

DBYC Crane Instruction Procedure

Overview

Safe Use of DBYC Club Crane Instruction Procedure

Objectives

Instruction for the use of the DBYC crane

- Operation of crane
- Health and safety risks
- Lifting slings and tackle

Activities

1. Authorised Persons:
 - Sailing members over the age of 18 years having successfully completed an instruction session and considered competent,
 - Youths holding a Victorian power boat restricted license between the age of 14 and 18 years under the supervision of a senior sailing member having successfully completed an instruction session
2. Access to the crane
 - Unlock the Berry Shed, hardstand gate, Crane access gates and control storage box using the blue yacht club key located in the main club room, to open gates
3. Power to the crane
 - Turn on 500V Isolator switch in the Berry Shed above the work bench
 - Unlock the control box on the crane support post and turn on the isolator inside the box
 - Check there is power to the pendant controls by pressing the down button – the hook should start to lower down from the winch, then ensure the winch will operate upwards by pressing the up button.
 - NB. The winch motor is fitted with limit controls that automatically stop the winch when the hook reaches its upper and lower limits
4. Inspection of the lifting equipment and use of the crane
 - Boat owners are responsible for the maintenance and upkeep of their own lifting equipment by:
 - Diligent upkeep of lifting slings, shackles and quick connection snap-shackle etc. is essential to the safe working environment of launching boats with the DBYC crane
 - Each boat owner is responsible for the safe operation of the crane and the surrounding areas. Additionally club members using the crane to launch and retrieve club owned (safety/rescue) boats shall be responsible for ensuring a safe environment and operation of the crane by:
 - Ensuring lifting equipment is in proper operational condition (not worn, frayed, or torn) and correctly attached to the fixing points on boat, as per the specific requirements of each club/private owned boat
 - Operation of the crane undertaken in accordance with the Crane Instruction Form (attached)
 - Maintaining a safe environment and ensure persons not specifically involved in the operation of the crane are excluded from being placed at risk
5. Packing up at the end of day
 - Ensure the crane booms are tied off to the wire fence to prevent them from swinging freely in the wind
 - Switch off the isolating switches at the crane and in the Berry Shed
 - Lock up gates and Berry Shed



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DBYC Crane Operators Instruction Sheet

The main risks to operating the crane are danger to personnel from improperly slung loads, overloading through excessive water in boats and equipment failure.

THIS INSTRUCTION SHEET SEEKS TO MINIMISE THOSE RISKS

1. Be alert and careful in what you are doing. Non-participants not to be present.
2. Only approved lifting equipment to be used
3. Minimum of 2 people needed, one to operate pendant, the other to steady the boat and have at least one line from the boat in hand.
4. Boats with excessive water in them are not to be lifted until boat bailed out. Remember that 1 litre of water weighs 1 kg which means weight limit could be exceeded and water also sloshes around causing unsteady lifting.
5. Attach sling and lift slowly until weight just taken. Check that boat is securely held and not in danger of hitting anything.
6. No people are to be in boat when lifted. No one is to be under a lifted load. No other boat is to be under a lifted load.
7. The trailer/dolly must be in the correct position with the centreline over the painted white line showing the arc of the crane.
8. Only one crane to be loaded at any one time. Maximum load is 850 kg.
 - a. Note the pendant has a 2 speed operation. Press the pendant button harder to engage higher speed. Note stop button on pendant.
9. Lift the boat only the minimum height necessary.
10. Lower gently onto trailer /dolly.
11. Similar but reverse operation for placing boat into water. Ensure boat not still tied down to the trailer.
12. Emergency Information Located in the Tower

Surname:

First Name:

DBYC Membership No

Boat:

Boat Name:

Reg/Sail No.:

Signed:

Crane use induction completed:

Signed – Trainer: