

Standard Practical Contents

To view a specific Practical Specification click on the title of the category in the Category Description column.

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Category Code	Category Description	Test time (Hours : Minutes)	Version Date
-	Sign Off Sheet	-	03-Dec-18
A02	Crawler Crane over 10 tonnes	2:30	01-Jul-15
A04	Tower Crane	1:30	25-Nov-16
A05	Dragline	3:15	01-Jul-15
A06	Concrete Pump - Truck Mounted Boom	2:15	01-Jul-15
A09	Forward Tipping Dumper	1:00	01-Jul-15
A10	Excavator 180° below 5 tonnes	2:45	01-Jul-15
A12	Excavator 180° above 5 tonnes	2:45	01-Jul-15
A14	Rough Terrain Masted Forklift	1:45	01-Jul-15
A15	Forklift Side-Loader	1:00	01-Jul-15
A16	Industrial Forklift Truck	1:20	01-Jul-15
A17	Telescopic Handler - Endorsement A to C	2:00	28-Mar-18
A17	Telescopic Handler - Endorsement A to C inc E	2:35	28-Mar-18
A17	Telescopic Handler - Endorsement E	0:45	28-Mar-18
A18	Reach Truck	1:00	01-Jul-15
A19	Grader	1:15	01-Jul-15
A20	Hoist	1:00	25-Nov-16
A21	Wheeled Loading Shovel	1:30	01-Jul-15
A22	Tracked Loading Shovel	2:15	01-Jul-15
A23	Skid Steer Loader	1:15	01-Jul-15
A24	Motorised Scraper	2:45	01-Jul-15
A25	Mobile Elevating Work Platform – Scissor	1:00	01-Jul-15
A26	Mobile Elevating Work Platform – Boom	1:00	01-Jul-15
A27	Mobile Elevating Work Platform – Mast Climber	1:00	01-Jul-15
A30	Piling Rig – Tripod	2:15	01-Jul-15
A31	Ride on Roller	1:00	01-Jul-15
A32	Soil/Landfill Compactor	1:30	01-Jul-15
A33	Agricultural Tractor	1:20	25-Nov-16
A34	Crawler – Tractor/Dozer	2:45	01-Jul-15
A35	Crawler – Tractor/Side Boom	2:45	01-Jul-15
A36	Lorry Loader	1:20	01-Jul-15
A37	Trencher	1:15	01-Jul-15
A39	Skip Handler	1:45	01-Jul-15
A40	Slinger/Signaller - Endorsement A	1:30	04-Dec-17
A40	Slinger/Signaller - Endorsements B to D	1:20	04-Dec-17

Basic Details

Test Ref:	Test Level: Standard <input type="checkbox"/> Advanced <input type="checkbox"/> <i>(Place a tick in the relevant box)</i>
Tester Name:	Tester Ref:
Candidate Name:	Candidate Ref:
Category Code:	Date of Test:
Make and Model:	Endorsement Code:
Notified Test Time:	Actual Start Time: Actual Duration:

Supporting operator details (if applicable)

Supporting Operator Name: _____ Signature: _____

Machine Make: _____ Machine Model: _____

Confirmed Certificated & Competent (as per scheme rules) : Yes ☐ No ☐ (Place a tick in the relevant box)

Tester feedback

[illegible]

Note: Please ensure both sides of this form are complete.

Basic Details

Test Ref: (from overleaf)

Candidate feedback *(Optional)*

Sign off

I confirm that I, the Tester have carried out the Practical Test in accordance with CPCS Requirements and that the candidate has: **Achieved** ☐ **Not Achieved** ☐ *(Please tick the relevant box)*

Tester Signature:Date:

Monitor Signature (Advanced Test):Date:

I confirm that I, the candidate have received the ACoD Induction and Completion scripts, undertaken the Practical Test and I, agree ☐ / disagree ☐ *(Please tick the relevant box)* with the feedback given by the Tester.

Candidate Signature:Date:

Test centre grading and sign off sheet validation *(Ref: 5.2.7. Scheme Booklet for Test centres)*

I confirm that I have checked the grading and sign-off sheet and found it to be in accordance with the CPCS Practical Test Procedures contained in the CPCS Approved Code of Delivery: **Yes:** ☐ **No:** ☐ *(Please tick the relevant box)*

Name and Signature:

Date:

Note: *If incorrect, please state what action has been taken:*

Note: *Please ensure both sides of this form are complete.*

Resources required

Machine	<ul style="list-style-type: none"> • Crawler crane
Area	<ul style="list-style-type: none"> • Facilities for crane travel and parking • Flat area to allow lifting and placing of loads • Facilities for out-of-sight lifts to take place
Other equipment	<ul style="list-style-type: none"> • Measuring tape for measuring the maximum radius of the crane • Slinger and Signaller • Applicable lifting accessories for all loads • Radio communication • Items to create restrictions for manoeuvring
Loads	<ul style="list-style-type: none"> • LOAD 1 1 x load being a minimum 50% load at 75% of maximum radius of the crane • LOAD 2 1 x load being within the duties chart for 2 falls of rope • LOAD 3 1 x load being within the duties chart for 3 falls of rope • LOAD 4 1 x load being a tube or structure not less than 6 metres in length
Notes	<ul style="list-style-type: none"> • The machine selected for the test must meet the specification, be in serviceable condition and conform with current legislation • The operator's manual must be with the crane • Duties charts for the crane being used for the test must be available for use • The slinger and signaller must be certificated and competent • All lifting accessories must be fit for purpose and certificated • The weight of all loads must be known

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 6–11 can be undertaken in any order Activities 9 and 11 may be incorporated during activities 6, 7 or 8 Activity 14 must be undertaken at the end of the test <p>The test must be completed collectively within a given time. The specification's section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the crane for travel
Travelling and manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area 3. Manoeuvre through a restriction
Setting up for work	4. Prepare and set the crane for each lift 5. Change the number of falls on the hook block from 3 to 2, to 2 to 3
Working tasks <i>(refer to specifications)</i>	6. Lift LOAD 1 which must be at 75% of maximum radius, and land at minimum radius at a designated place. Once landed, move back to at least 75% of maximum radius and then rotate for at least 360 degrees. Land the load at mid radius at a designated place 7. Lift LOAD 3 using three falls of rope, rotate for at least 270 degrees and land at a designated place 8. Lift LOAD 4 which must be at ground level and at minimum radius and rotate for a minimum of 360 degrees maintaining minimum radius. Land at a designated place 9. Lift a load from a given point and land in a designated place out of sight of the candidate 10. Lift LOAD 2 using two falls of rope from a designated position and travel with the load suspended for at least 10 metres. Whilst travelling, execute a 90 degree angle turn 11. Recover simulated 2 metre load swings
Completing	12. All loads to be made safe following each activity 13. On completion of all lifting activities, configure the crane for travel
Shutting down	14. Park the crane and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The instructor must ensure that the candidate has programmed the RCI correctly before carrying out each activity

Activity instructions (*Continued*)

<p>Notes <i>(Continued)</i></p>	<ul style="list-style-type: none"> On activities 6, 7 and 8, the load must follow the ground contours and able to be handled by the slinger/signaller Activity 11 shall consist of a minimum of 1 x swing in a left to right plane and a minimum of 1 x swing in a forward to reverse plane Activity 9 must be undertaken twice – once using hand signals and once using radio communication. All other lifts may be undertaken using either radio or hand signals If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions
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Activity measurements

<p>Manoeuvring restriction</p>	<ul style="list-style-type: none"> Maximum of the width of the crane plus 800 mm
<p>Load placing</p>	<ul style="list-style-type: none"> To be landed within 100 mm of a designated place
<p>Load swing</p>	<ul style="list-style-type: none"> To be corrected within 3 moves
<p>Test timings</p>	<ul style="list-style-type: none"> The test must be completed within 2 hours and 30 minutes

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Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Crane set for travel		
Travelling	3 Restrictions cleared		
	4 Faced direction of travel		
	5 Encountered hazards cleared		
Setting up	6 Area checked and safe prior to setting up for lifting and depositing loads		
	7 Crane positioned prior to lifting loads		
	8 Ensured crane was level prior to lifting loads		
	9 RCI programmed for all lifting duties		
	10 Communication arrangements confirmed with the signaller		
	11 Hook blocked re-reeved to requested number of falls		
	12 Turntable locked/braked prior to travelling with a suspended load		
Working	13 SWL not exceeded at all times		
	14 Load integrity and stability maintained at all times		
	15 Loads did not contact any obstructions		
	16 Lifted, moved and lowered all loads in a controlled manner		
	17 Route assessed and travelled with the suspended load in a controlled manner		
	18 Instructions conformed with		
Completing	19 Crane re-configured from lifting to travelling duties		
Shutdown	20 Parked in appropriate place		
	21 All shut down and securing procedures		
Other	22 Legislation, manufacturers' and health and safety requirements complied with		
	23 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Crane mounting and dismounting		1	
	2	Full observation before moving and reversing (where applicable)		3	
	3	Full observation whilst travelling		2	
	4	Full observation before slewing the upper structure		2	
	5	Keeping drive sprockets to the rear when travelling		1	
	6	Keeping lifting accessories clear of the ground		1	
	7	Keeping load swings within 0.5 of a metre / rectify swinging		2	
Working	8	Placing all loads at the given points within the given tolerance		2	
	9	Lifting each load clear of surface and checking for integrity		2	
	10	Lifting all loads vertically		2	
	11	Sequence of using lifting controls		2	
	12	Smooth use of steering and lifting controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> • Tower crane
Area	<ul style="list-style-type: none"> • Flat surfaces to allow lifting and placing of loads • Structure of at least 4 metres in height within the working radius of the crane • Facilities for out-of-sight lifts to take place
Other equipment	<ul style="list-style-type: none"> • Measuring tape for measuring the full radius of the crane • Slinger and Signaller • Applicable lifting accessories for all loads • Radio communication
Loads	<ul style="list-style-type: none"> • LOAD 1 1 x load being at least 75% of the crane's rated capacity at full radius with 2 falls of rope • LOAD 2 1 x load being a tube or structure not less than 5 metres in length • LOAD 3 1 x load to facilitate activities 7 and 8
Notes	<ul style="list-style-type: none"> • The crane selected must be of an assisted-erect design and cab controlled with an under-hook height of at least 20 metres, meet the specification for the required endorsement, be in serviceable condition and conform with current legislation (Endorsement A & B) • The crane selected must be of a trolley jib type with a remote control unit with an under-hook height of at least 14 metres, meet the specification for the required endorsement, be in serviceable condition and conform with current legislation (Endorsement C) • The operator's manual must be with the crane • Full radius equates to the configuration of the crane being used for the test • The persons attaching/detaching and securing loads to the hook must be trained in selecting and using the relevant lifting accessories • The slinger and signaller must be certificated and competent • The Tester can act as the Slinger/Signaller for the test • The candidate cannot act as Slinger / Signaller for the test • All lifting accessories must be fit for purpose and certificated • The weight of all loads must be known

