

SAFETY IS UNION BUSINESS.



Pre-Start Inspection Checklist INTRODUCTION



Injury, and sometimes death, from the use of plant machinery are unfortunately still too common. In most cases, they are also avoidable. As technology improves and our use for plant machinery increases, the Construction Industry finds itself up against more and more safety issues. This intensifies the need for the industry to establish a range of safety guidelines and procedures that we can all follow to reduce risks and ensure that we are doing the job safely.

This guide is designed to be used as a practical on-thejob tool. It outlines the safety documentation required for all plant, including visual inspection checklists. certificates of competency and other material required to ensure the safe use of each type of machinery.

The content of this book is designed as a guideline only and is derived from the OH&S Act 2004*. The safety of workers is a right, not a privilege. If you think that a safety issue exists in your workplace, then it probably does. Contact your OHS Rep or the CFMEU immediately.

Yours in unity

John Setka

Secretary CFMEU Construction & General Division Victoria



^{*} Please note: As of 1 January 2012, the OH&S Act 2004 will be replaced by the Work Health and Safety Act. This may affect information contained in this book.

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MAK			
MOD			AVE
	AL NUMBER:		
REGI	STRATION:		
Docu	mentation Che	cklist	
1)	Operator's man	iual	
2)	Logbook		
3)	Maintenance (re	efer to operator's manual for service intervals)	
4)	Risk assessmer	nt/Hazard checklist	
5)	Current Road Ro	legistration (if being driven on public roads)	
6)	Lifting point cer	rtification (if item is to be lifted)	
7)		ng/competency: ent, Civil Contractors Federation assessment or or Assessment endorsed by National Standard – 'LS'	
Visua	al Inspection Ch	hecklist	
1)	Compliance/ID	plates fitted to machine	
2)	Reverse beeper	r working	
3)	Flashing light w	vorking	
4)	Fire extinguishe	er fitted	
5)	Lifting point ded	cals fitted (if applicable)	
6)	Tyres properly i	inflated and in good condition	
7)	Roll Over Protec	ction System (ROPS)/protective structure fitted	
8)	Operator restrai	int fitted – either seatbelt or locking-bar	
9)	All controls clea	arly labelled, marked and operating, including lights, horn, brakes etc	
10)	Safe working lo	pads (SWL) clearly marked	
11)	No obvious sign	ns of oil leaks to any components	
12)	All hot surfaces	guarded (engine and exhaust)	
13)	Inspect attachm	nent noints, connecting rods and safety nins for obvious damage, cracking	

distortion or excessive wear

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

DATE:	/	/	
DAIL.	,	,	

Ba	ckhoe		
MAK	E.	0 00 0	6
MOD		Marie Control of the	7
	AL NUMBER:		
	STRATION:		
Docu	mentation C	hecklist	
1)	Operator's m	anual	
2)	Logbook		
3)	Maintenance	e (refer to operator's manual for service intervals)	
4)	Risk assessn	nent/Hazard checklist	
5)	Current Road	Registration (if being driven on public roads)	
6)	Load charts ((if using for lifting)	
7)	Certification	of quick-hitch attachments/lifting points (if applicable)	
8)	TAFE assessi	ning/competency: ment, Civil Contractors Federation assessment or Private Assessor Assessment National Standard – 'LB'	
Visua	al Inspection	Checklist	
1)	Compliance/	ID plates fitted to machine	
2)	Reverse beep	per working	
3)	Flashing ligh	t working	
4)	Fire extinguis	sher fitted	
5)	Load charts t	fitted in cabin (if using for lifting)	
6)	Tyres proper	ly inflated and in good condition	
7)	Roll Over Pro	stection System (ROPS)/protective structure fitted	
8)	Seatbelt fitte	d	
9)	All controls c	learly labelled, marked and operating, including lights, horn, brakes etc	
10)	Safe working	g loads (SWL) clearly marked	
11)	No obvious s	igns of oil leaks to any components	
12)	All hot surface	ces guarded (engine and exhaust)	
13)		hment points, connecting rods and safety pins for obvious damage, cracking, excessive wear	
14)	Inspect rear	stabilisers/outriggers for damage, cracking, distortion or excessive wear	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

