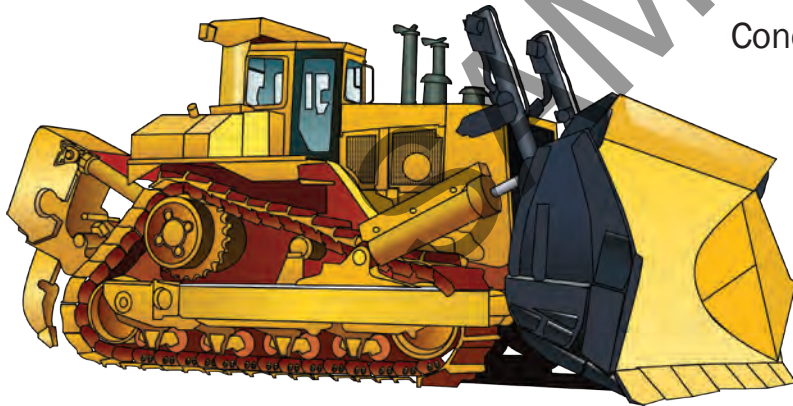


Dozer

Record of Training Logbook

RIIMP0323E

Conduct civil construction dozer operations



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SAMPLE



Operator/trainee details	
Operator name:	Signature:
Address:	
Phone number:	Mobile:
Date of birth:	Sex: <input type="checkbox"/> Female <input type="checkbox"/> Male
Proof of identity sighted: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Employer/registered training organisation (RTO)	
Company/RTO name:	
Contact person:	
Address:	
Phone number:	Mobile:

Supervisor/competent person	
Name:	Signature:
Address:	
Phone number:	Mobile:
Evidence of competency to supervise (Cert IV in training and assessing/licence/qualification/work experience):	
Supervisor/competent person (if additional person used)	
Name:	Signature:
Address:	
Phone number:	Mobile:
Evidence of competency to supervise (Cert IV in training and assessing/licence/qualification/work experience):	

Purpose of this logbook

This logbook is to record on-the-job training. This logbook can be used in two ways:

1. A company doing in-house training

A company can use this training logbook to show they have met their duty of care obligations under the OHS Act by showing evidence that an operator is trained and competent.

2. A registered training organisation (RTO)

A registered training organisation (RTO) delivering the units of competency from the RII Resources and Infrastructure Industry Training Package can use this logbook as part of a training program to gain a qualification.

Supervision by a competent person

The person supervising the operator must be deemed competent to supervise the training. The supervisor/trainer may hold an existing earthmoving licence or qualification, may have a Certificate IV in Workplace Training and Assessing, may have on the job experience gained over time, or any or all of these.

Using the logbook for recognition of prior learning (RPL)

As well as being a record of training, this logbook can also be used as a document to record evidence of prior learning.



How to use this logbook

1. Fill out the details at the start of this logbook – operator's name, address etc.
2. Wear the personal protective equipment (PPE) you need to wear.
3. After you have finished working, you can start filling out your logbook. Start by writing down the work you have done.
4. Make sure you fill in each section of your logbook. Your supervisor will sign the supervisor section if s/he believes the details are correct and the tasks have been completed in a satisfactory way.



Element/Work tasks	Description of work/training performed
<p>PC 1.3</p> <p>Hazards and environmental issues</p> <p>Identify hazards and environmental issues, assess the risks and implement control measures in line with workplace policies</p>	<p><i>I looked around the site and found that a busy footpath was near my working area. People walking by might be at risk. I put up barricades and signs to warn people of the danger nearby. I then checked the dozer. I checked oil, fuel and hydraulic oil. I checked other parts of the dozer. Everything was okay.</i></p>
	<p><i>I had to use the dozer near a trench. The trench was about 2 metres deep. No-one had put up any warning signs or barriers. I put up a row of barricades 3 metres away the trench. This would give me a safe working distance and also keep other people away from the trench.</i></p>
	<p><i>The job plan said that I needed to use an angle blade attachment. I organised this to be fitted.</i></p> <p><i>The work site is noisy. A jackhammer was being used nearby so I wore some ear muffs while I worked. I also put on other PPE including steel capped boots and a hard hat - as there were safety signs telling me to wear these.</i></p>

