

Competency Checklist for Operation of Powered Mobile Equipment

(Note: This is an example of a general checklist. It is not intended to be exhaustive and should be modified as needed to include other health and safety matters specific to the PME upon which training is being provided)

Please print:

Operator _____ Date _____

Type of PME _____ Trainer _____

Operator's previous Experience and/or Training

Describe: <hr/> <hr/> <hr/>	<hr/>
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This certifies that the above named Operator has been trained and has demonstrated the knowledge and competencies indicated below in relation to that equipment.

(Signature of Operator) (Signature of Trainer)

Measurement of Competency	Yes ✓	Comment
Occupational Health and Safety Legislation		
Operator familiar with general duties of employers and operators (see list of Legislation related to duties)		
Operator knows worker rights under Sask OHS legislation (includes right to know, right to participate, right to refuse, protection from discriminatory action)		
Operator familiar with regulatory requirements related to specific equipment and its use (see list of regulations related to PME)		
Types of PME		
Operator understands specific design features of PME being operated (check where applicable) <input type="checkbox"/> Turning capacity <input type="checkbox"/> Center of gravity/stability triangle <input type="checkbox"/> Load ratings <input type="checkbox"/> Limitations of movement/use <input type="checkbox"/> Safety features and equipment <input type="checkbox"/> Operator familiar with PME attachments (including forks), adaptation, operation and use limitations <input type="checkbox"/> Location of power take off or other moving hazards <input type="checkbox"/> Other: _____		
Operator has reviewed operators manual (if available) and understands manufacturer's requirements respecting safe operation equipment		
Operator understands terminology related to specific PME and its use		
Operator understands type of PME being operated (e.g. Forklift, skid steer, grader, aerial device)		

Measurement of Competency	Yes ✓	Comment
PME Controls		
Operator understands PME controls and instrumentation		
Demonstrates proper pre-start check		
Demonstrates proper entrance and exit		
Demonstrates proper startup procedures		
Demonstrates proper shut-down procedures and post-operating check		
Operation of PME		
Operator demonstrates aware of people, traffic & equipment prior to startup		
Operator understands and (where applicable) demonstrates proper use of safety equipment: <input type="checkbox"/> Back up alarm <input type="checkbox"/> Seal or other adjustments <input type="checkbox"/> Guards		
Operator understands restrictions on passenger travel		
Operator maintains a clear view of direction of travel (forward/reverse)		
Operator checked for obstructions, structure &/or safety of other persons before/during movement		
Operator familiar with load stability and characteristic of specific load(s) &/or composition		
Understands the need to remove key when PME is unattended		
Understands safe procedures for loading and unloading PME from carrier (e.g. flatbed)		
Understands safe procedures for towing PME		
Maintenance of PME (where applicable)		
Understands maintenance schedule and planned preventative maintenance		
Understands procedure for reporting defects needing repair		
Demonstrates proper inspection and repair procedures where responsible: Example: <input type="checkbox"/> Brakes <input type="checkbox"/> Tires <input type="checkbox"/> Fluids <input type="checkbox"/> Other		
Demonstrates blocking and the safe position of parts during maintenance and servicing		
Maintenance/Repair Records (where applicable)		
Understands procedure to record inspections, repair, maintenance, calibrations and work activities		
Understands procedures to record hours of service		
Understands record sign-off procedures by authorized person regarding record of inspection, maintenance and calibration		

After the completion of this form by the Trainer & Operator it must be filed with the supervisor.