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| Crane Workbox Permit Permit  |

Workbox Requirements:

The use of a workbox shall be limited to those situations where it is necessary to elevate personnel to perform special tasks of short duration and where it has been substantiated to be impractical to use scaffold or other plant that provides temporary access, such as an elevating work platform.

The workbox is not to be used as a means to access and egress a workplace instead of a properly designed system unless a documented risk analysis shows that this is safer than all other alternative means, and the structural adequacy of the landing area has been established and the landing area is clear. In such circumstances, a safe work method statement must be developed and implemented for the operation.

Crane Workbox Checklist:

The following should be considered in assessing the operation, the workbox and the crane in accordance with Legislative requirements, AS1418.17, Design and Construction of Workboxes, and AS2550.1 Cranes, Hoists and Winches - Safe use, Part 1, General Requirements.

NOTE:

All questions are mandatory; an answer of ‘Yes’ is required to substantiate the use of workbox

Crane Workbox to be used only when there is no other practicable means to undertake task. This is to be demonstrated via undertaking a Risk Assessment which is recorded in the Project Risk Assessment.

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| General  |
| Project  |  | Design Registration Number  |  |
| Serial Number  |  | Crane workbox annual inspection date  |  |
| Location of use  |  |

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| Is the Workbox? | YES | NO |
| Specifically designed and constructed to Australian Standard AS1418 part 17, Design and Construction of Workboxes and design registered if designed after 1 September 2001? |[ ] [ ]
| Marked on one side in a prominent position with: |[ ] [ ]
| -The tare weight of the workbox? |[ ] [ ]
| -The maximum number of occupants? |[ ] [ ]
| -The maximum mass in kilograms that can be carried? |[ ] [ ]
| -An identification reference? |[ ] [ ]
| To contain not more than three persons, one of whom will be a person competent in crane signals? |[ ] [ ]
| In a safe working condition? |[ ] [ ]
| Fitted with slings that are permanently attached to the workbox by locked shackles or other similar means? |[ ] [ ]
| Provided with anchorage points for safety harness lanyards to be attached? |[ ] [ ]
| Painted in high visibility colours? |[ ] [ ]
| Fitted with an optional access door, that only opens inwards and has provision to secure the door? |[ ] [ ]
| Only used to lift persons and their equipment? |[ ] [ ]

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| Is the Crane? | YES | NO |
| Fitted with a safety hook? |[ ] [ ]
| Equipped with controls that return to the neutral position when released and this action causes the motion to stop? |[ ] [ ]
| Equipped with power lowering? |[ ] [ ]
| Free fall functionality disengaged and verified in writing by Manufacturer, or alternatively physically locked out and is tested, and verified in writing by a Competent Person? |[ ] [ ]
| Fitted with an up limit switch on the hoist motion? |[ ] [ ]
| Fitted with a down limit switch, if the workbox is to be lowered below the crane supporting surface? |[ ] [ ]
| Such that at the maximum radius of the task to be performed, it has a minimum rated capacity of 1000kg? |[ ] [ ]
| Such that, when the jib or boom of the crane is at its maximum radius for the task to be performed, the rated capacity for the crane in this condition, when divided by 2, is equal to or greater than the total load of the workbox and its contents |[ ] [ ]

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| When personnel are to be suspended from a crane, the employer must ensure that: | YES | NO |
| A written safe work method statement has been developed for the operation |[ ] [ ]
| All persons involved in the operation have been appropriately trained and are familiar with the requirements of safe work method statement |[ ] [ ]
| The rated capacity of the workbox is not exceeded |[ ] [ ]
| The workbox and lifting attachments and records have been inspected by a competent person prior to use, and deemed safe to use |[ ] [ ]
| Personnel and materials can be securely confined within the workbox during activity |[ ] [ ]
| The workbox is only used to lift personnel and materials necessary to carry out the work |[ ] [ ]
| The crane is not be used to simultaneously raise, lower or suspend any other load while the workbox is suspended from it |[ ] [ ]
| An appropriate work procedure has been developed and implemented to transfer any work materials to and from the workbox |[ ] [ ]
| The crane operator remains at the controls of the crane |[ ] [ ]
| Effective means of communication between any person in the workbox and the operator has been established |[ ] [ ]
| Mobile cranes do not travel while people are in the workbox |[ ] [ ]
| Movements of the workbox are to be at slow speeds with minimum acceleration and Deceleration |[ ] [ ]
| The workbox is not secured to any structure except the designated landing(s) |[ ] [ ]
| The workbox is not used in winds in excess of seven m/s (25 km/h), electrical storms, snow, ice, sleet or other adverse weather conditions which could affect the safety of personnel |[ ] [ ]
| Flammable liquids, oxygen and acetylene cylinders, and the like, are correctly secured and housed in a separate compartment from the personnel, and that no more than the minimum quantities, sufficient to carry out the work, are carried |[ ] [ ]
| If flammable liquids are carried, a suitable fire extinguisher is also carried |[ ] [ ]
| Personnel in the workbox are wearing a general purpose fall arrest harness complying with AS/NZS 1891.1, with the lanyard or lanyard assembly attached to the safety harness anchorage points |[ ] [ ]
| Personnel do not enter or leave the workbox when elevated except in an emergency, unless a risk analysis shows that this means of access is safer than all other alternative means, the structural adequacy of the landing area has been established and the landing area is clear, and an appropriate work procedure has been developed and implemented for the operation |[ ] [ ]
| Where the landing is at the edge of a structure, the maximum gap between the workbox and landing does not exceed 100 mm, the workbox is to be secured to a suitable point on the landing and access and egress does not take place unless a fall arrest harness is properly worn and attached to a suitable anchorage on the structure |[ ] [ ]
| The workbox is not used as transportation for personnel or bulk materials or for the removal of debris or scrap. |[ ] [ ]
| APPROVAL |
| **I declare that this** Crane work box complies with the mandatory criteria and I authorise the use of the Crane workbox for\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the period between \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. |
| Signed and accepted by: |
| LOR Appointed Person  |  | Signature  |  | Date  |  |
| LOR Project Leader |  | Signature  |  | Date  |  |