



ALLMI Crane Supervisor Training Course

Section 1: Introduction

The Appointed Person responsible for the planning and safe execution of the lifting operation has a duty to appoint a Crane Supervisor to be present throughout, to control the operation and ensure it is carried out in accordance with the Lift Plan document.

The British Standard 'BS 7121-1:2016. Code of practice for safe use of cranes - Part 1: General' contains clear guidance on the key principles for the training of Crane Supervisors.

The role of the Crane Supervisor is second only in the lifting team hierarchy to the Appointed Person, with a significant degree of responsibility. Therefore, the selection by Employers of suitable Candidates for training in this role is paramount, in terms of ensuring they are suitable and cannot only perform to the required standard on the assessments, but also on an ongoing basis when carrying out the duties of the Crane Supervisor.

BS7121 Part 1 A.2.1 states that Candidates should be selected by the Employer for training as a Crane Supervisor on the basis of their: -

- a) Prior relevant experience
- b) Academic and vocational qualifications
- c) Numerical and literary ability
- d) Supervisory and management skills; and experience.

Whilst responsibility for the selection, training and ongoing assessment of any employee's competence rests squarely with the Employer, the purpose of this document is to provide assistance in determining an individual's suitability for training as a Crane Supervisor.

It must be strongly emphasised that assessing the aptitude of a candidate is highly important. Sending any employee on a course which is too fast-paced, or for which they may not possess all the relevant attributes may have negative consequences for your business, in terms of wasted course fees and days spent training; not to mention de-motivation of the individual concerned.

Further to the above, this document contains the following:

- A set of Aptitude Test Questions (with answers, allowing the Employer to mark them).
- A course registration form.

Please note: Acceptance by ALLMI of any candidate for a place on the Crane Supervisor course does not constitute an endorsement of the Employer's assessment of the candidate's suitability. Should the course instructor believe that the candidate lacks the key skills required at any point in the course, we reserve the right (after discussion with the candidate) to ask them to leave without any refund of course fees being payable to the Employer.



For the candidate to be eligible for the ALLMI Crane Supervisor Course you must confirm that they have at least 15 hours experience in the last 12 months working as part of a crane lifting team (e.g. as an operator or slinger / signaller). Other considerations when assessing a potential candidate's suitability include:

- A current Lorry Loader Operator Card, or at the very least an understanding of some key basic principles, such as: the importance of correctly stabilising the machine; keeping the load as low as practical at all times; typical site hazards that may prevent safe use; etc.
- A current Slinger / Signaller Card, or at the very least an understanding of some of the key principles. For example: the different types of lifting accessory available; the effect of different sling configurations and included angles; checks on lifting accessories; and their common causes of failure.
- A reasonable standard of literacy. The course practical assessment includes reading through a pre-prepared Lift Plan document to ensure all team members understand the details.
- An understanding of the paperwork typically accompanying a lorry loader, such as Reports of Thorough Examination, operator's daily pre-operational check sheets, etc.
- A reasonable standard of numeracy, as the course includes some basic calculations.
- The confidence to take charge of, and control, a small group of people. For example, the practical assessment includes the supervising and directing of the other lifting team members during the lifting operation.

The ALLMI / CPA Best Practice Guide (available freely to all via the ALLMI website) will provide useful background reading, as well as help to broaden understanding of any weaker areas highlighted by the Aptitude Test. Parts that are of particular value when preparing for the course include:

- Section 2.1 (page 6) – how lifting operations are categorised.
- Section 4.0 (page 18) – the roles and responsibilities of the different lifting team members and, in particular, those of the Crane Supervisor.
- Annex C (page 41) – Case Studies showing how different environmental factors can increase the complexity of the lifting operation.
- Annex E (page 55) – Example of a site and task-specific Lift Plan document. The pre-prepared Lift Plan used by Candidates on the course will follow this format / layout.



Section 2a: ALLMI Aptitude Test for the Crane Supervisor Course

Please answer the following questions. Some are worth more than one point, so please read each question carefully to ensure you understand what you are being asked and are answering in full.

Legislation & Standards	Score
1. Who is responsible for providing a Safe System of Work? (1 point)	
2. Which Regulations relate to all types of Lifting Equipment? (1 point)	
3. Lorry loaders must have a Thorough Examination carried out at least every [how long]? (1 point)	
4. Slings, chains, shackles, etc, must have a Thorough Examination carried out at least every [how long]? (1 point)	
5. Which Part of BS7121 relates to the Safe Use of lorry loaders? (1 point)	
Lorry Loaders	Score
6. When should a pre-use check be undertaken on a lorry loader? (1 point)	
7. When should the stabilisers be fully deployed? (1 point)	
8. When should a remote control unit be isolated? (1 point)	
9. Why should the load be kept as low as practical at all times? (3 points)	
10. In the absence of any specific instructions in the Lift Plan document, what is the minimum safety distance that must be maintained from overhead power lines? (1 point)	



Slinging & Signalling	Score
11. When should lifting accessories be checked? (2 points)	
12. Who is responsible for initiating the movement of the load? (1 point)	
13. What is the SWL of a sling with a WLL of 2.0 tonnes if used in a choke hitch? (1 point)	
14. The SWL of multi-leg sling assemblies has to be calculated to take what into account? (1 point)	
15. When lifting loads with sharp edges, care should be taken to? (1 point)	
Lifting Operations	Score
16. List four examples of hazards associated with the ground that might affect the safe operation of the lorry loader. (4 points)	
17. What action should be taken if circumstances on site fall outside the scope of the Lift Plan? (1 point)	
18. Provide examples of two documents that should be checked prior to lifting operations (excluding the Lift Plan document). (2 points)	
19. Provide examples of four checks to make on a load. (4 points)	
20. Signals between a Signaller and the Lorry Loader Operator must be? (1 point)	



Subject	Score Achieved	Max. Available
Legislation & Standards		5
Lorry Loaders		7
Slinging & Signalling		6
Lifting Operations		12
Total		30

Name:

Company:

Date:

Signed:

Phone:

Email:



Section 2b: Aptitude Test Answers – Employer Use Only

This section contains correct answers and marking guidance.

