

Safety Check List for On-Board Working

Location -

Date & Time -

Nature of operation and type of cargo Storage / Handling -

Note - All the items in the checklist should indicate "Yes" for safe operation. If any item indicates 'No' then appropriate safety precautions should be advised to concerned or work may be stopped if it's posing immediate danger to the life of any person working thereat.

Sr. No.	Item	Yes	No	Remarks
A	General			
1	Effective planning to handle cargo by safe method and with proper Gears			
2	Provision exists for removal of injured person from hold			
3	Provision of Ambulance or First Aid is available			
4	No smoking policy is observed on-board the vessel			
5	Pals and skid nets are rigged on wharf			
B	Lifting Appliances (LA)			
1	Through Visual Inspection condition of wire ropes and loose gears of LA are in satisfactory condition <i>(Refer Regulation 40)</i>			
2	Inspection of wire ropes used in LA or loose gear are inspected by the Responsible person <i>(Refer Regulation 40)</i>			
3	Eye splice and loops for attachment of hooks, rings and other such part of wire ropes used in LA are made with suitable thimble. Splicing of loose Gears is proper <i>(Refer Regulation 40)</i>			
4	Possess Valid Periodical Annual Thorough / Test & examination Certificate as per statutes <i>(Refer Regulation 41)</i>			
5	Marking of safe working load is displayed on LA <i>(Refer Regulation 52)</i>			
6	Load Angle Indicator / chart is available. <i>(Refer Regulation 52)</i>			
7	Over load tripping device is available & working <i>[Refer Regulation 40(4)]</i>			
8	Three dead turns of the rope are remain on the drum in every operating position of lifting appliances <i>[Refer Regulation 40(2)(b)]</i>			
9	Efficient brakes to prevent fall of suspended load and act without any shock <i>[Refer Regulation 40(3)]</i>			
10	All controls of the cranes are working effectively and suitable locking device to prevent accidental movement or displacement <i>[Refer Regulation 40(4)]</i>			
11	No oil leakage or spillage from machine			
12	Loose gears / wires used for handling cargo are in sound condition and are of adequate strength <i>(Refer Regulation 46)</i>			
13	Arrestor flap/Hook lock is provided or there is no chance of slippage of any sling from cranes hook			

14	Load of the loose gear is added while calculation of load to be lifted			
15	Access to operators cabin is satisfactory i.e. no missing or slippery rungs, etc.			
16	Windshield or window glass of operator cabin is satisfactory			
C	Fork Lift			
1	Marking of SWL on F/L			
2	Valid license of operator			
3	Reverse horn is working or help of signaler is available <i>[Refer Regulation 57(8)(b)]</i>			
4	Both Side mirrors are available <i>(Refer Regulation 40)</i>			
5	Front and rear Head & Tail lights are working <i>(Refer Regulation 40)</i>			
6	No oil / fuel leakage or spillage			
7	Length of fork is more than or equal to the width / length of load its handling <i>(Refer Regulation 57)</i>			
8	Method of handling of load is proper and safe			
9	No person is standing at blind spots in path of forklift or below suspended load or moving/passing load			
10	While carrying load vision of operator is not obstructed due to cargo. If No, then adequate help of signaler is available to guide his path.			
11	Movement of cargo on fork is carried out in at minimum lowered position i. e. ground level			
12	No person is standing on forklift while it is being moved			
13	Effective mechanical braking device and mechanically operated current cut-off that comes into operation automatically when the operator leaves the forklift.			
14	Operator is protected by overhead guard			
15	Area of handling is sufficiently ventilated			
16	If handling Dangerous Goods, then spark arrester is provided on its exhaust			
D	Tandem Operation for Lifting Appliances			
1	Other means of lifting of load is not available			
2	Both equipment are of similar in SWL, working radius, speed and control			
3	Carried under supervision of Responsible person			
4	Equalizer beam is used to avoid tilting of load			
5	Total weight of cargo and accessory gear is not exceeding one & half time of SWL of either LA			
6	Plumb line of both cargo runner wires is maintained all the time			
7	Operation is carried out under direction of single signaler			
E	Access between Ship and Shore			
1	No gap exists between gangway & wharf. If exists, then suitable means is provided for safe access			

