

# Lift Plan

## GENERAL INFORMATION

Job / Project Description: \_\_\_\_\_ Work Order / Project Number: \_\_\_\_\_  
Location: \_\_\_\_\_ Date: \_\_\_\_\_

## LIFT CLASSIFICATION

**Classification:**  **Standard Lift**  **Critical Lift**

Note: The lift shall be classified using the Lift Classification Reference Guide.

## LOAD DETAILS

Type of Load(s):  Personnel with accompanying tools & equipment  Materials, Tools and or Equipment

Description of Load(s): \_\_\_\_\_

Overall Dimensions: \_\_\_\_\_  
(L x W x H) **Load weight\*:** \_\_\_\_\_

\*Weight Determination:  Marked on Load  Weighed  Calculated  Estimated  Other: \_\_\_\_\_

Weight calculated by: \_\_\_\_\_ (attach calculations)  
(Print Name)

Centre of Gravity:  Obvious  Estimated  Determined by Drawing: \_\_\_\_\_ (dwg #)

Lifting Points:  Provided by Mfg.  Engineered in Dwg: \_\_\_\_\_  Other \_\_\_\_\_

Working Notes:

## LOAD HANDLING EQUIPMENT (LHE) DETAILS

Type of LHE: \_\_\_\_\_

Rated LHE Capacity: \_\_\_\_\_ Lifting Accessories SWL: \_\_\_\_\_ (list the lowest SWL)

Combined Weight of Load and Lifting Accessories: \_\_\_\_\_ Unused LHE Capacity: \_\_\_\_\_%

Working Notes:

## LIFT DETAILS

 Single Lift

 Multiple Lifts

 Multiple LHE to be used to perform the lift

(Complete LHE Details for each LHE, attach extra pages as required)

Load Pickup Point: \_\_\_\_\_ Load Final Location: \_\_\_\_\_

Obstructions / Hazards in the travel path:  None or \_\_\_\_\_ (list)

## SITE / ENVIRONMENTAL CONDITIONS

Note: Includes such conditions as weather, ground, lighting, clearances, and proximity to surrounding activities.

Conditions of Potential Impact:

Do the conditions deem the use of a *Test Lift*?  Yes  No

Is the worksite within 6 km of the center of a registered aerodrome?  Yes  No

## ROLE ASSIGNMENTS OF LIFT TEAM

No worker shall be assigned or undertake a work assignment for which they do not possess the necessary skills, qualifications and or experience as per requirements.

An individual or entity may perform multiple roles at the same time given the roles do not conflict and doing so will not negatively impact the safety of the load handling activity.

Role	Person Assigned	Requirement Type
Site Supervisor		Mandatory
Lift Director (Person in Charge)		Mandatory
Lift Planner		Mandatory
LHE Operator		Mandatory
Signalperson		Optional
Rigger		Optional
Spotter		Optional
Assembly / Disassembly Director		Optional
Engineer		Optional
Transport Operator		Optional

Note: For lifts that utilize lifting accessories a Rigger becomes mandatory **and** for lifts that the LHE Operator does not have a clear line of sight throughout the entire travel path a Signalperson becomes mandatory.

### COMMUNICATIONS MEANS

- Radio       Hand Signal       Verbal       Other: \_\_\_\_\_

### SITE CONTROL

Is the lift zone accessible to others outside of the lift team?  Yes     No

If yes, what barriers will be implemented to prevent unauthorized entry: *(Check all that will be implemented.)*

- Signage       "Do No Enter" Barrier Tape       Manned Access Points       Locked Access Points  
 Barricades       Temporary Fencing       Other: \_\_\_\_\_

### CONTINGENCY PLANS

Identified Contingencies:

### EMERGENCY RESPONSE

Site Specific Emergency Procedures / Protocol:

- Listed on Tailboard or HARA document  
 Other:

### POST-LIFT REVIEW NOTES

**LIFT LAYOUT DIAGRAM (Attach extra pages if necessary)**

Sketch intended to assist in clarification of LHE set-up in relation to load, surrounding structures, rigging, and lay-down location. **To be completed at the discretion of the Lift Planner.**

