Date of Issue: September 2013

ERRATA

The forms in Annexes A, B, C and D shall be replaced with the attached forms. A section for Corrosion has been added to each form.

MS Excel versions of these forms can also be found here:

http://mycommittees.api.org/standards/ecs/sc8/Committee%20Documents/Forms/AllItems.aspx
Annex A
(informative)

Drilling Mast Visual Inspection Form

The form in this annex is intended for free exchange between owners/operators of the equipment or users of this document.
Drilling Mast
Category III/IV - Visual Field Inspection Form

Type of inspection performed (check one box only):

[ ] Category III Inspection  [ ] Category IV Inspection

Mast—A structural tower comprised of one or more sections and then raised to the operating position. If the unit contains two or more sections, it may be telescoped or unfolded during the erection procedure.

PURPOSE & SCOPE OF INSPECTION: This report form and inspection procedure was developed as a guide for making and reporting field inspection in a thorough and uniform manner. The procedure is intended for use by operating personnel (or a designated representative) to the extent that its use satisfies conditions for which an inspection is intended. More detailed and critical inspections may be scheduled periodically, or ordered to supplement a program of these inspections; if masts are used in the upper range of their load limits, or if structures may have been subjected to critical conditions which could effect safe performance. This form is provided strictly as a guide, and the API accepts no liability whatsoever for its use or scope.

MARKING DAMAGE: At the time of inspection, damaged sections or equipment must be clearly and visibly marked so that needed repairs may be made. A bright, contrasting spray paint is suggested for this. When repairs are made, the visible markings should be removed by painting over them. It is also necessary for the inspector to write "None" when no damage markings are needed, as this is his indication that the item has passed inspection. It is recommended that inspection be made with assistance of manufacturer's assembly drawing and operating instructions. For items not accessible or that do not apply, draw a line through the item pertaining to the component.

Company: __________________________  Rig #: __________________________
Date: __________________________

Location: __________________________  Mast Manufacturer: __________________________

Date of Manufacture: __________________________

Manufacturer's Drawing Available for Use in Inspection: Yes: ______  No: ______

Manufacturer's Rating: __________________________  Height: __________________________

Mast Serial #: __________________________

Mast Type: Telescoping: ______  Cantilevered: ______

Mast Position: Disassembled: ______  Standing: ______  Lying down: ______

Mast Nameplate on Structure: Yes: ______  No: ______

Component Numbers Present: Yes: ______  No: ______

Inspected By: __________________________  Representing: __________________________
DRILLING MASTS

Items that do not need attention should be checked to indicate that the item was inspected. Items that are not applicable should be marked in the box as "NA" (not applicable). Items that are warped, worn, damaged, cracked, welded, rusted, bent, in need of repair or replacement, or otherwise in need of further attention, mark an "X" in the box and provide comments on the inspected items.

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ OK</td>
<td>X1</td>
<td>Requires immediate attention</td>
</tr>
<tr>
<td>NA Not applicable</td>
<td>X2</td>
<td>Requires attention next move</td>
</tr>
<tr>
<td>U Unable to access</td>
<td>X3</td>
<td>Requires attention next maintenance</td>
</tr>
<tr>
<td>M Missing</td>
<td>X4</td>
<td>Requires attention when convenient</td>
</tr>
</tbody>
</table>

Provide comments regarding inspected items.

COMMENTS REGARDING INSPECTED ITEMS

1.0 Crown Assembly

Make/Model: ____________________________

1.1 Sheaves

Number of Sheaves: _____ Main Cluster Sheave Diameter: __________

Fast Line Sheave Diameter: __________

Condition:

- Sheaves:
- Grooves in Gage:
- Spacers or Seals:
- Grease Fittings:
- Bearings:
- Drilling Line Guards:

1.2 Crown Platform

- Decking:
- Holes Covered:
- Safety Gate:
- Ladder Access:
- Handrails:
- Frame Straight:
- Welds:
- Bolts and Nuts:

1.3 Crown Support Beams:

- Beam Straight:
- Pins & Bolts:
- Safety Pins/Keepers:
- Welds:

1.4 Additional Sheave Assemblies in Crown:

Name:

Condition: ____________________________

1.5 Pad-eyes Under the Crown Platform:

- SWL Marked:
- Welds:
- Pin Holes
### COMMENTS REGARDING INSPECTED ITEMS

1.6 Fall Arrest/Climbing Assist Device Mounting:
- **Support Pole:**
- **Base:**
- **Sheave Attachment:**
- **Weight Bucket Attach:**
- **Welds:**

1.7 Crown Saver Block(s):
- **Safety Mesh:**
- **Safety Cable:**
- **Block(s) Condition:**
- **Attachment Strapping:**
- **Strapping Welds:**

Number of Visible Marks Applied:

---

2.0 Mast Legs:

2.1 Front Leg, Drillers Side:
- **Leg Straight:**
- **Pin Connections:**
- **Pin Hole(s):**
- **Pins:**
- **Safety Pins/Keepers:**
- **Welds:**

2.2 Front Leg, Off Drillers Side:
- **Leg Straight:**
- **Pin Connections:**
- **Pin Hole(s):**
- **Pins:**
- **Safety Pins/Keepers:**
- **Welds:**

2.3 Rear Leg, Drillers Side:
- **Leg Straight:**
- **Pin Connections:**
- **Pin Hole(s):**
- **Pins:**
- **Safety Pins / Keepers:**
- **Welds:**

2.4 Rear Leg, Off Drillers Side:
- **Leg Straight:**
- **Pin Connections:**
- **Pin Hole(s):**
- **Pin(s):**
- **Safety Pins/Keepers:**
- **Welds:**

