

# MOBILE CRANE PRE-USE AND SET-UP CHECK

CHECK — EVERY SET-UP

Every set-up, before the first lift — the paperwork, the ground, the configuration and the crane

KD-INS-MC-023 Rev A0

LOLER 1998 reg 8: every lifting operation is properly planned by a competent person, appropriately supervised and carried out safely; reg 9 requires the crane's thorough examination to be current. BS 7121-1:2016 and BS 7121-3:2017 set out the appointed person's plan, the crane supervisor's checks and the operator's pre-use check on the day. This sheet is that set-up check. The lift plan and the examination check are KD-QA-SA-003, the interface with the site is KD-RAMS-PL-003, and every sling and shackle used is on KD-INS-LE-003.

## 1 THE LIFT

|                       |                             |                                         |                                           |                     |
|-----------------------|-----------------------------|-----------------------------------------|-------------------------------------------|---------------------|
| PROJECT / SITE REF    | SITE                        | WEEK COMMENCING / PERIOD                | CRANE SUPERVISOR                          |                     |
|                       |                             |                                         |                                           |                     |
| CRANE TYPE / CAPACITY | REGISTRATION / FLEET NO.    | CONTRACT LIFT OR CRANE HIRE?            | APPOINTED PERSON                          | LIFT PLAN REF / REV |
|                       |                             |                                         |                                           |                     |
| OPERATOR / CARD REF   | SLINGER-SIGNALLER(S) / CARD | THOROUGH EXAMINATION — DATE / NEXT D... | FORECAST CHECKED / WIND LIMIT FROM MANUAL |                     |
|                       |                             |                                         |                                           |                     |

## 2 PAPERWORK — TICK WHEN CHECKED

- ☐ Lift plan on site, current, and briefed to the operator and slingers; lift categorised (basic / standard / complex) and supervised accordingly
- ☐ Thorough examination report current for the crane and for every accessory in the plan; duty chart for this configuration in the cab
- ☐ Operator and slinger-signaller cards seen; insurance and hire terms confirm who is responsible for what
- ☐ Permits in force that the lift touches: road or pavement closure, oversailing agreements, working near the public

## 3 GROUND AND POSITION — TICK WHEN CHECKED

- ☐ Crane positioned where the plan shows; outrigger positions marked and clear of excavations, manholes, drains, cellars and services
- ☐ Ground bearing confirmed against the plan; mats and pads of the size the plan requires under every outrigger, on firm level ground
- ☐ Overhead lines: clearances as the plan and GS6 (4th edition, 2013) — goalposts, barriers or the line made dead
- ☐ Exclusion zone barriered; tail swing and slew radius clear of structures, traffic and people; no loads over the public

## 4 THE CRANE — TICK WHEN CHECKED

- ☐ Outriggers fully extended (or the intermediate setting the duty chart allows) and pinned; tyres clear of the ground; crane level within the manual's tolerance
- ☐ Boom, fly jib and counterweight as the plan and the duty chart; rated-capacity indicator set to this configuration and functioning
- ☐ Hoist rope, hook block, latch and limit switches checked; anti-two-block operating
- ☐ Accessories as the plan, tagged and in date; the load weight known, not estimated; tag lines ready
- ☐ Signals agreed — hand or radio, one signaller; trial lift to be made to check balance and brake before the load leaves the ground

## 5 ANYTHING NOT AS THE PLAN — AND HOW IT WAS RESOLVED BEFORE LIFTING

| ITEM | DIFFERENCE FROM THE PLAN | RESOLVED BY (APPOINTED PERSON) / HOW | TIME |
|------|--------------------------|--------------------------------------|------|
|      |                          |                                      |      |
|      |                          |                                      |      |
|      |                          |                                      |      |

## 6 SIGNATURES

Crane supervisor — set-up complete, lift may start:

|              |      |         |           |      |      |
|--------------|------|---------|-----------|------|------|
| PRINTED NAME | ROLE | COMPANY | SIGNATURE | DATE | TIME |
|              |      |         |           |      |      |

Appointed person — where the plan changed:

|              |      |         |           |      |      |
|--------------|------|---------|-----------|------|------|
| PRINTED NAME | ROLE | COMPANY | SIGNATURE | DATE | TIME |
|              |      |         |           |      |      |

# MOBILE CRANE PRE-USE AND SET-UP CHECK

continued

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## R REVISION HISTORY

Every revision of this document, and every review that found nothing to change. The revision on the front of this sheet is the one you are holding — check kubitdocs.com for the current one before use.

| Rev | Date       | Class       | What changed                                                                                                                                                            | Authorised by                                                                 |
|-----|------------|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| D0  | 2026-09-02 | first-issue | First issue.                                                                                                                                                            | — not yet approved —                                                          |
| A0  | 2026-09-02 | review      | Approved for issue by the author. Content unchanged from the reviewed draft; the draft status strip is removed. No independent third-party review has been carried out. | Author — director, UK principal contractor, SMSTS. Not an independent review. |

Class: first-issue · material (the law, a control, a field or the scope changed — past buyers are notified) · editorial (wording or layout only) · review (checked, nothing changed) · withdrawal. Revision prefix D = draft, not approved and not for sale; A = approved for issue by the person named, on the date shown.