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MANAGEMENT OF WEIGHT HANDLING EQUIPMENT ATTACHMENT 1/CHANGE 2 TO NAVFAC P-307 DEC  
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GENTEXT/REMARKS/1. THE PURPOSE OF THIS MESSAGE IS TO ANNOUNCE CHANGE 2 TO  
REFERENCE A.

2. THE FULL TEXT OF CHANGE 2 IS INCLUDED AS ATTACHMENT 1 AND CAN ALSO BE  
DOWNLOADED FROM THE NAVCRANECEN WEB SITE AT [HTTPS://PORTAL.NAVFAC.NAVY.MIL/NCC](https://portal.navy.mil/ncc) .  
A SYNOPSIS OF CHANGE 2 IS INCLUDED.

3. THIS CHANGE IS ISSUED TO CLARIFY AND PROVIDE ADDITIONAL REQUIREMENTS THAT  
APPLY TO CRANES UTILIZED BY NAVY ACTIVITIES THAT MAY BE OWNED BY OTHER MILITARY  
SERVICES OR GOVERNMENT AGENCIES. OTHER CLARIFICATIONS TO OVERALL NAVY WHE POLICY  
HAVE BEEN INCLUDED IN THIS CHANGE.

4. THE CLARIFICATIONS AND CORRECTIONS IN THIS CHANGE ARE IN EFFECT IMMEDIATELY.  
FOR THOSE CRANES NOT CURRENTLY MAINTAINED AND CERTIFIED IN ACCORDANCE WITH THIS  
STANDARD, NAVY ACTIVITIES SHALL ACHIEVE FULL COMPLIANCE WITHIN ONE YEAR.

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## CHANGE RECORD

This page is provided for recording of future changes to this version of P-307.

Change No.	Date	Title or Brief Description	Entered By
1	3/31/2011	NDT Periodicity; Mobile Crane Test; Complex Lift Rules for Ordnance Handling; and OSHA Rules Update for Navy Cranes Used in Construction Changes.	Navy Crane Center
2	8/11/2011	Cranes Owned by Other Services and Operated at Navy Activities; New Crane Procurement and Overhaul; Other Policy Clarifications.	Navy Crane Center

**CHANGE 2 August 2011**

## CHANGE SYNOPSIS

This change synopsis is provided to assist the user in determining the changes to the previous version of NAVFAC P-307. Changes in the text are indicated by change bars in the left and right margins. Page number only changes are not identified by change bars but are noted in the change synopsis.

Paragraph 1.1 Clarified that Navy activities on joint bases and other bases must follow P-307 regardless of who owns their WHE. Added references for acquisition and overhaul of WHE.

Page 1-2 Page number change only.

Paragraph 1.3.3 Clarified that SSP OD and NAVSEA ordnance handling equipment exempt from this publication applies to ordnance handling equipment (section 14 type equipment and not cranes). This is a clarification not a change.

Pages 1-4, 1-5, 1-6, and 1-7 Page number change only.

Paragraph 1.7.2.e Corrected previous typographical error; changed “or” to “of” in first sentence.

Pages 1-9 and 1-10 Page number change only.

Paragraph 1.7.3 Expanded paragraph outlining requirements for WHE operated by Navy personnel at Navy activities but not owned by the Navy. Clarified requirements for operation of cranes owned by other military services and agencies.

Paragraph 1.8 Clarified requirements for joint bases where Navy activities are the tenant and not the crane service provider. This clarification incorporates the requirements of expanded paragraph 1.7.3. Requirements for joint bases where Navy is the service provider remain the same.

Paragraph 1.9 Relocated and renumbered paragraph to clarify requirements for Navy personnel performing inspection, maintenance, testing, or certification of non-Navy owned and operated WHE.

Paragraphs 1.10, 1.11, 1.12, and 1.13, Paragraph number change only.

