

SAFETY FIRST



Operating Engineers Certification Program

Crane Operator Candidate Manual



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This Crane Operator Candidate Manual (OECPINST2025.4) contains important information on the requirements to obtain crane operator certification for members of the International Union of Operating Engineers and is the exclusive property of the Operating Engineers Certification Program, Inc.

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Dear Brothers and Sisters:

It has traditionally been the goal of the International Union of Operating Engineers (IUOE), the contractors who have signed labor agreements (Signatory Contractors), and their respective associations, to maintain the highest levels of safety, skill, performance, and competence for their members. These entities have always been in the forefront of state-of-the-art training techniques in the classroom, with hands on training, and on the jobsite.

Over the years, cranes have received increased attention from the public, industry, the media, and regulatory agencies. Unfortunately, this attention has usually been the result of a major crane accident. In the construction industry, cranes represent a very small percentage of the total heavy equipment found on the jobsite-yet they account for a significant portion of the construction accidents that result in one or more fatalities. The cost of these accidents can be staggering in human life, property damage, and subsequent legal liabilities. Although both industry and regulatory agencies have recognized the need for the certification of crane operators, it has historically been difficult to achieve because of the wide diversity of the available crane types in this industry.

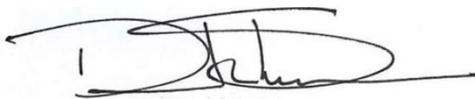
Many states, along with the federal government, have enacted regulations that require some form of crane operator certification/licensing. The IUOE and the Signatory Contractors are some of the strongest supporters of this legislation.

In response to these regulations, the **Operating Engineers Certification Program** was formed.

It is the mission of the Operating Engineers Certification Program to provide members of the International Union of Operating Engineers a means to obtain a valid and reliable certification that accurately assesses their operational competence-thereby directly promoting a safer jobsite environment for the worker, the public, and the industry.

This Crane Operator Candidate Manual has been developed to provide you with detailed information concerning the requirements to become crane operator certified. We hope it answers any questions you may have and assists you in your professional development. Any questions or comments concerning the certification program should be directed to the main office at (951) 351-4001 or email OECP@OECP.org.

Thank you for your interest.



David Sikorski
OECP President



Thomas Tatangelo
OECP Treasurer

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PROGRAM OVERVIEW

The Operating Engineers Certification Program (OECP) is an independent, non-profit organization of the International Union of Operating Engineers (IUOE) formed to provide a means to obtain a valid and reliable nationally accredited certification that accurately assesses their competence in crane operations in construction, thereby directly promoting a safer jobsite environment for the worker, the public, and the industry. The program is managed by a Labor / Management Board of Directors. The Board of Directors is primarily comprised of IUOE members and its signatory contractors representing major employers of crane operators.

All candidates to the certification program will be required to initially pass the corresponding written examination(s) and then a practical examination(s) in order to be certified. Written examinations assess knowledge particular to mobile cranes (which includes lattice, telescopic, and boom truck cranes), overhead cranes, and tower cranes in the construction industry.

The OECP offers certifications on the following crane types:

- Boom Truck Crane
- Lattice Boom Crane
- Overhead Crane
- Telescopic Boom Crane
- Tower Crane

For the Frequently Asked Questions, visit oecp.org/FAQ.

Candidates who meet all OECP eligibility requirements, and pass the written examination(s), may then attempt the associated practical examination(s) for that crane type.

DEVELOPMENT OF THE EXAMINATIONS

The first step in the development of the examinations was to identify and select Subject Matter Experts (SME's) in the types of cranes for which the program was designed to provide certification. These SMEs were then given training and instruction in the methodologies of conducting an appropriate Job Task Analysis (JTA).

Meetings and discussions were subsequently held with the SMEs to identify the specific knowledge required for safe and efficient crane operations. This knowledge, classified into various functional domains, was then validated by a survey of crane operators within IUOE. Test blueprints using the results of the JTA and validation study were then developed.

Examination item banks for the written examination questions were created using a panel of SME's specifically trained in the details associated with the formation of multiple-choice test items. Developed questions were grouped into appropriate examinations with their inclusion based on content as defined by JTA and the test blueprints.

Practical examinations were developed using both the expertise of SMEs and the review of other accredited programs currently in use throughout the industry that assess operator physical skills and abilities.

Training for program administrators, certification staff, examiners, practical examination coordinators, and qualified proctors was developed using the expertise of highly experienced training instructors from the crane industry. Additional expertise from outside the industry was also used to devise standards and procedures to ensure a fair, non-biased, and standardized method of certification was incorporated into the program's operations.

DISCLAIMER

This manual, the OECP Crane Operator Candidate Manual, is compiled and published by the OECP. Although every effort has been made to ensure the accuracy and completeness of this manual at the time of release, the OECP makes no guarantee that the manual is free of errors or omissions. This manual is intended solely as guidance for IUOE members in good standing to become a certified crane operator through the testing administered by the OECP, and is not intended to be a comprehensive reference on crane operations. The OECP makes no warranties or representations, expressed or implied that the use of any information, apparatus, method, or process discussed in this manual, and/or assessed on its examinations, is appropriate to current regulation or practice.

It is the responsibility of the operator and the contractor on the job to ensure adherence to all applicable standards, regulations, and safe operating practices. The OECP assumes no liability for damages resulting from the use of any information, apparatus, method, or process disclosed in this manual and/or assessed on its examinations. The use of any name of a specific brand of products in this manual, or in OECP examinations, is intended only as an example and is not an endorsement of that brand by the OECP nor should it be construed as such.

LIABILITY LIMITATIONS

The information compiled in this candidate manual is being provided by the OECP as a service to the IUOE membership. Although every effort has been made to ensure the accuracy and completeness of this information, the OECP cannot be held liable for any errors, omissions, or interpretations of standards, regulations and/or safe operating practices described herein or assessed in its examinations. Standards, regulations, and interpretations may change without individual notice to the IUOE membership. This candidate manual does not have the effect of law.

Neither this candidate manual, nor OECP assessment criteria, replaces applicable laws or accepted safe operating practices. If any conflicts occur, the laws and current industry recognized safe operation practices shall control.

The OECP is neither responsible nor liable for the accuracy or promptness of delivery or redelivery of any documentation or candidate applications submitted by candidates to or from the OECP. Candidates should track any mailings/deliveries to the OECP and allow reasonable time for their arrival.

The OECP may revise, delete, or revise any instruction, notice, policy, practice, or procedure in this manual, or in its examinations, at any time at its sole discretion, upon approval of the OECP Board of Directors, without further notice.

ELIGIBILITY

Requirements for certification include the following:

- Must be a member in good standing with the International Union of Operating Engineers with dues paid through the current month.
- Must have proof of and maintain a valid U.S. Department of Transportation (DOT) Medical Card or Certificate or a state issued Department of Motor Vehicles (DMV) Medical Card or Certificate.
- Comply with the OECP's substance abuse policy.
- Have 1,000 hours of documented crane-related experience and/or training in the last five (5) years. Note: For tower cranes, 500 hours of this 1,000-hour requirement must be in documented, tower crane-related experience and/or training.
- Pass written examinations (mobile crane candidates must pass the mobile crane written examination; overhead crane candidates must pass the overhead crane written examination; and tower crane candidates must pass the tower crane written examination).
- Pass practical examination(s).

ELIGIBILITY DETERMINATION

The OECP Certification Director is responsible for determining an applicant's conformity to the program's published eligibility requirements. Appeals from rejected applicants should be directed in writing to the OECP Board of Directors at the address listed on page 6. The Board of Directors will make the final decision on any issue regarding eligibility determination.

PHYSICAL REQUIREMENTS

Candidates must meet the physical requirements as contained in the American Society of Mechanical Engineers (ASME) B30.5 standard or the U.S. DOT physical requirements contained in 49 CFR 391.41-49.

Evidence of the above physical condition is indicated by the candidate's possession of a valid U.S. Department of Transportation (DOT) Medical Card or Certificate, or a state issued Department of Motor Vehicles (DMV) Medical Card or Certificate.

Note: Medical Cards/Certificates must be renewed every two (2) years. The OECP certification is only valid when accompanied by a current DOT or DMV Medical Card/

Certificates. Proof is required during the initial and recertification application process.

CANDIDATES REQUESTING SPECIAL ACCOMMODATIONS

For the candidates requesting special accommodation, visit oecp.org under Resources, OECP Policies.

NON-DISCRIMINATION POLICY

For the Non-Discrimination Policy, visit oecp.org under Resources, OECP Policies.

INITIAL WRITTEN EXAMINATION CATEGORIES

There are three (3) initial written examination categories, i.e., Mobile Crane, Overhead Crane, and Tower Crane. The initial examinations consist of 75 multiple-choice questions that are scored to assess candidate knowledge. The time limit for these examinations is two (2) hours.