DATE:	/	/		
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EX	Xeavator	
MAŁ	KE:	4
MOI	DEL:	THE REAL PROPERTY.
SER	RIAL NUMBER:	8.1
REG	GISTRATION:	Maria .
Doc	cumentation Checklist	
1)	Operator's manual	
2)	Logbook	
3)	Maintenance (refer to operator's manual for service intervals)	
4)	Risk assessment/Hazard checklist	
5)	Load charts (if using for lifting)	
6)	Certification of quick-hitch attachments/lifting points (if applicable)	
7)	Operator training/competency: TAFE assessment, Civil Contractors Federation assessment or Private Assessor Assessment endorsed by National Standard – 'LE'	
Visu	ual Inspection Checklist	
1)	Compliance/ID plates fitted to machine	
2)	Motion beeper working	
3)	Flashing light working	
4)	Fire extinguisher fitted	
5)	Load charts fitted in cabin (if using for lifting)	
6)	Tracks in good condition – no obvious sign of damage to treads and sprockets	
7)	Roll Over Protection System (ROPS)/protective structure fitted	
8)	Seatbelt fitted	

9)

10)

12)

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

Inspect attachment points, quick-hitch attachments, connecting rods and safety pins for obvious damage,

All controls clearly labelled, marked and operating, including lights, horn, brakes etc

Safe working loads (SWL) clearly marked 11) No obvious signs of oil leaks to any components

cracking, distortion or excessive wear

All hot surfaces guarded (engine and exhaust)

DATE	: /	1	
Pr	e-Sta	art Inspection Checklist	
EA	RTHN	NOVING	
Fr	ont-End	Loader	
MAK	· · · · · · · · · · · · · · · · · · ·		
MOD			
	AL NUMBER:	72	
	STRATION:		
Docu	ımentation C	hecklist	
1)	Operator's m	nanual	
2)	Logbook		
3)	Maintenance	e (refer to operator's manual for service intervals)	
4)	Risk assessn	ment/Hazard checklist	
5)	Current Road	d Registration (if being driven on public roads)	
6)	TAFE assess	ining/competency: sment, Civil Contractors Federation assessment or Private Assessor Assessment v National Standard – 'LL'	
Visua	al Inspection	ı Checklist	
1)	Compliance/	/ID plates fitted to machine	
2)	Reverse bee	per working	
3)	Flashing ligh	nt working	
4)	Fire extinguis	sher fitted	
5)	Load charts	fitted in cabin (if using for lifting)	
6)	Tyres proper	rly inflated and in good condition OR tracks in good condition	
7)	Roll Over Pro	otection System (ROPS)/protective structure fitted	
8)	Seatbelt fitte	ed	
9)	All controls o	clearly labelled, marked and operating, including lights, horn, brakes etc	
10)	Safe working	g loads (SWL) clearly marked	
11)	No obvious s	signs of oil leaks to any components	
12)	All hot surfac	ces guarded (engine and exhaust)	
13)		chment points, connecting rods and safety pins for obvious damage, cracking, excessive wear	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

14) Check for warning signs (crush hazard) adjacent pivot points on articulated loaders

DATE: / /	
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Single-Drum Roller

Smooth Drum

_	1 Foot	
MAK	E:	
MOD	EL:	
SERI	AL NUMBER:	
REGI	STRATION:	
Docu	ımentation Checklist	
1)	Operator's manual	
2)	Logbook	
3)	Maintenance (refer to operator's manual for service intervals)	
4)	Risk assessment/Hazard checklist	
5)	Current Road Registration (if being driven on public roads)	
6)	Operator training/competency: TAFE assessment, Civil Contractors Federation assessment or Private Ass endorsed by National Standard – 'RS'	essor Assessment
Visua	al Inspection Checklist	
1)	Compliance/ID plates fitted to machine	
2)	Reverse beeper working	
3)	Flashing light working	
4)	Fire extinguisher fitted	
5)	Roll Over Protection System (ROPS)/protective structure fitted	
6)	Seatbelt fitted	
7)	Safe work limits (ratio of gradients) clearly marked in cabin	
8)	Tyres properly inflated and in good condition	
9)	All controls clearly labelled, marked and operating, including lights, horn,	brakes etc
10)	No obvious signs of oil leaks to any components	
11)	All hot surfaces guarded (engine and exhaust)	
12)	Inspect attachment points, connecting rods and safety pins for obvious distortion or excessive wear	amage, cracking,

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

13) Check for warning signs (crush hazard) adjacent pivot points on articulated rollers