**CHANGE 2 August 2011**

## SECTION 1 GENERAL OVERVIEW

1.1 Introduction. This publication provides requirements for the maintenance, inspection, test, certification, repair, alteration, operation, and/or use of weight handling equipment (WHE) owned by the Navy and/or under the technical cognizance of the Naval Facilities Engineering Command (NAVFAC). Activities covered include Navy shore activities, the Naval Construction Force (NCF), Naval Special Operating Units (SOU), and the Naval Construction Training Center (NCTC). Also included are Navy fleet activities and detachments that operate shore based WHE along with Navy activities on joint bases and bases of other military services and agencies. These criteria are the minimum requirements for all applicable equipment. This publication meets or exceeds all applicable OSHA requirements for maintenance, inspection, testing, certification, repair, alteration, and operation of equipment covered herein. Acquisition of WHE and overhaul of existing WHE shall follow policy set forth in NAVCRANECENINST 11450.1. This instruction is available on the Navy Crane Center's web site, <https://portal.navfac.navy.mil/ncc>.

1.1.1 Exceptions. Units of the NCF and SOU are exempt from compliance with those portions of this publication that would preclude the execution of their wartime tasking in a strictly military unique operation. This includes Elevated Causeway "Modular" (ELCAS "M"), Elevated Causeway "Navy Lighterage" (ELCAS "NL"), and contingency embarking operations and exercises. Commanders of these units shall make every effort to ensure these inherently dangerous operations are conducted in the safest possible manner. Ample training and standard operation procedures shall be established and reviewed annually.

1.2 Purpose. The purposes of this publication are:

- a. To maintain the level of safety and reliability built into each unit of applicable equipment by the original equipment manufacturer (OEM);
- b. To ensure optimum service life;
- c. To provide training and qualification standards for all personnel involved with maintenance, inspection, test, certification, engineering, rigging and operation of WHE;
- d. To ensure the safe lifting and controlling capability of WHE and promote safe operating practices through the engineering, inspection, test, certification, qualification, operation, and rigging requirements prescribed herein.

1.3 Applicable Equipment

1.3.1 Sections 1 through 12. Sections 1 through 12 apply to the following types of equipment. Included are barge mounted cranes (category 1 through 4) at shore activities.

### Category 1 cranes

Portal cranes  
Hammerhead cranes  
Locomotive cranes  
Derricks  
Floating cranes (YD)  
Tower cranes  
Container cranes  
Mobile cranes (except those indicated as category 4) including truck, cruiser, crawler, warehouse/industrial cranes, and cranes used for dragline, pile driving, clamshell, magnet, and bucket work  
Aircraft crash cranes  
Mobile boat hoists including self-propelled and towed types  
Rubber-tired gantry cranes

Category 2 and 3 cranes (Cranes with certified capacities of 20,000 pounds or greater are category 2. Cranes with certified capacities less than 20,000 pounds are category 3.)

Overhead traveling cranes (including runway track and hanger supports for underhung cranes)  
Gantry cranes (rail mounted)  
Wall cranes  
Jib cranes  
Davits  
Pillar cranes  
Pillar jib cranes  
Monorails and associated hoists (including track, switches, and hanger supports)  
Fixed overhead hoists, including fixed manual and powered hoists (portable manual and powered hoists are defined in paragraph 1.3.2 and covered in section 14 unless the activity chooses to treat them as category 2 or 3 cranes)  
Portable A-frames and portable gantries with permanently installed hoists  
Pedestal mounted commercial boom assemblies (fixed length and telescoping types) attached to stake trucks, trailers, flatbeds, or railcars, or stationary mounted to piers, etc., with certified capacities less than 2,000 pounds.

### Category 4 cranes

Commercial truck mounted cranes  
Articulating boom cranes, including ammunition handling truck/cranes with equipment category code 0704  
Pedestal mounted commercial boom assemblies (fixed length and telescoping types) attached to stake trucks, trailers, flatbeds, or railcars, or stationary mounted to piers, etc., with certified capacities of 2,000 pounds and greater.

Note: Commercial truck mounted cranes (described by ASME B30.5) and articulating boom cranes (described by ASME B30.22) of all capacities are

category 4 cranes and require a licensed operator even if the cranes are down rated for administrative purposes.

