

Hunter Water Corporation A.B.N. 46 228 513 446 Standard Technical Specification for:

STS 640 CRANES AND LIFTING EQUIPMENT

This Standard Technical Specification (STS) was developed by Hunter Water Corporation to be used in the design, construction or installation and maintenance of facilities that are, or are to become, the property of Hunter Water Corporation. It is intended that this STS be used in conjunction with various other standard and project specific drawings and design requirements as defined by Hunter Water Corporation for a particular project.

Hunter Water Corporation does not consider this STS suitable for use for any other purpose or in any other manner. Use of this STS for any other purpose or in any other manner is wholly at the user's risk.

Hunter Water Corporation does not assume a duty of care to any person using this STS for any purpose other than as stated.

In the case of this document having been downloaded from Hunter Water Corporation's website:

- Hunter Water Corporation has no responsibility to inform you of any matter relating to the accuracy of this STS which is known to Hunter Water Corporation at the time of downloading or that subsequently comes to the attention of Hunter Water Corporation.
- This document is current as at the date of downloading. Hunter Water Corporation may update the document at any time.

Copyright in this document belongs to Hunter Water Corporation.

1	Purpose4				
	1.1	Scope	4		
	1.2	Out of Scope			
2	Interp	pretation	5		
	2.1	Order of precedence	5		
3	Roles	and responsibilities	7		
	3.1	Document Owner	7		
	3.2	Responsibilities	7		
4 Definitions			8		
	4.1	STS terms	8		
	4.2	Crane terms	8		
5	Liftin	g equipment requirements1	0		
	5.1				
	-	Design of Fixed Lifting Equipment			
		Design Requirements			
		Design, manufacture and installation requirements			
	5.2	Serial hoists and winches			
	5.3	Bridge, gantry, portal, monorail and jib cranes1	2		
	5.4	Crane runways and monorails1	3		
	5.5	Permanent davits 1	3		
	5.6	Permanent lifting attachments 1			
	5.7	Lifting devices 1	4		
6	Manu	facture of Fixed Lifting Equipment1	5		
	6.1	Testing1	5		
7	Instal	lation of Fixed Lifting Equipment1	5		
	7.1	Signage and labelling 1	5		
	7.2	Pre- Commissioning 1			
	7.3	Commissioning 1			
	7.4	Training1			
	7.5	Documentation	-		
	7.6	Site document storage1	g		
8	8 Operation of Fixed Lifting Equipment18				
9	9 Modification of Fixed Lifting Equipment19				
10	10 Decommissioning of Fixed Lifting Equipment19				

11	Related documents	20
12	Document control	21
Арр	pendix A: Standards	22



Standard – STS 640 LIFTING EQUIPMENT

1 Purpose

This standard technical specification (STS 640) details the mechanical requirements of Hunter Water Corporation (Hunter Water) for design, manufacture, installation, modification and decommissioning of lifting equipment.

These specifications are available from the Hunter Water website at http://www.hunterwater.com.au.

1.1 Scope

STS 640 Lifting Equipment applies to fixed lifting equipment that is to be owned or controlled by Hunter Water.

Fixed lifting equipment in STS 640 includes:

- fixed cranes;
- fixed hoists;
- fixed winches;
- fixed davits;
- fixed jib cranes;
- fixed or permanently installed lifting attachments, including
 - shackles;
 - o chains;
 - o C-Hooks;
 - lifting beams;
 - o lifting forks.

STS 640 addresses:

- general requirements applicable to all fixed location lifting equipment supplied to Hunter Water, including statutory and regulatory compliance;
- specific Hunter Water requirements for various types of lifting equipment.

1.2 Out of Scope

This STS does not address:

• personnel lifting equipment such as used for working at height safety, e.g. personnel davits;

- mobile cranes (see AS 1418.5-2013 based on the European standard EN 13000:2010, and AS 2550.5); including vehicle mounted cranes;
- earthmoving equipment used as a crane (see AS 1418.8);
- mobile elevating work platforms (see AS 1418.10);
- vehicle-loading cranes (see AS 1418.11);
- portable lifting gear including slings and shackles;
- portable beam clamps and trolleys;
- slings and chains that are not fixed/permanently installed.

