate until reported and corrected. A new checklist then needs to be filled in and retained indicating that all parts are serviceable.

### PERSONAL PROTECTIVE EQUIPMENT REQUIRMENTS

Safety belt inside the operator's cabin, and a reflective jacket, safety boots and hard hat in hard hat areas when disembarked from the machine. Heights safety equipment may be required.



### ITEMS TO BE CHECKED

#### LIFTING TASK BRIEFING SESSION

BRIEFING SESSION ATTENDED

ALL LIFTING TASK PARAMETERS ESTABLISHED

#### POWER PACK CHECKS

CRANE HAS BEEN FULLY FOLDED AND PARKED

FIELD ISOLATION UNIT CONDITION AND MARKINGS

ISOLATION SWITCH ENGAGED

ELECTRIC MOTOR MOUNTINGS SECURE

ELECTRIC MOTOR CASING CLOSED – NO OIL LEAKS

HYDRAULIC TANK CONDITION

#### STRUCTURAL CHECKS

SAFE WORKING LOAD NOTICE ON DISPLAY

GREASE POT FULL

CAT LADDERS CONDITION

HAND RAILS SECURE

PLATFORMS UNOBSTRUCTED AND NOT OILY

CRANE TO SHIP MOUNTING BOLTS SECURE

CRANE BASE NOT DAMAGED & NO MISSING BOLTS

SLEW STOP PRESENT AND CONDITION

PEDESTAL NOT DAMAGED

#### HYDRAULIC CHECKS

HYDRAULIC PIPES CONDITION

HYDRAULIC FITTINGS NOT LEAKING

SLEW MOTOR MOUNTING AND CONDITION

SLEW MOTOR NO OIL LEAKS

VALVE BANK CONDITION

PILOT LINES AND FITTING NOT LEAKING

INNER BOOM CYLINDER CONDITION

INNER BOOM CYLINDER CLEVIS MOUNTS

INNER BOOM CYLINDER – NO LEAKS

#### WINCH AND HOOK CHECKS

WINCH MOUNTINGS SECURE

ROPE SPOOLING NEAT

WINCH ROPE GUIDE CONDITION

WINCH ROPE TENSIONING SPRINGS CONDITION

ROPE TURN INSTRUMENT CONDITION

### ITEMS TO BE CHECKED

CRANE IS SUITABLE FOR THE TASK

HYDRAULIC OIL LEVEL BETWEEN SAFE ZONE

HYDRAULIC PUMP CONDITION – NO LEAKS

HYDRAULIC PUMP SAFETY GUARD IN PLACE

HYDRAULIC PIPES AND FITTINGS NOT LEAKING

HYDRAULIC OIL COOLING SYSTEM CONDITION

INNER BOOM NOT DAMAGED

INNER BOOM MOUNTING PINS SECURE

OUTER BOOM NOT DAMAGED

OUTER BOOM OUTING PINS SECURE

BOOM HEAD NOT DAMAGED AND SECURED

OPERATOR CABIN MOUNTING SECURE

WARNING LIGHTS CONDITION

WORKING LIGHTS CONDITION

OUTER BOOM CYLINDER CONDITION

OUTER BOOM CYLINDER CLEVIS MOUNTS SECURE

OUTER BOOM CYLINDER – NO LEAKS

EXTENSION BOOM CYLINDERS CONDITION

EXTENSION BOOM CYLINDERS CLEVIS MOUNTS

EXTENSION BOOM CYLINDERS – NO LEAKS

WINCH MOTOR CONDITION

WINCH MOTOR MOUNTINGS SECURE

WINCH MOTOR – NO LEAKS

WINCH ROPE DEAD END SECURE

ROPE CONDITION AND LUBRICATION

SHEAVE WHEELS (ROPE GUIDANCE) CONDITION

BOOK BLOCK SHEAVE WHEEL SECURE

UPPER LIMIT SWITCH CONDITION

**Continued overleaf**

ITEMS TO BE CHECKED		ITEMS TO BE CHECKED	
<b>WINCH AND HOOK CHECKS (CONTINUED)</b>			
UPPER LIMIT SWITCH CONDITION		HOOK ASSEMBLY SECURE (PINS, BOLTS, LINKS)	
ANTI-TWO BLACK AND CHAIN CONDITION		HOOK CONDITION	
HOOK BLOCK CONDITION		SAFETY LATCH	
LOAD CELL CONDITION		DOUBLE REEVE BOOM MOUNTING SECURE	
<b>OPERATOR CABIN</b>			
LOAD CHART AVAILABLE AND LEGIBLE		WINDSCREEN WIPERS CONDITION	
RANGE DIAGRAM AVAILABLE AND LEGIBLE		CONTROLS CONDITION	
FLOOR CLEAR OF DEBRIS		CONTROLS FUNCTION-DECALS READABLE	
SEAT CONDITION		EMERGENCY SWITCH CONDITION	
WINDOWS CLEAN			
<b>START-UP CHECKS</b>			
FIELD ISOLATOR SWITCH TURNS MOTOR ON		OUTER BOOM PISTON NOT DAMAGED	
NO UNUSUAL NOISES FROM ELECTRIC MOTOR		ALL EXTENSION BOOMS FUNCTIONAL	
WARNING BEACON LIGHT FUNCTIONAL		ALL EXTENSION BOOM CYLINDERS FUNCTIONAL	
WARNING SIREN WORKING		ALL EXTENSION BOOM PISTONS NOT DAMAGED	
WORKING LIGHTS FUNCTIONAL		SLEW TRAVELS SMOOTHLY IN BOTH DIRECTIONS	
INNER BOOM FUNCTIONAL		WINCH LOWERS AND RAISES SMOOTHLY	
INNER BOOM CYLINDER FUNCTIONAL		UPPER & LOWER RANGE CUT-OFF FUNCTIONING	
INNER BOOM PISTON NOT DAMAGED		LOAD MOMENT INDICATOR GAUGES WORKING	
OUTER BOOM FUNCTIONAL		LOAD SAFETY INDICATOR REGISTERS 0KG	
OUTER BOOM CYLINDER FUNCTIONAL		EMERGENCY STOP WORKS	
<b>IN SERVICE CHECKS</b>			
WORKING AREA CONDONED OFF		RADIO COMMUNICATION ESTABLISHED	
ONLY ENGAGED STAFF IS IN WORKING AREA		LOAD MOMENT INDICATOR FUNCTIONING	
VISION IS NOT POOR		LOAD MOMENT WARNINGS FUNCTIONAL	
SAFE WIND SPEED NOT EXCEEDED		HOIST BRAKES WORKING (NO DRIFT)	
SAFE WAVE HEIGHT NOT EXCEEDED		NO UNUSUAL NOISES OR MOVEMENTS	
<b>POST OPERATIONAL CHECKS</b>			
CRANE FOLDED AND PARKED TO STANDARD		ALL COMPONENTS STILL IN GOOD CONDITION	
LOAD CELL NOT EXPOSED TO BUMPING		CRANE SWITCHED OFF AT THE FIELD ISOLATOR	
<b>LIFTING TASK DEBRIEFING SESSION</b>			
DEBRIEFING SESSION ATTENDED		ALL OPERATIONAL ANOMALIES REPORTED	

COMMENTS

OPERATOR SIGNATURE	
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DATE	
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**Never rush an inspection.  
Remember: your reputation is on the line!**

**Never use equipment you're not trained to operate!  
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