
Cranes — Crane operating manual —

**Part 1:
General**

*Appareils de levage à charge suspendue — Manuel à l'usage des
opérateurs —*

Partie 1: Généralités





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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents).

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For an explanation on the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the WTO principles in the Technical Barriers to Trade (TBT), see the following URL: [Foreword — Supplementary information](#).

The committee responsible for this document is ISO/TC 96, *Cranes*, Subcommittee SC 5, *Use, operation and maintenance*.

This second edition cancels and replaces the first edition (ISO 9928-1:1990), of which it constitutes a minor revision. Notably, *driving* has been replaced by *operating* in the title and “driving”/“driver” by “operation/operator” throughout the text.

ISO 9928 consists of the following parts, under the general title *Cranes — Crane operating manual*:

- *Part 1: General*
- *Part 2: Mobile cranes*

Cranes — Crane operating manual —

Part 1: General

1 Scope

This part of ISO 9928 specifies general requirements for the contents of a crane operating manual.

2 Normative references

The following documents, in whole or in part, are normatively referenced in this document and are indispensable for its application. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO 4306 (all parts), *Cranes — Vocabulary*

ISO 80000-1, *Quantities and units — Part 1: General*

ISO 80000-4, *Quantities and units — Part 4: Mechanics*

3 Terms and definitions

For the purposes of this document, the terms and definitions given in ISO 4306-1 and the following apply.

3.1

crane operator

person who operates the crane for the purpose of positioning loads

Note 1 to entry: The term *driver* is then used to refer to that person who operates only those controls which move the crane from place to place.

4 Presentation of the manual

4.1 General

A manual shall be provided by the manufacturer which

- a) should be simple to understand and have adequate explanatory notes,
- b) shall incorporate the use of internationally recognized symbols,
- c) should be easy to use, compact and made of durable hardwearing material, and
- d) shall be compiled in the language agreed between the parties to the contract.

The presentation of the manual is important. It is a working tool which should be both convenient and complete. The text should be simple and adapted to the individuals who will use it, with all information being explicit and comprehensive.

Illustrations, diagrams, graphs and tables should be used with the purpose of avoiding risk of misunderstanding and in preference to written text. They should be clear, simple and be placed adjacent to the corresponding reference.