Number of Visible Marks Applied:
### 3.0 Spreaders (Back Panel Trusses)

<table>
<thead>
<tr>
<th>Members Straight:</th>
<th>Bolts:</th>
<th>Pin/Bolt Hole(s):</th>
<th>Pins:</th>
<th>Safety Pins/Keepers:</th>
<th>Welds:</th>
<th>Number of Visible Marks Applied:</th>
</tr>
</thead>
</table>

### 4.0 Girt(s) and Bracing

<table>
<thead>
<tr>
<th>Members Straight:</th>
<th>Welds:</th>
<th>Number of Visible Marks Applied:</th>
</tr>
</thead>
</table>

### 5.0 Mast Feet or Pivots

<table>
<thead>
<tr>
<th>Condition:</th>
<th>Pin Hole(s):</th>
<th>Pins:</th>
<th>Safety Pins/Keepers:</th>
<th>Welds:</th>
<th>Number of Visible Marks Applied:</th>
</tr>
</thead>
</table>

### 6.0 Deadline Anchor Mounting: (Reference API RP 8B)

<table>
<thead>
<tr>
<th>Supports:</th>
<th>Bolts:</th>
<th>Anchor Mounting Welds:</th>
<th>Brass Inserts:</th>
<th>Number of Visible Marks Applied:</th>
</tr>
</thead>
</table>

### 7.0 A-Frame/Gin Pole

#### 7.1 Driller's Side Legs:

<table>
<thead>
<tr>
<th>Leg Straight:</th>
<th>Pin Hole(s):</th>
<th>Pins:</th>
<th>Safety Pins/Keepers:</th>
<th>Welds:</th>
</tr>
</thead>
</table>

#### 7.2 Off Driller's Side Legs:

<table>
<thead>
<tr>
<th>Leg Straight:</th>
<th>Pin Hole(s):</th>
<th>Pins:</th>
<th>Safety Pins/Keepers:</th>
<th>Welds:</th>
</tr>
</thead>
</table>

#### 7.3 Spreaders or Trusses:

<table>
<thead>
<tr>
<th>Members:</th>
<th>Welds:</th>
</tr>
</thead>
</table>

#### 7.4 Upper Connections:

<table>
<thead>
<tr>
<th>Members:</th>
<th>Welds:</th>
</tr>
</thead>
</table>
### COMMENTS REGARDING INSPECTED ITEMS

<table>
<thead>
<tr>
<th>7.5</th>
<th>Lower Connections:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Pin Connections:</td>
</tr>
<tr>
<td></td>
<td>Pin Hole(s):</td>
</tr>
<tr>
<td></td>
<td>Pins:</td>
</tr>
<tr>
<td></td>
<td>Safety Pins/Keepers:</td>
</tr>
<tr>
<td></td>
<td>Welds:</td>
</tr>
</tbody>
</table>

Number of Visible Marks Applied: 

---

**See Section 10.0 for Raising Sheave Check List.**

### 8.0 Working Platforms:

#### 8.1 Pipe Racking Platform:

<table>
<thead>
<tr>
<th>Frame Straight:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pin Hole(s):</td>
</tr>
<tr>
<td>Pins:</td>
</tr>
<tr>
<td>Safety Pins/Keepers:</td>
</tr>
<tr>
<td>Frame Welds:</td>
</tr>
<tr>
<td>Working Platform:</td>
</tr>
<tr>
<td>Landing Platform:</td>
</tr>
<tr>
<td>Handrails:</td>
</tr>
<tr>
<td>Ladder Access:</td>
</tr>
<tr>
<td>Fingers Straight:</td>
</tr>
<tr>
<td>Finger Welds:</td>
</tr>
<tr>
<td>Finger Safety Line(s):</td>
</tr>
<tr>
<td>Hoist Mounting:</td>
</tr>
</tbody>
</table>

Number of Visible Marks Applied: 

#### 8.2 Casing Stabbing Board:

<table>
<thead>
<tr>
<th>Frame Straight:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welds:</td>
</tr>
<tr>
<td>Handrails:</td>
</tr>
<tr>
<td>Working Platform:</td>
</tr>
<tr>
<td>Hoisting Assembly:</td>
</tr>
<tr>
<td>Hoist Mounting:</td>
</tr>
<tr>
<td>Lower Travel Stops:</td>
</tr>
<tr>
<td>Pin or Bolt Holes:</td>
</tr>
<tr>
<td>Pins or Bolts:</td>
</tr>
</tbody>
</table>

Number of Visible Marks Applied: 

#### 8.3 Tubing Support/Belly Board:

<table>
<thead>
<tr>
<th>Frame Straight:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Welds:</td>
</tr>
<tr>
<td>Handrails:</td>
</tr>
<tr>
<td>Pin Holes:</td>
</tr>
<tr>
<td>Pins:</td>
</tr>
<tr>
<td>Safety Pins/Keepers:</td>
</tr>
<tr>
<td>Support Cables:</td>
</tr>
<tr>
<td>Cable Connections:</td>
</tr>
</tbody>
</table>

Number of Visible Marks Applied: 

9.0 Ladders:
- Vertical Rails Straight:
- Rails in Alignment:
- Ladder Stand Offs:
- Stand Off Connections:
- Rail Welds:
- Rungs:
- Rung Welds:
- Rung Spacing:
- Access at Rig Floor:
- Cage:
- Toe Clearance:

Number of Visible Marks Applied:

10.0 Raising and Telescoping System

10.1 Raising Line System—Refer to API Spec 9B, for Specifications:
- Wireline:
  - Wireline—Sockets:
  - Pins:
  - Safety Pins/Keepers:
  - Sheaves Turn Freely:
  - Sheaves:
  - Grooves in Gage:
  - Spacers or Seals:
  - Grease Fittings:
  - Bearings:
  - Line Guards:
  - Welds:
  - Equalizer Assembly:

Number of Visible Marks Applied:

10.2 Hydraulic or Telescoping System:
- Hydraulic Cylinders—Raising:
  - Seals:
  - Main Ram:
  - Cylinder Hinge Points:
  - Hinge Pin Hole(s):
  - Hinge Pins:
  - Safety Pins/Keepers:
  - Hydraulic Hoses:
  - Hose Connections:
  - Bleed Valve:

Hydraulic Cylinder(s) Telescoping:
- Seals:
- Main Ram:
- Cylinder Hinge Points:
- Pin Hole(s):
- Pins:
- Safety Pins/Keepers:
- Hydraulic Hoses:
- Hose Connections:
- Cylinder Stabilizers:
- Bleed Valve:
- Lubrication:
### Mast Guides:
- Cleaned:
- Lubricated:
- Number of Visible Marks Applied:

### 11.0 Locking Device & Seats—Telescoping Masts:
- Pin Hole(s):
- Pins:
- Safety Pins/Keepers:
- Bars/Dogs or Pawls:
- Seats:
- Mechanism:
- Number of Visible Marks Applied:

### 12.0 Tong Counterweights:
- Guides:
- Weight Device:
- Sheaves/Shafts:
- Wirelines:
- Cable Clamps:
- Welds:
- Number of Visible Marks Applied:

### 13.0 Miscellaneous Sheave Assemblies:
- Clevis/Shackle:
- Mast Pad-eye:
- Sheaves:
- Bearings:
- Shafts:
- Sheave Bolt:
- Side Plate Bolts:
- Bolt Safety Pins:
- Grease Fittings:
- Safety Line:

### 14.0 Mast Boom Assembly:
- Mounting Brackets:
- Sheaves:
- Boom Pole:
- Support Cable/Clamps:
- Bolts/Nuts:
- Sheave Shaft:
- Bolt Safety Pins:
- Grease Fittings:
- Number of Visible Marks Applied:

### 15.0 Ancillary Equipment:
#### 15.1 Mud Line Clamps:
- Pipe Clamps:
- Leg Clamps:
- Welds:
- Bolts/Nuts:
### COMMENTS REGARDING INSPECTED ITEMS

<table>
<thead>
<tr>
<th>15.2 Gas Vent Line Clamps:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Pipe Clamps:</td>
<td></td>
</tr>
<tr>
<td>Leg Clamps:</td>
<td></td>
</tr>
<tr>
<td>Welds:</td>
<td></td>
</tr>
<tr>
<td>Bolts/Nuts:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15.3 Climber Assist System:</th>
<th>(See User's Manual for Specific Inspection Requirements)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cable:</td>
<td></td>
</tr>
<tr>
<td>Cable Attachments:</td>
<td></td>
</tr>
<tr>
<td>Counter Weight:</td>
<td></td>
</tr>
<tr>
<td>Sheave/Control Descent Device:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15.4 Fall Arrest System:</th>
<th>(See User's Manual for Specific Inspection Requirements)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cable:</td>
<td></td>
</tr>
<tr>
<td>Cable Attachments:</td>
<td></td>
</tr>
<tr>
<td>Device Attachment:</td>
<td></td>
</tr>
<tr>
<td>Sheave/Control Descent Device:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15.5 Mast Escape Device:</th>
<th>(See User's Manual for Specific Inspection Requirements)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mast Attachment:</td>
<td></td>
</tr>
<tr>
<td>Cable:</td>
<td></td>
</tr>
<tr>
<td>Device Condition:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15.6 Windwalls/Frames and Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frame Condition:</td>
</tr>
<tr>
<td>Frame Welds:</td>
</tr>
<tr>
<td>Frame Bolts/Pins:</td>
</tr>
<tr>
<td>Metal Wall Sections:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>15.7 Topdrive Mounting System:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rail(s):</td>
</tr>
<tr>
<td>Pad-eyes:</td>
</tr>
<tr>
<td>Mounting Brackets:</td>
</tr>
<tr>
<td>Pins/Bolts:</td>
</tr>
<tr>
<td>Safety Pins/Keepers:</td>
</tr>
<tr>
<td>Cables:</td>
</tr>
<tr>
<td>Block Dollies:</td>
</tr>
<tr>
<td>Welds:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>16.0 Corrosion (refer to Section 7.2):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>
17.0 Paint/Coating

Condition: ________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

18.0 Comments, Sketches, and/or Pictures:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Inspector’s Signature ____________________________ Date: __________

Owner Representative Signature: ____________________________ Date: __________
Annex B
(informative)

Well Servicing Masts Visual Inspection Form

The form in this annex is intended for free exchange between owners/operators of the equipment or users of this document.
Well Servicing Masts (Guyed, Carrier\Trailer Mounted)
Category III/IV - Visual Field Inspection Form

Type of inspection performed (check one box only):
- [ ] Category III Inspection
- [ ] Category IV Inspection

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Company: ____________________________ Rig #: ____________________________

Date: ____________________________

Location: ____________________________ Mast Manufacturer: ____________________________

Manufacturer's Drawing Available for Use in Inspection: Yes: ______ No: ______

Manufacturer's Rating: ____________________________ Height: ____________________________

Mast Serial #: ____________________________

Mast Type: One Piece ______ Telescoping _______ Folding ________

Mast Position: Standing _______ Lying down _______ Disassembled _______

Mast Nameplate on Structure: Yes: ______ No: _______

Inspected By: ____________________________ Representing: ____________________________
GYUED MAST

Items that do not need attention should be checked to indicate that the item was inspected. Items that are not applicable should be marked in the box as "NA" (not applicable). Items that are warped, worn, damaged, cracked welds, rusted, bent, in need of repair or replacement, or otherwise in need of further attention, mark an "X" in the box and provide comments on the inspected items.

