

STANDARD

10973

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Cranes — Spare parts manual

Appareils de levage à charge suspendue — Manuel de pièces de rechange



Reference number
ISO 10973:1995(E)

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.

Draft International Standards adopted by the technical committees are circulated to the member bodies for voting. Publication as an International Standard requires approval by at least 75 % of the member bodies casting a vote.

International Standard ISO 10973 was prepared by Technical Committee ISO/TC 96, *Cranes*, Subcommittee SC 5, *Use, operation and maintenance*.

Annexes A, B, C, D and E of this International Standard are for information only.

This is a preview of ISO 10973:1995. [Click here to purchase the full version from the ANSI store.](#)

Cranes — Spare parts manual

1 Scope

This International Standard establishes guidelines on the general requirements necessary for the preparation and presentation of spare parts manuals for cranes.

2 Presentation of the manual

2.1 General

A spare parts manual shall be provided by the crane manufacturer. This manual

- a) should be simple to understand and have adequate explanatory notes;
- b) shall incorporate the use of internationally recognized symbols, if established;
- c) should be easy to use, compact and made of durable hardwearing material;
- d) shall be compiled in the language normally used by the manufacturer, unless a specific language has been agreed on between the parties to the contract.

The manual 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 in preference to written text to avoid the risk of misunderstanding. They should be clear and simple, and be placed adjacent to any corresponding text.

The manual shall be presented in a manner that clearly and positively indicates that it is complete (for example each page shall be clearly numbered in sequence and the total number of pages in the manual

clearly shown, either on the first page only or on each individual page).

The terms (see ISO 4306), definitions, units (see ISO 31) and symbols shall comply with the relevant International Standards. When the units specified differ from those in common use, this should be noted in the manual in brackets or by means of a footnote.

Only those items relative to the particular crane model or series and its application shall be included.

2.2 Preliminary information

The following information shall be given on the front or back cover, or on the first pages of the manual:

- a) title of the manual;
- b) reference number of the manual (if any);
- c) identification (designation, type, series, model, etc.) of the crane with which the manual is intended to be used;
- d) serial number or numbers of crane or, where appropriate, range of serial numbers covered;
- e) name and full address of the crane manufacturer and/or his agent;
- f) table of contents and/or index.

2.3 Number of volumes

The spare parts manual, with the other manuals particular to the crane in question (for example driver's manual, user's manual, etc.), may be published in one or more volumes. The choice of the volume and grouping of the parts should be suitable for the type of product, its normal application and personnel requirements. Where appropriate, cross-reference to