INITIAL WRITTEN EXAMINATION EXPIRATION

Passing scores for initial written examinations are only valid for a period of one (1) year from the date the examination was taken. The related practical examination(s) must be completed within this one (1) year timeframe, or the written examination results will expire. In the event expiration occurs, the candidate will be required to retake the applicable initial written examination(s) prior to being eligible to participate in the practical examination(s).

PRACTICAL EXAMINATION

Candidates who pass the written examination(s) are eligible to participate in the practical examination(s). There are five (5) practical examinations.

- Boom Truck Crane
Prerequisite:
Mobile Crane Written Examination
- Lattice Boom Crane
Prerequisite:
Mobile Crane Written Examination
- Overhead Crane
Prerequisite:
Overhead Crane Written Examination

- Telescopic Boom Crane
Prerequisite:
Mobile Crane Written Examination
- Tower Crane
Prerequisite:
Tower Crane Written Examination

CERTIFICATION DOCUMENTS

A candidate successfully completing the certification process (or recertification process) will be issued a signed letter of certification along with a hard plastic, photo identification card that specifies the crane types certified to operate. The expiration date of certification(s) will also be listed. Lost or stolen cards should be reported to the OECP for a replacement. Any certificants who subsequently qualify in additional crane types will be issued a new certification letter and card. Records of certification(s) will be maintained by the OECP as required by law.

CERTIFICATION EXPIRATION

Certification is valid for a period of five (5) years based on the date of the first certification was achieved. If a certificant subsequently becomes certified in additional crane types, the five (5) year certification period for the additional specialties will begin on the same date as the first certification.

In other words, all certifications will expire on the same date regardless of when they were obtained--the expiration date being that of the first acquired certification.

RECERTIFICATION

The recertification process is designed to measure the continued competence of certificants. Requirements for recertification include the following:

- Be a member in good standing with the International Union of Operating Engineers with dues paid through the current month.
- Possess a valid U.S. Department of Transportation (DOT), or a state issued Department of Motor Vehicles (DMV) Medical Card / Certificate.
- Comply with the OECP's substance abuse policy.
- Provide evidence of a current nationally accredited crane operator certification.
- Pass recertification written examinations.
- Pass practical examination(s), if applicable.

Note: Operators with at least 1,000 hours of documented safe operating experience on the specific type of crane for which recertification is sought, during the immediately preceding certification period, are initially exempt from having to take the practical examination(s) to obtain recertification. All experience in the recertification period must be with a signatory contractor / employer.

Recertification of candidates who possess equivalent accredited crane operator certifications other than OECP is possible if they meet the eligibility requirements for the desired crane type.

Operators should strive to complete a scheduled recertification examination no later than six (6) months prior to their certification expiration date. This will reduce the risk of last-minute delays which could prevent the completion of the examination process prior to the expiration of any current certifications. Recertification applications can be obtained from the OECP website at www.oecp.org or by contacting the OECP main office.

Operators may recertify anytime within twelve (12) months of the expiration date without affecting the current expiration date.

For example: If the current expiration date on the card is November 15, 2027, and the operator completes the required recertification examinations on December 10, 2026, a new certification card will be issued with an expiration date of November 15, 2032.

RECERTIFICATION EXAMINATIONS

The topics covered in the recertification examinations are similar to those assessed in the initial certifying examinations.

There are three (3) different crane categories of recertification written examinations:

- Mobile Crane
- Overhead Crane
- Tower Crane

Each of the three (3) categories of recertification written examinations will consist of 50 questions. The time limit for each of these recertification written examinations is one and one-half (1.5) hours.

Recertification candidates are only allowed two (2) consecutive failures of any particular recertification written examination (mobile, overhead, or tower) before their certification expires. Candidates who are unsuccessful after two (2) failures must then perform

all requirements (both, written and practical) currently in use for initial certification(s).

Candidates for recertification must successfully complete the required practical examination(s) prior to their certification expiration date to obtain recertification on particular crane type(s). Failure to do so will result in the loss of the particular certification(s). There is no grace period.

Practical examinations (if required) will be exactly the same as those conducted during the initial certification process.

SUBSTANCE ABUSE POLICY

For the Substance Abuse Policy, visit oecp.org under Resources, OECP Policies.

DISCIPLINARY POLICY

For the Disciplinary Policy, visit oecp.org under Resources, OECP Policies.

RETENTION OF INFORMATION

For the Retention of Information Policy, visit oecp.org under Resources, OECP Policies.

RELEASE OF INFORMATION

For the Release of Information Policy, visit oecp.org under Resources, OECP Policies.

QUESTIONS

Any questions concerning the program including eligibility determination, the application process, assessment instrument results, and/or certification status should be directed to the OECP Certification Director (See contact information below). Requests for rescoring of written examinations must follow the procedures described on page 8.

Operating Engineers Certification Program
19001 Golf Club Drive
Crosby, Texas 77532
Attn: OECP Certification Director

Phone: (951) 351-4001
Email: oecp@oecp.org
Website: www.oecp.org

APPLICATION PROCESS FOR WRITTEN EXAMINATION

Candidates wishing to apply for the OECP crane operator certification written examinations can obtain applications from the OECP website at www.oecp.org. Applications are valid for one (1) year from application acceptance date. If the application is expired, the applicant will reapply by starting a new application.

APPLICATION GUIDELINES

To avoid delays, it is very important that all information and documentation be included when submitting an application to the OECP for processing. Incomplete applications will receive an email along with instructions as to the reason(s) for the rejection and recommended corrective actions for re-submission.

Recertification Only: Certificants requesting recertification must choose “Application for Recertification”, when applying.

Recertification of candidates, who possess equivalent accredited crane operator certifications other than OECP, may apply if they meet all OECP eligibility requirements for recertification, found on page 4. It is recommended that the recertification process commence at least six (6) months prior to the expiration date on the certification card to ensure certifications do not expire due to unforeseen delays. Even though the actual process is relatively short, recertification candidates will still need to work around scheduled examination dates and availability.

Recertification applications can be obtained from the OECP website at www.oecp.org or by contacting the OECP main office by phone or email.

Recertification applicants must be able to document a minimum of 1,000 hours of safe crane operating experience (seat time) in the specific crane type(s) for which recertification is sought since the date of last certification, or a practical examination will be required prior to the certification expiration date.

Candidates for recertification must successfully complete all required testing criteria prior to their certification expiration date to obtain recertification on any particular crane type. This includes successfully passing required practical examinations, “NO EXCEPTIONS.”



OECP Certification Policies

It is important that applicants pay particular care in ensuring all information is filled in correctly to prevent errors during processing. The application and copies of all required documents should be uploaded to the application site, emailed, or mailed to the OECP main office, at the address listed on the application.

The following documents must be received, reviewed, and accepted by the OECP Certification Office no less than five (5) working days prior to a candidate being scheduled or attending any examination. This would include:

- Completed and signed Application.
- A copy of a current Department of Transportation (DOT) and/or Department of Motor Vehicles (DMV) Medical Card/ Certificate.
- Proof of an approved Substance Abuse Test taken within 90 days of application receipt by the OECP. **Note:** A DOT or DMV Medical Card / Certificate will not suffice for proof of a Substance Abuse Test.
- A copy of official photo identification (Driver's License or other government issued photo identification).
- A copy of a valid IUOE Registration Card (or a current due's receipt) showing dues paid through the current month.
- For recertification provide a copy of both sides from a current accredited crane operator certification showing crane type(s) certified, and expiration date.

Applicants meeting all OECP eligibility criteria, and who submit completed applications, will be notified by USPS mail (and/or electronic mail) that they are accepted candidates for certification. Candidates will be instructed to contact the OECP certification office for scheduled written examination dates and locations. It is the responsibility of the candidate to contact the OECP office and receive formal verbal approval prior to attending any scheduled written examination.

Note: ALL candidates must contact the OECP certification office to schedule or reschedule all computer based written examination (CBT) or paper pencil test (PPT) no less than five (5) working days prior to the examination date.

WRITTEN EXAMINATION FEES

For the Written Examination Fees, visit oecp.org/ExamFeesCraneOp.pdf.

REFUND POLICY

For the Refund Policy, visit oecp.org under Resources, OECP Policies



Written Examination Process

EXAMINATION LOCATIONS

The OECP administers written examinations throughout the geographical areas covered by the IUOE. A candidate may attend a scheduled examination in any area.

All CBT will be administered by a Qualified Proctor in a standardized format to ensure all candidates are provided with equivalent testing environments, e.g., examination room accommodation, testing materials, instructions, etc. CBT examinations are scheduled at authorized IUOE Local union training sites or contracted testing facilities.