2 Interpretation

For the purposes of interpretation of this STS 640, except where the context requires otherwise:

- 'drawings' means the drawings detailing the work involved in a particular project in hand
- 'include' means including but not limited to, and is used to provide clarification or examples of the type and nature of items intended
- 'specification' means a specification detailing the work involved in a particular project
- 'standards' means applicable industry standards including the Australian Standards (AS), Australian/New Zealand Standards (AS/NZS), American National Standards Institute (ANSI), American Society of Mechanical Engineers (ASME) and ISO Standards (ISO) referenced in Appendix A
- 'standard drawings' means Hunter Water Corporation drawings
- 'standard technical specification' (STS) refers to any of Hunter Water's standard technical specifications, as implied by the text.

Headings are for the convenience of the reader and must not be used in the interpretation of this standard technical specification.

Unless stated otherwise, any expression such as "give notice", "submit", "approval", or "directed" means give notice to, submit to, approval by, or directed by the person nominated by Hunter Water.

Approval does not imply acceptance of responsibility by Hunter Water for compliance with this technical specification. Unless approval has been issued in writing, approval has not been granted.

2.1 Order of precedence

All work must meet all stated requirements in this STS in addition to project specifications or standards specified.

Any deviation from this STS must be approved in writing on a case by case basis by Hunter Water's Document Owner.

The order of document precedence is:

Legislative requirements;

- Project specification;
- Content in this STS;
- Australian Standards;
- WSAA standards.

3 Roles and responsibilities

3.1 Document Owner

The Document Owner of STS 640 Lifting Equipment is Hunter Water's Manager Capability Engineering.

3.2 Responsibilities

The Document Owner must approve in writing the issue of any updated version of STS 640. Any concession to any requirement in *STS 640 Lifting Equipment* is valid only when authorised in writing by the Document Owner.

4 **Definitions**

4.1 STS terms

Where the following term, abbreviation or expression occurs in this STS, it is defined as follows, unless the context implies otherwise.

Term / Abbreviation / Expression	Definition		
AS	Australian Standard		
AS/NZS	Australian and New Zealand Standard		
Competent person	A person who has acquired through training, qualification, experience or a combination of these, the knowledge and skill enabling that person to correctly perform the required task		
Davit	A manual jib crane with maximum rated capacity less than 1 tonne and that is fitted with a hoisting winch mechanism connected to the point of lifting via a pulley, excluding equipment designed to lift personnel		
Design life	The planned life, in years, from commissioning to disposal, including any planned overhaul, as required. See AS 1418		
Fixed Lifting Equipment	Fixed lifting or pulling equipment, including cranes, hoists, winches, davits, jib cranes. Permanently installed attachments, including shackles, chains, C-Hooks, lifting beams, lifting forks		
Hunter Water	Hunter Water Corporation		
STS	Hunter Water Corporation Standard Technical Specification		
Weatherproof	Prohibits the entry of water, dust, aerosols and vermin		
WSAA	Water Services Association Austalia		

4.2 Crane terms

Term / Abbreviation / Expression	Definition		
Bridge crane	A crane comprising a bridge beam or beams mounted to carriages at each end, capable of travelling along elevated runways and having one or more hoisting mechanisms arranged across the bridge. Also known as overhead travelling crane		
Chain block	A type of serial hoist. An appliance for manual hoisting of a load suspended from a link chain		
Chain hoist	A powered appliance for hoisting of a load suspended from a link chain		
Crane	An appliance intended for raising or lowering a load and moving it horizontally, but does not include an industrial lift truck, earthmoving machinery, an amusement structure, a tractor, an industrial robot, a conveyor, a suspended scaffold or a lift		
Drum winch	A winch which provides pulling force and motion by means of a wire or fibre rope stored on a drum		

