

VERIFICATION OF COMPETENCY FOR A BACKHOE

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

Company:		Date:	
Assessor's Name:		Nominee's Name:	
Item of Plant:		Model:	

The purpose of this verification of competency is to allow the nominee to demonstrate their understanding and ability to safely operate a backhoe.

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.

The nominee needs to have knowledge and awareness of the functions and other information associated with the safe operation of a backhoe.

To successfully complete the theoretical assessment, the nominee will require 100% pass mark after the 10 questions have been asked, and the nominee will receive a pass mark of two, the practical assessment will be marked out of 100.



SAMPLE

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The assessor must be satisfied that the nominee can safely operate the backhoe in a range of tasks that involve general maintenance.

Section One – Theoretical Assessment

Section one consists of 10 questions.

A pass mark of 100% is required to successfully complete the theoretical assessment.

Answer the questions correctly and enter your answers in the provided boxes.

For multiple choice questions, check the box that has the **ANSWER** correct answer.

Question 1

How would you check the oil pressure in a backhoe loader?

With the engine of the backhoe.

With the engine of the backhoe.

With the engine of the backhoe.

I don't know.

Question 2

What attachment would you use to break up asphalt on a road?

Backhoe.

Fork.

Backhoe loader.

<input checked="" type="checkbox"/>	Hydraulic hammer.
Question 3.	
You are required to operate the backhoe in proximity to electrical powerlines, you should first?	
<input type="checkbox"/>	Check for insulation.
<input type="checkbox"/>	Check with someone who has an electrical license.
<input type="checkbox"/>	Ask someone else how they would do the job, to verify your approach to the job.
<input checked="" type="checkbox"/>	Verify all legal requirements, risk management principles, exclusion requirements and seek approval of the electrical supply authority, if necessary.



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1. Auger.
2. Broom.
3. Bucket.
4. Hammer.
5. Forks.

Question 11.

Which is more cohesive and harder to excavate, push and spread?

Topsoil

Clay

Question 12.



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Question 13.

Name an area where you would not push a backhoe?

On a job or other surface or structure.

Question 14.

Why should the top be removed from the spool of a backhoe when not in use?

To prevent inadvertent use of the backhoe.

Question 15.

Management of Hazardous Waste that is classified as a High Risk Construction Work under the Work Health and Safety Regulation does the same as operating a backhoe on a construction site is High Risk Construction Work and if so, is a safe work method statement needed?

Yes, and a safe work method statement must be available to the work activity.

Question 16.

You have just completed a job shift on the backhoe and found that it has not been serviced on the due date, what would you do?

Tag the backhoe as 'out of service' and advise the responsible person to arrange a service on the backhoe.

Question 17.

Failure to follow the safety rules and procedures in the backhoe's operator's manual could lead to serious injury and/or damage to the backhoe?

True

False

SECTION TWO – PRACTICAL ASSESSMENT (Assessor to Complete)		Competent?		
1.	The nominee knows how to conduct a thorough pre-start on the backhoe and how to report any defects?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
2.	The nominee is aware of the maintenance and servicing schedule of the backhoe?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
3.	The nominee understands what the levers, quick-hitch, switches, buttons and functions control?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
4.	The nominee is competent with the operation of the attachments.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
5.	Does the nominee know the importance of safe work practices and safety procedures?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
6.	Does the nominee know the importance of the backhoe and its attachments with energy sources.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
7.	Does the nominee know the importance of the backhoe and its attachments with energy sources.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
8.	The nominee can operate the backhoe in a smooth continuous flowing motion?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
9.	The nominee is aware of how to park and secure the backhoe in a safe location at the end of the working day?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A

SAMPLE

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Competent Assessor

1. I am a competent assessor for the purpose of this assessment. I understand the requirements of the assessment and I am confident that I can assess the nominee's performance against the assessment criteria. I will ensure that the assessment is conducted in a safe and controlled environment. I will ensure that the assessment is conducted in a safe and controlled environment. I will ensure that the assessment is conducted in a safe and controlled environment.

Signature: _____

2. I am a competent assessor for the purpose of this assessment. I understand the requirements of the assessment and I am confident that I can assess the nominee's performance against the assessment criteria. I will ensure that the assessment is conducted in a safe and controlled environment. I will ensure that the assessment is conducted in a safe and controlled environment. I will ensure that the assessment is conducted in a safe and controlled environment.

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