Revision 3

UPF Qualification of Construction Crane Operators



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01/04/23 Date

01/04/23

01/04/23

Date

Date

02/03/23

Effective Date

RC-UPF DMC 01/04/23 12:24

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REVISION LOG

Revision 3 🛛 Intent 🗆 Non-Inter			
 This change is in response to Condition Report 25774-000-GCA-GAM-04062, Action #1, Evaluate UPF procedure Y17-95-64-873 – Crane Operators 			
 Modified Appendix C, <i>Physical Qualifications for Crane Operators and Crane Operator</i> <i>Evaluators,</i> for UPF direct hire and Subcontract crane operator's medical qualification requirements 			
 An evaluation determination has been performed confirming that this Procedure does implement requirements tracked in the Programmatic Requirements Management System (PRMS) 			
Other changes include:			
 Updated Sections 1.3, <i>Description</i>; 2.6, <i>UPF Training</i>; 3.2.3; 3.2.7; a Updated references Updated acronyms and definitions Editorial changes 	nd 4.0, <i>Records</i>		
Revision 2	🛛 Intent 🛛 Non-Intent		
 Rewritten to align with 4MP-T81-01901, Crane Operator Certification. This revision implements two new forms: CFN-1244 and CFN-1245 and one revised form CFN-1146. No revision bars used. 			
Previous revisions on record			

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1.0 INTRODUCTION

1.1 Purpose

This Procedure defines the work process for the qualification of crane operators used for all work performed by the Uranium Processing Facility (UPF) Construction organization. The purpose of this qualification is to ensure that prospective crane operators meet minimum job qualifications including specific physical requirements, and demonstrate the knowledge and practical skills required to safely and proficiently operate the crane(s) to which they are assigned.

1.2 Scope

This Procedure includes, but is not limited to, direct-hire, construction management, and construction management services projects that may include joint venture or partnership arrangement contracts. Projects or worksites include all nominated off-site work areas such as laydown areas, marshalling yards, module assembly yards, off-site fabrication or pre-assembly yards and rail spurs.

This Procedure provides minimum standards for these operations.

There are three major elements to this Procedure:

- A qualification process through which crane operators may be approved to work at the UPF project; this requires an appropriate license or certification and machine specific site evaluation
- A process by which suitable UPF employees may be appointed Crane Operator Evaluators (COEs) for the purpose of evaluating and qualifying UPF employees as Qualified Crane Operators (QCOs)
- A process for review of the qualifications held by subcontractor's crane operators prior to approval to work at the UPF project

Applicability to subcontractor employees is as specified in subcontract language.

1.3 Description

All individuals involved in load-handling operations need to possess the requisite skills and knowledge to safely perform their assigned task (i.e., it is necessary to ensure they are qualified to perform certain tasks within the scope of their function).

Crane operator certification programs from the following entities that have been approved. Therefore, crane operators with valid certifications from any of these entities may be considered as a UPF crane operator once physical and practical requirements have been assessed.

- National Commission for the Certification of Crane Operators
- National Center for Construction Education & Research
- International Union of Operating Engineers, Local 917, Knoxville, TN

Crane operators with certification from any entities not listed above may be considered; however, the certification standards must first be submitted for review and approval to the Construction Hoisting and Rigging Subject Matter Expert.

The types of cranes and equipment to which this operator qualification is focused are:

MOBILE CRANES	FIXED CRANES
Truck Mounted Cranes	Tower Cranes
Crawler Cranes	Overhead Cranes
Wheel-Mounted Cranes	Gantry Cranes
Locomotive Cranes	Carrier Systems (Monorails)

2.0 **RESPONSIBILITIES**

2.1 Construction Manager

The Construction Manager (CM) is responsible for ensuring that the requirements of this Procedure are properly implemented. The CM is ultimately responsible for the safe use and operation of all cranes in use on the project.

2.2 Project Field Engineer

The Project Field Engineer is responsible for ensuring the requirements of this Procedure are properly implemented and supervising field engineering personnel providing technical support of installation operations.

