

MAEDA MC-405CRM 4T Mini Crawler Compliance Pack



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Compliance Pack

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VERSION CONTROL

Version	Date	Author	Remarks
Version 1.0	February 2019	Safety Manager	New document

REVISION HISTORY

Revision	Date	Description
Version 1.1	Apr 2019	Update lifting gear register
Version 1.2	May 2019	Adding wire rope, winch and hook certs
Version 1.3	July 2019	Updating insurance certs
Version 1.4	Oct 2019	Updating lifting gear register
Version 1.5	Jan 2020	Updating lifting gear register & plant risk assessment & green sticker
Version 1.6	Apr 2020	Updating lifting gear register
Version 1.7	May 2020	Updated lifting gear register
Version 1.8	Oct 2020	Updated lifting gear register and insurances
Version 1.9	Dec 2020	Updated lifting gear register and risk assessment

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INTRODUCTION

Metcalf Crane Services recognises the importance of ensuring that all the correct information is outlined to you as our clients.

This document provides you with the relevant information to ensure that Metcalf Crane Services have the correct documentation for the crane that you wish to engage to provide you with the equipment and services that to desire.

PURPOSE

The purpose of this Compliance pack is to provide you with the right documentation and or information to assist you with making the right decision that Metcalf Crane Services have the right equipment and documentation required to complete the operation for you.

GENERAL INFORMATION

Make	Maeda
Model	MC-405CRM Mini Crawler
Serial Number	E0551
Registration	NA (unit 99)

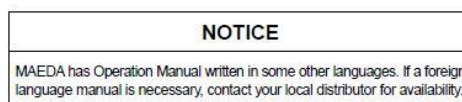
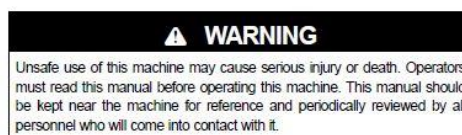
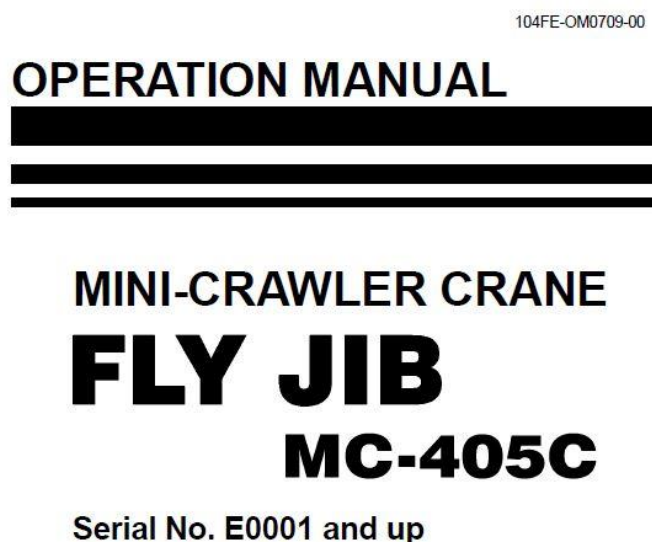
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OPERATOR'S MANUAL

The Operator's Manual can be found within the cabin of the crane for easy reference when required.

The Metcalf office also has access to an electronic copy of the Operator's Manual. The cover of this manual is seen in Figure 1.

Figure 1



M A E D A

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PLANT LOGBOOK DAILY INSPECTION

The Use of the Plant logbook is completed by the crew prior to commencing work each day/shift.

This is the responsibility of the Operator to ensure this is done. See Figures 2 and 3 for a copy of the cover page and example of the Daily inspection logbook form

Figure 2

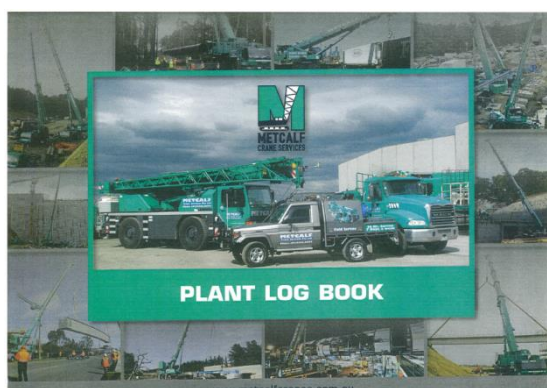


Figure 3

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REGISTRATION OF PLANT

The Occupational Health and Safety Amendment Regulations 2014 came into effect on 1 July 2014. From 1 July you no longer required to register items of plant with the WorkSafe or re-register plant every five years.