Sections 1 through 12 also apply to cranes installed ashore for training on shipboard operations unless such equipment is managed under an alternate Navy standard.

1.3.2 Section 14. Section 14 applies to the following equipment used in weight handling operations:

Rigging gear (slings, shackles, eye bolts, swivel hoist rings, links, rings, turnbuckles, insulated links, etc.)

Crane structures

Container spreaders

Personnel platforms

Portable manual and powered hoists. These are manual and powered hoists that are mounted by means of an upper hook (the source of power, air, electric, or manual, is irrelevant). The activity may designate this equipment as category 2 or 3 cranes as applicable.

Portable load indicators (dynamometers, load cells, crane scales, etc.)

Below the hook lifting devices as identified in ASME B30.20

Portable A-frames, portable floor cranes, and portable gantries. Portable A-frames and portable gantries with permanently installed hoists are category 2 or 3 cranes.

Cranes and hoists procured with, integral to, and used solely in support of larger machine systems (milling machines, press brakes, shore power booms, etc.).

Unless noted, the requirements of sections 2 through 11 do not apply to this equipment.

1.3.3 Non-Applicable Equipment. This publication does not apply to WHE installed on naval vessels, including cranes on floating dry docks. Requirements for shipboard WHE are covered in applicable NAVSEA technical publications. Equipment with category codes 0723, 0725, and 0735 are covered by NAVFAC P-300, however accidents occurring while using the equipment for lift hook work, as defined in section 12, shall be reported to the Navy Crane Center. Also excluded are personnel lifting equipment covered by NAVFAC P-300; vertical transportation equipment (stacker cranes, conveyors, automobile lifts, etc.) covered by NAVFAC MO-118; capstans (follow MIL-STD-1625); base-mounted drum hoists and winches used for line handling and other horizontal movement of loads; material handling equipment covered by applicable Naval Supply Systems Command criteria (except industrial and warehouse cranes, which are covered by this publication); ground support equipment covered by applicable Naval Air Systems Command criteria; ordnance handling equipment covered by Strategic Systems Program Ordnance Data (OD) criteria (section 14 type equipment only); and NAVSEA approved ordnance handling equipment (section 14 type equipment only). For cranes used at shore activities to train personnel on identical cranes installed shipboard, the applicable shipboard crane maintenance, inspection, operation, and certification program (e.g., NAVAIR, NAVSEA, etc) may be used in lieu of this publication. Ground level crane rails and runway rails, along with associated supports and foundations, for top running bridge cranes, gantry cranes, and wall cranes are covered by NAVFAC Instruction 11230.1.

1.4 Special Definitions. A thorough understanding of the following definitions is essential to the use of this publication. Additional terms that are used in reference to WHE are included in appendix A.

a. Load Bearing Parts. Those parts of WHE that support the load and upon failure could cause dropping, uncontrolled shifting, or uncontrolled movement of the load.

b. Load Controlling Parts. Those parts of WHE that position, restrain, or control the movement of the load (e.g., rotate and travel brakes, clutches) a malfunction of which could cause dropping, uncontrolled shifting, or uncontrolled movement of the load. Crane mounted diesel engines, generators, electrical power distribution systems, and electrical control circuits, associated with the movement of the load, shall be treated as load controlling parts except as noted.

Note: Backup components to primary load bearing and load controlling parts, such as secondary brakes, shall also be considered as load bearing or load controlling parts.

c. Safety Devices

(1) Operational Safety Devices. Safety devices that affect the safe load lifting and handling capability of the equipment, such as interlocks, limit switches, load/load moment and overload indicators with shutdown capability, anti-two-block limit switches with warning capability, emergency stop switches, radius indicating devices, and locking devices.

(2) General Safety Devices. Safety devices, such as bells, horns, warning lights, and bumpers, that provide protection for operation and maintenance personnel and equipment on, or in the operating path of, cranes.