☑ OK
☑ NA
☑ U
☑ M

Requires immediate attention
Requires attention next move
Requires attention next maintenance
Requires attention when convenient

Provide comments regarding inspected items.

<table>
<thead>
<tr>
<th>Number of Sheaves:</th>
<th>Main Cluster Sheave Diameter:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hoisting Line Size:</td>
<td>Fast Line Sheave Diameter:</td>
</tr>
</tbody>
</table>

Condition:

Main Sheaves:
Fastline Sheaves:
Sandline Sheaves:
Grooves in Gage:
Bearings:
Seals:
Line Guards:
Grease Fittings:
Center Pin Locks:
Winch Line Sheaves:
Retracting Line Sheaves:

Sheave Material Type: Cast Iron  Steel  Phenolic Resin

Number of Visible Marks Applied: ____________________________

2.0 Crown Block Structure

Crown Railing:
Crown Frame:
Safety Gate:
Guyline Support Eyes:
Loadline Support Eyes:
Sheave Pedestal Mounts:
Crown Decking:
Fall Protection Mount:
Fall Protection Device:

Number of Visible Marks Applied: ____________________________

3.0 Upper Mast Section

Operator's Side Front Leg:
Operator's Side Rear Leg:
Off Side Front Leg:
Off Side Rear Leg:
C Sections:
Diagonal Bracing:
Back Bracing:
Rod Basket Mounts:
Tubing Board Mounts:
Upper Latch Assembly (Lo Cotter Keys in Place:
Ram Stabilizers:
Mast Lighting Mounts:

Number of Visible Marks Applied: ____________________________
### COMMENTS REGARDING INSPECTED ITEMS

#### 4.0 Lower Mast Section

- Operator's Side Front Leg:  
- Operator's Side Rear Leg:  
- Off Side Front Leg:  
- Off Side Rear Leg:  
- C Sections:  
- Diagonal Bracing:  
- Back Bracing:  
- Lower Latch Assembly (Lock):  
- Cotter Keys in Place:  
- Mast Hinge Points:  
- Stand Pipe Mounts:  
- Block Hanging Assembly:  
- Leg Adjustment Screws:  
- Rating Tags in Place:  
- Telescoping Cylinder Stabilizers:  

Number of Visible Marks Applied:  

#### 5.0 Tubing Board

- Tubing Board Frame:  
- Frame Hinge Points:  
- Tail Gate Hinge Points:  
- Left Support Line Anchor:  
- Right Support Line Anchor:  
- Diving Board:  
- Hand Rails:  
- Fingers:  
- Safety Cables on Fingers:  
- Support Cables:  

Number of Visible Marks Applied:  

#### 6.0 Rod Basket

- Rod Basket Frame:  
- Rod Racks (fingers):  
- Load Line Anchor Points:  
- Rod Rack Hinge Points:  
- Support Cables:  

Number of Visible Marks Applied:  

#### 7.0 Pipe Racking Platform (Drilling Applications):

- Frame Straight:  
- Pin Hole(s):  
- Pins:  
- Safety Pins/Keepers:  
- Frame Welds:  
- Working Platform:  
- Landing Platform:  
- Handrails:  
- Ladder Access:  
- Fingers Straight:  
- Finger Welds:  
- Finger Safety Line(s):  
- Hoist Mounting:  

Number of Visible Marks Applied:  

---

**COMMENTS REGARDING INSPECTED ITEMS**

**Lower Mast Section**

- Operator's Side Front Leg:  
- Operator's Side Rear Leg:  
- Off Side Front Leg:  
- Off Side Rear Leg:  
- C Sections:  
- Diagonal Bracing:  
- Back Bracing:  
- Lower Latch Assembly (Lock):  
- Cotter Keys in Place:  
- Mast Hinge Points:  
- Stand Pipe Mounts:  
- Block Hanging Assembly:  
- Leg Adjustment Screws:  
- Rating Tags in Place:  
- Telescoping Cylinder Stabilizers:  

Number of Visible Marks Applied:  

**Tubing Board**

- Tubing Board Frame:  
- Frame Hinge Points:  
- Tail Gate Hinge Points:  
- Left Support Line Anchor:  
- Right Support Line Anchor:  
- Diving Board:  
- Hand Rails:  
- Fingers:  
- Safety Cables on Fingers:  
- Support Cables:  

Number of Visible Marks Applied:  

**Rod Basket**

- Rod Basket Frame:  
- Rod Racks (fingers):  
- Load Line Anchor Points:  
- Rod Rack Hinge Points:  
- Support Cables:  

Number of Visible Marks Applied:  

**Pipe Racking Platform (Drilling Applications):**

- Frame Straight:  
- Pin Hole(s):  
- Pins:  
- Safety Pins/Keepers:  
- Frame Welds:  
- Working Platform:  
- Landing Platform:  
- Handrails:  
- Ladder Access:  
- Fingers Straight:  
- Finger Welds:  
- Finger Safety Line(s):  
- Hoist Mounting:  

Number of Visible Marks Applied:  

---
## COMMENTS REGARDING INSPECTED ITEMS

### 8.0 Base Mast Section

- **Base Section Structure:**
- **Diagonal Supports:**
- **Turnbuckles:**
- **Hinge Points:**
- **Push Points:**
- **Mast Locking Device:**
- **Support Beam:**
- **Angle Adjustment Screws:**
- **Load Adjustment Screws:**

