



CONSTRUCTION
INDUSTRY
FEDERATION

Lifting Operations Working Group Guidance Document, GN-25-01

Version 1- September 2025





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6. This guidance does not detract from, or transfer responsibilities from, the role of the Project Supervisor Construction Stage (PSCS) and the Project Supervisor Design Process (PSDP). The PSCS will act as the overall coordinator for health and safety on a construction site, with specific responsibilities for ensuring the safe planning and execution of lifting operations considering risks associated with the lifting equipment, loads, and site conditions. Additionally, the PSCS and the PSDP shall coordinate with all parties involved in the lifting operation to ensure that the crane set up location is fit for purpose. This guidance is intended as a useful reference for all persons involved in lifting operations, including the PSCS and the PSDP.

1.0 Introduction

1.1 Purpose

The CIF Safety and Health Subcommittee has identified a need to improve lifting operations in the construction industry. The rationale behind this is in response to the current standard of training competency and the rising number of reported issues/incidents onsite relating to lifting operations.

1.2 Objectives

Objective 01:

The working group propose to set approved industry standards for training of the following:

- **Phase 1:**

Crane Supervisor - competent person who controls the lifting operation and ensures that it is carried out in accordance with the Appointed Person's (AP) safe system of work.

Appointed Person (AP) - competent person who has overall control of the crane operation and acts on behalf of the management of the organisation requiring the load to be moved.

- **Phase 2:**

Slinger/signaller – competent person responsible for attaching and detaching the load to and from the crane, for correct selection and use of lifting accessories in accordance with the specifications of the AP, for initiating the movement of the load and for directing the crane operator to ensure safe movement of the crane and load.

Objective 02:

The working group propose to develop and produce a standardised and industry approved Lift Plan Template, to be made available for all within the industry.

2.0 Scope

To implement approved standards the scope of works will include, but is not limited to the following:

- Identify and examine current training providers that have a comprehensive lifting operation programme.
- Revise the table of gap analysis between I. S 361:2024, I.S. 360: 2019, ISO 12480-3:2020, BS 7121-5:2019, & Safety, Health and Welfare legislation.
- Identify key requirements to review and develop, such as:
 - planning (including site preparation, crane erection and dismantling);
 - selection, provision and use of a suitable crane and work equipment;
 - including safe slinging and signalling arrangements;
 - maintenance and examination of the crane and equipment;
 - provision of properly trained and competent personnel;
 - supervision of operations by personnel having the necessary authority;
 - thorough examinations, reports and other documents;
 - preventing unauthorised movement or use of the crane;
 - measures to secure safety of persons not involved in the lifting.
- Develop a standardised Lift Plan.

2.1 Working Group Representatives

Name	Initials	Organisation
Kevin Cummins (Chair)	KC	John Sisk & Son
Aisling O'Brien	AOB	Gabriel O'Brien Crane Hire Ltd.
Conor Greham	CG	CIF
Eamon Kenny	EK	John Paul Construction
Gerry Keane	GK	Walls
Gillian Ross	GR	CIF
Jarlath O'Leary	JOL	Crane Hire Ltd.
John Kelly	JK	National Construction Training Campus – Mt. Lucas
Kevin McKenna	KMK	Structure Tone
Mike Mc Loughlin	MML	John Paul Construction
Paddy Thorton	PT	Duggan Brothers
Ronan Redmond	RR	CIF
Sean Downey	DC	CIF
Sinead Gaines	SG	PJ Hegarty & Sons
Tommy Flaherty	TF	BAM

3.0 Industry Note: AP (Appointed Person) Course Overview, GN-25-01

3.1 Introduction:

The role of the Appointed Person (AP) in lifting operations is critical to ensuring safety, compliance, and operational efficiency on construction sites. The AP is responsible for the planning, coordination, and supervision of lifting activities, playing a pivotal role in mitigating risks and upholding regulatory standards. To support professionals in developing the expertise required for this role, the AP Course offers a structured, classroom-based programme designed to equip participants with the practical and theoretical knowledge needed to excel. The course aligns with industry certification standards, providing participants with a robust foundation to effectively plan and manage lifting operations within the construction sector. As outlined in the Disclaimer (bullet no. 6), this guidance does not detract from, or transfer responsibilities from, the role of the

Project Supervisor Construction Stage (PSCS) and the Project Supervisor Design Process (PSDP).