Date/time	No. of hours	Machine details	Supervisor/competent person
Date: <i>11 /01/2021</i> Start time: <i>10.45</i> am <i>11.15</i> pm	<i>30 minutes</i>	Make: <i>Caterpillar</i> Model: <i>D5k XL</i> Serial No: <i>WWWO1126</i>	Name: <i>Leon Boracs</i> Signed: <i>Leon Boracs</i> Experience/qualifications: <i>20 years on-the-job experience and Cert IV</i>
Date: <i>17/ 01/2021</i> Start time: <i>11.30</i> am <i>12.00</i> pm	<i>30 minutes</i>	Make: <i>Caterpillar</i> Model: <i>D5k XL</i> Serial No: <i>WWWO1126</i>	Name: <i>Leon Boracs</i> Signed: <i>Leon Boracs</i> Experience/qualifications: <i>20 years on-the-job experience and Cert IV</i>
Date: <i>23/01/2021</i> Start time: <i>10.00</i> am <i>3.15</i> pm	<i>5 hours, 15 minutes</i>	Make: <i>Caterpillar</i> Model: <i>D5k XL</i> Serial No: <i>WWWO1126</i>	Name: <i>Sal Boncero</i> Signed: <i>S. Boncero</i> Experience/qualifications: <i>Cert IV in Training & Assessing and RII RTO Statement of Attainment in Dozer</i>

Element 1

Plan and prepare for dozer operations

SAMPLE



Element/Work tasks	Description of work/training performed
PC 1.1 1.1 Access, interpret and apply dozer operations documentation	

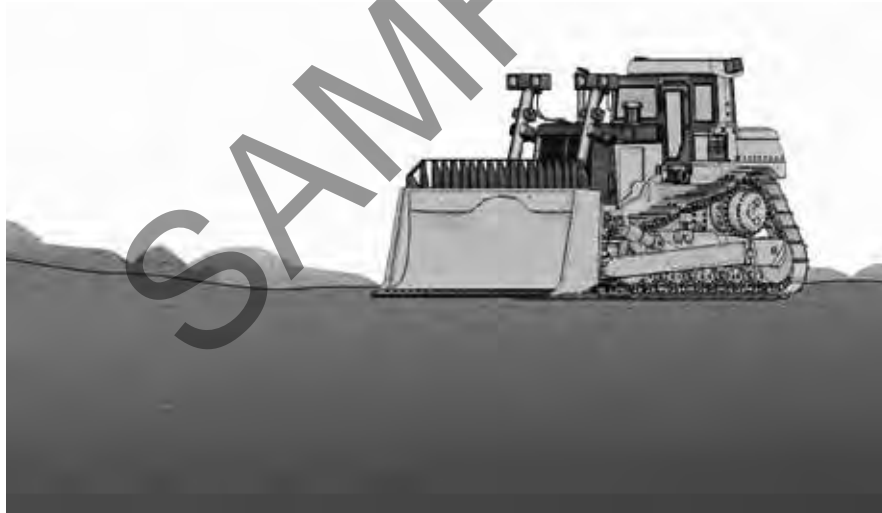
SAMPLE

Date/time	No. of hours	Machine details	Supervisor/competent person
Date: Start time: am pm		Make: Model: Serial No:	Name: Signed: Experience/qualifications:
Date: Start time: am pm		Make: Model: Serial No:	Name: Signed: Experience/qualifications:
Date: Start time: am pm		Make: Model: Serial No:	Name: Signed: Experience/qualifications:

SAMPLE

Element 2

Operate dozer in line with established requirements to complete work plan



Element/Work tasks	Description of work/training performed
<p>PC 2.1</p> <p>Carry out prestart and start-up checks in line with workplace procedures</p>	

SAMPLE

Date/time	No. of hours	Machine details	Supervisor/competent person
Date: Start time: am pm		Make: Model: Serial No:	Name: Signed: Experience/qualifications:
Date: Start time: am pm		Make: Model: Serial No:	Name: Signed: Experience/qualifications:
Date: Start time: am pm		Make: Model: Serial No:	Name: Signed: Experience/qualifications:

SAMPLE