All PPT examinations will be administered by an Examiner, with Qualified Proctors in a standardized format to ensure all candidates are provided with equivalent testing environments, e.g., examination room accommodation, testing materials, instructions, etc. PPT examinations are scheduled at IUOE local union training sites.

EXAMINATION SITE INFORMATION

Candidates must be present at the examination site prior to the scheduled time. The dress code for the written examinations is casual.

Each candidate must bring government issued photo identification and a valid IUOE Registration Card (or a current dues receipt) to the examination site showing dues paid through the current month.

For examinations at local union training sites, candidates will be required to sign the Written Examination Registration List upon entry to the testing area. Pencils, erasers, and scratch paper will be available at the examination site.

EXAMINATION SITE SECURITY

The candidates who attend an OECP written examination acknowledge that they understand and will comply with the following rules:

- No cell phones, smart watches, smart glasses, tablets, pagers, packages, books, unauthorized scratch paper, personal calculators, personal digital assistant devices, recorders, cameras, and/or other material will be allowed in the examination area.
- The examinations are secure documents and are the property of the OECP. No part of the examinations may be photographed, copied,

or reproduced in part or in whole by any means, including memorization.

- None of the examination booklets, load charts, scratch paper or other documents associated with the examinations can be taken from the immediate examination area.
- Candidates participating in any irregularity before, during, and after an examination, such as giving or obtaining unauthorized aid or information, may be subject to immediate dismissal from the examination area with their examination(s) and or certification(s) subsequently declared invalid. All allegations and irregularities will be investigated by the OECP Board of Directors.
- Violations of any of the preceding policies may bar a candidate from further participation in the certification process.
- Candidates will confirm by their signatures on the Written Examination Registration List that they have read, understand, and will comply with the above statements.

SCORING PROCESS

For PPT, it is important that all candidates complete the answer sheets according to the Examiner's instructions and for computer-based testing, Qualified Proctor's pre-test instructions.

On PPT, only those answers that are clearly marked on the provided answer sheet will be scored.

The examinations are "criterion referenced" which means that the passing (minimum) score is set beforehand. A candidate's performance is not compared to the score of other candidates taking the examination. The passing scores are absolute, minimum standards, and are determined using psychometrically accepted standards as set forth in the Standards for Educational and Psychological Testing of the American Psychological Association.

Each candidate must achieve a score equal to, or higher than, the passing score to pass the examination. All examination results are expressed as a scaled score, on a scale of 200 to 800, with 500 representing a passing score.

All PPT examinations are machine scored with selected examinations second checked by hand to verify machine accuracy.



Written Examination Process

The OECP Certification Director will notify each candidate by mail and email of their results. Scores are typically mailed within ten (10) working days of the examination date.

SCORE REPORTS

OECP examinations are made up of three domains. The domains and their percentage of the total examination are listed on pages 9-12 in the OECP Candidate Manual for each examination. Examination score reports show the candidate's percentage score for each domain. Caution should be used in interpreting domain scores as each domain score only represents a fraction of the examination. Candidates are encouraged to seek subject matter instruction and study all domains and sub domains to be successful. For additional questions regarding score reports, contact the OECP office.

COMPUTER BASED TESTING (CBT)

All CBT written examinations are scored at the end of the examination. Immediate results are available from the Proctor contacting the OECP certification office during regular business hours. In addition, the OECP Certification Director will then notify each candidate by mail and email of their complete results by domain and whether the examinee has passed or failed the entire examination. Complete results are typically mailed within ten (10) working days of the examination date. Additionally, scores can be emailed to the current email address on file with the OECP.

All score results are confidential. No candidate's score for any examination will be given over the telephone. There will be no exceptions.

RESCORING REQUESTS

A candidate who did not pass one or more of the examinations may request a rescoring of the examination(s). This request must be made in writing to the OECP Certification Director, contact information found on page 6 and received within 30 days of the examination date. All written requests must contain the candidate's full name, mailing address, IUOE registration number, contact phone number, and signature.

The candidate will be immediately notified, by USPS mail, of the results of the re-scoring. In the event that a re-scoring results in a passing score, the candidate will be immediately reinstated in the certification process.

RETAKING A WRITTEN EXAMINATION

Unsuccessful candidates may schedule and retake an examination twenty-four (24) hours after receiving the score report, depending on test center availability. Unsuccessful candidates after a second, third and fourth attempt must wait thirty (30) days to retake the examination. This is to encourage the unsuccessful candidate to seek training, to study, and/or to get more experience before attempting the examination again. Unsuccessful candidates after five (5) attempts must wait a period of one (1) year to schedule and retake an examination. This information will be included in the detailed score report sent to all candidates within ten (10) working days following the examination.

Candidates needing to retake a failed examination must call the OECP office to schedule after receiving the examination results from OECP.

Note: To maintain examination integrity, candidates are only allowed five (5) consecutive failures of any particular initial written examination (mobile, overhead, or tower) within a two (2) year period. After the fifth consecutive failure, the candidate will be barred from attempting that particular written examination for a period of one (1) year.

FEEDBACK

Feedback from the candidates is welcome. Feedback is a very important and critical process that helps the OECP to improve the examinations. Each candidate will be provided with the opportunity to complete an Examination Feedback Form at the examination site. Identifying oneself on the form is optional.



Written Examination Outline (Mobile Crane)

MOBILE CRANE WRITTEN EXAMINATION

The mobile crane written examination consists of 75 multiple-choice questions constructed and scored to assess mobile crane knowledge in the domains listed below.

DOMAIN A: STANDARDS KNOWLEDGE

(Approximately 25% of the written examination questions)

1. *Know applicable standards and regulations regarding the following:*

- a. Crane use in the vicinity of energized power lines.
- b. Requirements for removing running / standing wire rope and other rigging from service.
- c. Correct use of slings, bridles, shackles, spreader bars, hooks, safety latches, chains, wedge sockets, softeners, thimbles, and swivels.
- d. Limit switch use.
- e. Tag lines.
- f. Personnel platform operations including pre-lift procedures.
- g. Crane operations by trainees.
- h. Rules and regulations particular to specific crane types.

DOMAIN B: OPERATIONS KNOWLEDGE

(Approximately 39% of the written examination questions)

1. *Know how to properly conduct pre-operational procedures. This includes the following:*

- a. Daily inspection logs.
- b. Pre-operational checks and tests.
- c. Determining locations of existing or proposed excavations or underground utilities.
- d. Determining blocking, matting, and cribbing requirements.
- e. Documentation of required maintenance.
- f. Erection and setup.
- g. Crane leveling.
- h. Crane housekeeping.

2. *Know how to properly operate the crane.*

This includes the following:

- a. Use of the Operator's Manual.
- b. Common nomenclature, functions, and use of basic crane components.
- c. Positioning the crane around stationary obstacles.
- d. Hoisting, swinging, and performing multi-function operations.
- e. Picking and carrying a load.
- f. Use and understanding of hand signals.
- g. Use and maintenance of 2-way voice communication equipment.
- h. Proper response in emergency situations, e.g., power failure, personnel injury, power line contact, fire, etc.
- i. Standard lockout/tagout procedures.
- j. Warning other workers when moving a load into the area where they may be present.
- k. Performance of basic dimension and weight load calculations.
- l. Proper actions for overload conditions.
- m. Effects of excess swing, boom deflection, and boom drift on load parameters.
- n. Use and configuration of installed operator assist devices including:
 - *Anti-Two Block Device*
 - *Boom Angle Device*
 - *Boom Length Indicator (telescoping boom cranes)*
 - *Drum Rotation Indicator*
 - *Load Moment Indicator (LMI)*
 - *Load Weight Device*
- o. Restrictions and limitations when extending telescopic hydraulic booms.
- p. Configuration, setup, and operation of the crane for the following types of jobs:
 - *Demolition; (breaking ball)*
 - *Hook work*
 - *Personnel platform*

3. *Know how to properly conduct post-operational procedures. This includes the following:*

- a. Securing of crane under normal and adverse operating conditions.
- b. Erection and dismantling the crane for travel.



Written Examination Outline (Mobile Crane)

DOMAIN C: LOAD CHARTS

KNOWLEDGE

(Approximately 36% of the written examination questions)

1. *Understand and use Load Charts. This includes the following:*

- a. Selection and understanding of the proper load chart to be used for the crane.
- b. Determining specific deductions when calculating a lift.
- c. Determining crane limits using the load chart.
- d. Differences between gross and net capacity.
- e. Calculating lifting capacities using any possible crane configuration.
- f. Calculating necessary boom length required to reach a particular radius and height using the range diagram.
- g. Work area diagram use.
- h. Use of manufacturer's footnotes and special instructions.
- i. Determining the parts of line required for a lift.
- j. Relationships and limitations between the LMI, other operator assist devices, and the load chart.



