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| **Name of Safe Job Procedure** | **Roof Craning Operations** | | | | **SJP #** | | 00-0\_\_ |
| **Hazard Rating:** |  | High |  | Moderate | |  | Low |
| **Date Developed:** | Enter Date Here | | | | **Revision Date:** | | Enter Date Here |
| **Reviewed by:**(name & title) | Add name of Management representative | | | | **Date:** | | Enter Date Here |
| **Reviewed by:** (name & title) | Add name of worker representative. | | | | **Date:** | | Enter Date Here |

**Instructions:**

* Management and Worker representatives must review this safe job procedure (SJP) prior to implementation, annually, or any time the task, equipment, or materials change.
* Do NOT perform this procedure until you have been appropriately trained and authorized to do so by your supervisor.

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| **Required Training:**   * Rigging training |

**Required PPE:**

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| Eye Protection | Face-Shield | Safety Footwear | Hearing Protection | Type of Gloves | Hard Hat | Protective Clothing | No Loose clothing, jewelry |

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| **Potential Hazards:**  **Rigging Failure**   * Inspect all rigging components prior to use * Use softeners on all sharp edges * Ensure the material weight does not exceed the safe working load of rigging   **Crane Failure**   * Always check ground conditions to ensure the ground will support the weight of the crane and material during lift * Position the crane to allow maximum visibility for the operator and signalman   **Roof Collapse**   * Ensure the roof area can support the potential loading * Identify supporting structures * Spread loads to minimize location weights   **Dropped Materials**   * Check load stability before hoisting * Keep materials away from the edge of the roof * Delineate the lifting area |
| **Pre-Task Safety Checks**   * Check all rigging components * Ensure pre-use inspection on the crane has been completed * Ensure the lifting area has been delineated * Ensure the signal person and crane operator review the signals to be used * Check swing radius and confirm load weights |
| **Job Steps**   1. Set up the crane where best suited to reach the material and landing zones. 2. Plan material placement- Place the material with thought as to how and when it will be used during roofing operations; “Roof it in your head”. Keep pallets of rolls away from the edge to avoid rolls falling off the roof if they come loose. 3. Load material onto the crane hoist with slings or pipes and slings. Be sure to keep your body out of pinch points, such as between the sling and the material or between the load and another object such as a vehicle or wall. When the crane starts to lift the loads can shift and squish you between objects. 4. Lift the load slightly to check load stability. Never walk under a suspended load and always keep your eyes on a suspended load that is close to you, as it can move suddenly in your direction. 5. Using signals, guide the load to the desired location and lower it carefully. Leave room to enable rigging disconnection. Be sure to keep your body out of pinch points, such as between the sling and the material or between the load and another object, or between the load and the roof edge. 6. Tarp and secure material. Use tarps that are large enough the cover the sides as well as the tops of the piles if possible. Use ballast and rope to secure the tarps from the wind. |