### **RIGGING – BASIC** INFORMATION BOOK

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Training support material for:

### CPCCLRG3001 Licence to perform rigging basic level

**Produced by:** 



### INTRODUCTION TO RIGGING-BASIC



#### INTRODUCTION TO RIGGING – BASIC

#### What is rigging?

Rigging work means the use of mechanical load shifting equipment (and associated gear) to:

- Move, place or secure a load using plant, equipment or members of a building or structures to ensure the stability of those members
- The setting up or dismantling of cranes or hoists.



#### INTRODUCTION TO RIGGING – BASIC

#### Boom-type elevating work platform

Riggers often perform their work from Elevated work platforms (EWPs).

You must hold the correct High Risk Work License to operate an EWP with a boom length of 11 metres or more.



### PLAN JOB

Element 1



#### PLAN JOB

#### PC 1.1

#### **Common tasks**

The first thing to think about is the task (meaning job) you are going to do.

Common tasks or jobs done by someone with a basic rigging licence are:

- Dogging work such as slinging loads and directing movement of plant and equipment
- Erecting steel structures
- Placing pre-cast concrete
- Setting up and dismantling safety nets and static lines
- Erecting mast climbers
- Installing cantilevered crane loading platforms
- Installing perimeter safety screens and shutters.



#### Assess the task

There are a number of things to think about when you plan your task.

These include:

- Task plans/drawings
- Entry and exit points
- Location of task
- Specifics of task
- Plant and equipment needed for task
- Availability of equipment
- Weights
- Permits.



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#### PLAN JOB

#### Traffic

#### Pedestrians

People walking around are one of the biggest hazards on a work site.

Always make sure the area you work in is clear of people who **do not** need to be there.

Tell your workmates to keep a safe distance away from the load and the crane.

• Set up barriers and exclusion zones.

#### Vehicles

Always check the traffic routes on the worksite.

Make sure you have clear signs and barricades to stop any vehicles driving through the work area.

Also consider using a worker to manage and control the traffic.

#### Other mobile plant

When using the vehicle operated crane make sure the worksite is clear of other plant and equipment.

Make a plan to let other workers know about you using the crane so they **do not** get in each other's way.





#### PLAN JOB

#### Other site-specific hazards

#### Working at heights

A fall from a height can injure or kill you.

Protect yourself with an approved safety system such as:

- Guardrails
- Scaffold
- · Edge protection.

For extra protection, wear a safety harness properly anchored.

• You must have fall protection when working above 2 metres.

#### Note:

You need a licensed scaffolder to design and build any scaffold higher than 4 metres.

If there is a chance that a person may fall more than 2 metres you must make sure guardrails and kick boards are installed on the scaffold platforms.





Always **look** around and check for ground level hazards to avoid tripping over them. For example, have an electrician suspend any electrical leads up off the ground so no one trips over them.

Rubbish can also cause a tripping hazard. **Do not** let the rubbish build up on the worksite.

Keep the work area tidy. Try to put the rubbish in bins throughout the day.



#### PLAN JOB

#### PC 1.3

#### Review the action you have taken

#### 1. Eliminate the hazard (remove)

If possible, it is best to **remove the hazard** entirely. This is the best option for hazard control.

For example, remove dangerous materials from the work area.



#### 2. Substitute the hazard (use something else)

If you are unable to remove the hazard, use something else.

For example, use a pallet cage to lift a pallet of bricks instead of lifting the pallet without a cage.



#### 3. Isolate the hazard (keep apart)

Put up barriers or fencing around the hazard to lower the risk of damage or harm. You call this restricting or preventing access to the hazard.

For example, put up barriers or fencing, restrict access to the area for an amount of time or put a distance restriction in place.



#### 6. Use personal protective equipment (PPE) (wear safety clothing)

Wear safety clothing and PPE to control hazards. Avoid relying on these as the only way to control hazards. Make sure the PPE is right for you and the company has trained you in how to use it. For example, wear high-visibility clothing so workmates can see you more easily.



Review the action you have taken (continued)

#### **PPE examples**

Here are examples of how personal protective equipment can protect you and your work mates.



#### PLAN JOB

#### PC 1.4

#### **Rigging laws and industry standards**

Governments make laws and standards to keep the workplace, workers and equipment safe from harm.

