



Authorized Employee

Crane Operator Performance Evaluation

The Authorized Employee listed below was observed while operating a crane. The purpose of this observation is to ensure the employee understands the procedures used at this facility to operate a crane safely.

Employee: _____ Date: _____

Evaluator: _____ Shift: _____

Selected Machine/Equipment: _____

Operation	Pass	Fail		Operation	Pass	Fail
I. Pre-Operational Inspection Check List				V. Awareness/Observation		
I.1 Check controllers/pendant				V.1 Aware of surroundings during move		
I.2 Inspect hook, rope, chain for damage				V.2 Alert for potential problems in area		
I.3 Check crane for damage				VI. Hand Signals		
I.4 Check lifting equipment for damage				VI.1 Hoist		
I.5 Ensure proper direction of controls				VI.2 Trolley		
I.6 Verify upper/lower limit switches				VI.3 Bridge		
I.7 Check hoist, trolley, and brakes				VI.4 Stop		
I.8 Test all motions				VI.5 Emergency stop		
II. Load Inspection				VII. Post Move Actions		
II.1 Identify load weight (rated capacity)				VII.1 Equipment stored properly		
II.2 Check load is secure/balanced/stable				VII.2 Crane secured		
II.3 Check rigging (rope, chains, sling, etc.)				Evaluator Notes:		
II.4 Hook position – above center of gravity						
III. Move Planning						
III.1 Identify destination						
III.2 Select appropriate path						
IV. Manipulation of Controls						
IV.1 Manipulation of controls with load						
IV.2 Initial lift (up to 6")						
IV.3 Vertical moves						
IV.4 Lateral moves						
IV.5 Speed (no sudden stops or starts)						
IV.6 Load control						

Employee Signature: _____

Evaluator Signature: _____