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

CRANE TYPE: ❒ LATTICE BOOM TRUCK ❒ LATTICE BOOM CRAWLER ❒ TELESCOPIC BOOM—SWING CAB ❒ TELESCOPIC BOOM—FIXED CAB

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 CCO Practical Exam video
- ❒ A location so that waiting candidates are unable to observe other candidates being tested, at least 50 ft. from any crane's farthest testing radius

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 manual(s) and load chart(s) for all cranes that will be used for testing
- ❒ 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:

TEST SITE SETUP

- ❒ Entire course is level within five percent of true level
- ❒ Zigzag Corridor has no more than a 6 in. maximum change in elevation
- ❒ Zigzag Corridor set up on asphalt, concrete surface, or firm and compacted sand, dirt, or gravel (free of vegetation), with a sufficiently uniform surface to permit the poles to stand vertical and slide freely; *grass surfaces are not acceptable*
- ❒ Free of debris, stored materials, surface irregularities, or hazards that could interfere with test maneuvers
- ❒ No obstructions are within 5 ft. of the test course in any direction

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

- ❒ Distance from the center of rotation of the crane to the Starting Point
- ❒ Distance from the center of rotation of the crane to the center of Barrel #1 (± 1 in.)
- ❒ Distance from the center of rotation of the crane to the center of the Stop Circle (± 1 in.)
- ❒ Distance from the center of rotation of the crane to the center of the Test Weight Circle (± 2 in.)
- ❒ Distance from the center of rotation of the crane to the center of Barrel #2 (± 1 in.)
- ❒ Distance from the centerline of the crane to the second leg of the Zigzag Corridor (± 1 in.)
- ❒ Distance from the centerline of the crane to the first leg of the Zigzag Corridor (± 1 in.)
- ❒ Length of all six sides of the Zigzag Corridor (± ½ in.)
- ❒ Width of the Zigzag Corridor (± ½ in.)
- ❒ Distance between consecutive poles (2 ft. ± ½ in.)

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BARRELS

- ❒ Two empty steel drums, approximately 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 lb. 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 (SCH 40), each 3 ft. long; ball on each pole (one inside splice per 3 ft. pole permitted; outside splices of PVC pipes NOT permitted; see page 18 for illustration)
- ❒ 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 under the centerline of each pole base. A cut concrete line may be used in lieu of a string line; no other materials are acceptable.
- ❒ Spare poles and bases available

DESIGNATED AREAS

- ❒ Starting Point 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)
- ❒ If marking circles, designated areas, or other parts of a course on plywood or mats, the borders must be marked with materials with a flat, uniform surface and a lip variance not to exceed 3/4 in. Any materials used may not interfere with the free movement of the pole bases.

CRANE SELECTION AND SETUP

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

TEST CRANE

- ❒ This crane has a current annual inspection with supporting documentation.
- ❒ Crane is set up on fully extended outriggers/stabilizers unless otherwise noted on the CAD drawing.
- ❒ 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)
- ❒ If applicable, the telescopic boom is extended to the designated length and marked in a manner that is clearly visible by the Examiner from the ground to see if the boom is telescoped during the test; if the crane is so equipped, the telescope function of the boom may be disabled during testing in lieu of the boom length being marked.

OVERHAUL BALL

- ❒ Spherical in shape, smooth, constructed out of steel or iron, 30–48 in. circumference (9½–15 in. diameter), with a hook attached to the bottom of the ball and a 2 in. wide horizontal line of contrasting color, painted or taped around its center. The overhaul ball must satisfy OSHA and/or ASME requirements.
- ❒ If a second overhaul ball is used (only permitted for Task 3), a 3 ft. *synthetic sling* with an straight-line hitch or a 6 ft. *synthetic sling* in a basket hitch with a shackle attached to the top of the lower overhaul ball must be used.
- ❒ A length of 3/8-inch or 5/16-inch chain that can be quickly and easily attached and detached and is:
  - ❒ Painted orange or red to enable candidate to see the chain
  - ❒ Attached to bottom center of overhaul ball (recommend using a minimum 6-inch diameter ring)
  - ❒ 36 in. long, measured from bottom of hook (± one chain link)

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TEST WEIGHT

- ❒ Weight as indicated in Test Site Layout (CAD)
- ❒ Verified by a weight ticket, crane's load indicating device (LMI, RCI, RCL), or other type of certification documenting the actual load weight available to the Examiner
- ❒ Cylindrical in shape with no protruding edges
- ❒ The diameter of the Test Weight is between 2 ft. and 4 ft. (same diameter from top to bottom)
  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
- ❒ Picking ears are mounted inside the Test Weight, or if mounted on the outside of the Test Weight the bottom of ears are at least 3 ft. 6" above the bottom of the weight
- ❒ Method of attachment: Test Weight rigging is 2–4 ft. in length (load-bearing point to load-bearing point); if using multiple sling legs, recommend 60 degree sling angles (minimum 30 degrees required)
- ❒ A 36 in. length of 3/8-inch or 5/16-inch chain (± one chain link)
  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 point of Test Weight (including feet) to ground.
  - ❒ Chain is painted orange or red to enable the candidate to see the chain
  - ❒ Chain extends from bottom center of the Test Weight
- ❒ If the Test Weight has feet attached, they do not extend more than 4 in. below the bottom of the Test Weight

REEVING

- ❒ The test crane is reeved with a single part line over the main boom point (or jib, if used)
- ❒ If a hook block is present on the crane, the crane must be equipped with an auxiliary boom head and the line used for testing must be reeved over the auxiliary boom head; otherwise the hook block must be removed

JIBS

- ❒ Boom has no erected jib or extensions or auxiliary load line/blocks (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, and other settings 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 current applicable industry standards.

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 email (new Test Sites, if applicable)*
  - ❒ *Personal protective equipment (hard hats, work boots)*
  - ❒ *30 ft. measuring tape*

Deviations from the above-noted requirements are not allowed without written consent from the NCCCO Western Regional Office.

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PRACTICAL EXAMINER ATTESTATION *(Examiner signature required.)*

I attest that this is a true and accurate report of the above named Test Site.

SIGNATURE OF EXAMINER	DATE
PRINTED NAME OF EXAMINER	EXAMINER ACCREDITATION NUMBER

This Site Report is to be completed by the Examiner prior to each testing session and sent with candidate score sheets to:

NCCCO—Testing Services Department
1960 Bayshore Blvd.
Dunedin, Florida 34698

Phone: 727-449-8525
Fax: 727-461-2746
Email: info@nccco.org