



**FTCS Crane Operator Daily / Weekly Checklist  
Self-Erecting Tower Cranes**

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Crane Type:		TC Number:						Date:	
Site:		Completed by:						I am trained and authorised to use this equipment.	
<b>DAILY CRANE CHECKS</b>		<b>S</b>	<b>S</b>	<b>M</b>	<b>T</b>	<b>W</b>	<b>T</b>	<b>F</b>	<b>WEEKLY MAINTENANCE</b>
1	Base exclusion zone								Lubricate Ropes
2	Base for obstruction / debris / access								Lubricate Grease Points
3	Isolator box clear & unflooded								Lubricate Open Gear
4	Check outrigger positioning								
5	Visual structural check / ballast / mast / jib								<b>DO YOU REQUIRE</b>
6	Hoist brake (Load Test)								Grease Gun & Grease
7	Visual hoist rope condition check								Open Gear Lubricant
8	Visual trolley rope condition check								Rope Spray
9	Hook block height limit								Weekly Timesheets
10	Hook block safety clip & swivel								Weekly Checklist
11	Trolley in & out limits								
12	Operation of trolley brake								<b>DOCUMENTATION</b>
13	Operation of slew brake								Defects Recorded
14	Slew ring teeth								Inspection Recorded
15	Zoning & Anti Collision System								Certification Checked
16	Folding & Unfolding function in order (if applicable)								
17	Retracting functions in order (if applicable)								
<b>REMOTE CONTROL</b>								<b>DEFECTS</b>	
18	Condition of remote								
19	Controls respond correctly								
20	Deadman controls								
21	SWL indicators / warning lights								
22	Wind speed indicator								
<b>DAILY SHUTDOWN PROCEDURE</b>									
23	Set hook / trolley at out of service								<b>I have carried out the above daily/weekly checks</b>
24	Put crane in free slew								
25	Switch off remote power								
26	Store remote securely								
27	Ensure generator is switched off								
<b>GENERATOR</b>									
28	Ensure all fluid levels are checked								<b>Operators Signature:</b>
<b>Operator to initial when daily checks completed</b>									
<b>THIS FORM MUST BE COMPLETED AND SENT TO THE OFFICE WITH YOUR TIMESHEET EVERY WEEK!</b>									

**This is a requirement under the lifting operation and lifting equipment regulation 1998**

This machine checklist will be used as an assessment of maintenance carried out. It is also a valuable piece of evidence to demonstrate that you have complied with current legislation requirements. You can contact our service manager on: 01362 821048.

**Remember: If you ever see a defect on your crane REPORT IT IMMEDIATELY**

Email completed checklist to: [wages@falconcranes.co.uk](mailto:wages@falconcranes.co.uk)