3.2 Course Outline:

Effective January 1st, 2026, all candidates completing an AP programme will be required to undertake a training programme to meet the relevant criteria outlined in current regulations and guidance, adhering to industry standards and guidelines.

3.3 Course Duration and Format:

- **Duration:** 5-day course
- **Format:** Classroom-based learning only (**no online options available**)

3.4 Class Size:

Certification bodies suggest a cap of 8 participants per class to optimize the learning experience and provide an interactive, supportive environment for skill acquisition.

3.5 Certification Standards:

The course shall be structured to meet standards set by an appropriate certified body. CPCS and/or NPORS are the only two third party accredited training and certification standards for AP's, which we are currently aware of, that meet recommended standards. Other programmes may be available, certified by other bodies that meet these required standards, and which may be accepted at the discretion of the PSCS. All certifications associated with this programme are expected to adhere to these standards, ensuring uniformity in training quality and participant preparedness.

3.6 Audits and Compliance:

To uphold high standards, regular audits will be conducted on both course delivery and participant performance, guaranteeing that the programme consistently meets industry requirements and best practices.

3.7 Pre-Course Requirements:

The onus is on the employer to ensure they identify a suitable and competent candidate(s). Candidates should possess practical ability, experience, theoretical technical knowledge and technical ability. Additionally, they must have experience in completing documentation, including the development and design of a Lift Plan.

3.8 Assessment Criteria:

- **Final Day Assessment** - The AP course concludes with a comprehensive assessment, including an open book exam with a minimum of 30 questions and a required AP Lift Plan submission.

- **Submission Deadline** - All participants must submit their AP Plan by the end of the final day to demonstrate their understanding and application of course principles.

3.9 Summary:

The AP (Appointed Person) Course is an essential programme for professionals planning and overseeing lifting operations in the construction industry. By maintaining small class sizes, adhering to recognised certification standards, and conducting regular audits, this course delivers a high-impact learning experience that meets the rigorous demands of the AP role. Through pre-course preparation and robust assessment, participants gain the knowledge and confidence needed to develop lift plans and manage complex lifting activities safely and effectively, ensuring they are well-prepared to ensure a safe system of work is established and followed for lifting operations. In general, lifts may be categorised as follows:

- **Basic Lift** - For a basic lift, the AP should carry out an assessment of the proposed location of the lifting operation as part of the planning process to ensure that there are no significant hazards in the operating area. The AP may inform the assessment through information provided to them and by visiting the site personally or delegating a competent person to undertake a site visit on their behalf.
- **Intermediate Lift** - For an intermediate lift, the duties of the AP should include identifying all significant hazards in the operating area. Ensure that a site-specific, or task-specific or site and task-specific risk assessment is carried out and that a method statement detailing control measures for the identified risks is completed liaising with any other relevant person(s) or authority(s) to overcome any hazard, by including a necessary corrective action or special measures in the safe system of work
- **Complex Lift** - For a complex lift, the duties of the AP should include (i) visiting the location of the planned lifting operation as part of the planning process and identifying all significant hazards in the operating area, (ii) ensuring the method statement includes access, ground conditions, etc., as well as the exact sequence of operations when lifting the load, and (iii) preparing a dimensioned drawing of the working area, the crane and the load. During a complex lift, the AP must be present onsite at all times.

4.0 Industry Note: Crane (Lift) Supervisor Course Overview, GN-25-01

4.1 Introduction:

The role of a Crane (Lift) Supervisor in lifting operations is crucial for ensuring safety, compliance, and operational efficiency on construction sites. This position involves overseeing the execution of lifting activities, coordinating crane operations, and ensuring adherence to regulatory and site-specific standards. The Crane (Lift) Supervisor Course should offer a comprehensive programme designed to equip participants with the theoretical and practical expertise needed to excel in this pivotal role. By adhering to industry certification standards, the course provides a solid foundation for planning and managing crane operations effectively within the construction sector.

The role of the Crane (Lift) Supervisor is to direct and supervise the lifting operations, ensuring that the lift operations are carried out in accordance with the approved lift plan. As outlined in the Disclaimer (bullet no. 6), this guidance does not detract from, or transfer responsibilities from, the role of the Project Supervisor Construction Stage (PSCS) and the Project Supervisor Design Process (PSDP).

