

Procedure: Approval Design

1. PURPOSE AND SCOPE

- 1.1. The purpose of this procedure is to produce a drawing for a customer to review.
- 1.2. The scope of the approval design procedure is to develop a conceptual model and a loosely defined drawing with enough information to convey to the customer an outline of the final product they have requested. This will assist the customer in confirming the verbal description that the sales group has developed transforms into a final product which will meet their needs, without fully defining the product itself, in order to protect our investment into the project.
- 1.3. The Engineering Manager is responsible for implementation and management of this procedure.

2. REVISION AND APPROVAL

Rev.	Date	Nature of Changes	Approved By
N	06/05/2018	Original issue.	Eicher
001	5/31/2024	Reviewed, corrected punctuation, approved	Wagner

3. DEFINITIONS

- 3.1. BOM: Bill Of Material
- 3.2. BTH: Below-The-hook

4. PROCEDURE

The Approval process must meet the following requirements:

- 4.1. Meet all details of the description of the order.
 - 4.1.1. Notify sales to update the description as needed
- 4.2. Meet the designing list for calculations appropriate part sizes and materials
- 4.3. "Approval" in the Drawing No. box along with the project number of model number (for standards)
- 4.4. Nameplate is filled out.
- 4.5. BTH stamp and rating, if applicable
- 4.6. Coating or paint notes, standard block says "Caldwell Yellow."
- 4.7. No BOM details, balloons or BOM lines
- 4.8. Approval stamp for the customer to sign

4.9. Dimensions

Overall L, W, H	Throat	Headroom
Clearances	Hook sizes	Min & Max on variables
Handle sizes	Attachment method	All options
Customer's device to be lifted, if provided, and confirm fit-up		

4.10. No weld symbols

4.11. Electrical requirements (if applicable)

4.11.1. Power input

4.11.2. Connection type

4.11.3. Controls, pendant, rigid buttons, crane controls and by whom

4.11.4. Location of mounted electrical boxes