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| **TRAINEE NAME** |  | | |
| **ASSESSOR NAME** |  | | |
| **PLANT TYPE** | Scissor Lift | | |
| **PLANT MAKE / MODEL** |  | | |
| **DATE OF ASSESSMENT** |  | | |
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| **KNOWEDGE 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. | | |  |
| 1. List at least 3 issues that that could impact the safety of the machine (e.g. overly worn tyres). | | |  |
| 1. What should you do if you identify significant defects or issues during your pre-start check? | | |  |
| 1. List at least 2 safety features on this machine and their function. | | |  |
| 1. List 5 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. Where should you park the machine and what should you do with the keys when you have finished? | | |  |
| 1. Describe any safety considerations for refuelling or recharging this machine. | | |  |
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| **PRACTICAL ASSESSMENT (TO BE COMPLETED BY ASSESSOR)** | | | |
| TASK / OBSERVATION (TRAINEE MUST SUCCESSFULLY DEMONSTRATE THE FOLLOWING) | | | C / NYC |
| **PLANNING** | | | |
| The trainee demonstrates how to obtain and apply job requirements in the planning process. | | |  |
| The trainee demonstrates the process of assessing work site conditions and hazards and applying health and safety requirements to the planning. | | |  |
| The trainee demonstrates the procedure for reviewing the Safe Work Method Statement (SWMS) for the scissor lift type, job, and work site requirements with relevant personnel. | | |  |
| The trainee demonstrates the steps taken to select and check the serviceability of plant, tools, equipment, and personal protective equipment (PPE) before starting work. | | |  |
| The trainee demonstrates how to identify, obtain, prepare, safely handle, and locate materials suitable for the work application. | | |  |
| The trainee demonstrates how to confirm verbal and non-verbal communication signals with team members, supervisors, and other personnel on the work site. | | |  |
| The trainee demonstrates the process of establishing and practicing a rescue plan, including the use of a fall arrest system, before using an scissor lift. | | |  |
| **SCISSOR LIFT ROUTINE CHECKLIST** | | | |
| The trainee demonstrates the correct connection of the power source to the platform equipment in accordance with manufacturer specifications. | | |  |
| The trainee demonstrates the execution of routine pre-operational equipment checks based on the operator manual or manufacturer specifications, along with the documentation of defect checks and scissor lift maintenance schedules in logbooks. | | |  |
| The trainee demonstrates the proper start-up procedure by switching on the equipment and checking controls for correct operation and ease of movement. | | |  |
| The trainee demonstrates the inspection of the scissor lift to ensure the presence and correct operation of emergency safety devices specified in the operator manual. | | |  |
| **POSITION SCISSOR LIFT** | | | |
| The trainee positions the platform for the work application and engages stabilizers, if present, to establish the equipment base level in accordance with safe operating procedures. | | |  |
| The trainee demonstrates places tools, equipment, and materials into the bucket or on the platform based on job application requirements. | | |  |
| **ELEVATE SCISSOR LIFT** | | | |
| The trainee ensures the secure fitting of the fall arrest harness and connects the lanyard to the attachment point. | | |  |
| The trainee operates scissor lift controls following manufacturer recommendations and elevates the platform to the designated work position. | | |  |
| The trainee powers off at specified locations and engages locking devices as instructed in the operator manual. | | |  |
| The trainee conducts work in accordance with the job specification, operator manual, and health and safety requirements. | | |  |
| **SHUT DOWN AND LOWER SCISSOR LIFT** | | | |
| The trainee operates the controls following manufacturer recommendations and lowers the platform to the down position. | | |  |
| The trainee carries out shut-down procedures as per the instructions in the operator manual, ensuring the equipment is switched off. | | |  |
| **PACKUP AND CLEANUP** | | | |
| The trainee ensures the work area is cleared, and materials are disposed of, reused, or recycled in accordance with legislation, regulations, codes of practice, and job specifications. | | |  |
| The trainee cleans, checks, maintains, and stores the scissor lift, tools, and equipment following manufacturer recommendations and standard work practices. | | |  |
| The trainee applies work completion procedures and notifies relevant personnel that the work is finished. | | |  |
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| **ASSESSMENT RESULT** | | | C / NYC |
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| **ASSESSOR NAME AND SIGN** | |  | |
| **TRAINEE NAME AND SIGN** | |  | |