Note: See appendix F for additional examples of load bearing and load controlling parts and operational safety devices.

d. Major Deficiency. A deficiency of a load bearing or load controlling part or operational safety device that hinders the safe operation or reduces the load bearing or load controlling capability of the equipment or component.

e. Alteration. An alteration constitutes any change in the OEM's WHE design configuration. This includes:

Replacement of parts and components with parts or components not identical with original (i.e., changes in material, dimensions, or design configuration), except as noted in section 4.

Addition of parts or components not previously a part of the equipment.

Removal of components that were previously a part of the equipment.

Rearrangement of parts or components.

Alteration of existing parts and materials.

f. Certifying Official. The individual(s), designated by the activity commanding officer, responsible for ensuring the activity's cranes are inspected and tested in accordance with the requirements herein, and that the cranes are safe to use for its intended purpose.

g. Third Party Certification. Certification of floating cranes used in shipbuilding, ship repair, or shipbreaking operations and all types of cranes and certain related gear used in cargo transfer by an OSHA approved certification agency. This certification is in addition to the certification requirements of section 3.

h. Cargo. Any materials or equipment intended for transport to other ships or shore activities.

i. Cargo Transfer. The loading, unloading, moving, or handling of cargo into, in, on, or out of any vessel.

j. Ship's Stores. Materials and equipment intended for the use and consumption by a ship in carrying out its mission.

k. Construction. Work activities that are construction, alteration, or repair as defined by OSHA under 29 CFR 1926. This does not include work covered under the general industry standard, 29 CFR 1910, shipyard industry standard, 29 CFR 1915, marine terminal industry standard 29 CFR 1917, or longshoring industry standard 29 CFR 1918. For further clarification, consult the local activity safety office.

1.5 Qualifications of Personnel. Personnel involved in the maintenance, alteration, repair, inspection, testing, and operation of WHE, shall be trained and qualified to perform their assigned duties. All personnel operating Navy-owned WHE shall meet the requirements of this publication. Specific requirements for crane operator qualification and licensing are addressed in sections 6, 7, and 8. For other personnel involved in the WHE program, see section 13 for training and/or qualification requirements.

1.6 Third Party Certification of Cranes, Derricks, and Other Devices used in Cargo Transfer and Floating Cranes and Floating Derricks (Including Barge-Mounted Mobile Cranes) used in Shipbuilding, Ship Repair, and Shipbreaking. Per OSHA regulations, cranes, derricks, and certain other devices (see paragraph 1.6.2) used in cargo transfer and floating cranes and floating derricks used in shipbuilding, ship repair, and shipbreaking shall be certified by an OSHA recognized certification agency. The Navy Crane Center is recognized by OSHA as a third party certifier of Navy owned cranes per the requirements of this publication. Third party certification requirements apply to cranes and other devices at Navy activities in the United States and its territories.

Notes: Non-floating cranes, derricks, and other devices used in shipbuilding, ship repair, and shipbreaking do not require third party certification. Lifting of components, materials, parts, etc. associated with shipbuilding, ship repair, or shipbreaking is not cargo transfer. Loading of ship's stores does not require third party certification. Lifting of hoses and ship's brows does not require third party certification.

In accordance with 29 CFR 1918.1, effective 21 January 1998, cargo transfer performed with the use of shore-based cranes and derricks is governed by 29 CFR 1917. Mobile cranes placed aboard vessels for cargo transfer will continue to be governed by 29 CFR 1918. The following is Navy policy for implementation of the certification requirements of these standards.

1.6.1 Cranes and Derricks. For Navy owned cranes and derricks, third party certification shall be performed by the Navy Crane Center. This third party certification is in addition to certification by the designated certifying official as addressed in section 3. For Navy owned cranes and derricks operated or maintained by contract (e.g., base operating services contracts), certifying officials shall ensure contracting officers include the requirement for Navy Crane Center third party certification of applicable cranes in contracts. See appendix M for certification procedures.

For all other cranes and derricks (including rented, leased, and contractor owned and operated cranes and derricks) used in the above noted operations, third party certification shall be by an OSHA accredited certification agency in accordance with OSHA regulations. A list of currently accredited agencies may be obtained from the area OSHA office.

