

# Tower crane report

After a tower crane is erected, climbed, or repositioned, a qualified supervisor must complete a report. The report aims to ensure the requirements of [section 14.75 of the OHS Regulation](#) have been met before the crane is put into use. The qualified supervisor can use this document to record the information needed for the report. The completed report must be made available at the workplace.

## Crane details

Address of the workplace (or location of the workplace in relation to the nearest highway):

Crane make:

Crane model:

Crane serial number:

Crane hour meter reading:

## OHS Regulation section 14.74(1)

Name of the professional engineer who certified the foundation for support of this tower crane:

## OHS Regulation section 14.75(1)

This crane has been erected, climbed, or repositioned according to one of the following:

- The manufacturer's specifications  Yes  No  Not applicable (N/A)
- The specifications of a professional engineer  Yes  No  N/A

## OHS Regulation section 14.75(2)

If this crane was not erected, climbed, or repositioned according to the manufacturer's specifications, provide the name of the professional engineer who completed all of the following:

- Confirmed that variations from the manufacturer's specifications meet the requirements of the applicable design or safety standard (e.g., CSA Standard Z248-2004)
- Updated the load charts as necessary
- Certified the crane is safe for use

## OHS Regulation section 14.75(3)

The overload prevention system has been adjusted as necessary according to one of the following:

- The manufacturer's specifications  Yes  No  N/A
- The specifications of a professional engineer  Yes  No  N/A

**OHS Regulation sections 14.74 and 14.75(4)**

Has the climbing or repositioning of this crane affected any connections, bracing, or shoring certified by a professional engineer?  Yes  No  N/A

If yes, name(s) of professional engineer(s) who certified each of the following:

- Any parts of this crane affected by the climbing or repositioning have been properly installed
- The connections to the building are in place
- All bracing or shoring required for supporting this crane are in place

**OHS Regulation section 14.75(5)(b)**

Line pull set (max):	lb. or kg	Moment set (max):	lb. or kg at ft. or m
Tip limit set (max):	lb. or kg at ft. or m	Test blocks on site:	lb. or kg
Test blocks required:			lb. or kg

**OHS Regulation section 14.75(5)(c)**

Total weight of counterweights installed (record individual weights on page 4):	lb. or kg
Most recent date on which counterweights were confirmed by a calibrated scale:	
Manufacturer's allowable tolerance on individual counterweights:	
Manufacturer's allowable tolerance on total counterweights:	
Total weight of ballast installed:	lb. or kg

**OHS Regulation section 14.2(6) / CSA Standard Z248-04 clauses 5.6.1 and 5.6.3**

Name(s) of qualified person(s) who did each of the following:

- Visually inspected the crane components on site for damage from shipping and handling
- Confirmed that the crane's unique identifiers (e.g., serial numbers) match structural inspection reports
- Completed a report on their findings

**OHS Regulation section 14.2(6) / CSA Standard Z248-04 clauses 5.6.2 and 5.6.3**

Name(s) of qualified person(s) who did each of the following:

- Inspected the crane’s electrical, mechanical, and hydraulic components to ensure proper functioning and detect possible damage. The inspection must be carried out according to the manufacturer’s specifications and instructions.
- Completed a report on their findings.

**OHS Regulation section 14.2(6) / CSA Standard Z248-04 clause 6.4.3**

Name(s) of qualified person(s) who did each of the following:

- Completed operational testing according to clause 6.3.2 of CSA Standard Z248-2004 (including zone limits when applicable)
- Completed load testing according to clause 6.3.3 of CSA Standard Z248-2004
- Inspected all running ropes according to clause 6.5 of CSA Standard Z248-2004

**OHS Regulation section 4.9**

Location of all inspection, maintenance, repair, and modification records for this crane. (These records must be immediately available on request.)

**OHS Regulation section 14.2(6) / CSA Standard Z248-04 clause 6.4.3(c) (if applicable)**

Post-installation mast bolt re-torque required at: \_\_\_\_\_ hours

Post-installation mast bolt re-torqued at: \_\_\_\_\_ hours

Torque value: \_\_\_\_\_ ft-lb. or N-m

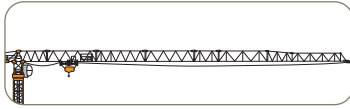
I have completed this report accurately to the best of my knowledge. I am the qualified supervisor as defined by [section 14.73.1 of the OHS Regulation](#).

Name (please print): \_\_\_\_\_

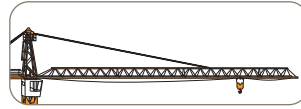
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Reference information

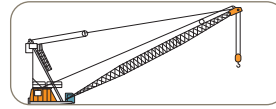
Check the type of crane this report is based on:



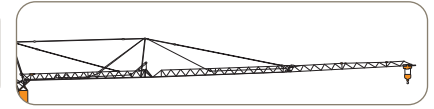
Flat top



Hammerhead



Luffing



Self-erecting

### Identify jib components by serial number or other unique identifier

1	5	9
2	6	10
3	7	11
4	8	12

### Identify counter-jib components (e.g., by serial number) and counterweights (in lb. or kg)

Components (if applicable)    Counterweights

1	1	7	13
2	2	8	14
3	3	9	15
4	4	10	16
5	5	11	17
6	6	12	18

### Identify mast components, including apex, turntable, etc. (e.g., by serial number)

1	4	7	10
2	5	8	11
3	6	9	12

### Identify maximum line pull block(s) (in lb. or kg)

1	2	3	4
Kicker(s)			
1	2		

### Identify maximum moment test block(s) (in lb. or kg)

1	2	3	4
Kicker(s)			
1	2		

### Identify maximum tip test block(s) (in lb. or kg)

1	2	3	4
Kicker(s)			
1	2		