To do any rigging work you must have a **Licence to Perform High Risk Work** for the class of work being done.

You must obey all laws and industry standards for rigging.

This table is a list of laws to keep your workplace safe.



#### **WHS/OHS Acts**

'WHS/OHS Acts' are laws that explain how to improve health and safety in the workplace. For example: Model National WHS Act. WHS has the same meaning as OHS in this document.

#### Regulations

'Regulations' explain specific parts of the Act. For example: Part 4.3 – Confined spaces, Part 4.4 – Falls.

#### **Codes of Practice/Compliance Codes**

'Codes of Practice' are practical guidelines on how to comply with (meet the rules of) legislation.

For example: Hazardous manual tasks code of practice.

#### **Australian Standards**

'Australian Standards' are work guidelines that set the minimum accepted performance or quality for a specific hazard, processor product.

For example: AS 2550 – Cranes, hoists and winches – safe use set.

#### Manufacturer's specifications

Check all equipment requirements against manufacturer's specifications. For example: tilt panel braces WLL are suitable for the panels to be supported.

#### PLAN JOB

#### If a lifting insert breaks

Concrete panels have lifting inserts. Here are some rules to follow if a lifting insert breaks or fails.



#### PLAN JOB

#### PC 1.5

#### **Associated plant**

You will also need to think about any associated plant and the forces applied to them. This may include:

#### Mast climbers

A mast climber is a platform raised for temporary access to heights.

A dead load is a mast climber weight on the ground with no elevation or movement.

A dynamic load is a mast climber being elevated with workers, tools and materials on it.

### Cantilevered crane loading platform

A temporary loading bay cantilevered from the face of a building or structure to land or lift crane-handled loads.



#### Materials hoist

A materials hoist is a powered elevator you use to move materials up and down a building.

A wind load is the wind force on the materials hoist.

A dynamic load is a barrow hoist with a wheelbarrow of sand.



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#### PLAN JOB

#### Identify rigging equipment

You need to know a wide range of rigging and associated plant and equipment to carry out rigging work.

#### Associated equipment – Part 1

#### Scaffolds

Scaffolds are temporary frames used to support people and materials in the construction or repair of buildings and other large structures.

Any scaffold higher than 4 metres needs to be designed and built by a licensed scaffolder.



#### **Static line**

A wire line used to anchor you to the building, but still offering the freedom to walk around and work freely.



#### PLAN JOB

#### **Beam clamps**

Beam clamps are used to attach or suspend equipment such as temporary lifting gear to the bottom flange of an over head beam or girder.



#### Wire rope grip (bulldog grip)

A removable device used to secure the end of wire ropes.

Used in permanent fixed stays or guys.

#### **Eyebolts**

An eyebolt is a lifting lug (a projection by which something is held or supported) that is screwed into a load. There are two types of evebolts.



#### Lever block

A hand-powered device used to hoist a load suspended on a chain.

Also called a come-along, com-a-long or chain puller.

Turnbuckle or rigging screws

An attachment used to tension:

- Rope •
- . FSWR
- Chain
- To provide fine adjustment.



#### Chain block

A portable device used to hoist a load suspended on a chain.



#### PLAN JOB

#### **Girder trolley**

A girder trolley is a movable lifting anchor device mounted on a beam for the attachment of lifting gear.



#### Lifting beam

A lifting beam does a similar job to a spreader bar. Generally the lifting beam is connected to the crane's lifting hook by a large shackle.



#### Skate

A frame with rollers set in bearings used to move heavy loads.

#### Roller

A cylinders placed under objects to help move them.

#### Remote release ratchet

A remote release ratchet can be released from ground level to disengage the lifting gear from the top of a steel column.

It reduces the need to work at heights.



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#### PLAN JOB

#### Read the specifications first (procedures)

Before you use **any** equipment first read the specifications that come with it. They tell you how to safely use and maintain the equipment. Always follow the specifications for the working load limit.

Manufacturer's guidelines may contain:

- Instructions
- Specifications
- · Checklists.

These guidelines explain and instruct you how to **safely** use and maintain the equipment.



