

# Standards and Guidelines

## OHC-01

### Overhead and Gantry Crane Operator Training Guidelines



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**The Association of Crane & Rigging Professionals encourages employers to incorporate the subjects on the following pages into training programs designed for employees who perform crane and rigging activities as a part of their daily tasks. The level and content of this training should be suitable and appropriate for the type of work being performed.**

The ACRP places emphasis on providing training programs which meet the organizations published 10 points of "Excellence in Training". Quality training starts with identifying the needs of the participants, having well established goals for the program, providing thorough instruction, giving suitable question and answer time, implementing knowledge checks, conducting hands-on activities whenever possible and finishing with a summary of the training event. For more information about the ACRP and its special workshops and publication visit [www.acrp.net](http://www.acrp.net)

- 1) **CRANE COMPONENTS:** Employees should be trained to identify crane components and how the cranes depend on the proper performance of those components when lifting and moving loads.
- 2) **CRANE CONTROLS and FUNCTIONS:** Employees should be trained to understand which control mechanisms cause the crane to hoist, travel and trolley with a load. The employee should be familiar with the various types of control stations which they may be called on to operate; pendant, cab-operated levers, radio remote control, etc.
- 3) **PRE-USE INSPECTION:** Employees who will be asked to conduct pre-use inspections of overhead and gantry cranes shall be trained to complete a visual inspection of a crane's hoist system including the hoist rope or hoist chain and their visible end connections, the sheaves, the hook condition, the drum(s), trolley, bridge, runway and support structures, the control station such as pendant control buttons, levers or toggles, the upper limit switch, audible alarms and warning labels and safety equipment, and the emergency shut-off. The area in the general operating range of the crane should be reviewed to identify possible obstructions which could interfere with load handling activities. The employee shall understand and abide by the facility safety plan as it relates to cranes, lock-out/tag-out, crane access, parking areas, and traffic around and under the cranes.
- 4) **CRANE OPERATING REQUIREMENTS:** Employees shall understand the applicable federal/state regulations, industry standards, manufacturer's requirements and corporate policies which govern the use of overhead and gantry cranes within their facility.
- 5) **CRANE and LOAD HANDLING OPERATIONS:** The employee should prove basic ability to manipulate the crane in an unloaded condition to a point over the load's center-of-gravity, hoist the load up, trolley and travel with the suspended load, and gently set the load down. The employee should be able to arrest a swinging load by using the crane controls. The employee must be able to properly respond to signals or commands; hand signals, voice, radio or other approved systems which direct the actions of the operator.
- 6) **RIGGING:** Employees who operate cranes should be trained in basic rigging, weight estimation, sling angles, rigging inspection, sling protection and connection, load stability, rigging hardware usage and taglines.
- 7) **OPERATOR VERIFICATION OF KNOWLEDGE AND SKILL:** All employees should be trained, and tested in writing and during hands-on performance in the safe operation of overhead and/or gantry cranes as applicable to their facility.