TOOLBOX TALK AWARENESS PACKAGES

HAZ-LFT · Cranes and Lifting Awareness

Product Overview

Audience: Workers on sites where cranes, hoists or lifting gear are used · Duration: 20–30 minutes

Version 1.0 · 8 November 2026

For workers on sites where loads are lifted: the lift plan, exclusion zones, checking lifting gear, and the rule that nobody goes under a suspended load.

Lifting operations can fail through overloading, rigging failures, damaged lifting gear, poor communication, wind, ground conditions or contact with powerlines, and a falling load or swinging load can kill. Most cranes, and dogging and rigging work, need high risk work licences.

This talk covers the lift plan, exclusion zones, never being under a suspended load, checking lifting gear tags and condition, communication between the operator and dogger, tag lines, weather and powerlines. It is awareness for everyone on a site where lifting happens, not a licence.

Learning outcomes

By the end of the session participants will be able to:

- Describe how lifting operations fail, and the consequences of a dropped or swinging load
- Explain the lift plan and the roles of the crane operator, dogger and rigger
- Set up and respect exclusion zones, and never stand or walk under a suspended load
- Check lifting gear before use: identification and rating tags, inspection status and condition
- Explain the communication used during a lift, and that only the authorised person directs the operator
- Recognise conditions that stop a lift, such as wind, ground conditions and nearby powerlines
- Explain that operating most cranes, dogging and rigging require high risk work licences

What it covers

Module	Covers
How lifts go wrong	Overloading and rigging failure; Damaged lifting gear; Wind, ground and powerlines
Planning and roles	The lift plan; Operators, doggers and riggers; Licences
On the day	Exclusion zones; Never under the load; Lifting gear checks; Communication and tag lines

Activities

- Gear check: workers inspect slings and shackles (or photos) and decide which are fit to use
- Stop the lift: workers identify the conditions in three scenarios that should stop a lift

© 2026 Orana Skills Centre. All rights reserved.

SAMPLE · HAZ-LFT Cranes and Lifting Awareness v1.0 · The full package contains the complete materials.

What is in the package

Item	File
Editable PowerPoint presentation with speaker notes, plus PDF	02_TRAINING_PRESENTATION/Training Presentation.pptx and .pdf
Facilitator guide with a running sheet, discussion prompts and model answers	03_FACILITATOR_GUIDE/Facilitator Guide.docx and .pdf
Participant handout with the key points to take away	04_PARTICIPANT_HANDOUT/Participant Handout.docx and .pdf
Attendance record form, to capture who attended, when, and who facilitated	06_RECORDS/Attendance Record.docx and .pdf
Excel attendance register	06_RECORDS/Attendance Register.xlsx
Multiple-choice theory assessment, to record understanding if your business wants to	05_ASSESSMENT/Theory Assessment.docx and .pdf
Answer key for the assessment	05_ASSESSMENT/Assessment Answer Key.docx and .pdf
Certificate template	06_RECORDS/Certificate Template.docx
Start here: Read Me First, Product Overview, Permitted Use Terms, Version Information	01_START_HERE/ (four PDFs)

What you need to deliver it

- A facilitator such as a supervisor, leading hand or WHS adviser who has read the facilitator guide and knows your site's arrangements for the topic
- A screen or projector, or printed slides or handouts: it works in a crib room, site office or on a video call
- Your own site procedures for the topic, to point to during the session

Questions

Does this qualify anyone to sling loads or operate a crane? No. Dogging, rigging and operating most cranes need high risk work licences. This talk helps everyone on site understand lifting and stay out of harm's way.

Can we add our own site procedures and photos? Yes. The slides, handout and guide are editable, and the facilitator guide marks the places to add your own procedures, contacts and photos of your workplace.

Do we have to use the assessment? No. It is there if your business wants a record that each worker understood the key points. The attendance record on its own shows who attended and when.

Version 1.0 · 8 November 2026 · Orana Skills Centre. *© 2026 Orana Skills Centre. All rights reserved.*

© 2026 Orana Skills Centre. All rights reserved.

SAMPLE · HAZ-LFT Cranes and Lifting Awareness v1.0 · The full package contains the complete materials.

TOOLBOX TALK

Cranes and Lifting Awareness

The lift plan, exclusion zones, lifting gear checks, and never under the load

20–30 minutes · Workers on sites where cranes, hoists or lifting gear are used

[Company name] · [Date] · [Facilitator name]

SAMPLE · HAZ-LFT Cranes and Lifting Awareness v1.0 · The full package contains the complete materials.