4.2 Course Outline:

Effective January 1st, 2026, all candidates completing the Crane (Lift) Supervisor programme will need to meet the following criteria, in line with industry standards and best practices.

4.3 Course Format:

- Classroom-based theory (including regulatory frameworks, lifting plans, and safety protocols);
- Onsite practical training (including crane operation coordination, hands-on plan implementation, and real-world scenarios).

4.4 Class Size:

Certification bodies recommend limiting class size to 8 participants to ensure an engaging, interactive, and supportive learning environment.

4.5 Certification Standards:

The course adheres to certification standards and incorporates guidelines for compliance in accordance with an appropriate certified body. CPCS and/or NPORS are the only two third party accredited training and certification standards for Crane Lifting Supervisors, which we are currently aware of, that meet the recommended standards. Other programmes may be available, certified by other bodies that meet these required standards, and which may

be accepted at the discretion of the PSCS Certifications granted upon course completion reflect a standardised approach, guaranteeing consistent training quality and participant preparedness.

4.6 Audits and Compliance:

Regular audits shall be conducted to monitor course delivery and participant performance. This ensures that the programme remains compliant with evolving industry requirements and best practices.

4.7 Pre-Course Requirements:

Participants must complete a self-assessment questionnaire to evaluate their readiness before attending. Practical experience in crane operations and related documentation is essential, and the candidate must have competence in basic mathematics and lifting plan implementation.

4.8 Assessment Criteria:

Open book exam featuring a minimum of 25 questions and on-site practical assessment.

4.9 Summary:

The Crane (Lift) Supervisor Course is an essential training programme for professionals tasked with overseeing crane operations and ensuring safe lifting practices on construction sites. By maintaining small class sizes, adhering to certification standards, and implementing rigorous audits, this course delivers an impactful learning experience tailored to the demands of the role. Participants gain the confidence and expertise needed to coordinate crane activities, develop detailed lifting plans, and manage complex operations effectively, contributing to safety and operational excellence.

5.0 CIF Proposal - Training for Operators of 360° Telehandlers when being utilised as a Crane Overview

It should be noted that a separate Industry Note is under development to establish the recommended training requirements for an operator of a 360° Telehandler when being utilised as a Crane or when in crane mode.

END

APPENDIX A



NSAI

N 31

NSAI/TC 033/SC 02 "Tower Cranes and Self Erecting Cranes"

Crane Standards Gap Analysis

Document type: Other committee document

Date of document: 2021-11-22

Expected action: INFO

Background: Gap analysis between I.S. 361:2013, ISO 12480-3:2020, BS 71215:2019, & Safety, Health and Welfare legislation

Email of secretary:

Committee URL: <https://isolutions.iso.org/ecom/livelink/open/3556245>

	BS 7121-5	ISO 12480 -3	I.S.361	I.S.360	HSA
Scope	recommendations for the safe use of tower cranes, including self erecting tower cranes other than mobile self-erecting tower cranes	establishes required practices for the safe use of cranes, including safe systems of work, management, planning, selection, erection and dismantling, operation and maintenance of cranes and the selection of drivers, slingers and signallers.	This Irish Standard specifies requirements for the safe use of tower cranes, including self-erecting tower cranes.	This Irish Standard specifies requirements for the safe use of cranes, including all terrain, crawler, low headroom, rough terrain, semi-mobile, spider, truck mounted, mobile knuckle boom & yard cranes and telescopic handlers fitted with a hook and or a hoist.	*Safety, Health and Welfare at Work Act 2005, *Safety, Health and Welfare at Work (General Applications) Regulations, *Safety, Health and Welfare at Work (Construction) Regulations (S.I.No.291 of 2013)
Management of the lifting operation	Safe system of work including lift plan outlining risk assessment and method statement carried out by appointed person. Flowchart showing personnel involved in lift operation. BS-7121-1 applies.	ISO12480-1 applies. Crane coordinator and crane operator co-ordinate sequence of movements on sites with multiple cranes. Min clearance 3m or 500mm plus manufacturers deflections	Safe system of work for erection, operation and dismantling crane including for Risk assessment	A safe system of work should be established for every crane or lifting operation.	
Persons in charge	Appointed person selected dependent on Complex/Intermediate, Basic lift operations. Notified in writing of their appointment	12480-1 Appointed person - competent person who has overall control of the crane operation on behalf of the organization	Appointed Person (person who has overall control of the crane operations) appoints a crane supervisor with appropriate competence and training.	Appointed Persons duties include Planning, Managing and Controlling of lifting operations. NSAI Cop360:2019 Page 17, 4.3	CSCS required for Tower crane/self-erecting tower crane operation
	Appointed person to be trained as per BS7121-1 Annex A	-	PSDP - ensure H&S plan incorporates the requirements of the crane within the project and that those planning lift operations have required information.	Recommend CPCs or NPORS Appointed Person and/or Crane Supervisor accredited qualification, or industry equivalent at the discretion of the PSCS.	
	Duties of appointed person listed out	-	PSCS - reviews/revises H&S plan before lifting operations commence, Formally appoint appointed person, co-ordinate appointed person, crane supervisor and others who control operations on site. ensures appointed person fulfils their role on site.	Crane Supervisor should direct and supervise the lifting operations in accordance with the lift plan(s).	
	-	-	duties of Appointed person, crane supervisor, co-ordinator, slinger/signaller all included	Crane coordinator should plan and direct the sequence of operations where multiple cranes are on site.	
Selection of tower cranes	Selected by competent persons. Minimum list to be taken into account (load types, duration, site etc)	ISO12480-1 points to be considered, mass/size of load, areas of movement, wind speeds, number of lifts	All types of tower cranes described. Type to be selected based on list of characteristics included for.	N/A	
Remote controls	care required. Advantages and disadvantages listed	care required, special attention to site limitations	Security of transmitter paramount. IS EN13557 for cableless controls		
Siting of crane	Influencing factors listed	-	List of considerations for selection of crane type including requirement for site survey to enable a RA/MS.	Appointed Person must establish suitability of ground conditions.	
	Suitably qualified person to assess the ground conditions	Competent person to assess ground conditions and assess loadings in conjunction with crane manufacturer(1)	Base to be designed by competent engineer	PSCS has duty to inform Appointed Person of all relevant data with regards to suitability of ground conditions, hidden services, voids etc.	
	wind speed map included in accordance with FEM1.005	-	Guidance in relation to wind speed contained in FEM1.004,1.005 and ISEN1991-1-4	The in service wind speed should be established by the Appointed Person based upon the crane type, configuration, load characteristics and site conditions.	
	Site specific wind survey allowed for in conjunction with crane manufacturer	-	-	Annex D of CoP must be understood in full.	
Rail tracks	Inspection in line with BS7121-2-5	Requires expertise design, layout and installation	expert design required. earthed as per ETCI rules	E.3.2.2.2	
Proximity hazards	list of hazards included (OH electric, nearby structures etc)	consideration given to Presence of hazards (refer to Part 1)	list of hazards included	Appointed Person to gather and consider all information.	ESB Code of Practice for Avoiding Danger from Overhead Electricity Lines - outlines SSWP/exclusion zones/hazard zones
	600mm between any part of the crane and obstacle including for manufacturers deflections. Where not possible precautions in place to prevent access to crush area	-	600mm between any part of the crane and obstacle including for manufacturers deflections. Where not possible precautions in place to prevent access to crush area	Integrate Appointed Persons guidance into safe system of work.	