**Do not** use equipment in ways that it was not intended to be used by the manufacturer.

#### PLAN JOB



#### PLAN JOB

#### Identify high-strength bolts, nuts and washers

When erecting steel structures you need to use special high-strength bolts, nuts and washers. You need to know how to identify each one.





## **SELECT AND INSPECT EQUIPMENT**



#### SELECT AND INSPECT EQUIPMENT

#### PC 2.1

#### Select and inspect rigging equipment

When you start a job you need to select and inspect the right rigging equipment.

#### Choosing the right equipment for the task

There are many different rigging tasks you will have to do. For each task, there are common pieces of equipment you will need. The following details show some examples of common basic rigging tasks and the equipment needed for them.



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#### SELECT AND INSPECT EQUIPMENT



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#### SELECT AND INSPECT EQUIPMENT





#### SELECT AND INSPECT EQUIPMENT

#### Checking the condition of chains and shackles



#### Harness defects

#### **Snap hooks**

- · Distortion of hooks/latch
- Cracks or forging folds
- Open rollers
- Wear at swivels and latch pivot pin
- Free movement of latch
- Broken, weak or misplaced latch springs
- Dirt or other obstructions.

#### Sewing

- Broken, cut or worn threads
- Damage or weakening of threads due to contact with heat, corrosives, solvents or mildew.

#### SELECT AND INSPECT EQUIPMENT

#### Webbing

- Cuts or tears
- Abrasion damage
- Excessive stretching
- Damage from heat, corrosives or solvents
- Damage from rotting or mildew
- Ultraviolet exposure.

#### **D**-rings

- Too much vertical movement of straight part of D-ring
- Cracks
- Distortion
- Wear to cross-section.

#### **Buckles and adjusters**

- Distortion
- Cracks and forging laps
- Open rollers
- · Bent tongues.

### **SET UP TASK**

Element 3



#### SET UP TASK

#### Setting up hazard controls

Before you start any rigging work, you need to put in place measures to prevent and control hazards. This could include but is not limited to:

- Restricting access to an area
- Removing any hazards
- Moving equipment, plant or vehicles that are not involved in the rigging work
- · Setting up warning signs and barricades
- Erecting overhead protection
- Creating pedestrian exclusion zones
- · Perform any control measures listed on the JSEA or SWMS.

#### Trenches

Cover any trenches in the area to stop workmates falling in.



PPE

Make sure all people involved in the rigging work wear the appropriate personal protective equipment (PPE.)





#### Too dark

Make sure there is enough lighting to do the work safely.

You may need to set up lights.



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#### Erecting a structure near a footpath

You might need to erect a structure near a footpath. If you do, there are some things you need to do to make the worksite safe.





#### Working closer to powerlines

A job may require you to work closer than the allowable safe working distance to powerlines.

In some states/territories a spotter may be allowed to guide you as you work closer. In some cases an exemption may be allowed.



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#### SET UP TASK

#### Spotter

In some states/territories a spotter may be allowed to guide you as you work closer to powerlines.



#### SET UP TASK

#### PC 3.1

#### Lock out, lock out system and permit system

A **lock out system** is often used with a **permit system** to make sure that a piece of plant cannot be started while work is still being undertaken.

A good lock out system is a mainstay of an effective safety procedure.

A common lock out system is one that has a claw like device which secures the switch or lever, the claw is held shut by each person fitting their own lock into a separate claw hole, no two locks have the same key.

With this type of system the equipment cannot be returned to service until all locks and the claw device is removed.

When there are more people working on the equipment than holes in the claw, another claw is fitted to a hole in the first claw to give a daisy chain effect and more locks placed on that claw.





#### SET UP TASK

Angle and load factors (continued)

As the angle gets smaller, the load factor (force on the block) gets larger.