2	Gangway is properly & safely secured			
3	Safety net is rigged beneath the gangway			
4	Properly secured railings & are of sufficient height			
5	Gangway is not within swinging radius of load handled			
6	Gangway is maintained in good condition to prevent slipping of any person			
F	Deck Access			
1	Access is clear. If not, way exists for emergency escape			
2	No tripping OR electrical hazard is present			
3	No dangerous opening or any chance of falling in sea. If exists, then suitable barricaded			
4	If any hot work is carried out, then appropriate safety precautions are taken			
5	sufficiently illuminated			
G	Signalman OR Hatch Foreman			
1	Visible to both workers as well as to operator. If his vision is obstructed, then additional help exists.			
2	Located at safe place i.e. no suspended load is going over his head			
3	His position is safe i. e. no chance of falling from height			
H	Access to Hold / Hatch			
1	Safe access without any obstruction & well illuminated			
2	Manhole covers are properly secured in open position			
3	No chance of shifting/falling of any cargo on ladder			
4	Safe access to reach to the working point			
5	Rungs of ladder are not in slippery condition or missing			
I	Hatch Covers			
1	Properly secured from accidental displacement			
2	Not obstructing access or vision			
J	Stacking			
1	Stacked properly on firm surface			
2	Stack is secured or blocked by suitable means to prevent its rolling/shifting or falling			
3	Cylindrical cargo is stacked perpendicular to the hull or side wall of ship			
4	Not stacked to such a height, which render the pile unstable			
5	Safe means of access to / around stack is provided			
6	Sufficient space is available around stack for working			
K	Operation			
1	Method of handling of load is proper and safe			
2	Adequate illumination in hatch square as well as in coaming			
3	Workers working thereat are wearing PPEs			
4	During working, there is no chance of fall of any person from stack from a height more than 6 feet. If yes, then suitable safety precautions taken like barricading or securing by safety net, etc.			

5	Lashing is not removed until hook is placed for handling of load. If no, then suitable protective measures are taken for protection from falling load			
6	No worker is standing in potential danger zone, where there is a chance of falling of load OR Nobody is standing / resting within / under swinging radius of crane or along route of load handled			
7	While removing sling or shackle, worker's hand/fingers are not in a potential danger zone i. e. can caught in between two surfaces like load & shackle, etc.			
8	No person is resting/sleeping near handling area or in vicinity of cargo stacked/handled			
9	No loose dunnage or debris is found hanging while handling of cargo. If yes, then suitable means are provided to prevent its falling out			
10	No chance of contact of any lifting gears with any sharp edges of cargo. If yes, suitable protective measures are taken to prevent contact			
11	Sufficient head room is available for working especially at coaming			
12	Cargo is lifted by safely by maintaining CG of cargo			
13	If cargo is lifted by preslung sling or by bundle binding wire or packing strip. If yes, then any document/certificate or marking on gear is available to indicate its safe working load/capacity			
14	During handling workers are away from the area of unexpected swing of cargo or trapping in between two objects like cargo & bulkhead, etc.			
15	Not posses any danger due to working of adjacent gang in the same hold			
16	No danger from any hot work carried thereat, if any			
17	Route for emergency escape is available			
18	Handling of cargo does not causes any listing of vessel			
19	Dunnage or packing strips are not scattered in hold, which causes any hazard			
20	Confirmed that private workers engaged by private agency are medically fit and skilled in a work, for which they are hired			

Shed Sudptt ./ Labour Supervisor / Safety Inspector

Sectional Asst. Manager / Safety Officer

c. c. to the concerned departments - for information & necessary action