



DEPARTMENT OF THE NAVY
NAVY CRANE CENTER
NAVAL FACILITIES ENGINEERING COMMAND
NORFOLK NAVAL SHIPYARD, BUILDING 491
PORTSMOUTH, VIRGINIA 23709-5000.

IN REPLY REFER TO

NAVCRANECENINST 11200.35A
09O
5 January 2017

NAVCRANECEN INSTRUCTION 11200.35A

From: Director, Navy Crane Center

Subj: WEIGHT HANDLING EQUIPMENT THIRD PARTY CERTIFICATIONS;
PREPARATION FOR

Ref: (a) SECNAVINST 11260.2A, Navy Weight Handling Program for Shore Activities
(b) NAVFAC P-307, Weight Handling Program Management
(c) OPNAVINST 5100.23, Navy Occupational Safety and Health Program Manual
(d) NAVSEA 04 Crane Quality Manual (if applicable)
(e) NAVSEA 0989-030-7000, Lifting Standard (if applicable)
(f) 29 CFR 1915, Occupational Safety and Health Standards for Shipyard Employment
(g) 29 CFR 1917, Marine Terminals
(h) 29 CFR 1918, Safety and Health Regulations for Longshoring
(i) 29 CFR 1919, Gear Certification

Encl: (1) Preparation for Third Party Certification of Cranes, Derricks, and Other Devices used in Cargo Transfer and Floating Cranes and Floating Derricks (Including Barge-Mounted Mobile Cranes) used in Shipbuilding, Ship Repair, and Shipbreaking
(2) Documentation Review Checklist

1. Purpose: To provide Navy shore based weight handling program managers with expectations and recommendations for preparing for weight handling equipment third party certifications. References (a) through (i) provide program guidance.

2. Applicability: This instruction is applicable to weight handling equipment programs at Navy shore activities and detachments, and Navy fleet activities and detachments that require third party certifications.

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3. Background: Reference (a) assigns responsibility for the direction and oversight of all matters pertaining to the Navy's weight handling program at Navy shore activities to the Commander, Naval Facilities Engineering Command. Reference (a) further states that these responsibilities shall be accomplished through the Navy Crane Center directly reporting to the Commander, Naval Facilities Engineering Command. Included among these responsibilities are providing third party certification of cranes, derricks, and other devices used in cargo transfer, and floating cranes and floating derricks (including barge-mounted mobile cranes) used in shipbuilding, ship repair, and ship breaking.

4. Action: Navy shore activities and detachments, and Navy fleet activities and detachments that operate shore based weight handling equipment and require third party certifications shall be familiar with this instruction as a guideline in preparing for a third party certification.


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Preparation for Third Party Certification of Cranes, Derricks, and Other Devices used in Cargo Transfer and Floating Cranes and Floating Derricks (Including Barge-Mounted Mobile Cranes) used in Shipbuilding, Ship Repair, and Shipbreaking

1. Purpose of Third Party Certification: To certify applicable Navy-owned cranes at Navy shore and fleet activities for compliance with reference (b) (an alternate standard to the OSHA certification requirements of references (f) through (i)) by the Navy Crane Center (an OSHA-recognized Third Party Certifier).
2. Applicability: Cranes, derricks, and certain other devices (see paragraph 4.8.2 of ref (b)) used in cargo transfer, which is defined as the loading, unloading, moving, or handling of cargo (any materials or equipment intended for transport to other ships or shore activities) into, in, on, or out of any vessel. Floating cranes and floating derricks (including barge-mounted mobile cranes) used in shipbuilding, ship repair, and shipbreaking shall also be third party certified. Third party certification requirements apply to cranes and other devices at Navy activities in the United States and its territories. Additional details on when a third party certification is required, and what is considered cargo, are provided in paragraph 4.8 of ref (b).
3. Scheduling: The activity should contact their Navy Crane Center (NAVCRANECEN) point of contact or the Director, Navy Crane Center Representatives Division at (757) 967-3838 no later than 30 days prior to their respective certification date. NAVCRANECEN will provide a point of contact to finalize the schedule and logistics to include:
 - a. Date, time, and location of the third party certification.
 - b. Working hours; if overtime is expected, arrangements with appropriate justification need to be made with NAVCRANECEN.
 - c. Security requirements for both personnel and vehicles, to include any special access requirements for phones, equipment, etc.
4. Safety Brief: Prior to boarding the crane, the activity shall brief local and special requirements related to the work being performed, to include crane access, fall protection, energy control and required personal protective equipment. This brief may be performed in conjunction with the pre-test briefing. If at any time an unsafe condition is identified, the process will be suspended until corrective actions ensure operations can be safely and properly executed.