DATE	/		
Pr	e-Sta	art Inspection Checklist	
EA	RTHN	AOVING	
Gr	ader		
MAK	<u> </u>		
MOD			
SERI	AL NUMBER:		
REGI	STRATION:		
	mentation C		
1)	Operator's m	nanual	
2)	Logbook		
3)		e (refer to operator's manual for service intervals)	
4)		ment/Hazard checklist	
5)		d Registration (if being driven on public roads)	
6)	TAFE assess	ining/competency: sment, Civil Contractors Federation assessment or Private Assessor A v National Standard – 'GS'	ssessment
Visua	al Inspection	Checklist	
1)	Compliance/	/ID plates fitted to machine	
2)	Reverse bee	per working	
3)	Flashing ligh	nt working	
4)	Fire extinguis	sher fitted	
5)	Roll Over Pro	otection System (ROPS)/protective structure fitted	
6)	Seatbelt fitte	ed	
7)	Safe work lir	mits (ratio of gradients) clearly marked in cabin	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

Tyres properly inflated and in good condition

No obvious signs of oil leaks to any components

13) Check for warning signs (crushing hazard) adjacent blade

All hot surfaces guarded (engine and exhaust)

distortion or excessive wear

All controls clearly labelled, marked and operating, including lights, horn, brakes etc

Inspect attachment points, connecting rods and safety pins for obvious damage, cracking,

8)

9)

11)

Pre-Start Inspection Checklist SCISSOR LIFT

Ele	ectric, Petrol, All-Terrain, Slab models	
MAK	E:	}
MOD	EL:	
SERI	AL NUMBER:	0
REGI	STRATION:	
Docu	ımentation Checklist	
1)	Operator's manual	
2)	Logbook	
3)	Maintenance (refer to operator's manual for service intervals)	
4)	Risk assessment/Hazard checklist	
5)	Lifting point/tie-down point certification	
6)	Ten-year certification (major inspection if applicable)	
7)	Proof of operator training/competency	
Visua	al Inspection Checklist	
1)	Compliance/ID plates fitted to machine (ten-year stamp if applicable)	
2)	Lifting points/tie-down points decals fitted	
3)	Motion beeper working – including platform-descending beeper	
4)	Flashing light working	
5)	Gate locks engaging – self-closing gate operational	
6)	Platform handrail/frame in good condition	
7)	Wheels/tyres in good condition	
8)	Electrically tested and tagged (if applicable)	
9)	All controls clearly labelled/marked and operating, including emergency stop, emergency lowering device, motion controls and horn • Check both ground control panel and platform control panel	
10)	Safe working load (SWL) of platform clearly marked	
11)	All hot surfaces guarded (engine and exhaust for petrol driven machines)	



12) No obvious signs of oil leaks to any components

13) Check condition and operation of outriggers (if applicable)

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

DATE:	/	/		
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Pre-Start Inspection Checklist ONE-MAN VERTICAL LIFTS

Ele	ectric, Self-Propelled, Slab/Indoor models	
MAK	E:	
MOD	EL:	
SERI	AL NUMBER:	
REGI	STRATION:	
Docu	ımentation Checklist	
1)	Operator's manual	
2)	Logbook	
3)	Maintenance records (servicing intervals should not exceed 90 days)	
4)	Risk assessment/Hazard checklist	
5)	Lifting point/tie-down point certification	
6)	Ten-year certification (major inspection if applicable)	
7)	Proof of operator training/competency	
Visua	al Inspection Checklist	
1)	Compliance/ID plates fitted to machine (ten-year stamp if applicable)	
2)	Lifting points/tie-down points decals fitted	
3)	Motion beeper working – if self-propelled (including platform-descending beeper)	
4)	Flashing light working	
5)	Gate locks engaging – self-closing gate operational	
6)	Platform handrail/frame in good condition	
7)	Wheels/tyres in good condition	
8)	Electrically tested and tagged (if applicable)	
9)	All controls clearly labelled/marked and operating, including emergency stop, emergency lowering device, motion controls and horn • Check both ground control panel and platform control panel	
10)	Safe working load (SWL) of platform clearly marked	
11)	Inspect mast and associated cables/chains for damage, distortion, fraying or birdcaging	
12)	All outrigger attachments are in good condition and locking mechanisms of outriggers working	

(if outriggers are fitted)

13) No obvious signs of oil leaks to any components

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.