This table shows different angles and angle factors:

Angle	Factor	Angle	Factor	Angle	Factor	Angle	Factor
0°	2.00	50°	1.81	110°	1.15	160°	0.35
10°	1.99	60°	1.73	120°	1.00	170°	0.17
20°	1.97	70°	1.64	130°	0.84	180°	0.00
30°	1.93	80°	1.53	135°	0.76		
40°	1.87	90°	1.41	140°	0.68		
45°	1.84	100°	1.29	150°	0.52		

#### SET UP TASK

#### PC 3.4

#### Formulae

Distance between drum and first block = width of drum × 0.5 × fleet angle ratio Becket load = (total load on lower block  $\div$  number of parts in purchase) Load in lead rope = BL + [(BL x number of sheaves)  $\div$  friction allowance] Minimum diameter =  $\sqrt{(Load in lead rope <math>\div 8)}$ Head sling load = load + load in lead rope







#### SET UP TASK

#### Safety equipment

You need to check your safety gear when doing rigging.

#### Personal protective equipment (PPE)

PPE is clothing or equipment worn on the body to protect you from hazards.

Make sure any PPE you wear is in good condition and fits properly.

PPE will not take away the risk of harm altogether, but it will help keep you safe. High visibility clothing Safety vest, hi-vis shirt or hi-vis jumpsuit Lanyard

**Safety harness** 

If you work at heights make sure you wear a safety harness.

Always check:

- It fits properly
- That any clips or connectors work
- It is in good working condition and has no faults.



#### SET UP TASK

#### PC 3.5

#### Safety nets

Below are some important points for you to remember when setting up a safety net.

#### Clearance Gaps Attaching the net Gaps between safety nets and the Nets should be securely attached to Clearance should be kept below building or structure should be as the supporting framework using: the net at **all** times to allow for stretch if someone falls into it. small as practicable. • Tie cords The maximum gap you would The minimum distance is 2/3 of Hooks the length of the shortest side, or allow between the edge of a safety Rings net and a building or structure is 2 metres, whichever is greater. 200 mm. • Thimbles. Example: These must be equally spaced at a $2/_{3}$ of 6 metres = 4 metres maximum of 750 mm intervals. 750 mm 6 metres Clearance = 4 metres 8 metres

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#### SET UP TASK

#### PC 3.5

#### Fall arrest systems (static lines)

Below are important things you need to think about when installing a fall arrest system (static line).

#### Setting up a fall arrest system

Fall arrest systems (for example, a horizontal line) must be anchored in place.

You must make sure you know the amount of force the anchor points can take.

Two ways you can do this are:

- Check the manufacturer's specifications
- Follow the instructions for installing the fall arrest system.



#### Single-span static lines

When setting up a single span static line, you **must** know the minimum friction pressure.

The minimum friction pressure on the anchor point of a single span static line is 40kN (4 tonne).



#### SET UP TASK

Single-span static lines (continued)

#### The static line **must**:

- Support 40kN (tonne) of force
- The maximum span of a single-span safety line is 4 to 6 metres
- The sag of a single-span safety line should be no more than 50 mm



#### SET UP TASK



PC 3.6

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Element 4

#### ERECT STRUCTURES AND PLANT

#### Carry out rigging work

All rigging work should be done according to workplace procedures, manufacturer's guidelines and site information.



#### **Erect structures**

Erecting structures in rigging work includes:

- Erecting steel
- Installing precast concrete panels.

Make sure you complete a test lift **before** moving loads.

#### **Erect steel structures**

Some points to remember when erecting steel structures are:



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#### ERECT STRUCTURES AND PLANT

#### ERECT STRUCTURES AND PLANT



#### PC 4.1

#### Erect structures (continued)

#### Packers

Make sure there is a **packer** (elevation pad) underneath every concrete plinth or pedestal.

Further packers should be placed around the holding down bolts. They will make it possible to insert wedges to help keep the columns level and at the correct height.



#### Ladders



#### Levels

Level the first-placed structural members and plumb using spirit levels, dumpy levels or a plumb bob.



#### ERECT STRUCTURES AND PLANT





Following are some examples of how these are erected.

#### Erect a mast climber

PC 4.1

When erecting a mast climber make sure you:

- Check ground conditions/bearing pressure
- · Check for powerlines in the area
- Read the manufacturer's specifications
- Barricade the area
- Extend, lock and pack outriggers
- Anchor the mast
- Keep the platform fully lowered when not in use
- Install and test limit switches
- **Do not** erect in high winds.