Note: Cranes and derricks used in cargo transfer shall be fitted with a load indicating (or alternate) device meeting OSHA requirements. The load indicating device may be integral with the crane or may be hung from the hook provided a readout is located in the crane cab. A load indicating device is not required when the crane is used to handle cargo, that is known (i.e., units hoisted are marked) to weigh less than 11,200 pounds and when 11,200 pounds is less than the rated capacity of the crane at the maximum radius possible under the conditions of use at the time. Additionally, portal and bridge cranes used in cargo transfer shall be fitted with a wind indicating device meeting OSHA requirements.

1.6.2 Container Spreaders and Below the Hook Lifting Devices. (Examples of below the hook lifting devices requiring third party certification include spreader beams, lifting devices for unique cargo, and bar pallet bridles that have some components that are not off-the-shelf items.)

Container spreaders and below the hook lifting devices (i.e., does not include common rigging gear) with rated loads greater than 10,000 pounds purchased or manufactured after 21 January 1998 shall have a third party certification by an OSHA recognized agency prior to use. This is a one-time third party certification. For Navy owned devices used in cargo transfer, the certification shall be by the Navy Crane Center and shall include an inspection and load test at the test load percentages noted in table 14-1. Third party certifications shall be retained in the equipment's history file for the life of the gear. For contractor owned devices used in cargo transfer, the requirements of 29 CFR 1917.50(c) apply. Third party certification is not required for devices purchased or manufactured prior to 21 January 1998, or for devices with rated capacities of 10,000 pounds or less.

## 1.7 Non-Navy Owned Cranes and Rigging Equipment at Naval Activities.

1.7.1 Rented or Leased Cranes Operated by Navy or Base Operating Service (BOS) Contractors and Cranes and Rigging Equipment Owned and Operated by (BOS) Contractors. Cranes shall be inspected, load tested, and certified to the requirements of section 3 prior to use (except for Appendix E hook NDT requirements). For cranes that cannot be load tested to the specified overload tests of this publication due to OEM restrictions or designs that prevent periodic overload tests, the cranes shall be downrated to 90 percent of the OEM's rated capacity (76 percent for non-mobile cranes) and tested to the requirements of this publication. For long term leases (over 4 months) and for BOS contractor owned cranes, the maintenance and inspection requirements of section 2, and Appendix E, hook NDT requirements shall also apply. Additionally, an equipment history file, section 5, containing those documents required by sections 2 and 3 and their applicable appendices shall be maintained on each rented or leased crane. These history files shall be retained for one year after the end of the lease (seven years if the crane is involved in a crane or rigging accident). These requirements shall be included in applicable contracts.

Crane operators shall be licensed in accordance with the requirements of sections 6 through 8 (or equivalent for BOS contractor personnel). Crane operations shall be in accordance with sections 9 through 12. Rigging equipment and usage practices shall be in accordance with section 14.

1.7.2 Contractor Operated Cranes (and Multi-Purpose Machines, Material Handling Equipment (Forklifts), and Construction Equipment When Used as Cranes to Lift Suspended Loads) and Rigging Equipment in Weight Handling Operations. In addition to cranes rented or leased for operation by an activity, other non-Navy owned cranes, multi-purpose machines, material handling equipment (forklifts), and construction equipment are used on Navy property to lift suspended loads. Rigging equipment may be used with these machines or by itself in weight handling operations. These cranes and equipment can be from a variety of sources and are generally incidental to construction contracts, ship repair contracts, demolition contracts, maintenance and other service contracts, deliveries of supplies and equipment, etc. Numerous organizations, including tenant activities, ships, supply departments, ROICCs, etc., have contracting authority and very often the need for cranes is not anticipated when contract documents are written. The following requirements apply to any contracted work utilizing cranes (and multi-purpose machines, material handling equipment, construction equipment used to lift loads suspended by rigging gear) and to all rigging equipment used in weight handling operations at a naval activity. These requirements do not apply to shipboard cranes or rigging equipment. Navy activity (i.e., host activity) commanding officers shall promulgate the following minimum requirements to tenants and contracting officers for inclusion in contracts, statements of work, purchase orders, etc. (These requirements do not apply to cranes that enter the activity but are not used for lifting, or other machines not used to lift loads suspended by rigging equipment.)