Written Examination Outline (Overhead Crane)

OVERHEAD CRANE WRITTEN EXAMINATION

The overhead crane written examination consists of 75 multiple-choice questions constructed and scored to assess overhead crane knowledge in the domains listed below.

DOMAIN A: STANDARDS KNOWLEDGE (Approximately 10% of the written examination questions)

1. *Know applicable standards and regulations regarding the following:*
 - a. Wire rope.
 - b. Correct use of slings, bridles, shackles, spreader bars, hooks, safety latches, chains, wedge sockets, softeners, thimbles, and swivels.
 - c. Limit switches.
 - d. Crane operation by trainees and certificants.
 - e. Federal, State, and local safety regulations associated with overhead crane operations.

DOMAIN B: PRE-OPERATIONS KNOWLEDGE (Approximately 35% of the written examination questions)

1. *Know how to perform **visual** pre-operational inspections to include:*
 - a. Surveying the work area.
 - b. Structural integrity checks.
 - c. Mechanical integrity verification, e.g., oil and hydraulic systems, drums, etc.
 - d. Identification of crane restrictions, limitations & other work hazards
 - e. Wire rope.
 - f. Rigging.
 - g. Hooks, sheaves, and guards.
2. *Know how to perform **functional** pre-operational checks to include:*
 - a. Crane controls.
 - b. Limit switches.
 - c. Communication systems.
 - d. Other operator aids.
3. *Know how to perform pre-operational **maintenance** to include:*
 - a. Basic maintenance procedures.
 - b. Requirements for daily record keeping.

- c. Proper methods for reporting crane deficiencies.

4. *Know procedures for **pre-lift & jobsite meetings** to include:*

- a. Selection of necessary rigging and hardware.
- b. Determination of scheduled work.

DOMAIN C: OPERATIONS KNOWLEDGE (Approximately 55% of the written examination questions)

1. *Know how to properly **operate** the crane to include:*
 - a. Use of the Operator's Manual.
 - b. Standard nomenclature for various crane components.
 - c. Purpose and function of various crane components.
 - d. Boarding the crane.
 - e. Performance of basic dimension and weight load calculations.
 - f. Importance of maintaining hook position over the load center of gravity.
 - g. Performance of smooth controlled load movement.
 - h. Use of crane auxiliary equipment.
 - i. Effects of excess bridging and trolley speed on load parameters.
 - j. Operation of safety interlocks, e.g. dead man switch.
 - k. Use of warning horns.
 - l. Precautions when hoisting loads over personnel.
 - m. Tag line use.
 - n. Use and understanding of hand signals as defined in ASME B30.2.
 - o. Use and maintenance of two-way voice communication equipment.
 - p. Standard lockout/tagout procedures.
 - q. Precautions used when working in close proximity with other cranes.
 - r. Tandem lifts.
 - s. Use and configuration of installed operator assist devices, e.g., anti-two block device, lower limit switch, etc.
2. *Know how to properly conduct **post-operational** procedures to include:*
 - a. Securing / parking the crane.
 - b. Exiting the crane.



Written Examination Outline (Tower Crane)

TOWER CRANE WRITTEN EXAMINATION

The tower crane specialty examination consists of 75 multiple-choice questions that are constructed and scored to test tower crane knowledge in the domains listed below.

DOMAIN A: PRE-OPERATIONS

(Approximately 46% of the questions)

1. *Visual Pre-Operational Inspection*
 - a. Know how to determine fitness of the supporting ground/surface.
 - b. Know how to check for structural integrity.
 - c. Know how to check electrical sources and power supplies.
 - d. Know how to verify mechanical integrity.
 - e. Know how to check wire rope.
 - f. Know how to inspect rigging.
 - g. Know how to inspect hooks, sheaves, and guards for proper working order.
 - h. Know how to check for proper tie-in(s) to supporting structure.
 - i. Be familiar with required crane documents, e.g., operator's manual, certification.
 - j. Understand requirements for proper placards.
2. *Functional Pre-Operational Inspection*
 - a. Know how to perform a control function test.
 - b. Know how to verify the proper functioning of limit switches.
 - c. Know how to verify proper operation of communication systems.
 - d. Know procedures for verifying proper function of all other operator aids.
3. *Pre-Operational Maintenance*
 - a. Understand requirements for daily record keeping.
 - b. Know how to conduct pre-operational lubrication.
 - c. Understand methods for replacing wire hoist rope and trolley rope.
4. *Pre-lift meeting*
 - a. Know how to determine necessary rigging & hardware for required loads.

DOMAIN B: OPERATIONS

(Approximately 44% of the questions)

1. *Hoist & Position a Load*
 - a. Know how to perform a smooth, controlled load movement.
 - b. Understand the importance of maintaining the position of the hook over the center of gravity of the load.
 - c. Understand the dynamics of boom deflection and mast torque.
 - d. Know how to use the LMI when picking a load.
 - e. Know how to properly use a load chart.
 - f. Understand standardized crane hand signals and/or verbal commands.
2. *Safety*
 - a. Know Federal, State, and local safety regulations associated with tower crane operations.
 - b. Understand manufacturers' recommendations for safe operations.
 - c. Know the regulations and procedures associated with hoisting personnel.
 - d. Know the precautions used when working in close proximity with other cranes.
 - e. Know the safety precautions associated with various weather conditions.
 - f. Understand the proper inspection and use of fall protection.
 - g. Know the proper response to emergency situations (power failure, personnel injury, power line contact, fire).
 - h. Know standard lockout/tagout procedures.
3. *Shutdown and secure the crane*
 - a. Know shutdown procedures.

DOMAIN C: TECHNICAL

(Approximately 10% of the questions)

1. *Crane Erection/Dismantling*
 - a. Understand the procedures for crane erection, climbing, and dismantling.
2. *Crane Structural Components*
 - a. Know standard nomenclature for various crane structural members.
 - b. Understand the purpose and functions of various crane structural members.
3. *Operating Systems*
 - a. Understand basic electrical system operation.
 - b. Understand basic hydraulic system operation.
 - c. Understand basic mechanical system operation.

EXAMINATION PROCESS FOR PRACTICAL EXAMINATIONS

All candidates who have passed the written examination(s) may schedule to participate in the next available practical examination for that particular crane type, i.e., mobile, overhead, or tower.

The candidate must contact the OECP main office and receive formal confirmation prior to attending any scheduled practical examination. Candidates must contact the OECP main office and schedule a practical examination(s), no less than five (5) working days prior to the examination date.

Candidates for the initial certification must successfully complete the practical examination(s) within twelve (12) months of the associated written examination(s) date. If this is not accomplished, the candidate will be required to retake the associated written examination(s). There is no grace period.

CANDIDATES REQUESTING SPECIAL ACCOMMODATIONS

For the candidates requesting special accommodation, visit oecp.org under Resources, OECP Policies.

EXAMINATION LOCATIONS

The OECP administers practical examinations throughout the geographical areas covered by the IUOE. The locations of the examinations and equipment may vary from one location/IUOE training site to the other. Eligible candidates may schedule an examination at any participating location or IUOE training site.

The examinations will be administered by an OECP Examiner or accredited IUOE training site Practical Examination Coordinator (PEC), in a standardized format to ensure all candidates are provided with equivalent impartial testing environments, e.g., terrain, crane types, test layout, instructions, etc.

EXAMINATION SITE INFORMATION

Candidates must be present at the examination site before the scheduled examination starting time. Practical examinations are typically scheduled on a Saturday to accommodate work schedules.

Candidates must wear work boots and clothing in addition to appropriate personal protective equipment (PPE). Each candidate must bring government issued photo identification to the test site along with a valid IUOE Registration Card (or a current dues receipt) showing their dues paid through the current month.

Candidates will be required to sign the Practical Examination Registration List upon entry to the testing area.

CRANE TYPES

Practical examinations are administered on the following crane types:

- Boom Truck Crane
- Lattice Boom Crane
- Overhead Crane
- Telescopic Boom Crane
- Tower Crane

For the Frequently Asked Questions, visit oecp.org/FAQ.

PRACTICAL EXAMINATION FEES

For the Practical Examination Fees, visit oecp.org/ExamFeesCraneOp.pdf.

REFUND POLICY

For the Refund Policy, visit oecp.org under Resources, OECP Policies

MOBILE CRANE TESTING

Candidates who pass the written mobile crane examination have the option to take the practical examination on one or more of the mobile crane types (Boom Truck Crane, Lattice Boom Crane and/or Telescopic Boom Crane).

For the Frequently Asked Questions, visit oecp.org/FAQ.