	anti collision devices to be fitted if required by RA	Annex A normative - Anti-collision devices and working space limiters	RA to determine situations where O/H power lines may be in close proximity. ESB Code of Practice for Avoiding Danger from Overhead Electricity Lines provides guidance	Consider use & programming of working area limitation system where available and appropriate.	
	Inter-arc: min 3m clearance or 600mm plus manufacturers deflections	Inter-arc(overlap): min 3m clearance or 500mm plus manufacturers deflections	Inter-arc: min 3m clearance or as per manufacturers recommendations allowing for deflections		
	O/H power lines. Consult power company. Ref HSE note	Danger zone figure included (1)	Relevant authority to be notified if crane can't keep clear of hazard		
	Proximity to Airfield (6Km) - inform airfield of intention to erect crane >28days in advance	local rules regarding air fields to be adhered to (1)	PSDP should consult with airfield 30 days in advance of crane erection for permission to work if within 10km of airfield.		
			Anti-collision devices to be fitted where there is a risk of collision		
	-	-	Railway Safety Act - PSCS to co-ordinate with railway operator prior to erection of crane		
Safety	PPE - reference HS Act	-	ESB Networks Code of Practice for Avoiding Danger from Overhead Electricity Lines		Regulation 43 Safety, Health & Welfare at Work (General Application)
	work at height - proper planning, eliminate risks, Planning procedure including planning for rescue in Annex	Safe system of work outlined in part 1 in relation to working at height	compliance with the relevant national regulations in relation to working at height		
	Access/Egress Security panels	Annex B - informative - Climbing operations	Annex A (informative) access		

	Fire risk assessment	Fire extinguishers as appropriate - operator trained in use	5kg fire extinguisher deemed adequate. Emergency plan includes provision for fire outbreak		
Attachments	approval from crane manufacturer	approval from crane manufacturer	approval from crane manufacturer	Only as approved by OEM.	Any modifications to lifting equipment, such as fitting Christmas decorations and messages or advertising hoardings etc. to a tower crane, should only be carried out after careful consideration of the risks that may arise due to changes in the wind loading and of the potential effect on the stability of the lifting equipment.
Wind speed devices	Anemometer required on all cranes (2-5% accuracy)	Provided if applicable	Anemometer to be provided. Operator makes judgement based on this information.	Anemometer should be mounted at a suitable point.	
Lightening Protection	BS62305 BS7430. required on all cranes	earthed as per manufacturers requirements. Lightening is separate issue very technical in nature	ISEN62305-1,2,3 information on lightening protection		
	10 ohms max		10 ohms max		
Base ballast	in accordance with crane manufacturer	in accordance with crane manufacturer	in accordance with crane manufacturer	N/A	
	only blocks showing markings to be used	only blocks showing markings to be used	only blocks showing markings to be used		
Procedures	max working hours included	No operator in control for excessively long periods. Appropriate breaks	provision for adequate rest breaks	Appoint the Appointed Person.	
	operated by competent person approved by appointed person	Requirement to climb considerable heights to be considered. ISO9926-1 and ISO9926-3 specify minimum training	operator trained and certified in accordance with National Requirements	Establish lift category(s), control measures and appropriate crane type(s).	
	Permit to work system	Permit to work system to be used	Defects reported to PSCS	Prepare RAMS.	
	Periodic checks BS7121-2-1	Periodic checks ISO9927-1	Daily checks by crane operator prior to start	Check certificates of periodic inspection(s).	
	Unattended cranes - precautions included. Out of service as per manufacturers instr.	Unattended cranes - precautions included. Out of service as per manufacturers instr.	When out of service, the crane shall be clamped or otherwise restrained in accordance with the manufacturer's requirements		

Operating conditions	rated capacity not to be exceeded	rated capacity not to be exceeded (1)	Rated capacity limiter shall be fitted	Crane(s) to be operated in accordance with the OEM instructions as set out in Handbook.	
	minimum load radius	minimum load radius (1)	Warning of approach to overload conditions shall be provided by a rated capacity indicator	As per the Operators Handbook.	
	procedure for operation	procedure for operation (1)	procedure for operation. Lifting plan included in Annex D (informative)	In accordance with lift plan as overseen by Crane Supervisor.	
	Signalling system included B57121-1	Signalling system issued to all crane operators. Annex D informative Communication system example	Annex B (informative) Code of hand signals - Radio to be used where hand signals inadequate	Appropriate means of communication to be established.	
	Max wind speed 38mph	Max wind speed as per operating instructions	-	As per the Operators Handbook and OEM Guidance.	
	operator responsibility for making decision to start/stop lift	-	Operator authorized to decide if it is safe to conduct a particular lift	ANYONE can stop lifting if they think there is a problem.	
	Operator not to re-ascend until WS <38mph for 10mins	-	Operator to monitor information from the anemometer	As per the Operators Handbook and OEM Guidance.	

