

<b>Course Required for:</b>	<input checked="" type="checkbox"/> License Qualification
<b>Purpose:</b>	This course is a renewal requirement for the holder of a Hoisting Machine Operator license. This course also satisfies the initial training requirement for an applicant for an Articulating Boom Crane, Mini Crane, or Telehandler Limited Hoisting Machine Operator license and who submits their application for licensure on or before November 6, 2024.
<b>Duration:</b>	8 Hours of instructional time, excluding breaks and meals
<b>Class Size:</b>	1 – 40 Trainees
<b>NYC Requirement:</b>	<p>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.</p> <p>In lieu of completing the 40-Hour Hoisting Machine Operator course, an applicant for a Limited Hoisting Machine Operator license for an Articulating Boom Crane, Mini Crane, or Telehandler who submits their application for license on or before November 6, 2024, may instead complete this course in order to satisfy the pre-requisite training requirement of 1 RCNY §104-09.</p> <p><i>NOTE: In addition to this training, licensees must also hold valid national crane operator certification(s)</i></p>
<b>Delivery Requirements:</b>	<p>Where the Instruction Delivery Method indicates:</p> <ul style="list-style-type: none"><li>• Classroom Lecture/Discussion w A/V (Audio-Visual): the instruction may be delivered by virtual live classroom; however, self-study modules are not permissible.</li></ul>
<b>Facility Requirements:</b>	<p>The Training Facility used by the Course Provider must:</p> <ul style="list-style-type: none"><li>• Have sufficient room to accommodate all expected attendees and the equipment needed to perform hands-on exercises where required as part of the course.</li><li>• Make provisions for the presentation of training material in all media types (computer, projector, video/DVD player, etc.).</li><li>• Comply with all applicable laws, rules and regulations relating to occupancy, zoning, egress, fire detection, fire suppression, light, ventilation, cleanliness, sanitary facilities, emergency notification and evacuation procedures.</li></ul> <p>Training may be held at construction sites, provided the above requirements are met.</p>
<b>Instructor Requirements:</b>	<p>To deliver this course the instructor(s) must:</p> <ul style="list-style-type: none"><li>• Be a Qualified Person with documented crane operator experience acceptable to the Department covering the Course Content Requirements in this document.</li><li>• Be an OSHA authorized trainer for the Construction Industry Outreach Program.</li><li>• Hold either a valid Hoisting Machine Operators license from the City of New York or hold a valid national certification for crane operation.</li><li>• Comply with all applicable Federal, State, and local laws, rules and regulations, and the Department’s Industry Code of Conduct.</li><li>• For purposes of a course taken to apply for a limited Hoisting Machine Operator license for an articulating boom crane, mini crane, or telehandler on or before November 6, 2024, if the instructor does not possess the qualifications to meet all of the first three bullet points, the course may be taught by two instructors simultaneously who, in combination, meet the qualifications of the first three bullet points. All instructors must always comply with the fourth bullet point.</li></ul>
<b>Course Requirements:</b>	<p>All topics listed under Course Content Requirements 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 licensee. The Instructional Delivery Materials used in this course must contain all current applicable NYC Construction Code references, current rules, policies, and Bulletins.</p> <p>All statistics referenced should reflect the latest publicly available statistics. The selection of Case Studies should prioritize incidents in NYC since the prior renewal period.</p> <p>Refresher or Renewal Courses should focus on the updates since the prior renewal period</p>

**Course Content Requirements**

1. Introduction
2. Crane and Hoisting Machine Incidents
  - Common causes of incidents with cranes and hoisting machines
  - Historical crane and hoisting machine incidents in NYC and other major cities
3. OSHA 1926 Overview
  - OSHA Crane and Derrick Standards (Subpart CC)
4. NYC Licensing
  - Hoisting machines that require a licensed operator
  - Hoisting machines that are exempt from the requirements
  - Steps to get or renew a license
  - Discipline/suspension/revocation of license
5. NYC Code Review - All applicable:
  - Codes
  - Rules
  - Related department policy statements
  - Regulatory notices
  - Bulletins and memos
    - Including: 2022 Building Code
      - Chapter 33
        - 1 RCNY 3316-01(d)(8)
        - 1 RCNY 3319-01
        - 1 RCNY 3319-02
6. NYC Department of Buildings – All applicable:
  - Administrative standard operating procedures
  - Permits/department notifications
  - Forms
  - Filing and site documents
  - Plans
  - Inspection checklists/logs
  - Wind and weather advisories
7. NYC Department of Transportation (DOT) – All applicable required by NYC DOT to operate a crane/derrick:
  - Codes
  - Rules
  - Regulations
  - Operating procedures
  - Policy and procedures
  - Permits/notifications
  - Forms
  - Filing and site documents
  - Plans, etc.
8. NYC Transit Authority (NYCTA) – All applicable required by NYC Transit Authority to operate a crane/derrick near TA infrastructure:
  - Codes
  - Rules
  - Regulations
  - Operating procedures
  - Policies and procedures
  - Permits/notifications
  - Forms
  - Filing and site documents
  - Plans, etc. required traffic/pedestrian controls for crane/derrick operations (flag persons, signs, barricades, etc.)