#### PC 4.1

*Erect associated plant (continued)* 

#### Erect a materials hoist

A few important points to remember when erecting a materials hoist are:

- People should never ride in a materials hoist unless they are a licensed rigger
- The minimum and maximum horizontal clearance between the moving platform of a cantilevered hoist and any landing or floor is 25 mm and 100 mm.
- The tower must be guyed or tied every 6 metres with no more than 3 metres free-standing above its top tie
- The minimum height of a landing gate for a cantilevered platform hoist is 1.8 metres
- The handrail should be placed 800 mm from the base of the hoist tower to stop people leaning over the handrail and being hit or crushed by the platform as it comes down.
- · Handrails should be placed on the floors to prevent falls
- Install and test limit switches
- Display signs showing WLL (Working load limit) and SWL (Safe working load).



#### Erect a cantilevered crane loading platform

A few important points to remember when erecting a cantilevered crane loading platform are:

- The platform should be used only for its designed purpose. Any alterations or different use should be an engineered design.
- All bolts and connectors should be secured tightly (no friction anchors)
- Platform landings should be flush with the floor slab or suitable ramps should be fitted
- · All props must be plumb with rear ties positioned
- Rear handrails should be in position

Cantilevered crane loading platform

PC 4.1



#### PC 4.1

Erect a cantilevered crane loading platform (continued)

- There should not be any gap between the side of the platform and the site handrails
- Platforms facing a public roadway should not extend beyond the line of the overhead protection provided for the public
- The platform needles should be secured against lateral displacement
- Side panels and gates should be fixed in position
- The platform decking should be flush with and butting the floor slab. If this is not possible then ramps should be fitted.
- Adjustable props must be adjusted to make sure of minimal adjustable jack extension
- Engineer's approval may be required
- Signs showing the maximum load information should be clearly shown
- Only a person with a basic rigging or intermediate scaffolding licence can directly supervise the installation and dismantling of a cantilevered crane loading platform.

WLL 3t



PC 4.1

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### Hand and whistle signals

PC 4.4

There is a series of hand and whistle signals that fall under AS. 2550.1 - 2002 (Australian Standard). The dogger and the crane operator need to check that they understand the signals that are going to be used.

#### Signals can vary on different sites.



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#### PC 4.7

Work with associated equipment (continued)

#### Checks before you use a Cantilevered crane loading platform (CCLP)

All the following checks should be done before you use a CCLP.



#### If the sheave groove is too big

PC 4.7

In the sheave below, the groove is too big. A big groove can affect the FSWR by flattening it out.



#### If the sheave groove is too small

In the sheave below, the groove is too small. A small groove can cause pinching and abrasion of the FSWR.



#### Power operated lifts using FSWR

You will be doing a power-operated lift with an FSWR.

Remember that the size of the rope and the size of the sheave affect each other.

The sheave diameter should be 15 times bigger than the rope diameter.



#### PC 4.7

Work with associated equipment (continued)

#### Using a grooved winch drum

You are using a grooved winch drum. The minimum depth a groove can be is:



#### FSWR and fibre rope tackle blocks

PC 4.7

You must never use FSWR in a fibre rope tackle block. The wire can damage the tackle block.

#### Fibre ropes and wire rope purchase blocks

Fibre ropes can be used in a wire rope purchase block.

This is because wire rope purchase blocks are much stronger than fibre rope purchase blocks.



**Element 5** 



#### PC 5.1

#### **Dismantle structures and associated plant**

Always check the manufacturer's specifications when you dismantle (meaning take apart) any structures and associated plant.

Make sure you pack up and store the parts properly.



#### Separating the lifting gear without climbing

There are ways to separate the lifting gear from the load without climbing. Some ways you can do this are:



#### Talk to other workers

Before you start to dismantle (take apart) structures or equipment, talk with the other workers who will help you.

#### PC 5.2

#### Safely conducting work at heights

To work safely at heights you should:

Wear the right personal protective equipment (PPE) for the job Ensure you anchor the lanyard and inertia reel correctly

Use clear, easy-to-understand words and hand signals with other workers.



#### Communication

Make sure you communicate clearly with other personnel when you dismantle structures and plant.



#### Working safely at heights when dismantling structures

It's important to make the dismantling of structures as safe as possible.

Because you will work at heights, there are things you can do to make this safer.



PC 5.2

### **Dismantling structures safely**

PC 5.3



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