Term / Abbreviation / Expression	Definition		
Gantry crane	A crane comprising a bridge beam or beams, which are supported at one or both ends by legs mounted to end carriages, capable of travelling along runways, and has one or more hoisting mechanisms.		
Hoist	An appliance intended for raising and lowering a load or people, vertically and without slewing which includes a mast climbing work platform, personnel and materials hoist, scaffolding hoist and serial hoist but does not include a lift or building maintenance equipment		
Jib	A member, attached to the crane structure, from which the load is suspended and which is not capable of being luffed while the crane is handling a load		
Load Shadow	The footprint on the ground that could be impacted, if the suspended load fell from the highest position.		
Luff	Angular movement, of a crane boom or jib, in a vertical plane		
Monorail beam	A fixed beam designed to support hoists or other lifting equipment rolling directly on its bottom flange		
Monorail crane	A crane comprising a monorail beam fixed in location, from which is supported a hoist and trolley to enable travelling beneath the monorail beam		
Pendant	A device for controlling crane or hoist motions		
Power-operated wire rope hoist	A hoist, power-operated by means of an electric, hydraulic, pneumatic motor, connected to a rope-winding drum, intended for the hoisting of a load suspended from a wire rope		
Push trolley	A trolley capable of holding a suspended load that can be moved manually by applying a horizontal force to the trolley, suspended serial hoist hook or load		
Rail head	The top section of the rail that the crane wheel runs on		
Runway	A fixed support structure on which wheeled cranes travel		
Serial hoist	A mass-produced hoist. Usually equipped with a hook, attached to the hoist by means of a rope or chain, for attachment of its load. Serial hoists include manually operated chain hoists (chain blocks or lever hoists), power- operated chain hoists (electric chain hoists), power-operated wire rope hoists, scaffolding hoists, creeper winches, manually operated drum winches, power-operated drum winches, trolleys		
Slew	Angular movement of a crane boom or crane jib in a horizontal plane		
Trolley	A wheeled mechanism intended to support a hoist and capable of travelling along a suspended track, such as a monorail jib or monorail beam		
Wire rope hoist	An appliance for hoisting a load suspended from a wire rope (see also <i>serial hoist</i>)		
Winch	A device comprised of a rope and winding drum or load chain wheel for the purpose of providing a haulage or pulling force i.e. horizontal movement. Can be operated manually or by power.		

5 Lifting equipment requirements

This section of STS 640 addresses the requirements for design, manufacture, installation, modification and decommissioning of fixed lifting equipment.

5.1 Design of Fixed Lifting Equipment

5.1.1 Legislation, codes of practice and Australian Standards

Fixed lifting equipment must comply with all relevant legislative requirements, codes of practice, and Australian Standards.

All cranes, hoists and winches must be designed, manufactured and tested in accordance with:

- AS 1418.1 Cranes, hoists and winches General requirements and also with all other relevant parts of the AS 1418 series of Australian Standards;
- AS 2550 series:
 - o AS2550.1: Cranes, hoists and winches Safe use general requirements
 - AS2550.3: Cranes, hoists and winches Safe use Bridge, gantry, portal (including container cranes), jib and monorail cranes

Fixed lifting equipment must comply with Hunter Waters Standard Technical Specification STS500 and STS600.

5.1.2 **Design Requirements**

Fixed lifting equipment design must:

- be fit for purpose and service for the:
 - o operating environment, including contact with corrosive aerosols or liquids;
 - estimated usage;
 - full design life of the equipment;
- Have a minimum design life for fixed lifting equipment must be:
 - 50 years or greater for structures;
 - o 25 years for hoists, winches and lifting attachments;
- Identify the load shadow for the equipment or materials to be lifted. The load shadow must be:
 - Shown on concept design drawings (and later versions of the design drawings).

5.1.3 **Design, manufacture and installation requirements**

Cranes, hoists and winches supplied to Hunter Water must be class C3/M3 in accordance with AS 1418.1 *Cranes, hoists and winches – General requirements* as a minimum, or higher if appropriate for the expected usage or if otherwise specified.

Cranes must:

- be solid girder beams (not lattice girder type cranes);
- be designed:
 - o for a vertical lift only (unless otherwise stated in the project specification);
 - o to be directly above the load to be lifted and must not include any side loading;
 - with sufficient hoist and hook travel to lift the intended load(s) clear of obstructions;
 - o to place the load in the service area or on to a suitable truck in the loading area;
- be electrically powered for all directions of movement, for cranes over 500kg lifting capacity);
- be designed to ensure that all crane operations can be performed from outside the load shadow;

Crane life usage recording devices, must be installed for cranes 5 tonnes capacity or greater and are operated multiple times per day. Crane life usage recording devices must:

- record the load & the duration of operation;
- be automatic and cannot be disabled by the operator.