2.3 **Project Field Superintendent**

The Project Field Superintendent (PFS) is responsible for the following:

- Selecting the COE candidates
- Identifying and approving appropriate Crane Operator training courses
- Administering the pre-job screening process
- Ensuring that all crane operators on the construction site, including subcontractor and third-party operators, are qualified and approved to work in accordance with this Procedure or subcontract (as applicable)

2.4 Crane Operator Evaluator

The COE is responsible for:

- Working with the PFS to screen UPF Construction and Subcontractor personnel before work starts to ensure operator(s) hold the necessary approval qualifications
- Ensuring that all crane operators remain qualified while working on-site
- Verifying subcontractor operators of cranes who do not hold a relevant current operators certificate from a recognized entity, as described in this Procedure, instead hold proof of competency in accordance with the terms of an approved deviation, before approving them to work on site
- Reviewing and approving qualifications of individual crane operators submitted as evidence of their competence to operate cranes
- Maintaining a log of qualified crane operators and their associated certifications
- Ensuring the qualification documentation is routed to UPF Training Department for recording

Conducting the annual Rigging Safety Fundamentals course if it is necessary to present the course as instructor-led

2.5 **Qualified Crane Operator**

The QCO is responsible for:

- Complying with all applicable jurisdictional codes, standards, and regulations (e.g., U.S. by American National Standards Institute [ANSI]/Occupational Safety and Health Administration [OSHA]) including customer restrictions and jobsite-specific requirements
- Operating assigned cranes and heavy lift equipment within the specifications provided by the manufacturer's operator manuals, load charts, operator notes. This includes pre-start and post-start inspection, maneuvering skills, shutdown, and securing procedures
- Utilizing crane information and monitoring systems (onboard computers) when they are installed on the crane
- Observing proper safety protocols including stopping and refusing the handle loads until safety has been assured
- Maintaining current certification/licenses and physicals
- Notifying the PFS of any factors affecting the operator license including, but not limited to the following:
 - Medication
 - Illness
 - Physical limitations

2.6 **UPF** Training

The UPF Training Department is responsible for the following:

- Maintaining a site register of approved personnel using a project approved training and/or personnel tracking system
- Forwarding qualification records to Bechtel Equipment Operations (BEO) for COEs
- Forwarding gualification records to UPF DMC for records retention
- NOTE: Operators of any powered lifting device are trained in its operation and qualified to operate it. Only crane operators that are approved by UPF Construction are authorized to operate cranes on project (including subcontracts and/or third-party employees who operate cranes and heavy lift equipment).

3.0 WORK PROCESS

3.1 **Site Rigging Introduction**

3.1.1 All personnel (including subcontractors) whose job is in any way involved with lifting/transportation or is impacted by these activities including, but not limited to the following are required to take the UPF Rigging Safety Fundamentals course before starting work (e.g., lifting supervision, lifting with a crane, spotting for crane operations, rigging).

- UPF Qualification of Construction Crane Operators
 - Craft
 - Craft supervision
 - Field Engineers
 - Managers
 - Safety personnel
- **NOTE:** The assistance of a suitably qualified Project Rigging Engineer, COE, or Rigging Supervisor may be sought if required (e.g., if it is necessary to present the course as instructor-led).
- 3.1.2 The UPF Training Department ensures this training is provided annually.
- 3.1.3 Crane operators are required to pass the post-training knowledge test.
- 3.1.4 If a crane operator does not meet the minimum passing score, the operator will be permitted to repeat the course and test again; however, the questions will not be the same.
- 3.1.5 UPF Training Department shall schedule and track course training and record test results.
- **NOTE 1:** Operators in training are only permitted to operate cranes under the direct supervision of an experienced QCO or COE at the discretion of UPF Construction management and only on non-critical activities.
- **NOTE 2:** A new evaluation is required when a new version of the same crane is fielded that has significant differences in control systems, computers, or operating characteristics.
- **NOTE 3:** This section only applies to subcontractors if the subcontractor's crane operator qualification program has been deemed inadequate.