The practical examinations consist of a series of tests that are used to determine the skill level of the candidates. The skills tested will require candidates to use all of the crane's operating functions, such as:

- Booming
- Hoisting
- Swinging
- Multifunction operations with and without a load attached
- Securing

Although testing on each different mobile crane type will require the same tests to be performed, each crane will have a unique setup specifically designed for that particular crane type. All efforts are made to ensure that the examinations are equitable across crane types.

MOBILE CRANE PRACTICAL SCORING

Procedures for the practical examinations have been designed to maximize standardization and reliability across tests. A candidate will start each examination with a total of 100 points per mobile crane type and

may then lose points during the examination either through operational errors and/or by exceeding established time limits. A minimum of 70 points is required to pass the examination.

All scoring will be directly supervised by an OECB Examiner or PEC. Qualified Proctors will assist in administering the practical examinations. The OECB Examiner/PEC will monitor the practical examinations, ensuring all scoring is in accordance with established procedures. The Examiner/PEC will review and sign all practical examination final score sheets and will be the sole and final judge for any decisions involving test site accommodations, administration, operations, scoring, and qualification of candidate performance.

OVERHEAD CRANE TESTING

The practical examination consists of a series of tests that are used to determine the skill level of the candidates. The skills tested will require candidates to demonstrate proficiency in several aspects of overhead crane operations including:

- Pre-operational checks
- Bridging
- Hoisting
- Trolleying
- Securing

All efforts are made to ensure that the examinations are equitable across crane types.

OVERHEAD CRANE PRACTICAL SCORING

Procedures for the practical examinations have been designed to maximize standardization and reliability across tests. A candidate will start each examination with a total of 100 points and may then lose points during the examination either through operational errors and/or by exceeding established time limits. A minimum of 70 points is required to pass the examination.

All scoring will be directly supervised by an OECB Examiner or PEC. Qualified Proctors will assist in administering the practical examinations. The Examiner/PEC will monitor the practical examinations, ensuring all scoring is in accordance with the established procedures.

The Examiner/PEC will review and sign all practical examination final score sheets and will be the sole and final judge for any decisions involving test site accommodations, administration, operations, scoring, and qualification of candidate performance.

TOWER CRANE TESTING

Practical examinations for tower cranes will only be administered in cranes with operating cabs of at least 40 feet above ground level.

The practical examination consists of a series of tests that are used to determine the skill level of the candidates. The skills tested will require candidates to demonstrate proficiency in several aspects of tower crane operations including:



Practical Examination Process

- Pre-operational checks
- Hoisting
- Swinging
- Trolleying
- Securing

All efforts are made to ensure that the examinations are equitable across crane types.

TOWER CRANE PRACTICAL SCORING

Procedures for the practical examinations have been designed to maximize standardization and reliability across tests. A candidate will start each examination with a total of 100 points and may then lose points during the examination either through operational errors and/or by exceeding established time limits. A minimum of 70 points is required to pass the examination.

All scoring will be directly supervised by an OECP Examiner or PEC. Qualified Proctors will assist in administering the practical examinations. The Examiner/PEC will monitor the practical examinations, ensuring all scoring is in accordance with the established procedures. The Examiner/PEC will review and sign all practical examination final score sheets and will be the sole and final judge for any decisions involving test site accommodations, administration, operations, scoring, and qualification of candidate performance.

SCORE REPORTING

Upon completion of a practical examination, immediate notification of the obtained score will be made privately to the candidate by the OECP Examiner, PEC or a designated Qualified Proctor. Any appeals by the candidate on the results of the scoring should be immediately addressed to the Examiner who will conduct an on-the-spot review of the situation and make a final determination at that time.

Candidates who successfully pass the practical examination(s) will typically be mailed their certification card within ten (10) working days.

RETAKE A PRACTICAL EXAMINATION

Unsuccessful candidates may schedule and retake an examination twenty-four (24) hours after receiving the score report, depending on test center availability. Unsuccessful candidates after a second, third and

fourth examination must wait thirty (30) days to retake the examination. This is to encourage the unsuccessful candidate to seek training and/or to get more experience before attempting the examination again.

Examination information will be included in the detailed post-examination report that will typically be mailed to all unsuccessful candidates, typically within ten (10) working days following the examination.

Candidates needing to re-take an examination(s) must call the OECP certification office to schedule an examination no less than five (5) working days prior to the examination date.

Note: To maintain examination integrity, candidates are only allowed five (5) consecutive failures of any particular practical examination (crane type) within a five (5) year period. After the fifth consecutive failure, the candidate will be barred from attempting that particular practical examination for a period of two (2) years.

FEEDBACK

Feedback from the candidates is welcome. Feedback is a very important and critical process that helps the OECP to improve the examinations. Each candidate will be provided with the opportunity to complete a feedback form at the examination site. Identifying oneself on the form is optional.



Practical Examination Outline (Mobile Crane)

The following is an outline of the mobile crane practical examination, as exactly provided to candidates at the time of testing (pages 16 to 19).

CANDIDATE PRACTICAL EXAMINATION INFORMATION AND INSTRUCTIONS

The following describes the specific performance tasks for the practical examination.

There will be a meeting prior to the beginning of the day's examinations. The OECP Examiner, PEC, and/or a Qualified Proctor, will describe the day's activities and answer any questions about the process. Please utilize this opportunity to ensure you fully understand the examination.

You are required to remain within the designated area during the examination and must follow instructions provided by the OECP Examiner, PEC, or Proctor.

This document describes the five (5) practical tests included in the examination. Additionally, a candidate acknowledgment statement is provided (see page 19), confirming your full understanding of the examination procedures, rules, tasks, and requirements.

Unless the examination is scored electronically, you must sign and return this acknowledgment statement to the OECP Examiner, PEC or Proctor before beginning your first test.

INCLEMENT WEATHER

As practical examinations can take place outdoors, testing may be suspended or canceled due to inclement weather. Conditions such as rain or sustained/gusting winds exceeding 20 MPH are considered unsafe for testing. The decision to suspend or cancel examinations is at the sole discretion of the OECP Examiner, PEC or Proctor, and their determination is final.

If an examination is canceled, candidates must contact the OECP Certification Office directly to reschedule for a future testing date. Examinations are **not** automatically rescheduled.

EXAMINATION TESTS

NOTE: The practical examination begins once the candidate assumes the control of the crane by entering the operator's cab or operating position.

The following is a detailed description of each of the five (5) tests in the order that they will be performed:

Equipment Familiarization

At the start of the examination on each mobile crane type, you will be given a maximum of 15 minutes to familiarize yourself with the controls of the crane.

There will be a practice area where the empty hook must remain during this time. You cannot "shadow" any of the barrels, corridors, or barricades during this time. You must stay inside this designated practice area at all times during the allowed 15 minutes of practice time or you will fail the entire examination.

Test #1: Hand Signals

Time: This Test Is Not Timed

Upon direction of a Proctor, hand signals will be administered, maneuver the crane as directed. The Proctor will give at least four (4) standard ASME B30.5 crane hand signals. The signals may be given in any random sequence. There is no timing for this test. You must respond to the signals with a prompt, correct action. At the completion of the test, and by the direction of the Proctor move the ball to the Start Circle.

Points will be deducted for the following:

- Not responding to a hand signal promptly.
Deduct two (2) points
- Responding with the wrong action.
Deducts three (3) points

Test #2: Place Ball in Barrels

Time Limit: 2 minutes (each barrel)

1. The hook ball will be positioned approximately two (2) feet above the Start Circle with a 36" chain attached to the hook.
2. At the Proctor's signal, lift the ball and chain high enough to clear any obstacles and move the hook ball from the Start Circle to Barrel #1.
3. Place the ball into the barrel. The Proctor will determine when the bottom of the ball is below the top rim of the barrel and give a stop signal.



Practical Examination Outline (Mobile Crane)

4. Upon a Proctor's signal, return the ball to the Start Circle. The hook ball will be positioned approximately two (2) feet above the Start Circle.
5. At the Proctor's signal, lift the ball and chain high enough to clear any obstacles and move the hook ball from the Start Circle to Barrel #2.
6. Place the ball into the barrel. The Proctor will determine when the bottom of the ball is below the rim of the barrel and give a Stop signal.
7. Upon a Proctor's signal, move the ball to the Start Circle.

