

## SAMPLE CHECKLIST FOR LIFTING PLAN

This checklist provides an overview of the components of a lifting plan. These components in this checklist are non-exhaustive. Users are recommended to make the necessary customisation to suit your work processes and conditions at the workplace.

S/N	Items		Remarks
<b>Lifting team and lifting machine</b>			
1	Has a competent Lifting Team been identified? (Certifications and/or training records)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2	Is the exact weight of the load (including rigging and all components) specified?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3	Is the crane suitable for the identified lift(s) in terms of correct rated capacity and Safe Working Load (SWL)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4	Has the maximum load limits for the lift(s) been specified according to manufacturer's recommendation?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5	Has the load chart been provided to verify boom angle, load radius and lifting capacity for each lift?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6	Is the Lifting Machine (LM) certificate for the crane valid?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Drawings / Sketches</b>			
7	Are drawings / sketches with standard unit of measurement provided for the following?		
	(a) Crane position in relation to any nearby streets or structures	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	(b) Location of all nearby utilities both underground and overhead	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	(c) Height of the lift to be accomplished	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	(d) Load radius from center pin of crane to center of the hook at load pick up (start) point	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	(e) Load radius from center pin of crane to center of the hook at load set (end) point	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	(f) Boom length and angle for the lift(s)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Rigging</b>			
8	Are the full sling details (include SWL and Factor of Safety) checked?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9	Is lifting gear certificate for selected rigging valid?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10	Is spreader type, length and SWL suitable for the lift?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
11	Are shackles size, type and SWL suitable for the lift?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
12	Sketch of rigging method provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Operations</b>			
13	Are working and collapse zones of the crane within the site boundaries?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
15	Has the limiting wind speeds for operation been considered?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
16	Has the proximity to overhead structure(s) been considered?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
17	Has the access to lifting location been verified to be suitable?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
18	Are excavations activities near lifting operations been considered?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
19	Has the effect of wind on crane been considered?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
20	Has the effect of wind on load been considered?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
21	Have overall ground conditions been verified?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
22	Has visibility (such as due to haze) been considered?	<input type="checkbox"/> Yes <input type="checkbox"/> No	