

Employer Declaration of Work Experience

Mobile Crane Operator

Hydraulic 80 Tonnes and Under

Instructions

1. Print this document.
2. Complete the form including all signatures.
 - **Print clearly.**
 - All fields are required. Processing will be delayed if information is missing.
3. Mail the completed form (and cheque, if applicable) to:

BC Association for Crane Safety
595 Burrard Street
PO Box 48883 Bentall
Vancouver, BC, V7X1A8

Alternately, if you are paying via credit card, you can fax this form to:

(604) 336-4510

This form is used to declare work experience for periods of employment. The information provided is used to verify the applicant’s work experience in this trade. This form must be completed by a **direct supervisor of the applicant** who will be contacted by the BC Association for Crane Safety (BCACS) or ITA.

A. Applicant Name

Enter the name of the individual for whom this form is being completed.

Legal First Name:	Legal Middle Name (s):	Legal Last Name:
BCACS Identification Number:	<i>Please register at bcacs.ca for a BCACS Identification Number</i>	

B. Supervisor or Self-Employment Contact Information

Enter the name and contact information for the person who directly supervised the applicant at this employer. Ensure the information given is current as the application will be denied if this person cannot be contacted by the ITA.

Organization/Employer Name		Supervisor Name	Supervisor’s Position/Title
Suite	Street Number and Name		
City	Province	Postal Code	
Business Number () -	Mobile Phone Number () -	Supervisor Email Address	

C. Employment Information of Applicant

Dates of Applicant's Employment		Total Number Hours of Mobile Crane Operator - Hydraulic 80 Tonnes and Under Experience Accumulated in that Period:
From	To	
mm/dd/yyyy	mm/dd/yyyy	
Job Title of Applicant:		

D. Reason for the Statutory Declaration

Indicate why a Statutory Declaration is required for this period of employment

- Applicant was self-employed Employer will not complete Employer Declaration
- Employer is no longer in business Employment records are not available

Applicants must attempt to contact current or previous employers to request an Employer Declaration. If you have been unable to obtain an Employer Declaration for any portion of your non-self-employed work experience, indicate the steps you have taken to try to obtain it. If sufficient evidence of steps is not provided, the application may not be approved.

D. Supervisor Declaration of Job Task Performance

By checking “yes” or “no” in the Declaration Response column, indicate whether or not you, as the direct supervisor of the applicant, have personally witnessed the applicant performing the job tasks listed. Cross out any job tasks you did not see the applicant perform.

Job Tasks	Declaration Response	
	Yes	No
Safety		
Demonstrate knowledge of safe working practices for crane operators		
Demonstrate knowledge of power line hazards and high voltage equipment		
Comply with WorkSafeBC Occupational Health and Safety Regulation (OHSR)		
Communications		
Demonstrate knowledge of personnel involved in crane operations		
Demonstrate knowledge of hand signals		
Demonstrate knowledge of radio communications		
Demonstrate knowledge of workplace communications		
Use hand signals in the workplace		
Use radio communications in the workplace		
Communicate information clearly and check for understanding in the workplace		
Cranes		
Demonstrate knowledge of types of cranes and classifications		
Demonstrate knowledge of terminology related to craning and craning concepts		
Demonstrate knowledge of hoisting terminology, functions and systems		
Demonstrate knowledge of regulatory requirements pertaining to cranes		
Demonstrate knowledge of crane components and attachments		
Demonstrate knowledge of engines and ancillary systems		
Demonstrate knowledge of power transfer		
Use crane components and attachments for mobile cranes in the workplace		

Job Tasks	Declaration Response	
	Yes	No
Rigging and Lifting Theory		
Demonstrate knowledge of lifting theory and forces		
Demonstrate knowledge of slings (all types), rigging hardware, materials, inspection and capacity cards		
Demonstrate knowledge of wire rope hoist lines construction and inspection		
Use rigging hardware and tools in the workplace		
Hoisting Fundamentals		
Demonstrate knowledge of determining load weights using fundamental math functions and calculations		
Demonstrate knowledge of determining the capacity of a crane using load charts		
Interpret load charts and load study drawings to configure crane for workplace operation.		
Transportation and Delivery		
Demonstrate knowledge of BC Ministry of Transportation - Commercial Transport rules and regulations		
Demonstrate knowledge to assemble, set up to operate and disassemble a mobile crane at a worksite		
Prepare and transport a mobile crane to a worksite following all highway and traffic rules and regulations		
Assemble, set up and operate and disassemble a mobile crane at a worksite		
Demonstrate knowledge to prepare a mobile crane for transport and/or travel		
Site Planning and Crane Positioning		
Demonstrate knowledge of accurate site assessment tools		
Demonstrate knowledge to locate and safely position a crane		
Conduct an accurate site assessment and safely position a crane in the workplace		
Crane Operations		
Demonstrate knowledge of pre-operational requirements in crane operations		
Demonstrate knowledge of crane operations		
Demonstrate knowledge of lifting plans and rigging for cranes		
Demonstrate knowledge to leave a mobile crane unattended		

Job Tasks	Declaration Response	
	Yes	No
Demonstrate knowledge of mobile hydraulic crane 80 tonnes and under load charts and load calculations		
Construct pre-operational inspections of mobile cranes and equipment in the workplace		
Conduct safe crane set-up according to manufacturers specifications		
Operate a mobile hydraulic crane 80 tonnes and under to lift and place loads in the workplace		
Leave a mobile crane unattended		
Maintenance and Service		
Maintain an equipment logbook to retain a permanent written record of maintenance and repairs		
Demonstrate knowledge of inspecting engines, monitoring devices and hydraulic systems		
Demonstrate knowledge of servicing and maintenance procedures		
Complete maintenance checklists (engine on/ engine off) and maintain engines to manufacturer's specifications		
Perform routine inspections and maintenance of hydraulic systems on mobile cranes		
Inspect monitoring devices and control mechanisms on mobile cranes		
Perform service on engine cooling systems on mobile cranes		

E. Confirmation of Prerequisite Credentials or Certificates

For some trades, evidence that the applicant has earned prerequisite credentials is required before the individual is permitted to challenge certification. For those trades, a current or previous employer must verify that the applicant has the required prerequisite credentials. Prerequisite credentials for this trade are listed below.

- There are no prerequisite credentials or certificates for this trade

F. Supervisor Signature

I, as the current or former direct supervisor of the applicant, certify that the information I have provided is accurate. (Note: Collection and protection of personal information on this form is in accordance with the provisions of the Freedom of Information and Protection of Privacy Act.)

Supervisor name (please print):	Supervisor Signature:	Date Signed: mm/dd/yyyy
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