SITE survey. APP

SITE SURVEY REPORT

Crane Pre-use Inspection

Prepared for	Chiltern Steel Erectors Ltd
Date	25 Sep 2026
Site	Fairfield Road Retail Park, Aylesbury
Prepared by	P. Okonkwo

FORM

Crane Pre-use Inspection

1. Record details and scope

Project	Fairfield Road Retail Park, Aylesbury: steel frame erection
Site or premises address	Fairfield Road Retail Park, Aylesbury
Client or organisation	Chiltern Steel Erectors Ltd
Record date	25 Sep 2026
Person completing the record	P. Okonkwo, crane operator

> This is a pre-use evidence record for a trained operator. It is not a lift plan, proof-load test, thorough examination report or certification that a crane is safe for every lift.

2. Crane and operator

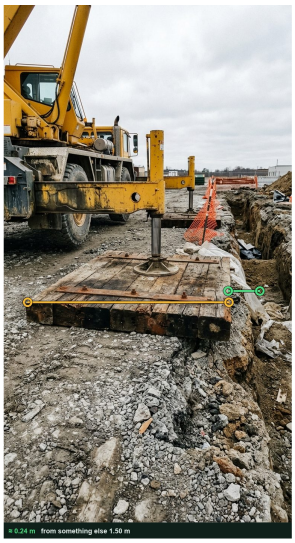
Crane asset ID and location	Mobile crane MC-08, set up in the north yard beside drainage run D3
Crane position on site (GPS)	North yard, outrigger 3 · 51.816120, -0.799430 (SP 82480 13870, ±6 m)
Make, model and crane type	60 tonne all terrain mobile crane
Operator and authorisation reference	P. Okonkwo, operator card checked by the lifting supervisor, site authorisation CSE-OP-21
Manufacturer pre-use checklist reference	Maker's daily check list in the cab manual, section 5, and company sheet CSE-DC-03
Latest examination report reference and date	Thorough examination TE-CC08-0326, 18 March 2026
Configuration, boom and attachments	Main boom 28 m, no fly jib, 4 fall hook block, full outriggers on 1.5 m timber mats, counterweight as per configuration sheet

3. Pre-use checks

Required examination and maintenance information available	Acceptable
Visible structure, ropes, hook and connections checked to instructions	Action needed
Action, limitation or reason not applicable	Hook safety catch spring weak on the main hook, catch does not close fully on its own. Crane not used for lifting until fixed.

Leaks, tyres or tracks and access checked where applicable	Acceptable
Controls, stops, indicators and limiting devices checked to instructions	Acceptable
Outriggers or supports and operating area considered	Action needed
Action, limitation or reason not applicable	Outrigger 3 mat sits about 0.24 m from the edge of the open drainage trench for run D3. Lift plan LP-FRP-014 asks for at least 1.5 m from any excavation. Crane not used until it was re-set.
Closest outrigger, mat or track to an excavation, slope or edge (m)	0.24

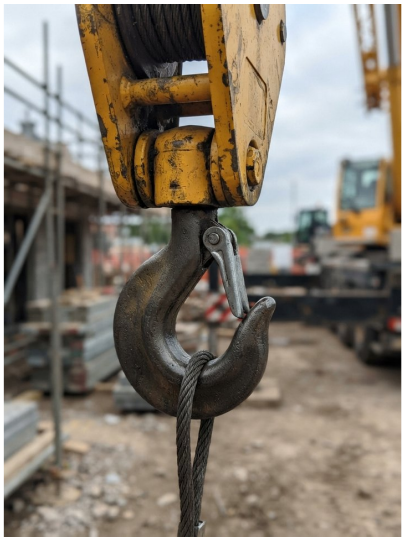
Closest outrigger, mat or track to an excavation, slope or edge (m): measuring photo



Outstanding defects and operating restrictions reviewed	Acceptable

Supporting photos





Checks acceptable	4
Action needed	2
Not checked	0

A check needs action. Do not use the crane until the defect is put right or a competent person has agreed it is safe, and tell the lifting supervisor.

Defect recorded but use not stopped. A check needs action and the record status is not Work or use stopped. Record in the actions how the defect was put right, or who agreed the crane is safe to use, before any lift.

4. Defects and handover

Defects, restrictions and action taken	Two items. 1. Hook safety catch spring weak; fitter replaced the spring at 08:40 and the catch now closes on its own. 2. Outrigger 3 mat about 0.24 m from the drainage trench edge; crane tracked forward and re-set with the mat 2.1 m from the edge, checked with a tape by the lifting supervisor at 09:20.
Person receiving defect report	J. Haines, lifting supervisor
How use was prevented where a defect makes operation unsafe	Crane left with the hook block on the ground and the keys with the lifting supervisor until both items were put right.
Separate lift plan reference	Lift plan LP-FRP-014 rev 2, steel frame bays 4 to 6
Information passed to the supervisor or next operator	Defects and repairs written in the crane log. Supervisor told the steel gang the first lift was put back to 09:30. Groundworks told not to extend trench D3 towards the crane.

5. Actions and review

Are further actions required?	Yes

Further action 1: Replace the hook safety catch spring on the main hook block.

Action and evidence reference	Replace the hook safety catch spring on the main hook block.
Person responsible	W. Grant, crane fitter
Target date	25 Sep 2026
Action status	Completed
Completion evidence	Spring replaced at 08:40, catch closes on its own. Logged in the crane defect book, entry 112.

Further action 2: Re-set the crane so outrigger 3 mat is at least 1.5 m from the trench edge, and recheck with a tape.

Action and evidence reference	Re-set the crane so outrigger 3 mat is at least 1.5 m from the trench edge, and recheck with a tape.
Person responsible	P. Okonkwo, operator, and J. Haines, lifting supervisor
Target date	25 Sep 2026
Action status	Completed
Completion evidence	Crane re-set at 09:15. Mat 2.1 m from the trench edge by tape at 09:20, recorded on the lift plan.
Outstanding limitations and information to pass on	None outstanding. Both items put right before the first lift.
Record status	Ready for review
Reviewed by	J. Haines, lifting supervisor
Date reviewed	25 Sep 2026
Author signature	
Operator name	P. Okonkwo, operator card checked by the lifting supervisor, site authorisation CSE-OP-21

Signing records the information entered. It does not itself certify legal compliance, remove a limitation or authorise unsafe work.