

Example Worksheet Page

Company Name:	Equipment Identification: Type of Equipment: Make: Model: Year: Use:
Mine Name:	
Date of Analysis:	

Job step 1: Pre-Operational Inspection

Learner will be able to demonstrate how to conduct a safe and thorough pre-operational inspection. Learner will also be able to explain job duties, why they are conducted, any associated risk, and how to implement appropriate controls. A thorough pre-operational inspection includes the following duties:

Conduct Ground/Walk-Around Inspection

Duties/Job Steps	Importance Narrative	Importance Ranking	Satisfactory or Needs Work	Notes/Comments
		1=Important 2=Very Important 3=Critical		
Attend pre-shift meeting <ul style="list-style-type: none"> • Talk to previous shift • Get duty assignment from supervisor • Perform self assessment for readiness to work • Check weather conditions/forecast • Check for red tags (lock out/tag out) 				
Check for slip/trip hazards				
Check truck is secured against movement				

Duties/Job Steps	Importance Narrative	Importance Ranking	Satisfactory or Needs Work	Notes/Comments
		1=Important 2=Very Important 3=Critical		
Check general condition of truck <ul style="list-style-type: none"> • Body pins • Body/frame for cracks • Broken or cracked welds • Roll over protection structure (ROPS) • Suspension cylinder & pins 				
Check for leaks				
Check suspension				
Check drive shaft				
Check steering linkage <ul style="list-style-type: none"> • Cylinder • Tie rod ends • Drag links 				
Check tires/wheels <ul style="list-style-type: none"> • Cuts • Damage • Inflation appearance • Missing/damaged mounting hardware • Cracked wheels • Rocks between wheels • Rock ejectors 				
Check physical condition of external				

Duties/Job Steps	Importance Narrative	Importance Ranking	Satisfactory or Needs Work	Notes/Comments
		1=Important 2=Very Important 3=Critical		
parking brake				
Check physical condition/clean of lights				
Check fire extinguisher/fire suppression system				
Check radiator for debris/damage				
Check for unusual odors/noises/excess heat				
Check air tank relief valve/drain water				