

Level A Full Scope CraneSafe Certificate of Competence EMPLOYER ASSESSMENT APPLICATION

*Employers: Please use this application form to book appointments for your employee(s).
Operators: Please use the Operator Assessment Application form to be assessed for your CraneSafe Certificate.*

IMPORTANT NOTICE:

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| <ol style="list-style-type: none"> 1. If an operator holds a provincial or federal crane certification, the CraneSafe Certification may be optional. Please contact our office to clarify. 2. A separate assessment must be booked for each operator for each class of crane being assessed. See www.fulford.ca for more details on crane classification. 3. Cranes used to assess operators must have up-to-date certification and the Load Chart and Log Book must be available or the assessment will not take place. 4. Space must be available to write the Load Chart & Rigging assessment. The person being assessed must have privacy. 5. Outrigger pads must be available for crane set up. The floats provided with the cranes are not sufficient. | <ol style="list-style-type: none"> 6. Adequate yard space must be available for crane set up and to perform the operating components of the assessment. 7. No power lines may be in the operating area. 8. Outside of BC, this certificate is renewable every five years. 9. The assessor will take a photograph of each operator at the time of assessment. The photo will be used for the crane operator's photo id certification card.
<i>No hats or sunglasses.</i> 10. Please inform your crane operator(s) well ahead of time that they are going to be assessed and provide them with the assessment orientation and load chart practice questions available at www.fulford.ca/cs_pex.html. | <ol style="list-style-type: none"> 11. In the case that an operator is not found competent in one or more sections of the assessment, they may apply to be re-assessed in that section. Operators may be re-assessed up to two times before having to recommence the certification process. Re-assessment fees are applicable. Study resources are available online at www.fulford.ca/links.html. |
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PRIVACY NOTE:
Fulford Harbour Group (known as Fulford Certification) is subject to the Personal Information Protection Act, SBC 2003, C23 ("PIPA"). We will not share personal information including the photo with any party except WorkSafeBC or its designates, the employer and the crane operator. For more details, see our Privacy Policy at www.fulford.ca.

EMPLOYER INFORMATION

This address and phone information will be used for each of the employees listed on this form. All certificates will be sent to the employer.

Company Name						
Address					Suite	
City			Province		Postal Code	
Contact Name				Title		
Phone				Cell Phone		
				Fax		
Email						

ASSESSMENT DETAILS

Is a safety orientation required for our Assessor to be on your site? **YES** **NO** (check one)
If yes, please provide information about those requirements prior to the assessment date.

Assessment Location

Address and/or Directions						
Phone:						

Contact for Access to Assessment Site

Name		Phone:			
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Type of Crane to be Used for Re-Assessment

- Indicate the class of crane you are applying to be assessed on – choose only **one**. Upon successful completion of the assessment, this is the Certificate you will receive.
- Please provide complete crane information (make and model) as the load chart portion of the assessment will be matched as closely as possible to the crane you operate.
- All weights are metric.

Mobile Crane	Qualified to Operate
Mobile Crane ♦ †	All Mobile Cranes (including Friction Lattice and Hydraulic Lattice Boom). All Boom Trucks.
Hydraulic – 80 Tonnes & Under ♦	Mobile Hydraulic – 80 Tonnes & Under All Boom Trucks
Hydraulic – 20 Tonnes & Under	Mobile Hydraulic – 20 Tonnes & Under

Boom Trucks	Qualified to Operate
Stiff Boom – Unlimited Tonnage ♦	All Boom Trucks
Stiff Boom – 40 Tonnes & Under	Stiff Boom – 40 Tonnes & Under All Folding Boom Trucks
Stiff Boom – 20 Tonnes & Under	Stiff Boom – 20 Tonnes & Under
Folding Boom – Unlimited Tonnage ♦	All Folding Boom Trucks
Folding Boom – 22 Tonnes & Under	Folding Boom – 22 Tonnes & Under
Folding Boom – 10 Tonnes & Under	Folding Boom – 10 Tonnes & Under

Tower Cranes	Qualified to Operate
Tower Crane ♦ †	Tower Cranes and Self Erect Tower Cranes
Self Erect Tower Crane	Self Erect Tower Cranes

♦ Operators applying for these crane types must provide proof of **successful completion of their ITA test** prior to applying for an appointment for their practical assessment. www.itabc.ca

† Please consult the ITA BC for all details about current program requirements including the **minimum required number of hours of documented work experience** including on-crane and/or rigging hours. www.itabc.ca

OPERATOR INFORMATION

Please include the full name of each operator as well as their contact information and type of crane (see list above), make and model.