What this talk is, and is not

This talk covers

- ✓ How lifts go wrong
- ✓ The lift plan, and who does what
- ✓ Exclusion zones; never under the load
- ✓ Checking lifting gear; conditions that stop a lift

This talk is not

- ✕ A crane operator's licence or training
- ✕ A dogging or rigging licence
- ✕ Lift planning or gear inspection training
- ✕ Our procedure: **[Your lifting procedure]**

Awareness only. Operating most cranes, dogging and rigging need high risk work licences. This talk is not one.

SAMPLE · HAZ-LFT Cranes and Lifting Awareness v1.0 · The full package contains the complete materials.

How lifts go wrong

A falling or swinging load can kill. Lifts fail in a handful of ways.

- Overloading the crane, or the lifting gear
- Rigging failure: the wrong sling, a poor hitch, an unbalanced load
- Damaged or out-of-date lifting gear
- Poor communication between the operator and the dogger
- Wind, soft ground, and powerlines

A composite example

- A bundle of steel is slung with one sling, off-centre. As it lifts it tilts and a bar slides out.
- A labourer taking a short cut under the load is struck.

Every lift is planned, and nobody is under it.

SAMPLE · HAZ-LFT Cranes and Lifting Awareness v1.0 · The full package contains the complete materials.

Duties under WHS or OHS laws

The business must

- Plan lifts, and manage crane and lifting risks
- Use licensed or trained operators, doggers and riggers
- Keep cranes and gear inspected and maintained
- Control the area around lifts, and powerlines

You must

- Keep out of exclusion zones; never go under a load
- Never sling, direct or operate unless licensed or trained for it
- Never use damaged or untagged lifting gear
- Call a stop and report hazards

High risk work licences are issued under WHS or OHS laws in every state, with similar classes. Victoria's laws take a different form.

SAMPLE · HAZ-LFT Cranes and Lifting Awareness v1.0 · The full package contains the complete materials.

The order of controls for lifting

1. **Eliminate** No lift at all: build or assemble in place, deliver to where it is needed
2. **Substitute** Smaller or lighter loads; a lifting method with less risk
3. **Isolate** Exclusion zones and barricades; lifts outside work hours or away from people
4. **Engineering** Load limiting devices, lifting points designed into the load, rated gear
5. **Administrative** Lift plans, licensed crews, gear inspection, signals, spotters
6. **PPE** Hard hats and high-visibility clothing: the load is still overhead

HIGHER ORDER

Remove the lift, or keep people away from it.

LOWER ORDER

Rely on people doing it right, every time.

Behaviours are not on the hierarchy, but behaviours and culture decide whether every control on it actually works.

A hard hat will not stop a falling load. Keeping people out of the zone will.

SAMPLE · HAZ-LFT Cranes and Lifting Awareness v1.0 · The full package contains the complete materials.

TOOLBOX TALK · HAZ-LFT

Cranes and Lifting Awareness

Participant handout · keep this

A falling or swinging load can kill. Everyone on a site where loads are lifted needs to know these rules. Keep this page.

Lifting gear check

- ☐ Identification tag present and readable, showing the working load limit
- ☐ Inspection current: **[How lifting gear inspection is shown here]**
- ☐ Right gear and rating for the load and the sling angle
- ☐ Synthetic slings: no cuts, burns, broken stitching or exposed core
- ☐ Wire rope: no broken wires, kinks, crushing, birdcaging or corrosion
- ☐ Chain: no stretched, bent, nicked or cracked links
- ☐ Shackles: right pin, straight and fully home; body not bent
- ☐ Hooks: not opened out or twisted; safety latch working
- ☐ No knots, home-made joins or repairs
- ☐ Fails? Tag it out, take it out of use and report it

Never under the load

- Keep out of exclusion zones during a lift
- Never stand or walk under a suspended load
- Never ride on a load or hook
- Keep clear of the slewing area and outriggers

Conditions that stop a lift

- Wind above the limit, or a load sailing
- Soft, sinking or undermined ground
- Powerlines too close
- Lost signals, someone in the zone, damaged gear

Stop and report when

- Anything above happens
- Gear is damaged or untagged
- Report to: **[Who to report to here]**

Who does what

- Crane operator: licensed or trained for that crane
- Dogger: licensed; slings the load and directs the operator
- Rigger: licensed for rigging work
- Everyone else: out of the exclusion zone

Never under the load. Anyone can stop a lift.

This is awareness training. It is not a licence, a ticket, a permit or a competency. Operating a crane, slinging loads, directing a crane and rigging need high risk work licences or specific training, which this talk is not.

© 2026 Orana Skills Centre. All rights reserved.

SAMPLE · HAZ-LFT Cranes and Lifting Awareness v1.0 · The full package contains the complete materials.