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 3 - 8 can be undertaken in any order Activities 6, 7 and 8 may be incorporated with activities 3–5 Activity 10 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-use checks and prepare the crane for work
Setting up work	2. Prepare and set the crane for each lift
Working tasks <i>(refer to specifications)</i>	3. Lift LOAD 1 which must be at least 90% of maximum radius, rotate for at least 180 degrees without changing radius before landing at minimum radius. On completion lift and land at a designated place at mid-radius 4. Lift LOAD 2 which must be at mid-radius, rotate over the structure and land in a designated place using a minimum of 90% radius. On completion return the load to the original start point and land at designated place 5. Lift LOAD 3 which must be at ground level and at minimum radius and rotate for a minimum of 360 degrees maintaining minimum radius. Land at a designated place 6. Lift a load from a designated position, and land at a designated place out-of-sight of the candidate 7. Simulate pouring a wall by travelling a load in a straight line for a distance of not less than 6 metres 8. Recover simulated 2 metre load swing 9. All loads to be made safe following each activity
Shutting down	10. Place the crane in the out-of-service mode and carry out securing procedures
Notes	<ul style="list-style-type: none"> On activities 5 and 7, the load must follow the ground contours and able to be handled by the slinger/signaller On activity 7, the line must be angled so that both slew and radius change functions are used simultaneously Activity 8 shall consist of a minimum of 1 x swing in a left to right plane and a minimum of 1 x swing in a forward to reverse plane Activity 6 must be undertaken twice – once using hand signals and once using radio communication. All other lifts may be undertaken using either radio or hand signals The Slinger must be used for activity 6. For the purpose of the test, all hand signals shall conform with BS 7121 Part 1:2016

Activity measurements

Load placing	<ul style="list-style-type: none">To be landed within 100 mm of a designated place
Load swing	<ul style="list-style-type: none">To be corrected within 3 moves
Test timings	<ul style="list-style-type: none">The test must be completed within 1 hour and 30 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Endorsement: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/>	Start time of test:
Make and model:	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Setting up	2 All crane operations and limit switches checked	
	3 Area checked and safe prior to setting up for lifting and depositing loads	
	4 Jib positioning prior to lifting loads	
	5 Communication arrangements confirmed with the slinger/signaller	
Working tasks	6 SWL not exceeded at all times	
	7 Load integrity & stability maintained at all times	
	8 Loads did not contact any obstructions	
	9 Lifted, moved and lowered all loads in a controlled manner	
	10 All crane movements intentional	
	11 No shock loading	
	12 Instructions conformed with	
	13 Loads left in a safe situation	
Shutdown	14 All shut down and securing procedures	
	15 Crane placed into free slew mode	
Other	16 Legislation, manufacturers' and health and safety requirements complied with	
	17 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Setting up	1	Crane climbing and descending (Endorsement A & B)		1	
Working tasks	2	Combined control use demonstrated/straight line kept during concrete pour		2	
	3	Full observation prior to moving loads fore and aft		2	
	4	Full observation before slewing		2	
	5	Lifting accessories kept clear of the ground (not dragging)		1	
	6	Load swings kept within 0.5 of a metre / rectify swinging		2	
	7	Placing all loads at the given points within the given tolerance		2	
	8	Lifting each load clear of surface and checked for integrity		2	
	9	Lifting all loads vertically (maximum sway – 250 mm)		2	
	10	Landing all loads vertically (maximum sway – 250 mm)		2	
	11	Sequence of using controls		2	
	12	Smooth use of controls		1	
Not exceeded eight penalties			Total penalties		
					Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> • Dragline and bucket
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - level area for excavating and to accommodate 2 x spoil heaps - rough terrain - slope or slopes
Other equipment	<ul style="list-style-type: none"> • Load-carrying vehicle for spoil/material • Items to create restrictions for manoeuvring
Notes	<ul style="list-style-type: none"> • The machine selected for the test must meet the specification for the required endorsement, be in serviceable condition and conform with current legislation • The operator's manual must be with the dragline • The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit • The nominated area must be safe to allow excavations up to 3 metres deep • The load carrying vehicle must have a minimum capacity equivalent to 8 full bucket loads of the dragline being used for the test

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activity 6 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the dragline for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area and: <ul style="list-style-type: none"> - travel up and down the slope - pass through a restriction - travel over rough terrain
Setting up for work	3. Prepare and set the dragline for the relevant work
Working tasks <i>(refer to specifications)</i>	4. Excavate soil and form two stockpiles 5. Load material into a vehicle
Shutting down	6. Park the dragline and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 800 mm
Stockpile	<ul style="list-style-type: none"> Minimum of 10 buckets loads each
Loading vehicle	<ul style="list-style-type: none"> Loaded to capacity
Test timings	<ul style="list-style-type: none"> The test must be completed within 3 hours and 15 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Dragline set for travel	
	3 Restrictions cleared	
	4 Encountered hazards cleared	
	5 Jib and bucket position when ascending and descending inclines	
	6 Faced direction of travel whilst travelling	
Setting up	7 Allocated area checked and clear of hazards prior to excavating and loading	
Working	8 Dragline laterally level maintained during excavating	
	9 Full bucket loads maintained during excavating and loading	
	10 Loading vehicle and dragline position prior to loading	
	11 Vehicle evenly loaded but not overloaded	
Shutdown	12 Stockpiles conformed with given specification	
	13 All shut down and securing procedures	
Other	14 Legislation, manufacturers' and health and safety requirements complied with	
	15 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Dragline mounting and dismounting		1	
	2	Full observation before moving		2	
	3	Full observation whilst travelling		2	
	4	Observation before slewing upper structure		2	
	5	Keeping drive sprockets to the rear when travelling		1	
	6	Matching travel speed to the ground type and conditions		1	
	7	Avoiding tight turns when travelling (tracked machines only)		1	
Working	8	Positioning and setting for excavating		2	
	9	Excavating in layers		2	
	10	Placing material cleanly into the loading vehicle		1	
	11	Avoiding contact with vehicle when loading		2	
	12	Use of steering/hydraulic controls		2	
Not exceeded eight penalties			Total penalties		
					Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> Truck mounted boom concrete pump
Area	<ul style="list-style-type: none"> Ground, clear of hazards which must include: <ul style="list-style-type: none"> place to receive poured material wash-out point
Other equipment	<ul style="list-style-type: none"> Pipe sections, taper and bends, including incorrect sized versions Ground lines with couplings, seals, packing and anchors Pipe cleaning equipment Supply of concrete material for pumping Structure of at least 3 metres in height Signaller assistance
Notes	<ul style="list-style-type: none"> The machine selected for the test must have all controls clearly marked, be in serviceable condition and conform with current legislation The operator's manual must be with the vehicle A pipeline specification must be constructed for the activity, requiring a pipe length of at least 15 metres Couplings must be fitted with locking facilities The pumpable material must be deposited into the hopper from a self-propelled vehicle i.e. mixer

Activity instructions

Sequence	<ul style="list-style-type: none"> Due to the nature of the equipment, all activities can be undertaken at different locations and different days if required. CPCS must be informed prior to any tests taking place and be given full details of any divided tests Activity 1 must be undertaken at the start of the test Activities 2 to 10 to follow the described sequence Activity 2 must be undertaken at the end of the test <p>The test must be completed collectively within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the truck for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area
Setting up work	3. Site the truck and prepare for the relevant work following the given pipeline specification* 4. Lubricate the pipeline and placing hoses with a suitable primer 5. Direct the material-carrying vehicle into position
Working tasks <i>(refer to specifications)</i>	6. Pump the material to the pour location whilst following signals 7. Whilst pumping material, the boom must change radius whilst keeping the end of the hose at a constant height* 8. Stop and restart the pour during work
Completing work	9. Clean all pumping system components 10. Dismantle and store all components and prepare the truck for travel
Shutting down	11. Park the truck and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The boom must be placed over the structure The unfolding of the boom and extension to the pour point to be undertaken following given signals A DVLA issued driving licence bearing class C must be held by the candidate prior to the test taking place If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions * 3 - Where part of the test is integrated with production activities, the pipeline specification and securing requirements may be simulated *7 - May be simulated if unable to be carried out during production activities

Activity measurements

Pumping duration	<ul style="list-style-type: none">• Minimum of 15 minutes
Test timings	<ul style="list-style-type: none">• The test must be collectively completed within 2 hours and 15 minutes or until the pour has been completed

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Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Restrictions cleared		
Travelling	3 Truck set for travel		
	4 Travel route checked for safe travelling		
	5 Encountered hazards cleared		
Setting up	6 Allocated area checked and clear of hazards prior to pumping		
	7 Vehicle level and secured prior to pumping		
	8 Outriggers set for pumping duties (as applicable)		
	9 Axle(s) restrained (as applicable)		
	10 Relevant piping selected		
	11 Boom extended to work area avoiding hazards and structures		
	12 Couplings compatible with, connected and locked to piping		
	13 Flexible piping checked for condition		
	14 Piping anchored, supported and secured		
	15 Pipeline conformed with specifications		
Working	16 Pump engaged following required sequence		
	17 Pump function checked		
	18 Pipeline grouted and lubricated with appropriate mix		
	19 Mix conformed with specification		
Completing work	20 Material pumped to required location at the desired time		
	21 Waste material disposed of following guidelines and regulations		
Shut down	22 All components dismantled and stored		
	23 All shut down and securing procedures		
Other	24 Legislation, manufacturers' and health and safety requirements complied with		
	25 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

		Candidate incorrectly carried out the following:		
		Fault	Mark	Penalty
Travelling	1 Truck mounting and dismounting		1	
	2 Full observation before moving and reversing		3	
	3 Full observation whilst travelling		2	
	4 Full observation before and during boom extending		2	
	5 Matching vehicle travel speed to ground and environmental conditions		1	
Working	6 Positioning material carrying vehicle to allow unloading of material		3	
	7 Following signaller's instructions		2	
	8 Cleaning components and vehicle thoroughly after use		2	
	9 Sequence of using hydraulic/lifting controls		2	
	10 Smooth use of steering/braking and hydraulic controls		1	
Not exceeded eight penalties		Total penalties		
		Achieved / Not achieved		

Resources required

Machine	<ul style="list-style-type: none"> • Forward tipping dumper with: <ul style="list-style-type: none"> - a seatbelt and ROPS - hydraulic operated transmission (i.e. shuttle, hydrostatic or powershift)
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - rough undulating terrain - slope or slopes - a stockpile of material for loading - a straight run for reversing - trench or edge for unloading purposes
Other equipment	<ul style="list-style-type: none"> • Machine to load the material • Edge protection • Items to create restrictions for travelling and manoeuvring
Loads	<ul style="list-style-type: none"> • Suitable and sufficient material for loading and discharging
Notes	<ul style="list-style-type: none"> • The machine selected for the test must be of at least 2 tonnes capacity, meet the specification for the required endorsement, be in serviceable condition and conform with current legislation • The operator's manual must be with the dumper • The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit • The straight run for reversing must be at least 30 metres long • The trench or an edge must be at least 1 x metre deep and a minimum of 2 x the machine's width • Edge protection must be of substantial build to restrain a machine from inadvertently entering the trench

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activity 2 may be spread over the period of the test Activity 8 must be undertaken at the end of the test <p>Certain activities (The test) must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the dumper for travel
Travelling and manoeuvring <i>(refer to specifications)</i>	2. In a loaded and unloaded state: <ul style="list-style-type: none"> - travel up and down the slope - stop and start on the slope in the up direction - stop and start on the slope in the down direction - pass through a chicane executing full right- and left-hand turns in a forward and reverse direction (unloaded only) - travel over rough terrain - reverse (loaded only) in a straight line for a minimum of 30 metres and pass through a restriction at the end of the run
Setting up for work	3. Position the dumper for loading
Working tasks <i>(refer to specifications)</i>	4. Receive a load 5. Discharge the load into the edge or excavation 6. Form a stockpile
Completing work	7. Clean out the skip fully
Shut down	8. Park the dumper and carry out shut-down and securing procedures
	<ul style="list-style-type: none"> If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travelling and reversing restriction	<ul style="list-style-type: none"> 500 mm
Discharging	<ul style="list-style-type: none"> Minimum of 2 loads (activity 5)
Forming a stockpile	<ul style="list-style-type: none"> Minimum of 2 loads (activity 6)
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Endorsement: A <input type="checkbox"/> B <input type="checkbox"/>	Start time of test:
Make and model:	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Dumper set for travel	
	3 Seat belt worn	
	4 Restrictions cleared	
	5 Encountered hazards cleared	
	6 Full control maintained when ascending and descending slopes	
	7 No opposite movement of intended direction when restarting on slopes	
	8 Travel direction on slopes	
	9 Straight line kept for loaded reversing activity	
Setting up	10 Allocated area checked and clear of hazards prior to being loaded	
Working	11 Safe place selected during loading	
	12 Appropriate speed used when approaching discharge point	
	13 Edge protection applied or checked and used prior to discharging load	
	14 Parking brake applied and neutral selected before discharging loads	
	15 Vehicle marginally reversed after discharging to clear body (if needed)	
	16 Skip fully lowered before leaving discharging point	
	17 Stockpile formed using minimum loads	
Completing	18 Skip cleaned of material	
Shutdown	19 All shut down and securing procedures	
Other	20 Legislation, manufacturers' and health and safety requirements complied with	
	21 Activities (test) completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