3.2 Crane Operator Qualification

- 3.2.1 PFS and COE ensures the minimum requirements for prospective crane operator are met as follows:
 - Appropriate license(s)/certificates from an accredited testing organization attesting that he/she met the minimum required level of theoretical knowledge of crane operation (e.g., mechanical, hydraulic, truck, specialized lift equipment, crawler, tower cranes)
 - If no standard crane operator license exists, then the COE reviews and approves qualifications of individual operators submitted as evidence of their competence to operate heavy/specialized cranes and alternative lifting systems
 - License(s)/certificate(s) is valid for a period of at least three months
 - Physical qualifications in accordance with Appendix C, *Physical Qualifications for Crane Operators and Crane Operator Evaluators*
 - At least five years of experience in the operation of cranes and specialized lifting equipment
- 3.2.2 If evaluating a crane operator on a crane with any of the following conditions, then the COE engages the services of a factory representative or other skilled technician familiar

with the machine (and mode) in guestion to evaluate UPF crane operators of the following:

- Conventional cranes with a nominal rating greater than 600t or combined boom and jib length of greater than 300 ft.
- Cranes with operating features unfamiliar to the COE
- Custom cranes or "alternative" lifting systems
- **NOTE 1:** Appendix B, Crane Operator Evaluation Guidelines, is used as a guide to evaluate crane operators.
- **NOTE 2:** The COE is not authorized to add to or delete any actions on the operator practical tests without approval of BEO.
- **NOTE 3:** The COE may decide that the features of one crane are sufficiently similar to another that qualification on one may allow approval on the other as well (e.g., qualification on a Grove 35t Rough Terrain crane might also result in approval to operate 25t and 15t Grove R/T models).
- **NOTE 4:** The COE may withdraw a qualification and thus approval to operate a particular crane if the crane operator fails to operate that crane proficiently.
- 3.2.3 The COE evaluates the crane operator using CFN-1245, Crane Operator Practical *Exam*, to verify the following:
 - The operator understands the specific assembly and operating features of the crane
 - The mode in which it is to be operated
 - Can safely and competently operate the crane •
 - OSHA 1926.1427 requirements, as applicable
- NOTE: A qualification may be restricted (e.g., a crane operator may be approved to operate a Demag CC 2800 in basic boom mode, but not with Superlift or with a luffing fly jib; or an operator may be approved to operate a Manitowoc M-4100, but not in ring configuration).
- 3.2.4 If any qualification restrictions or limitations are necessary, the COE documents those limitations on CFN-1244, Request for Approval of Crane Operator.
- NOTE: Following verification and satisfactorily evaluation, an operator will be considered qualified and will be approved to operate the models of crane on which he/she is qualified on the UPF project jobsite.
- 3.2.5 The COE shall document the evidence using CFN-1245 for initial approval as a QCO.
- 3.2.6 The COE shall document gualifications using CFN-1146, UPF Crane/Equipment Operator Qualification Record.
- 3.2.7 COE submits a list of approved crane operators and the crane types/models they are approved to operate (includes UPF Construction and subcontract personnel [as applicable]) to the Training department to be maintained. Forms CFN-1146, CFN-1244, CFN-1245 are submitted to Training as well.
- 3.2.8 The PFS or designee maintains a site log of approved QCOs with their operating qualifications listed.

<u>NOTE:</u> This section only applies to subcontractors if the subcontractor's crane operator qualification program has been deemed inadequate.

3.3 Crane Operator Refresher Course

- 3.3.1 The PFS or designee ensures crane operators including subcontractors (if required by subcontract) annually attend the *UPF Rigging Safety Fundamentals* course.
- 3.3.2 It is required to pass the post-course test with a minimum score of 80 percent.
- 3.3.3 If the employee fails the test, then there is a 30-day grace period to retest and pass with the minimum score of 80 percent.
- 3.3.4 The UPF Training Department will amend the site register of approved crane operators to record their attendance.

