



Site Report

PRACTICAL EXAMINATION—ARTICULATING BOOM CRANES

NCCCO has established specific conditions and guidelines that each Practical Examination Test Site must adhere to. This *Site Report* is designed to ensure these conditions are met. The Examiner is required to perform a site inspection prior to the start of the first examination and complete the *Site Report* form. The Examiner must arrive at the Test Site in sufficient time to verify, by measuring with a tape, the accuracy of the course layout with respect to the NCCCO Test Site Layout (CAD). The Examiner must also conduct a visual inspection of the crane for proper setup prior to testing any applicant. This *Site Report* must be presented on demand to any Practical Test Auditor.

If using more than one course at this test site, please fill out a Site Report for each course.

Please type or print neatly.

TEST SITE	DATE
NAME OF TEST SITE COORDINATOR	

CAD LAYOUT USED:	<input type="checkbox"/> ABC #1	<input type="checkbox"/> ABC #2	<input type="checkbox"/> ABC #3
<i>(Please check only one)</i>			

Check the following items for compliance:

PRE-TEST CANDIDATE BRIEFING AREA

An indoor facility suitable for the Pre-Test Briefing of exam candidates, including:

- Sufficient tables and chairs to seat all candidates for the Pre-Test Briefing
- A DVD player and television or computer for candidates to watch the NCCCO Practical Exam presentation
- A location so that waiting candidates are unable to observe other candidates being tested

Candidate materials available:

- A written description of the examination (*Candidate Handbook*)
- A plan view of the Test Site Layout (CAD)
- Operator's manual and load chart(s) for all cranes that will be used for testing

TEST SITE SETUP

- Entire course is level within five percent of true level
- Zigzag Corridor has no more than a 6 in. maximum change in elevation
- Test Site is free of debris, stored materials, surface irregularities, or hazards such as overhead power lines that could interfere with test maneuvers
- No obstructions are within 5 ft. of the Test Site in any direction

Using the Test Site Layout (CAD), verify the following measurements:

- Distance from the center of rotation of the crane to the center of Designated Area 1
- Distance from the center of rotation of the crane to the center of Designated Area 2
- Distance from the center of rotation of the crane to the center of Designated Area 3
- Distance from the longitudinal centerline to the near leg of the Zigzag Corridor
- Width of Zigzag Corridor is 5 ft.
- Length of all six sides of the Zigzag Corridor
- Distance between consecutive poles
- Clearly marked denotation line located correctly, as per Test Site Layout (CAD)

SITE REPORT (CONT'D)

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POLES

- 40 poles (33 for ABC #1 course), made of 1½ in., white PVC pipe (SHD 40), each 36 in. long
- Top 12 in. painted or taped orange or red
- Mounted to a platform made of two layers of ¾-inch, CDX-grade (or better) plywood or high density polyethylene (HDPE), cut into 12 in. squares
- Two poles notched for hurdle; notch not to exceed 1 in. wide and ½ in. deep
- Minimum 6 ft. long hurdle made of 1-inch PVC pipe (SHD 40)
- A taut, longitudinal string placed on the ground through the centerline of each pole base
- 40 tennis balls (33 for ABC #1 course)
- Spare poles, bases, and tennis balls available

DESIGNATED AREAS

- Designated Areas 1, 2, and 3 have outside diameter of 4 ft.
- Clearly visible perimeter line (2 in. minimum width), marked inside all Designated Areas.

TEST CRANES

- This crane has a current annual inspection with supporting documentation.
- Set up and leveled, in the location specified on the Test Site Layout (CAD), ready for operation with engine running, in accordance with the manufacturer's recommendations
- All stabilizers fully extended and set
- A taut string placed on the ground through the longitudinal centerline of the crane
- Clearly marked center of rotation

TEST WEIGHT

- Gross weight 400–1,000 lbs., verified by a weight ticket or other type of certification documenting the actual load weight available to the Examiner
- Cylindrical in shape
- The outside diameter of the Test Weight is 3 ft.
- Between 2 ft. and 5 ft. in height
- Method of attachment is by a three-legged sling between 2 ft. and 4 ft. in length (load-bearing point to load-bearing point), attached to the top inside of the weight
- A length of ¾-inch chain attached to the bottom center of the Test Weight
*Note: To measure the chain length, attach the Test Weight to the crane hook. Raise the Test Weight until the chain barely touches the ground and measure from the lowest edge of the Test Weight to the ground. **This length must be 36 in.***
- Chain is painted orange or red

MANUAL EXTENSIONS

- No manual extensions may be used during the exam

BLOCKING

- Blocking or cribbing, as necessary, to provide a sound foundation for the crane

REMOTE CONTROL

- If using remote control, sufficient batteries to conduct all Practical Exams

SITE REPORT (CONT'D)
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TEST SITE REPORT WAIVER

Under the modified reporting provisions for permanent practical Test Sites, the requirement for a *Site Report* prior to each test is waived. This option is available only to Test Sites where there has been no change in test crane, Test Weight, Test Site, and Test Site Coordinator in the last six months. If it has been more than six months since the last full *Site Report* was submitted, another full *Site Report* and *Crane Report* must be completed. If the Test Site Coordinator requests a Test Site Report Waiver, the Examiner must have the Test Site Coordinator read the following attestation, and sign below:

TEST SITE COORDINATOR ATTESTATION (*Signature required only if attesting to permanent Test Site status.*)

I attest that there have been no changes to the test crane, test weight, or test site/location since the last site report was conducted (if this was more than six months ago, a full Site Report and Crane Report must be completed). I further attest that I was the Test Site Coordinator at this site when the last Site Report and Crane Report were completed, and I have continued to act in this capacity since that time.

SIGNATURE OF TEST SITE COORDINATOR	DATE
PRINTED NAME OF TEST SITE COORDINATOR	DATE LAST SITE REPORT CONDUCTED

PRACTICAL EXAMINER ATTESTATION (**EXAMINER SIGNATURE REQUIRED**)

I attest that this is a true and accurate report of the above named Test Site.

SIGNATURE OF EXAMINER	DATE
PRINTED NAME OF EXAMINER	EXAMINER ACCREDITATION NUMBER

This Site Report is to be completed by the Examiner prior to each testing session and sent with Candidate Score Sheets to:

International Assessment Institute
Attention: NCCCO Testing
600 Cleveland Street, Suite 900
Clearwater, Florida 33755

Phone: 727-449-8525
Fax: 727-461-2746