		Fault	Mark	Penalty
Travelling	1 Dumper mounting and dismounting		1	
	2 Full observation before moving and reversing		3	
	3 Full observation whilst travelling		2	
	4 Engaging transmission drive smoothly from rest		1	
	5 Matching travel speed to the ground type and conditions		2	
	6 Matching gear ratios to ground speed		1	
Working	7 Dumper positioning for loading		2	
	8 Dumper positioning square to the discharge edge prior to discharging		2	
	9 Skip fully empty after discharging		2	
	10 Smooth use of steering and braking controls		1	
Not exceeded eight penalties		Total penalties		

Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> 180 Excavator with: <ul style="list-style-type: none"> standard excavating bucket on the loader and backhoe
Area	<ul style="list-style-type: none"> Ground, clear of hazards which must include: <ul style="list-style-type: none"> level area for excavating rough undulating terrain slope or slopes spoil/material to load vehicles
Other equipment / resources	<ul style="list-style-type: none"> Load-carrying vehicle for spoil/material A replacement backhoe bucket (for changing task) Items to create restrictions for manoeuvring Laser equipped measuring equipment to ensure trench specifications are met Lifting accessories for the load to be lifted Measuring tape for measuring the maximum (backhoe) radius of the excavator Slinger and signaller assistance
Loads	<ul style="list-style-type: none"> 1 x load, able to be slung weighing approximately 0.3 tonne
Notes	<ul style="list-style-type: none"> The machine selected for the test must be in serviceable condition and conform with current legislation The operator's manual must be with the excavator The incline must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit The nominated area must be safe to allow excavations up to 2 metres deep The load carrying vehicle must have a minimum capacity equivalent to 6 full (front) bucket loads of the excavator being used for the test All lifting accessories must be fit for purpose and certificated The weight of the load must be known Manufacturer's data must be checked to ensure the machine is capable of lifting the specified load to the required radius The slinger and signaller must be certificated and competent

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2 and 4 to 7 can be undertaken at any time during the test Activity 9 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the excavator for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area and: <ul style="list-style-type: none"> - travel up and down the slope - pass through a restriction in forward and reverse - travel over rough terrain
Setting up for work	3. Prepare and set the excavator for the relevant work
Working task <i>(refer to activity (refer to specifications))</i>	4. Produce 2 x straight trenches in a 'T' pattern with square starts and finishes 5. Load material into a vehicle 6. Change the (backhoe) bucket 7. Lift the load from minimum radius, position the load at 75% of full radius and rotate for 180 degrees. On completion land the load at a given point and detach 8. Reinststate the work area back to the original using all the function of the multi-purpose bucket
Shutting down	9. Park the excavator and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> For activity 5, at least four loads must be placed by the backhoe, which can be loaded whilst excavating the trenches. The remaining capacity to be loaded with the front loader using spoil from the stockpile The backhoe must be used for activity 7 If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 500 mm
Trenches depth	<ul style="list-style-type: none"> 0.8 metre ±35mm
Trenches lengths	<ul style="list-style-type: none"> 5 metres and 3 metres
Load movement	<ul style="list-style-type: none"> Maximum height of underside of the load = 1 metre
Load placing	<ul style="list-style-type: none"> 100 mm of a given position
Loading vehicle	<ul style="list-style-type: none"> Loaded to capacity
Test timings	<ul style="list-style-type: none"> The test must be completed within 2 hours and 45 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Excavator set for travel	
	3 Restrictions cleared	
	4 Encountered hazards cleared	
	5 Travel direction on slopes	
Setting up	6 Full control maintained when travelling on slopes	
	7 Allocated area checked and clear of hazards prior to each activity	
	8 Excavator laterally level whilst excavating	
	9 Excavated material clear of trench	
Working	10 Trenches conformed to the stated sizes and tolerances	
	11 Full bucket loads when excavating (except for finishing work) and loading	
	12 Loading vehicle and excavator position prior to loading	
	13 Vehicle evenly loaded but not overloaded	
	14 Excavator stability maintained	
	15 Existing bucket removed and replacement bucket installed	
	16 Excavator position prior to lifting loads	
	17 SWL not exceeded at all times	
	18 Lifted, moved and lowered load in a controlled manner	
	19 Stability of the machine maintained at all times	
	20 Excavated area reinstated back to the original state	
Shutdown	21 All shut down and securing procedures	
Other	22 Legislation, manufacturers' and health and safety requirements complied with	
	23 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

		Fault	Mark	Penalty
Travelling	1 Excavator mounting and dismounting		1	
	2 Full observation before moving and reversing		2	
	3 Maintaining full observation whilst travelling and reversing		3	
	4 Matching travel speed to the ground type and conditions		1	
	5 Selecting appropriate gear ratios		1	
	6 Front loader low but clear of ground when travelling		2	
	7 Boom and dipper extension locked		2	
	8 Positioning and setting for excavating		2	
Working	9 Excavating trenches in layers		1	
	10 Sideswiping with the bucket		1	
	11 Edges of the excavations clean and clear		2	
	12 Placing material cleanly into the loading vehicle		1	
	13 Not using front loader below ground level when loading		2	
	14 Minimising contact with vehicle when loading		3	
	15 Load placing within given tolerances		2	
	16 Keeping load height within given tolerance		1	
	17 Smooth use of steering, hydraulic, braking and transmission controls		2	
Not exceeded eight penalties		Total penalties		

Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> 180 Excavator with: <ul style="list-style-type: none"> a standard excavating bucket on the backhoe multi-purpose (clamshell) loader bucket
Area	<ul style="list-style-type: none"> Ground, clear of hazards which must include: <ul style="list-style-type: none"> level area for excavating rough undulating terrain slope or slopes spoil/material to load vehicles
Other equipment	<ul style="list-style-type: none"> Load-carrying vehicle for spoil/material A replacement backhoe bucket (for changing task) Items to create restrictions for manoeuvring Laser equipped measuring equipment to ensure trench specifications are met Lifting accessories for the load to be lifted Measuring tape for measuring the maximum (backhoe) radius of the excavator Slinger and signaller assistance
Loads	<ul style="list-style-type: none"> 1 x load, able to be slung and weighing between 0.6 tonne and 1.0 tonne or 75% of the rated capacity at full reach (excluding the extending dipper), whichever is the greater
Notes	<ul style="list-style-type: none"> The machine selected for the test must be in serviceable condition and conform with current legislation The operator's manual must be with the excavator The incline must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit The nominated area must be safe to allow excavations up to 2 metres deep The load-carrying vehicle must have a minimum capacity equivalent to 6 full bucket loads of the excavator being used for the test and be rear-tipping for front loader work only All lifting accessories must be fit for purpose and certificated The weight of the load must be known Manufacturer's data must be checked to ensure the machine is capable of lifting the specified load to the required radius The slinger and signaller must be certificated and competent

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2 and 4 to 7 can be undertaken at any time during the test Activity 9 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the excavator for travel
Travelling and manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area and: <ul style="list-style-type: none"> - travel up and down the slope - pass through a restriction in forward and reverse - travel over rough terrain
Setting up for work	3. Prepare and set the excavator for the relevant work
Working task <i>(refer to specifications)</i>	4. Produce 4 x equal length vertical trenches at right angles to form a square, to the specified dimensions 5. Load material into a vehicle 6. Change the (backhoe) bucket 7. Lift the load from minimum radius, position the load at 75% of full radius and rotate for 180 degrees. On completion land the load at a given point and detach 8. Reinststate the work area back to the original using all the functions of the multi-purpose bucket
Shutting down	9. Park the excavator and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> For activity 5, at least four loads must be placed by the backhoe, which can be loaded whilst excavating the trenches. The remaining capacity to be loaded with the front loader using spoil from the stockpile The backhoe must be used for activity 7 If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 800 mm
Trench depth	<ul style="list-style-type: none"> 1.0 metre ± 35mm
Trench length	<ul style="list-style-type: none"> 6 metres
Load movement	<ul style="list-style-type: none"> Maximum height of underside of the load = 1 metre
Load placing	<ul style="list-style-type: none"> 100 mm of a given position
Loading vehicle	<ul style="list-style-type: none"> Loaded to capacity
Test timings	<ul style="list-style-type: none"> The test must be completed within 2 hours and 45 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Excavator set for travel	
	3 Restrictions cleared	
	4 Encountered hazards cleared	
	5 Travel direction on slopes	
	6 Full control maintained when travelling on slopes	
Setting up	7 Allocated area checked and clear of hazards prior to each activity	
Working	8 Excavator laterally level whilst excavating	
	9 Excavated material clear of trench	
	10 Trenches conformed to the stated sizes and tolerances	
	11 Full bucket loads when excavating (except for finishing work) and loading	
	12 Loading vehicle and excavator position prior to loading	
	13 Vehicle evenly loaded but not overloaded	
	14 Functions of the multi-purpose (clamshell) bucket	
	15 Excavator stability maintained	
	16 Existing bucket removed and replacement bucket installed	
	17 Excavator position prior to lifting loads	
	18 SWL not exceeded at all times	
	19 Lifted, moved and lowered load in a controlled manner	
	20 Stability of the machine maintained at all times	
	21 Excavated area reinstated back to the original state	
Shutdown	22 All shut down and securing procedures	
Other	23 Legislation, manufacturers' and health and safety requirements complied with	
	24 Test completed within the given time	

Faults

All of these items must be awarded		Achieved / Not achieved		
Candidate incorrectly carried out the following:		Fault	Mark	Penalty
Travelling	1 Excavator mounting and dismounting		1	
	2 Full observation before moving and reversing		3	
	3 Maintaining full observation whilst travelling and reversing		2	
	4 Matching travel speed to the ground type and conditions		1	
	5 Selecting appropriate gear ratios		1	
	6 Front loader low but clear of ground when travelling		2	
	7 Boom and dipper extension locked		2	
	8 Positioning and setting for excavating		1	
Working	9 Excavating trench in layers		1	
	10 Sideswiping with the bucket		2	
	11 Edges of the excavations clean and clear		1	
	12 Placing material cleanly into the loading vehicle		2	
	13 Not using front loader below ground level when loading		2	
	14 Minimising contact with vehicle when loading		2	
	15 Load placing within given tolerances		2	
	16 Keeping load height within given tolerance		1	
	17 Smooth use of steering, hydraulic, braking and transmission controls		2	
Not exceeded eight penalties		Total penalties		
		Achieved / Not achieved		