Hoists must:

- be supplied with wire rope or chain length sufficient to reach to 0-200 mm above the lowest floor below the hoist;
- be fitted with a self-closing safety catch on the hook;
- have lifting chain or wire rope of stainless steel grade 316 where permanently submerged in any liquid;

Hoists and winches using wire rope must:

• use wire rope designed to be spooled.

Lifting equipment components must be designed for the intended operating environment. Environmental conditions to be considered include:

- coastal environments;
- exposure to sewer gases;
- contact with wastewater;
- contact with drinking water

Cranes with manual chain operation must:

- have the chain/s (for operation) suspended below the crane to 1.0 m above the operating floor;
- be moved horizontally with an effort of less than 200 N with the maximum load (geared travel mechanisms must be provided where required in order to meet this requirement);
- have the chain located outside the shadow of the load, with the load at the highest point.

All powered cranes must:

• be controlled by a hand held pendant control unit. The pendant must be:

- o wired with an extra low voltage power supply;
- o where a wireless pendant is specified, a wired pendant must also be fitted;
- fitted with an E-stop.
- have 2 speed operation on all functions (slow & fast);
- have soft stop function on travel operations to achieve a controlled stop (as defined in AS1418), this can include limit switches that stop the crane prior impacting the mechanical end stops during normal operation, an example is "helicopter" limit switches, prior to the mechanical end stops;
- be rated at IP56 or higher;
- have anti-strain cables on catenary runs
- have a load cell display, where:
 - o the crane capacity is greater than 3T and there is the potential for a captive lift;
 - the cranes is for general use in a building (not single purpose lift).

5.2 Serial hoists and winches

Serial hoists and winches must:

- comply with the requirements of AS 1418.2: Cranes (including hoists and winches) Serial hoists and winches;
- be fitted with a self-draining chain bucket, attached to the trolleys or hoists to collect hoist chains.

5.3 Bridge, gantry, portal, monorail and jib cranes

All bridge, gantry, portal, monorail and jib cranes must:

- comply with the requirements of AS 1418.3: Cranes, hoists and winches Bridge, gantry, portal (including container cranes) and jib cranes;
- be fitted with double-flanged wheels for any long or cross travel mechanisms that run on runway rails;
- be fitted with single-flanged wheels for any underslung travel mechanisms that run on monorails.

The design, supply, and installation of all bridge, gantry, portal, monorail and jib cranes must comply with the requirements of the following sections of *AS 2550.3: Cranes, hoists and winches – Safe use – Bridge, gantry, portal (including container cranes), jib and monorail cranes:*

- Section 2 Planning
- Section 3 Selection
- Section 4 Siting
- Section 5 Erection and Dismantling.

Cranes that run on runway rails or are underslung from monorails, must be fitted with backup antiderailment devices to prevent excessive lateral movement for both long and cross travel movements in the event of loss of guidance, and anti-drop devices to prevent the crane from falling more than 25 mm in

the event of a component failure. Excessive lateral movement is defined as when either of the following conditions is not met:

- for underslung carriages and crabs, each wheel must maintain at least one third of its normal contact width but no less than 10 mm;
- for long travel and top-running carriages and crabs, the wheel must cover at least two thirds of the rail head width.

Anti drop devices must be:

- able to a take 30% of the crane mass when fully loaded. (E.g. for a crane with 4 wheels, the antidrop device at each wheel must be able to hold 30% of the fully loaded crane);
- welded on (not bolted).

Access for maintenance of the hoists, trolley and long travel carriages must be provided by either:

- permanent platforms, installed on the opposite side runway to any long travel collector rails (if applicable); or
- elevated work platform. Where this option is applied, the design must ensure there is flat clear hardstand beneath the crane parking area.

5.4 Crane runways and monorails

All crane runways and monorails must comply with the requirements of AS 1418.18: Cranes, hoists and winches – Crane runways and monorails.

5.5 Permanent davits

Davits must be installed with:

- a fully enclosed winching/brake system to eliminate safety hazards (E.g. pinch points);
- wire rope, sheaves, hooks, handles and all fixings required to operate;
- a brake that prevents uncontrolled lowering of the load (E.g. ratchet or similar). The brake must be:
 - o tamper proof;
 - o guarded with mesh to enable witness the brake is engaged (ratchet type);
- a swivel arm to move the suspended load to the laydown area. The swivel arm must:
 - o eliminate operation in the load shadow;
 - o eliminate the need for the operator to handle the load or the wire rope to swivel the load.