APPENDIX B

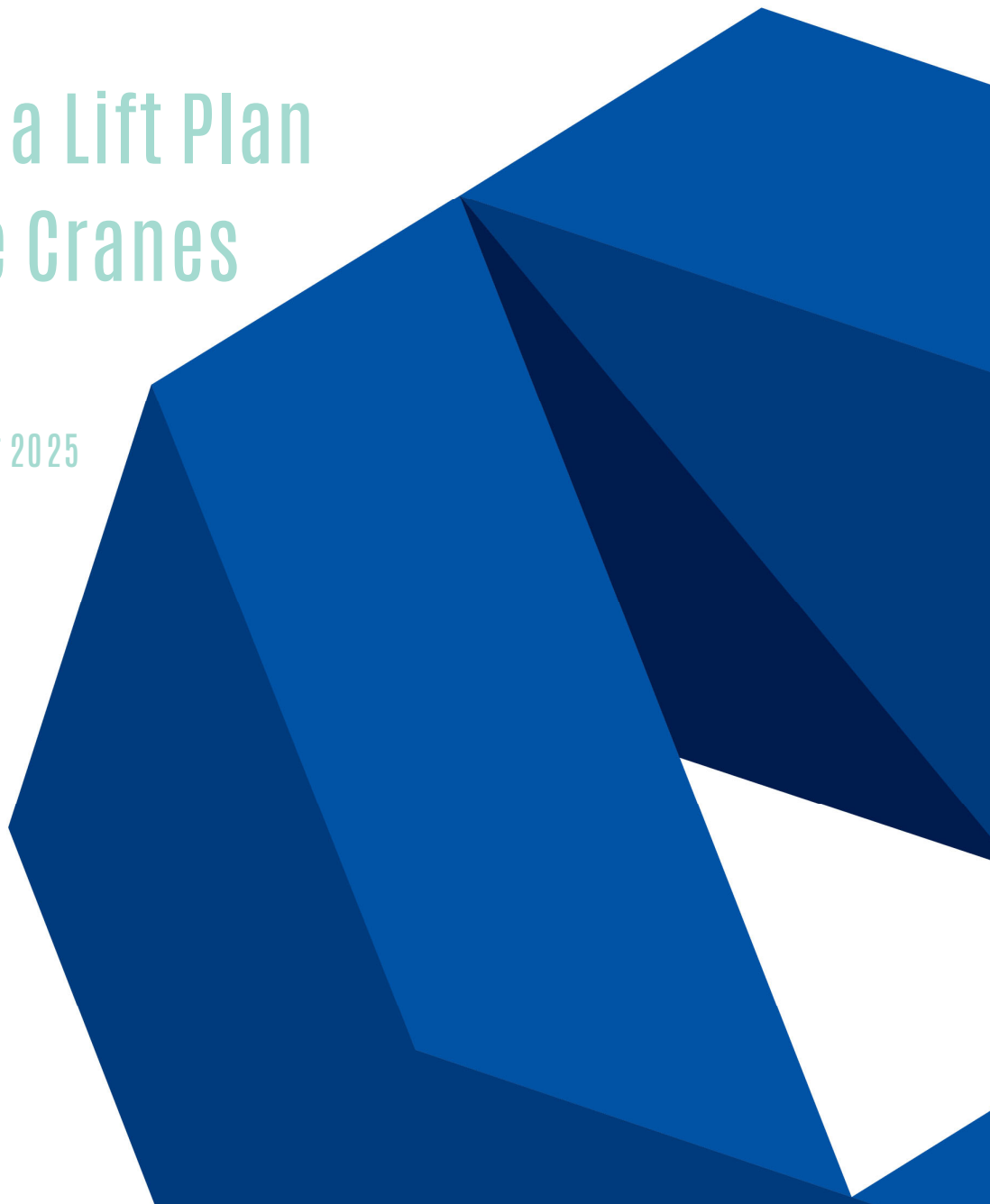


CONSTRUCTION
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Guidance Note

Preparing a Lift Plan For Mobile Cranes

Version 1 - September 2025



Guidance Note: Preparing a Lift Plan for Mobile Cranes

This guidance note is in compliance with NSAI I.S. 360:2019 Code of Practice: Safe use of Cranes in the Construction Industry, and the CIF Irish Mobile Crane Hirers Association Conditions of Hire for Mobile Cranes.

