Safe Work Practice

Operating Overhead Crane

Tools/Equipment Required: Overhead Crane

Materials Required: Slings & Spreader Bar (glass blocks)
Chains or Cable Chains (glass cases)

Steps:

1. Operator shall wear required personal protective equipment (PPE). (Boots, Hard Hat)
2. Check that the loads are well secured before being lifted.
3. Check that slings or chains are adequate, properly arranged and balanced for the load.
4. Check the load does not contact any obstruction while lifting or traveling.
5. Sudden starts and stops must be avoided and bumping into runway stops (bumpers) is prohibited.
6. Be sure the hoist is vertical before starting the lift, slack in the line is removed slowly and all workmen are clear before beginning the lift.
7. No crane load shall ever pass over the heads of workmen.
8. No one rides the hook.
9. Be sure wire ropes are not kinked or twisted or that multiple part ropes are not twisted about each other. (a kinked wire rope is no longer safe).
10. Do not operate hoist if wire rope is not seated properly in the grooves of the drum.
11. Wire rope hoists must have three dead wraps minimum on the drum.
12. When moving the load, inch the hoist slowly into engagement with a load, but avoid excessive plugging, inching and quick reversals of the load.
13. Never exceed the rated capacity of the crane. Be sure to include the weight of the special handling devices when figuring the total weight of a load and know you are not exceeding the capacity when lifting a load.
14. Never use a crane for side pulling or loading. This practice may cause electrical and mechanical damage and will endanger personnel.
15. If electrical power fails, push emergency STOP button and turn main power switch to OFF position. This will prevent unexpected movement when power is restored.