BASF We create chemistry	**Title**: Cranes and Derricks Rev. 03		
	Function: EHS		
Beaumont Site	**Procedure No.:** BMEHS-002.037	**Reviewed**: 12/20	**Page:** 1 of 18
Preparer: EHS Team Member	**Owner:** EHS Manager	**Approver:** Site Manager	

Revision Number	Revision Description	Revised By	Revision Date
1	*New Procedure*	SS	08/12/2011
2	Added General Requirements section dealing with adverse weather (lighting and wind).	GD	07/12/2016
3	Procedure review – no changes	CAM	12/01/2020

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1. PURPOSE

To establish requirements at BASF Corporation ("BASF") for the assembly/disassembly and use of Cranes and Derricks on BASF property.

2. DEFINITIONS

2.1. A/D director (Assembly/Disassembly director)

An individual who is responsible for overseeing and authorizing the assembly and disassembly of the crane.

2.2. Articulating crane

A crane whose boom consists of a series of folding, pin connected structural members, typically manipulated to extend or retract by power from hydraulic cylinders.

2.3. Assist crane

A Crane used to assist in assembling or disassembling a Crane as well as a secondary crane that is used to lift or tail the load being lifted.

2.4. Controlling Entity

When used in the standard or based off an interpretation in 1926 subpart CC, The employer, which is BASF, is the controlling entity who has overall responsibility for the construction of the project – its planning, quality and completion.

2.5. Competent person

One who is capable of identifying existing and predictable hazards in the surroundings or work conditions which are unsanitary, hazardous or dangerous to employees and who has authorization to take prompt corrective measures to eliminate them.

2.6. Crane

Cranes vary by type depending on its base. For the purpose of this standard, a crane include pedestal, mobile and crawlers cranes that are wheel mounted or a sprocket driven track that consists of a lifting device incorporating a cable suspended latticed boom or hydraulic telescopic boom.

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2.7. **Critical Lifts**

Any lift over Overhead Energized Transmission Power Lines (Power lines in cable trays are excluded).
Any lift beyond 75% of the crane's load chart.
When an assist crane is required to aid in the lift.
When a Rig Hoisted Personnel platform is used.
Note: Sites may determine additional critical lifts in their site-specific requirements.

2.8. Dedicated channel

An intrinsically safe, dedicated radio and or channel for the crane operator and the signal person that no other workers or work crews would utilize during the lift.

2.9. Dedicated Spotter (power lines)

One who meets the requirements of a Signal Person qualifications and their sole responsibility is to watch the separation between the power line and the crane and communicate with the operator to ensure approach distance is not breached.

2.10. Derrick

A crane composed of a boom that is hinged freely at the base which can be raised or lowered by lines or cables.

2.11. Equipment

For the purpose of this standard equipment is making reference to Cranes of any type.

2.12. Fall zone

The area (including but not limited to the area directly beneath the load) in which it is reasonably foreseeable that partially or completely suspended materials could fall, in the event of an accident.

2.13. Mobile crane

A wheel mounted or crawler tread crane consisting of a rotating superstructure, operating machinery, an operator's station and boom mounted on a base or platform. Its function is to lift, lower, and swing loads at various radii. This is to include multiple and single control station cranes.

2.14. Nationally recognized accrediting agency

An organization that, due to its independence and expertise, is widely recognized as competent to accredit testing organizations.

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2.15. Operational Aids
Devices that assist the operator in the safe operation of the crane by providing information or automatically taking control of a crane function. These include, but are not limited to, boom hoist limiting device, jib limiting devices, anti-two-blocks, load weighing devices, outrigger stabilizer sensors, hoist drum rotation indicator, etc.

2.16. Overhead and gantry cranes
A crane with a movable bridge carrying a movable or fixed hoisting mechanism irrespective of whether it travels on tracks wheels or other means.

2.17. Pedestal Crane
A crane that is securely fastened to a foundation, barge, or dock that is restricted from tipping.

2.18. Power lines
Electrical transmission and distribution lines that are supported by towers or poles.

2.19. Qualified Evaluator
A person employed by the signal person's employer or third party who has determined that he/she is competent in accurately assessing whether individuals meet the qualification requirements for a signal person.