Number of Visible Marks Applied:

### 9.0 Main Hydraulic Ram/Raising Cylinder

*(Shall be inspected during rig-up/rig-down operation.)*

- **Cylinder Hinge Points:**
- **Hydraulic Connections:**
- **Hydraulic Hoses:**
- **Hinge Pins:**
- **Retaining Pins or Locks:**
- **Main Ram:**
- **Seals:**
- **Bleed Valve:**

### 10.0 Telescoping Hydraulic Ram/Cylinder

- **Cylinder Push Points:**
- **Hydraulic Connections:**
- **Hydraulic Hoses:**
- **Connecting Pins:**
- **Retaining Pins or Locks:**
- **Telescoping Ram:**
- **Seals:**
- **Bleed Valve:**

### 11.0 Ladders:

- **Vertical Rails Straight:**
- **Rails In Alignment:**
- **Ladder Stand Offs:**
- **Stand Off Connections:**
- **Rail Welds:**
- **Rungs/Welds:**
- **Rung Spacing:**
- **Access at Rig Floor:**
- **Toe Clearance:**

Number of Visible Marks Applied:

### 12.0 Tong Counterweights (Drilling Applications):

- **Guides:**
- **Weight Device:**
- **Sheaves/Shafts:**
- **Wirelines:**
- **Cable Clamps:**
- **Welds:**

Number of Visible Marks Applied:
COMMENTS REGARDING INSPECTED ITEMS

13.0 Miscellaneous Sheave Assemblies:
- Clevis/Shackle:
- Mast Pad-eye:
- Sheaves:
- Bearings:
- Shafts:
- Sheave Bolt:
- Side Plate Bolts:
- Bolt Safety Pins:
- Grease Fittings:
- Safety Line:

Number of Visible Marks Applied:

14.0 Carrier Components
- Dead Line Anchor:
- Rear Jack Beam:
- Front Jack Beam:
- Load Line Tiedowns:
- Load Line Turnbuckles:
- Load Line Condition:
- Load Line Size:
- Tubing Line Condition:
- Proper Jack Stands:

Number of Visible Marks Applied:

15.0 Corrosion (refer to Section 7.2):

16.0 Paint/Coating
- Condition:

17.0 Should additional inspection or NDT be performed? ______________ If so, please explain: ______________
18.0 Special Comments and/or Pictures:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Inspector’s Signature: ___________________________ Date: _______________________

Owner Representative Signature: ___________________________ Date: _______________________


Annex C
(informative)

Drilling Derrick Visual Inspection Form

The form in this annex is intended for free exchange between owners/operators of the equipment or users of this document.
Drilling Derrick
Category III / IV - Visual Field Inspection Form

Type of inspection performed (check one box only):
- Category III Inspection
- Category IV Inspection

Derrick—A semi-permanent structure of square or rectangular cross-section having members that are latticed or trussed on all four sides. This unit must be assembled in the vertical or operation position, as it includes no erection mechanism.

PURPOSE & SCOPE OF INSPECTION: This report form and inspection procedure was developed as a guide for making and reporting field inspection in a thorough and uniform manner. The procedure is intended for use by operating personnel (or a designated representative) to the extent that its use satisfies conditions for which an inspection is intended. More detailed and critical inspections may be scheduled periodically, or ordered to supplement a program of these inspections; if derricks are used in the upper range of their load limits, or if structures may have been subjected to critical conditions which could effect safe performance. This form is provided strictly as a guide, and the API accepts no liability whatsoever for its use or scope.

MARKING DAMAGE: At the time of inspection, damaged sections or equipment must be clearly and visibly marked so that needed repairs may be made. A bright, contrasting spray paint is suggested for this. When repairs are made, the visible markings should be removed by painting over them. It is also necessary for the inspector to write "None" when no damage markings are needed, as this is his indication that the item has passed inspection. It is recommended that inspection be made with assistance of manufacturer's assembly drawing and operating instructions. For items not accessible or that do not apply, draw a line through the item pertaining to the component.

Company: _____________________________________ Rig #: ___________________________
Date: _______________________________________

Location: _________________________________ Derrick Manufacturer: ___________________________
Date of Manufacture: _______________________

Manufacturer's Drawing Available for Use in Inspection: Yes: ________ No: ________

Manufacturer's Rating: __________________________ Height: ___________________________

Derrick Serial #: _______________________________

Derrick Type: Bolted ____ Welded _________

Type Rig: Platform ____ Jackup _________ Submersible _______
Semi-submersible ____ Drill Ship _________

Nameplate on Structure: Yes: ____ No: _______

Component Numbers Present: Yes: ____ No: _______

Inspected By: ___________________________ Representing: ___________________________
**DERRICK**

Items that do not need attention should be checked to indicate that the item was inspected. Items that are not applicable should be marked in the box as "NA" (not applicable). Items that are warped, worn, damaged, cracked welds, rusted, bent, in need of repair or replacement, or otherwise in need of further attention, mark an "X" in the box and provide comments on the inspected items.

