

MOBILE CRANE OPERATION CHECKLIST

The following checklist should be referenced when reviewing lift plans for hoisting materials and equipment using mobile cranes:

- Identify crane operators and riggers. Include documentation to support competency and verify documentation is current (not expired).
- Ensure crane and rigging equipment records are current and available. This includes inspection records and registrations.
- Identify impacts to roads, walkways, and building access points. Impacts must be managed and may require dedicated flaggers/police traffic control, City of New Haven road closure permits/temporarily closing off entrances, etc. At a minimum, impacts to occupied buildings must be coordinated with applicable building superintendents. This includes an evacuation of the floor closest to the roof and restricting access to unauthorized personnel during picks over occupied buildings.
- Identify underground sensitive utilities/infrastructure and methods used to protect them. A CT licensed structural engineer may be needed to review loading over tunnels and manholes. At a minimum, contact the appropriate Yale trades/utilities group or ehs@yale.edu preferably with two weeks of notice.
- Create a lift and rigging plan which includes the following:
 - Information regarding pick points, edge protection, spreader bars, etc.
 - Details on the maximum load (with rigging) to be lifted, the crane extension length shown on a chart, and percentage of total capacity of the crane.
 - A map or drawing showing crane placement relative to any identified underground sensitive utilities/infrastructure.
 - Other site obstructions and hazards such as fences, nearby buildings, temporary structures, and overhead powerlines. Ensure the lift plan accounts for the obstructions.
 - Matting (or steel plates) that will be used under the outriggers. Include matting or plate thickness.
- Provide a [Job Hazard Analysis](#) to include addressing weather, electrical, and struck/crushed by hazard for building occupants/pedestrians.
- Ensure the crane vendor verifies all site information is accurate. On the day of the lift, ensure all information is still accurate to include the Job Hazard Analysis, type and sizing of rigging, and capacities.