- a. Require the contractor to comply with specific activity regulations pertaining to crane safety and operation (including allowable access routes and ground loading limitations), and to notify the contracting officer, in advance, of any cranes entering

the activity or of any multi-purpose machines, material handling equipment, or construction equipment that may be used in a crane-like application to lift suspended loads. Require the contractor to comply with applicable ANSI or ASME standards (e.g., ASME B30.5 for mobile cranes, ASME B30.22 for articulating boom cranes, ASME B30.3 for construction tower cranes, and ASME B30.8 for floating cranes, ASME B30.9 for slings, ASME B30.20 for below the hook lifting devices, and ASME B30.26 for rigging hardware, ANSI/ITSDF B56.6 for rough terrain forklifts). For cranes, machines and rigging equipment at naval activities in foreign countries, the cranes, machines and rigging equipment shall comply with the appropriate host country safety standards. For barge-mounted mobile cranes, require a third party certification from an OSHA accredited organization (or a third party certification from a state accredited organization for those states with OSHA approved state plans), a load indicating device, a wind indicating device, and a marine type list and trim indicator readable in one-half degree increments. Third party certification is not required for barge-mounted mobile cranes at naval activities in foreign countries.

b. Require a certificate of compliance from the contractor (appendix P, figure P-1) that the crane (or other machine if used to lift suspended loads) and the rigging equipment meet applicable OSHA and ANSI/ASME regulations (with the contractor citing which OSHA and ANSI/ASME regulations are applicable, e.g., cranes/multi-purpose machines used in cargo transfer shall comply with 29 CFR 1917; cranes/multi-purpose machines used in construction, demolition, or maintenance shall comply with 29 CFR 1926; cranes/multi-purpose machines used in shipbuilding, ship repair, or shipbreaking shall comply with 29 CFR 1915; slings shall comply with ASME B30.9, rigging hardware shall comply with ASME B30.26). For cranes (or other machines used to lift suspended loads) and rigging equipment at naval activities in foreign countries, the contractor shall certify that the crane (or other machine) and the rigging equipment conform to the appropriate host country safety standards. The contractor shall also certify that all of its crane (or other machine) operators working on the naval activity have been trained not to bypass safety devices (e.g., anti-two block devices) during lifting operations. Require that the certifications be posted on the crane.

c. For mobile and commercial truck mounted cranes with OEM rated capacities of greater than 2000 pounds, require that the crane operator be designated as qualified by a source that qualifies crane operators (i.e., a union, a government agency, or an organization that tests and qualifies crane operators). Proof of current qualification shall be provided. Operators of cranes used in construction at activities under US jurisdiction shall follow the qualification and certification requirements of 29 CFR 1926.1427.

d. Require the contractor to certify (appendix P, figure P-1) that the operator is qualified and trained for the operation of the crane or machine to be used.

e. For multi-purpose machines, material handling equipment, and construction equipment used to lift loads suspended by rigging equipment, require proof of authorization from the machine OEM that the machine is capable of making lifts of loads suspended by rigging equipment. Require the contractor to demonstrate that

the equipment is properly configured to make such lifts and is equipped with a load chart.

f. Require that all hooks used on cranes, hoists, other machines, and rigging gear shall have self-closing latches or the throat opening shall be "moused" (secured with wire, rope, heavy tape, etc.) or otherwise secured to prevent the attached item from coming free of the hook under a slack condition. The following exceptions apply and shall be approved by the contractor's technical organization: items where the hook throat is fully obstructed and not available for manual securing and lifts where securing the hook throat increases the danger to personnel such as forge shop, dip tank, or underwater work.

g. Require a critical lift plan for each of the following lifts: lifts over 75 percent of the capacity of the crane, hoist, or other machine (lifts over 50 percent of the capacity of a barge mounted mobile crane's hoists) at any radius of lift; lifts involving more than one crane, hoist, or other machine; lifts of personnel (lifts of personnel suspended by rigging equipment from multi-purpose machines, material handling equipment, or construction equipment shall not be permitted); lifts made in the vicinity of overhead power lines; erection of cranes; and lifts involving non-routine rigging or operation, sensitive equipment, or unusual safety risks. The plan shall include the following as applicable:

(1) The size and weight of the load to be lifted, including crane (or other machine) and rigging equipment that add to the weight. The OEM's maximum load capacities for the entire range of the lift shall also be provided.

