



Site Report

PRACTICAL EXAMINATION—TOWER 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 this *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 Exam Auditor.

Please type or print neatly.

TEST SITE	DATE
NAME OF TEST SITE COORDINATOR	

Check the following items for compliance:

PRE-TEST CANDIDATE BRIEFING AREA

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

- Sufficient tables and chairs to seat candidates for the Pre-Test Briefing
- Equipped with a DVD and television or computer for candidates to watch the NCCCO Practical Exam video
- Located so that waiting candidates are unable to observe other candidates being tested

Candidate materials available:

- A written description of the examination (*NCCCO Tower Crane Operator Candidate Handbook*)
- A plan view of the Test Site Layout (CAD)
- Operator's manuals and load charts for all cranes to be tested on, including at least one extra copy of those pages of the operator's manual dealing with operating instructions
- One copy of the complete operator's manual
- Instructions for the LMI system, if the crane is so equipped

This section is to be completed for each crane used during the testing session:

MAKE / MODEL OF CRANE:	SERIAL NUMBER OF CRANE:
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TEST SITE SETUP

- Entire course is level within five percent (5%) of true level
- Zigzag Corridor has no more than a 6 in. maximum change in elevation
- Site is free of debris, stored materials, surface irregularities, or hazards such 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 the Stop Circle
- Distance from the center of rotation of the crane to the center of the Test Weight Circle
- Distance from the center of rotation of the crane to the center of the Start Circle
- Distance from the center of rotation of the crane to the center of the Load Circle
- Distance from the centerline of the crane to the second leg of the Zigzag Corridor
- Distance from the centerline of the crane to the first leg of the Zigzag Corridor
- Length of the two long sides of the Zigzag corridor
- Length of the four short sides of the Zigzag corridor
- Width of the Zigzag corridor
- Poles placed at 2 ft. centers

SITE REPORT (CONT'D)

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POLES

- 64 poles, made of 1½-inch, white PVC pipe (SHD 40), each 3 ft. long, ball on each pole
- 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 12 in. square
- A taut, longitudinal string line placed on the ground through the centerline of each pole base
- Spare poles and bases available

CIRCLES

- Start Circle has a 7 ft. 4 in. outside diameter ($\pm\frac{1}{2}$ in.) with a clearly marked inside line at least 2 in. wide and is located per the Test Site Layout (CAD)
- Start Circle is in line with the centerline of the mast and due left of the Test Weight Circle
- Stop Circle has a 7 ft. 4 in. outside diameter ($\pm\frac{1}{2}$ in.) with a clearly marked inside line at least 2 in. wide and is located per the Test Site Layout (CAD)
- Test Weight Circle has a 7 ft. 4 in. outside diameter ($\pm\frac{1}{2}$ in.) with a clearly marked inside line at least 2 in. wide and is located per the Test Site Layout (CAD)

CRANE SELECTION AND SETUP

- Crane as identified in the Test Site Layout (CAD)

TEST CRANE

- Set up and leveled, in the location specified, ready for operation, with engine running, in accordance with the manufacturer's recommendations
- Jib or boom length is as stated on Test Site Layout (CAD)

LOAD HOOK

- Minimum height as indicated on Test Site Layout (CAD)
- A length of ¾-inch chain that can be quickly and easily attached and detached from hook:
 - Chain is painted orange or red
 - Chain is attached to bottom center of load hook
 - Chain measures 36 in. from bottom of hook

TEST WEIGHT

- Gross weight of 1,500 to 2,000 lbs., verified by a weight ticket or other type of certification documenting the actual load weight available to the Examiner
- Cylindrical in shape
- The diameter of the Test Weight is 3 ft.
- Height does not exceed 5 ft.
- Method of attachment is by a sling not exceeding 4 ft. in length.
- Four 36 in. lengths of ¾-inch chain, removable and attached on the inside bottom rim at 0, 90, 180, and 270 degrees

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 Test Weight to ground.

- Chains are painted orange or red

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TEST SITE REPORT WAIVER

Under the modified reporting provisions for permanent NCCCO Practical Exam Test Sites, the requirement for a fully completed *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 completed, another full *Site 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 or Test Site and location since the last Site Report was conducted (if this was more than six months ago, a full Site Report must be completed). I further attest that I was the Test Site Coordinator at this site when the last Site Report was 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