Resources required

Machine	<ul style="list-style-type: none"> • Rough terrain masted forklift with: <ul style="list-style-type: none"> - a seatbelt , ROPS and FOPS units - standard forks - rough terrain capability
Area	<ul style="list-style-type: none"> • Flat surface for travelling on and for placing/stacking loads • Clear straight run not less than 10 metres in length • Rough undulating terrain • Slope or slopes
Other equipment	<ul style="list-style-type: none"> • Truck bed fitted with a headboard • Loading-out tower built out of scaffolding, either tube and fitting or system (quick lock), that meets current legislation • Items to create restrictions for manoeuvring
Loads	<ul style="list-style-type: none"> • LOAD 1 1 x load at least 50% of the rated capacity of the forklift • LOAD 2 3 x same-sized loads (on pallets) for stacking purposes • LOAD 3 A wide load at least 4 metres in length
Notes	<ul style="list-style-type: none"> • The machine selected for the test must be in serviceable condition and conform with current legislation • The operator's manual must be with the forklift • The weight of all loads must be known • The truck bed can be simulated but must conform to road haulage standard specifications, including the ground/bed height • The slope must have an incline of 15% (1:6.6) with sufficient manoeuvring area at the top, or a straight ramp with an up and down route with a flat area at the summit • The high level load-placing must be at least 75% of the forklift's full rated height • Items for LOAD 2 must be safe for stacking

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2–8 can be undertaken in any order Activity 8 may be incorporated during activities 4–9 Activity 10 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the forklift for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. In an unladen state and with LOAD 1: <ul style="list-style-type: none"> - travel up and down the slope - travel over rough terrain - pass through a chicane executing full right- and left-hand turns in a forward and reverse direction - stop and restart on the incline whilst loaded 3. With LOAD 3, reverse with a load in a straight line for at least 15 metres and pass through a restriction at the end of the run
Setting up for work	4. Prepare and set the forklift for each lift
Working task <i>(refer to specifications)</i>	5. Lift and place LOAD 1 onto the tower. When placed, move the forklift away from the tower. Then retrieve the load, lower to ground level and place at a given point 6. Lift and place 3 x LOAD 2 onto the truck bed. On completion, remove all loads from the truck bed 7. Stack 3 x LOAD 2 vertically on top of one another. On completion, de-stack all of LOAD 2 and place alongside each other in a straight line 8. Carry out undercutting by both lifting and placing a load
Completing work	9. All loads to be placed at ground level following completion of each activity
Shutting down	10. Park the forklift and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The forks must be set to the widest position at the start of the test For the truck loading activity, 2 x loads must be placed square to the headboard For Load 3, the restriction must be higher than the height of the load (the forks may not be raised during manoeuvring activities) The stack must be at least 10 metres away from the truck bed If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Load placing	<ul style="list-style-type: none"> • 100 mm of a given position
Load placing (vehicle bed)	<ul style="list-style-type: none"> • Maximum of 75 mm clearance between all loads, and the loads and truck headboard
Load placing (stacking)	<ul style="list-style-type: none"> • Maximum of 75mm clearance between each load when placed back at ground level (activity 8)
Manoeuvring (chicane and reversing)	<ul style="list-style-type: none"> • Maximum clearance less than 300 mm or 10% of the machine's width (the greater applies) between the forklift and chicane/restriction sides when undertaking each turn, or passing through
Manoeuvring LOAD 3	<ul style="list-style-type: none"> • Maximum clearance less than 300 mm
Test timings	<ul style="list-style-type: none"> • The test must be completed within 1 hour and 45 minutes

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Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Forklift set for travel		
Travelling	3 Seat belt worn		
	4 Restrictions cleared		
	5 Full control maintained when ascending and descending slopes		
	6 Travel direction on slopes		
	7 No opposite movement of intended direction when restarting on slopes		
	8 Limbs and body kept within confines of cab (when travelling)		
	9 Straight line kept during reversing activity		
	10 Loads secure on forks		
	11 Encountered hazards cleared		
	12 Allocated area checked and clear of hazards prior to lifting		
Setting up	13 Loads assessed for weight and condition prior to lifting		
	14 Forks spaced to match loads		
	15 Forklift level prior to lifting or placing loads		
Working	16 SWL not exceeded at all times		
	17 Machine's stability maintained at all times		
	18 Loads/pallets not damaged during operations		
	19 Sequence of loads placed and removed onto and from truck bed		
	20 Parking brake applied and neutral selected before lifting and placing loads		
Completing	21 Undercut loads		
	22 Loads left safe and secure		
Shutdown	23 All shut down and securing procedures		
Other	24 Legislation, manufacturers' and health and safety requirements complied with		
	25 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Forklift mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Maintaining full observation whilst travelling		2	
	4	Matching travel speed to ground conditions and type		1	
	5	Forks or loads kept low but clear of the ground during travel		2	
Working	6	Placing all loads at the given points within the given tolerance		2	
	7	Position and set the forklift when lifting or placing loads		2	
	8	Positioning and setting the forklift for lifting or placing loads		2	
	9	Entering and exiting loads cleanly		1	
	10	Loads heeled whilst travelling		2	
	11	Lowering loads within 1 metre after removing from truck bed		1	
	12	Sequence of using hydraulic/lifting controls		2	
	13	Smooth use of the steering, braking, transmission and hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
					Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> Side-loader forklift with: <ul style="list-style-type: none"> a seatbelt, ROPS and FOPS units standard forks
Area	<ul style="list-style-type: none"> Flat surface for travelling on and for placing/stacking loads Clear straight run not less than 10 metres in length
Other equipment	<ul style="list-style-type: none"> Structure, racking or stacking to allow loads to be placed at high level Items to create restrictions for manoeuvring
Loads	<ul style="list-style-type: none"> LOAD 1 1 x load at least 50% of the rated capacity of the forklift LOAD 2 3 x same-sized loads (on pallets) for stacking purposes LOAD 3 A wide load at least 4 metres in length
Notes	<ul style="list-style-type: none"> The machine selected for the test must be of at least 1 tonne lift capacity, in serviceable condition and conform with current legislation The operator's manual must be with the forklift The weight of all loads must be known The high level load-placing must be at least 75% of the forklift's full rated height Items for LOAD 2 must be safe for stacking

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2–8 can be undertaken in any order Activity 8 may be incorporated during activities 6 or 7 Activity 10 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the forklift for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. In an unladen state and with LOAD 1, pass through a chicane executing full right- and left-hand turns in a forward and reverse direction 3. With LOAD 3, reverse with a load in a straight line for at least 15 metres and pass through a restriction at the end of the run 4. Reverse up to a structure or object unladen
Setting up for work	5. Prepare and set the forklift for each lift
Working tasks <i>(refer to specifications)</i>	6. Lift and place LOAD 1 at high level on/in the structure/stack. When placed, move the forklift away from the structure/stack. Then retrieve the load, lower to ground level and place at a given point 7. Pick and place Load 2 within 150 mm of a given object or structure. Stack remaining LOAD 2s vertically on top of each other (creating a 3 high load stack). On completion, de-stack all of LOAD 2 and place alongside each other in a straight line 8. Carry out undercutting by both lifting and placing a load
Completing work	9. All loads to be placed at ground level following completion of each activity
Shutting down	10. Park the forklift and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The forks must be set to the widest position at the start of the test If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Load placing	<ul style="list-style-type: none"> • 100 mm of a given position
Load placing (stacking)	<ul style="list-style-type: none"> • Maximum of 75 mm clearance between each load when placed back at ground level (activity 8)
Manoeuvring (chicane and reversing)	<ul style="list-style-type: none"> • Maximum clearance less than 300 mm or 10% of the machine's width (the greater applies) between the forklift and chicane/restriction sides when undertaking each turn, or passing through
Reversing clearance (against structure)	<ul style="list-style-type: none"> • Maximum clearance less than 200 mm
Test timings	<ul style="list-style-type: none"> • The test must be completed within 1 hour

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Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Forklift set for travel		
Travelling	3 Restrictions cleared		
	4 Seat belt worn		
	5 Limbs and body kept within confines of cab/frame (when travelling)		
	6 Straight line kept during reversing activity		
	7 Loads secure and in correct position on forks/bed		
	8 Reversed up to structure within given clearance		
	9 Encountered hazards cleared		
Setting up	10 Allocated area checked and clear of hazards prior to lifting		
	11 Loads assessed for weight and condition prior to lifting		
	12 Forks spaced to match loads		
	13 Forklift level prior to lifting or placing loads		
Working tasks	14 SWL not exceeded at all times		
	15 Machine's stability maintained at all times		
	16 Loads/pallets not damaged during operations		
	17 Parking brake applied and neutral selected before lifting and placing loads		
	18 Undercut loads		
Completing	19 Loads left safe and secure		
Shutdown	20 All shut down and securing procedures		
Other	21 Legislation, manufacturers' and health and safety requirements complied with		
	22 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Forklift mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Maintaining full observation whilst travelling		2	
	4	Matching travel speed to ground conditions and type		1	
	5	Placing all loads at the given points within the given tolerance		2	
	6	Forks clear of load when travelling (unless tilted)		1	
	7	Load clear of deck prior to traversing in		2	
Working	8	Keeping forks low but clear of the ground during travel		2	
	9	Positioning and setting the forklift when lifting or placing loads		2	
	10	Entering and exiting loads cleanly		1	
	11	Loads heeled whilst travelling (if applicable)		1	
	12	Sequence of using hydraulic/lifting controls		2	
	13	Smooth use of the steering, braking, transmission and hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
					Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> Industrial forklift with: <ul style="list-style-type: none"> a seatbelt , ROPS and FOPS units standard forks
Area	<ul style="list-style-type: none"> Flat surface for travelling on and for placing/stacking loads Clear straight run not less than 10 metres in length
Other equipment	<ul style="list-style-type: none"> Truck bed fitted with a headboard Structure, racking or stacking to allow loads to be placed at high level Items to create restrictions for manoeuvring
Loads	<ul style="list-style-type: none"> LOAD 1 1 x load at least 50% of the rated capacity of the forklift LOAD 2 3 x same-sized loads (on pallets) for stacking purposes LOAD 3 A wide load at least 3 metres in length
Notes	<ul style="list-style-type: none"> The machine selected for the test must be of at least 1 tonne lift capacity, in serviceable condition and conform with current legislation The operator's manual must be with the forklift The weight of all loads must be known The truck bed can be simulated but must conform to road haulage standard specifications, including the ground/bed height The high level load-placing must be at least 75% of the forklift's full rated height Items for LOAD 2 must be safe for stacking

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2–8 can be undertaken in any order Activity 8 may be incorporated during activities 5–7 Activity 10 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the forklift for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. In an unladen state and with LOAD 1, pass through a chicane executing full right- and left-hand turns in a forward and reverse direction 3. With LOAD 3, reverse with a load in a straight line for at least 10 metres and pass through a restriction at the end of the run
Setting up for work	4. Prepare and set the forklift for each lift
Working tasks <i>(refer to specifications)</i>	5. Lift and place LOAD 1 at high level on/in the structure/stack. When placed, move the forklift away from the structure/stack. Then retrieve the load A, lower to ground level and place at a given point 6. Lift and place 3 x LOAD 2 onto the truck bed. On completion, remove all loads bed 7. Stack 3 x LOAD 2 vertically on top of one another. On completion, de-stack all of LOAD 2 and place alongside each other in a straight line 8. Carry out undercutting by both lifting and placing a load
Completing work	9. All loads to be placed at ground level following completion of each activity
Shutting down	10. Park the forklift and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The forks must be set to the widest position at the start of the test For the truck loading activity, 2 x loads must be placed square to the headboard For Load 3, the restriction must be higher than the height of the load (the forks may not be raised during manoeuvring activities) The stack must be at least 10 metres away from the truck bed If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Load placing	<ul style="list-style-type: none"> 100 mm of a given position
Load placing (vehicle bed)	<ul style="list-style-type: none"> Maximum of 75 mm clearance between all loads, and the loads and truck headboard
Load placing (stacking)	<ul style="list-style-type: none"> Maximum of 75 mm clearance between each load when placed back at ground level (activity 8)
Manoeuvring (chicane and reversing)	<ul style="list-style-type: none"> Maximum clearance less than 300 mm or 10% of the machine's width (the greater applies) between the forklift and chicane/restriction sides when undertaking each turn, or passing through the restriction
Manoeuvring LOAD 3	<ul style="list-style-type: none"> Maximum clearance less than 300 mm
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour and 20 minutes

