

Moving Equipment to and from Rig Floor

Objective

The purpose of this procedure is Moving Equipment to and from Rig Floor with no harm to personnel and no damage to the environment or equipment.

The procedure will be performed in compliance with all company policies, safety standards and regulatory requirements.

Preparation

1. Review JSA # C-0111 (Moving Equipment to and from Rig Floor) with all crew members involved with task.
2. Survey Work area for hazards.
3. Gather all tools & equipment (A Qualified rigger will ensure that all lifting equipment, push poles, slings stingers, hooks, D-rings, shackles, tag lines, safety latches, etc. are inspected) before the lifting operation begins. Ensure they are properly rated.
4. Complete Riggers Compliance Checklist
5. Refer to References and Related Documents.
6. If seas, winds, or other conditions create a hazard the Qualified Deck Supervisor will shut down the operation and consult with the Offshore Installation Manager (OIM).
7. Check radio communications between both Deck Coordinators and both Deck Supervisors.

Note: Pinch points and hazards may change during job so always stay clear of these Areas and have an escape route.

Tools and Consumables

<ul style="list-style-type: none">• Shackles• Stinger & Hook• Slings• D-Rings• (2) – Radios• Push Poles• Taglines	<ul style="list-style-type: none">• Impact Resistant Gloves
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Procedure

1. General Daily Crane Activity Moving and Lifting

- a. Hold pre-job safety meeting with all personnel involved in the job.

- b. Survey work area for all hazards. When crane boom tip is near or inside the derrick always look up to see position of boom tip in relation to all possible obstructions in the derrick, to include but not limited to derrick bracings, air hoist cables, walkways on the side of derrick, wind walls, maintenance basket, and lights in the area.
- c. Make sure that if equipment / tubulars are to be tailed in or out of the rig floor that the appropriate crane shall be used to prevent side load of the crane and wire. Use the main boom and knuckle-limiting hoist movements when possible while tailing in / out with the crane to prevent damage to the crane cable.
- d. Complete Rigging and Compliance Checklist (Inspecting slings, and shackles for excessive wear or damage).
- e. If there are routine blind lifts that must occur, then the operation and task should be reviewed and assessed to reduce or eliminate the risk associated with blind lifts.

Note

- **It is extremely important that the crane operator use the crane camera or maintain a line of sight to the flagger when performing blind lifts.**

- f. Escape Routes shall be identified and remain clear during all lifting operations.
- g. Diamond Offshore approved Hands-Off Tools will be used to manipulate a suspended load regardless of the weight and or size.

Note

- **Keep in mind, the use of Hands-Off Tools will help minimize pinch point injuries near the load, yet you must still be aware of your hand and body placement to avoid injury.**

- h. Hook slings, stinger, D-ring to crane.

Caution

- **Employee having improper hand and body placement moving equipment.**

Caution

- **Ensure Deck Supervisor is aware of SWL of the slings and load being lifted. Good hand and body placement when connecting to loads.**

- i. Deck Coordinator will flag Deck Supervisor over load. Always look up to see position of boom tip while near or inside derrick.
- j. Deck Coordinator will flag Deck Supervisor to slack off crane ball.
- k. Hook sling to crane or crane to load.
- l. Place taglines on load and have escape route.

- m. Deck Coordinator will center Deck Supervisor over load. Always look up to check position of boom tip.
- n. Deck Supervisor will move load to intended location.
- o. Return all tools and equipment to their proper storage area.
- p. Close out paperwork and perform AAR.

Note

- **All employees have the right and responsibility to stop the job.**

Responsibilities

Deck Supervisor	<ul style="list-style-type: none"> • Review the rig specific JSA with crew members. • Maintain communications with Deck Coordinator and all others involved in job. • Organize crew members and assign individual tasks during operation. • Ensure the crew complies with GEMS sections listed in references. • Operate equipment at a safe speed with other cranes in close vicinity. • Advise relief of any changes to equipment at start of tour. • Make sure all hands understand that they have the right to stop the job at any time.
Deck Coordinator	<ul style="list-style-type: none"> • Assist Deck Supervisor in moving lifts using portable radio due to portions of the lift being blind for Deck Supervisor. • Ensure equipment is functioning properly at all times. • Check over all lifting equipment during job. • Flag Deck Supervisor at pick and landing area. • Makes sure decks are clear where load being landed. • Watch over employees doing the task. • Ensure there are no objects on equipment being moved that can become a dropped object. • Make sure danger chains are in place when needed.
Roustabout	<ul style="list-style-type: none"> • Assist in landing, slings, and un-slinging. • Gather and Inspect tools and safety equipment for job. • Cleaning up work area when job is complete and putting them in proper storage area.

References / Related Documents

SEMS 5.4.1.b General Lifting Safe Practices

SEMS 6.2.2.1. Hand and Finger Safety

SEMS 6.2.2.1.a Glove Selection Guide

SEMS 6.2.1.4 Personal Protective Equipment

SEMS 6.2.1.3 Housekeeping

Rigging Compliance Checklist

INSPECT	FOR
Crane Operator	<input type="checkbox"/> Qualifications.
Equipment	<input type="checkbox"/> Proper working condition. <input type="checkbox"/> Damaged cables. <input type="checkbox"/> Safety devices. <input type="checkbox"/> Fluid levels.
Load limit	<input type="checkbox"/> Weight of load and components. <input type="checkbox"/> Vendor drawings \ equipment tags for shipping weight. <input type="checkbox"/> Estimate weight from material weight charts. Do not depend on manifest weights
Equipment Capacity	<input type="checkbox"/> Equipment tag for rated capacity. <input type="checkbox"/> Motorized equipment capacity (form approved load charts).
Safety latches	<input type="checkbox"/> Condition. <input type="checkbox"/> Proper operation
Guards	<input type="checkbox"/> Condition. <input type="checkbox"/> In place.
Shackle	<input type="checkbox"/> Condition. <input type="checkbox"/> Size. <input type="checkbox"/> Safe load capacity. <input type="checkbox"/> Secured. <input type="checkbox"/> Tie wire/cotter pin in place.
Load balance	<input type="checkbox"/> Center of balance. <input type="checkbox"/> Multiple slings needed.
Position of load line	<input type="checkbox"/> Over center of gravity of load. <input type="checkbox"/> Will not swing toward riggers or equipment. <input type="checkbox"/> Secured from swinging.
Lifting plan	<input type="checkbox"/> Lifting plan. <input type="checkbox"/> Sequence of work. <input type="checkbox"/> Swing path. <input type="checkbox"/> Lay-down area. <input type="checkbox"/> Reviewed with the Crane Operator, Riggers, Signaller and Tag-line Personnel.
Electrical lines and components	<input type="checkbox"/> Minimum of 10 feet from electrical lines and components. <input type="checkbox"/> Electrical lockout \ tag out observed.
Sling	<input type="checkbox"/> Condition. <input type="checkbox"/> Long enough for a safe lift. <input type="checkbox"/> Sling legs within 45° from vertical