A **Lift Plan** is a critical document outlining the safe execution of lifting operations using mobile cranes. It must adhere to the guidelines and requirements set out in the **National Standards Authority of Ireland (NSAI) Code of Practice I:S. 360:2019**, which provides a framework for safe practices in lifting operations. Below are the minimum requirements of a compliant Lift Plan.

1. General Information

Project Details:

- Name and address of the site or project location.
- Estimated date and time of the planned lift.
- Contact details of the primary client and contractors involved.

Lift Supervisor Information:

- Name of the appointed Lift Supervisor.
- Contact information.
- Relevant qualifications and certifications.

Risk Assessment and Method Statement Reference:

- Documented risk assessment number/reference.
- Associated method statement outlining the process.

Insurance:

- Check that all parties have appropriate insurance cover in place.

2. Description of the Lift

Type of Lift:

- Basic ☐
- Intermediate ☐
- Complex ☐

Load Details:

- Description of the load (e.g., dimensions, weight, and type of material).
- Centre of gravity and load stability characteristics.
- Rigging diagram should be supplied by load supplier/manufacturer, where possible.

Number of Lifts:

- Single lift ☐
- Multiple lifts ☐

Environmental Considerations:

- Weather conditions (current and forecasted).
- Proximity to hazards (e.g., power lines, overhead obstructions, excavations, airfields) etc.

3. Equipment Details

Crane Details:

- Make, model, capacity of mobile crane.
- Configuration (e.g., boom length, jib, counterweights, falls of rope) etc.

Lifting Accessories:

- Type and specifications of slings, shackles, spreader beams, etc.
- Inspection and certification records for all lifting equipment.

Ground Conditions:

- Assessment/suitability of ground conditions in accordance with section 6.6.2 of NSAI I.S. 360:2019 Code of Practice¹
- Maximum ground bearing pressure should be included.
- Details of any ground mats or outrigger pads used.

4. Personnel

Roles and Responsibilities:

- Names and roles of all personnel and/or substitutes involved in the lift (e.g., crane operator, banksman, signaller, riggers).

¹ [I.S. 360:2019 Code of Practice: Safe use of cranes in the construction industry - Part 1: General](#)

- Confirmation of competency and training.

Communication Plan:

- Method of communication (e.g., radios, hand signals).
- Emergency contact numbers.

5. Lifting Plan and Configuration

Crane Positioning:

- Crane location(s).
- Swing radius and exclusion zones.

Lifting Configuration:

- Boom length and angle.
- Load radius and lift height.

Lifting Sequence:

- Step-by-step plan for executing the lift.
- Load movement path, including start and end positions.

Contingency Plan:

- Actions for unexpected scenarios (e.g., equipment failure, adverse weather, alternative crane).

6. Risk Management

Hazard Identification:

- List of hazards identified (e.g., proximity to structures, underground utilities).
- Mitigation measures for each hazard.

Emergency Plan:

- Procedures in case of an incident or failure.
- Location of first aid and emergency assembly points.

Exclusion Zones:

- Clearly marked no-entry zones for unauthorized personnel.

7. Compliance and Approvals

Compliance:

- Adherence to I.S. 360:2019 Code of Practice.²
- Compliance with other applicable legislation (e.g., Safety, Health and Welfare at Work Act 2005³).

Approval Signatures:

Signatories required for the Lift Plan:

- Appointed Person (AP).
- Lift Supervisor.
- Crane Operator.
- Client/Principal Contractor (if applicable).
- Banksman.
- Any other member of the lift team.

8. Supporting Documentation

Certificates and Reports:

- Crane inspection certification
- Certification of lifting equipment (e.g., slings, shackles).

² [I.S. 360:2019 Code of Practice: Safe use of cranes in the construction industry - Part 1: General](#)

³ [Safety, Health and Welfare at Work Act 2005](#)

Site-Specific Requirements:

- Permits for work.

Additional Notes

The Lift Plan should be a live document, subject to updates approved by an Appointed Person (AP) if conditions or parameters change.

Ensure all personnel are briefed on the Lift Plan prior to commencing operations.

By adhering to this framework and meeting the requirements of I.S. 360:2019, the Lift Plan will support safe, efficient, and compliant lifting operations.

END