

Participant Name: _____

Participant Signature: _____
 (Signature required confirming this is the work of the participant)

Date: _____

Participant ID: (OFFICE USE ONLY) _____

RIIMPO308E Conduct tracked dozer operations

Competency Assessment



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Prepared by:	Jamin Feddersen/Sarah Pike	Title:	Conduct tracked dozer operations
Approved by:	Management	Code:	RIIMPO308E
Reviewed by:	Steve Meeny	Document:	Practical Assessment
		Issue Date:	Feb 2016
		Last Reviewed:	May 2018
		Version:	1.1

Definitions

Assessment Instrument: The specific questions or activity used to assess competence. E.g. a 'Theory Assessment' or a 'Practical Assessment' are both assessment instruments.

Instructions to Participant

By completing each assessment, you are producing evidence towards the completion of the unit RIIMPO308E Conduct tracked dozer operations.

Reasonable Adjustment: If you have any special needs that your assessor does not know about, you should let them know as soon as possible before starting any assessment so that your assessor can make changes where possible.

Induction: Before starting a training course, your assessor must make sure that you have seen *Progressive Training (WA) Pty Ltd's* Induction PowerPoint slides and the Participant Handbook. You can find these on our website www.progressivetraining.com.au under 'Staff & Students' and then 'Student Induction'.

Preparation: Your assessor will let you know what you need to do to get a 'Satisfactory' result in your assessment. They will also give you more specific instructions before each assessment (e.g. whether it is open-book or closed-book, what materials you will need, etc.). You will then be given the chance to ask questions about the assessment. You and your assessor must make sure that you are ready for an assessment before starting.

During: You may ask your assessor questions during the assessment about the process and/or to explain what you have to do. Your assessor will be there to help you, but cannot give you any answers.

Competency: To be found competent in the unit RIIMPO308E Conduct tracked dozer operations, you must 'satisfactorily' complete all assessment instruments (see definition above). After an assessment, your assessor should give you feedback to let you know how you went and will discuss reassessment opportunities with you if needed. This feedback, along with the assessment result, will be recorded by your assessor, on an 'Assessment Summary' attached to your assessment. You can ask your assessor to show you this if you wish.

Appeals: If you disagree with an outcome/result given to you by your assessor, or are not happy with the assessment process, you can make an appeal by completing our 'Participant Appeals Form' (TA 2.03.01). This form can be downloaded from our website www.progressivetraining.com.au under 'Staff & Students' and then 'Forms'. If you can't access the internet, give us a call on (08) 9964 9497. You can find more information about appeals in the Induction PowerPoint slides and Participant Handbook (see website).

RPL: If you think that you already have all, or some of the skills needed to be deemed competent in the unit RIIMPO308E, speak with your assessor about applying for Recognition of Prior Learning (RPL). Remember that you will need to have evidence to prove this!

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Note: Various components of this practical assessment require the participant to demonstrate task/s on **more than 1 occasion**. This is a requirement of the 'unit of competency' and is therefore essential.

Part 1: Plan and prepare for tracked dozer operations			
Performance Checklist		Satisfactory	Not Yet Satisfactory
1.	a) Locate the relevant documentation including the policies and procedures relevant to operating the tracked dozer.	<input type="checkbox"/>	<input type="checkbox"/>
	b) Review and correctly interpret the relevant: <ul style="list-style-type: none"> • work instructions • site plans • reports • maps • specifications Confirm and the tasks with your supervisor	<input type="checkbox"/>	<input type="checkbox"/>
	c) Clarify and confirm the work instruction with the supervisor.	<input type="checkbox"/>	<input type="checkbox"/>
	d) Receive and interpret shift changeover details if relevant.	<input type="checkbox"/>	<input type="checkbox"/>
	e) Identify potential risks and hazards including environmental issues and implement control measures. E.g. Complete a JHA or Take 5. Risks/Hazards might include people, other equipment, dangerous materials, uneven ground, etc.	<input type="checkbox"/>	<input type="checkbox"/>
	f) Organise work activities to meet all task requirements	<input type="checkbox"/>	<input type="checkbox"/>
	g) Select and wear personal protective equipment appropriate for work activities including the following (add/delete as per site requirements)	<input type="checkbox"/>	<input type="checkbox"/>
	1. Head protection.	<input type="checkbox"/>	<input type="checkbox"/>
	2. Hearing and eye protection.	<input type="checkbox"/>	<input type="checkbox"/>
	3. Foot protection.w	<input type="checkbox"/>	<input type="checkbox"/>
	4. Suitable protective, high-vis clothing (including gloves).	<input type="checkbox"/>	<input type="checkbox"/>
5. Skin protection (where necessary).	<input type="checkbox"/>	<input type="checkbox"/>	