Pre-Start Inspection Checklist BOOMLIFT

Electric, Petrol, Straight Boom, Knuckle Boom models

MAK	E:		b_
MODEL:			=
SERIAL NUMBER:			
REGIS	STRATION:		
Docu	mentation C	harkliet	
	Operator's m		
1) 2)	Logbook	anuai	
3)		(refer to operator's manual for service intervals)	
4)		nent/Hazard checklist	
5)		tie-down point certification	
6)		tification (major inspection if applicable)	
7)	-	rator training/competency	
	Note: For boo High Risk Wo	oms with a platform height which exceeds 11 metres, operators need to hold a National ork Licence – endorsed 'WP' ander this platform height still require operators to have proof of competency and training	
Visua	al Inspection	Checklist	
1)	Compliance/	ID plates fitted to machine (ten-year stamp if applicable)	
2)	Lifting points	/tie-down points decals fitted	
3)	Motion beep	er working – including platform-descending beeper	
4)	Flashing ligh	t working	
5)	Gate locks er	ngaging – self-closing gate operational	
6)	Platform han	drail/frame in good condition	
7)	Wheels/tyres	in good condition	
8)	Electrically to	ested and tagged (if applicable)	
9)	motion contr	learly labelled/marked and operating, including emergency stop, emergency lowering device, ols and horn In ground control panel and platform control panel	
10)		g load (SWL) of platform clearly marked	
11)	All hot surfac	ces guarded (engine and exhaust for petrol-driven machines)	
12)	No obvious s	igns of oil leaks to any components	
13)	Ensure attac	hment points for harnesses are identified and are in good condition	
14)	Ensure full be material/com	ody harnesses are supplied and are in good condition (eg no cuts, abrasions or fraying of aponents)	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

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7)

9)

10)

11) 12)

The rigging of this equipment must be done by intermediate riggers.

Tracks in good condition – no obvious sign of damage to treads or sprockets

All chains fitted with tags identifying SWLs, serial numbers and test dates

emergency cutoff, brakes, gauges etc.

Check houskeeping in cabin – neat and tidy

No obvious signs of oil leaks to any components

All controls and instruments clearly labelled, marked and operating correctly – including lights, horn,

All other lifting equipment should have SWLs, serial numbers and test dates clearly marked

Pre_Start Inspection Checklist

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MAKI MOD	As a second	
REGI	STRATION:	
Docu	mentation Checklist	
1)	Operator's manual	
2)	Logbook	
3)	Maintenance (refer to operator's manual for service intervals)	
4)	Risk assessment/Hazard checklist	
5)	Current Road Registration (if being driven on public roads)	
6)	Load chart (see operator's manual)	
7)	Operator training/competency: National High Risk Work Licence – endorsed 'LF'	
Visua	al Inspection Checklist	
1)	Compliance/ID plates fitted to machine	
2)	Load chart/plate fitted and legible	
3)	Reverse beeper working	
4)	Flashing light working	
5)	Fire extinguisher fitted	
6)	Seatbelt fitted	
7)	All controls clearly labelled, marked and operating correctly, including lights, horn, brakes and mast controls	
8)	Wheels/tyres in good condition (tyres inflated correctly if air-filled)	
9)	Inspect mast components and tynes for damage, cracking, distortion or loose attachments	
10)	Check that any tyne attachments have compliance plates/load restrictions attached (if applicable)	
11)	No obvious signs of oil leaks to any components	
12)	All hot surfaces guarded (engine and exhaust)	
13)	LPG bottle is securely fitted and no obvious signs of damage to fittings or hoses (if applicable)	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

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NOTE

Pre-Start Inspection Checklist CONCRETE PLACING UNIT

Concrete-Placing Boom Pump MAKE: **MODEL: SERIAL NUMBER: REGISTRATION: Documentation Checklist** 1) Operator's manual 2) Logbook 3) Maintenance (refer to operator's manual for service intervals) 4) Maintenance and Inspection Reports on all pipes (monthly) 5) Risk assessment/Hazard checklist **Current Road Registration** 6) 7) WorkCover Plant Registration Certificate 8) Magnetic-particle test records (12-monthly testing intervals) 9) Operator training/competency: National High Risk Work Licence - endorsed 'PB' **Visual Inspection Checklist** 1) Compliance/ID plates fitted to machine 2) Reverse beeper working 3) Flashing light working Fire extinguisher fitted 4) Tyres properly inflated and in good condition 5) 6) All controls clearly labelled, marked and operating correctly, including lights, horn, emergency stop, brakes, gauges etc 7) No obvious signs of oil leaks to any components 8) Inspect pipe sections for obvious damage, obvious wear and identification markings 9) All hot surfaces guarded (engine and exhaust) 10) Check for warning signs (crushing and entanglement hazard)

NOTE

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

DATE:	/	/	

Pre-Start Inspection Checklist CONCRETE DELIVERY (Based on the VicRoads Victorian Bus and Truck Drivers Handbook)

Concrete Delivery Truck	
MAKE:	
MODEL:	
SERIAL NUMBER:	
REGISTRATION:	

If any item below is not ticked, the concrete must not be unloaded or emptied until the issue has been resolved.