2.20. Qualified Person
A person who, by possession of a recognized degree, certificate, or professional standing, or who by extensive knowledge, training and experience, successfully demonstrated the ability to solve/resolve problems relating to the subject matter, the work, or the project.

2.21. Qualified Rigger
An individual who meets the criteria of a Qualified Person for Rigging activities.

2.22. Rigging
The act of attaching a lifting device (manual or mechanical) to an object to be lifted utilizing the appropriate lifting hardware such as slings, shackles, etc. that are rated for the load.

2.23. Sideboom Crane
A track type or wheeled type tractor having a boom mounted on the side of the tractor used for lifting, lowering, or transporting a load suspended on the load hook. The boom or hook can be lifted or lowered in a vertical direction only.

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2.24. Signal Person

An individual who is responsible for signaling to the crane operator the directions in which the load is to be moved.

2.25. Supporting materials

For the purposes of supporting the ground conditions, this includes rig mats of plywood or steel construction used under the crane's outriggers to support the crane.

3. SCOPE

This procedure applies to BASF and its Unites States subsidiaries, including Canada and Mexico.
This standard does not apply to the following equipment:

- Power shovel, excavators, wheel loaders, backhoes, loader backhoes, track loaders; and also excludes this machinery when using chains, slings, or other rigging to lift suspended loads.
- Other machinery excluded includes, Digger derricks, vehicle mounted aerial devices (for lifting personnel) and self-propelled elevating work platforms.
- Powered Industrial trucks (forklifts) are exempt, except, when configured to hoist and lower (by means of a winch box or hook) and horizontally move a suspended load.
- Articulating/knuckle-boom truck cranes that deliver materials to a construction site when used to transfer materials from the truck crane to the ground. This exclusion does not apply when the articulating knuckle-boom crane is used to hold, support or stabilize a load for construction activities.
- Permanently installed Overhead, Pedestal cranes and Gantry cranes that are permanently installed. See 29 CFR 1910 requirements for Overhead cranes.

4. PROCEDURE

4.1. General Requirements

4.1.1 Lifts made with Cranes cannot be performed in the presence of lightning.
4.1.2 The maximum allowable wind speed may not exceed the speed designated in the manufacturer's operating manual and/or the operator's discretion if he feels the object lifted could be impacted by wind that would prevent a safe lift.
4.1.3 All lifts with rig hoisted personnel platforms may not be performed with winds in excess of 20 mph.

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4. PROCEDURE

4.2 Ground Conditions

4.2.1 Cranes must not be assembled or used unless ground conditions are firm, drained and graded to a sufficient extent so that, in conjunction (if necessary) with the use of supporting materials, the equipment manufacturer's specifications for adequate support and degree of level of the crane are met.

4.2.2 BASF is responsible to ensure that the ground preparations necessary to adequately support the crane are met.

4.2.3 BASF shall inform the A/D director or operator setting the crane of any hazards beneath the crane set up area such as voids, utilities, process lines, etc.

4.2.4 If the A/D director or operator determines that the ground conditions are not adequate to support the crane, BASF and the A/D director shall met to determine necessary steps to ensure adequate ground conditions.

4.2.5 When supporting equipment is necessary to ensure ground conditions, The A/D director has the responsibility for determining the proper mat size and material of construction to support the crane.

4.3 Assembly/Disassembly

4.3.1 Cranes requiring assembly and disassembly must be directed by a person who meets the criteria for both Competent Person and Qualified Person.

4.3.2 When using employer procedures in place of manufacturers procedures for assembly/disassembly, the employer must ensure that the procedures:

4.3.2.1 Prevent unintended movement, and collapse, of any part of the equipment.

4.3.2.2 Provide adequate support and stability of all parts of the equipment.

4.3.2.3 Ensure that procedure addresses that employees will not be in the line of fire if unintended movement does occur.

4.3.2.4 Ensure that the procedure is developed by a qualified person.

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4. PROCEDURE

4.4 Operation of Cranes

4.4.1 Comply with all manufacturer procedures applicable to the operational function of the Crane, including its use for attachments.

