

Student Manual Supplement

Safe Operation of Tractor and Agricultural Equipment



Instructions for Tractor Operation and Written Examinations

After completing the required units of the Student Manual, Safe Operation of Agricultural Equipment, you must take and pass written and operating examinations to qualify for the hazardous occupation order exemption of the agricultural work permit.

Tractor Operator's Written Examination

The examination will be administered by an instructor. The questions are taken from the Student Manual Safe Operation of Agricultural Equipment. You must answer 70% of the questions correctly to qualify.

Tractor Operator's Driving Test

An opportunity will be provided for you to take this test in your county or area. You will want to practice driving and backing a tractor with a 2-wheel trailer. Practice the safety precautions until they become your routine way of operating a tractor.

Procedure

You will be scored on safety whenever you are working with or operating the tractor. This includes the practice period and before, during, and after the driving test.

Start and warm-up the tractor at the starting line. Signal the officials when you are ready to start (engine

running, brakes set, in neutral). Officials will give the signal to start.

Back trailer to implement, dismount, and attach implement to tractor drawbar.

Drive through course as directed by officials, returning implement to its starting point. Time stops at this point, but you will dismount, unhitch the implement and return tractor to the starting line.

Rules

No assistance will be allowed in hitching implement to the tractor. Implement tongue will be on the ground.

When dismounting from the tractor, at least one brake must be set. For tractors with automatic transmissions, the selector lever must be in the "park" or "lock" position.

Time begins on signal from official at starting line and stops when you have backed implement into shed and have indicated to the timer that you are satisfied with the position of the implement. There is no time penalty except that you must complete the course within 10 minutes or you will have failed the test.

Rules for Safe Tractor Operation

1. Before starting the tractor, be sure the brakes are set (or transmission is in park position), gear shift lever is in neutral or park position, and the PTO is disengaged.
 2. Disengage clutch while starting the engine.
 3. Release brakes before attempting to move the tractor.
 4. Engage clutch gently. Avoid careless or sudden starts and stops.
 5. Avoid unnecessary slipping of clutch. The operator's foot (or hand) may remain on the clutch, but avoid "riding" the clutch.
 6. Keep tractor in gear when driving. Never shift into neutral or disengage clutch to coast part of the way.
 7. Ride on tractor seat. Never ride on drawbar or hitch of implement being drawn.
 8. Reduce speed to a safe level before making a turn or applying one brake.
 9. Avoid short turns which will foul implement against tractor wheels.
 10. Drive at speeds slow enough to insure tractor safety, both for yourself and for others near the tractor.
 11. Do not permit extra riders on the tractor at any time.
 12. Bring tractor to complete stop before dismounting.
 13. Mount and dismount tractor properly. Use steps if provided by the manufacturer.
 14. Set brakes and move gear shift to park position before dismounting.
 15. When leaving tractor, shift into neutral or park, set brakes, engage clutch, and shut off engine. The sequence of this operation does not necessarily need to be followed so long as all operations are accomplished in a safe manner.
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Tractor Operation Test Score Sheet

Student's Name _____

Each student is scored on safety any time the student is involved with the tractor or implement operation. The instructor should have an assistant during the driving test to serve as a recorder.

Scoring	Number of Occurrences	Points Added
<i>Starting Safety</i>		
1. Failure to check neutral position	_____ x 100	_____
2. Failure to disengage clutch while starting engine	_____ x 10	_____
3. Failure to check disengaged position of PTO	_____ x 50	_____
<i>Driving Safety</i>		
1. Failure to engage clutch gently	_____ x 10	_____
2. Failure to ride on seat or stand safely on the platform	_____ x 100	_____
3. Skidding or spinning wheels when starting	_____ x 50	_____
4. Turning too short and fouling implement	_____ x 20	_____
5. Operating tractor at an unsafe speed	_____ x 100	_____
6. Moving tractor with the brakes set	_____ x 10	_____
7. Inadequate precautions when someone is in the way	_____ x 100	_____
8. Any act which causes inside rear wheel of tractor to leave the ground	Disqualified	_____
<i>Mounting and Dismounting Safety</i>		
1. Failure to set the brake before dismounting	_____ x 50	_____
2. Failure to dismount to insert or remove drawbar pin	_____ x 20	_____
3. Failure to bring the tractor to a full stop before dismounting	_____ x 100	_____
4. Failure to mount or dismount safely	_____ x 50	_____
<i>Other Safety</i>		
1. Smoking	_____ x 20	_____
2. Extra riders	_____ x 100	_____
3. Loose fitting clothes	_____ x 50	_____
4. Failure to give instructor an opportunity to check the completeness of the connection between tractor and implement	_____ x 100	_____
5. Failure to release and reset any transport locking device	_____ x 100	_____
6. Failure to operate equipment in the safe manner taught during the course	_____ x 50	_____
Total Safety Points Penalty (1,000 maximum)		_____

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