3.4 COE Qualification

- 3.4.1 COE candidates apply through the Qualification Program Coordinator (QPC).
- 3.4.2 The QPC (or designee) schedules qualification of COE candidates.
- 3.4.2.1 If circumstances require it, it may be possible to qualify a COE remotely by arrangement between the QPC and the PFS.
- 3.4.2.2 The PFS (or designee) interviews the candidate and verifies the pre-requisites locally and the QPC would conduct the knowledge checks.
- 3.4.3 The QPC ensures that the COE candidate:
 - Successfully complete the online Bechtel University course CON170
 - Demonstrate knowledge and understanding of the following:
 - Applicable jurisdictional codes, standards, and regulations (e.g., U.S. by ANSI/OSHA) for crane and hoisting
 - o Applicable Bechtel Environmental, Safety, and Health Core Process
 - Applicable Bechtel procedures including rigging-related standard work process procedures (SWPPs)
- **NOTE:** COE qualifications are valid for five years.
 - The QPC ensures successful COE qualification results are recorded on the BEO website and that results are identified for award credit; the qualification and issue of a certificate by Bechtel University
- **NOTE:** This information will be listed on the BEO website.
- 3.4.4 The BEO QPC ensures a database is maintained listing all COEs, with the following information:
 - The types and classes of crane for which a COE is authorized to qualify crane operators
- **NOTE:** The COE is only authorized to evaluate crane operators on conventional construction cranes with a nominal rating up to 600t and combined boom and jib length not exceeding 300 ft.

- Additional restrictions to their qualifications on capacity and/or configuration
- The expiration date of their qualification
- 3.4.5 The PFS (or designee) ensures that evidence is submitted for the qualification of the COE to the Training department.

3.5 Approval of Subcontractor Crane Operators

- 3.5.1 The benchmark standards for qualification of operators are to be included in the contractual terms.
- 3.5.2 The COE ensures that subcontractors provide QCOs and submit evidence of the subcontractor's crane operator qualification program and qualification for nominated persons such as licenses/certification, training records, work history, and qualifications held before granting approval to work on-site.
- 3.5.3 The COE reviews the submitted documentation required by subcontract language.
- **NOTE:** The approval will only apply to operating that particular machine that instance.
- 3.5.4 If considered to constitute adequate evidence of a crane operator qualification program per subcontract language, then the COE approves the crane operator qualification program and crane operator(s) (subject to the operator meeting any other contractual requirements such as medical evaluation).
- 3.5.5 If submitted documentation required by subcontract language is considered to constitute an inadequate crane operator qualification program, then the subcontractor shall be qualified in accordance with the following subsections of this Procedure:
 - 3.1, Site Rigging Introduction
 - 3.2, Crane Operator Qualification
 - 3.3, Crane Operator Refresher Course

4.0 RECORDS

Records generated by this Procedure shall be maintained in accordance with Y15-95-800, *UPF Document Management*. Record types for documents managed by the UPF DMC in InfoWorks are identified in ML-PS-801768-A004, *Uranium Processing Facility Project Records Retention and Turnover List*, as prescribed by Y15-95-806, *UPF Records Retention and Turnover*. In accordance with E-PROC-3114, *Records Management*, Quality Records are deemed Lifetime or Nonpermanent. The record Quality Type will be identified as Quality-Lifetime (QA-L) or Quality-Nonpermanent (QA-NP) for Quality Records. All non-quality records will be designated Non-Quality (Non-QA).

Record Number	Record Title	Record Holder	System/ Location	Document Type	Quality Type
CFN-1146	UPF Crane/Equipment Operator Qualification Record	DMC	InfoWorks	TQR	QA-L
CFN-1244	Request for Approval of Crane Operator	DMC	InfoWorks	TQR	QA-L

Records generated during the performance of this Procedure include:

Record	Record Title	Record	System/	Document	Quality
Number		Holder	Location	Type	Type
CFN-1245	Crane Operator Practical Exam	DMC	InfoWorks	TQR	QA-L

5.0 **REFERENCES**

5.1 Source References

29 CFR 1926, Subpart CC, Cranes and Derricks in Construction

4MP-T81-01901, Crane Operator Certification

ASSP A10.42, Safety Requirements for Rigging Qualifications and Responsibilities

PL-CM-801768-A001, Construction Management Plan and Execution Strategy

- PL-QA-801768-A001, Bechtel National Incorporated (BNI) Uranium Processing Facility (UPF) Project Quality Assurance Plan (QAP)
- Y17-95-64-871, UPF Construction Hoisting and Rigging Work Operations

