

# VERIFICATION OF COMPETENCY FOR AN EXCAVATOR

Examples and answers are in **red** text below. Just delete and uncheck the answer boxes before using.

<b>Company:</b>		<b>Date:</b>	
<b>Assessor's Name:</b>		<b>Nominee's Name:</b>	
<b>Item of Plant:</b>		<b>Model:</b>	

The purpose of this verification of competency is to allow the nominee to demonstrate their understanding and competence to safely operate the excavator identified above.

This verification of competency consists of two parts. One theoretical assessment and one practical assessment.



## Section One: Theoretical Assessment

Section one consists of a questionnaire.



# SAMPLE

**ORDER NOW AND GET FULL ACCESS**

- The excavator is more likely to roll over.
- It is OK, excavators are designed for it. Operate as normal.

**Question 3.**

**How would you determine if the load can be safely lifted by the excavator?**

- Verify it with someone else.
- If it looks safe, it should be OK to lift.
- If the excavator can lift it, the load is safe to lift.
- Refer to the operator's manual and verify the working load limit (WLL) of the excavator.



**SAMPLE**

**ORDER NOW AND GET FULL ACCESS**

<input type="checkbox"/>	It is 100% up to the owner to maintain the excavator.
<input type="checkbox"/>	If the oil and water is maintained that is enough to ensure safe operation.
<input checked="" type="checkbox"/>	Excessive wear and damage will occur to the excavator.
<input type="checkbox"/>	It's up to the mechanic.

**Question 9.**

**What should you do in the event of an incident while operating the excavator?**

<input type="checkbox"/>	Remove your logbook.
<input checked="" type="checkbox"/>	Immediately report it to your supervisor or the person in control of the worksite.
<input type="checkbox"/>	Tell your work mates and listen to what they have to say.
<input type="checkbox"/>	Damage compensation.



**SAMPLE**

**ORDER NOW AND GET FULL ACCESS**

*(This section contains blurred text from the rest of the document, including questions 10 through 15.)*

What can you do to prevent a person falling into a trench?

Example answer - I would erect barricading and signage around the trench.

Question 16.

Before stockpiling any excavated material adjacent to an excavation or trench, what should you check for?

Example answer - I would check the stability of the area adjacent to an excavation or trench, it must be able to withstand the increase in surcharge load and the load of any mobile plant or heavy vehicle.

Question 17.

Should the placement of material be on the other side of an excavation or trench?

The

# SAMPLE



ORDER NOW AND GET FULL ACCESS

Example answer - I would check the voltage of the electrical services and ensure that the legal protection zones that must be considered with the final voltage.

Question 18.

How would you identify underground services?

Example answer - I would check all available information and any service maps on the location of underground services (e.g. gas, water, drainage, telecommunications, electricity, sewerage, fuel or refrigerant) above or below.

I would contact the local utility providers.

I would contact the utility service providers.

I would use a GPR, ground penetrating radar with method.

Question 19.

All underground services must be treated as energized until proven beyond doubt that they have been successfully de-energized.

Yes  No

## QUESTIONNAIRE

Question	Answer	Correct	Incorrect	Score
1. The worker knows and understands all the relevant safety and health requirements.	Yes	Yes	Yes	1
2. The worker can conduct a thorough pre-work check on the excavation.	Yes	Yes	Yes	1
3. The worker knows the importance of safe work method statements and safe work procedures.	Yes	Yes	Yes	1
4. The worker's supervisor is competent and qualified to sign the work method statement.	Yes	Yes	Yes	1

5.	The nominee has knowledge of how to erect signage and barricading around the operating area, if required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
6.	The nominee understands what the levers, switches, buttons and functions control?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
7.	The nominee is able to operate the excavator in a smooth continuous flowing motion?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
8.	The nominee can control the excavator in a controlled manner?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
9.	The nominee understands the correct use of the excavator's bucket?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
10.	The nominee understands the correct use of the excavator's boom and bucket?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A



**SAMPLE**

**ORDER NOW AND GET FULL ACCESS**

**Competency Assessment**

1. I, the undersigned, certify that the nominee named above has demonstrated the required skills and competencies to the safe operation of an excavator.

**Agreed:** \_\_\_\_\_

2. I, the undersigned, certify that the nominee named above has demonstrated the required skills and competencies to the safe operation of an excavator and further training is required.

**Agreed:** \_\_\_\_\_

**Competency Assessment and Sign Off**

I, the undersigned, certify that the nominee named above has demonstrated the required skills and competencies to the safe operation of an excavator and further training is required.

I agree to abide by the requirements of the operator's manual and the work conditions change or additional training as identified. I will discuss these changes with a supervisor or management.

**Agreed:** \_\_\_\_\_

**Competency Assessed By:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_