With advances in technology, the WorkSafe is able to rely on other sources, including an extensive network of stakeholders and supplier, for information about the location of plant in Victoria, and so the registration of plant isn't as important as it once was.

Some sources that can be used to track plant equipment are VicRoads registration and the CraneSafe program (Section 8).

If Metcalf still have the crane registered with as plant through WorkSafe a copy will be here. (Figure 4)

Figure 4 NA

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MAINTENANCE INSPECTIONS AND GREEN STICKER PROGRAM

These inspections are carried out by our qualified Mechanic at approximately every 250hrs; these records are stored at the office and are available on request

The mobile crane industry initiated a voluntary crane assessment program throughout Australia. Developed in consultation with the mobile crane industry as a whole, the program aims to augment existing safety standards with annual assessments of mobile cranes now being made by CraneSafe (a division of The Crane Industry Council of Australia).

The program will provide crane owners, suppliers and users in Australia with a common industry wide system for third party assessment of the safety aspects of their cranes. The CraneSafe assessment program is voluntary and while it does not form part of any legislation or regulatory scheme, it will assist crane owners and users in Australia to meet their obligation under the OH&S (plant) regulations to ensure that their cranes are in a safe condition. The program provides crane owners and operators with a process for third party assessment of the safety aspects of their cranes that complies with the regulations of Parts 1, 3, 4, 5, 11, 19 and 20 of AS2550 for annual inspection.

All Metcalf Cranes are involved in this program and a copy of the Green sticker is provided as evidence of this. (Figure 5)

Major inspections should generally be undertaken when the crane, hoist or winch has reached the end of its design life. If the design life is unknown, in most cases, the major inspection of mechanical components should be undertaken after a maximum of 10 years of service.

This report will be attached in figure 6; NA will be added here if the Crane is less than 10 years old.

Figure 5



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Figure 6 NA

PLANT RISK ASSESSMENT

The review of the manufactures Risk assessment takes place when the plant is been purchased by the company, if the manufacture has not supplied one, Metcalf will provide one.

The RA will be reviewed periodically and in the event of a serious incident.

This RA can be found in the crane cabin. (Figure 7)

Figure 7

Unit 99 – MAEDA MC-405C

RISK ASSESSMENT

ORGANISATION: Metcalf Crane Services Pty Ltd
ADDRESS: 78 – 82 Freight Drive Somerton
PLANT DESCRIPTION: 3t Mini Crawler Crane
CONDUCTED BY: B. Schiopu
PAGE NO.: Page 1 of 37

ISSUE DATE: 01 January 2021
DATE OF REASSESSMENT: 31 December 2021
CRANE SAFE SERIAL NUMBER: E0551
CRANE SERIAL NUMBER: E0551
METHOD: Visual Inspection



N o.	Hazard Identified (Describe the situation or parts of plant which could rise to injury or illness).	Is there any risk? (Yes or No) (Describe the control measures already implemented to address the hazard).	Where there is a risk, describe the proposed risk control measure.	Are the risk control measures practicable? (Yes or No)	Implementation Date for the practicable risk control measures. (Modifications and Certification prior to use).
1	Persons could be injured or injure others when operating the unit without sufficient instruction, training and information.	Yes	Crane operators should hold an appropriately endorsed Certificate of Competency.	Yes	Prior to use.
2	Persons could be injured when following a poor system of work in relation to the operation of this machine.	Yes	A system of work based on the crane manufacturers operating instructions should be prepared and adhered to.	Yes	Prior to use by the hirer.
3	Persons could be injured by the unit operating in poor condition	Yes	Instruct the operator to check the machine for faults prior to commencing work each day and if they are serious report them immediately otherwise record them in the maintenance records and log book.	Yes	Prior to use by the hirer.
4	Persons could be injured if a machine that is known to be faulty is operated.	Yes	A "Danger-Do Not Use" tag should be attached if the machine is faulty and the operator instructed that when such tags are attached the machine must not be used.	Yes	Prior to use by the hirer.


