

# COGODR3 - SQA Unit Code F21X 04

## Carry out slinging and lifting for the movement of drilling loads



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### Overview

This unit is about your competence in offloading, stowing, slinging, signalling and backloading. It is aimed at those operations where the transfer of a load is carried out using various types of lifting gear. This unit deals with the following:

- 1 Offload and stow deck and bulk cargo
- 2 Prepare and sling loads for lifting
- 3 Direct and control the movement and placing of loads
- 4 Prepare and backload deck cargo

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### Performance criteria

- You must be able to:*
- P1 carried out a pre-use inspection of lifting gear and determined its fitness for purpose
  - P2 established and maintained effective cooperation and communications with the supply vessel and crane operator
  - P3 prepared the area, handling equipment and lifting gear to receive offloaded **cargo** in readiness for the supply vessel's arrival
  - P4 selected and assisted in the transfer of the correct bulk hoses from the installation to the supply vessel and ensured that hoses are stowed away correctly on completion of transfer
  - P5 safely used safe lifting and manual handling techniques
  - P6 stowed deck cargo safely and securely in the designated location
  - P7 disposed of waste materials according to the installation waste management procedures and practices
  - P8 returned lifting gear to its designated location in a clean and functional condition after use
  - P9 kept clear and accurate records of the cargo offloaded and report any discrepancies using the appropriate documentation
  - P10 contributed to the development of **relevant information**
  - P11 used relevant information and instruction to accurately identify loads to be moved
  - P12 chosen slinging technique appropriate to the characteristics of the load and the intended lift
  - P13 selected **lifting accessories** and confirmed that it is suitability for the load(s) to be lifted
  - P14 reported defects and faults with lifting accessories to the authorised person
  - P15 prepared and slung loads appropriate to the slinging technique chosen
  - P16 confirmed that the support and balance of the slung load is satisfactory, and that it is secured prior to movement
  - P17 agreed load-moving procedures with **relevant personnel**
  - P18 established and confirmed signalling and communication methods with relevant personnel, prior to moving the load
  - P19 followed approved procedures and practices when signalling and communicating
  - P20 accurately directed the load to its destination, using an agreed signalling code
  - P21 avoided endangering personnel or operations, by promptly clarifying and responding to unclear signalling and communication
  - P22 ensured that laydown area is clear of any obstruction and sufficient in size to accommodate load
  - P23 monitored stability whilst moving or releasing a load

## COGODR3 - SQA Unit Code F21X 04

### Carry out slinging and lifting for the movement of drilling loads

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- P24 positioned and set down the load, and relaxed the sling, before removing the lifting accessories
- P25 established the quantity and identity of the cargo to be backloaded and the requirements necessary for this to be achieved
- P26 contributed effectively to the planning of backloading
- P27 ensured that cargo and lifting gear for backloading is promptly assembled in the correct location
- P28 packed and secured containers and baskets in accordance with safe procedures and practices
- P29 established and maintained effective cooperation and communications with the supply vessel and crane operator
- P30 confirmed that the lifting gear is secure before raising the load
- P31 used safe handling and manual lifting techniques
- P32 protected tubulars for backloading from damage while being transferred
- P33 returned lifting gear to designated locations in a clean and functional condition after use and raised any discrepancies promptly using the appropriate documentation
- P34 kept clear and accurate records of backloaded cargo
- P35 worked safely in accordance with operational requirements and associated **Safe Systems of Work**

### Knowledge and understanding

*You need to know and understand:*

- K1 what is involved in unbundling tubulars
- K2 why it is important to inspect and examine lifting gear and what procedures exist for this
- K3 the system used to determine the storage locations for different cargo types
- K4 how to differentiate between the bulk hoses in use for fluids; powders
- K5 what record keeping procedures are followed
- K6 safe lifting and manual handling techniques
- K7 how to identify the safe working limits and test status for different types of handling equipment
- K8 the considerations that are necessary in the event of adverse weather conditions
- K9 what environmental considerations and constraints have to be taken into account when offloading cargo
- K10 the practices and procedures relevant to the handling of deck and bulk cargo
- K11 relevant types of information and instruction sources for the work activity
- K12 types of lifting equipment and accessories in relation to the work activity
- K13 hazards and conditions that affect the lifting activity
- K14 method for slinging in relation to safe working loads and angles of lift
- K15 load stability, security and weight distribution factors
- K16 load characteristics (e.g. hazardous/non-hazardous)
- K17 equipment capabilities (e.g. capacities, strengths, weaknesses and limitations)
- K18 types of defects and faults that are possible with lifting equipment
- K19 the principle and practice of dealing with radioactive/LSA materials
- K20 equipment discard criteria
- K21 identify difficulties in slinging and moving loads, and clarify them with the appropriate person(s)
- K22 coding and identification systems for lifting equipment
- K23 interpreting instructions for the movement of loads
- K24 relevant personnel involved with the activity
- K25 methods used for signalling and communication
- K26 reasons for wearing clear-visibility clothing
- K27 how, and when, to confirm deck load rating
- K28 what is involved in choking and securing tubulars
- K29 why it is important to plan backloading before it is carried out
- K30 why it is important to make sure that equipment is secure in containers
- K31 how to identify the safe working limits and test status for different types of handling equipment
- K32 the considerations which are necessary in the event of adverse weather

## **COGODR3** - SQA Unit Code F21X 04

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conditions

K33 why it is important to protect tubulars from damage

### Additional Information

#### Scope/range

During this work you must take account of the relevant worksite operational requirements, procedures and safe working practices AS THEY APPLY TO YOU.

- 1 How to use 'Safe Systems of Work' processes to identify hazards and mitigate or reduce risks to as low as reasonably practicable (ALARP)
- 2 How to select, use and care for PPE (to include sight/hearing protection, coveralls, gloves, footwear, hard hats, respirators)
- 3 The implications of statutory (e.g. HASAWA and COSHH) and organisational requirements
- 4 How to interpret operational requirements (e.g. relevant policies, procedures, instructions, codes of practice, standards, schedules)

The following terms in **bold** relate directly to those shown in **bold** in the Performance Statements.

- 1 **Cargo** must include tubulars; containers; baskets; miscellaneous equipment; drilling tools; helifuel; radioactive sources; explosives
- 2 **Handling equipment** must include slings; shackles; transit slings; lifting bridles; single pennant; crane brother
- 3 **Relevant information** must include lifting plan, risk assessment
- 4 **Lifting accessories** must include that relevant to the work activity, in the context of the sector operation
- 5 **Loads** may include plant, equipment, asbestos, radiation/LSA materials, other hazardous materials
- 6 **Relevant personnel** must include authorised personnel (those indirectly involved), personnel directly involved with the activity
- 7 **Method of signalling and communication** must include hand signalling, radio
- 8 **Safe Systems of Work** must include processes or systems that incorporate Hazard Identification, Risk Assessment, Permit to Work and any other associated systems.

## COGODR3 - SQA Unit Code F21X 04

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