Points will be deducted for the following:

- Moving the barrel outside the red circle.
Deduct two (2) points
- Knocking the barrel over.
Deduct four (4) points
- Hook ball touching the ground.
Deduct three (3) points
- Exceeding the time limit.
Deduct five (5) points

Test #3: Start/Stop Circle

Time Limit: 1 ½ minutes

1. The hook ball will be positioned approximately two (2) feet above the Start Circle with a 36" chain attached to the hook.
2. At the Proctor's signal, lift the ball and chain high enough to clear any obstacles and move the ball from the Start Circle to the Stop Circle.
3. Once the ball reaches the Stop Circle, the movement of the ball must be controlled as the ball is positioned above the Stop Circle with the chain touching the ground. The chain must not touch the ground outside of the Stop Circle. The hook ball must not touch the ground inside or outside of the Stop Circle.
4. The Proctor will give a stop signal when the chain is on the ground and the ball is determined to be under control.

Points will be deducted for the following:

- Chain touching the ground and moving outside of the Stop Circle.
Deduct two (2) points

- Hook ball touching the ground either inside or outside the Stop Circle.
Deduct five (5) points
- Hook ball or chain touching any barricade on the course.
Deduct three (3) points
- Exceeding the time limit.
Deduct five (5) points

Test #4: S - Corridor (Forward Direction)

Time Limit: 4 minutes each direction

This task is divided into two (2) parts. Part 1 is moving the test weight in one direction, towards the crane, through the S-Corridor, and Part 2 is moving the test weight in the reverse direction, away from the crane, through the S-Corridor. The test weight will be centered in the S-Corridor Start Circle, touching the ground before the Proctors signal to begin.

1. At the Proctor's signal, timing will start. Lift the test weight and guide it through the S-Corridor using the appropriate crane functions.
2. The Proctor will give a stop signal--and timing will stop--when the test weight is placed on the ground completely within the inner diameter of the S-Corridor Stop Circle.

Note: If you have not received a stop signal from the Proctor, this indicates that the test weight is not completely within the inner diameter of the S-Corridor Stop Circle and you must continue to move it until it is correctly placed. Timing will continue until the stop signal is given.

S - Corridor (Reverse Direction)

Time Limit: 4 minutes

The test weight will be centered in the S-Corridor Start Circle, touching the ground before the Proctors signal to begin.

1. At the Proctor's signal, timing will start. Lift the test weight and guide it through the S-Corridor using the appropriate crane functions.
2. The Proctor will give a stop signal--and time will stop--when the test weight is on the ground and completely within the confines of the inner diameter of the S-Corridor Start Circle.

Note: If you have not received a stop signal from the Proctor, this indicates that the test weight is not completely within the inner diameter of the



Practical Examination Outline (Mobile Crane)

S-Corridor Start Circle and you must continue to move it until it is correctly placed. Timing will continue until the stop signal is given.

Points will be deducted for the following:

- Ball is knocked off of a barricade.
Deduct one (1) point
- Barricade is knocked over.
Deduct one (1) point
- The entire test weight breaks out of the perimeter of the S-Corridor.
Deduct five (5) points
- Chain leaves the ground.
Deduct two (2) points
- Test weight touches the ground other than when attempting to place it in the S-Corridor Start/Stop Circles.
Deduct three (3) points
- Exceeding the time limit.
Deduct five (5) points

Note: Once a ball is knocked off of a barricade and/ or the barricade is knocked over, points will continue to be deducted if the test weight again moves over the same perimeter spot, and in the opinion of the Proctor(s) would have again caused a ball to be knocked off and/or a barricade once again knocked over.

Test #5: Shutdown

Time: This Test Is Not Timed

1. As directed by the Proctor, the test weight will be returned to the S-Corridor Start Circle.
2. The Proctor will then detach the hook ball from the test weight.
3. At the Proctor's signal, the candidate will return the crane to the Start/Stop Circle with the hook ball and chain cleared (raised) above the Start/Stop Circle, and safely above the heads of the Proctors.
4. Without any further instruction, the candidate must perform a shutdown for a "operator shift change" leaving the engine running, and securing the crane in the position with the swing brake set and the controls in neutral.

Failure of the entire examination will result from responding with the wrong action, or not properly returning the crane to the position as described.

REASONS FOR IMMEDIATE FAILURE

- Any maneuver (including during equipment familiarization) considered unsafe or that endangers any personnel in the test area.
- Uncontrolled or reckless operation.
- Any refusal to follow any command or instruction from the OECP Examiner, PEC, or Proctor(s).
- Using more than 150% of the time allotted for any test.
- Adjusting the boom from its pre-set length on telescopic boom cranes at any time during the examination.
- Not being able to complete any test.

POST EXAMINATION PROCEDURE

1. The OECP Examiner or PEC and Proctor(s) will review and sign your score sheets. The OECP Examiner, PEC or Proctor will privately notify you whether you passed or failed. You must complete all five (5) tests and have a total score of 70 points or above to pass the practical examination. If you are successful, the certification card will be mailed to you typically within ten (10) working days.
2. Unsuccessful candidates may schedule and retake an examination twenty-four (24) hours after receiving the score report, depending on test center availability. Unsuccessful candidates after a second, third and fourth examination must wait thirty (30) days to retake the examination.
3. The OECP Examiner's/PEC's decision on all practical examination related matters is final.



EXAMINATION PROCEDURE ACKNOWLEDGEMENT

I have read and fully understand the mobile crane practical examination instructions as described on pages 16 to 18 of the Crane Operator Candidate Manual (OECPIINST2025.4).

Name (Print) _____

Signature: _____

Date: _____

THIS PAGE WILL BE SIGNED AND SUBMITTED AT THE PRACTICAL EXAMINATION UNLESS SCORED ELECTRONICALLY.

Note: This page will be provided at the examination.



Practical Examination Outline (Overhead Crane)

The following is an outline of the overhead crane practical examination, as exactly provided to candidates at the time of testing (pages 20 to 24).

CANDIDATE INFORMATION AND INSTRUCTIONS

The following describes the specific performance tasks for the practical examination.

There will be a meeting prior to the beginning of the day's examinations. The OECP Examiner, PEC, and/or a designated Qualified Proctor, will describe the day's activities and answer any questions about the process. Please utilize this opportunity to ensure you fully understand the examination.

This document describes the six (6) tests that will be evaluated by the examination. This document, except when scored electronically, also contains a statement for you to sign (see page 24) indicating you fully understand the examination procedures, rules, tasks, and processes.

You will be required to stay in a designated safe area until you are called to begin the examination.

If applicable, there will be one (1) Proctor in or near the crane cab and/or at least one (1) Proctor on the ground. The Proctor on the ground will be identified by a bright, reflective safety vest.

Be aware the examination course may contain designated "Out of Bounds" lines that the Examiner will fully identify for you prior to starting the examination. Failure of the entire examination will result if any part of the test weight crosses these "Out of Bounds" lines.

INCLEMENT WEATHER

If being administered outdoors, the examinations are subject to being suspended or cancelled due to inclement weather. Rain or sustained or gusting winds of over 20 MPH are unacceptable for the examinations. The OECP Examiner/PEC will be the sole judge of any decision on whether or not the examinations are suspended or cancelled. The Examiner's/PEC's decision is final. If an examination is cancelled, affected examinees must contact the OECP certification office to reschedule for a future test date. There is NO automatic rescheduling of examinations.

EXAMINATION TESTS

NOTE: The practical examination begins once the candidate assumes the control of the crane by entering the operator's cab or assumes the pendant position.

The following is a detailed description of each of the six (6) tests in the order that they will be performed:

Test # 1: Pre-Operational Function Limit Check

Time: 2 minutes

Starting with a Proctor's verbal instruction to commence, perform at least one (1) pre-operational function limit check.

Failure of the entire examination will result from:

- Responding with the wrong action.
- Not completing the Pre-Operational Limit Check within the required time limit.

Test #2: Hand Signals

Time: This Test Is Not Timed

Upon a Proctor's hand signals, maneuver the crane as directed. The Proctor will administer at least four (4) standard ASME B30.2 crane hand signals. The signals may be given in any sequence. There is no timing for this test. You must respond to the signals with a prompt, correct action.

Points will be deducted for the following:

- Not responding to a hand signal promptly.
Deduct two (2) points
- Responding with the wrong action.
Deduct three (3) points

Note: At this point in the examination, you will be given an opportunity to better familiarize yourself on the controls of the crane with the test weight attached. At a signal from a Proctor, you will maneuver the crane to hook the test weight. After attachment, you will move the test weight to a designated area where you can practice for a maximum of 15 minutes. The test weight must remain in this area during practice. You cannot "shadow" any of the test course during this time.



Practical Examination Outline (Overhead Crane)

Test #3: Start/Stop Circle

Time Limit: 2 minutes

1. At a signal from a Proctor, place the test weight in the Start Circle.
At a signal from a Proctor commence the test and move the test weight to the Stop Circle ensuring no part of the weight crosses any “Out of Bounds” lines. Note: The time for completing the test starts from the point a Proctor instructs you to commence moving the weight to the Stop Circle.
2. Place the test weight in the Stop Circle. The test weight must be completely within the inner diameter of the Stop Circle.
3. A Proctor will give a stop signal--and time will stop--when the test weight is on the ground completely within the inner diameter of the Stop Circle.

