

## COURSE: PEOPLE BASKET TRANSFER

### SCOPE AND APPLICABILITY:

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This course is designed to develop and certify the employees involved in people basket transfer letting them to analyze the risks inherent in the operation and execute the activities with safety for themselves, all the employees involved, the environment and physical facilities.

### REGULATIONS AND STANDARDS

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- **API Rp 2d 7th Edition** - Operation And Maintenance Of Offshore Cranes;
- **PUWER 1998** - Provision and Use of Work Equipment Regulations;
- **LOLER 1998** Lifting Operations and Lifting Equipment Regulations;
- **NORSOK Standard R-003**. Safe Use Of Lifting Equipment. Rev. 2, July 2004.
- **Oil Companies International Marine Forum** - OCIMF

### COURSE CONTENT:

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#### Participants will be instructed about:

1. **Introduction:**
  - Personnel Transfer.
2. **Facility Personnel Transfer Procedures;**
3. **Vessel Personnel Transfer Procedures;**
4. **Personnel Transfer Device Procedures:**
  - Travel Preparation;
  - Crane.
5. **Immediate preparations:**
  - Crane;
  - Personnel Transfer Basket;
  - Landing/Lifting Area;
  - The Personnel Transfer;
  - Personnel Protective Equipment;
  - Personnel Being Transferred.
6. **Inspection;**
7. **Safety in Personnel Handling:**
  - Personnel Transfer;
  - Tag Line.
8. **Vessel To Deck (Vice Versa);**
9. **Personnel Flotation Devices (PFD);**
10. **Equipment For Lifting Persons:**
  - Pre and Post Inspection.
11. **Swing Rope Transfer;**
12. **Gangway Transfer;**

**13. Hazards And Risks Associated with The Operation:**

- Modes of Failure;
- Potential Of Injury.

**14. Job Safety Analysis JSA;**

**15. Acceptable Conditions;**

**16. Communication:**

- Radio Communication;
- Hand Signals.

**17. Documentation;**

**18. Contingency And Emergency Planning:**

- General All Types Of Personnel Transfer;
- Lifesaving appliances;
- Man Overboard Situation;
- Hypothermia;
- Sea Survival.

**WORKLOAD:**

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Theoretical - 6 hours

Practice - 2 hours (recommended)

**TOTAL:** 8 Hours

**PREREQUISITE(S):**

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None.

**MINIMUM / MAXIMUM NUMBER OF PARTICIPANTS**

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This course requires a minimum of 1, and a maximum number of 12 trainees.

To offshore trainings, the course number of attendees will comply with the vessels/rig necessity.

**CRITICAL SAFETY POINTS:**

- Do not put the hand on the load;
- Do not pass under lifted cargoes;
- Do not place body parts between suspended loads;
- Know and use standardized manual signs as the main means of communication;
- Hold pre-shift meetings;
- Escape routes;
- Conduct risk analysis;
- Night work;
- Inadequate atmospheric conditions;
- Communication between team and operator;
- Knowledge of company policies on people basket transfer;
- Inspection of equipment.

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**NECESSARY EQUIPMENT:**

- Crane;
- People Transfer Equipment;
- Company's people transfer procedures.
- Rigging Hardware

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**PROCEDURES FOR PRACTICAL EXERCISES:**

- Strengthen the safety procedures adopted by the company with the students;
- The instructor is allowed to use a weight test situation to reinforce the training concepts if the person in charge of the area and the safety officer approve. In this case, the instructor will reinforce safe behaviors and positioning, predominantly;
- Demonstrate how to plan lifting operations;
- Perform general inspections on cargo handling and mooring equipment;
- Inspect and select hardware for tasks related to moving loads;
- Safe positioning;
- Demonstrate communication protocols correctly (Manual and Radio);
- Conduct hazard and risk analysis according to company procedures.

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**CERTIFICATION:**

Training Certificate

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**PERIOD OF VALIDITY OF THE CERTIFICATE:**

4 years.