Docu	mentation Checklist	
1)	Operator's manual	
2)	Logbook	
3)	Maintenance (refer to operator's manual for service intervals)	
4)	Risk assessment/Hazard checklist	
5)	Current Road Registration	
6)	Driver inducted into Concrete Company's SWMSs	
7)	Operator training/competency	
8)	Documented proof of 'cleaning/de-dagging' agitator for each truck (maximum 3-monthly cycle)	
9)	Driver has completed site-specific induction	
10)	Driver has Heavy Rigid Licence	
11)	Driver has Current Construction Industry Induction Card	
Visua	al Inspection Checklist	
1)	Compliance/ID plates fitted to machine	
2)	Reverse beepers/warning signals working	
3)	Flashing lights working	
4)	Fire extinguisher fitted anf fully operational	
5)	Tyres properly inflated and in good condition	
6)	All controls clearly labelled, marked and operating, including lights, horn, brakes etc	
7)	No sign of any fuel, oil or hydralics leaks	
8)	Truck does not sag to one side (check for flat tyres, overloading or incorrect loading)	
9)	No cracks in windscreen	
10)	No cracks in lights	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

Concrete Delivery Truck

continued



11)	Blinkers oper	rational	
12)	Warning horn fully operational		
13)	Brake lights	operational?	
14)		rims undamaged (A bent or damaged rim might cause a tyre to lose pressure or come off the ece rims are under high pressure, and can explode if damaged.)	
15)		ts missing (If some wheel-nuts are missing, the others have to take extra strain, and may fail. or rust streaks around the wheel-nuts; this is a possible sign that wheel-nuts may be loose.)	
16)	Tyres properl	ly fitted, and tread niether damaged nor worn (Worn front tyres = potential loss of steering.)	
17)	Parking brake fully operational		
18)	Truck has fall protection for both climbing agitator ladder and standing on agitator platform		
19)	Driver wearin	ng safety helmet	
20)	Driver wearin	ng high vis-clothing/fluro safety vest	
21)	Driver wearing	ng correct safety footwear	
CITE	NAME:		
	RESS:		
AUU	n LJJ.		

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

Pre-Start Inspection Checklist

Gh	ANES		
Te	escopic	Handling Crane	
		5	
MAK	E:		
MOD			
SERI	AL NUMBER:		
REGI	STRATION:		
Docu	mentation C	hecklist	
1)	Operator's m	anual	
2)	Logbook		
3)	Maintenance	(refer to operator's manual for service intervals)	
4)	Risk assessn	nent/Hazard checklist	
5)	WorkCover P	lant Registration Certificate (if over 10 tonne SWL)	
6)	Magnetic-pa	rticle test records (12-monthly testing intervals)	
7)	Certificate or	n attachments or hitching devices (where applicable)	
8)	Test certifica	tes for any lifting equipment	
9)	Load charts ((refer to operator's manual)	
10)		Registration (if being driven on public roads)	
11)	endorsed '(ning/competency: if OVER 3 tonne WLL – National High Risk W CN' or 'C2' or 'C6' or 'C1' or 'C0' (depending on crane's capacit conne WLL – still requires operators to have proof of competence	ty)
Visua	al Inspection	· · · · · · · · · · · · · · · · · · ·	,
1)	Compliance/	ID plates fitted to machine	
2)	Load charts f	fitted in cabin	
3)	Reverse beep	per working	
4)	Flashing light	t working	
5)	Fire extinguis	sher fitted	
6)	Tyres properl	ly inflated and in good condition	
7)	Check house	keeping in cabin – clean and tidy	
8)	All controls c	learly labelled, marked and operating correctly, including lights	, horn, brakes etc
9)	Seatbelt fitte	d	
10)	Inspect all lif	ting attachments and tynes for damage, cracking, distortion or	excessive wear
11)	No obvious s	igns of oil leaks to any components	
12)	All hot surfac	ces guarded (engine and exhaust)	
13)		connecting rods, pins and quick-hitch attachments for obvious excessive wear	damage, cracking,