The davit must raise/lower the equipment from its installed position and slew to a service area (ground or platform) where the equipment can be inspected, serviced or transported to a loading bay.

Permanent installed davits must be constructed from:

- painted steel for indoor installations;
- galvanised steel for indoor or outdoor installations;

• stainless steel grade 316, indoor or outdoor installations.

5.6 Permanent lifting attachments

For the purpose of STS 640, the requirements for lifting attachments applies to attachments permanently attached to equipment (E.g. submersible pump and submersible mixer). The attachments include:

- shackles:
- slings;
- lifting chains;
- turnbuckles;
- and other permanently installed lifting attachments.

Lifting attachments must comply with the relevant Australian Standards including:

Standard Number	Title
AS 1438-1998	Wire-coil flat slings
AS 1666-2009	Wire-rope slings
AS 2321-2006	Short-link chain for lifting purposes
AS 4797-2009	Stainless steel chain for lifting purposes
AS 2741-2002	Shackles
AS 2759-2004	Steel wire rope – Use, operation and maintenance
AS 3585-2008	End fittings for synthetic flat-webbing and round slings
AS 3775-2004	Chain slings – Grade T
AS 4991	Lifting Devices

5.7 Lifting devices

Lifting devices must comply with AS 4991: Lifting devices. Lifting devices include:

- spreaders
- C-hooks
- clamps
- lifting beams
- lifting forks

Maintenance manuals must state the frequency and scope of maintenance and inspection activities required for any lifting device, compliant with the requirements of *AS 4991: Lifting devices*.

Warning – This document is current at time of printing or downloading. It may be reviewed and amended prior to the noted review date at the discretion of Hunter Water Corporation.

6 Manufacture of Fixed Lifting Equipment

6.1 Testing

Fixed Lifting equipment must be tested in accordance with the requirements of the relevant Australian Standards. Testing certificates must be supplied prior to the crane being dispatched from the factory.

7 Installation of Fixed Lifting Equipment

7.1 Signage and labelling

The following signage and labelling must be provided on cranes, hoists and winches:

- maximum rated capacity (MRC) (clearly visible from both sides of the crane girder as applicable, or in another clearly visible appropriate location if no girder is fitted, minimum 100mm tall font);
- class, for the hoist and travel mechanisms and the structure, clearly visible from both sides of the crane girder as applicable, or in another clearly visible appropriate location if no girder is fitted. The "M" class of the hoist must also be included on the hoist nameplate (minimum 100mm tall font);
- details of wire rope/lifting chain, included on the hoist nameplate;
- labelling of any potential live uninsulated power (such as on long travel collector rails) (minimum 100mm tall font);
- any safety signage, as required by AS 1418 or as recommended by the designer, manufacturer, or as identified through risk assessment;
- applicable north south east west labelling, clearly visible from both sides of the crane girder as applicable, or in another clearly visible appropriate location if no girder is fitted (minimum 100mm tall font);
- the designated Hunter Water plant number, clearly visible from both sides of the crane girder as applicable, or in another clearly visible appropriate location if no girder is fitted.

7.2 Pre- Commissioning

Fixed lifting equipment of capacity 500kg or greater must be inspected for compliance with STS 640 by a competent person during pre-commissioning. The competent person must be a specialist crane engineer independent from the company supplying the fixed lifting equipment. The inspection must include:

- Review of design/supply documentation;
- Check the installation against legislative requirements and relevant parts of Australian Standards AS 1418 series and AS 2550 series;
- Confirm compliance with STS 640;
- Review the recommended maintenance for the expected duty and operating environment;
- Recommend specific commissioning actions.

A report detailing the findings of the review and inspection must be submitted to Hunter Water 2 weeks prior to the lifting equipment being commissioned.

7.3 Commissioning

Cranes, hoists and winches must be installed and commissioned in accordance with AS 2550.1: Cranes, hoists and winches – Safe use – General requirements.

All lifting equipment must be commissioned in accordance with the requirements of STS 600 General *Mechanical Requirements*. The commissioning of lifting equipment must:

- demonstrate the equipment can be moved to the unloading or laydown area;
- demonstrate clearance of surrounding equipment;
- be demonstrated for the most complex lift;
- be demonstrated once where this is multiples of the same equipment (E.g only one pump, if there are 3 pumps).