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LIFTING GEAR REGISTER

The Lifting Register is maintained by Metcalf for all their lifting equipment which is a live document that can and will change on a regular basis. All lifting equipment which includes but not limited to Slings, chains and shackles will be tested to Australian Standards. This crane's lifting register is below (Figure 8)

Figure 8

<div>  PLANT / EQUIPMENT LIFTING REGISTER - U99 Last Updated 21/12/2020 @ 8:23am </div>										
ID / Serial Number	Certificate Number	Description	Length	W.L.L	External Annual Inspection Date	Next External Inspection Date	P/F	Internal R/G/B/Y Inspection Date	Internal R/G/B/Y Expiry Date	RGBY Colour
75124/2538	JIC- 476262	2t x 2m Round Sling	2 Mtr	2T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
75124/2911	JIC- 476263	2t x 2m Round Sling	2 Mtr	2T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
75124/2593	JIC- 476264	2t x 2m Round Sling	2 Mtr	2T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
R19137-1-548	JIC-476260	2T x 2M Round sling	2 Mtr	2T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
BN41	JIC-476273	4.7T Bow Shackle		4.7T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
ASR2X2191-2066	JIC- 476261	2t x 2m Round Sling	2 Mtr	2T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
BN005	JIC-476271	3.2T Bow Shackle		3.2T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
BN012	JIC-476274	4.7T Bow Shackle		4.7T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
BQ32.1	JIC-476272	4.7T Bow Shackle		4.7T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
C-8.1	JIC-476275	4.7T Bow Shackle		4.7T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
EN1.2	JIC-476266	8.5T Bow Shackle		8.5T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
H15.1	JIC-476268	3.2T Bow Shackle		3.2T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
NV16.1	JIC-476270	3.2T Safety Bow Shackle		3.2T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
Q8.4	JIC-476276	9.5T Bow Shackle		9.5T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
Q8.5	JIC-476277	9.5T Bow Shackle		9.5T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
Q8.6	JIC-476278	9.5T Bow Shackle		9.5T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
Q8.7	JIC-476279	9.5T Bow Shackle		9.5T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
R13	JIC-476267	3.2T Bow Shackle		3.2T	10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red
					10-Nov-20	10-Nov-21	Pass	01-Jan-21	31-Mar-21	Red

Compliance Pack

WIRE ROPE, WINCH AND HOOK CERTIFICATES

TESAC	
ワイヤロープ証明書 CERTIFICATE FOR STEEL WIRE ROPE	
No. 0062171	2015, 08, 03 TWOS01792-1
株式会社 ティエスエーワイヤロープ 色浜製鋼所 TESAC WIRE ROPE CO., LTD. NISHIKINO STEEL MANUFACTORY	
本ワイヤロープは下記規格により検査し本記載通りの検査成績であることを証明致します。 We hereby certify that this steel wire rope is examined and tested strictly according to the under-mentioned specification at our works and we guarantee the quality of the article.	
適用規格 [SPECIFICATION]	TESAC SPEC.
製品番号 [PRODUCT NO.]	FZ10268-019
ロープの構成 [CONSTRUCTION]	IWRC 6 X WS (26) 0/0
ロープの径 [NOMINAL DIA. OF THE ROPE]	8 (ACT. 8.26) mm
ロープの長さ [LENGTH]	92 m
種別 [GRADE]	C
規定破断力 [SPECIFIED BREAKING LOAD]	48.1 kN
実際破断力 [ACTUAL BREAKING LOAD]	48.9 kN
外観 [APPEARANCE]	GOOD
索線試験 [WIRE TEST]	GOOD
備考 [NOTE]	
FZ10268-028	92 m
部番: S104P2143000-1	
注番: X X 318462	
INSPECTING SECTION	

Brand new unit, delivered in Feb 2019

Compliance Pack



MAEDA SEISAKUSHO CO., LTD.