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

Pre-Start Inspection Checklist

CK	IANES		
Tr	uck-Mo	unted Crane – all models	
			L
MAK	E:		
MOD			
	AL NUMBER:		
REGI	STRATION:		
Docu	mentation Cl	hecklist	
1)	Operator's m	nanual	
2)	Logbook		
3)	Maintenance	e (refer to operator's manual for service intervals)	
4)	Risk assessn	nent/Hazard checklist	
5)	Current Road	d Registration	
6)	WorkCover P	Plant Registration Certificate (if over 10 tonne SWL)	
7)	Magnetic-pa	rticle test records (12-monthly testing intervals)	
8)	Test certifica	tes for main wire rope, chains and lifting equipment (12-monthly testing)	
9)	Load charts ((refer to operator's manual)	
10)	Operator train National High	ning/competency: 1 Risk Work Licence – endorsed 'CV'	
Visua	al Inspection	Checklist	
1)	Compliance/I	ID plates fitted to machine	
2)	Load charts f	fitted in cabin	
3)	Reverse beep	per working	
4)	Flashing light	t working	
5)	Fire extinguis	sher fitted	
6)	Tyres properl	ly inflated and in good condition	
7)	Check house	keeping in cabin – clean and tidy	
8)	All controls c	learly labelled, marked and operating correctly, including lights, horn, brakes etc	
9)	Anti-two-bloo	cking device fitted and functioning	
10)	No obvious s	igns of oil leaks to any components	
11)	All chains fitt	ted with tags identifying SWLs, serial numbers and test dates	
12)	All other liftin	ng equipment should have SWLs, serial numbers and test dates clearly marked	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

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13) Anamometer (wind gauge) functioning correctly (if fitted as manufacturer's requirement)



Pre-Start Inspection Checklist CRANES

No	n-Slewi	ng Mobile Crane	
MAK	E:		
MOD	EL:		
SERI	AL NUMBER:		(0)
REGI	STRATION:		
Docu	mentation C	hecklist	
1)	Operator's m	anual	
2)	Logbook		
3)	Maintenance	e (refer to operator's manual for service intervals)	
4)	Risk assessn	ment/Hazard checklist	
5)	Current Road	d Registration	
6)	WorkCover P	Plant Registration Certificate (if over 10 tonne SWL)	
7)	Industry asse	essment green sticker (12-monthly inspection)	
8)	Magnetic-pa	rticle test records (12-monthly testing intervals)	
9)	Test certifica	tes for main wire rope, chains and lifting equipment (12-monthly testing)	
10)	Load charts ((refer to operator's manual)	
11)	National High	ining/competency: h Risk Work Licence CN' or 'C2' or 'C1' or 'C0' (depending on crane's capacity)	
Visua	al Inspection	Checklist	
1)	Compliance/	ID plates fitted to machine	
2)	Load charts t	fitted in cabin	
3)	Reverse beep	per working	
4)	Flashing ligh	t working	
5)	Fire extinguis	sher fitted	
6)	Tyres proper	ly inflated and in good condition	
7)	Check house	ekeeping in cabin – clean and tidy	
8)	All controls c	clearly labelled, marked and operating correctly, including lights, horn, brakes etc	
9)	No obvious s	signs of oil leaks to any components	
10)	All chains fitt	ted with tags identifying SWLs, serial numbers and test dates	
11)	All other lifting	ng equipment should have SWLs, serial numbers and test dates clearly marked	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

Pre-Start Inspection Checklist CRANES

Sle	wing Mobile Crane (Rough Terrain)	
MAK		
MOD	EL:	A Part of the Part
SERI	AL NUMBER:	
REGI	STRATION:	
		"
	mentation Checklist	
1)	Operator's manual	
2)	Logbook	
3)	Maintenance (refer to operator's manual for service intervals)	
4)	Risk assessment/Hazard checklist	
5)	Current Road Registration	
6)	WorkCover Plant Registration Certificate (if over 10 tonne SWL)	
7)	Industry assessment green sticker (12-monthly inspection)	
8)	Magnetic-particle test records (12-monthly testing intervals)	
9)	Test certificates for main wire rope, chains and lifting equipment (12-monthly testing)	
10)	Load charts (refer to operator's manual)	
11)	Operator training/competency: National High Risk Work Licence — endorsed 'C2' or 'C6' or 'C1' or 'C0' (depending on crane's capacity)	
Visua	I Inspection Checklist	
1)	Compliance/ID plates fitted to machine	
2)	Load charts fitted in cabin	
3)	Reverse beeper working	
4)	Flashing light working	
5)	Fire extinguisher fitted	
6)	Tyres properly inflated and in good condition	
7)	Check housekeeping in cabin – clean and tidy	
8)	All controls clearly labelled, marked and operating correctly, including lights, horn, brakes etc	
9)	Anti-two-blocking device fitted and functioning	
10)	No obvious signs of oil leaks to any components	
11)	All chains fitted with tags identifying SWLs, serial numbers and test dates	
12)	All other lifting equipment should have SWLs, serial numbers and test dates clearly marked	
13)	Anamometer (wind gauge) functioning correctly (if fitted as manufacturer's requirement)	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