4.4.2 Where Manufacturer's procedures are not available, BASF must develop and ensure compliance with all procedures necessary for the safe operation of the Crane and its attachments in accordance with 29 CFR 1926.1417.

4.4.3 Procedures for the operational controls must be developed by a Qualified Person.

4.4.4 Procedures related to the capacity of the crane, must be developed by a registered professional engineer familiar with the equipment.

4.5 Power Line Safety

4.5.1 Assembly and Disassembly Near Power Lines

4.5.1.1 Prior to assembly or disassembly of a crane or derrick, a distance of 20' from energized power lines must be maintained.

4.5.1.2 All BASF/contractor/contract employees must meet the requirements of this standard to avoid encroachment of power lines and electrocution from power line contact during assembly or disassembly.

4.5.2 Prior to operation of cranes or derricks near power lines up to 350 kV, hazard assessments and precautions inside the work zone must be initiated by BASF/contractor/contract employees.

4.5.2.1 BASF/contractor/contract employees must meet the requirements of training for all employees associated with cranes and derricks.

4.5.3 Power line safety for lines over 350 kV with specific distances associated with specific kV rates must be adhered to as specified.

4.5.3.1 BASF/contractor/contract employees must follow distance requirements specified in Table A.

4.5.3.2 BASF/contractor/contract employees must meet specific requirements for work closer to power lines than specified in Table A.

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4 PROCEDURE

4.5 Power Line Safety

4.5.4 A Dedicated Spotter must be used by BASF/contractor/contract employees when traveling within 20 feet under/near power lines without a load. As specified in Table T.

4.5.4.1 The spotter must be positioned to effectively gauge the clearance distance.

4.5.4.2 Be able to communicate directly with the operator.

4.5.4.3 Give timely information to the operator so required clearance distances can be maintained.

NOTE: Please use Attachment 1, the Electrical Decision Process flow diagram at the end of this procedure to determine the proper Options to use in relation to working near power lines. Attachment 2 contains Table A and T for working distance references.

4.6 Inspections

4.6.1 Modified, Repaired/Adjusted to Crane

4.6.1.1 The modifications must be in writing and approved by the manufacturer prior to making the modification.

4.6.1.2 Cranes that has had modifications, repaired or adjusted which affect the safe operation of the equipment or capacity must be inspected by a Qualified Person after the modifications were completed and prior to initial use.

4.6.1.3 The inspection must include a function test of the modified crane.

4.6.2 Post Assembly

The crane must be inspected by a Qualified Person to assure that it is configured in accordance with the manufacturer equipment criteria before it is used.

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4. PROCEDURE

4.6 Inspections

4.6.3 Periodic Crane Inspections

A. During periodic inspections, if any deficiency constitutes a safety hazard, the crane shall be taken out of service until repaired.

B. Cranes shall be inspected each shift of use, monthly when in service by a Competent Person, and annually (at least every 12 months) by a Qualified Person.

C. Taking apart or booming down is not required as part of the “each shift” inspection unless the results of the visual inspection or trial operation indicate that further investigation is necessary.

Disassembly is required as necessary, to complete the annual inspection.

D. At a minimum, the inspection must include the components listed in 1926.1412 (d-k) as applicable to the period.

E. Monthly and annual inspections shall be documented and maintained by the employer that conducted the inspection. It shall include the items checked and the results of the inspection and the name and signature of the person who conducted the inspection.

F. Retention – Monthly inspections shall be maintained for a minimum of 3 months and annual inspections shall be maintained for minimum of 12 months by the employer that conducted the inspection.

4.6.4 Wire Ropes

4.6.4.1 All wire ropes associated with operations of cranes and derricks must be inspected prior to use.

4.6.4.1.1 BASF/contractor/contract employees shall follow inspection frequency and inspection requirements as specified in 1926.1413. All inspection documents must be retained.

4.6.4.1.2 BASF/contractor/contract employees shall verify all wire rope selection and installation criteria are followed.