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Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Forklift set for travel		
Travelling	3 Restrictions cleared		
	4 Seat belt worn		
	5 Limbs and body kept within confines of cab/frame (when travelling)		
	6 Straight line kept during reversing activity		
	7 Loads secure on forks		
	8 Encountered hazards cleared		
Setting up	9 Allocated area checked and clear of hazards prior to lifting		
	10 Loads assessed for weight and condition prior to lifting		
	11 Forks spaced to match loads		
	12 Forklift level prior to lifting or placing loads		
Working	13 SWL not exceeded at all times		
	14 Machine's stability maintained at all times		
	15 Loads/pallets not damaged during operations		
	16 Sequence of loads placed and removed onto and from truck bed		
	17 Parking brake applied and neutral selected before lifting and placing loads		
	18 Undercut loads		
Completing	19 Loads left safe and secure		
Shutdown	20 All shut down and securing procedures		
Other	21 Legislation, manufacturers' and health and safety requirements complied with		
	22 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling & manoeuvring	1	Forklift mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Full observation whilst travelling		2	
	4	Travel speed matched to ground conditions and type		1	
	5	All loads placed at the given points within the given tolerance		2	
	6	Forks or loads kept low but clear of the ground during travel		2	
	7	Position and set the forklift when lifting or placing loads		2	
Working tasks	8	Loads entered and exited cleanly		1	
	9	Loads heeled whilst travelling		2	
	10	Loads lowered within 1 metre after removing from truck bed		1	
	11	Sequence of using hydraulic/lifting controls		2	
	12	Smooth use of the steering, braking, transmission and hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required – Endorsements A to C

Machine	<ul style="list-style-type: none"> Telescopic Handler equipped with: <ul style="list-style-type: none"> standard forks ROPS, FOPS and seatbelt rough terrain capability (not applicable for Endorsement A)
Area	<ul style="list-style-type: none"> Flat surface for travelling on and for placing/stacking loads Rough undulating terrain, (not applicable for Endorsement A) Incline or inclines Clear straight run not less than 20 metres in length
Other equipment	<ul style="list-style-type: none"> Truck bed fitted with a headboard Loading-out tower built out of scaffolding, either tube and fitting or system (quick lock), that meets current legislation Items to create restrictions for manoeuvring A replacement attachment (for an attaching/removal activity)
Loads	<ul style="list-style-type: none"> LOAD 1 1 x load at least 50% of the rated capacity of the telescopic-handler LOAD 2 3 x same-sized loads (on pallets) for stacking purposes LOAD 3 1 x load of a weight 30% less than the telescopic-handler's lift capacity at full reach (horizontal) LOAD 4 A wide load at least 4 metres in length
Notes	<ul style="list-style-type: none"> The machine selected for the test must meet the specification for the required endorsement, be in serviceable condition and conform with current legislation The operator's manual must be with the telehandler The weight of all loads must be known The loading-out tower must be of a height that allows LOAD 1 to be placed using at least 75% of telehandler's full operating lift height The truck bed can be simulated but must conform to road haulage standard specifications, including the ground/bed height The slope must have an incline of 15% (1 : 6.6) with sufficient manoeuvring area at the top, or a straight ramp with an up and down route with a flat area at the summit The equipment used to mark out the manoeuvring exercises such as the chicane must have a height of at least 1 metre

Resources required *(Continued)*

<p>Notes <i>(Continued)</i></p>	<ul style="list-style-type: none"> • The equipment used to mark out the manoeuvring exercises such as the chicane must have a height of at least 1 metre • Tape measure for the checking of load centres and fork widths etc. • Items for LOAD 2 must be safe for stacking • For endorsement C, the machine must be equipped with stabilisers <p>If a machine having an operating height in excess of 16 metres is being used for the test, the following concession may be used as an alternative</p> <p>A loading-out tower having a height of 12 metres may be used providing there is a minimum distance, as shown in the table, from the base of the tower to the fork tips of the telehandler when the tips of the forks are facing the tower</p>	
	Operating height (metres)	Minimum distance (metres)
	17	2
	18	2
	19 metres and above	3

Activity instructions – Endorsements A to C

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2 – 10 and 12 can be undertaken in any order Activity 10 may be incorporated during activities 6 – 9 Activity 13 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the telescopic-handler for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. In an un-laden state and with LOAD 1: <ul style="list-style-type: none"> - travel up and down the slope - travel over rough terrain - pass through a chicane executing full right and left-hand turns in a forward and reverse direction - stop and restart on the incline whilst loaded
Setting up for work	3. Prepare and set the telescopic-handler for each lift 4. Remove the forks and fit an attachment
Working tasks <i>(refer to specifications)</i>	5. Lift and place LOAD 1 onto the loading out tower. When placed, move the telehandler away from the tower. Retrieve the load, lower to ground level and place at a given point 6. Lift and place 3 x LOAD 2 onto the truck bed. On completion, remove all loads (LOAD 2) from the truck bed 7. Stack 3 x LOAD 2 vertically on top of one another. On completion de-stack and place alongside each other in a straight line 8. Lift LOAD 3 and place at ground level at an indicated point using full reach (horizontal) of the telehandler 9. Lift LOAD 4 and reverse in a straight line for at least 20 metres, passing through a restriction at the end of the run 10. Carry out undercutting when lifting and placing a load
Completing work	11. All loads to be placed at ground level following completion of each activity 12. Configure the telehandler for road travel
Shutting down	13. Park the telehandler and carry out shut-down and securing procedures

Activity instructions – Endorsements A to C *(Continued)*

Notes	<ul style="list-style-type: none"> • For activity 5, another activity must be undertaken after placing the load at height • For activities 2 (chicane) and 9, the restrictions must be higher than the height of the load. The forks may not be raised during manoeuvring activities. • The load stacking area for activity 7 must be at least 10 metres away from the truck bed • On activity 6: <ul style="list-style-type: none"> - Should the load or pallet be narrower than fork carriage, the given measurement (maximum of 75mm) applies between the headboard and side of the carriage for the first load - On completion of the third load being placed, the machine must be moved away from the truck bed. All loads must be immediately removed again in the correct sequence before commencing another activity - The candidate must be instructed at the start of this activity to load the vehicle as though further loads are to be placed on the vehicle bed e.g. following the sequence whereby the vehicle is to be fully loaded • If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions
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Activity measurements

Load placing	<ul style="list-style-type: none"> • 100 mm of a given position
Load placing (vehicle bed)	<ul style="list-style-type: none"> • Maximum of 75 mm clearance between all loads, and the loads and truck headboard
Load placing (stacking)	<ul style="list-style-type: none"> • Maximum of 75 mm clearance between each load when placing back at ground level (activity 7)
Manoeuvring	<ul style="list-style-type: none"> • Maximum clearance less than 300 mm or 10% of the machine's width (the greater applies) between the telehandler and chicane/restriction sides when undertaking each turn, or passing through the restriction
Manoeuvring LOAD 4	<ul style="list-style-type: none"> • Maximum clearance less than 300 mm
Test timings	<ul style="list-style-type: none"> • The test must be completed within 2 hours

Resources required – Additional Endorsement E

Machine	<ul style="list-style-type: none"> Telescopic handler suitable for lifting suspended loads, equipped with an approved lifting hook able to attach a suitable lifting accessory
Area	<ul style="list-style-type: none"> Flat level surface for all travelling and manoeuvring activities with a suspended load
Other equipment	<ul style="list-style-type: none"> Applicable lifting accessories for attaching all suspended loads to the hook Items to create restrictions for manoeuvring Slinger/signaller assistance Structure or below-ground level location for placing a load out-of-sight of the operator
Loads	<ul style="list-style-type: none"> LOAD 5 1 x load at least 50% of the rated capacity* of the telehandler LOAD 6 1 x load being a minimum of 3 metres in length LOAD 7 2 x equal-sized loads (width and length) for stacking purposes
Notes	<ul style="list-style-type: none"> To aid flexibility to the test, a different machine may be used for the endorsement E test where a combined test is taking place. The machine used for the test must have an operating height of at least 5.8 metres * The rated capacity applies to manufacturers supplied figures for the lifting of suspended loads applicable to the approved attachment The load handling charts for suspended loads, including the use of the accessory, must be available for the machine being used for the test The lifting hook must be detachable from the machine and must be either mounted on the forks or attached directly to the carriage. NOTE: Hooks on block suspended by hoist ropes will not be permitted on the test The lifting hook attachment must be approved by the manufacturer of the telehandler being used on the test The lifting accessories must be of a length that provides a minimum of 1.2 metres vertical distance between the hook and the load The telehandler selected must be approved to lift and travel with suspended loads (with a raised boom), and equipped with a suitable load moment indicator or rated capacity indicator A lift plan must be devised by a competent person and available for reference by the operator. When devising the plan, consideration must be taken to ensure that: <ul style="list-style-type: none"> a) there is sufficient clearance between the load and front of the machine to account for load swing which may require (depending on model) the fitment of a jib

Resources required – Additional Endorsement E (*Continued*)

- b) boom extension is sufficient to ensure clearance between the telehandler chassis and load but no more than needed
- c) that the length of the lifting accessories minimises the travel height of the boom whilst not exceeding the included angle of the accessory
- d) hand lines are specified to allow appropriate external control of the load whilst keeping the slinger/signaller clear of the machine's travel path
- The structure or below-ground level location must be suitable for landing the load, but must be of sufficient height or depth so that the whole of the load and the lower portion of the lifting accessory cannot be seen from the operating position. If a below-ground level landing place is chosen, it must be a safe environment for the slinger/signaller to handle the load. If a ground level structure is chosen, it must be of sufficient strength to resist movement should the load inadvertently contact the structure
- Each lifting accessory must be a minimum of a two-leg chain or wire rope sling, or a fibre or webbing sling that supports the load from at least two points
- Each lifting accessory must be fit for purpose and certificated
- A hand or tag line must be used to control at least one of the loads on the test and should be used on all loads if appropriate which ensures that the slinger/signaller is kept clear of any potential contact with the machine, load or structure. The method statement for the hand line must stipulate that:
 - the rope is at least 16mm in diameter
 - it is free of knots, kinks, fraying or any form of damage
 - it is of a suitable length allowing easy control of the load but with minimal excessive free length
 - it is attached to the load and cannot unintentionally become free, with the parts of the rope secured by a shackle/ karabiner or other device with a sprung latch, and not tied in a knot
 - the free end of the rope does not have an eye or loop (although the secured end may require an eye to accommodate the shackle)
- The slinger/signaller must hold a CPCS card bearing the category of A40A or A40E and competent in dealing with pick-and-carry duties. The Tester cannot undertake this role

Note 1: Candidates requiring endorsement E must undertake the test process for, or hold endorsements A - C.

Note 2: Due to a level of incidents involving telescopic handlers, particularly with the movement of suspended loads, the Strategic Forum for Construction Plant Safety Group have produced a document titled 'Good Practice Guide to the Safe Use of Telehandlers in Construction' and a supplementary 'Good Practice Guide for the Lifting and Travelling with Suspended Loads using Telehandlers'.

It is essential that those both planning and conducting testing activities are conversant with the content of each document and that the test procedures and marking reflect all good practices contained therein. Both documents are free to download from www.cpa.uk.net/sfpsg/.