Y17-95-64-872, UPF Cranes Use and Operation

Y17-95-64-875, UPF Control of Hoisting and Rigging Equipment

Y78-66-HS-017, Requirements for Medical Surveillance, Certification, and Qualification Examinations

5.2 Interfacing References

- 49 CFR Part 391, Qualifications of Drivers and Longer Combination Vehicle (LCV) Driver Instructors
- ASME B30.2, Overhead and Gantry Cranes (Top Running Bridge, Single or Multiple Girder, Top Running Trolley Hoist)
- ASME B30.3, Tower Cranes

ASME B30.5, Mobile and Locomotive Cranes

ASME B30.11, Monorails and Underhung Cranes

- ML-PS-801768-A004, Uranium Processing Facility Project Records Retention and Turnover List
- Y15-95-800, UPF Document Management
- Y78-002, Identification of Employees Requiring Medical Certification, Qualification, or Surveillance

6.0 SUPPLEMENTAL INFORMATION

Appendix A, Acronyms and Definitions

Appendix B, Crane Operator Evaluation Guidelines

Appendix C, Physical Qualifications for Crane Operators and Crane Operator Evaluators

APPENDIX A Acronyms and Definitions

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Acronyms

ANSI	American National Standards Institute
ASME	American Society of Mechanical Engineers
BEO	Bechtel Equipment Operations
CFR	Code of Federal Regulations
СМ	Construction Manager
COE	Crane Operator Evaluator
DOT	Department of Transportation
OSHA	Occupational Safety and Health Administration
PFS	Project Field Superintendent
QA-L	Quality-Lifetime
QCO	Qualified Crane Operator
QPC	Qualification Program Coordinator
UPF	Uranium Processing Facility

Definitions

Approval	Applicability to subcontractor employees is as specified in subcontract language.
Cranes	A crane is a powered lifting device (with a capacity over three tons) used in construction to lift/lower and horizontally move a suspended load. Such equipment includes, but is not limited to:
	Articulating cranes (such as knuckle-boom cranes)
	Crawler cranes
	Mobile cranes
	• Multi-purpose machines when configured to hoist and lower (by means of a winch or hook) and horizontally move a suspended load
	Industrial cranes (such as carry-deck cranes)
	Dedicated pile drivers
	• Service/mechanic trucks with a hoisting device (when used in construction)
	A crane on a monorail
	Tower cranes
	Pedestal cranes
	Portal cranes
	Overhead and gantry cranes
	Straddle cranes
	Sideboom cranes
	Derricks
	The provisions of this Procedure apply not only to "conventional" construction cranes but also to any form of powered "alternative" lifting devices with a similar function, including, but not limited to:
	Custom ring-mounted cranes (using winches or strand jacks)
	Gin pole type lift systems using winches

APPENDIX A Acronyms and Definitions

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h	t	
Cranes (continued)	 Strand jacks and lift systems using strand jacks Heavy-duty hydraulic push-up jacking systems and climbing jack lift systems Hydraulic telescoping gantries The following are not considered "cranes" for the purposes of this Procedure: Power shovels, excavators, wheel loaders, backhoes, loader backhoes, track loaders. This machinery is also excluded when used with chains, slings, or other rigging to lift suspended loads Machinery originally designed as vehicle-mounted aerial devices (for lifting personnel) and self-propelled elevating work platforms Stacker cranes Powered industrial trucks (forklifts) except when configured to hoist and lower (by means of a winch or hook) and horizontally move a suspended load Mechanic's truck with a lifting device when used in activities related to equipment maintenance and repair Machinery that hoists by using a come-a-long or chainfall Gin poles when used for the erection of communications towers This definition is to be extended to include any device defined as being a crane, or requiring to be tread as one, by applicable law 	
Crano Operator		
Crane Operator Employment Prescreening	A person who is responsible for operating any lifting device defined as a crane.Review performed for the required job attributes, medical, etc.	
Evaluation	Examination of the crane operator by the COE as being the competent to operate a particular crane(s).	
Qualification	The process of verifying that a crane operator has the requisite experience, education, and/or training and meets any other special requirements necessary for satisfactory job performance.	
Qualification Testing	g The process of testing UPF Construction or Subcontract employee for the required theoretical knowledge and practical skills required for job performance as part of the qualification process, and the issuance of a qualification card.	
Qualified Crane Operator (QCO)	Any project or subcontractor employee qualified to operate a crane as specified in this Procedure.	
Crane Operator Evaluator	 A Subject Matter Expert qualified by QPC to: Test and qualify UPF Construction or Subcontract employed crane operator candidates at the jobsite including administering the written and practical, equipment-specific tests Approve the technical qualifications of crane operators to work on site as part of the screening process Conduct the annual Crane Operator Safety Refresher Course at site The COE must have extensive knowledge of mechanical, hydraulic, tower and truck cranes, applicable codes, standards, and regulations (e.g. ANSI/OSHA), and UPF safety philosophy and procedures 	
Qualification Program Coordinator	An individual with extensive background in the use and operation of cranes and lifting equipment and in-depth knowledge of crane inspection, safety and maintenance, appointed by BEO to manage the Bechtel Crane Operator Qualification Program.	

