



## K - BOOM OPERATOR EVALUATION REPORT

DATE: \_\_\_\_\_ TRAINER: \_\_\_\_\_

EMPLOYEE NAME: \_\_\_\_\_

SSN: \_\_\_\_\_

SKILLS ASSESSMENT	EXPECTATION	PERFORMANCE RATING			Action List
		Exceeds Expectation	Meets Expectation	Less Than Expectation	
* procedure for evaluating					
<b>1) Safety Apparel</b> * Evaluate PPE and use of.	a) All PPE available and in use				
	b) PPE in good condition				
<b>3) Pre - Operational Inspection</b> *Have operator perform and explain	a) Can identify check points to be inspected				
	b) Can inspect check points properly				
	c) Records inspection properly				
<b>4) Safe Mounting Procedures</b> * Have operator perform and explain	a) Operator uses 3 point contact method when mounting/dismounting				
	b) Awareness of mounting/dismounting hazards - mud on steps, holes and uneven ground.				
<b>5) Operator Controls</b> * Have operator perform and explain	a) Operator can identify all controls and their functions				
<b>6) Machine Start - Up</b> * Have op. Explain and evaluate.	a) Uses 3-point method when mounting machine				
	b) Gauges come up to operating range - warm up				
	c) Ensures outriggers are firmly depressed				
	d) Ensures ground personnel are clear				
<b>7) Machine Shut Down</b> * Have op. Explain and evaluate	a) Secures boom - ground or rack				
	b) Allow engine to idle down before shut off				
	c) Uses 3-point method for dismounting				

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<b>8) Operating the Loader Around Ground personnel</b> * Have operator explain, evaluate loader in operation	a) No wood lifted over ground personnel or other equipment						
	b) Ensures ground personnel and other equipment is clear of working radius of loader						
	c) Ensures ground personnel is in safe zone before lifting or moving wood						
	d) Maintains visual contact with ground personnel						
<b>9) Loading/Unloading Trucks</b> * Have operator explain, evaluate loader in operation	a) No one allowed in truck when loading or unloading driver to stay in designated place						
	b) Maintains visual contact with ground personnel						
	c) Does not load above bolsters						
<b>10) Proper Operating Techniques</b> * Have operator explain, evaluate loader in operation	a) Heels wood on opposite side of cab						
	b) Does not over extend wood through heel						
	c) Proper placement of grapple on wood - grapple around tree						
	d) Minimizes sudden stops and quick starts						
<b>11) Machine limitation</b> * Have operator explain, evaluate loader in operation	a) Operates machine at safe and productive speeds						
	b) Operates loader within loader's lifting limitation						
<b>12) Maintenance and Inspection of Machine.</b> * Evaluate machine, have op. Explain inspect records/maintenance book.	a) Knows and uses lockout procedures when performing maintenance						
	b) Performs services in accordance with guideline						
	c) Maint. Services/inspections recording current in Maint. Book - to include daily						

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<b>13) Site Hazard Reduction, Elimination</b> * Evaluate site.	a) Loader operation clear of power lines b) Wood stacked in such away as to not create a hazard for ground personnel or other equipment				
<b>14) Equipment Audit</b> * Perform audit with operator.	a) Can identify items to be inspected b) Can inspect items properly c) Records inspections properly on audit sheets d) Previous audits performed by operator identify deficiencies and show correction dates				
<b>15) General House Keeping of Equipment</b> * Evaluate machine and area	a) Machine is maintained to tour ready status				
<b>Comments</b>					