1095 Shinonoi Onbegawa, Nagano City
Nagano 388-8522, JAPAN
TEL +81-(0) 26-292-2228
FAX +81-(0) 26-293-8499

TO WHOM IT MAY CONCERN:

Certificate of Test and Inspection

4-Fall/2-Fall, 3 Sheave Hook Block
Manufacturer: MAEDA SEISAKUSHO CO., LTD.
Model for: MC405CRM
Serial No.: E0551
Hook Block No.: M8303

We hereby certify that this hook block has been tested and inspected in accordance with the quality standard of our company and we guarantee the quality of this product.

Hook Block Ass'y:	Part No. 104-1142100
Specifications:	Drawing No. 104-4561800
Safe Working Load:	Refer to the attached document for details
Sheave rope diameter:	3,800 kg
Actual value (Internal diameter):	8 mm
Date of Test and Inspection:	80 mm
	November 9, 2018


Signed on behalf of MAEDA SEISAKUSHO CO., LTD.:

A handwritten signature in blue ink, appearing to read 'S. Yamaguchi', written over a horizontal line.

Seiichi Yamaguchi
General manager /Quality Assurance Division
MAEDA SEISAKUSHO CO., LTD.

INSURANCE PLANT AND EQUIPMENT

Figure 9



Underwriting Agencies of Australia Pty Ltd

AFSL: 238517 ABN: 86 003 565 302

Industrial Special Plant "ISP" Certificate of Currency
Section 1 – "Damage" + Section 6 – "Road Risk"
 This certificate acknowledges that the Policy referred to is in force for the period shown,
 the summary of cover is listed below.

Date:	Friday, 26 June 2020
Policy Number:	13TI031351ISP
Insured:	Metcalf Crane Services, Metcalf Heavy Haulage, Metcalf Investments Pty Ltd
Period of Insurance:	1 July 2020 to 1 July 2021 at 4:00pm Local Standard Time
Policy Wording:	QM2003-0819 Industrial Special Plant (ISP)
Insurer:	QBE Insurance (Australia) Limited

Policy Details:

Section 1 – "Damage"	
Total Sum Insured:	\$38,764,255
Excess:	as per Policy Schedule
Section 3 – "Additional Benefits"	
Cover Details:	as per Policy Schedule
Excess:	as per Policy Schedule
Section 6 – "Road Risk"	
Limit of Indemnity:	\$30,000,000
Excess:	as per Policy Schedule

Items Covered:

31 X CRANES (REG)	\$32,255,985
4 X CRANES (UNREG)	\$671,005
1 X FORKLIFT (UNREG)	\$20,000
1 X CRANE TRUCK (REG)	\$100,000
13 X TRUCKS (REG)	\$964,296
11 X PRIME MOVERS (REG)	\$1,820,161
25 X TRAILERS (REG)	\$1,602,917
3 X FUEL TANKS (UNREG)	\$187,174
REGISTERED HIRED IN PLANT	
19 X UTILITIES (REG)	\$859,438
3 X SEDANS / WAGONS (REG)	\$283,279

Subject at all times to the Terms, Conditions, Definitions, Exclusions & Endorsements of the Policy.


This certificate of currency was generated with compliments from:
 Brooklyn Hunter
 Phone: 03 9134 4400

Industrial Special Plant ("ISP") is underwritten by QBE Insurance Australia Limited ABN: 78 003 191 035 AFSL: 239545 of 2 Park Street, Sydney NSW 2000.
 Underwriting Agencies of Australia ("UAA") ABN: 86 003 565 302 AFSL: 238517 act as the agents of the Insurer.

Compliance Pack

INSURANCE PUBLIC AND PRODUCTS

Figure 10



Underwriting Agencies of Australia Pty Ltd

AFSL: 238517 ABN: 86 003 565 302

Industrial Special Plant "ISP" Certificate of Currency

Section 7 – "Broadform Liability"

This certificate acknowledges that the Policy referred to is in force for the period shown, the summary of cover is listed below.

