Course Required for: License & Continuing Education

Purpose: This course is a renewal requirement for the holder of a Hoisting Machine Operators license.

Duration: 8 Hours of instructional time, excluding breaks & meals

Class Size: 1 – 40 Trainees

NYC Requirement: To renew a Hoisting Machine Operator license, licensees will need to complete 8 hours of training as mandated by the Rules of the City of New York, 1 RCNY §104-09

NOTE: In addition to this training, licensees must also hold valid national crane operator certification(s).

Facility Requirements: The Training Facility used by the Course Provider must:

• Have sufficient room to accommodate all expected attendees and the equipment needed to perform hands-on exercises where required as part of the course.
• Make provisions for the presentation of training material in all media types (computer, projector, video/DVD player, etc.); and
• Comply with all applicable laws, rules & regulations relating to occupancy, zoning, egress, fire detection, fire suppression, light, ventilation, cleanliness, sanitary facilities, emergency notification & evacuation procedures.

Training may be held at construction sites, provided the above requirements are met.

Instructor Requirement: To deliver this course, the instructor(s) must be:

• A Qualified Person with documented crane operator experience acceptable to the Department covering the Course Content outlined in this document; and
• An OSHA authorized trainer for the Construction Industry Outreach Program; and
• Hold either a valid Hoisting Machine Operators license from the City of New York or hold a valid national certification for crane operation.

Curriculum Requirement: All topics listed under Course Content Outline must be covered using the listed Instructional Delivery Method. The time dedicated to each outline topic should be appropriate for the course content and can vary depending on the trade or job performed by the trainee. The Instructional Delivery Materials used in this course must contain all current applicable NYC Construction Code references, current rules, policies & bulletins.
## Course Content Outline

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### Course Content Outline Details:

1. **Introduction**
   - Introduce the course and its objectives.

2. **Crane and Hoisting Machine Accidents**
   - Common causes of accidents with cranes and hoisting machines.
   - Historical crane and hoisting machine accidents in NYC and other major cities.

3. **OSHA 1925 Overview**
   - OSHA Crane and Derrick Standards (Subpart CC).

4. **NYC Licensing**
   - Hoisting machines that require a licensed operator.
   - Steps to get or renew a license.

5. **NYC Code Review**
   - Cover all applicable code, rules, related department policy statements, regulatory notices, bulletins & memos, including: 2014 Building Code, Chapter 33, 1 RCNY 3319-01, 1 RCNY 3319-02.

6. **NYC DOB Overview**
   - Cover all applicable administrative standard operating procedures, permits/department notifications, forms, filing & site documents, plans, inspection checklists/logs and wind & weather advisories.

7. **NYC DOT Overview**
   - Cover all applicable code, rules, regulations, operating procedures, policy procedures, Permits/notifications, forms, filing & site documents, plans, etc. required by the New York City Department of Transportation to operate a crane.

8. **NYCTA Overview**
   - Cover all applicable code, rules, regulations, operating procedures, policy procedures, Permits/notifications, forms, filing & site documents, plans, etc. required by the New York City Transit Authority to operate a crane near TA infrastructure.

9. **Inspection of Machinery and Ropes**
   - Daily, Periodic, Annual inspections.

10. **Maintenance and Repair of Machinery and Ropes**
    - Maintenance and repair requirements.
    - Safeguards to take before beginning maintenance or repairs.

11. **Reading Plans**
    - Reading and interpreting plans.

12. **Crane and Hoisting Machine Setup**
    - Ground conditions.
    - Deviation from plans not permitted.
    - Founding of crane/hoisting machine, outrigger placement, and cribbing.
    - Danger to underground infrastructure, excavations, foundations, etc.

13. **Operating Cranes and Hoisting Machinery**
    - Operating manuals.
    - Starting up.
    - Hazards of operating in a dense urban environment.
    - High wind hazards.
Operating near power lines
Prohibition against hoisting over pedestrians, traffic, and adjoining buildings
Requirements for shutting down and securing the crane or hoisting machine

14. Reading Load Charts
   NYC approved load charts
   Classroom Lecture/Discussion w A/V

15. Operational Aids and Safety Devices
   Types of aids and safety devices
   Functions and how to use
   Steps to take if operational aid/safety device not working
   Acceptable means to substitute for a malfunctioning aid/safety device
   Classroom Lecture/Discussion w A/V

16. Lifting Loads
   Weights & materials
   Center of gravity
   Rigging requirements
   Critical Picks
   Securing suspended loads
   Classroom Lecture/Discussion w A/V

17. Signaling and Communication
   Classroom Lecture/Discussion w A/V

18. Important Additional Information
   a. General construction hazards and fall protection
   b. Accident/incident reporting protocols
   c. NYC DOB Unsafe Condition (311) Notification Procedure
   d. NYC DOI/Buildings Integrity Training Contact Information Sheet
   Classroom Lecture/Discussion w A/V

19. Review all Training Topics
    Provide Copy to Trainee and Discuss

20. Written (Multiple Choice) Test
    Discussion w/Questions & Answers Classroom