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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. | | |  |
| 1. List at least 2 issues that that could impact the safety of the machine (e.g. overly worn components). | | |  |
| 1. What should you do if you identify significant defects or issues during your pre-start check? | | |  |
| 1. What should you do if you find the tool has no current electrical test and tag (240v tools only)? | | |  |
| 1. List at least 2 safety features on this machine and their function. | | |  |
| 1. List 3 hazards that may exist during operation of this machine. For each hazard, list a control measure to manage that hazard. | | |  |
| 1. List any PPE requirements that may exist for this machine. | | |  |
| 1. List an emergency situation that could occur during operation of this machine and include how you would respond to this situation. | | |  |
| 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** | |  | |