Date:	Friday, 26 June 2020
Policy Number:	13TI031351ISP
Insured:	Metcalf Crane Services, Metcalf Heavy Haulage, Metcalf Investments Pty Ltd
Period of Insurance:	1 July 2020 to 1 July 2021 at 4:00pm Local Standard Time
Policy Wording:	QM2003-0819 Industrial Special Plant (ISP)
Insurer:	QBE Insurance (Australia) Limited

Policy Details:

Section 7 – "Broadform Liability"

Insured's Business Activities: MOBILE CRANE OPERATIONS, WET & DRY HIRE, RIGGING & HEAVY HAULAGE TRANSPORT

Limit of Liability: \$30,000,000 (Public Liability) any one Occurrence; and
\$30,000,000 (Products Liability) any one Occurrence and in the Aggregate any one Period of Insurance.

Excess: as per Policy Schedule

This policy includes a Principals Indemnity provision; refer to Section 7.C Additional Benefits, 3.(e) "Cover for Others" of the Policy Wording for full details.

Noted as Principal: Nil

Subject at all times to the Terms, Conditions, Definitions, Exclusions & Endorsements of the Policy.


This certificate of currency was generated with compliments from:
 Brooklyn Hunter
 Phone: 03 9134 4400

Industrial Special Plant ("ISP") is underwritten by QBE Insurance Australia Limited ABN: 78 003 191 035 AFSL: 239545 of 2 Park Street, Sydney NSW 2000.
 Underwriting Agencies of Australia ("UAA") ABN: 86 003 565 302 AFSL: 238517 act as the agents of the Insurer.

INSURANCE WORKCOVER

Figure 11

**CERTIFICATE
OF CURRENCY**



EML
Mutual since 1910
Authorised Agent of the Victorian WorkCover Authority

1. STATEMENT OF COVERAGE

This employer is registered for WorkCover Insurance to cover its liabilities under the *Workplace Injury Rehabilitation and Compensation Act 2013* (and amendments).

This Certificate is valid from: to:

The information provided in this Certificate of Currency is correct at:

2. EMPLOYER'S INFORMATION

WorkCover Employer Number:

Legal Name:

Trading Name:

ABN:

ACN/ARBN:



Chris Papadopoulos
Premium and Policy Manager
EML VIC Pty Ltd
For and on behalf of the Victorian WorkCover Authority
A.C.N. 606 104 910
GPO Box 4695 MELBOURNE VIC 3001
Telephone (03) 7000 0700
Toll Free 1800 365 842 (1800 EML VIC)
Fax (03) 7000 0701

Compliance Pack



ENTERPRISE BARGAINING AGREEMENT

Modern awards cover a whole industry or occupation and provide a safety net of minimum pay rates and employment conditions.

Enterprise agreements can be tailored to meet the needs of particular enterprises. An agreement must leave an employee better off overall when compared to the relevant award or awards.

Enterprise agreements are collective agreements made at an enterprise level between employers and employees about terms and conditions of employment. Metcalf's EBA shows below: (Figure 12 and 13)