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4. PROCEDURE

4.6 Inspections

4.6.5 Synthetic Slings

4.6.5.1 When synthetic slings are used, they shall be protected from abrasion, sharp or acute edges and configurations that would reduce the slings rated capacity.

4.6.5.2 Synthetic sling manufacturer's instructions, limitations specifications and recommendations shall be followed.

4.6.5.3 Slings shall comply with provisions and charts listed in 29 CFR 1910.184

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4.6.6 Safety Devices

BASF/contractor/contract personnel must verify all safety devices are operating as designed. Safety devices are required per the standard and operation must not take place without the proper safety devices in place.

4.6.7 Operational Aids

All operational aids installed on a crane must be in proper working order prior to operating the cranes. If an Operational Aid stops working during operation, the operator must safely stop operation until temporary alternative measures are implemented or the device is working properly.

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4.6.8 Authority to Stop operation

Whenever there is a concern as to safety, the operator must have the authority to stop or refuse to handle the load until a Qualified Person has determined that safety has been assured.

4.7 Signals

4.7.1 A signal person is required for the following situation:

A. The point of operation, meaning the load travel or area that operator does not have full view.

B. During travel if the operators view is obstructed.

C. If the operator or person handling the load determines it is needed.

4 PROCEDURE

4.7 Signals

4.7.2 Types of signals – Signals to operator must be by hand, voice, audible, or new signals.

A. When using hand signals the standard method shall apply unless qualified person determines that they are infeasible for the operation.

B. Nonstandard signals may be used if all involved in the operation meet and agree on all signals to be used and that they provide the same or higher level of safety for a specific operation.

C. New Signals are those other than hand, voice or audible that can be used if the employer demonstrates the following:

C.1. The employer demonstrates that they provide equally effective as standard methods.

C.2 The new signal complies with a national consensus standard.

D. When using radio communication, signal transmission must be through a dedicated, uninterrupted channel for a lift.

4.7.3 During the operation any person involved may stop the operation if they deem it unsafe to continue.

4.7.4 Prior to start of operations all involved are to meet and agree on signal method that will be used. If nonstandard methods are needed, they must follow the guidelines in 4.6.2 B of this procedure.

4.7.5 Signal charts must either be posted on the Crane or conspicuously posted in the vicinity of the hoisting operation.

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4 PROCEDURE

4.8 Fall Protection

4.8.1 Personal fall restraint systems must be provided and personnel must ensure they are used for assembly, disassembly or service work when employees are on walking/working surfaces with an unprotected side or edge more than 6 feet from a lower level or from the ground. For MSHA sites, fall protection is required when there is a potential to fall.

4.8.2 If walkways, steps, handholds, grab rails, guard rails, railings or ladders were originally installed on the equipment then those components must be maintained in good condition.

4.8.3 Fall protection must be anchored to an apparently substantial part of the equipment that would meet the criteria in 29 CFR 1926 Subpart M. A personal fall arrest system may be anchored to the crane/ derrick's load hook(s) or any other part of the load line only if the following conditions are met:

- A qualified person has determined that the set-up and rated capacity of the crane/ derrick (including the hook, load line, and rigging) meets or exceeds the requirements in 29 CFR 1926 Subpart M
- The equipment operator must be at the work site and must be informed and agree to the equipment being used for the purposes intended.
- No load is suspended from the load line when the personal fall arrest system is anchored to the crane/ derrick's hook or any part of the load line.

4.9 Work Area Control

4.9.1 Barricading
The swing radius of the crane shall be barricaded or demarcated by some means and the area kept clear of all personnel not directly involved with assembly, disassembly and lifts.

4.9.2 Crane Operation Station/ Cab Access
No Person shall be allowed to enter the crane cab or access to the operations console without the crane operator's knowledge and permission.

4.9.3 Each employee working on or near the equipment must have training necessary to facilitate recognizing struck-by and pinch/crush hazard areas posed by the moving elements of the boom, superstructure or derrick.

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4 PROCEDURE

4.9 Work Area Control

4.9.4 Before an employee moves to an area within the designated control zone/ hazard area, the employee or their designee must ensure that the equipment operator is informed that the employee will be moving to that location. Where the equipment operator is informed that an employee is in the hazard zone but out of site, the operator must not rotate the superstructure until the operator is assured that the employee is in a safe position.