(2) The lift geometry, including the crane (or other machine) position, boom length and angle, height of lift, and radius for the entire range of the lift. Applies to both single and multiple crane/machine lifts.

(3) A rigging plan, showing the lift points, rigging equipment, and rigging procedures.

(4) The environmental conditions under which lift operations are to be stopped.

(5) For lifts of personnel, the plan shall demonstrate compliance with the requirements of 29 CFR 1926.1431.

(6) For barge mounted mobile cranes, barge stability calculations identifying crane placement/footprint; barge list and trim based on anticipated loading; and load charts based on calculated list and trim specific to the barge the crane is mounted on. The amount of list and trim shall be within the crane manufacturer's requirements.

(7) For lifts in the vicinity of overhead power lines (i.e., if any part of the crane or other machine, including the fully extended boom of a telescoping boom crane or machine, or the load could approach the distances noted in figure 10-3 during a proposed operation), the plan shall demonstrate compliance to 29 CFR 1926.1408-1411.

h. Require the contractor to notify the contracting officer as soon as practical, but not later than four hours, after any WHE accident. (See definition in section 12.) Require the contractor to secure the accident site and protect evidence until released by the contracting officer. Require the contractor to conduct an accident investigation to establish the root cause(s) of any WHE accident. Crane operations shall not proceed until cause is determined and corrective actions have been implemented to the satisfaction of the contracting officer.

i. Require the contractor to provide the contracting officer within 30 days of any accident a Crane and Rigging Gear Accident Report using the form provided in section 12 consisting of a summary of circumstances, an explanation of causes(s), photographs (if available), and corrective actions taken. These notifications and reporting requirements are in addition to those promulgated by OPNAVINST 5100.23 and related command instructions.

j. Require the contractor to certify that signal persons used in construction work are qualified in accordance with 29 CFR 1926.1428.

The host activity shall ensure that contracts contain the above requirements, concur with the contracting officer's oversight plan (paragraph 1.7.2.2), ensure that the oversight plan is being carried out, and provide oversight of contractor accident investigations and corrective actions.

1.7.2.1 Additional Requirements For Tower Cranes. Contractor provided tower cranes used in construction must meet the additional requirements of CFR 1926.1435. The following additional documentation is required for contractor provided tower cranes (those cranes defined by ASME B30.3).

- a. Foundation design and requirements.
- b. Installation instructions.
- c. Assembly and disassembly instructions including climbing/jumping instructions if applicable.
- d. Operating manual, limitations, and precautions.
- e. Periodic inspection and maintenance requirements.

1.7.2.2 Contracting Officer Responsibilities

a. The contracting officer shall include the minimum requirements of paragraph 1.7.2 and 1.7.2.1 for contractor cranes in contracts, ensure compliance with contract requirements, provide oversight of contractor crane and rigging operations, and provide oversight of contractor accident investigations and corrective actions. The degree of oversight shall be based upon the risk to Government personnel and property. Appendix P, figure P-2, provides a checklist that shall be used during oversight of contractor crane and rigging operations. The host activity shall concur with the oversight plan. Copies of appendix P, figure P-2, shall be kept on file for one year.

b. The contracting officer shall notify the host activity of any WHE accident upon

notification by the contractor. Additionally, the contracting officer shall notify the Navy Crane Center of an accident involving a fatality, in-patient hospitalization, overturned crane, collapsed boom, or any other major damage to the crane or adjacent property as soon as possible, preferably within 24 hours of notification by the contractor. For all other accidents, notify the Navy Crane Center as soon as practical but no later than three working days after the accident.

c. The contracting officer shall provide the Navy Crane Center and host activity a copy of every accident report, regardless of severity, upon receipt from the

contractor. These requirements are in addition to any notification and reporting requirements promulgated in OPNAVINST 5100.23 and command instructions. When the contracting office is not in the local area, the contracting officer shall designate a local representative to ensure compliance with the above noted requirements.