Note: If you have not received a stop signal from a Proctor, it indicates that the test weight is not completely within the inner diameter of the Stop Circle, and you must continue to move it until it is correctly placed. Timing will continue until the stop signal is given.

Points will be deducted for the following:

- Ball is knocked off of a barricade.
Deduct one (1) point
- Barricade is knocked over.
Deduct one (1) point
- Exceeding the time limit.
Failure of the entire examination
- Any part of test weight outside “Out of Bounds” lines
Failure of the entire examination

Note: Once a ball is knocked off of a barricade and/ or the barricade is knocked over, points will continue to be deducted if the test weight again moves over the same perimeter spot, and in the opinion of the Proctor(s), would have again caused a ball to be knocked off and/or a barricade once again knocked over.

Test #4: S - Corridor (Forward Direction)

Time Limit: 3 ½ minutes

This task is divided into two (2) parts. Part 1 is moving the test weight in one direction through the S-Corridor, and Part 2 is moving the test weight in the reverse direction through the S-Corridor. The

test weight will be centered in the S-Corridor Start Circle and raised to a pre-determined height before beginning. Once this height is set, you are not allowed to adjust the height of the load until the entire test weight exits the S-Corridor.

1. At a Proctor’s signal, raise the test weight to a pre-determined height of approximately one-half (1/2) the height of the course delineators.
2. At a Proctor’s signal, timing will start. You will maneuver the test weight through the S-Corridor using the appropriate crane functions.
3. A Proctor will give a stop signal--and time will stop--when the test weight is on the ground completely within the inner diameter of the S-Corridor Stop Circle.

Note: If you have not received a stop signal from a Proctor, it indicates that the test weight is not completely within the inner diameter of the S-Corridor Stop Circle and you must continue to move it until it is placed correctly. Timing will continue until the stop signal is given.

S - Corridor (Reverse Direction)

Time Limit: 3 ½ minutes

The test weight will be centered in the S-Corridor Stop Circle before beginning.

1. At a Proctor’s signal, raise the test weight to a pre-determined height of approximately one-half (1/2) the height of the course delineators.
2. At a Proctor’s signal, timing will start. You will maneuver the test weight through the S-Corridor using the appropriate crane functions.
3. A Proctor will give a stop signal--and time will stop--when the test weight is on the ground completely within the inner diameter of the S-Corridor Start Circle.

Note: If you have not received a stop signal from the Proctor, this indicates that the test weight is not completely within the inner diameter of the S-Corridor Start Circle and you must continue to move it until it is correctly placed. Timing will continue until the stop signal is given.



Practical Examination Outline (Overhead Crane)

Points will be deducted for the following

- Ball is knocked off a barricade.
Deduct one (1) point
- Barricade is knocked over.
Deduct one (1) point
- The entire test weight breaks out of the perimeter of the S-Corridor.
Deduct five (5) points
- Adjusting the load height before the entire test weight has exited the S-Corridor.
Failure of the entire examination
- Exceeding the time limit.
Failure of the entire examination

Note: Once a ball is knocked off of a barricade and/ or the barricade is knocked over, points will continue to be deducted if the test weight again moves over the same perimeter spot, and in the opinion of the Proctor(s), would have again caused a ball to be knocked off and/or a barricade once again knocked over.

Test #5: S-Corridor Start Circle/Start Circle

Time Limit: 1 ½ minutes

1. The test will start from the S-Corridor Start Circle.
2. At a signal from a Proctor commence the test and move the test weight to the Start Circle ensuring no part of the weight crosses any “Out of Bounds” lines. Note: The time for completing the test starts from the point the Proctor instructs you to commence moving the weight to the Start Circle.
3. Place the test weight in the Start Circle. The test weight must be completely within the inner diameter of the Start Circle.
4. A Proctor will give a stop signal when the test weight is within the inner diameter of the Start Circle.

Note: If you have not received a stop signal from a Proctor, it indicates that the test weight is not completely within the inner diameter of the Start Circle, and you must continue to move it until it is placed correctly. Timing will continue until the stop signal is given.

Points will be deducted for the following:

- Ball is knocked off of a barricade.
Deduct one (1) point
- Barricade is knocked over.
Deduct one (1) point
- Exceeding the time limit.
Failure of the entire examination
- Any part of test weight outside “Out of Bounds” lines.
Failure of the entire examination

Note: Once a ball is knocked off of a barricade and/ or the barricade is knocked over, points will continue to be deducted if the test weight again moves over the same perimeter spot, and in the opinion of the Proctor(s), would have again caused a ball to be knocked off and/or a barricade once again knocked over.

Test #6: Shutdown

Time Limit: 2 minutes

Starting with a Proctor’s verbal instruction to commence, the candidate will perform a normal crane shutdown. The trolley and hoist hook will be returned to the original location from where the test began.

Failure of the entire examination will result from:

- Responding with the wrong action.
- Not completing the test within the required time limit.

REASONS FOR IMMEDIATE FAILURE

- Any maneuver (including during pre-test familiarization) considered unsafe or that endangers any personnel in the test area.
- Uncontrolled or reckless operation.
- Any refusal to follow instructions from the OECP Examiner, PEC or Proctor(s).
- Using more than 100% of the time allotted for any test.
- Adjusting the height of the test weight while inside the confines of the S-Corridor.
- Positioning any part of the test weight outside designated “Out of Bounds” lines.
- Not being able to complete any test.
- Physically touching the test weight.

POST EXAMINATION PROCEDURE



Practical Examination Outline (Overhead Crane)

1. The OECP Examiner or PEC and Proctor(s) will review and sign your score sheets. The OECP Examiner, PEC or Proctor will privately notify you whether you passed or failed. You must complete all five (5) tests and have a total score of 70 points or above to pass the practical examination. If you are successful, the certification card will be mailed to you typically within ten (10) working days.
2. Unsuccessful candidates may schedule and retake an examination twenty-four (24) hours after receiving the score report, depending on test center availability. Unsuccessful candidates after a second, third and fourth examination must wait thirty (30) days to retake the examination.
3. The OECP Examiner's/PEC's decisions on all practical examination related matters are final.



Practical Examination Outline (Overhead Crane)

EXAMINATION PROCEDURE ACKNOWLEDGEMENT

I have read and fully understand the overhead crane practical examination instructions as described on pages 20 to 23 of the Crane Operator Candidate Manual (OECPIINST2025.4).

Name (Print): _____

Signature: _____

Date: _____

**THIS PAGE WILL BE SIGNED AND SUBMITTED AT THE PRACTICAL EXAMINATION.
UNLESS SCORED ELECTRONICALLY.**

Note: This page will be provided at the examination.



Practical Examination Outline (Tower Crane)

The following is an outline of the tower crane practical examination, as exactly provided to candidates at the time of testing (pages 25 to 29).

CANDIDATE INFORMATION AND INSTRUCTIONS

The following describes the specific performance tasks for the tower crane practical examination.

There will be a meeting prior to the beginning of the day's examinations. The OECP Examiner, PEC, and/or a designated Qualified Proctor, will describe the day's activities and answer any questions about the process. Please utilize this opportunity to ensure you fully understand the examination.

This document describes the six (6) tests that will be evaluated by the examination. Except when scored electronically, this document also contains a statement for you to sign (see page 29) indicating you fully understand the examination procedures, rules, tasks, and processes. Your signature also indicates that you acknowledge meeting all physical requirements for tower crane operators as defined in ASME B.30.3-2009, Section 3-3.1.2. (Note: The OECP Examiner/PEC has a copy of this standard for review, if so desired.) You must sign and return this statement to the OECP Examiner prior to starting your examination.

You will be required to stay in a designated area until you are called to begin the examination.

If applicable, there will be one (1) Qualified Proctor in the crane cab and/or at least one (1) Qualified Proctor on the ground. The Proctor on the ground will be identified by a bright, reflective safety vest.

Be aware the examination course may contain designated "Out of Bounds" lines that the Examiner will fully identify for you prior to starting the examination. Failure of the entire examination will result if any part of the test weight crosses these "Out of Bounds" lines.

INCLEMENT WEATHER

As with any outdoor activity, the examinations are subject to being suspended or cancelled due to inclement weather. Rain or sustained or gusting winds of over 20 MPH are unacceptable for the examinations. The OECP Examiner/PEC will be the

sole judge of any decision on whether or not the examinations are suspended or cancelled. The OECP Examiner's/PEC's decision is final. If an examination is cancelled, affected examinees must contact the OECP certification office to reschedule for a future test date. There is NO automatic rescheduling of examinations.

