



FOR IMMEDIATE RELEASE

**Safety First: Construction Industry Council Publishes
Safety Alert No. 001/16 Lorry-mounted Cranes Pre-use Checklist**

Hong Kong · 22 June 2016 – The Construction Industry Council (CIC) today released a new publication entitled *Safety Alert No.001/16 – Lorry-mounted Cranes Pre-use Checklist* (Safety Alert).

To increase construction site safety and encourage best practices, the Task Force on Safety of Lorry-mounted Cranes under the CIC's Committee on Construction Safety has prepared this Safety Alert to encourage crane owners and relevant persons to consider thoroughly and comply with the following requirements recommended during different procedures:

- **Appoint** - The owner of a lorry-mounted crane should **appoint in writing** a competent and adequately trained person to carry out a pre-use check of the crane with the use of the pre-use checklist before starting the lifting operation of each shift or working day.
- **Record** - The owner should ensure that a pre-use check has been carried out with relevant results and **properly recorded** before starting the lifting operation of each shift or working day.
- **Detect and Report** - In any event, should any defect (such as twisted/broken wires, hydraulic oil leak, etc.) or abnormality in the crane be found, or should the crane be accidentally damaged, the crane should **cease to be used and this should be reported immediately** to the responsible person concerned.
- **Cease and Repair** - The crane with defects or damage should be **taken out of service** until all the defects or damage have been rectified.
- **Daily and Weekly** - Apart from the items covered in the **daily pre-use check**, a full inspection of the crane shall be carried out **at least once a week**

Ms. Ada FUNG, Chairperson of the Committee on Construction Safety said, “We urge crane owners to implement effective monitoring and supervision to ensure the safety of the lorry-mounted cranes before use, which is to appoint a competent person (or operator) to implement the safety checklist and ensure the safety questions regarding the Cab, Outriggers, Crane and any attachments are carefully considered before use. We believe this daily and weekly safety checklist will help to prevent accidents and works towards the goal of using best practices throughout Hong Kong for the safety and betterment of all.”



**CONSTRUCTION
INDUSTRY COUNCIL**
建造業議會

The Safety Alert is available for download on the CIC's website:

www.cic.hk/cic_data/pdf/about_cic/publications/eng/alert/CIC_Safety%20Alert_001-16_Lorry-mounted_Cranes-checklist_e.pdf.

About the Construction Industry Council

The Construction Industry Council (CIC) was formed in 2007 under the Construction Industry Council Ordinance (Cap. 587). The CIC consists of a chairman and 24 members representing various sectors of the industry including employers, professionals, academics, contractors, workers, independent persons and Government officials.

The main functions of the CIC are to forge consensus on long-term strategic issues, convey the industry's needs and aspirations to Government, provide training and registration for the construction workforce and serve as a communication channel for Government to solicit advice on all construction-related matters.

Please visit www.cic.hk for further details.

Media Enquiries

Esther LAI / Patricia CHIU

Corporate Developments Department

Media Team

Tel: (852) 2100 9038 / 2100 9044

Fax: (852) 2100 9090

Email: corpcomm@cic.hk

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(The Safety Alert can be found on P.3 to P.8)



Lorry-mounted Cranes Pre-use Checklist

1. The owner of a lorry-mounted cranes ("crane") should appoint in writing a competent person (who may be the crane operator who is competent for the purpose) to carry out a pre-use check of the crane with the use of this checklist before starting the lifting operation of each shift or working day. The owner should ensure that the competent person (or operator) so appointed is adequately trained and capable of discharging his duties safely.
2. The owner should ensure that a pre-use check covering not less than those items as specified in this checklist has been carried out with relevant results properly recorded in the checklist before starting the lifting operation of each shift or working day.
3. In any event, should any defect (such as twisted/broken wires, hydraulic oil leak, etc.) or abnormality in the crane be found, or should the crane be accidentally damaged, the crane should cease to be used and this should be reported immediately to the responsible person concerned.
4. The crane with defects or damage should be taken out of service until all the defects or damage have been rectified, with endorsement given by the responsible person concerned.
5. Apart from the items covered in the daily pre-use check, a full inspection of the crane shall be carried out at least once a week by a competent person in accordance with the Factories and Industrial Undertakings (Lifting Appliances and Lifting Gear) Regulations, Cap. 59J. Reference should also be made to the relevant code of practice and guidance notes issued by the Labour Department.
6. In this checklist:
 - I. "Owner", in relation to any lorry-mounted cranes, includes the lessee or hirer thereof, and any overseer, foreman, agent or person in charge or having the control or management of the crane, and the contractor who has control over the way any construction work which involves the use of the crane is carried out and, in the case of a crane situated on or used in connection with work on a construction site, also includes the contractor responsible for the construction site.
 - II. A contractor is responsible for a construction site if he is undertaking construction work there or, where there is more than one contractor undertaking construction work at the site, if he is the principal contractor undertaking construction work there.
 - III. "Competent person" means a person who is appointed by the owner; and by reason of training and practical experience, competent to perform the duty assigned.