1.7.3 WHE Owned by Other Military Services and Other Government Agencies. Where Navy personnel operate WHE owned by other services or agencies at Navy activities, including Navy activities on bases of other military services and agencies, the WHE shall be maintained, inspected, tested, and certified in accordance with this publication. The training, licensing, and operational requirements of this publication apply.

Where WHE owned and operated by other military services and agencies is used in support of Navy operations, the activity commanding officer shall establish and promulgate a policy to ensure the safe operation of the equipment. The policy shall include, as a minimum, the requirements addressed in paragraph 1.7.2 for contractor operated cranes.

1.8. WHE at Joint Bases. WHE operated by Navy personnel at Navy activities on joint bases shall be maintained, inspected, tested, and certified in accordance with this publication. WHE operated by another military service that have been turned over to the Navy, or where the Navy performs inspection, maintenance, testing and certification, shall be inspected, maintained, tested, and certified in accordance with this publication at their next regularly scheduled inspection/maintenance period, but no later than one year from turnover or full operational capability (FOC). Personnel of other military services who operate, or perform rigging on, WHE maintained and certified by the Navy shall be trained and qualified in accordance with, and shall follow the operational requirements of, this publication. This paragraph does not apply to Army or Air Force mobile tactical WHE.

Where WHE owned and operated by other military services and agencies as the supporting component is used in support of Navy operations, the activity commanding officer of the supported component shall establish and promulgate a policy to ensure the safe operation of the equipment. The policy shall include, as a minimum, the requirements addressed in paragraph 1.7.2 for contractor operated cranes.

1.9 Non-Navy Owned and Operated WHE Inspected, Maintained, Tested, or Certified by Navy Personnel. Where Navy personnel inspect, maintain, test, or certify, non-Navy

owned and operated WHE, they shall follow the requirements of sections 1, 2, 3, 5, 11, 12, 13, 14, and the applicable appendices as a minimum.

1.10 Record Formats. Sample formats shown throughout this publication show the minimum information required to be maintained for record purposes. Activity generated forms may be substituted, provided they include the information required. Activities may delete items from the sample forms provided they are not applicable to the subject equipment. Local reproduction of the forms is authorized.

1.11 Audits and Self-Assessments. As directed by SECNAVINST 11260.2, audits of weight handling programs at Navy shore activities are periodically conducted by the Navy Crane Center in accordance with Navy Crane Center Instruction 11200.33. Activities shall perform a self-assessment and provide the results of the assessment to the Navy Crane Center approximately 30 days prior to the audit. Commands shall coordinate responses and corrective actions resulting from audits with their field activities.

1.12 Implementing Procedures. Activities shall develop standard written procedures for managing their weight handling program that implement the applicable requirements of this publication.

1.13 Request for Clarification, Deviation, or Revision. Requests for clarification, deviation, or revision to this manual shall be documented using a "Request for Clarification, Deviation, or Revision," (RCDR) figure 1-1. Appropriate references, enclosures, background, and reason for request shall be provided. This form may also be used to request clarifications, deviations, or revisions to Crane Safety Advisories, Equipment Deficiency Memoranda, and other directives issued by Navy Crane Center. RCDRs issued prior to the publication date of this revision of NAVFAC P-307 that provide clarifications or general interpretations shall be considered cancelled except for those that remain on Navy Crane Center's web site (<https://portal.navy.mil/ncc>). Previous RCDRs issued for one-time deviations or specific equipment remain in effect. Where appropriate, previous RCDRs have been incorporated into this document. RCDRs posted on Navy Crane Center's web site are applicable to all activities.