Site Report

PRACTICAL EXAMINATION—OVERHEAD CRANES

NCCCO has established specific conditions and guidelines that each Practical Examination Test Site must adhere to. This *Site Report* is designed to ensure 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, to include:

- ❑ Sufficient tables and chairs to seat 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

Candidate materials available:

- ❑ A written description of the examination *(NCCCO Overhead Crane Operator Candidate Handbook)*
- ❑ A plan view of the Test Site Layout (CAD)
- ❑ Operator's manual(s) for all cranes to be tested on, if available
- ❑ Instructions for the LMI system, if the crane is so equipped

TEST SITE SETUP

- ❑ Entire course is level within five percent of true level
- ❑ Right Angle Corridor has no more than a 6 in. maximum change in elevation
- ❑ The maximum distance for the course setup on a cab-operated crane is 50 ft. horizontally from the operator controls to the center of Circle #1
- ❑ Site is free of debris, stored materials, surface irregularities, or hazards that could interfere with test maneuvers
- ❑ Right Angle 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*
- ❑ 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 Gridline #1 to Gridline #2 (± 1 in.)
- ❑ Distance from the center of Circle #1 to center of Test Weight Circle along Gridline #1 (± 1 in.)
- ❑ Distance from the center of Circle #1 to the end of the long leg of Circle #1 Corridor (± 1 in.)
- ❑ Distance from the center of Circle #1 to the end of the short leg of Circle #1 Corridor (± 1 in.)
- ❑ Length of all six sides of the Right Angle Corridor (± ½ in.)
- ❑ Width of the Right Angle Corridor is 5 ft. (± ½ in.)
- ❑ Distance between consecutive poles (2 ft. ± ½ in.)
- ❑ Horizontal PVC poles placed according to Test Site Layout (CAD) (± ½ in.)
- ❑ Clearly marked denotation lines located correctly before and after horizontal pole obstructions, as per the Test Site Layout (CAD) (± ½ in.)

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PRACTICAL EXAMINATION—OVERHEAD CRANES

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POLES

- ❑ 54 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 Practical Test Site Coordinator Handbook 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 (nominal)
- ❑ A taut, longitudinal string line placed on the ground through the centerline of each pole base. If on concrete floor, cut concrete or (indoors only) chalk lines are permissible; no other materials are acceptable.
- ❑ Spare poles and bases available

CIRCLES (OR MATS)

- ❑ Test Weight Circle (outer) has 48 in. outside diameter, with a clearly marked inside 2 in. wide line, located per the Test Site Layout (CAD)
- ❑ Test Weight Circle (inner) has 42 in. outside diameter, with a clearly marked inside line at least 2 in. wide, located per the Test Site Layout (CAD)
- ❑ Circle #1 has 42 in. outside diameter, with a clearly marked inside line at least 2 in. wide, located per 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.

TROLLEY LAYDOWN

- ❑ Carpet approximately 15 ft. × 27 in.
- ❑ Three 9 in. square targets placed per the Task 4 Course Layout drawing
- ❑ Distance from line ***A*** to center of first target is 57 in.
- ❑ Measurement between target centers is 37 in.
- ❑ Chain-and-Ring Assembly is 13 ft. min./15 ft. max. and constructed per CAD drawing
- ❑ Master Links are Crosby 3/8" LOK-A-LOY (A-1337), painted red or orange
- ❑ Pin Assembly is per CAD drawing
  - ❑ Taped or weighted to prevent movement, if necessary

CRANE SELECTION AND SETUP

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

TEST CRANE

- ❑ Crane has a current annual inspection with supporting documentation.
- ❑ Set up in the location specified, ready for operation in accordance with the manufacturer's recommendations
- ❑ Bridge span minimum of 25 ft.
- ❑ Hook height minimum of 13 ft.

TEST WEIGHT

- ❑ Weight is 1,500–2,000 lb., 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
- ❑ Verified by a weight ticket or other type of certification documenting the actual load weight available to the Examiner
- ❑ Cylindrical in shape with a diameter of 3 ft. and no protruding edges
- ❑ 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
- ❑ Height of the Test Weight is 2–5 ft.
- ❑ 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)
- ❑ Length(s) of 3/8-inch or 5/16-inch chain that measure 36 in. from bottom of weight

  NOTE: To measure the chain length(s), 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
  - ❑ Chain extends from the center of the Test Weight
- ❑ ***Cab-operated cranes with cab floor/platform more than 25 ft. above ground only:*** Four 36 in. lengths of 3/8- or 5/16-inch chain, of contrasting color to the center chain, removable and attached at 0, 90, 180, and 270 degrees
- ❑ If the Test Weight has feet attached, they do not extend more than 4 in. below the bottom of the Test Weight

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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 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*
- ❑ *Clipboard*
- ❑ *Anemometer (wind meter)*
- ❑ *Pen or pencil*
- ❑ *30 ft. measuring tape*
- ❑ *Test Site Layout (CAD)*
- ❒ *Proctor*
- ❒ *Verbatim instructions*
- ❒ *Notification of test email (new test sites, if applicable)*
- ❒ *Personal protective equipment (hard hats, work boots)*
- ❒ *Two-way communications device (for cab-operated exams)*

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

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