



MASTER FILE
DEPARTMENT OF THE NAVY
NAVAL AMPHIBIOUS BASE LITTLE CREEK
2600 TARAWA COURT SUITE 100
NORFOLK, VIRGINIA 23521-3297

IN REPLY REFER TO:

NAVPHIBASELCREEKINST 11260.1
N01PWC
8 Aug 00

NAVPHIBASELCREEK INSTRUCTION 11260.1

Subj: NAVAL AMPHIBIOUS BASE LITTLE CREEK NAVY WEIGHT HANDLING
EQUIPMENT (WHE) PROGRAM

Ref: (a) NAVFAC P-307
(b) SECNAVINST 11260.2
(c) OPNAVINST 5100.23E
(d) OPNAVINST 5102.1C
(e) PWCNORVAINST 11262.3B
(f) COMNAVREG MIDLANT NORFOLK VA 271830Z APR 99
(g) NAVSTA NORFOLK VA//PM PORT OPS 281200Z APR 99

1. Purpose. To establish and maintain a safe and effective Weight Handling Equipment (WHE) Program at Naval Amphibious Base Little Creek (NAVPHIBASE LCREEK) and to define the responsibilities of key NAVPHIBASE LCREEK/Public Works Storefront personnel in support of the Navy WHE Program for local shore activities.

2. Applicability and Scope. The responsibilities assigned by this instruction apply to all weight handling functions onboard NAVPHIBASE LCREEK.

3. Discussion. Safe and reliable WHE is critical to the operation of NAVPHIBASE LCREEK and the Navy. Safe conduct of these operations is key to precluding personnel injury or damage to equipment. All WHE must be properly operated, maintained, inspected, tested, and certified per reference (a). Personnel involved in the WHE program must be properly trained and qualified. To ensure program compliance, policies must be established with centralized oversight and technical control.

4. Definitions

a. WHE consists of, but is not limited to, cranes (e.g., portal cranes, mobile cranes, bridge cranes, monorails, and hoists), rigging gear (e.g., slings, shackles) and associated equipment (e.g., chainfalls, dynamometers).

MASTER FILE

8 Aug 00

b. Generally, WHE may be categorized as follows:

(1) CAT 1 - Mobile cranes, portal cranes, and floating cranes (YD).

(2) CAT 2 - Overhead traveling cranes, jibs, monorails. Capacity 20,000 pounds and greater.

(3) CAT 3 - Overhead hoists, monorails, jibs. Capacity less than 20,000 pounds.

(4) CAT 4 - Commercial truck mounted cranes (usually contractors).

c. Certification is the process by which, on a periodic basis, WHE is inspected, weight tested, and approved for use at a Navy shore activity.

5. Responsibilities

a. Commanding Officer, NAVPHIBASE LCREEK. Responsible for ensuring WHE safety and program compliance on NAVPHIBASE LCREEK involving contractor operator cranes and any WHE owned by host activities.

b. WHE Program Coordinator. The WHE Program Coordinator shall be the NAVPHIBASE LCREEK liaison on all matters pertaining to the WHE Program. The Public Works Storefront Officer or his direct representative shall be assigned as the WHE Program Coordinator.

c. Certifying Official. Responsible for ensuring all WHE is inspected, tested, and is safe to use for its' intended purpose. Regional Engineer/Commanding Officer, Public Works Center (PWC), Norfolk has been designated by Commander, Navy Region, Mid-Atlantic as the region's WHE Certifying Official. In turn, this responsibility is delegated to the Director, Certification Management Division, Facility Management Department, PWC, Norfolk.

8 Aug 00

d. Storefront/Tenant WHE Custodian. Each storefront/tenant activity that has custody of WHE shall designate a WHE Custodian within its organization. The WHE Custodian shall be responsible for ensuring WHE Program compliance within the storefront/tenant activity. The designated custodian shall ensure an equipment history file is maintained per reference (a).

e. Agencies owning WHE are responsible for investigating WHE accidents and reporting to the Naval Crane Center in accordance with reference (a). Accidents shall also be reported to the NAVPHIBASE LCREEK Safety Storefront Manager (N05LC).