4.10 Keeping Clear of the Load

4.10.1 When available, hoisting routes that minimize the exposure of employees to suspended loads must be utilized.

4.10.2 When the operator is not moving a suspended load, the drop zone must be free of personnel except for the person engaged in hooking/unhooking (rigger), guiding the load, attaching the load to a structure or component, or persons necessary to operate concrete hoppers or buckets.

4.10.3 When receiving the load, the fall zone must be free of personnel except those required to receiving the load.

4.10.4 During a tilt-up or tilt-down (boom-up or boom-down) operation no employee may be directly under the boom or load and only employees essential to the operation may be in the fall zone.

4.11 Free Fall and Controlled Load Lowering

4.11.1 Free fall type cranes (live boom or friction type cranes) are generally prohibited except when the equipment is a floating crane/ derrick or a land crane/ derrick on a vessel/ flotation device.

4.11.2 If a free fall type crane is utilized as per the previous conditions then they may not be used under the following conditions:

- An employee is in the fall zone of the boom of lift.
- To lift personnel.
- The load or boom is directly over a power line or any part of the area extending the Table A of 29 CFR 1926.1408, or any part of the area extending the Table A clearance distance to each side of the power line is within the radius of vertical travel of the boom or load.
- The load is over a mine shaft, except where there are no employees in the shaft.

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4 PROCEDURE

4.11 Free Fall and Controlled Load Lowering

- The load is over a cofferdam, except where there are no employees in the fall zone of the boom or load.
- Lifting operations are taking place over energized or “live” piping system or plant, refinery, dock facility or tank farm equipment.

4.11.3 If a free fall type crane is utilized it must be equipped with a secondary device or mechanism designed to prevent the loss of control in the event the primary system should fail in accordance with 29 CFR 1926.1426.

4.11.4 Hydraulic telescoping booms must have and integrally mounted holding device to prevent the boom from retracting in the event of hydraulic failure.

4.11.5 Controlled load lowering is required and free fall of the load line is prohibited in each of the following circumstances:

- An employee is in the fall zone of the boom of lift.
- To lift personnel.
- The load or boom is directly over a power line or any part of the area extending the Table A of 29 CFR 1926.1408, or any part of the area extending the Table A clearance distance to each side of the power line is within the radius of vertical travel of the boom or load.
- The load is over a mine shaft, except where there are no employees in the shaft.
- The load is over a cofferdam, except where there are no employees in the fall zone of the boom or load.
- Lifting operations are taking place over energized or “live” piping system or plant, refinery, dock facility or tank farm equipment.

4.12 Qualifications and Certifications for Signal Person, Rigger and Operator

4.12.1 Signal Person

A. The BASF site must ensure that each Signal Person meets the qualification requirements below prior to giving any signals.

B. Qualification can be performed by a third party or in-house Qualified Evaluator.

C. Each Signal Person must:

- Know and understand the type of signals used. If hand signals are used, the signal person must know and understand the Standard Method for hand signals.

4 PROCEDURE

4.12 Qualifications and Certifications for Signal Person, Rigger and Operator

4.12.1 Signal Person

- Be competent in the application of the type of signals used.
- Have a basic understanding of equipment operation and limitations, including the crane dynamics involved in swinging and stopping loads and boom deflection from hoisting loads.
- Know and understand the relevant requirements of signals general requirements & qualifications.
- Demonstrate that he/she meets the requirements through an oral or written test, and through a practical test.

4.12.2 Qualified Rigger

4.12.2.1 The BASF site must ensure that each person assigned the task of Rigging be trained to the Competent Person level.

4.12.2.2 Qualification can be performed by a third party or in-house Qualified Evaluator.

4.12.3 Crane Operator Qualifications and Certifications

4.12.3.1 BASF must ensure that, prior to operating any Crane covered under this standard, the person is operating the Crane during a training period or the operator is competent to operate the equipment safely.

