

CRANE INSPECTION REPORT

Prior to initial use, all new and altered cranes should be inspected to determine if any safety hazards exist. Thereafter, 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 – See Other Side. 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.

Type of Crane	Crane Capacity - Tons	Main Hoist Capacity – Tons	Auxiliary Hoist Capacity - Tons

Item	Inspection Frequency		Part of Crane to be Inspected	Hazards to Look For	OK	See Back	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 Magna Flux Crack Inspection	☐	☐	☐
4	*	*	Chains and End Connections	Excessive Wear, Twist, Stretch or Distortion of Links Beyond Mfg'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, 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, Distortion, Cracks	☐	☐	☐
16		*	Brake Systems	Excessive Wear	☐	☐	☐
17		*	Indicators (Load, Wind, Boom Angle)	Significant Inaccuracy	☐	☐	☐
18		*	Power Plant (Gas, Diesel, Electric, Other)	Poor Performance, Non-Compliance With Safety Rules	☐	☐	☐
19		*	Chain Drives, Sprockets	Excessive Wear	☐	☐	☐
20		*	Electrical Apparatus	Deterioration of Wiring, Worn or Dirty Controls, Poor Connections	☐	☐	☐

For Cranes not in regular use:

Condition		Inspection Requirement
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
2	Idled 6 months or more	All monthly inspection procedures Thorough inspection of ropes Written and dated report on condition of crane and ropes
3	Standby cranes	Same condition 1, inspected at least semi-annually

INSPECTOR'S REPORT	
Item	Corrective Action Required (Urgency of recommended action noted below chart)

Urgency of Recommended Action:

1. Stop use of crane until repairs are completed for items:
2. Repair items: _____ by ____ / ____ /20
3. Order repair parts for items: _____ . Re-inspect when parts are received.

Signature of Inspector _____ Date _____

Approved by _____ Date _____

Disclaimer: This form is our interpretation of the requirements of applicable standards and good safety practice. The responsibility for adherence to any such interpretation rests with the employer/user.