

Monitor Machine Induction

Model: Hoeflon C1e Mobile Crane

Warning! This is a basic induction only, and is not designed to remove the responsibility the operator has to be fully conversant with the Operator's Manual and any site-specific requirements

Licence:

<https://www.safework.nsw.gov.au/licences-and-registrations/licences/high-risk-work-licences/hrw-accordions/crane-licences#non-slewing>

INTRODUCTION:				
		Y	N	N/A
1)	Identify Safe Working Load.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2)	Height / weight limit features/counterbalance weight (if applicable).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3)	Limit switches must not be tampered with.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4)	Slope of area to be operated must be less than 1% for pick and carry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5)	Identify Wind Load or sail effect if applicable.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6)	Identify swing and crush hazards.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7)	Emergency controls.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8)	Extreme importance of lifting loads by the load centre of gravity.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9)	Operator's manual for technical assistance.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10)	Personal protective clothing and / or equipment requirements.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OPERATION: (Note: Perform pre-operation checks!)				
		Y	N	N/A
1)	Use caution on uneven ground.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2)	The use of wider track if needing to manoeuvre on uneven ground	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3)	Reverse up slopes without load	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4)	Do not leave parked on a slope.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5)	Always drive with wide track unless access is limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6)	Keep well clear of the machine when driving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7)	Stay outside the exclusion zone from the machine when lifting loads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8)	Never stand on the lower side of the machine on a slope	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9)	Check that the counterbalance weight is locked in the required position			
10)	Check the ground conditions for stability and friction, especially after rain and or earthworks.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11)	Levers, Buttons and their functions.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12)	Emergency drive or brake release.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13)	Dangers of overhead power: non-insulated booms.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14)	Boom must be completely down or lowered as much as possible before manoeuvring machine.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15)	240 volt Charging of batteries if applicable.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16)	Locate electrical test & tag decal (inform of next inspection date).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>TRAILER:</u> (if applicable):				
		Y	N	N/A
1)	Loading and unloading	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2)	Correct load balance.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3)	S.W.L. of towing vehicle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4)	Brakes and adjustments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5)	Safety chain connection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6)	Correct tie-down method	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7)	Handbrake on in towing vehicle + remove keys and lock doors to prevent unauthorised access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8)	Trailer to towing vehicle connection type.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>SERVICE:</u>				
		Y	N	N/A
1)	Any faults or requirements must be immediately discussed w/- Monitor before further operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2)	Flashing lights and movement alarms must not be disconnected. Report any malfunction immediately	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3)	The unit should be kept in full safe operating condition according to the operator's manual and any site-specific requirements.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<u>OTHER:</u>				
1)	Hirer's responsibilities (theft / damage).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2)	Theft & Damage Waiver: reduces liability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3)	Hire Contract Terms & Conditions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4)	<u>Monitor contact numbers</u> for any assistance.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5)	Length of warranty explained as per handover documents.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6)	Notes:			

Date: ___/___/___

Location: _____

I acknowledge I have completed the above induction and fully understand each point covered.

Employer: _____

Ph: _____

Address: _____

Name: _____

Ph: _____

Signature: _____

HRW WP Expiry _____
Yellow Card Expiry _____

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The above induction was given and completed by:

Print Name

Signature