**CRANE INSPECTION REPORT**

Prior to initial use, all new and altered cranes must be inspected to determine if safety hazards exist. Inspections should be performed at intervals according to the following list. Some components require daily inspection, while others need only be checked on a monthly basis. A complete inspection should also include observation during operation to detect any defects that might appear between regular inspections.

In the chart below, each area of inspection is identified by an item number. The frequency of inspection required is indicated under “Inspection Frequency.” The two columns on the right are for noting the condition of the items after inspection. For any item found to be completely satisfactory, check ☑ the first column – OK. For any item found to require attention, check ☑ the second column. If the item is not applicable, check ☑ the third column (N/A). The chart on the reverse side of this page has a column for item numbers. In this column, place the item numbers requiring attention, and fully describe the hazard and recommended corrective action.

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| --- | --- | --- | --- |
| Type of Crane | Crane Capacity - Tons | Main Hoist Capacity – Tons | Auxiliary Hoist Capacity - Tons |
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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Item** | **Inspection Frequency** | | **Part of Crane to be Inspected** | **Hazards to look for** | **OK** | **See notes** | **N/A** |
| Daily | Monthly |
| 1 |  |  | Controls and Operating mechanisms | Improperly adjusted or excessive Wear |  |  |  |
| 2 |  |  | Lines, Tanks, Valves, and other parts in Air or Hydraulic systems | Deterioration or leakage |  |  |  |
| 3 |  |  | Hooks | Deformed or cracked safety clips in poor condition 15% in excess of normal throat opening over 10% twisted |  |  |  |
| 4 |  |  | Chains and End connections | Excessive wear, twist, stretch or distortion of links beyond Mfgr’s specs. |  |  |  |
| 5 |  |  | Ropes, Reeving, Slings, and End connections | Excessive wear, twist, stretch, kinks, or broken wires |  |  |  |
| 6 |  |  | Safety Devices, Belt-Chain Gear Guards | Improperly adjusted, missing or broken |  |  |  |
| 7 |  |  | Tires | Inflation and Condition |  |  |  |
| 8 |  |  | Outriggers | Locking devices and general condition foundation and cribbing |  |  |  |
| 9 |  |  | Fire Extinguisher | Missing or discharged |  |  |  |
| 10 |  |  | Cab Windows | Broken or Missing |  |  |  |
| 11 |  |  | Lubrication | Engine oil level and moving crane parts |  |  |  |
| 12 |  |  | Boom and Crane Structure | Bent or twisted parts, broken welds, cracks, or heavy rust |  |  |  |
| 13 |  |  | Bolts and Rivets | loose |  |  |  |
| 14 |  |  | Sheaves and Drums | Excessive wear, cracks |  |  |  |
| 15 |  |  | Pins, Bearings, Shafts, Rollers, Gears, Locking, and Clamping Devices | Excessive wear, cracks, or distortion |  |  |  |
| 16 |  |  | Brake Systems | Excessive wear |  |  |  |
| 17 |  |  | Indicators Load, Wind, Boom Angle | Significant Inaccuracy |  |  |  |
| 18 |  |  | Power ( Gas, Diesel, Electric, Other) | Poor Performance, non-compliance of safety rules |  |  |  |
| 19 |  |  | Chain drives, Sprockets | Excessive wear |  |  |  |
| 20 |  |  | Electrical | Deterioration of wiring, worn or controls, poor connections |  |  |  |

1. Idled 1 month or more but less than 6 months - All Daily inspection procedures

Thorough inspection of ropes

Written and dated report on condition of ropes

1. Idled 6 months or more - All monthly inspection procedures

Thorough inspection of ropes

Written and dated report on condition of crane and rope

1. Standby cranes - Inspect at least semi-annually

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| Item | Corrective Action Required (Urgency of recommended action noted below chart |
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**Urgency of Recommended Action:**

1. Stop use of crane until repairs are completed for items:

2. Repair items: Date by:

3. Order repair parts for items:

\*\*Re-inspect when parts are received\*\*

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Signature of Inspector Date Approved by Date