



# Gorey Boat Owners Association

## CRANE DRIVERS' GUIDELINES

Version 4 – 8 March 2020

The following guidelines should be used in conjunction with the training provided by Prestige Training for all lifts of boats using the crane at Gorey Pier

### 1. ARRANGING A LIFT

- Make sure the boat owner requesting the lift knows that it is their responsibility to arrange for the appropriate number of helpers to attend, to book the working berth with Ports of Jersey if required, to provide all ropes needed as well as the payment of the lifting fee of £30 and proof of their current membership of the GBOA.
- Arrange a mutually convenient time to meet.

### 2. PAYMENT

- Payment of the £30 lifting fee must be paid *prior* to the lift – no payment, no lift. The Association will not send out invoices. Either cash, or cheques payable to the GBOA are acceptable.
- Proof is required from the boat owner that they are a paid-up member, to ensure the lift is covered by the GBOA insurance. Payment prior to the lift of an additional £25 to cover unpaid membership is acceptable, provided the boat owner's full name, address and vessel details are provided to the crane operator to pass to the committee.
- The paperwork is straightforward. A crane lift form is to be completed, one copy retained by the boat owner one to be passed to the crane operator and the third to remain in the book.

### 3. HELPERS AND ROPES

- A **MINIMUM** of two persons must be with the boat (more persons for boats over 6 meters). These helpers are to be provided by the boat owner.
- The helpers are expected to help set-up and put away strops and the spreader bar.
- The boat owner must ensure that sufficient ropes of adequate length are provided – at least two ropes to act as guide lines and four ropes to secure the strops to the boat.
- No person should remain on board the boat whilst it is being lifted or lowered back into the harbour.

### 4. TRAILERS AND CHOCKS

- If the boat is to be removed from the harbour on a trailer, the trailer must be pre-adapted to fit the boat so that the pier is not blocked unnecessarily whilst adjustments are made to the trailer.

- If the boat is to be left on the working bay, adequate timber blocks (concrete blocks are NOT acceptable) and supports are to be made available.
- Boats MUST NOT be left hanging from the strops unattended and unsupported.

## **5. PREPARATION**

- Arrive at the harbour in time to check the crane over.
- Ensure all equipment is working correctly. If a fault is found with the crane, lifting beam or strops, ABORT THE LIFT, isolate the equipment immediately, erect a 'DO NOT USE' sign and notify Ports of Jersey (for faulty crane) or the GBOA (for faulty lifting beam or strops).
- There is a key for the strop barraque in the crane. An external emergency 'STOP' switch has also been installed for third party use.
- Ensure the strops are moved into position in the wheeled trolley provided and are NOT dragged along the ground.
- Set the red and white chains and/or barriers across the pier to keep members of the public at safe distance. No-one, other than those essential to the lift, should be permitted inside the cordoned-off danger area.
- Choose the appropriate strops and length settings for the boat being lifted.
- Ensure the crane brakes are off.
- The only buttons you should touch are the three main breakers and the round green button.
- NOTE – It is not the crane operator's responsibility to advise the boat owner where to place the strops and how to secure them, otherwise liability passes to the crane operator. If you do wish to assist, consider asking the boat owner if they have 'considered' checking... Always ask the boat owner if they are happy to proceed with the lift.

## **6. SAFETY FIRST**

- The crane operator has the final say as to lifting the boat with regard to weather conditions, insufficient helpers, ropes etc.
- ALL PERSONS INVOLVED WITH THE LIFT MUST WEAR PERSONAL PROTECTION EQUIPMENT (PPE) I.E. HARD HAT AND HI-VIZ JACKET.
- Prior to lifting, a risk assessment of all equipment and the boat to be lifted must be carried out.
- Advise the boat owner and helpers of the method of lifting.
- Appoint one person to relay lifting instructions to the crane operator. All other persons must be quiet, alert, listen and follow instructions.

## **7. AFTER LIFTING**

- When the lift is complete, switch off the crane by pressing the red button, followed by the three main breakers.
- Return the strops to the barraque using the wheeled trolley provided and ensure the barraque is locked.
- One copy of the completed invoice together with payment should be deposited in the pier-head office letter box.