4.12.3.2 Affective November 10, 2014, All Crane operators must be certified or qualified in accordance with the following:

4.12.3.2.1 Certification by an accredited crane operator testing organization.

4.12.3.2.2 Qualified by an Audited Employer Program.

4 PROCEDURE

4.13 Hoisting Personnel

4.13.1 The use of Cranes to hoist employees is prohibited except where BASF demonstrates that the erection, use, and dismantling of conventional means of reaching the work area, such as a personnel hoist, ladder, stairway, aerial lift, elevating work platform, or scaffold, would be more hazardous, or is not possible because of the project's structural design or worksite conditions. This does not apply to Steel Erection work.

4.13.2 When using Cranes to hoist employees, the employees must be in a personnel platform that meet the requirements of personnel platform criteria, equipment set-up, platform loading, attachment and rigging, trial lift with inspection, proof testing, work practices and pre lift meeting.

4.14 Multiple Crane/ Derrick Lifts

4.14.1 Multiple Crane/ Derrick Lifts are determined to be Critical Lift and should be evaluated and planned by the site's specific procedures.

4.14.2 The multiple crane lift must be directed by a person who is both a Competent Person and Qualified Person.

4.15 Crane/ Lifting Apparatus Design, Construction and Testing

Cranes shall be designed, constructed and tested so as to satisfy the requirements of 29 CFR 1926.1433.

4.16 Tower Cranes

Tower Cranes; when utilized, shall be erected, tested, inspected, and dismantled according to the manufacturer's recommendations and so as to satisfy the requirements of 29 CFR 1926.1435.

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4 PROCEDURE

4.17 Derricks

- Derricks; when utilized, shall be erected, tested, inspected, and dismantled according to the manufacturer's recommendations and so as to satisfy the requirements of 29 CFR 1926.1436.
- Derrick operators need not meet the operator qualification/ certification requirements of section 1427. However, the operator must be trained on how to safely operate the derrick equipment.
- Load charts are required to be readily available to the equipment operator on temporary installations and must be permanently affixed and visible to the equipment operator on permanent installations.

4.18 Floating Cranes/ Derricks and Land Cranes/ Derricks on Barges

Floating cranes and/ or derricks; when utilized, shall be erected, tested, inspected, and dismantled according to the manufacturer's recommendations and so as to satisfy the requirements of 29 CFR 1926.1437.

4.19 Permanently Installed Overhead and Gantry Cranes

Although when permanently installed, Overhead and Gantry cranes; are exempt from this standard, BASF locations that own these cranes must ensure they satisfy the requirements of 1910.179.

4.20 Dedicated Pile Drivers

Dedicated pile drivers; when utilized, shall be erected, tested, inspected, and dismantled according to the manufacturer's recommendations and so as to satisfy the requirements of 29 CFR 1926.1439.

4.21 Sideboom Cranes

Sideboom cranes; when utilized, shall be erected, tested, inspected, and dismantled according to the manufacturer's recommendations and so as to satisfy the requirements of 29 CFR 1926.1440.

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4 PROCEDURE

4.22 Cranes with a rated hoisting/lifting capacity of 2,000 pounds or less

4.22.1 These cranes and service trucks with lifting/hoisting devices are applicable to this standard with the only exemptions as stated below:

4.22.1.1 Does not require a qualified rigger
4.22.1.2 Does not require periodic inspections except if assembled
4.22.1.3 Service truck lifting devices do not require Certified or Qualified operators.

5 TRAINING

All affected employees shall be trained in accordance with 29 CFR 1926.1430 as applicable to their specific duties.

6 RESPONSIBILITIES

6.11 Sites that own a Crane shall ensure compliance to the requirements of this standard.

6.12 Sites that do not own Cranes, but have Crane work on site, shall be familiar with the requirements of this standard and ensure the contractors are also in compliance with 29 CFR 1926 Subpart CC.

6.12.1 Ensure ground conditions.
6.12.2 Be part of the safety team for determining work near power lines.

7 RELATED DOCUMENTS

1926 Subpart CC – Crane and Derricks in Construction
1910.179 - Overhead and Gantry cranes
1910.180 – Crawler, locomotive and Truck cranes
1910.181 – Derricks
1910.184 Slings

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