WORKER BEING EVALUATED: _____

EVALUATOR: _____

LOCATION: _____ **DATE:** _____

This evaluation form can be used as a demonstration or knowledge-based competency of a worker's understanding of a Hook. It can be used by either Workers or Employers to assess their knowledge.

The ASME B30.10 Standard has been used for reference when compiling this evaluation. ASME B30.10 states that the Hook Manufacturer specifications must also be referenced to provide specific information required for the Selection, Inspection, Limitations and Use.

EMPLOYER READ THE CAPITALIZED WORDS, can the Employer successfully explain and complete the following.	**YES**	**NO**
1) **COMPLIANCE TO STANDARDS** THE EMPLOYER TO VERIFY THE HOOK IS COMPLIANT TO A STANDARD. Compliance to a standard should be confirmed in the manufacturer's specifications, *generally the ASME B30.10 standard in North America.*		
2) **DESIGN FACTORS** DOES THE EMPLOYER KNOW THE DESIGN FACTOR ASSOCIATED WITH THE HOOK BEING USED. This is the point it will break above its rated load, ASME B30.10 states, shall as a minimum, conform to those specified for the equipment or system in which the hook is a component.		
3) **MANUFACTURERS SPECIFICATIONS** THE EMPLOYER MUST HAVE THE MANUFACTURERS SPECIFICATIONS READILY AVAILABLE. The only way a worker can be assessed is if they have been given the manufactures specification for the product being evaluated on, as manufactures specifications differ. *This information will provide the worker its limitations, use and inspection requirements*		
4) **PERIODIC INSPECTIONS** THE EMPLOYER IS RESPONSIBLE TO ENSURE THAT THE HOOK HAS HAD A PERIODIC INSPECTION**.** These are the inspections required by the ASME B30.10 standard that the employer must ensure are completed*. At a minimum annually.*		
5) **STORAGE** THE EMPLOYER IS RESPONSIBLE TO ENSURE PROPER HOOK STORAGE WHEN NOT IN USE. Storage is important to stop or reduce possible damage to the hook whether it be mechanical, chemical or temperature related. *What is your company's storage policy?*		

HOOK KNOWLEDGE Evaluator to READ THE CAPITALIZED WORDS and see if the worker can successfully explain the following.	COMPETENT	NEEDS COACHING
6) **MANUFACTURERS SPECIFICATIONS** DOES THE WORKER HAVE ACCESS TO THE MANUFACTURERS SPECIFICATIONS? The worker knows that manufacturers specification are available, where they are located, and why they have to be used.		
7) **DESIGN FACTORS** DOES THE WORKER KNOW THE DESIGN FACTOR ASSOCIATED WITH THE HOOK BEING USED. The worker states the minimum required design factor of hooks, *ASME B30.10 states; as a minimum, conform to those specified for the equipment or system in which the hook is a component.*		
8) **PERIODIC INSPECTIONS** CAN THE WORKER VERIFY THAT THE HOOK HAS HAD A PERIODIC INSPECTION. These are the annual inspections required by the employer to complete. *As stated in the ASME B30.10 standard.*		
9) **MARKINGS - MANUFACTURER** SHOW ME THE MANUFACTURERS IDENTIFICATION MARKING ON THE HOOK. The manufacturer's identification must be marked on the hook. *This may be an actual name, but in some cases is a trademark, abbreviation or logo.*		
10) **MARKINGS – RATED LOAD** SHOW ME THE RATED LOAD IDENTIFICATION MARKING ON THE HOOK. The rated load identification must be marked on the hook. It is a designation provided by the manufacturer for grade and type or size to allow determination of hook rated load or may be marked with WLL "working load limit" followed by a number and unit. *E.g. 6T, 6Ton.* This is not always the case.		
11) **TEMPERATURES** ASK THE WORKER WHAT THE TEMPERATURE RANGE FOR THE HOOK IS FROM THE MANUFACTURER? AND HOW CAN THE WORKER VERIFY THIS. The worker knows extreme temperatures can affect the hook, ASME B30.10 states not below -40C or above 204 C. *The worker must confirm with the manufacturer as they may differ.*		

HOOK APPLICATION Evaluator to READ THE CAPITALIZED WORDS and see if the worker can successfully explain the following.	COMPETENT	NEEDS COACHING
12) **REMOVAL CRITERIA** HAVE THE WORKER INSPECT THE HOOK AND TELL YOU REASONS TO REMOVE THE HOOK FROM SERVICE. 1. Missing or illegible identification, 2. Missing or illegible rated load identification, 3. Excessive pitting or corrosion, 4. Cracks, nicks or gouges, 5. Excessive wear, 6. Deformation, 7. Excessive throat opening, 8. Inability to lock, 9. Inoperative latch, 10. Damaged, missing, or malfunctioning hook attachment and securing means, 11. Thread wear, damage, or corrosion, 12. Evidence of excessive heat exposure or unauthorised welding, 13. Evidence of unauthorised alterations or modifications. *Manufacturer will give specific criteria and must be referenced,*		
13) **LOADING** IF A HOOK IS ATTACHED TO A LOAD HAVE THE WORKER TELL YOU HOW THE LOAD MUST SIT IN THE HOOK? The worker knows that hooks must be in-line loaded with the load sat in the base of the hook.		
14) **SYMMETRICAL LOADING** IF THE HOOK IS BEING USED TO LIFT A LOAD WITH MULTIPLE SLINGS HAVE THE WORKER TELL YOU HOW THE SLINGS MUST BE ATTACHED TO THE HOOK. The worker knows that only two slings can be attached to a hook and that they must sit in the base of the hook, and that the included angle between the slings must not exceed 90 degrees. *The worker must confirm with the manufacturer as they may differ.*		

15) SIDE LOADING IF THE HOOK IS BEING SIDE LOADED HAVE THE WORKER TELL YOU HOW THIS AFFECTS THE HOOK. The worker knows that hooks cannot be side loaded, back loaded, or tip loaded. *The worker must confirm with the manufacturer as they may differ.*		
16) LATCH IF THE HOOK IS DESIGNED WITH A LATCH HAVE THE WORKER TELL YOU THE RESTRICTIONS ASSOCIATED WITH THE HOOK LATCH. The worker knows that the latch must be closed when the hook is lifting the load, the load cannot touch the latch, or restrict the closure of the latch.		
17) STORAGE HAVE THE WORKER TELL YOU WHERE THE HOOK IS KEPT WHEN NOT IN USE. Storage is important to stop or reduce possible damage to the hook whether it be mechanical, corrosive or temperature related.		

COMMENTS:

SIGNATURE OF WORKER BEING EVALUATED:

X_____

SIGNATURE OF EVALUATOR:

X_____