



# Site Report

## PRACTICAL EXAMINATION—MOBILE CRANES

NCCCO has established specific conditions and guidelines that each Practical Examination Test Site must adhere to. This *Site Report* is designed to ensure that these conditions are met. The Examiner is required to perform a site inspection prior to the start of the first examination and complete the *Site Report* form. The Examiner must arrive at the Test Site in sufficient time to verify by measuring with a tape the accuracy of the course layout with respect to the NCCCO Test Site Layout (CAD). The Examiner must also conduct a visual inspection of the crane for proper setup prior to testing any applicant. This *Site Report* must be presented on demand to any Practical Test Auditor.

**Please type or print neatly.**

TEST SITE	DATE
NAME OF TEST SITE COORDINATOR	

**Check the following items for compliance:**

### PRE-TEST CANDIDATE BRIEFING AREA

An indoor facility suitable for the Pre-Test Briefing of exam candidates, including:

- Sufficient tables and chairs to seat all candidates for the Pre-Test Briefing
- A DVD player and television or computer for candidates to watch the NCCCO Practical Exam video
- A location so that waiting candidates are unable to observe other candidates being tested

Candidate materials available:

- A written description of the examination (*NCCCO Mobile Crane Operator Candidate Handbook*)
- A plan view of the Test Site Layout (CAD)
- Operator's manuals and load chart(s) for all cranes that will be used for testing, including at least one extra copy
- Copies of those pages of the operator's manual dealing with operating instructions
- One copy of the complete operator's manual
- Instructions for the LMI system, if the crane is so equipped

**This section is to be completed for each crane used during the testing session:**

MAKE / MODEL OF CRANE:	SERIAL NUMBER OF CRANE:
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### TEST SITE SETUP

- Entire course is level within five percent (5%) of true level
- Zigzag Corridor has no more than a 6 in. maximum change in elevation
- Free of debris, stored materials, surface irregularities, or hazards that could interfere with test maneuvers
- No obstructions are within 5 ft. of the Test Site in any direction

**Using the Test Site Layout (CAD), verify the following measurements:**

- Distance from the center of rotation of the crane to the center of Barrel #1
- Distance from the center of rotation of the crane to the center of the Stop Circle
- Distance from the center of rotation of the crane to the center of the Test Weight Circle
- Distance from the center of rotation of the crane to the center of Barrel #2
- Distance from the centerline of the crane to the second leg of the Zigzag Corridor
- Distance from the centerline of the crane to the first leg of the Zigzag Corridor
- Length of the two long sides of the Zigzag Corridor
- Length of the four short sides of the Zigzag Corridor
- Width of the Zigzag Corridor
- Poles placed at 2 ft. centers

# **SITE REPORT (CONT'D)**

## **PRACTICAL EXAMINATION—MOBILE CRANES**

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### **BARRELS**

- Two empty steel drums, 22 in. diameter and 34 in. tall (e.g., 55-gallon drums), open at one end
- Identified as *No. 1* and *No. 2* in numerals large enough to be clearly seen from the operator's cab
- For Lattice Boom Cranes only*, barrels are weighted with 20 lbs. of ballast, evenly distributed in the base, so that the barrel is level
  - The ballast does not prevent the overhaul ball from entering the barrel such that the horizontal line cannot drop below the rim.
- Each placed within a 2 in. wide circle line (with a maximum width of 2¼ in.), painted around the outline of the barrel
- Each placed on a 4 ft. × 4 ft. sheet of ¾-inch CDX-grade (or better) plywood
- Secured and weighted as necessary to prevent movement
- A spare barrel is available

### **POLES**

- 42 poles made of 1½-inch, white PVC pipe (SHD 40), each 3 ft. long; ball on each pole
- Top 12 in. painted or taped orange or red
- Mounted to a platform made of two layers of ¾-inch, CDX-grade (or better) plywood or high density polyethylene (HDPE), cut 12 in. square
- A taut, longitudinal string line placed on the ground through the centerline of each pole base
- Spare poles and bases available

