Training – Day 1

Introduction
• Purpose & Reason for attending
• Intro Quiz
• OSHA / ANSI compliance and consensus regs
• Nomenclature
• Pictures & parts of the machine

Training Fundamentals
• Your goals and objectives as a trainer
• How to recognize trainee personalities
• How to follow the written program
• What to do after you “train” someone
• Documentation & recordkeeping

Safely or Not at All! — VIDEO
• Operator’s role
• Take control of Safety
• Safety messages
• 3-point rule
• Circle of Safety
• Distractions

Pre-Operational Inspection — VIDEO
• Importance of the Pre-Op
• What to look for
• Inspection Sheet
• Attachment Type
• Daily Inspection Points
  o Implement
  o Boom/stick/adapter
  o Undercarriage
  o Body
  o Fluid check points
  o Safety
• Stored Energy (electrical, hydraulic, gravity)

Students are expected to participate by presenting to the group, critiquing each other on presentation style, and be involved in the hands-on field process.
Machine Operations — VIDEO

• In the cab
  o Ergonomics (setting up the seat)
  o Seat belt
  o Setting up for work
  o Travelling to work zone
• Travelling with machine
  o Cab position
  o Implement position
• Travelling on foot across facility
• Machine set-up considerations
  o Ground conditions
  o Outriggers/stabilizers
  o Rain, mud, snow, ice, etc.
  o Power lines
  o Overhead/lateral hazards
• Load chart
• Control of work area
  o Communications (hand signals, radio communications)
  o No go zones (equipment blind spots)
• Feeding, loading, and unloading

Shut Down & Equipment Care

• Inside of cab
  o Shut down procedures
  o Cab condition (housekeeping)
  o Magnet/grapple/implement placement
  o Lights/power/radio/battery drain
• Exit cab
  o Line up machine
  o 3-pt rule
  o Close door
• Equipment Care
  o Reliability (equipment upkeep)
  o Housekeeping
• Operator responsibilities
  o Inspection sheet
  o Communication between operators who share equipment (slip seat)

Hands-on – Day 2
This portion of the class will involve the following:

• equipment inspection
• blind spot understanding
• machine set-up
• control of the material handler
• loading/unloading exercises