EXAMINATION TESTS

NOTE: The practical examination begins once the candidate assumes the control of the crane by entering the operator's cab/position.

The following is a detailed description of each of the six (6) tests in the order that they will be performed:

Test #1: Pre-Operational Check

Time: 2 minutes

Starting with a Proctor's verbal instruction to commence, perform a pre-operational check.

Failure of the entire examination will result from:

- Responding with the wrong action.
- Not completing the pre-operational check within the required time limit.

Test #2: Hand Signals

Time: This Test Is Not Timed

Upon the ground Proctor's hand signals, maneuver the crane as directed. The ground Proctor will administer at least four (4) standard ASME B30.3 crane hand signals. The signals may be given in any sequence. There is no timing for this test. You must respond to the signals with a prompt, correct action.

Points will be deducted for the following:

- Not responding to a hand signal promptly.
Deduct two (2) points
- Responding with the wrong action.
Deduct three (3) points

Note: At this point in the examination, you will be given an opportunity to better familiarize yourself on the controls of the crane with the test weight attached. At a signal from the ground Proctor, you will maneuver the crane to hook the test weight. After attachment, you will move the test weight to a designated area where you can practice for a maximum of 15 minutes. The test weight must remain



Practical Examination Outline (Tower Crane)

in this area during practice. You cannot "shadow" any of the test course during this time.

Test #3: Start/Stop Circle (Forward Direction)

Time Limit: 3 ½ minutes

1. At a signal from the ground Proctor, place the test weight in the Start Circle.
2. At a signal from the ground Proctor raise the test weight to a pre-designated hook height of 50 feet.
3. At a signal from a Proctor commence the test and move the test weight to the Stop Circle ensuring no part of the weight crosses any "Out of Bounds" lines. Note: The time for completing the test starts from the point a Proctor instructs you to commence moving the weight to the Stop Circle.
4. Place the test weight in the Stop Circle. The test weight must be completely within the inner diameter of the Stop Circle.
4. The ground Proctor will give a stop signal--and time will stop--when the test weight is on the ground completely within the inner diameter of the Stop Circle.

Note: If you have not received a stop signal from the ground Proctor, it indicates that the test weight is not completely within the inner diameter of the Stop Circle, and you must continue to move it until it is correctly placed. Timing will continue until the stop signal is given.

Points will be deducted for the following:

- Ball is knocked off of a barricade.
Deduct one (1) point
- Barricade is knocked over.
Deduct one (1) point
- Exceeding the time limit.
Failure of the entire examination
- Any part of test weight outside "Out of Bounds" lines
Failure of the entire examination

Note: Once a ball is knocked off of a barricade and/ or the barricade is knocked over, points will continue to be deducted if the test weight again moves over the same perimeter spot, and in the opinion of the Proctor(s), would have again

caused a ball to be knocked off and/or a barricade once again knocked over.

Test #4: S - Corridor (Forward Direction)

Time Limit: 3 ½ minutes

This task is divided into two (2) parts. Part 1 is moving the test weight in one direction through the S-Corridor, and Part 2 is moving the test weight in the reverse direction through the S-Corridor. The test weight will be centered in the S-Corridor Start Circle and raised to a pre-determined height before beginning. Once this height is set, you are not allowed to adjust the height of the load until the entire test weight exits the S-Corridor.

1. At the ground Proctor's signal, raise the test weight to a pre-determined height of approximately one-half (½) the height of the course delineators.
2. At a Proctor's signal, timing will start. You will maneuver the test weight through the S-Corridor using the appropriate crane functions.
3. The ground Proctor will give a stop signal--and time will stop--when the test weight is on the ground completely within the inner diameter of the S-Corridor Stop Circle.

Note: If you have not received a stop signal from the ground Proctor, it indicates that the test weight is not completely within the inner diameter of the S-Corridor Stop Circle, and you must continue to move it until it is placed correctly. Timing will continue until the stop signal is given.

S - Corridor (Reverse Direction)

Time Limit: 3 ½ minutes

The test weight will be centered in the S-Corridor Stop Circle before beginning.

1. At the ground Proctor's signal, raise the test weight to a pre-determined height of approximately one-half (½) the height of the course delineators.
2. At a Proctor's signal, timing will start. You will maneuver the test weight through the S-Corridor using the appropriate crane functions.
3. The ground Proctor will give a stop signal--and time will stop--when the test weight is on the ground completely within the inner diameter of the S-Corridor Start Circle.



Practical Examination Outline (Tower Crane)

Note: If you have not received a stop signal from the Proctor, this indicates that the test weight is not completely within the inner diameter of the S-Corridor Start Circle and you must continue to move it until it is correctly placed. Timing will continue until the stop signal is given.

Points will be deducted for the following

- Ball is knocked off of a barricade.
Deduct one (1) point
- Barricade is knocked over.
Deduct one (1) point
- The entire test weight breaks out of the perimeter of the S-Corridor.
Deduct five (5) points
- Adjusting the load height before the entire test weight has exited the S-Corridor.
Failure of the entire examination
- Exceeding the time limit.
Failure of the entire examination

Note: Once a ball is knocked off of a barricade and/ or the barricade is knocked over, points will continue to be deducted if the test weight again moves over the same perimeter spot, and in the opinion of the Proctor(s), would have again caused a ball to be knocked off and/or a barricade once again knocked over.

Test #5: S-Corridor Start Circle/Start Circle

Time Limit: 2 ¾ minutes

1. The test will start from the S-Corridor Start Circle.
2. At a signal from a Proctor commence the test and move the test weight to the Start Circle ensuring no part of the weight crosses any “Out of Bounds” lines. Note: The time for completing the test starts from the point the Proctor instructs you to commence moving the weight to the Start Circle.
3. Place the test weight in the Start Circle. The test weight must be completely within the inner diameter of the Start Circle.
4. The ground Proctor will give a stop signal when the test weight is within the inner diameter of the Start Circle.

Note: If you have not received a stop signal from the ground Proctor, it indicates that the test weight is not completely within the inner diameter of the Start Circle, and you must continue to move

it until it is placed correctly. Timing will continue until the stop signal is given.

Points will be deducted for the following:

- Ball is knocked off of a barricade.
Deduct one (1) point
- Barricade is knocked over.
Deduct one (1) point
- Exceeding the time limit.
Failure of the entire examination
- Any part of test weight outside “Out of Bounds” lines
Failure of the entire examination

Note: Once a ball is knocked off of a barricade and/ or the barricade is knocked over, points will continue to be deducted if the test weight again moves over the same perimeter spot, and in the opinion of the Proctor(s), would have again caused a ball to be knocked off and/or a barricade once again knocked over.

Test #6: Shutdown

Time Limit: 2 minutes

Starting with a Proctor’s verbal instruction to commence, perform a normal crane shutdown.

Failure of the entire examination will result from:

- Responding with the wrong action.
- Not completing the test within the required time limit.

REASONS FOR IMMEDIATE FAILURE

- Any maneuver (including during pre-test familiarization) considered unsafe or that endangers any personnel in the test area.
- Uncontrolled or reckless operation.
- Any refusal to follow instructions from the Examiner or Proctor(s).
- Using more than 100% of the time allotted for any test.
- Adjusting the height of the test weight while inside the confines of the S-Corridor.
- Positioning any part of the test weight outside designated “Out of Bounds” lines.
- Not being able to complete any test.



Practical Examination Outline (Tower Crane)

POST EXAMINATION PROCEDURE

1. The OECP Examiner or PEC and Proctor(s) will review and sign your score sheets. The OECP Examiner, PEC or Proctor will privately notify you whether you passed or failed. You must complete all six (6) tests and have a total score of 70 points or above to pass the practical examination. If you are successful, the certification card will be mailed to you typically within ten (10) working days.
2. Unsuccessful candidates may schedule and retake an examination twenty-four (24) hours after receiving the score report, depending on test center availability. Unsuccessful candidates after a second, third and fourth examination must wait thirty (30) days to retake the examination.
3. The OECP Examiner's/PEC's decisions on all practical examination related matters are final.



Practical Examination Outline (Tower Crane)

EXAMINATION PROCEDURE ACKNOWLEDGEMENT

I have read and fully understand the tower crane practical examination instructions as described on pages 25 to 28 of the Crane Operator Candidate Manual (OECPIINST2025.4). My signature also acknowledges that I currently meet all physical requirements for tower crane operators as defined in ASME B30.3-2019, Section 3-3.1.2.

Name (Print): _____

Signature: _____

Date: _____

**THIS PAGE WILL BE SIGNED AND SUBMITTED AT THE PRACTICAL EXAMINATION.
UNLESS SCORED ELECTRONICALLY.**

Note: This page will be provided at the examination.