APPENDIX B Crane Operator Evaluation Guidelines

NOTE: The COE is only authorized to evaluate crane operators on conventional construction cranes with a nominal rating up to 600t and combined boom and jib length not exceeding 300 ft.

While licensing/certification is an objective third-party process requiring testing and scoring, evaluation is a more subjective in-house assessment that is not scored but is pass/fail.

Evaluation is by questioning and by observation of machine operation. Maintaining a record of training and work experience and making it available to the COE will greatly facilitate this process. As a guide, the evaluation should validate the following:

- 1. Correct assembly and set up of the crane
- 2. Safely raising/lowering the boom (and bib where fitted)
- 3. Comprehension of the manufacture's:
 - load charts for that machine
 - the operating modes and configuration
 - the restrictions on use
 - the operational limitation of load charts and footnotes
 - deduction to be taken
- 4. Ability to correctly set up the crane's computer (as applicable) for the configuration to be used and familiarity with the correct operation of the operating/crane management system
- 5. Comprehension of the correct operating procedures for devices (e.g., luffing fly jibs, Superlift)
- 6. Fully understand of the safety features and operational assist devices and their correct maintenance and operation
- 7. Proficiency in operating the primary functions of the crane such as:
 - Hoisting
 - Booming
 - Swinging
 - Combination (multifunction) operations
- 8. Verbal communication protocol when using radios, correct use of hand signals, ability to correctly follow directions given

APPENDIX C

Physical Qualifications for Crane Operators and Crane Operator Evaluators

UPF crane operators, crane operator candidates, and COEs shall pass the regular physical screening and meet the following physical qualifications (performed by medical professionals) as defined in American Society of Mechanical Engineers (ASME) B30.2, *Overhead and Gantry Cranes (Top Running Bridge, Single or Multiple Girder, Top Running Trolley Hoist*); B30.3, *Tower Cranes*; B30.5, *Mobile and Locomotive Cranes*; and B30.11, *Monorails and Underhung Cranes*.

UPF direct crane operators shall be medically evaluated and physically qualified in accordance with Y78-002, *Identification of Employees Requiring Medical Certification, Qualification, or Surveillance*. Occupational Health Services (OHS) evaluates the relevant ASME standards and ensures that their processes meet or exceed the ASME requirements.

UPF Subcontract Mobile Crane Operators must meet ASME B30.5 physical requirements. Subcontract crane operators must provide evidence of medical/physical qualification to the UPF project before operating a crane on the UPF site. The UPF project will accept a current valid Department of Transportation (DOT) Medical Examiner's Certificate as satisfying these requirements. The Code of Federal Regulation (CFR) 49 CFR Part 391, *Qualifications of Drivers and Longer Combination Vehicle (LCV) Driver Instructors*, contains the details and requirements for the DOT medical examinations.

NOTE: The National Commission for the Certification of Crane Operators (NCCCO) states the following: "In appropriate circumstances, means of compliance with ASME physical requirements may include, but are not limited to, a current Department of Transportation (DOT) Medical Examiner's Certificate."

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