Pre-Start Inspection Checklist CRANES

Slewing Mobile Crane (Hydraulic Boom, Truck-Mounted) MAKE: **MODEL: SERIAL NUMBER: REGISTRATION: Documentation Checklist** 1) Operator's manual 2) Logbook 3) Maintenance (refer to operator's manual for service intervals) Risk assessment/Hazard checklist 4) 5) **Current Road Registration** WorkCover Plant Registration Certificate (if over 10 tonne SWL) 6) 7) Industry assessment green sticker (12-monthly inspection) 8) Magnetic-particle test records (12-monthly testing intervals) 9) Test certificates for main wire rope, chains and lifting equipment (12-monthly testing) 10) Load charts (refer to operator's manual) Operator training/competency: 11) National High Risk Work Licence endorsed 'C2' or 'C6' or 'C1' or 'C0' (depending on crane's capacity) **Visual Inspection Checklist** 1) Compliance/ID plates fitted to machine 2) Load charts fitted in cabin 3) Reverse beeper working 4) Flashing light working 5) Fire extinguisher fitted Tyres properly inflated and in good condition 6) 7) Check housekeeping in cabin – clean and tidy 8) All controls clearly labelled, marked and operating correctly, including lights, horn, brakes etc 9) Anti-two-blocking device fitted and functioning 10) No obvious signs of oil leaks to any components 11) All chains fitted with tags identifying SWLs, serial numbers and test dates All other lifting equipment should have SWLs, serial numbers and test dates clearly marked 12) Anamometer (wind gauge) functioning correctly (if fitted as manufacturer's requirement)

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

Pre-Start Inspection Checklist CRANES

Slewing Mobile Crane (Track-Mounted)

MAK	E:	# <u>I</u>
MOD	EL:	
	AL NUMBER:	
REGI	STRATION:	
Docu	imentation Checklist	
1)	Operator's manual	
2)	Logbook	
3)	Maintenance (refer to operator's manual for service intervals)	
4)	Risk assessment/Hazard checklist	
5)	WorkCover Plant Registration Certificate (if over 10 tonne SWL)	
6)	Industry assessment green sticker (12-monthly inspection)	
7)	Magnetic-particle test records (12-monthly testing intervals)	
8)	Test certificates for main wire rope, chains and lifting equipment (12-monthly testing)	
9)	Load charts (refer to operator's manual)	
10)	Operator training/competency: National High Risk Work Licence — endorsed 'C2' or 'C6' or 'C1' or 'C0' (depending on crane's capacity)	
Visua	al Inspection Checklist	
1)	Compliance/ID plates fitted to machine	
2)	Load charts fitted in cabin	
3)	Motion beeper working	
4)	Flashing light working	
5)	Fire extinguisher fitted	
6)	Tracks in good condition – no obvious sign of damage to treads or sprockets	
7)	Check housekeeping in cabin – clean and tidy	
8)	All controls clearly labelled, marked and operating correctly, including lights, horn, brakes etc	
9)	Anti-two-blocking device fitted and functioning	
10)	No obvious signs of oil leaks to any components	
11)	All chains fitted with tags identifying SWLs, serial numbers and test dates	
12)	All other lifting equipment should have SWLs, serial numbers and test dates clearly marked	
13)	Anamometer (wind gauge) functioning correctly (if fitted as manufacturer's requirement)	

At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

Pre-Start Inspection Checklist CRANES

IU	Well of allo - Luffling	
		ì
MAK		
MOD		
	AL NUMBER:	ş
REGI	STRATION:	
Docu	mentation Checklist	
1)	Operator's manual	
2)	Logbook	
3)	Maintenance (refer to operator's manual for service intervals)	
4)	Risk assessment/Hazard checklist	
5)	WorkCover Plant Registration Certificate	
6)	Magnetic-particle test records (12-monthly testing intervals)	
7)	Test certificates for main wire rope, luffing rope, hook and main rope assembly	
8)	Test certificates for all chains and lifting equipment (12-monthly testing)	
9)	Commissioning of crane documents and Commissioning Certificate	
10)	Load charts (refer to operator's manual)	
11)	Operator training/competency: National High Risk Work Licence – endorsed 'CT'	
Visua	al Inspection Checklist	
1)	Compliance/ID plates fitted to machine	
2)	Load charts fitted in cabin	
3)	Fire extinguisher fitted	
4)	All controls clearly labelled, marked and operating, including lights, horn, brakes, gauges, pedals, communication systems etc	
5)	Load-limiting devices and limit switches working	
6)	No obvious signs of oil leaks to any components	
7)	Anamometer (wind gauge) functioning correctly (if fitted as manufacturer's requirement)	
8)	Check lubrication has been carried out on luff and hoist drum, rubella ring and ropes	

