

# Statutory Declaration of Work Experience Tower Crane

## 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 <a href="http://bcacs.ca">bcacs.ca</a> 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 <b>Tower Crane</b> 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.

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## E. Statutory Declaration of Job Task Performance

By checking “yes” or “no” in the Declaration Response column, indicate whether or not you have performed the job tasks listed below. Cross out any job tasks you did not see the applicant perform.

Job Tasks	Declaration Response	
	Yes	No
<b>Safety</b>		
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 Reugulation (OHSR)		
Demonstrate Knowledge of Tower Crane specific PPE		
Demonstrate Knowledge of regulations, standards, and documentation relevant to tower crane operation		
Demonstrate Knowledge of regulations and protocols for operating a tower crane in proximity to power lines, cable hazards, and high and low voltage equipment.		
Demonstrate Knowledge of documentation for the site and the operator’s tower crane		
<b>Communications</b>		
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		
Demonstrate Knowledge of tower crane hand signals		
Demonstrate Knowledge of tower crane radio protocols and vocabulary		
Interpret tower crane hand signals in the workplace		
Use tower crane radio protocols and vocabulary in the workplace		
<b>Cranes</b>		
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		

Job Tasks	Declaration Response	
	Yes	No
Demonstrate Knowledge of regulatory requirements pertaining to cranes		
Demonstrate Knowledge of tower crane applications		
Demonstrate Knowledge of tower crane types and configurations		
Demonstrate Knowledge of the erection and dismantling processes for tower cranes		
Demonstrate Knowledge of components and their functions for different types of tower cranes		
Demonstrate knowledge of tower crane climbing and lowering methods and hazards		
Demonstrate knowledge of drives, controls, and safety devices for tower cranes		
Identify and describe the function of the drives, controls and safety devices on the operator's tower crane		
<b>Rigging and Lifting Theory</b>		
Demonstrate Knowledge of lifting theory and forces		
Demonstrate Knowledge of rigging hardware, materials, tools and manuals		
Demonstrate Knowledge of types and function of wire rope and chains		
Demonstrate Knowledge of installation, inspection and storage of wire rope		
Demonstrate Knowledge of rigging techniques		
Use rigging hardware and tools in the workplace		
<b>Load Charts</b>		
Demonstrate Knowledge of determining weight of loads using fundamental math functions and calculations		
Demonstrate Knowledge of loading and lifting		
Interpret load charts and load study drawings to configure crane for workplace operation.		
<b>Crane Operations</b>		
Demonstrate knowledge of pre-operational requirements in crane operations		
Demonstrate crane set-up per manufacturer's instructions		
<b>Maintenance and Service</b>		
Maintain an equipment logbook to retain a permanent written record of maintenance and repairs		
Demonstrate Knowledge of daily and monthly inspections for tower cranes		

Job Tasks	Declaration Response	
	Yes	No
Demonstrate Knowledge of annual and special inspection requirements for tower cranes		
Conduct a start of shift tower crane inspection in the workplace		
Conduct a tower crane load limit and range of travel tests in the workplace		
<b>Tower Crane Operations</b>		
Demonstrate knowledge of hoisting and rigging for tower cranes		
Demonstrate knowledge of tower crane load charts and load calculations		
Demonstrate knowledge of how weather conditions affect tower crane operations		
Demonstrate Knowledge of tower crane operator's duties and responsibilities		
Demonstrate Knowledge of protocols for leaving a tower crane unattended		
Demonstrate Knowledge of protocols for operating a tower crane on a multi-crane site		
Operate a tower crane safely in the workplace according to regulations and manufacturer's specifications		
Leave a tower crane unattended at the workplace.		

## F. 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.

I verify that the applicant has attained all the prerequisite credentials or certification required to be considered eligible to challenge in this trade.

500 hours rigging experience

### Rigging Verification Declaration

Year/Month	Company	Location	Number of Hours

## G. Applicant Signature

I 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.)

Applicant name (please print):	Applicant Signature:	Date Signed: mm/dd/yyyy
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## References

References must accompany all statutory declarations. Include with your completed Statutory Declaration the names and contact information of three individuals who can verify your self-declared work experience in this trade. This may include suppliers (maximum one), contractors, or regular, long-term clients (maximum one).

Each Individual listed will be contacted by the Industry Training Organization responsible for this trade or ITA to verify the information provided in your application.

### Reference

Legal Last Name	Legal First Name
Organization/Business Name	Position/Title
Business Phone Number	Reference Cell Number
Relationship to Applicant	Email Address

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