7.4 Training

Fixed lifting equipment must include training of operators and maintainers. Training for operation and maintenance of fixed lifting equipment must:

- Include:
 - Safe crane operation;
 - o Inspection requirements (each use, and longer cycle);
 - Maintenance requirements;
 - Description of failure modes;
 - Fault finding and rectification;
- Have training manuals supplied 2 weeks prior to the training;
- Have training material supplied 2 weeks prior to the training, including:
 - Safe Work Method Statement for training;
 - Training programme for the session;
 - Training presentation;
- Be for up to 10 personnel;
- Be conducted on site, including demonstration of the lifting equipment.

7.5 Documentation

Fixed lifting equipment that has been supplied, installed or modified must have documentation supplied in accordance with Hunter Water's STS904. Documentation must be provided 2 weeks prior to commissioning. In addition the Contractor must provide to Hunter Water:

 documentation in accordance with WHS Regulation 2011 and all Australian Standards to show the design and manufacture are compliant;

- Documentation which complies with AS 1418.1: Cranes, hoists and winches General requirements;
- Registered Design certificate with SafeWork NSW, where required by SafeWork NSW and AS1418 (includes Dangerous Goods cranes and large cranes);
- test certificates:
 - o load test certificate as per AS 1418.2, Section 1.13 for power operated hoists;
 - o load test certificate that meets the requirements of AS 1418.3, for all bridge cranes;
- a single page data sheet titled "<*Crane/hoist/winch description*> <*Hunter Water plant number*> *crane data sheet*" including the following information:
 - Hunter Water equipment reference number (Hunter Water to provide);
 - Hunter Water drawing numbers for the crane;
 - manufacturer's name;
 - o model;
 - o crane type (using AS 2549 Cranes (including hoists and winches) Glossary of terms);
 - serial number;
 - date of manufacture;
 - installation/commissioning date;
 - class design duty crane classifications for all applicable components including structure, end carriages, bridge, trolley, hoist etc (applicable C, M and S ratings as per AS 1418.1: Cranes, hoists and winches – General requirements);
 - o design life, in years;
 - warranty period (warranty expiration date);
 - o maximum rated capacity (MRC) in kilograms (if less than 1 tonne) or tonnes;
 - estimated usage per year (e.g. average two lifts per year at 1.7 tonne);
 - a table summarising *all* recommended inspection and maintenance activities, and the initial recommended frequency for each;
 - o design registration number (if applicable);
- pre-start checklist recommendations specific to the installed crane, hoist or winch, that meets the requirements of AS 2550.1: Cranes, hoists and winches Safe use General requirements, Section 7 Maintenance, Inspection and Repair, clause 7.3.2, Pre-operation inspection;
- operator's manual that meets the requirements of AS 2550.1: Cranes, hoists and winches Safe use General requirements, Section 6 Operation, and other applicable parts of AS 2550 series Australian Standards;
- maintenance manual. Maintenance manuals must state the frequency and scope of maintenance and inspection activities required for fixed lifting equipment and any permanent lifting attachment,

compliant with the requirements of the relevant Australian Standard. The maintenance manual must include:

- o a preventative maintenance program based on the operating environment and proposed duty cycle;
- a routine inspection schedule and associated written instructions, which comply with AS 2550.1: Cranes, hoists and winches Safe use General requirements, Section 7 Maintenance, Inspection and Repair, clause 7.3.3, Routine inspection;
- o recommended periodic third-party inspection program based on the operating environment and proposed duty cycle;
- o recommended inspection program for any crane runways or monorails based on the operating environment and proposed duty cycle;
- a list of recommended skills, licences and certificates for the tasks relating to operation and maintenance;
- the pre-commissioning inspection report;
- registration certificates with SafeWork NSW, where required by the Compliance and Regulatory requirements (see Section 0).