Activity instructions – Endorsement E

Sequence	<ul style="list-style-type: none"> Activities 15 to 20 can be undertaken in any order during the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Setting up for work	14. Fit the lifting hook, check, prepare and set the telehandler for the lifting of each suspended load
Working tasks suspended loads <i>(refer to specifications)</i>	<p>15. Lift LOAD 5 and travel for a minimum distance following a route that includes passing through a chicane executing full right and left-hand turns in a forward and reverse direction</p> <p>16. Place LOAD 5 at a given point</p> <p>17. Lift LOAD 6 and reverse in a straight line for at least 10 metres and pass through a restriction at the end of the run</p> <p>18. Place LOAD 6 onto the vehicle bed</p> <p>19. Lift and place one of the loads at a given point which is below ground level or behind a structure. Once landed return to the original start point</p> <p>20. Create a stack using each of LOAD 7 at a given location</p>
Completing work	<p>21. All loads to be placed at ground level following completion of each activity</p> <p>22. Remove the lifting hook and return the machine ready for fork-use operations</p>
Additional for existing A17 candidates	<p>23. Complete all manufacturers' pre-start and running checks and prepare the telescopic-handler for travel</p> <p>24. Park the telehandler and carry out shut-down and securing procedures</p>
Notes	<ul style="list-style-type: none"> Prior to this section of the test proceeding, the forks must be fitted to the telehandler Activities 1 and 13 need to be undertaken by existing CPCS cardholders holding category A17 seeking endorsement E in addition to items 14 – 22 For activities 15 (chicane) and 17, the restrictions must be higher than the lower part of the load. The boom may not be raised during manoeuvring activities On activity 18, Load 6 need not be detached after placing on to the vehicle bed

Activity instructions – Endorsement E *(Continued)*

<p>Notes <i>(Continued)</i></p>	<ul style="list-style-type: none"> For item 19, the landing area must have sufficient height or depth so that the load and attaching points between the accessory and the load are out of sight of the candidate when landed All loads must be attached and detached to and from the machine by the slinger To ensure impartiality of the test, the slinger can only control but cannot position each load when stacking or placing e.g. physically exerting effort on a load for positioning, and cannot give instructions relating how the machine should be configured e.g. which component of the machine should be operated For the purposes of the test, all hand signals are to conform with BS 7121 part 1 and the Health and Safety (Safety Signs and Signals) Regulations 1996
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Activity measurements

<p>Load placing</p>	<ul style="list-style-type: none"> 100 mm of a given position
<p>Manoeuvring</p>	<ul style="list-style-type: none"> Maximum clearance less than 300 mm or 10% of the machine's width (the greater applies) between the telehandler and load, and chicane/restriction sides when undertaking each turn, or passing through the restriction
<p>Reversing</p>	<ul style="list-style-type: none"> Maximum clearance less than 300 mm
<p>Load travelling</p>	<ul style="list-style-type: none"> Maximum clearance of 300 mm clearance between load and ground
<p>Test timings</p>	<ul style="list-style-type: none"> The test must be completed within a total time of 2 hours and 35 minutes if combining endorsement E with endorsements A to D <p>OR</p> <ul style="list-style-type: none"> The test must be completed within a total time of 45 minutes if part of stand-alone test for existing cardholders adding endorsement E only <p>Note: The time of 45 minutes does not include activity 1</p>

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Endorsement: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/>	Start time of test:
Make and model:	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Telehandler set for travel	
	3 Seat belt worn	
	4 Full observation before moving and reversing	
	5 Restrictions and hazards cleared	
	6 Full control maintained when ascending and descending slopes	
	7 Travel direction on slopes	
	8 No opposite movement of intended direction when restarting on slopes	
	9 Limbs and body kept within confines of cab (when travelling)	
	10 Straight line kept during reversing activity	
	11 Loads secure on forks	
Setting up	12 Allocated area checked and clear of hazards prior to lifting	
	13 Loads assessed for weight and condition prior to lifting	
	14 Forks spaced to match loads	
	15 Stabilisers set (if applicable) and forklift level prior to lifting or placing loads	
	16 Removal and replacement of an attachment	
Working tasks	17 Lift capacity within safe limit	
	18 Machine's stability maintained at all times	
	19 Loads/pallets and surrounding area not damaged during operations	
	20 Sequence of loads placed and removed onto and from truck bed	
	21 Parking brake applied and neutral selected before lifting and placing loads	
	22 Undercut loads	
Completing	23 Loads left safe and secure	
Shutdown	24 All shut down and securing procedures	
Other	25 Legislation, manufacturers' and health and safety requirements complied with	
	26 Test completed within the given time	

Faults

All of these items must be awarded		Achieved / Not achieved		
Faults	Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1 Telehandler mounting and dismounting		1	
	2 Full observation whilst travelling		2	
	3 Gear ratios matched to ground and work speed		2	
	4 Travel speed matched to ground conditions and type		1	
	5 All loads placed at the given points within the given tolerance		2	
	6 Boom kept fully retracted during travel		2	
	7 Forks or loads kept low but clear of the ground during travel		1	
Working	8 Position and set the forklift when lifting or placing loads		2	
	9 Loads entered and exited cleanly		1	
	10 Loads heeled whilst travelling		1	
	11 Loads lowered within 1 metre after removing from truck bed		1	
	12 Sequence of using hydraulic/lifting controls		2	
	13 Smooth use of steering, braking, transmission and hydraulic controls		1	
Not exceeded eight penalties		Total penalties		
		Achieved / Not achieved		

Basic details – Endorsement E (Suspended loads)

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
	Start time of test:
Make and model:	Duration:

Mandatory

Correctly carried out during the test?		Y/N
Preparing	27 All pre-start and running checks (or responses to relevant questions)	
	28 Seatbelt worn at all times	
Travelling	29 Telehandler set for travel	
	30 Full observation before moving with suspended load	
	31 Encountered hazards cleared	
	32 No contact between load and telehandler and/or other obstructions	
	33 Route assessed and travelled with the suspended load in a controlled manner	
Setting up	34 Personnel clear of the machine travel path when travelling with a load	
	35 Allocated area checked and clear of hazards prior to lifting activity	
	36 Relevant lifting accessory attached to each load	
	37 Machine isolated (stopped engine) and secure when cab exited	
Working tasks	38 Communication arrangements confirmed with slinger/signaller	
	39 Telehandler positioning prior to lifting the load	
	40 Telehandler level prior to lifting and placing the load	
	41 Lifted and lowered load in a controlled manner	
	42 Instructions conformed with	
	43 Stability of the machine maintained at all times	
	44 SWL not exceeded at all times	
	45 Load remains freely suspended (except during lifting and placing)	
Completing	46 Machine hydraulic controls isolated when load being attached/disconnected**	
	47 Full view of slinger/signaller maintained at all times during lifting, travel and placing activities	
Shutdown	48 Personnel clear of any danger zones when lifting and placing loads	
Other	49 Loads left stable, safe and secure	
	50 All shutdown and securing procedures	
	51 Legislation, manufacturers' and health & safety requirements complied with	

Faults

All of these items must be awarded		Achieved / Not achieved		
Candidate incorrectly carried out the following:		Fault	Mark	Penalty
Travelling	14 Telehandler mounting and dismounting		1	
	15 Full observation whilst travelling with suspended load		2	
	16 Travel speed matched to the ground type, load types and conditions		1	
	17 Boom extension minimised during travel movements – laden only		3	
	18 Boom kept fully retracted during travel - unladen		1	
	19 Loads kept at minimum height during travel		3	
	20 Reversing movements minimised		2	
Working	21 All loads vertically lifted e.g. load drag minimised		2	
	22 Lifting accessories kept clear of the ground		1	
	23 Suspended load lifted clear of surface and checked for integrity		1	
	24 Load swings minimised during travel and static lifts		2	
	25 Load placed at given points within the given tolerance		3	
	26 Use of steering/hydraulic/braking controls		1	
Not exceeded eight penalties		Total penalties		
		Achieved / Not achieved		

Note:

- *Mandatory items 27 and 51, and item 14 in the faults section need not be marked if combining endorsement E with endorsements A to C*
- *Existing CPCS cardholders already holding category A17 seeking endorsement E need to be measured against all marking items in this marking sheet.*

*** Mandatory item 46 - If the candidate does not isolate the operating controls during the load attaching/detaching activity, the Tester must immediately inform the candidate to do so. The candidate has the option to continue the test but be informed they have not achieved on the test at this time.*

The definition of isolated is where no movement of the machine's boom (extension and raising/lowering) or carriage can occur when the operating controls are activated. Depending on the machine, this may be a case of activating an electronic/manual isolation control or requires engine shutdown. Testers should be clear of the method to be used prior to the test commencing.

Resources required

Machine	<ul style="list-style-type: none"> • Reach truck with: <ul style="list-style-type: none"> - a seatbelt, ROPS and FOPS units - standard forks
Area	<ul style="list-style-type: none"> • Flat surface for travelling on and for placing/stacking loads • Clear straight run not less than 10 metres in length
Other equipment	<ul style="list-style-type: none"> • Truck bed fitted with a headboard • Structure, racking or stacking to allow loads to be placed at high level • Items to create restrictions for manoeuvring
Loads	<ul style="list-style-type: none"> • LOAD 1 1 x load at least 50% of the rated capacity of the forklift • LOAD 2 3 x same-sized loads (on pallets) for stacking purposes • LOAD 3 A wide load at least 3 metres in length
Notes	<ul style="list-style-type: none"> • The machine selected for the test must be of at least 1 tonne lift capacity, in serviceable condition and conform with current legislation • The operator's manual must be with the forklift • The weight of all loads must be known • The high level load-placing must be at least 75% of the forklift's full rated height • Items for LOAD 2 must be safe for stacking