Figure 12

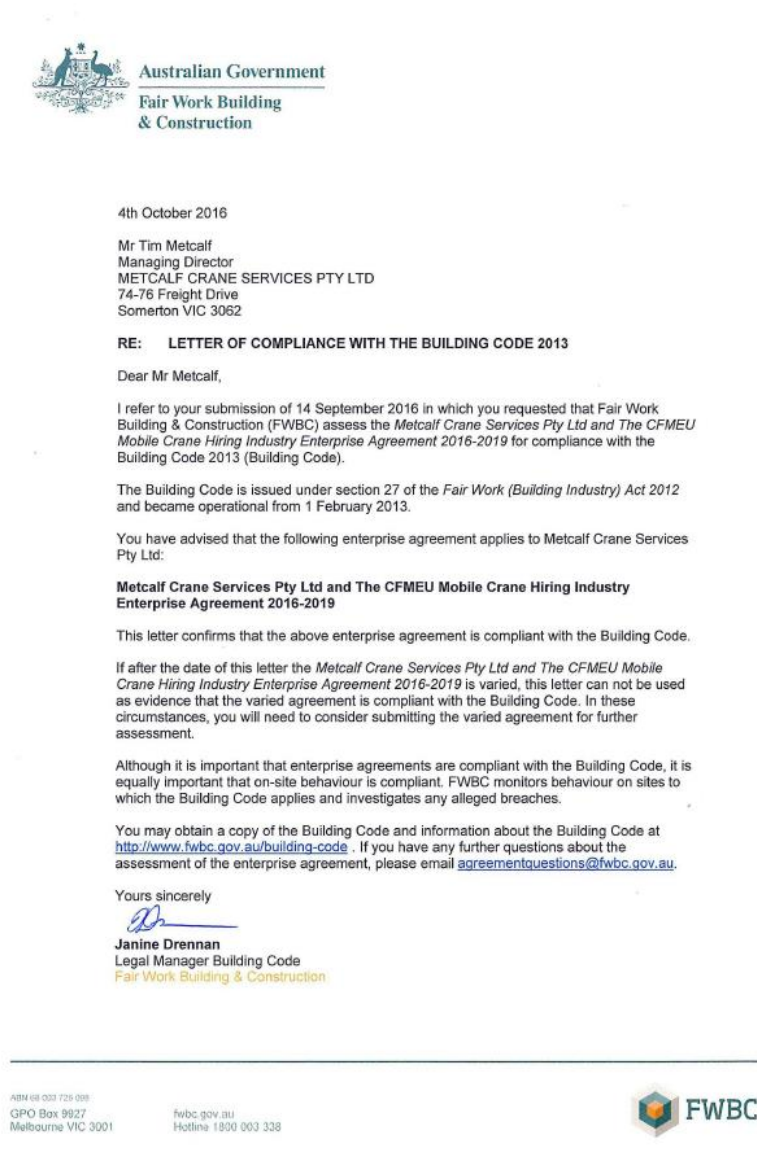


Figure 13



Australian Government
Australian Building and
Construction Commission

4 April 2018

Mr Paul Finnerty
General Manager
Metcalf Crane Services Pty Ltd
74 - 76 Freight Drive
SOMERTON VICTORIA 3062

DETERMINATION OF COMPLIANCE WITH SECTION 11
ABCC EA ID: EA5746
FWC Matter Number: AG2016/5531
FWC Variation Number: AG2017/5754

Dear Mr Finnerty,

On 4 April 2018 you requested advice from the Australian Building and Construction Commission (ABCC) on whether the registered enterprise agreement listed in your request meets the requirements of the *Code for the Tendering and Performance of Building Work 2016* (the Building Code 2016).

This Determination of Compliance is issued for the following registered enterprise agreement because it meets the requirements of section 11 of the Building Code 2016:

**METCALF CRANE SERVICES PTY LTD AND THE CFMEU MOBILE CRANE HIRING
INDUSTRY ENTERPRISE AGREEMENT 2016 - 2019**

Accordingly, by virtue of section 22(3) of the Building Code, this determination is taken to be conclusive of the fact that this registered enterprise agreement meets the requirements of section 11 of the Building Code 2016.

Note: This Determination of Compliance is based on the enterprise agreement registered with the Fair Work Commission at the date of this determination. If the registered enterprise agreement is varied after this date, the Determination of Compliance ceases to be effective. In these circumstances, you will need to consider submitting the varied agreement for further advice.

Parties must also comply with all relevant provisions of the Building Code 2016 in relation to their practical on-site application. The ABCC monitors behaviour on sites to which the Building Code applies and investigates any alleged breaches. The ABCC can be contacted through its hotline on 1800 003 338 or at www.abcc.gov.au.

The Building Code 2016 is available at <https://www.legislation.gov.au/Details/F2016L01859>.

Yours sincerely



Tom Cagorski
Legal Manager – Agreement Compliance
Australian Building and Construction Commission