Instructions:

This Crane Lift Work Plan (Form 8378A) is required to be completed by the Crane Company who is proposing to use a crane to hoist or move equipment on the property of Northrop Grumman Strategic Space Systems (NGSSS) Space Park.

The NGSSS Company Representative will provide this form the crane company performing the crane lift. The crane company will complete the Plan in its entirety and return it to the NGSSS ESHM representative (listed on the Contractor Notification List [Notification List]) at least 4 days prior to the lift for ESHM review. The crane company is responsible for all calculations and inspections to conduct a safe lift.

Form 8378A will be submitted along with the following documentation:

- Companies Crane Lift Plan including total load weight to be lifted.
- Crane capacity chart.
- Rigging load rating charts for slings, shackles and spreader bar (if used) and other accessory equipment. Highlight on the charts the actual accessory equipment will be used along with rigging configuration. Ensure the rigging to load is 5:1.
- Rigging and signal person certifications and both must be employed by the crane company.
- Current crane operator's certification from Operating Engineers Certification Program (OECP) or equivalent testing program with type of crane approved (e.g. Telescopic Boom) proposed to be used. Submit all operator's certification if unknown which operator is going to operate the crane on a proposed date.
- Annual and quadrennial proof load certifications from Preferred Aerial and Crane Technology, Inc. or other agency accepted by the State of CA., Department of Industrial Relations, Division of Occupational Safety and Health (DOSH). Submit all certifications with matching serial/license plate nos. if unknown which crane is going to be used on the proposed date.
- Provide FAA Notification if applicable to one of the following:
  - Any construction or alteration exceeding 200' above ground level.
  - Within 20,000' of a public use or military airport with its longest runway more than 3,200'.
- Certificate of Liability Insurance within current policy expirations. The crane company must have at least $2,000,000 Comprehensive General Liability, $2,000,000 Automobile liability Insurance and $1,000,000 Umbrella Liability. The crane company must also have at least $100,000 of Workers compensation along with providing a Waiver of Subrogation against Northrop Grumman Systems Corporation (NGSC) and its subsidiaries with respect to operations Insured. Contractor is responsible for adhering to all NGSC insurance requirements and procedures as indicted by the Terms and Conditions if hired by NGSC. Regardless of who the crane companies point of hire, NGSC shall be named as an additional insured. The Certificate of Liability Insurance Holder is:

  Northrop Grumman Systems Corporation
  2980 Fairview Park
  Falls Church, Virginia 22042

- The crane operator completes NGSSS Crane Inspection Form (Systems Form 8378B) prior to the lift. The NGSSS Company representative will e-mail a copy of the 8378B two working days following the lift to ESHM as designated on the Contractor Notification Form.

NORTHROP GRUMMAN

CRANE LIFT WORK PLAN

Crane Lift Company:		Date Submitted:
Crane Lift Contact:		Phone:
NGSS Point of Contact:		Phone:
Building:		Date/Time of Lift: /

Purpose of Lift: (include total load weight and capacity of the crane)
Crane (Type, make, model):
Attach a lift diagram, indicating crane placement, lift area, boom swing radius, crane radius and tip boom height:
Describe the rigging to be used (type, quantity, configuration and capacities) and method to stabilize the load (must be 5:1 safety factor):
Identify the method of communication between the operator and signal person:
Describe method of restricting access to the lifting area and swing radius:
Provide a contingency plan should the load/boom drop (attach procedure if necessary):