6. Program Oversight

a. Director, Navy Crane Center (NCC) is responsible for the management and oversight of the Navy WHE program. Reference (b) requires NCC to conduct audits of the WHE Program on a periodic basis.

b. The NAVPHIBASE LCREEK Safety Storefront Manager shall provide assistance in the safety aspects of the WHE program as necessary or as applicable per references (a), (c), and (d).

7. Certification of WHE

a. Per references (a) and (e), WHE that is not under current certification shall be locked/tagged out of service until it is recertified. WHE shall not be returned to service prior to the signature of the Certifying Official, except as provided in reference (a).

b. Certification frequency. Except as noted in reference (a), a crane requires an annual certification, to include load testing.

c. Interim re-certification may be required under certain circumstances, such as exceeding certified capacity during operation, or after certain maintenance actions are performed.

d. Load testing shall be performed per reference (a).

8 Aug 00

8. Inspections. Per reference (e), Public Works Storefront shall perform required maintenance, inspections, and certifications on all types of WHE on a *cost reimbursable basis*. WHE Custodians shall ensure operator checklists are performed and maintained per reference (a).

9. Training, Qualifications, and Licensing. All personnel involved with WHE shall meet the training and qualification requirements mandated by NCC, per reference (c).

a. A license is not required for operators of non-cab operated CAT 3 WHE; however, all operators of this type equipment shall be trained in, and demonstrate adequate knowledge of, the areas identified in reference (a). Training shall be documented and maintained by the operator's division in individual training records, to be made available for review by oversight/inspection organizations.

b. Formal training shall be requested from the Norfolk Naval Shipyard, Consolidated Training Office (Code 900T), Portsmouth at 396-7595, PWC Norfolk Transportation (Code 700), and Human Resources Service Center East or through a compliant licensed program established by reference (a).

10. General Purpose Rigging Gear, Crane Rigging Gear, and Miscellaneous Equipment.

a. Reference (a) contains requirements for maintenance, inspection, and testing of crane rigging gear and miscellaneous lifting equipment, including:

(1) Rigging gear - slings, including chain, wire rope, metal mesh, synthetic rope, synthetic webbing and synthetic roundslings, shackles, eye bolts, swivel hoist rings, links and rings, turnbuckles, etc.

(2) Portable load indicators - dynamometers, load cells, crane scales, etc.

8 Aug 00

(3) Portable chainfalls and hoists (except chainfalls which are designated for use at the same location on a continuing basis).

(4) Portable A-frames, portable gantries, and portable floor cranes used for general lifting.

(5) Cranes and hoists procured with, integral to, and used solely in support of larger machine systems (milling machines, press brakes, etc.).

b. Equipment Markings. Each piece of applicable equipment or gear shall be tagged, engraved, or otherwise marked per reference (a).

c. Test and Inspection. Each activity is responsible for maintaining miscellaneous lifting equipment described in paragraph 10a and shall establish a program for applicable equipment, including initial visual inspection and load test, followed by pre-use and documented periodic visual inspections. For any unsatisfactory equipment or gear, refer to Public Works Storefront for resolution. Activities may choose to send rigging gear to Code 341, Public Works Storefront for initial strength testing and marking.

d. Periodic inspection criteria, load testing, repairs, and alterations of applicable equipment shall be performed per reference (a).

11. Non-Navy Owned Cranes at NAVPHIBASE LCREEK. References (a) and (f) contain specific requirements concerning rented, leased, and Contractor Operated Cranes and will be strictly adhered to. Per reference (f), any agency purchasing WHE services onboard NAVPHIBASE LCREEK shall notify the Safety Storefront Manager of contractor WHE scheduled to come onboard. Agencies purchasing WHE services shall maintain required documentation per reference (f) and make such documentation available to the Safety Storefront for review upon request. All non-Navy

NAVPHIBASELCREEKINST 11260.1

8 Aug 00

owned/contractor cranes shall request a pier access permit from Public Works Storefront per reference (g) via the Crane Contracting Officer and the Ship Support Office.


W. C. WRIGHT, Sr.

Distribution:

NAVPHIBASELCREEK/REGPUBSAFETYINST 5216.2P

List IA, IB (1, 1A, 2, 2A, 3, 3A only), IC, ID - Case A

List II

List III

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