

## Monitor Machine Induction

**Model:** Hoeflon TC1 Tracked Carrier

**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:**

<b>INTRODUCTION:</b>		Y	N	N/A
1)	Identify Safe Working Load.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2)	Slope of area to be operated.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3)	Identify Wind Load or sail effect if applicable.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4)	Identify swing and crush hazards of platform.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5)	Importance of load restraint and understanding the load centre of gravity.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6)	Operation of the remote control.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7)	Operator's manual for technical assistance.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8)	Personal protective clothing and / or equipment requirements.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9)	Designated lifting points and lashing points.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10)	Towing point (if applicable).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>OPERATION:</b> (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)	Do not leave parked on a slope.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3)	Never stand on the lower side of the machine on a slope.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4)	Securing uprights.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5)	Stay outside the exclusion zone from the machine when in motion.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6)	Load security when slewing platform.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7)	Check that the carry platform is locked in the required position before movement.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8)	Check the ground conditions for stability.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9)	Levers, Buttons and their functions.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10)	Spare battery for remote.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11)	240 volt Charging of batteries if applicable.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12)	Ensure locking bolts are secure on extension bars before transporting.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13)	Emergency drive or brake release.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14)	Locate electrical test & tag decal (inform of next inspection date).....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>TRAILER:</b> (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"/>

<b>SERVICE:</b>				
		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"/>

<b>OTHER:</b>				
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)	Monitor contact numbers 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:			

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Date: \_\_\_/\_\_\_/\_\_\_

Location: \_\_\_\_\_

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

Employer: \_\_\_\_\_

Ph: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Name: _____	Ph: _____			
	HRW WP	<input type="checkbox"/>	Expiry	_____
Signature: _____	Yellow Card	<input type="checkbox"/>	Expiry	_____

Name: _____	Ph: _____			
	HRW WP	<input type="checkbox"/>	Expiry	_____
Signature: _____	Yellow Card	<input type="checkbox"/>	Expiry	_____

Name: _____	Ph: _____			
	HRW WP	<input type="checkbox"/>	Expiry	_____
Signature: _____	Yellow Card	<input type="checkbox"/>	Expiry	_____

Name: _____	Ph: _____			
	HRW WP	<input type="checkbox"/>	Expiry	_____
Signature: _____	Yellow Card	<input type="checkbox"/>	Expiry	_____

Name: _____	Ph: _____			
	HRW WP	<input type="checkbox"/>	Expiry	_____
Signature: _____	Yellow Card	<input type="checkbox"/>	Expiry	_____

Name: _____	Ph: _____			
	HRW WP	<input type="checkbox"/>	Expiry	_____
Signature: _____	Yellow Card	<input type="checkbox"/>	Expiry	_____

Name: _____	Ph: _____			
	HRW WP	<input type="checkbox"/>	Expiry	_____
Signature: _____	Yellow Card	<input type="checkbox"/>	Expiry	_____

Name: _____	Ph: _____			
	HRW WP	<input type="checkbox"/>	Expiry	_____
Signature: _____	Yellow Card	<input type="checkbox"/>	Expiry	_____

The above induction was given and completed by:

\_\_\_\_\_

Print Name

\_\_\_\_\_

Signature