

NRCA Safety Manual  
 Chapter Twenty Three:  
 Material Handling Checklist



NATIONAL ROOFING CONTRACTORS ASSOCIATION **CNA** COMMERCIAL INSURANCE

	<b>Pre-job</b>		
1.	Will material be moved on the jobsite with the use of slings made of chain, wire rope, natural rope or synthetic webbing?	<b>Y</b>	<b>N</b>
2.	Have all slings, wire ropes, chains, hooks, clamps and material handling equipment been inspected for damage, defects and wear prior to delivery to the jobsite?	<b>Y</b>	<b>N</b>
3.	Have records been prepared to reflect those inspections?	<b>Y</b>	<b>N</b>
4.	If material will be dropped more than 20 feet from the roof to the ground or trash container, will an enclosed chute be set up at the jobsite?	<b>Y</b>	<b>N</b>
5.	If motorized material handling equipment such as forklifts or telehandlers will be used on the jobsite, are load capacities for such equipment marked so that operators can see them?	<b>Y</b>	<b>N</b>
6.	Have workers who will operate such equipment been trained in its operation?	<b>Y</b>	<b>N</b>
7.	Do employees have access and have they been instructed to consult the safe working load tables published in the NRCA Safety Manual or by manufacturers?	<b>Y</b>	<b>N</b>
8.	Is the NRCA video <i>Cranes, Conveyors and Hoists: Raising the Standard</i> available to show to workers?	<b>Y</b>	<b>N</b>

	<b>Job-in-progress</b>		
9.	Has all material handling equipment been inspected on the jobsite prior to use to ensure that they can support loads to be lifted?	<b>Y</b>	<b>N</b>
10.	Are workers rigging and lifting loads aware of load capacities for equipment in use at the jobsite?	<b>Y</b>	<b>N</b>
11.	Are personnel lifts equipped with falling-object protection and emergency shutoffs inside the personnel platform?	<b>Y</b>	<b>N</b>
	<b>Post-job</b>		
12.	Does any worker refresher training need to be scheduled?	<b>Y</b>	<b>N</b>