



Document Name:

**COURSE TIME TABLE**

**APPOINTED PERSON FOR LIFTING OPERATION**

| DAY 1  | DAY 2   | DAY 3   |
|--|---|---|
| 8:00am – 10:00am<br><b>Terminology, Standard and Regulations</b>           | 8:00am – 10:00am<br><b>Crane Basics</b>                 | 8:00am – 10:00am<br><b>Job Site Planning</b>                |
| 10:00am – 10:15am<br><b>Tea Break</b>                                      | 10:00am – 10:15am<br><b>Tea Break</b>                   | 10:00am – 10:15am<br><b>Tea Break</b>                       |
| 10:15am – 12noon<br><b>Roles and Responsibilities for Appointed Person</b> | 10:15am – 12noon<br><b>Principle of Crane Operation</b> | 10:15am – 12noon<br><b>Basic Principles of Hand Signals</b> |
| 12noon – 1:00pm<br><b>Lunch</b>  | 12noon – 1:00pm<br><b>Lunch</b>                         | 12noon – 1:00pm<br><b>Lunch</b>                             |
| 1:00pm – 2:30pm<br><b>Human Factor</b>                                     | 1:00pm – 2:30pm<br><b>Slings and Hitches</b>            | 1:00pm – 2:30pm<br><b>Personnel Transfer System</b>         |
| 2:30pm – 4:15pm<br><b>Common Crane Lifting Hazards</b>                     | 2:30pm – 4:15pm<br><b>Rigging Hardware</b>              | 3:00pm – 4:15pm<br><b>Skill and Knowledge Assessment</b>    |