Disclaimer

Whilst reasonable efforts have been made to ensure the accuracy of the information contained in this publication, the CIC nevertheless would encourage readers to seek appropriate independent advice from their professional advisers where possible and readers should not treat or rely on this publication as a substitute for such professional advice for taking any relevant actions.

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Address: 15/F, Allied Kajima Building
138 Gloucester Road, Wanchai, Hong Kong
Tel: (852) 2100 9000
Fax: (852) 2100 9090
Email: enquiry@cic.hk

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June 2016



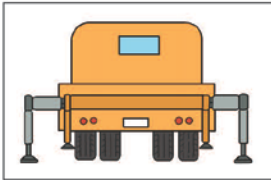
Lorry-mounted Cranes Pre-Use Checklist

Sheet No.: _____/2016

Name of Operator / Competent Person*: _____

Crane Model: _____ Vehicle Registration number: _____

Items to be checked by Operator / Competent Person – MARK **✓**, **✗** or N.A. (Not Applicable) ^{1,2}

Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
1) In Cab							
1.1 Is operation of handbrake in order?							
1.2 Are valid crane weekly inspection report and statutory forms (i.e. LALG-F1, 3 and 5) available?							
1.3 Is valid operator certificate / card available?							
1.4 Are crane manuals and maintenance log book available?							
2) Outriggers							
2.1 Is operation of outriggers(including their locks) in order?							
							



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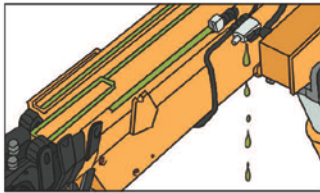

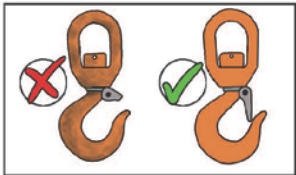
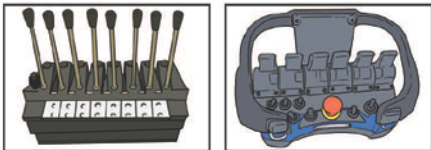
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	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Date							
3) Crane							
3.1 Are condition and inflation pressure of tyres in order?							
3.2 Are hoses and pipework (including outriggers) free from leakages? 							
3.3 Is there obvious damage in crane structure (e.g. cracks or loose screws)? 							
3.4 Are conditions of hook and safety catch in order? 							
3.5 Is operation of control levers / remotes in order? 							



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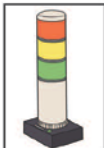

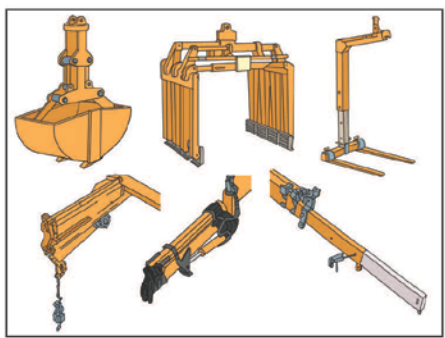
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Date	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	3.6 Are functional test results in order?						
3.7 Is operation of Automatic Safe Load Indicator (ASLI) in order (in accordance with the manufacturer's instructions)? 							
3.8 Is operation of emergency stop switches, motion limited devices and overload cut-out devices, if fitted, in order? 							
4) Attachments *(if available) (Grab / Winch / Fly-jib / Others: _____, if fitted) * Please select as appropriate							
4.1 Are condition and operation of attachment in order? 							



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	Mon	Tue	Wed	Thu	Fri	Sat	Sun
Date							
5) Others							
5.1 Are sufficient mat or timber blocking of good condition available?							
5.2 Is personal protective equipment (e.g. helmets with chin straps, reflective jackets, etc.) available?							
Result							
Is the lorry-mounted crane safe to use? Yes (all items above are ✓ / N.A.) / No, defect(s) is/are found as follows:							
Signature by operator / competent person * & date <small>* delete as appropriate</small>							



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Note: For any above items marked with ✕, please specify the details of defect below for immediate rectification.

Defect	Rectification Date & Signature
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	

Remarks:

1. If there is any "x" in the checklist, the operator / competent person must stop the use of the lorry-mounted crane ("crane") immediately and report immediately to the person responsible for the safe use of the crane.
2. The most recent two checklists should be kept in the crane and made available for inspection.
3. Compliance with this checklist should not be regarded as exhausting those matters which need to be covered by the relevant safety legislation, nor are they intended to relieve persons undertaking the work of their statutory responsibilities. It is important to note that compliance with this checklist does not of itself confer immunity from the legal obligations.
4. Reference should be made to page 1 of the CIC Safety Alert No. 001/16.



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