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6. Torch (where necessary).	<input type="checkbox"/>	<input type="checkbox"/>
7. All tags and personal isolation lock.	<input type="checkbox"/>	<input type="checkbox"/>
h) Access the geological and survey data. Ensure you have interpreted the information correctly before applying to the relevant job by relaying this information to your trainer.	<input type="checkbox"/>	<input type="checkbox"/>
i) Access any required safety information or procedures.	<input type="checkbox"/>	<input type="checkbox"/>
j) Demonstrate how to erect a barricade and post signs if required	<input type="checkbox"/>	<input type="checkbox"/>
k) Coordinate with others when inspecting and preparing the work area.	<input type="checkbox"/>	<input type="checkbox"/>
l) Ensure work area hazards and/or contaminants are removed or controlled prior to operations.	<input type="checkbox"/>	<input type="checkbox"/>
m) Demonstrate correct tag out for walk around inspection	<input type="checkbox"/>	<input type="checkbox"/>
n) Inspect the tracked dozer for faults and conduct basic diagnostics.	<input type="checkbox"/>	<input type="checkbox"/>
o) Demonstrate how to use a two way radio when communicating with other personnel	<input type="checkbox"/>	<input type="checkbox"/>
p) Communicate clearly with relevant personnel in order to coordinate activities prior to commencement of operations.	<input type="checkbox"/>	<input type="checkbox"/>
q) Locate site evacuation/emergency procedures and interpret them correctly	<input type="checkbox"/>	<input type="checkbox"/>
r) Select equipment and or attachments and check for faults	<input type="checkbox"/>	<input type="checkbox"/>
s) Demonstrate what to do in case of a fire emergency	<input type="checkbox"/>	<input type="checkbox"/>

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Part 2: Operate the tracked dozer

Performance Checklist		Satisfactory	Not Yet Satisfactory
2.	a) Identify the safety signs and labels as fitted to the machine	<input type="checkbox"/>	<input type="checkbox"/>
	b) Use the correct procedure to isolate the tracked dozer	<input type="checkbox"/>	<input type="checkbox"/>
	c) Perform tracked dozer pre-operational checks. The checks should be recorded and also include but are not limited to: <ul style="list-style-type: none"> • external check of the machine (outside of the tracked dozer footprint) • checking and topping up fluid levels (including fuel) • lubrication • inspection of attachments to ensure security and defects • instrument and control lever checks • machine function checks, including: <ul style="list-style-type: none"> ○ implements ○ attachments ○ other attachments ○ brakes ○ manoeuvrability ○ reporting defects and damage 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
	d) Communicate with other personnel in the area to ensure awareness of the operation of the tracked dozer.	<input type="checkbox"/>	<input type="checkbox"/>
	e) Check the track dozer's manual to determine the capacity requirements of the machine	<input type="checkbox"/>	<input type="checkbox"/>
	f) De-isolate the tracked dozer and use the start-up procedures	<input type="checkbox"/>	<input type="checkbox"/>
	g) Effectively and efficiently manoeuvre the tracked dozer On more than one (1) occasion	x1 <input type="checkbox"/> x2 <input type="checkbox"/>	<input type="checkbox"/>
	h) Demonstrate how to control the blade and use the ripper including building and maintaining stockpiles On more than one (1) occasion	x1 <input type="checkbox"/> x2 <input type="checkbox"/>	<input type="checkbox"/>
	i) Demonstrate how to select, connect and tow/push equipment and plant ensuring the equipment and connection capacity is not compromised. On more than one (1) occasion	x1 <input type="checkbox"/> x2 <input type="checkbox"/>	<input type="checkbox"/>

