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| **TRAINEE NAME** |  |
| **ASSESSOR NAME** |  |
| **TOOL TYPE** | Bench Grinder |
| **TOOL MAKE / MODEL** |  |
| **DATE OF ASSESSMENT** |  |
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| **KNOWEDGE ASSESSMENT (TO BE COMPLETED BY TRAINEE)** |
| QUESTION | C / NYC |
| 1. List at least 3 things that you would inspect as part of a pre-start check.
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| 1. List at least 2 issues that that could impact the safety of the machine (e.g. overly worn components).
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| 1. What should you do if you identify significant defects or issues during your pre-start check?
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| 1. What should you do if you find the tool has no current electrical test and tag (240v tools only)?
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| 1. List at least 2 safety features on this machine and their function.
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| 1. List 3 hazards that may exist during operation of this machine. For each hazard, list a control measure to manage that hazard.
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| 1. List any PPE requirements that may exist for this machine.
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| 1. List an emergency situation that could occur during operation of this machine and include how you would respond to this situation.
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| 1. List any operator maintenance required for this machine (e.g. changing blades).
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| **PRACTICAL ASSESSMENT (TO BE COMPLETED BY ASSESSOR)** |
| TASK / OBSERVATION (TRAINEE MUST SUCCESSFULLY DEMONSTRATE THE FOLLOWING) | C / NYC |
| **PREPARING TO GRIND MATERIALS** |
| The trainee checked equipment for hazards, danger, and isolation tags. |  |
| The trainee performed checks to ensure all doors, inspection openings, and guards were in position and secure. |  |
| The trainee adjusted equipment settings to ensure conformance with standard operating procedures (SOPs). |  |
| The trainee notified appropriate personnel of the intention to start equipment. |  |
| The trainee conducted additional pre-start checks as required in accordance with SOPs. |  |
| The trainee checked for an adequate supply of materials available to meet production requirements. |  |
| **GRINDING MATERIALS** |
| The trainee started equipment in sequence following SOPs. |  |
| The trainee monitored instrument and control panels, adjusting as necessary to remain within specified operating parameters. |  |
| The trainee conducted physical inspections of plant and equipment at specified intervals to identify any anomalies. |  |
| The trainee maximized product throughput and efficiency to maintain target parameters. |  |
| The trainee communicated with appropriate personnel regarding the status of operations. |  |
| The trainee employed safe working practices throughout operations. |  |
| The trainee shut down equipment and completed required records. |  |
| **DISTRIBUTING GROUND PRODUCTS** |
| The trainee distributed ground materials to their correct silo or storage area. |  |
| The trainee monitored silo or storage areas to ensure compliance with enterprise storage quality and quantity requirements. |  |
| **RECTIFYING ROUTINE PROBLEMS** |
| The trainee identified and rectified faults and equipment failures. |  |
| The trainee maintained records and logbooks of equipment operations. |  |
| The trainee identified non-routine problems and reported them to the designated person. |  |
| **CONTROLLING HAZARDS** |
| The trainee identified hazards in the grinding work area. |  |
| The trainee assessed risks arising from those hazards. |  |
| The trainee implemented measures to control those risks. |  |
| The trainee knew how to shut down in an emergency. |  |
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| **ASSESSMENT RESULT** | C / NYC |
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| **ASSESSOR NAME AND SIGN** |  |
| **TRAINEE NAME AND SIGN** |  |