Legislation & Standards	Score
1. Who is responsible for providing a Safe System of Work? (1 point) The Employer	
2. Which Regulations relate to all types of Lifting Equipment? (1 point) The Lifting Operations & Lifting Equipment Regulations (LOLER) 1998	
3. Lorry loaders must have a Thorough Examination carried out at least every [how long]? (1 point) 12 months	
4. Slings, chains, shackles, etc, must have a Thorough Examination carried out at least every [how long]? (1 point) 6 months	
5. Which Part of BS7121 relates to the Safe Use of lorry loaders? (1 point) Part 4	
Lorry Loaders	Score
6. When should a pre-use check be undertaken on a lorry loader? (1 point) At the start of each day or shift (or when taking the machine over from another operator)	
7. When should the stabilisers be fully deployed? (1 point) At all times, unless the Appointed Person has assessed the risks and confirmed details in the Lift Plan document; or if fitted with a stabiliser monitoring device or stabiliser interlocks	
8. When should a remote control unit be isolated? (1 point) Whenever the unit is not in use	
9. Why should the load be kept as low as practical at all times? (3 points) One point for each – (1) To minimise risk of injury or damage (2) To prevent persons from walking under the load (3) To minimise the risk of vehicle tip-over in the event of instability	
10. In the absence of any specific instructions in the Lift Plan document, what is the minimum safety distance that must be maintained from overhead power lines? (1 point) Maximum radius of loader plus any protruding load plus 10 metres	

Slinging & Signalling	Score
11. When should lifting accessories be checked? (2 points) One point for each – (1) Prior to each use (2) After each use	
12. Who is responsible for initiating the movement of the load? (1 point) The Slinger	
13. What is the SWL of a sling with a WLL of 2.0 tonnes if used in a choke hitch? (1 point) 2.0 tonnes x 0.8 (Mode Factor for Choke Hitch) = 1.6 tonnes or 1600kg	
14. The SWL of multi-leg sling assemblies has to be calculated to take into account what? (1 point) The leg tension generated by the included angle	
15. When lifting loads with sharp edges care should be taken to? (1 point) Protect the slings from damage using packing	
Lifting Operations	Score
16. List four examples of hazards associated with the ground that might affect the safe operation of the lorry loader. (4 points) One point each for any four valid answers including – Drains, Trenches, Excavations, Manholes, Ducts, Voids, Boggy Ground, Slopes outside manufacturer's maximum, Basements, Cellars, etc.	
17. What action should be taken if circumstances on site fall outside the scope of the Lift Plan? (1 point) Contact the Appointed Person for guidance	
18. Provide examples of two documents that should be checked prior to lifting operations (excluding the Lift Plan document). (2 points) One point each for any two valid answers including – TE Report for lorry loader, TE Reports for lifting accessories, Operator's daily pre-use check sheet, Operator Manual for loader, etc.	
19. Provide examples of four checks to make on a load. (4 points) One point each for any four valid answers including – Weight, dimensions, Centre of Gravity, Lifting points fitted?, Is it waterlogged?, Is it live?, Is it hazardous?, Is it fragile?, Etc.	
20. Signals between a Signaller and the Lorry Loader Operator must be? (1 point) Clear and unambiguous	



Section 3: ALLMI Crane Supervisor Course – Registration & Eligibility Form

Important:

- This form must be submitted by the Employer, together with any requested supporting documentation.
- Upon acceptance by ALLMI of the Candidate’s registration, joining instructions will be issued.
- Acceptance of any Candidate onto the Crane Supervisor course does not constitute an endorsement by ALLMI of their suitability. Should the course instructor believe that the Candidate lacks the key skills required at any point in the course, we reserve the right, after discussion with the Candidate, to ask them to leave without any refund of course fees being payable to the Employer.

Candidate Name:

Company/Employer:

Address:

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..... Post Code:

Phone:

Email:

Personal Information: As part of its provision of training courses, ALLMI collects personal data from individual trainees. ALLMI respects the privacy of each trainee and is committed to ensuring that any personal data it holds is utilised in a fair and lawful way in accordance with UK data protection legislation. Further details regarding ALLMI’s commitment to data protection can be found in ALLMI’s Data Protection Policy, which is available at www.allmi.com/dataprotectionpolicy, or in hard copy upon request.

Has the Candidate previously attended any other type of ALLMI Course? If so, please state their ALLMI ID Number in the box below:

Please see the declaration overleaf.



Please read and sign the following declaration:

I certify that I consider the Candidate named on this form to be suitable to attend the ALLMI Crane Supervisor course. I also confirm that they have at least 15 hours experience gained in the last 12 months working as part of a crane lifting team.

Signed:

Print Name:

Company:

Position:

Date:

Items required for Candidates to bring to the course:

- Notepad and pen / pencil
- A basic calculator (or suitable mobile phone App).
- Hi-Viz Jacket or Vest
- Steel Toecaps
- Hard Hat
- Gloves

Please submit this form to ALLMI.