

VOC (RECIPROCATING SAW)

SS-WHS-SAF-000

Authorised By:

Rev 1 [Publish Date]



TRAINEE NAME	
ASSESSOR NAME	
TOOL TYPE	Reciprocating Saw
TOOL MAKE / MODEL	
DATE OF ASSESSMENT	

KNOWLEDGE 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.	
2. List at least 2 issues that that could impact the safety of the tool (e.g. overly worn components).	
3. What should you do if you identify significant defects or issues during your pre-start check?	
4. What should you do if you find the tool has no current electrical test and tag (240v tools only)?	

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<p>5. List at least 2 safety features on this tool and their function.</p>	
<p>6. List 3 hazards that may exist during operation of this tool. For each hazard, list a control measure to manage that hazard.</p>	
<p>7. List any PPE requirements that may exist for this tool.</p>	
<p>8. List an emergency situation that could occur during operation of this tool and include how you would respond to this situation.</p>	
<p>9. Describe any safety considerations for refuelling or recharging this tool (fuel or battery tools only)?</p>	

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PRACTICAL ASSESSMENT (TO BE COMPLETED BY ASSESSOR)	
TASK / OBSERVATION (TRAINEE MUST SUCCESSFULLY DEMONSTRATE THE FOLLOWING)	C / NYC
PLANNING & PREPARING FOR USING HAND AND POWER TOOLS	
The trainee obtained, interpreted, and confirmed appropriate work requirements.	
The trainee accessed, interpreted, and applied documentation and correct procedures.	
The trainee identified and addressed potential hazards, risks, and environmental issues and implemented control measures according to workplace procedures.	
The trainee selected and wore personal protective equipment required for the current work activity.	
The trainee obtained and interpreted emergency procedures and was prepared for emergency situations.	
SELECTING AND USING POWER TOOLS	
The trainee selected the tool and equipment appropriate for the work activity.	
The trainee inspected the tool for serviceability and reported faults.	
The trainee inspected power leads and hoses for serviceability and reported faults.	
The trainee established a clear route for the safe placement and connection of power leads and hoses.	
The trainee clamped or fixed material in position for power tool application according to workplace procedures.	
The trainee used the tool safely and correctly.	
The trainee stored the tool safely when not in immediate use.	
HOUSEKEEPING AND CLEAN UP ACTIVITIES	
The trainee cleared the work area and disposed of materials.	
The trainee cleaned, maintained, and inspected the serviceability of the equipment, and addressed and reported any issues to relevant personnel.	
The trainee completed written records and reports according to workplace procedures.	
ASSESSMENT RESULT	C / NYC
ASSESSOR NAME AND SIGN	
TRAINEE NAME AND SIGN	