

VOC (LIGHT VEHICLE)

SS-WHS-SAF-000

Authorised By:

Rev 1 [Publish Date]



TRAINEE NAME	
ASSESSOR NAME	
PLANT TYPE	Light Vehicle
PLANT MAKE / MODEL	
DATE OF ASSESSMENT	

KNOWLEDGE ASSESSMENT (TO BE COMPLETED BY TRAINEE)

QUESTION	C / NYC
1. List at least 4 things that you would inspect as part of a pre-start check.	
2. List at least 3 issues that that could impact the safety of the machine (e.g. overly worn tyres).	
3. What should you do if you identify significant defects or issues during your pre-start check?	
4. List at least 2 safety features on this machine and their function.	

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<p>5. List 5 hazards that may exist during operation of this machine. For each hazard, list a control measure to manage that hazard.</p>	
<p>6. List any PPE requirements that may exist for this machine.</p>	
<p>7. List an emergency situation that could occur during operation of this machine and include how you would respond to this situation.</p>	
<p>8. Where should you park the machine and what should you do with the keys when you have finished?</p>	
<p>9. Describe any safety considerations for refuelling or recharging this machine.</p>	

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PRACTICAL ASSESSMENT (TO BE COMPLETED BY ASSESSOR)	
TASK / OBSERVATION (TRAINEE MUST SUCCESSFULLY DEMONSTRATE THE FOLLOWING)	C / NYC
PLANNING AND PREPARING LIGHT VEHICLES	
The trainee will obtain, interpret, and confirm work requirements.	
The trainee will access, interpret, and apply documentation necessary to operate a light vehicle.	
The trainee will identify and address potential risks, hazards, and environmental issues, implementing control measures according to workplace procedures.	
The trainee will select and wear appropriate personal protective equipment for planned work activities.	
The trainee will plan vehicle operations, considering the work activity, route, passengers, and equipment safety.	
The trainee will obtain and interpret emergency procedures, and be prepared for emergency situations.	
OPERATING LIGHT VEHICLES	
The trainee will carry out prestart, start-up, park-up, and shutdown procedures according to workplace procedures.	
The trainee will operate a light vehicle according to manufacturer specifications.	
The trainee will complete light vehicle operations according to workplace procedures.	
The trainee will use vehicle lights and indicators in accordance with traffic regulations.	
The trainee will identify and respond to hazardous and/or emergency driving situations according to workplace procedures.	
CARRYING OUT OPERATOR MAINTENANCE	
The trainee will conduct equipment inspections to identify faults according to manufacturer specifications and workplace procedures.	
The trainee will conduct routine operational servicing, lubrication, and housekeeping activities according to workplace procedures.	
The trainee will carry out minor maintenance and repairs according to manufacturer specifications.	
The trainee will provide operator support during preparation for and conduct of major maintenance tasks.	
The trainee will report defective or irregular performance to relevant personnel according to workplace procedures.	
The trainee will process vehicle written maintenance records according to workplace procedures.	
ASSESSMENT RESULT	C / NYC
ASSESSOR NAME AND SIGN	
TRAINEE NAME AND SIGN	

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