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1.0 INTRODUCTION

1.1 PURPOSE

This manual describes the operation, inspection, maintenance, and repair requirements for cranes, hoists, fork trucks, slings, rigging hardware and hoisting equipment at the U.S. Department of Energy's (DOE) Hanford Site. From time to time, lifting is performed with equipment other than cranes, hoists, and fork trucks. When using any equipment for material handling, follow the equipment manufacturer's instructions.

EXAMPLE: excavation equipment, such as a backhoe, may have a hook installed on the bucket. It is acceptable to use such equipment for hoisting and rigging if the manufacturer provides instructions for use. The manufacturer's instructions should include load capacity information.

See footnote 1 for examples of equipment not within the scope of this manual.¹ When using rigging devices/hardware in conjunction with the equipment not covered by this manual for the purpose of raising, lowering, or otherwise lifting material, the rigging devices/hardware and their use must comply with the applicable sections of this manual.

1.2 SCOPE

This manual supports the objectives of the DOE, Richland Operations Office (RL), by controlling hoisting and rigging (H&R) activities in a safe and cost-effective manner.

This manual is intended to be a user's guide to requirements, codes, laws, regulations, standards, and practices that apply to DOE contractors at the Hanford Site. This manual, or any part of this manual, is applicable to subcontractors (offsite or onsite) only if required by relevant contract documents.

This Manual is generally invoked via contract. Whether or not this Manual is invoked, hoisting and rigging work is required by law to be in compliance with the *Occupational Safety and Health Act of 1970* (OSHA) (29 CFR 1910 or 29 CFR 1926) and work involving critical lifts should follow this manual. As a minimum, acceptability of equipment and rigging should be verified by the RL contractor and critical lift procedures should be reviewed and approved by the responsible RL contractor.

NOTE: Refer to 29 CFR 1926, Subpart R for special hoisting and rigging requirements relating to steel erection.

¹For example, the following types of equipment are not within the scope of this manual: elevators, dumbwaiters, escalators, moving walks, conveyor systems, drill and pump setting rigs, manipulators, specially insulated hoists for handling high-voltage lines, door- and hatch-opening equipment, vehicle-mounted elevating and rotating aerial devices, elevating work platforms, aerial lifts, and earth-moving and excavation equipment. Although not within the scope of this manual, this equipment shall be maintained in a safe condition (reference OSHA General Duty Clause). Consult applicable equipment manufacturer information, OSHA and/or ASME standards to ensure safe condition and use of the equipment.

1.3 BACKGROUND

This manual is a rewrite of the original *Hanford Hoisting and Rigging Manual* (WHC-CM-6-4), issued in August 1988 for RL contractors. Like that original manual, this manual was prepared with input from the Hanford H&R Committee with representatives from various RL contractors and trade unions, with overview by RL. Unlike the original *Hanford Hoisting and Rigging Manual*, this manual is issued by the RL.

Any lack of clarity, errors, omissions, or discrepancies should be addressed either to RL or to a member of the Hanford H&R Committee.²

1.4 MANUAL ORGANIZATION

This is a “user’s manual.” It designates areas of responsibility regarding H&R activities, specifies qualification and training requirements, and stipulates operation, maintenance, and repair requirements for H&R equipment and components. Topics have been grouped to make the manual user friendly and to minimize “jumping around” within the manual. While selected design considerations are included in this manual, primarily as information to operators and inspectors, this manual is a user’s manual, not a design manual.

1.5 MANDATORY AND ADVISORY RULES

Mandatory rules are characterized by use of the word *shall*. If a provision is of an advisory nature, it is indicated by use of the word *should* and is to be considered; its advisability depends on the facts in each situation.

1.6 MANUAL REVISIONS²

Any user may prepare written requests for manual revision. Revision requests shall be submitted to a member of the Hanford H&R Committee or to the RL H&R Program Manager.

1.7 VARIANCES, EXEMPTIONS, WAIVERS AND INTERPRETATIONS

1.7.1 Variances, Exemptions and Waivers

Variances and exemptions frequently are referred to as “waivers”, however, it is appropriate to recognize that a waiver is really a variance or an exemption. The difference between a variance and an exemption and their approval processes are as follows:

- a. A variance is an administrative decision that allows an employer to meet a requirement in a different manner than stated in the requirement or standard. To do this, the employer must show that the level of worker protection is “at least as effective” as that dictated by the requirement or standard.

²Comments, questions, or revision requests may be sent via e-mail to: Hanford_Hoisting_and_Rigging@rl.gov.

- b. An exemption is an administrative decision that frees an employer from complying with a requirement. In other words, if an exemption from a requirement is granted, that requirement would not apply to the specific operation or facility in question.
- c. Usually, variance or exemption decisions concerning site-specific requirements can be made at the Hanford contractor or RL level. Requests concerning mandatory standards (such as OSHA, ANSI, ASME standards) will be elevated to DOE Headquarters for a decision.
- d. Requests for variances or exemptions shall be submitted to the responsible RL Contracting Officer in accordance with the contractor's own internal procedures. The contractor shall also send a copy of the request to the RL H&R Program Manager, for information. Upon receipt of the request from the contractor, the RL Contracting Officer shall evaluate the request and, in coordination with the RL H&R Program Manager, determine if it can be decided at the local level or if it must be elevated to DOE Headquarters.
- e. Following approval or disapproval, the RL Contracting Officer shall respond to the contractor in writing. Costs incurred while awaiting administrative action normally will not be considered.

1.7.2 Interpretations

An "interpretation" asks the meaning of a requirement, or whether a proposed method fulfills a given requirement. See Chapter 17, "Interpretations" for a description of the process used to request interpretations and to review previous interpretations.

If a request for interpretation is determined to actually be a request for a variance or exemption, process the request as outlined in paragraph 1.7.1(d).