<table>
<thead>
<tr>
<th>OK</th>
<th>X1 Requires immediate attention</th>
<th>Provide comments regarding inspected items</th>
</tr>
</thead>
<tbody>
<tr>
<td>X2 Not applicable</td>
<td>Requires attention next move</td>
<td></td>
</tr>
<tr>
<td>X3 Unable to access</td>
<td>Requires attention next maintenance</td>
<td></td>
</tr>
<tr>
<td>X4 Missing</td>
<td>Requires attention when convenient</td>
<td></td>
</tr>
</tbody>
</table>

**COMMENTS REGARDING INSPECTED ITEMS**

1.0 Crown Assembly

Make/Model: ________________________________

1.1 Sheaves

<table>
<thead>
<tr>
<th>Number of Sheaves:</th>
<th>Main Cluster Sheave Dia:</th>
</tr>
</thead>
<tbody>
<tr>
<td>____________________</td>
<td>________________________</td>
</tr>
</tbody>
</table>

Condition:

- Sheaves: ________________________
- Grooves in Gage: ________________
- Spacers or Seals: ______________
- Grease Fittings: ________________
- Bearings: _____________________
- Drilling Line Guards: __________

1.2 Crown Platform

<table>
<thead>
<tr>
<th>Decking:</th>
<th>Holes Covered:</th>
</tr>
</thead>
<tbody>
<tr>
<td>____________</td>
<td>______________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Safety Gate:</th>
<th>Ladder Access:</th>
<th>Handrails:</th>
</tr>
</thead>
<tbody>
<tr>
<td>____________</td>
<td>______________</td>
<td>__________</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Frame Straight:</th>
<th>Welds:</th>
<th>Bolts and Nuts:</th>
</tr>
</thead>
<tbody>
<tr>
<td>________________</td>
<td>________</td>
<td>________________</td>
</tr>
</tbody>
</table>

1.3 Crown Support Beams:

<table>
<thead>
<tr>
<th>Beam Straight:</th>
<th>Pins &amp; Bolts:</th>
<th>Safety Pins/Keepers:</th>
<th>Welds:</th>
</tr>
</thead>
<tbody>
<tr>
<td>________________</td>
<td>______________</td>
<td>____________________</td>
<td>________</td>
</tr>
</tbody>
</table>

1.4 Additional Sheave Assemblies in Crown:

Name: ________________________

| Condition: | ________________|
|------------| ________________|

1.5 Pad-eyes Under the Crown Platform:

<table>
<thead>
<tr>
<th>SWL Marked:</th>
<th>Wraps:</th>
<th>Pin Holes</th>
</tr>
</thead>
<tbody>
<tr>
<td>____________</td>
<td>________</td>
<td>_________</td>
</tr>
</tbody>
</table>
1.6 Fall Arrest/Climbing Assist Device Mounting:
- Support Pole:
- Base:
- Sheave Attachment:
- Weight Bucket Attach.:
- Welds:

1.7 Crown Saver Block(s):
- Safety Mesh:
- Safety Cable:
- Block(s) Condition:
- Attachment Strapping:
- Strapping Welds:

1.8 A-Frame/Gin Pole:
- Frame Legs:
- Bolt Connections:
- Welds:
- Access Platform:
- Ladder:
- Pad-eyes:

1.9 Top Beams/Water Table:
- Frame:
- Welds:
- Bolt Connections:
- Number of Visible Marks Applied:

2.0 Derrick Legs:

2.1 Front Leg, Drillers Side:
- Leg Straight:
- Bolt Connections:
- Splice Connections:
- Welds:

2.2 Front Leg, Off Drillers Side:
- Leg Straight:
- Bolt Connections:
- Splice Connections:
- Welds:

2.3 Rear Leg, Drillers Side:
- Leg Straight:
- Bolt Connections:
- Splice Connections:
- Welds:

2.4 Rear Leg, Off Drillers Side:
- Leg Straight:
- Bolt Connections:
- Splice Connections:
- Welds:
- Number of Visible Marks Applied:
3.0 Girts & Braces:
- Members Straight: 
- Bolt Connections: 
- Welds: 
- Number of Visible Marks Applied: 

5.0 Pedestals, Base Plates:
- Condition: 
- Anchor Bolts: 
- Welds: 
- Number of Visible Marks Applied: 

6.0 Working Platforms:
6.1 Pipe Racking Platform:
- Frame Straight: 
- Pin Hole(s): 
- Pins: 
- Safety Pins/Keepers: 
- Frame Welds: 
- Working Platform: 
- Landing Platform: 
- Handrails: 
- Ladder Access: 
- Fingers Straight: 
- Finger Welds: 
- Finger Safety Line(s): 
- Hoist Mounting: 
- Number of Visible Marks Applied: 

6.2 Casing Stabbing Board:
- Frame Straight: 
- Welds: 
- Handrails: 
- Working Platform: 
- Hoisting Assembly*: 
- Hoist Mounting: 
- Lower Travel Stops: 
- Pin or Bolt Holes: 
- Pins or Bolts: 
- Safety Pins/Keepers: 
- Ladder Access: 
- Number of Visible Marks Applied: 
* See user's manual for specific inspection requirements.

6.3 Tubing Support/Belly Board:
- Frame Straight: 
- Welds: 
- Handrails: 
- Pin Holes: 
- Pins: 
- Safety Pins/Keepers: 
- Number of Visible Marks Applied:
### COMMENTS REGARDING INSPECTED ITEMS

#### 6.4 Fourble Platform:

<table>
<thead>
<tr>
<th>Item</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Handrails</td>
<td></td>
</tr>
<tr>
<td>Decking</td>
<td></td>
</tr>
<tr>
<td>Bolt Connections</td>
<td></td>
</tr>
<tr>
<td>Welds</td>
<td></td>
</tr>
<tr>
<td>Safety Gates</td>
<td></td>
</tr>
<tr>
<td>Number of Visible Marks Applied</td>
<td></td>
</tr>
</tbody>
</table>

