

Pre-Mobilization Checklist

<u>Project name & location:</u>
<u>Start/stop date & time:</u>

Name, Phone Number, Email Address
<u>Campus project manager:</u>
<u>Crane operator:</u>
<u>Rigger/signal person:</u>
<u>Pedestrian traffic guard:</u>

Requirements: Documentation	YES	NO
Vendor insurance certificate with a minimum \$1 million general liability and valid expiration date		
Crane operator medical clearance with valid expiration date		
Crane operator license or certification with valid expiration date and equipment type (if CCO, verify online)		
Rigger/signal person qualification with valid expiration date (submit Communication Plan if no signal person)		
Annual crane inspection certificate with valid expiration date		
Dig Safe email confirmation marking utilities		
Lift worksheet		

Requirements: Job Hazard Analysis	YES	NO
Mobilization from off-campus to final location		
Setup of crane with counterweights, outriggers, stabilization mats, etc.		
Material deliveries to the site		
Daily work activities		
Stop work wind speed		
Demobilization from site location to off-campus		

Requirements: Site Map	YES	NO
Path of travel from street to crane location		
Project fencing and gates		
Covered pedestrian pathways		
Permanent and temporary closed pedestrian pathways		
Equipment locations		
Counterweight trucks location/load/unload locations		
Material staging area		
Full swing radius		
Lift swing radius		
Fire department connection locations (Nearest & Impacted)		
Closest entrance streets		
Blocked building exits and sidewalks with rerouting pathway		
Blocked fire department access (Must have at least 15ft width and height to remain open)		