5. Equipment Readiness: All maintenance work should be completed and the crane should be in its normal operational condition (clean and all unnecessary tools/equipment removed from the crane) prior to NAVCRANECEN arrival. It is highly recommended that the activity exercise the crane (with weight if possible), to include a complete operational check, prior to NAVCRANECEN arrival. Equipment breakdown during the certification process is a common cause of third party certification terminations, which often result in an increased cost to the activity and the Navy. Additionally, the activity should verify that all required test weights, rigging gear, and miscellaneous equipment are available, inspected, and tested in accordance with reference (b).
6. Documentation Review: Prior to the arrival of NAVCRANECEN, the activity shall ensure the documentation prescribed in the equipment history file section of reference (b), with objective quality evidence is complete, current, and correct. Enclosure (2) may be used as a guide in preparing for documentation review. Another common cause of terminating the third party certification is the lack of documentation that clearly describes the corrective actions or work that was accomplished/completed.
7. Condition Inspection: Upon completion of the documentation review, NAVCRANECEN, in conjunction with the activity will perform a condition inspection per the procedures and requirements prescribed in reference (b).
8. Load Test: NAVCRANECEN will witness the activity's load test per the procedures and requirements prescribed in reference (b). It is highly recommended that the activity prepares a load test procedure or sequencing document that contains the applicable steps of reference (b) and all additional components and features that affect load bearing, load controlling, or operational safety to ensure they are properly tested and documented even though not specifically noted in appendix E of ref (b). The load test procedure or sequencing document should contain all the applicable information required to perform the test and document attributes of the test (e.g., capacity, test range, crane deductions, test weights used, weight of rigging gear used, and final test weight).

When the third party certification is supporting an extension of certification for emergent conditions per paragraph 4.5.1 of ref (b), the operational test with load shall be performed on each hoist for which the certification will be extended and will include rotate and travel functions as applicable; however, no static holds are required.

DOCUMENTATION REVIEW CHECKLIST		
	Documentation	Initials
1	All maintenance inspection specification and records (MISR) completed since the last third party certification with objective quality evidence (OQE) that addresses all identified deficiencies and corrective actions.	
2	Operator's daily checklists completed in the current month and previous five months.	
3	An index of all work documents (both active and completed) for the crane since the last third party certification.	
4	All work documents that have been completed since the last third party certification, including any work completed by a contractor, vendor, or equipment manufacturer.	
5	All non-destructive test reports since the last third party certification and the last hook non-destructive test report.	
6	All crane condition inspection records (CCIR) completed since the last third party certification with OQE that addresses all identified deficiencies and corrective actions.	
7	The certification of load test and condition inspection completed during the last third party certification and any that have been completed since the last third party certification.	
8	Copy of the last third party certification.	
9	Current wire rope certifications and OQE documenting actual breaking strength and calculations ensuring the wire rope meets the required factor of safety.	
10	Crane alterations completed since the last third party certification and OQE documenting the completion of all mandatory alterations.	
11	Deficiency reports generated since the last third party certification.	
12	Accident reports associated with the crane since the last third party certification. Additionally, any work documents and/or OQE for evaluations of damage, overloads or potential overloads.	
13	Base hook tram measurements.	
14	Documentation of any operational lifts exceeding the certified capacity including any OQE for evaluations and approvals.	
15	Specification data sheets/work documents that contain wire rope specifications, brake specifications, shutdown limits, etc., and their tolerances.	
16	OQE documenting the setting of load alarm/shutdown devices, and accuracy of load moment indicators and radius indicators.	
17	Mobile crane operating procedures for ancillary equipment, including copies of completed procedures since last third party certification.	

18	Crane roller clearance data standard of acceptance and any measurements taken since the last third party certification.	
19	Latest slewing bearing clearance readings and standard of acceptance.	
20	Oil analysis/vibration analysis data taken, including the evaluation of the data since the last third party certification. Latest internal gear inspection report if alternate process is used.	
21	Latest material inspection report (per OPNAVINST 4780.6) of a floating crane or barge used to support a mobile crane, to include documentation of the current depot availability and any approved deferrals of depot availability that ensure the requirements or conditions of the deferral have been met. Include OQE correcting the documented deficiencies and a complete list of outstanding deficiencies.	
22	Latest coupling alignment data, including any documentation of alignment verification checks or adjustments made since the last third party certification.	
23	Lubrication records for the last year.	
24	Latest hoist rollback data.	
25	Approved controlled disassembly/reassembly procedures including any completed procedures since the last third party certification.	
26	Hoist brake actuator Belleville torque spring cycle limits, including the current cycle count.	
27	Hydraulic mobile crane original equipment manufacturer (OEM) inspection and replacement recommendation intervals for hoist drives and the current age of the crane/component.	
28	Copy of the current crane rail certification and a listing of current deficiencies.	
29	Copies of any maintenance inspection, lubrication, or servicing deferrals and justifications from the last third party certification, including OQE that corrected or completed the deferred item. Also include any deferrals and OQE approved since the last third party certification, including the one for the current requested certification.	
30	OQE documenting the completion of required maintenance for the barge portion of a floating crane per OPNAVINST 4790.4 and a listing of current deficiencies.	
31	Documentation of hook material and manufacturing method and required non-destructive periodicity requirements.	
32	List of previously accepted conditions/record of conditions.	
33	Load charts traceable to the crane.	

34	List of all tags hanging on the crane, to include all caution and danger tags.	
35	A list of all OEM service and operational bulletins applicable to the crane and OQE that addresses any required actions/inspections.	
36	OQE documenting the hoist secondary limit switch testing in accordance with MISR item C 64 and D 29 of reference (b).	
37	OQE to include calculations for any modifications that affect stability of floating cranes or a mobile crane mounted on a barge.	