First Name Middle Initials Last Name
 Address Apt/Suite
 City Province Postal Code
 Phone Cell Phone Date of Birth
 Email
 Do you have a BCCS* Registration #? YES NO If known, BCCS* Registration #
BC Crane Safety Registration # is found on the BCCS Notice of Assessment.
 Type of Crane †
† If this is an ITA linked credential, the operator's ITA transcript must be submitted to Fulford before the assessment is scheduled.
 Make Model
 Other Crane Certification held (if any)

First Name Middle Initials Last Name
Address Apt/Suite
City Province Postal Code
Phone Cell Phone Date of Birth
Email
Do you have a BCCS Registration #? YES NO If known, BCCS Registration #
Registration # is found on the BCCS Notice of Assessment.

Type of Crane †
† If this is an ITA linked credential, the operator's ITA transcript must be submitted to Fulford before the assessment is scheduled.
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Type of Crane †
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Make Model
Other Crane Certification held (if any)

PAYMENT INFORMATION

Assessment Fee NOTE - Payment must be received before the assessments are scheduled.

Assessment fee is **\$918.75** (including 5% GST per operator).
 Payment is due at the time of application.

Type of Payment (check one): Cheque
 Credit Card

Payment Amount \$, .

In a Hurry for your Assessment?

Contact us to expedite your appointment: toll free at 1.888.952.6033 or in the Lower Mainland 604.398.5230 or email info@fulford.ca

Mail certificate to: Operator
 Employer

Cheques

- Personal and business cheques are accepted.
- Make cheques payable to **Fulford Certification**
- For all cheques that are not honoured there is a service fee of \$50.

Receipt

Please indicate the email address where the receipt for this application is to be sent:

 Email Address

Credit Card Information

Type (check one) Visa MasterCard American Express

Card Number - - -
Visa & MC: 16 digits; Amex: 15 digits

Expiry Date /
mm / yy

CVV#
Security Number

Visa & MC: 3 digit number on back of card
 Amex: 4 digit number on front of card

Name on Card

Signature _____

Billing Address Same as Personal Information **YES** **NO** (if different please fill out below)

Name

Phone:

Address

Apt/Suite

City Province

Postal Code

REFUND POLICY

If you are unable to attend your appointment, please contact the office beforehand. Cancellation fees will apply (see below).
 If you do not contact the office prior to the appointment – “No show” – your application fee will be forfeited. * Business Days

<i>Fees are per Operator per Assessment</i>	Over 15 Days* before Appointment	8–15 Days* before Appointment	2–7 Days* before Appointment	48 Hours* or Less before Appointment
Cancellation Fees	\$100.00	\$275.00	\$500.00	\$875.00

About Cancellations & Fees

We understand that unforeseen events occur. If you must cancel or reschedule your assessment please give us **as much notice as possible**. We will make every effort to fill your appointment slot with another client. In more remote locations or very short notice we will unfortunately have to apply our cancellation policy to cover our costs.

Note: If you do not complete your assessment within 12 months of the date below, you will be charged an administration fee of \$250/year to keep your file open.

EMPLOYER AGREEMENT

By signing here you are consenting to have the results of the assessments shared with WorkSafeBC and its designates and each Operator. Please review our refund policy carefully and by your signature you are agreeing to it.

Signature _____

Date _____

Mail this form (and cheque, if applicable) to Fulford CraneSafe, # 508 – 602 West Hastings Street, Vancouver, BC, V6B 1P2.
 For payment by credit card, applications can be emailed to info@fulford.ca or faxed to 604.398.5236.
 For all queries, please contact our main office toll free at 1.888.952.6033 or in the Lower Mainland at 604.398.5230.