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2–7 can be undertaken in any order Activity 7 may be incorporated during activities 5 or 6 Activity 9 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the forklift for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. In an unladen state and with LOAD 1, pass through a chicane executing full right- and left-hand turns in a forward and reverse direction 3. With LOAD 3, reverse with a load in a straight line for at least 10 metres and pass through a restriction at the end of the run
Setting up for work	4. Prepare and set the forklift for each lift
Working tasks <i>(refer to specifications)</i>	5. Lift and place LOAD 1 at high level on/in the structure/stack. When placed, move the forklift away from the structure/stack. Then retrieve the load A, lower to ground level and place at a given point 6. Pick and place LOAD 2 within 150 mm of a given object or structure. Stack remaining LOAD 2s vertically on top of each other (creating a 3-high load stack). On completion, de-stack all of LOAD 2 and place alongside each other in a straight line 7. Carry out undercutting by both lifting and placing a load
Completing work	8. All loads to be placed at ground level following completion of each activity
Shutting down	9. Park the forklift and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The forks must be set to the widest position at the start of the test For Load 3, the restriction must be higher than the height of the load (the forks may not be raised during manoeuvring activities) If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Load placing	<ul style="list-style-type: none"> 100 mm of a given position
Load placing (stacking)	<ul style="list-style-type: none"> Maximum of 75 mm clearance between each load when placed back at ground level (activity 8)
Manoeuvring (chicane and reversing)	<ul style="list-style-type: none"> Maximum clearance less than 300 mm or 10% of the machine's width (the greater applies) between the forklift and chicane/restriction sides when undertaking each turn, or passing through
Manoeuvring LOAD 3	<ul style="list-style-type: none"> Maximum clearance less than 300 mm
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Forklift set for travel		
Travelling	3 Restrictions cleared		
	4 Seat belt worn		
	5 Limbs and body kept within confines of cab/frame (when travelling)		
	6 Straight line kept during reversing activity		
	7 Loads secure on forks		
	8 Encountered hazards cleared		
Setting up	9 Allocated area checked and clear of hazards prior to lifting		
	10 Loads assessed for weight and condition prior to lifting		
	11 Forks spaced to match loads		
	12 Forklift level prior to lifting or placing loads		
Working	13 SWL not exceeded at all times		
	14 Machine's stability maintained at all times		
	15 Loads/pallets not damaged during operations		
	16 Parking brake applied and neutral selected before lifting and placing loads		
	17 Undercut loads		
Completing	18 Loads left safe and secure		
Shut down	19 All shut down and securing procedures		
Other	20 Legislation, manufacturers' and health and safety requirements complied with		
	21 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Forklift mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Full observation whilst travelling		2	
	4	Travel speed matched to ground conditions and type		1	
	5	All loads placed at the given points within the given tolerance		2	
	6	Forks or loads kept low but clear of the ground during travel		2	
	7	Position and set the forklift when lifting or placing loads		2	
	8	Mast fully retracted during travel		2	
Working	9	Loads entered and exited cleanly		1	
	10	Loads heeled whilst travelling		1	
	11	Sequence of using hydraulic/lifting controls		2	
	12	Smooth use of the steering, braking, transmission and hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> Grader with centrally-mounted blade
Area	<ul style="list-style-type: none"> Ground, clear of hazards which must include: <ul style="list-style-type: none"> level area for grading activities rough terrain slope or slopes bank of suitable material
Other equipment	<ul style="list-style-type: none"> Items to create restrictions for manoeuvring Laser equipped measuring equipment to ensure earthmoving specifications are met
Notes	<ul style="list-style-type: none"> The machine selected for the test must be in serviceable condition and conform with current legislation The operator's manual must be with the grader The level area must be at least 30 metres in length and 3 x the blade width The bank must be at least 15 metres in length The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2, 4 and 5 can be undertaken at any time during the test Activity 7 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the grader for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area and: <ul style="list-style-type: none"> - travel up and down the slope - pass through a restriction - travel over rough terrain
Setting up for work	3. Prepare and set the grader for the relevant work
Working tasks <i>(refer to specifications)</i>	4. Trim the bank to an agreed angle 5. Grade and level an area to specification 6. Reinststate the work area to level
Shutting down	7. Park the grader and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 800 mm
Bank grading	<ul style="list-style-type: none"> 15 metres minimum to ± 35 mm
Level grading	<ul style="list-style-type: none"> 30 metres in length and 3 x the blade width to ± 35 mm
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour and 15 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Grader set for travel	
	3 Restrictions cleared	
	4 Encountered hazards cleared	
	5 Control maintained when ascending and descending inclines	
Setting up	6 Allocated area checked and clear of hazards prior to grading	
	7 Grader set for required work	
	8 Mouldboard set to required position for banking and level work	
Working	9 Bank profile constant and met given specification and tolerances	
	10 Level area graded and conformed to the stated sizes and tolerances	
	11 No contact between mouldboard and machine	
	12 Excavated area reinstated to level	
Shutdown	13 All shut down and securing procedures	
Other	14 Legislation, manufacturers' and health and safety requirements complied with	
	15 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Grader mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Full observation whilst travelling		2	
	4	Mouldboard within machine confines when travelling		1	
	5	Travel speed matched to the ground type and conditions		1	
	6	Mouldboard lowered whilst moving		1	
Working	7	Area graded in layers		2	
	8	Feathering out at the end of the cut		2	
	9	Smooth use of steering/braking/hydraulic controls		2	
	10	Sequence of steering/braking/hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
					Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> • Hoist
Area	<ul style="list-style-type: none"> • Ground, clear of hazards including any overhead and below ground, and contains: <ul style="list-style-type: none"> - an exclusion zone - appropriate access to each landing
Other equipment	<ul style="list-style-type: none"> • 2 x loads of a known weight (at least 25% of payload) • Loading assistance • Loading devices e.g. small pallet truck • Personnel (x 2) for transporting (Endorsements B & D) • Signaller
Notes	<ul style="list-style-type: none"> • The machine selected for the test must meet the specification for the required endorsement, be in serviceable condition and conform with current legislation* • There must be at least 2 access points plus an out of service level • The operator's manual must be with the hoist • Multiple loads of varying sizes that combined, constitutes a total weight of at least 25% of the rated capacity of the cage, and includes 1 x load that can be handled manually by the candidate and 1 x load that requires the use of a loading device • The weight of each load must be marked • Each load must be of a size which allows both loads to be transported in the cage simultaneously • Specific PPE for load handling purposes e.g. high-grip gloves must be supplied • A risk assessment and method statement for all loads and activities must be provided to the candidate at the start of the test <p>Note: * The hoist must have been thoroughly examined by a competent person and be fit-for-purpose</p>

Activity instructions

Sequence	<ul style="list-style-type: none"> Activities 1 to 5 must be undertaken at the start of the test Activity 17 must be undertaken at the end of the test All other activities to be taken sequentially <p>The test must be completed within a given time. The specifications' section gives further information.</p>
Preparing for work	<ol style="list-style-type: none"> Using the operator's manual, convey (to the tester) the pre-use checks stipulated by the hoist manufacturer Complete all manufacturers' pre-use static and visual checks with a supporting commentary Complete full pre-use running checks Carry out the emergency lowering procedure (Endorsements B & D only) Place the hoist into service
Setting up for work	<ol style="list-style-type: none"> Prepare and maintain an exclusion zone in the relevant area Agree the signal codes with the signaller Check loads for integrity, security and suitability for loading and transportation Determine a loading method and sequence with the assistant (if relevant) Prepare each load for loading activities Endorsements B & D – relay loading and emergency procedures to travelling personnel
Working Tasks <i>(refer to specifications)</i>	<ol style="list-style-type: none"> Place the loads within the platform Travel the platform to a given level and remove the loads Place the loads within the platform and travel to a different level Travel the platform to an out-of-service level and remove the loads For endorsements B & D, transport personnel to a different level
Shutting down	<ol style="list-style-type: none"> Place the hoist out-of-service and secure
Notes	<ul style="list-style-type: none"> The candidate must provide a running commentary to all pre-use checks being carried out in order to provide supporting information to visual checks (e.g. components, hoistway) and physical checks (e.g. checking end of travel limits) being made. The tester may prompt the candidate to outline specific information but not ask direct questions that requires a technical answer

Activity instructions (*Continued*)

Notes (<i>Continued</i>)	<ul style="list-style-type: none"> The operator's manual must be referenced during activity 2 At least three points shall be accessed including one with given signals Both loads must be transported simultaneously At least one load will be located on and transported with a loading device
	<ul style="list-style-type: none"> For item 16, at least 1 x load must be travelled along with the passengers For one of the travelling activities, the operator shall be provided with given hand signals

Activity measurements

Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour
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Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Endorsement: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/>	Start time of test:
Make and model:	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-use static and running checks identified from operator's manual	
	2 Full pre-use static and visual checks carried out	
	3 Full pre-use running checks carried out including all hoist operations and end-of-travel limits	
	4 Emergency lowering and evacuation procedures followed	
Setting up	5 Allocated area checked and clear of hazards prior to work	
	6 Accessing area secured	
	7 Signal arrangements confirmed with the signaller	
	8 Harness equipment donned and attached (if required)	
	9 Load integrity and security checked prior to loading	
	10 Total weight of loads established prior to loading	
	11 Loading and emergency procedures relayed to travelling personnel (where relevant)	
	12 Information to travelling personnel clearly relayed	
	13 Load manual handling arrangements conforms to requirements	
	14 Specific load-handling PPE worn	
	15 Prepared the platform and landing for load transfer	
Working	16 Distributed evenly the weight of the loads	
	17 Accessed given landing points	
	18 Load secure in platform	
	19 Followed given instructions (where applicable)	
	20 Maintained stability at all times	
	21 Conforms with given signals and instructions	
	22 Complied with requirements of risk assessment/method statement	
Shutdown	23 Platform positioned at out-of-service level	
	24 All out-of-service, isolating and securing procedures	
Other	25 Legislation, manufacturers' and health and safety requirements complied with	
	26 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults	Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Preparing	1 Insufficient narrative of visual checks		1	
	2 Minor errors during narrative of visual checks		3	
	3 Content of narrative on visual checks with some error		2	
	4 Narrative of visual checks of sufficient content but some technical errors		2	
Travelling	5 Platform loading and unloading		2	
	6 Full observation before moving		2	
	7 Full observation whilst travelling		2	
Working	8 Platform raised smoothly		2	
	9 Platform lowered smoothly		1	
	10 Intended direction selected for travel		2	
	11 Sequence of controls		1	
Not exceeded eight penalties		Total penalties		
Achieved / Not achieved				

Resources required

Machine	<ul style="list-style-type: none"> • Wheeled Loading Shovel with: <ul style="list-style-type: none"> - a general purpose bucket
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - rough terrain - slope or slopes - mound or bank of material suitable for extraction - a straight run for reversing
Other equipment	<ul style="list-style-type: none"> • Load-carrying vehicle for spoil/material • Items to create restrictions for manoeuvring
Notes	<ul style="list-style-type: none"> • The machine selected for the test must be in serviceable condition and conform with current legislation • The operator's manual must be with the machine • The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit • The load carrying vehicle must be rear tipping, have a minimum capacity equivalent to 4 full bucket loads of the loading shovel being used for the test • There must be sufficient quantity of material from the bank or mound for all the activities

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activity 2 can be undertaken at any time during the test Activities 4 and 5 can be undertaken in any order Activity 7 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the loading shovel for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. In a loaded and unloaded state: <ul style="list-style-type: none"> - travel up and down the slope - stop and start on the slope in the up direction - stop and start on the slope in the down direction - travel over rough terrain - reverse (loaded only) in a straight line for a minimum of 30 metres and pass through a restriction at the end of the run
Setting up for work	3. Prepare and set the loading shovel for the relevant work
Working tasks <i>(refer to specifications)</i>	4. Using material from the bank, create an upward ramp 5. Load material into a vehicle
Completing work	6. Clean and tidy the work area
Shutting down	7. Park the loading shovel and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 800 mm
Ramp length	<ul style="list-style-type: none"> 1.5 times the length of the loading shovel
Ramp width	<ul style="list-style-type: none"> At least 1.5 times the width of the bucket
Ramp incline	<ul style="list-style-type: none"> Minimum of 18% (1:5.5)
Loading vehicle	<ul style="list-style-type: none"> Minimum of eight full bucket loads (vehicle can be re-loaded to achieve this figure)
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour and 30 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Loading shovel set for travel	
	3 Restrictions and hazards cleared	
	4 Full control maintained when ascending and descending slopes	
	5 No opposite movement of intended direction when restarting on slopes	
	6 Travel direction on slopes	
	7 Straight line kept during reversing activity	
Setting up	8 Allocated area checked and clear of hazards prior to extracting and loading	
Working	9 Ramp created to specification	
	10 Loading vehicle positioning prior to loading	
	11 Vehicle loaded to specification	
	12 Vehicle evenly loaded but not overloaded	
	13 Spillage of material kept to minimum	
	14 Loading shovel stable during activities	
Completing	15 Working area cleaned after loading	
Shutdown	16 All shutdown and securing procedures	
Other	17 Legislation, manufacturers' and health and safety requirements complied with	
	18 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Loading shovel mounting and dismounting		1	
	2	Full observation before moving and reversing		2	
	3	Full observation whilst travelling		3	
	4	Transmission drive engaged smoothly		1	
	5	Travel speed matched to the ground type and conditions		2	
Working	6	Bucket kept low at all times (except during loading work)		2	
	7	Wheel spin minimised		1	
	8	Full bucket loads maintained (except for cleaning work)		2	
	9	Material cleanly placed into the loading vehicle		2	
	10	Contact with vehicle avoided when loading		2	
	11	Use of steering/braking/hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> • Tracked Loading Shovel with: <ul style="list-style-type: none"> - Clamshell (4 in 1) bucket
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - level area to allow excavations up to 2 metres deep - rough terrain - slope or slopes - a straight run for reversing - spoil/material to load vehicles
Other equipment	<ul style="list-style-type: none"> • Load-carrying vehicle for spoil/material • Laser equipped measuring equipment to ensure excavation specifications are met • Items to create restrictions for manoeuvring
Notes	<ul style="list-style-type: none"> • The machine selected for the test must be in serviceable condition and conform with current legislation • The operator's manual must be with the machine • The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit • The load carrying vehicle must be rear tipping and have a minimum capacity equivalent to 4 full bucket loads of the loading shovel being used for the test