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j) Effectively and efficiently build and maintain stockpiles On more than one (1) occasion	x1 <input type="checkbox"/> x2 <input type="checkbox"/>	<input type="checkbox"/>
k) Carry and place materials as directed by either the trainer/assessor or what is outlined in the workplan On more than one (1) occasion	x1 <input type="checkbox"/> x2 <input type="checkbox"/>	<input type="checkbox"/>
l) Safely work around high walls, other machines, infrastructure and personnel On more than one (1) occasion	x1 <input type="checkbox"/> x2 <input type="checkbox"/>	<input type="checkbox"/>
m) Drive and operate tracked dozer within recommended speed, engine capacity and limitations	<input type="checkbox"/>	<input type="checkbox"/>
n) Demonstrate the procedure for operating during a change of conditions. (This could be rain, wind, road base change, etc. dependent upon assessment location and weather conditions at the time)	<input type="checkbox"/>	<input type="checkbox"/>
o) Using the equipment indicators, monitor and manage the tracked dozer performance to ensure the most efficient use of the machine is maintained	<input type="checkbox"/>	<input type="checkbox"/>
p) Demonstrate the correct procedure when acting upon any alarms. This also includes the reporting and monitoring process	<input type="checkbox"/>	<input type="checkbox"/>
q) Continuously monitor hazards and risks throughout operations and ensure the safety of self, other personnel, plant and equipment	<input type="checkbox"/>	<input type="checkbox"/>
r) Complete work in accordance with the agreed plan and within the operating capacity of the tracked dozer	<input type="checkbox"/>	<input type="checkbox"/>
s) Coordinate activities with the relevant personnel at the completion of the work	<input type="checkbox"/>	<input type="checkbox"/>
t) Demonstrate the safe park-up and shut-down procedures.	<input type="checkbox"/>	<input type="checkbox"/>
u) Demonstrate how to shut down the tracked dozer in an emergency	<input type="checkbox"/>	<input type="checkbox"/>

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Part 3: Carry out operator maintenance

Performance Checklist		Satisfactory	Not Yet Satisfactory
3.	a) Prepare machine for maintenance	<input type="checkbox"/>	<input type="checkbox"/>
	b) Conduct an inspection on the tracked dozer and report any faults	<input type="checkbox"/>	<input type="checkbox"/>
	c) Assist in major maintenance tasks carried out in accordance with manufacturer and site requirements	<input type="checkbox"/>	<input type="checkbox"/>
	d) Routine operational servicing, lubrication and housekeeping tasks carried out in accordance with manufacturer and site requirements Insert site requirements/procedures	<input type="checkbox"/>	<input type="checkbox"/>
	e) Correctly select tools and equipment when performing maintenance tasks	<input type="checkbox"/>	<input type="checkbox"/>
	f) Demonstrate how to refuel the equipment using the refuelling requirements including working safely around other machines and personnel and complete the relevant fuel usage records	<input type="checkbox"/>	<input type="checkbox"/>
	g) Return machine to service	<input type="checkbox"/>	<input type="checkbox"/>
	h) Process written maintenance records	<input type="checkbox"/>	<input type="checkbox"/>

Part 4: Carry out housekeeping activities

Performance Checklist		Satisfactory	Not Yet Satisfactory
4.	a) Clean work area and dispose of or recycle materials	<input type="checkbox"/>	<input type="checkbox"/>
	b) To maintain a safe working environment, manage and/or report hazards that may occur at all times.	<input type="checkbox"/>	<input type="checkbox"/>
	c) Locate any records or reports you need to complete and process them correctly	<input type="checkbox"/>	<input type="checkbox"/>

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ASSESSMENT SUMMARY			
<i>Note: refer to mapping document if required.</i>			
Practical Assessment	Satisfactory	Not Yet Satisfactory	
Part 1: Plan for tracked dozer operations	<input type="checkbox"/>	<input type="checkbox"/>	
Part 2: Operate the tracked dozer	<input type="checkbox"/>	<input type="checkbox"/>	
Part 3: Carry out operator maintenance	<input type="checkbox"/>	<input type="checkbox"/>	
Part 4: Conduct housekeeping activities	<input type="checkbox"/>	<input type="checkbox"/>	
Overall Practical Assessment Result:	<input type="checkbox"/>	<input type="checkbox"/>	
Constructive/Effective Feedback to Participant			
Assessment Conditions (Essential Information Required)			
Machine model: Assessment location: Assessment tasks performed: 1. 2. Additional information relevant to the task being performed (including relevant documentation) :			
Retraining and/or Reassessment Requirements (if applicable)			
Assessor Name:			
Assessor Signature:		Date:	

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