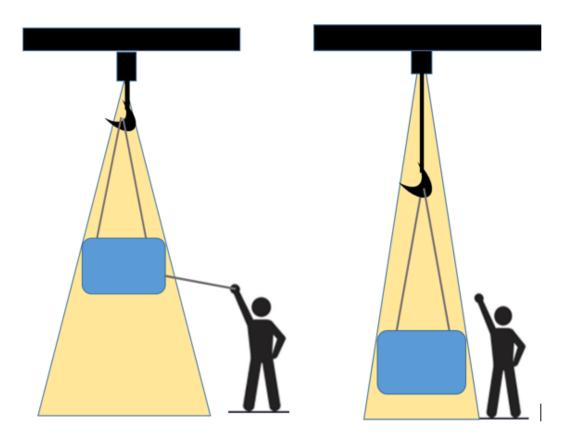
7.6 Site document storage

For all fixed lifting equipment a weatherproof document storage container must be installed beside the lifting equipment's isolation switch. For unpowered lifting equipment the document storage container must be mounted adjacent to the park position of the lifting equipment. The container must be labelled "Crane Documents and Log Books" with additional labelling to identify which crane, hoist or winch to which it belongs. Documents in the container must include:

- a log book;
- a set of pre-start checklist forms, specific to the installed crane, hoist or winch, that meet the requirements of AS 2550.1: Cranes, hoists and winches – Safe use – General requirements. The pre-start checklist forms must be provided in a booklet, with enough entries to last 12 months of operation;
- an operation and maintenance manual, as detailed above;
- drawings of the crane (colour and minimum A3 size).

8 Operation of Fixed Lifting Equipment

Safe use of fixed lifting equipment involves exclusion from the load shadow. Dogman must stay outside the load shadow, with ropes, hooks or other attachments used to guide the load, the load can be touched when the bottom of the load is below the dogman's knee height and the top of the load is below the dogman's shoulder. The diagrams below indicate the load shadow exclusion zone:



9 Modification of Fixed Lifting Equipment

Where new or modified fixed lifting equipment involves utilisation of any part of an existing installation for the lifting equipment to operate safely, retained components must be confirmed as fit for purpose for a design life equal to the design life of the new or modified equipment. Hunter Water must be notified wherever further works are required in order to meet this requirement.

10 Decommissioning of Fixed Lifting Equipment

Fixed lifting equipment that is decommissioned, must be removed or made unusable, to avoid use of unregistered lifting equipment. Fixed lifting equipment being disposed of must:

- Be made unusable;
- Be scrapped in a manner that maximises recycling of materials;
- Not be sold second hand as usable/operable equipment to any parties;
- Change state to "decommissioned" in Hunter Water crane register.

11 Related documents

In addition to the requirements listed in this document, all work must comply with relevant current standards and regulations inclusive of all amendments. In particular:

- Hunter Water's STS 600 General Mechanical Requirements;
- all other current Hunter Water standard technical specifications that are applicable to the lifting equipment being installed;
- Hunter Water's standard drawings;
- the Australian Standards listed in Appendix A, as applicable for specific types of lifting equipment.

12 Document control

Document Controller: Manager Engineering Capability

Version	Date	Author's name	Details of change	Approval date	Approved by	Next scheduled review
1.0	Feb 2018	R. Lonergan	Initial Release	Feb 2018	Lutz Backhausen	Feb 2020
2.0	October 2020	GW Moore	Redrafted to current format & style	October 2020	Lutz Backhausen	October 2022

Appendix A: Standards

For clarity, where a standard has several parts and/or amendments and/or supplements, the reference number is for the leading part of the standard. The standards listed below are deemed relevant to lifting equipment. This is not an exhaustive list.

Reference Number	Title
AS 1353-1997	Flat synthetic-webbing slings
AS 1380-1998	Fibre rope slings
AS 1418.1 - 2002	Cranes, Hoists and Winches
AS 1438-1998	Wire-coil flat slings
AS 1666-2009	Wire-rope slings
AS 2317-1998	Collared eyebolts
AS 2321-2006	Short-link chain for lifting purposes
AS 2549-1996	Cranes (including hoists and winches) – Glossary of terms
AS 2550 Set-2011	Cranes, hoists and winches – Safe use – Set
AS 2741-2002	Shackles
AS 2759-2004	Steel wire rope – Use, operation and maintenance
AS 3569-2010	Steel wire ropes – Product specification and Amendment 1
AS 3775.2-2004	Chain slings – Grade T – Care and use
AS 4024.1-2006 Series	Safety of machinery
AS 4991-2004	Lifting devices
AS/NZS 1418 Set:2013	Cranes, hoists and winches – Set
ISO 9001:2008	Quality management systems – Requirements