### **CIRCLES**

- Start Circle has a 6 ft. 4 in. outside diameter (within a permitted tolerance of ± ½ in.), with a clearly marked inside line at least 2 in. wide and located per the Test Site Layout (CAD)
- Start Circle is in line with the centerline of the crane and due left of the Test Weight Circle
- Stop Circle has a 6 ft. 4 in. outside diameter (within a permitted tolerance of ± ½ in.), with a clearly marked inside line at least 2 in. wide and located per the Test Site Layout (CAD)
- Test Weight Circle has a 6 ft. 4 in. outside diameter (within a permitted tolerance of ± ½ in.), with a clearly marked inside line at least 2 in. wide and located per the Test Site Layout (CAD)

### **CRANE SELECTION AND SETUP**

- Crane as identified in the Test Site Layout (CAD)

### **TEST CRANE**

- Set up and leveled, in the location specified, ready for operation, with engine running, in accordance with the manufacturer's recommendations
- Boom length is as stated on Test Site Layout (CAD)
- The telescopic boom is extended to the designated length and marked in a manner that is clearly visible from the ground to ensure the boom is not telescoped during the test
- Rigging slings between the overhaul ball and the Test Weight do not exceed 3 ft. in length
- If a second overhaul ball is used, it is attached where the distance between the bottom of the upper ball and the top of the lower ball does not exceed 2 ft.

### **OVERHAUL BALL**

- 30–48 in. circumference (9½–15 in. diameter) with a horizontal white line, 2 in. wide, painted or taped around its center
- A length of ¾-inch chain that can be quickly and easily attached and detached and is:
  - Painted orange or red
  - Attached to bottom center of overhaul ball
  - 36 in. long, measured from bottom of hook

# SITE REPORT (CONT'D)

## PRACTICAL EXAMINATION—MOBILE CRANES

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### TEST WEIGHT

- Weight as indicated in Test Site Layout (CAD)
- Verified by a weight ticket or other type of certification documenting the actual load weight available to the Examiner
- Cylindrical in shape
- The diameter of the Test Weight is between 2 ft. and 4 ft.

*NOTE: 55-gallon drums DO NOT meet NCCCO Test Weight requirements and MAY NOT be used.*

- Height is no more than two times its diameter and in any case does not exceed 5 ft. in height
- Method of attachment is by a sling not exceeding 3 ft. in length
- A 36 in. length of  $\frac{3}{8}$ -inch chain

*NOTE: To measure the chain length, attach the Test Weight to the crane hook. Raise the Test Weight until the chain barely touches the ground and measure from the lowest edge of Test Weight to ground.*

- Chain is painted orange or red
- Chain is attached to the bottom center of the Test Weight

### REEVING

- The test crane is reeved with a single part line over the main boom point (or jib, if used)

### JIBS

- Boom has no erected jib or extensions, auxiliary load line/blocks, etc. (stowed jibs/extensions are permitted), unless otherwise indicated in the Test Site Layout (CAD)

### BLOCKING

- Matting or cribbing installed, as necessary, to provide a sound foundation for the crane

### LOAD INDICATORS

- If the crane is equipped with a load indicator or load moment indicating (LMI) system, the system must be programmed for the proper load ratings, parts of line, etc. prior to the beginning of any testing; a representative of the test host organization who is familiar with the operation of the crane—and specifically with any LMI system on the crane—must be available near the test area during the times testing is being conducted

### TEST WEIGHT RIGGING

- All load-supporting components must be assembled in accordance with proper rigging practice and working load limits for the hardware used; any specially fabricated structural components that are part of the load-supporting system must be designed and fabricated in accordance with the requirements of the current ASME B30.20 standard, *Below-the-Hook Lifting Devices*

### TEST COURSE SETUP

- The Practical Examiner whose signature appears at the end of this *Site Report* attests that he/she has set up the course (*Check only if the Practical Examiner has set up the test course.*)
- The Examiner must have the following items for conducting the Practical Exam:
  - Two stopwatches*
  - Clip board*
  - Anemometer (wind meter)*
  - Pen or pencil*
  - Spirit level (2 ft. minimum)*
  - Two 100 ft. measuring tapes*
  - Test Site Layout (CAD)*
  - Proctor*
  - Verbatim instructions*
  - Notification of test e-mail (new Test Sites, if applicable)*
  - Personal protective equipment (hard hats, work boots, etc.)*
  - 30 ft. measuring tape*

