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TOC #	Documentation	Required Y/N
PRE-ASSEMBLY DOCUMENTATION		
1	Land Use/NAVCAN	
2	Aeronautical Agreement (if applicable)	
3	30M33/Record of Discussion	
4	Trolley Overhead (TOH) Adjacent Works Documentation (if applicable)	
5	Power Source Information	
6	Notice of Project-Tower Crane (NOP-TC)	
7	Site Layout/Design Package	
8	Foundation, Geotechnical/Soils Engineering & Cylinder Break Documentation	
9	Pre-Assembly Meeting	
10	High Angle Rescue Information or Technical High Angle Rope Rescue Program (THARRP) Agreement	
11	Traffic Control/Municipal Permits/Street Use	
12	Radio Frequency Application/Coordination	
13	Non-Destructive Testing (NDT) Reports	
14	Variance or Acceptance Documentation	
15	"Additions" to Crane Surface	
16	Crane-Specific Manual	
17	General Crane Specifications & Load Chart	
18	CSA Compliance Documentation	
19	Mobile Crane Documentation	
20	Crane Component Inspections	
21	Derrick Documentation (if applicable)	
22	Crane Climbing Documentation (if applicable)	
ZONING & ANTI-COLLISION (if applicable)		
23	Zoning System Documentation	
24	Anti-Collision System Documentation	
ROPES & TEST BLOCKS		
25	Testing Certification for Hoist Ropes	
26	Hoist Rope Record (if applicable)	
27	Rigging Certification Documentation	
28	Test Block Documentation	
29	Horizontal Lifeline Documentation (if applicable)	

BELOW THE HOOK (BTH)		
30	DEP Box, Work Platforms & Secondary Rigging Documentation	
31	Below the Hook Lifting Devices Documentation	
PROCEDURES & COMPLIANCE		
32	Crane Assembly/Disassembly Written Procedures (site-specific)	
33	Crane Activity Supervisor & Lead Hand Qualifications	
34	Safe Work Procedures - Assembly/Disassembly	
35	Safe Work Procedures – Operation & Maintenance	
36	Emergency Response Plan	
POST- ASSEMBLY DOCUMENTATION		
37	Construction Site Tower Crane Report	
38	Preventive Maintenance Schedule & Instruction	
39	Post-Install Mast Bolt Retorque (if applicable)	
40	Operator Crane Orientation	
41	Operator Certification & Proof of Qualification	
42	Inspections Documentation/Logs	
43	Repositioning Documentation	