9)

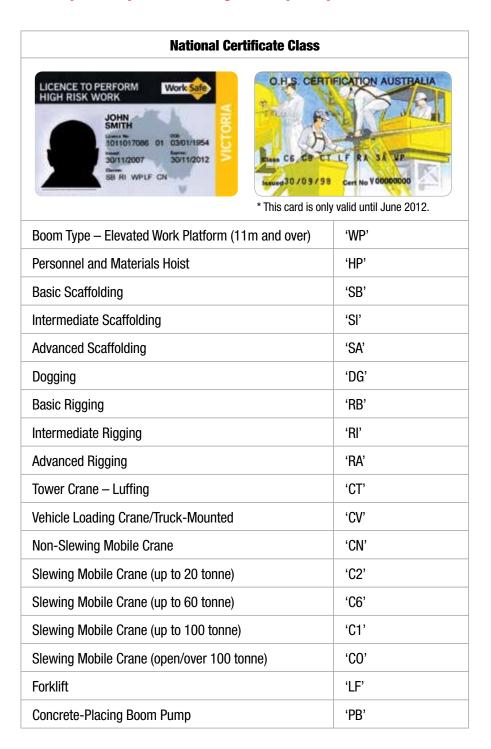
At completion of plant inspection, confirm that the operator has completed their daily pre-start checks and entered this in their logbook.

All chains fitted with tags identifying SWLs, serial numbers and test dates

All other lifting equipment should have SWLs, serial numbers and test dates clearly marked

Certificate of Competency

*NB Both National Certificates and old endorsed equivalents are acceptable as proof of operator's training and competency

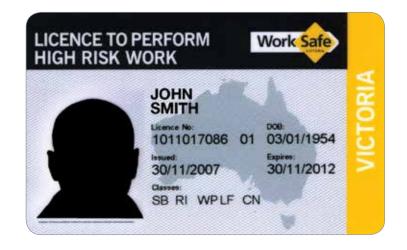


Example of National Certificate



This card is only valid until June 2012 and will be replaced with the card below.

Enquire with WorkSafe.



Example of Elevated Work Platform Proof of Training Card

OF AUSTRALIA INC.



NAME:

DATE OF ISSUE: 14/08/02

EWP TYPE: VL SL BL TL TM

TRAINED OPERATOR: 01

This card has been issued by the EWPAA Inc. following a training program carried out by an EWPAA Accredited Trainer.

I have received training for the Elevating Work Platforms as specified on the front of this card.

EWP TYPES: VL: VERTICAL LIFT SL: SCISSOR LIFT - SELF PROPELLED

BL: BOOM LIFT - SELF PROPELLED TL: TRAILER LIFT

TM: TRUCK MOUNTED BOOM LIFT

Note: Operators of Boom type lifts, 11m or over must also have a Certificate of Competency Class WP.

ELEVATING WORK PLATFORM ASSOCIATION OF AUSTRALIA INC.

PH: 1800 01 5166

Example of TAFE Assessment Card for **Earthmoving Equipment**



Equipment Operator OHS Competency Qualification

Qualification Card Number: 0000AA

Full Name: Baldwin Stone

DOB: 02-03-1960 Issue Date: 14-08-2002

Competency Assessor Number: 000

Signature:

The holder has achieved the standard specified in NOHSC: 7019 for the class(es) shown below:

> Equipment Class Code LS FEL (Skid Steer) LL Front End Loader Excavator LE

> LB Front End Loader



Issued By

Holmesglen Institute of TAFE



Signature:

OR OHS COMPETENCY QUALIFICATION

No: V0000

Name: Baldwin STONE

Date of Birth: 02/03/1960

Assessor No: AA/000

The holder has achieved the OHS Competencies of NOHSC:7019 and/or NOHSC:1006 and/or competencies approved by the National Plant and Equipment Competency Centre for:

Code Equipment Class Issued

LE EXCAVATOR



CFMEU Construction and General Division Victorian Branch Office 500 Swanston Street Carlton South VIC 3053 T: (03) 9341 3444 F: (03) 9341 3427

