

# Inventory of Crane Slings and Rigging Hardware

## PPD Policy 031-v01

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### Purpose

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This policy provides for PPD implementation of FESHM-10130 to describe the inventory labelling of continuous band slings, web slings, wire rope slings, and lifting chains. This policy should facilitate documentation of the annual inspections required under the FESHM policy

### Effective Date

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This policy goes into effect on December 31, 2018.

### Policy

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To comply with FESHM-10130, all slings and rigging hardware must be inventoried prior to use and must have a documented inspection no more than one year before use. For purposes of this policy unless specifically stated, the term slings shall refer to continuous band slings, web slings, wire rope slings, and lifting chains. To have a uniform way of accounting for slings with many manufacturers and serial number formats, PPD will use a set of unique labels to identify each sling. Commercially available wristbands in a bright highly visible color (hot pink) will be used. Unique numbers will be written on the label using permanent marker.

Sling numbers will be in the format "PPD0000". Numbers will be assigned as follows:

- 0000-0999 will be reserved for cable rope slings. For these the number will also be stamped on the coupling for the eyelet.
- 1000-1999 will be reserved for chains. The tag will be on the link below the D-ring
- 2000-2999 will be reserved for web slings. For these, a wristband will not be used, and the inventory number will be written in permanent marker on the web.
- 3000-3999 will be for continuous loop slings

Slings that are not in regular use need not be inventoried and inspected. In that case they must be secured and labeled as "Not Available. Inventory and inspect before use." The slings that are in the Not Available state must be kept either in a locked room or box or be banded together and secured with a configuration lock. The key should be held only by the group leader or area manager to prevent uninspected slings from creeping into use.

The division head shall designate a sling program manager who will be responsible for distributing numbers, consolidating the initial inventory, and keeping the database up to date.

All information will be entered into a spreadsheet provided by FESS that is attached to this policy.

### Initial Inventory

For the initial inventory the sling program manager will assign ranges of ID numbers to each group leader or facility manager. A designated trained employee will assign a unique ID number to each sling and label it. All required data required under FESHM-10130 for that sling will be entered into the FESS/FM provided spreadsheet. Per FESHM-10130, if the required data is not available or if the sling fails inspection, the sling should be sent to the FESS/FM crane office for destruction. The inspection should be documented using the forms designated in FESHM-10130. Additionally, each inspected sling should be banded with the FESS/FM provided inspection band as indicated in FESHM-10130.

When the inventory and inspection for each area has been completed, the spreadsheet and inspection forms should be sent to the sling program manager. The program manager will combine the spreadsheets from all areas in the division into a single master inventory. The master inventory and all inspection sheets should then be forwarded to the FESS/FM crane office.

The initial inventory and inspection should be completed by January 31, 2019.

### Adding Slings to the Inventory

If new slings are purchased or slings that have not been inventoried are taken from storage, the user must obtain an inventory number from the sling manager. The slings should be labelled with ID tags, and an inventory spreadsheet should be completed for these slings and sent to the sling program manager to be added to the master spreadsheet. The slings must also have a documented inspection, and the inspection forms are to be sent to the sling program manager to be forwarded to the FESS/FM crane office. Inventoried slings that are removed from storage that have not been inspected in the current year must have a documented inspection with the inspection form sent to the sling program manager.

### Removing Slings from the Inventory

Slings that are not in regular use should be removed from service and placed in locked storage to relieve the need of inspecting equipment that is not expected to be used. Whenever an inventoried sling is placed in storage, the sling program manager should be notified so that entry can be labelled as "In Storage" in the master spreadsheet. Similarly, if a sling fails inspection and is sent for destruction it should be noted as "Destroyed" in the master spreadsheet.

## Annual Inspection

All slings should be inspected in January of each year. Each area manager will designate a qualified overhead crane operator to do the inspection. Area managers may elect for the FESS/FM crane office to do the inspection or to employ an outside inspection service. PPD management may also elect to have inspections done by FESS/FM or an outside company. In these cases an employee familiar with the area will assist with the record keeping.

## Owner

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Responsibility for reviewing, updating, and communicating changes to this policy rests with the Deputy Division Head for Engineering and Support.

## Review Cycle

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This policy is to be reviewed at least every three years.

## Revision History

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Version	Date	Author	Notes
v01	11 Dec. 2018	Jonathan Lewis	Original Creation