**Instruction Delivery Method**

- Classroom Lecture/Discussion
- Classroom Lecture/Discussion w A/V
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## Course Content Requirements

## Instruction Delivery Method

<p>9. Inspection of Machinery and Ropes</p> <ul style="list-style-type: none"> <li>• Daily</li> <li>• Periodic</li> <li>• Annual</li> </ul>	<p>Classroom Lecture/Discussion w A/V</p>
<p>10. Maintenance and Repair of Machinery and Ropes</p> <ul style="list-style-type: none"> <li>• Maintenance and repair requirements</li> <li>• Safeguards to take before beginning maintenance or repairs</li> </ul>	<p>Classroom Lecture/Discussion w A/V</p>
<p>11. Reading Plans</p>	<p>Classroom Lecture/Discussion w A/V</p>
<p>12. Cranes and Hoisting Machine Setup</p> <ul style="list-style-type: none"> <li>• Grounding conditions</li> <li>• Deviation from plans not permitted</li> <li>• Founding of crane/hoisting machine, outrigger, placement, and cribbing</li> <li>• Danger to underground infrastructure, excavations, foundations, etc.</li> </ul>	<p>Classroom Lecture/Discussion w A/V</p>
<p>13. Operating Cranes and Hoisting Machinery</p> <ul style="list-style-type: none"> <li>• Operating manuals</li> <li>• Starting up</li> <li>• Hazards of operating in dense urban environment</li> <li>• High wind hazards</li> <li>• Operating near power lines</li> <li>• Prohibition against hoisting over pedestrians, traffic, and adjoining buildings</li> <li>• Prohibition against hoisting a suspended load from a fork</li> </ul>	<p>Classroom Lecture/Discussion w A/V</p>
<p>14. Requirements for shutting down and securing the crane</p>	<p>Classroom Lecture/Discussion w A/V</p>
<p>15. Reading Load Charts</p> <ul style="list-style-type: none"> <li>• NYC approved load charts</li> </ul>	<p>Classroom Lecture/Discussion w A/V</p>
<p>16. Operational Aids and Safety Devices</p> <ul style="list-style-type: none"> <li>• Types of aids and safety devices</li> <li>• Functions and what steps to take if operational aid/safety device are not working</li> <li>• Acceptable means to substitute for a malfunctioning aid/safety device</li> </ul>	<p>Classroom Lecture/Discussion w A/V</p>
<p>17. Lifting Loads</p> <ul style="list-style-type: none"> <li>• Weights and materials</li> <li>• Center of gravity</li> <li>• Rigging requirements</li> <li>• Critical picks</li> <li>• Securing suspended loads</li> </ul>	<p>Classroom Lecture/Discussion w A/V</p>
<p>18. Signaling and Communication</p>	<p>Classroom Lecture/Discussion w A/V</p>
<p>19. Important Additional Information</p> <ul style="list-style-type: none"> <li>• General construction hazards and fall protection</li> <li>• Incident reporting protocols</li> </ul>	<p>Classroom Lecture/Discussion w A/V</p>
<p>20. Handouts</p> <ul style="list-style-type: none"> <li>• <a href="#">NYC Buildings Unsafe Condition (311) Notification Procedure</a></li> <li>• <a href="#">NYC/DOI Buildings Integrity Training Contact Information Sheet</a></li> </ul>	<p>Provide Copy to Trainee &amp; Discuss</p>
<p>21. Review all Training Topics</p>	<p>Discussion w/Q&amp;As</p>
<p>22. Written (Multiple Choice) Test</p>	<p>Classroom</p>