

HIRE-IN PLANT INSPECTION REPORT HNF13

(For Cranes)

Location: _____ Date: _____

Owner: _____ Unit/Fleet No. _____ SMU _____

Make: _____ Model: _____ S/No _____

The following items are *minimum* requirements:

| | |
|--|----------|
| R.O.P.S CANOPU (except Road Trucks, Drills, Excavators)..... | Yes / No |
| All Safety Guards Fitted?..... | Yes / No |
| Seatbelts fitted and in good condition?..... | Yes / No |
| Fire Extinguisher fitted and charged?..... | Yes / No |
| Reverses alarm operation?..... | Yes / No |
| All vehicle systems operational?..... | Yes / No |

| Copy of Certificates | Attached | Current |
|-------------------------|----------|----------|
| Crane | Yes / No | Yes / No |
| Hoist Ropes - Main | Yes / No | Yes / No |
| Hoist Ropes - Auxiliary | Yes / No | Yes / No |
| Hooks – Main | Yes / No | Yes / No |
| Hooks - Auxiliary | Yes / No | Yes / No |

| Carry out the following checks and list other defects on the reverse side | Action to be undertaken / Comments Tick if Correct |
|---|---|
|---|---|

| ENGINE | | |
|----------------------------------|-------------------------|-------------------------|
| Oil Leaks | | |
| Water Leaks | | |
| Radiator / Heater Hose Condition | | |
| Radiator Core Condition | | |
| Veebelt Condition and Adjustment | | |
| Fan Bearing Condition | | |
| Air Induction System | | |
| Air Cleaner Restrict Level | | |
| Exhaust System / Muffler | | |
| Radiator Core Condition | | |
| Engine Mounts | | |
| Battery Condition / Leads | | |
| Drain Air Tanks | | |
| DRIVE TRAIN | | |
| Transmission Oil Leaks | | |
| Wheel Hub / Axle Oil Leaks | | |
| Wheel Nuts and Locks | | |
| Drive Shaft / Uni Joints | | |
| Tyre Condition | POS 1 POS 3 POS 5 | POS 2 POS 4 POS 6 |
| Tyre Pressure | POS 1 POS 3 POS 5 | POS 2 POS 4 POS 6 |
| Axle Pivot Condition | | |
| Axle Pivot Lock Out | | |

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|--|---|------------------|
| STEERING / BRAKING SYSTEM | | |
| Steering Cylinder Oil Leaks | | |
| Tie Rod Condition | | |
| Tie Rod End Condition | | |
| Service Brake Operation / Adjustment | | |
| Fluid Level Service / Park | | |
| WINCHES | MAIN | AUXILIARY |
| Mounting Bolts | | |
| Oil Leaks – Gear Box | | |
| Oil Leaks – Hydraulic Motor | | |
| Brake Linings / Adjustment | | |
| Brake Oil / Fluid Leaks | | |
| Drum Cracks | | |
| Safety Pawl Operation | | |
| Disorderly Rope Winding | | |
| Oil Level / Gear Box | | |
| ROPES & HOOKS | | |
| Rotation of Hook | | |
| Deformation of Hook | | |
| Safety Latch Fitted | | |
| Deformation of Rope Guard | | |
| Rotation of Sheaves | | |
| Lubricate Sheaves | | |
| Kinks in Wire Rope | | |
| Broken Strands in Rope | | |
| Corrosion of Rope | | |
| Wedge Correctly Fitted | | |
| Rope Clip Fitted to End | | |
| SLEW SYSTEM | | |
| Slew Table Cracks | | |
| Slew Motor Leaks | | |
| Slew Box Leaks | | |
| Slew Box Mounting Bolts | | |
| Slew Box Oil Level | | |
| Slew Break Operation / Adjustment | | |
| Rotary Connection Leaks | | |
| Upper House Lock Pin | | |
| BOOM | | |
| Hoist Cylinder Leaks | | |
| Hoist Cylinder Pins and Retainers | | |
| Hoist Cylinder Hose Condition | | |
| Boom Pivot Pin Retainers | | |
| Inspection of Boom Cracks / Damage | | |
| Sliding Wear Pad Condition | | |
| Inspect Fly Damage | | |
| Fly Retaining Pins | | |
| Fly Storage Correct | | |
| Boom Sheaves | | |
| Fly Sheaves | | |

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|---|---|
| CAB and GENERAL | |
| Operation of all Gauges | |
| Control Levers / Play | |
| Load Meter | |
| Warning Buzzer | |
| Windscreen Conditions | |
| Wiper Condition | |
| Anti Two Block Operations | |
| Work Lamps | |
| Steps / Grab Rails | |
| Load Chart Condition | |
| Operators Manual Present | |
| Horn Operation | |
| Seat Condition | |
| Fire Extinguisher Present | |
| Set Up Level Indicator | |
| OUTRIGGERS | |
| Vertical Cylinder Leaks | |
| Vertical Cylinder Hoses | |
| Horizontal Cylinder Leaks | |
| Horizontal Cylinder Hoses | |
| Outrigger Pad Condition | |
| Horizontal Slides | |
| Outrigger Box Cracks | |
| Outrigger Pin and Retainers | |

Other Comments:

Inspected By: _____ Signature: _____

Qualifications: _____ Date: / /

Certification by Responsible Person:

I certify that the described plant is to the manufactured specifications and is being serviced and maintained by competent personnel to the manufacturer's recommendations.

Signature: _____ Date: / /

Print Name: _____ Position: _____

HNF13