



# TRAINING OUTLINE

**COURSE TITLE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **INSTRUCTOR:** \_\_\_\_\_

**LOCATION:** \_\_\_\_\_ **TIME:** \_\_\_\_\_ **COMPANY:** \_\_\_\_\_

*Safety training was conducted on the above date by the instructor indicated. The following line items identify the topics covered during the training session.*

## SUMMARY OF TRAINING

### 1) Introduction

- a) A Brief History
- b) Standards
- c) Why Training

### 2) Anatomy

- a) Inspection
- b) Operator's Manual
- c) Structure
- d) Bridge
- e) Runways
- f) Trolley
- g) Hoist
- h) Wire Rope Drum
- i) Sheaves
- j) Hook Block
- k) Wire Rope
- l) Controls
- m) Electrical System
- n) Cab
- o) Fire Extinguisher

### 3) Rigging

- a) Synthetic Slings
  - i. Synthetic Flat Slings
  - ii. Synthetic Round Slings
  - iii. Capacity Tag
  - iv. Punctures & Cuts
  - v. Chafing
  - vi. Heat Damage
  - vii. Other Damage
- b) Wire & Chain Slings



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- i. Capacity Tag
- ii. Kinks & Birdcaging
- iii. Fatigue Breaks
- iv. Other Damage
- v. Maintenance
- vi. Chain Slings
- vii. Capacity Tag
- viii. Nicks & Gouges
- ix. Record Keeping
- c) Hardware
  - i. Shackles
  - ii. Load Pins
  - iii. Eye Bolts
  - iv. Swivel Hoist Rings
  - v. Hooks
  - vi. Lifting Devices
- d) Weight & Center of Gravity
  - i. Weight It
  - ii. Volume of a Cube
  - iii. Area of a Circle
  - iv. Volume of a Cylinder
  - v. Volume of a Pipe
  - vi. Center of Gravity
- e) Angles & Stresses
  - i. Single-Vertical Sling Stress
  - ii. Double-Vertical Sling Stress
  - iii. Double-Vertical Sling Stress Reduced
  - iv. Load Angle Factors
  - v. Vertical Hitches
  - vi. Bridle Hitches
  - vii. Choker Hitch
  - viii. Basket Hitch

## 4) Know Your Crane

- a) Training
- b) Inspections
- c) Personal Protective Equipment
- d) Load Handling
- e) Cab-Operated Cranes



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f) Emergency Shut Off

## 5) Know Your Worksite

a) Planning

b) Pedestrians

c) Housekeeping

d) Communication

i. Audible Communication

ii. Elements of Verbal Signals

iii. Hand Signals

## 6) Conclusion