#### 7.0 Ladders:

<table>
<thead>
<tr>
<th>Item</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vertical Rails Straight</td>
<td></td>
</tr>
<tr>
<td>Rails in Alignment</td>
<td></td>
</tr>
<tr>
<td>Ladder Stand Offs</td>
<td></td>
</tr>
<tr>
<td>Stand Off Connections</td>
<td></td>
</tr>
<tr>
<td>Rail Welds</td>
<td></td>
</tr>
<tr>
<td>Rungs</td>
<td></td>
</tr>
<tr>
<td>Rung Welds</td>
<td></td>
</tr>
<tr>
<td>Rung Spacing</td>
<td></td>
</tr>
<tr>
<td>Access at Rig Floor</td>
<td></td>
</tr>
<tr>
<td>Cage</td>
<td></td>
</tr>
<tr>
<td>Toe Clearance</td>
<td></td>
</tr>
<tr>
<td>Number of Visible Marks Applied</td>
<td></td>
</tr>
</tbody>
</table>

#### 8.0 Tong Counterweights:

<table>
<thead>
<tr>
<th>Item</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guides</td>
<td></td>
</tr>
<tr>
<td>Weight Device</td>
<td></td>
</tr>
<tr>
<td>Sheaves</td>
<td></td>
</tr>
<tr>
<td>Wirelines</td>
<td></td>
</tr>
<tr>
<td>Cable Clamps</td>
<td></td>
</tr>
<tr>
<td>Welds</td>
<td></td>
</tr>
<tr>
<td>Number of Visible Marks Applied</td>
<td></td>
</tr>
</tbody>
</table>

#### 9.0 Miscellaneous Sheave Assemblies:

<table>
<thead>
<tr>
<th>Item</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clevis/Shackle</td>
<td></td>
</tr>
<tr>
<td>Derrick Pad-eye</td>
<td></td>
</tr>
<tr>
<td>Sheaves</td>
<td></td>
</tr>
<tr>
<td>Bearings</td>
<td></td>
</tr>
<tr>
<td>Shafts</td>
<td></td>
</tr>
<tr>
<td>Sheave Bolt</td>
<td></td>
</tr>
<tr>
<td>Side Plate Bolts</td>
<td></td>
</tr>
<tr>
<td>Bolt Safety Pins</td>
<td></td>
</tr>
<tr>
<td>Grease Fittings</td>
<td></td>
</tr>
<tr>
<td>Safety Line</td>
<td></td>
</tr>
</tbody>
</table>

#### 10.0 Ancillary Equipment:

#### 10.1 Mud Line Clamps

<table>
<thead>
<tr>
<th>Item</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pipe Clamps</td>
<td></td>
</tr>
<tr>
<td>Leg Clamps</td>
<td></td>
</tr>
<tr>
<td>Welds</td>
<td></td>
</tr>
<tr>
<td>Bolts/Nuts</td>
<td></td>
</tr>
</tbody>
</table>
### COMMENTS REGARDING INSPECTED ITEMS

#### 10.2 Gas Vent Line Clamps:
- Pipe Clamps: 
- Leg Clamps: 
- Welds: 
- Bolt/Nuts: 

#### 10.3 Climber Assist System: (See User's Manual for specific inspection requirements.)
- Cable: 
- Cable Attachments: 
- Counter Weight: 
- Sheave/Control 
- Descent Device: 

#### 10.4 Fall Arrest System: (See User's Manual for specific inspection requirements.)
- Cable: 
- Cable Attachments: 
- Device Attachment: 
- Sheave/Control 
- Descent Device: 

#### 10.5 Derrick Escape Device: (See User's Manual for specific inspection requirements.)
- Derrick Attachment: 
- Cable: 
- Device Condition: 

#### 10.6 Windwalls, Heat Shields, Frames and Attachments
- Frame Condition: 
- Frame Welds: 
- Frame Bolts/Pins: 
- Metal Wall Sections: 

#### 10.7 Topdrive Mounting System:
- Rail(s) 
- Pad-eyes: 
- Mounting Brackets: 
- Pins/Bolts: 
- Safety Pins/Keepers: 
- Cables: 
- Block Dollies: 
- Welds: 

#### 10.8 V-door Rollers/Guides
- Rollers: 
- Grease Fittings: 
- Welds: 
- Bolts & Nuts: 
- Brackets: 

#### 11.0 Corrosion (refer to Section 7.2):

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---

---
12.0 Paint / Coating

Condition:

13.0 Comments, Sketches, and/or Pictures:

Inspector’s Signature: ___________________________ Date: ____________

Owner Representative Signature: ___________________________ Date: ____________
Annex D
(informative)

Substructure Visual Inspection Form

The form in this annex is intended for free exchange between owners/operators of the equipment or users of this document.
Substructure
Category III/IV - Visual Field Inspection Form

Type of inspection performed (check one box only):

☐ Category III Inspection
☐ Category IV Inspection

PURPOSE & SCOPE OF INSPECTION: This report form and inspection procedure was developed as a guide for making and reporting field inspection in a thorough and uniform manner. The procedure is intended for use by operating personnel (or a designated representative) to the extent that its use satisfies conditions for which an inspection is intended. More detailed and critical inspections may be scheduled periodically, or ordered to supplement a program of these inspections; if substructures are used in the upper range of their load limits, or if structures may have been subjected to critical conditions which could effect safe performance. This form is provided strictly as a guide, and the API accepts no liability whatsoever for its use or scope.

MARKING DAMAGE: At the time of inspection, damaged sections or equipment must be clearly and visibly marked so that needed repairs may be made. A bright, contrasting spray paint is suggested for this. When repairs are made, the visible markings should be removed by painting over them. It is also necessary for the inspector to write "None" when no damage markings are needed, as this is his indication that the item has passed inspection. It is recommended that inspection be made with assistance of manufacturer's assembly drawing and operating instructions. For items not accessible or that do not apply, draw a line through the item pertaining to the component.

