Lifting and Rigging Procedure

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| **Revision History** | | | | |
| **Rev.** | **Amendment Details** | **Reviewer** | **Approved** | **Effective Date** |
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| 2 | Update to new Format | Raka Aditya P | Nurman S | 1-Oct-19 |
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# Purpose

This Procedure establishes uniform requirements designed to ensure that lifting and rigging safety training, operation, and maintenance practices are communicated to and understood by affected personnel.

These requirements are designed to ensure that procedures are in place to protect the safety of all personnel.

Alfa Pilar uses a number of different types of cranes. They include, but are not limited to, the following:

* Mobile Crane (Wheel-mounted crane).
* Rough Terrain Crane
* Overhead Crane (Bridge type found in Alfa Pilar facility).
* Hoists*.*

# Responsibility

**Operations and Engineering Manager**

* Ensures personnel are appropriately trained in the safe operations outlined in this Procedure
* Verifies only individuals (including critical contractors) that are qualified and certified (where required) in the operation of cranes, hoists and rigging are authorized to operate crane and hoists and perform rigging.
* Identifies and assigns authorized (trained, qualified) person(s) to support Lifting and Rigging operations.

**Service Supervisor Field Engineer**

* Interfaces with client to obtain site-specific HSE requirements.
* Informs crews of requirements.
* Ensures that crews are properly trained prior to commencing operations.
* Monitors operations to ensure compliance.

**Employee and Contract Employee**

* Operates cranes and hoists ONLY if they are qualified and certified.
* Performs rigging duties ONLY if they are qualified and certified.

**HSE Representative**

* Provides technical HSE support to Location, Operations and Facility Managers on the implementation and ongoing maintenance of this procedure.

# Procedure

Location, Operations and Facility Managers are to establish required compliance programs that support lifting and rigging operations as described in this Procedure.

Ensure communication and implementation of program elements including personnel qualification and training, testing and certification of equipment and components, documentation, inspections, audits and maintenance.

# At a Alfa Pillar Indonesia Facility

1. **Identify and Train Crane and Hoist Operators and Riggers**

Train personnel responsible for operating and rigging cranes, hoists and other lifting equipment; which includes ensuring compliance with regulatory certification requirements.

1. **Implement Program for Inspections, Load Tests, Certificates and Lifting Registers**

A program is to be established for all lifting accessories, lifting appliances and lifted equipment. These requirements specify the activities and records to be maintained. Responsibility for administering the general program is to be assigned to authorized persons

1. **Identify Potential Dropped Objects During Lifting Operations**

Ensure dropped object hazards are identified and controlled for all lifting operations and document in the corresponding risk assessment.

1. **Implement Applicable Regulatory Requirements**

Implement applicable regulatory requirements, which are in addition to the requirements contained in this Procedure.

# At Client Site

All points applicable to Alfa Pilar locations apply to client locations (comply with client requirements if more stringent).

**Forms**

* Lift Plan Form