Company: ________________________________  Rig #: ________________________________
Location: ________________________________  Manufacturer: ________________________________
Date of Manufacture: ________________________________
Manufacturer's Rating: ________________________________  Height: ________________________________
Substructure Serial #: ________________________________
Substructure Type: Box on Box _______ Self Elevating _______
Telescop ing _______  Offshore _______
Substructure Position: Elevated: _______ Lowered: _______ Disassembled: _______
Manufacturer’s Drawing Available: Yes: _______ No: _______
Assembly Drawings Used in Inspection: Yes: _______ No: _______
Nameplate on Structure: Yes: _______ No: _______
Component Numbers Present: Yes: _______ No: _______
Inspected By: ________________________________  Representing: ________________________________
**SUBSTRUCTURES**

Items that do not need attention should be checked to indicate that the item was inspected. Items that are not applicable should be marked in the box as "NA" (not applicable). Items that are warped, worn, damaged, cracked welds, rusted, bent, in need of repair or replacement, or otherwise in need of further attention, mark an "X" in the box and provide comments on the inspected items.

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OK</td>
<td>OK</td>
</tr>
<tr>
<td>NA</td>
<td>Requires immediate attention</td>
</tr>
<tr>
<td>X1</td>
<td>Provides comments regarding inspected items</td>
</tr>
<tr>
<td>X2</td>
<td>Requires attention next move</td>
</tr>
<tr>
<td>X3</td>
<td>Requires attention next maintenance</td>
</tr>
<tr>
<td>X4</td>
<td>Requires attention when convenient</td>
</tr>
</tbody>
</table>

**COMMENTS REGARDING INSPECTED ITEMS**

1.0 **Shoes, Pedestals:**

- Pin Connections:
- Pin Holes:
- Bolt Connections:
- Bolt Holes:
- Pins/Bolts:
- Safety Pins:
- Support Beams:
- Welds:

Number of Visible Marks Applied:

2.0 **Floor Area:**

- Floor Plates:
- Handrails & Toe Boards:
- Handrail Connections:
- Setback Material:
- Floor Bracing:
- Welds:

Number of Visible Marks Applied:

3.0 **Sub-Spreaders and Rotary Beams:**

- Rotary Beams:
- Spreaders:
- Pin Connections:
- Pin Holes:
- Pins:
- Pad-eyes:
- Welds:

Number of Visible Marks Applied:

4.0 **Deadline Anchor Mounting:**

- Supports:
- Bolts:
- Flooring:
- Breakover Assembly:
- Handrails:
- Welds:

Number of Visible Marks Applied:
### COMMENTS REGARDING INSPECTED ITEMS

#### 5.0 Substructure Components:
- Beams Straight: _______________________
- Cross Braces: _______________________
- Pin/Bolt Holes: _______________________
- Pin/Bolts: ___________________________
- Safety Pins: _________________________
- Pull Back Posts: _____________________
- Drawworks Tiedowns: __________________
- Welds: ______________________________
- BOP Anchor Pad-eyes: __________________
- Pad-eyes: ___________________________

Number of Visible Marks Applied: _______________________

#### 6.0 Engine Foundation:
- Support Beams: _______________________
- Cross Braces: _________________________
- Pin/Bolt Holes: _______________________
- Pins/Bolts: __________________________
- Safety Pins: _________________________
- Pad-eyes: ___________________________

Number of Visible Marks Applied: _______________________

#### 7.0 Engine Foundation Spreaders:
- Beams: ______________________________
- Cross Braces: _________________________
- Pins / Bolt Holes: _____________________
- Pins / Bolts: _________________________
- Safety Pins: _________________________
- Welds: ______________________________

Number of Visible Marks Applied: _______________________

#### 8.0 BOP Trolley Beams:
- Beams: ______________________________
- Pin Holes: ___________________________
- Pins: _______________________________
- Safety Pins: _________________________
- Welds: ______________________________

Number of Visible Marks Applied: _______________________

#### 9.0 Raising Equipment:
- Pin Connections: _______________________
- Pin Holes: ___________________________
- Pins: _______________________________
- Wirelines: ___________________________
- Sheaves: ___________________________
- Bearings: ___________________________
- Seals: ______________________________
- Grease Fittings: _______________________
- Hydraulic Winches: ___________________
- Hydraulic Cylinders: __________________
- Hydraulic Hoses: ____________________
- Cylinder Hinge: _______________________

Number of Visible Marks Applied: _______________________

---
## COMMENTS REGARDING INSPECTED ITEMS

### 10.0 Stairs/Landings/Flooring/Handrails:
- [ ] Welds:
- [ ] Pin/Bolt Holes:
- [ ] Pins/Bolts:
- [ ] Floor Plating:
- [ ] Stair Tread Spacing:
- [ ] Handrail Sockets:

Number of Visible Marks Applied: ____________________________

### 11.0 Paint/Coating

[ ] Condition: ____________________________

### 12.0 Skidding Equipment
- [ ] Pad-eyes:
- [ ] Pins:
- [ ] Beam Clamps:
- [ ] Jacks:
- [ ] Jacking Motors:
- [ ] Jacking Rack:

### 13.0 Corrosion (refer to Section 7.2):

______________________________
______________________________
______________________________
______________________________
______________________________
______________________________
______________________________
______________________________
______________________________
14.0 Comments, Drawings, and/or Pictures:


Inspector’s Signature: ___________________________ Date: ___________________________

Owner Representative Signature: ___________________________ Date: ___________________________