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activity 2 can be undertaken at any time during the test Activities 4 and 5 can be undertaken in any order Activity 7 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the loading shovel for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. In a loaded and unloaded state: <ul style="list-style-type: none"> - travel up and down the slope - stop and start on the slope in the up direction - travel over rough terrain - reverse (loaded only) in a straight line for a minimum of 30 metres and pass through a restriction at the end of the run
Setting up for work	3. Prepare and set the loading shovel for the relevant work
Working tasks <i>(refer to specifications)</i>	4. Extract material from below ground level to the specified dimensions and form a stockpile 5. Load material into a vehicle 6. Reinststate the work area back to the original state
Shutting down	7. Park the loading shovel and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The stockpile formed by the excavation may be used to load the vehicle If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 800 mm
Excavation depth	<ul style="list-style-type: none"> 0.5 metre ± 35 mm
Trench length	<ul style="list-style-type: none"> 5 x the length of the loading shovel
Trench width	<ul style="list-style-type: none"> 2.5 times the width of the bucket
Loading vehicle	<ul style="list-style-type: none"> Minimum of eight full bucket loads (vehicle can be re-loaded to achieve this figure)
Test timings	<ul style="list-style-type: none"> The test must be completed within 2 hours and 15 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Loading shovel set for travel	
	3 Restrictions and hazards cleared	
	4 Full control maintained when ascending and descending slopes	
	5 No opposite movement of intended direction when restarting on slopes	
	6 Travel direction on slopes	
	7 Straight line kept during reversing activity	
Setting up	8 Allocated area checked and clear of hazards prior to extracting and loading	
Working	9 Excavation conforms to stated sizes and tolerances	
	10 Smooth ramp to the excavation	
	11 Loading vehicle positioning prior to loading	
	12 Vehicle loaded to capacity	
	13 Vehicle evenly loaded but not overloaded	
	14 Spillage of material kept to minimum	
	15 Loading shovel stable during activities	
Shutdown	16 Excavated area reinstated back to the original contours	
	17 All shutdown and securing procedures	
Other	18 Legislation, manufacturers' and health and safety requirements complied with	
	19 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Loading shovel mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Full observation whilst travelling		2	
	4	Transmission drive engaged smoothly		1	
	5	Travel speed matched to the ground type and conditions		1	
Working	6	Bucket kept low at all times (except during loading work)		2	
	7	Minimised ground damage when turning		1	
	8	Full bucket loads maintained (except for cleaning work)		2	
	9	Material cleanly placed into the loading vehicle		1	
	10	Contact with vehicle avoided when loading		2	
	11	Use of steering/braking/hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> • Skid steer loader with: <ul style="list-style-type: none"> - a general purpose bucket - seat belt
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - rough terrain - slope or slopes - mound or bank of material suitable for extraction - a straight run for reversing
Other equipment	<ul style="list-style-type: none"> • Load-carrying vehicle for spoil/material • Items to create restrictions for manoeuvring
Notes	<ul style="list-style-type: none"> • The machine selected for the test must be in serviceable condition and conform with current legislation • The operator's manual must be with the machine • The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit • The load-carrying vehicle must have a minimum capacity equivalent to 4 full bucket loads of the skid steer being used for the test • There must be sufficient quantity of material from the bank or mound for all the activities

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activity 2 can be undertaken at any time during the test Activities 5 and 6 can be undertaken in any order Activity 7 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the skid steer for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. In a loaded and unloaded state: <ul style="list-style-type: none"> - travel up and down the slope - stop and start on the slope in the up direction - stop and start on the slope in the down direction - travel over rough terrain - reverse (loaded only) in a straight line for a minimum of 15 metres and pass through a restriction at the end of the run
Setting up for work	3. Prepare and set the skid steer for the relevant work
Working tasks <i>(refer to specifications)</i>	4. Using material from the bank, create an upward ramp 5. Load material into a vehicle 6. Clean and tidy the work area
Completing and shutting down	7. Park the skid steer and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 800 mm
Ramp length	<ul style="list-style-type: none"> 1.5 times the length of the skid steer
Ramp width	<ul style="list-style-type: none"> At least 1.5 times the width of the bucket
Ramp incline	<ul style="list-style-type: none"> Minimum of 18% (1:5.5)
Loading vehicle	<ul style="list-style-type: none"> Minimum of eight full bucket loads (vehicle can be re-loaded to achieve this figure)
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour and 15 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Seat belt worn		
Travelling	3 Skid steer set for travel		
	4 Restrictions and hazards cleared		
	5 Full control maintained when ascending and descending slopes		
	6 No opposite movement of intended direction when restarting on slopes		
	7 Travel direction on slopes		
	8 Straight line kept during reversing activity		
Setting up	9 Allocated area checked and clear of hazards prior to extracting and loading		
Working	10 Ramp created to specification		
	11 Loading vehicle positioning prior to loading		
	12 Vehicle loaded to capacity		
	13 Vehicle evenly loaded but not overloaded		
	14 Spillage of material kept to minimum		
	15 Skid steer stable during activities		
Shutdown	16 Working area cleaned after loading		
	17 All shutdown and securing procedures		
Other	18 Legislation, manufacturers' and health and safety requirements complied with		
	19 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Skid steer mounting and dismounting		1	
	2	Full observation before moving		2	
	3	Full observation whilst travelling		2	
	4	Full observation before moving and reversing		3	
	5	Transmission drive engaged smoothly		1	
	6	Travel speed matched to the ground type and conditions		1	
Working	7	Bucket kept low at all times (except during loading work)		2	
	8	Wheel spin minimised		1	
	9	Full bucket loads maintained (except for cleaning work)		2	
	10	Material cleanly placed into the loading vehicle		2	
	11	Contact with vehicle avoided when loading		2	
	12	Use of steering/braking/hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> Motorised Scraper
Area	<ul style="list-style-type: none"> Ground, clear of hazards which must include: <ul style="list-style-type: none"> level area for excavating and depositing loads rough terrain slope or slopes
Other equipment	<ul style="list-style-type: none"> Pushing assistance (if required) Items to create restrictions for manoeuvring Laser equipped measuring equipment to ensure trench specifications are met
Notes	<ul style="list-style-type: none"> The machine selected for the test must be in serviceable condition and conform with current legislation The operator's manual must be with the scraper The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit The nominated area must be safe to allow excavations up to 2 metres deep and 30 metres long

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2, 5 and 6 can be undertaken at any time during the test Activity 7 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the scraper for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area and: <ul style="list-style-type: none"> - travel up and down the slope - pass through a restriction - travel over rough terrain 3. Reverse into a restricted area
Setting up for work	4. Prepare and set the scraper for the relevant work
Working tasks <i>(refer to specifications)</i>	5. Excavate a given area 6. Deposit the loads to formation level. Discharged to a uniform length
Shutting down	7. Park the scraper and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> A pusher machine may be used for activity 5 If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 800 mm
Reversing procedures	<ul style="list-style-type: none"> 800 mm
Excavation length	<ul style="list-style-type: none"> Bowl filled to capacity
Excavation depth	<ul style="list-style-type: none"> Minimum of 6 cuts
Test timings	<ul style="list-style-type: none"> The test must be completed within 2 hours and 45 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Scraper set for travel	
	3 Restrictions cleared	
	4 Encountered hazards cleared	
	5 Control maintained when ascending and descending inclines	
Setting up	6 Allocated area checked and clear of hazards prior to excavating	
Working	7 Positioned accurately within the cut	
	8 Bowl filled to capacity	
	9 Depth of cut controlled	
	10 No of runs	
	11 Procedure when using pusher machine	
	12 Minimised wheel spin	
	13 Maintained stability	
	14 Excavated area reinstated back to the original contours	
Shutdown	15 All shutdown and securing procedures	
Other	16 Legislation, manufacturers' and health and safety requirements complied with	
	17 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Scraper mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Full observation whilst travelling and reversing		2	
	4	Travel speed matched to the ground type and conditions		1	
	5	Control of throttle and gear selection		2	
Working	6	Fill area entered at appropriate speed		1	
	7	Feather out at the end of each cut		2	
	8	Site and set for excavating		2	
	9	Trench excavated in layers		1	
	10	Ejector and bowl height reset after depositing each load		2	
	11	Loads discharged in a continuous layer		1	
	12	Smooth use of steering and hydraulic controls		2	
	13	Sequence of using steering/hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
					Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> • MEWP Scissor
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - level area for carrying out activities - structure or structures for accessing purposes
Other equipment	<ul style="list-style-type: none"> • Harness (if required – see notes) • Toolbox or similar item of a known weight • Signaller • Items to create restrictions for manoeuvring
Notes	<ul style="list-style-type: none"> • The machine selected for the test must have a platform height of at least 4 metres, be in serviceable condition and conform with current legislation • The MEWP must be capable of travelling with the platform in the raised position • The operator's manual must be with the MEWP • The structure must have items or objects positioned at a height of at least 75% of the platform's working height • The toolbox or similar must weigh at least 10 kilos • The type and need for harness equipment may vary with different types of MEWP. A risk assessment must be undertaken to establish the correct type. Further information may be obtained from the Health and Safety Executive (HSE), The Construction Plant-hire Association (CPA), the International Powered Access Federation (IPAF) or other reputable organisations

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 3–4 can be undertaken in any order Activity 7 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	<ol style="list-style-type: none"> Complete all manufacturers' pre-start and running checks and prepare the MEWP for travel Carry out an emergency lowering function check
Travelling & manoeuvring <i>(refer to specifications)</i>	<ol style="list-style-type: none"> Travel to the work area and pass through a chicane executing full left- and right-hand turns Travel the MEWP with the platform raised and pass through a restriction
Setting up for work	<ol style="list-style-type: none"> Prepare an exclusion zone in the relevant area
Working tasks <i>(refer to specifications)</i>	<ol style="list-style-type: none"> Access given points at height
Shutting down	<ol style="list-style-type: none"> Park the MEWP and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> At least three points shall be accessed for height – one with and two without given signals. The platform will be fully lowered between accessing each point The platform must be at least 50% of maximum available height for activity 3 If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 500 mm
Chicane restrictions	<ul style="list-style-type: none"> 20% of the MEWP's width
Height to be accessed	<ul style="list-style-type: none"> At least 75% of the MEWP's maximum operating height
Travel distance with raised platform	<ul style="list-style-type: none"> 10 metres
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Emergency lowering function checked	
	3 MEWP set for travel	
	4 Tools/equipment checked for security and positioning	
	5 Route assessed prior to travel	
	6 Encountered hazards and restrictions cleared	
	7 Faced direction of travel whilst travelling	
Setting up	8 Allocated area checked and clear of hazards prior to accessing	
	9 Accessing area secured	
	10 Signal arrangements confirmed with the signaller	
	11 Harness donned and attached (if needed)	
	12 MEWP positioned to access each point	
Working	13 Accessed given points and height	
	14 No contact with obstructions	
	15 Followed given instructions	
	16 Maintained stability at all times	
	17 Fall arrest equipment stowed for future use	
Shutdown	18 All shutdown and securing procedures	
	19 Emergency lowering function check	
Other	20 Legislation, manufacturers' and health and safety requirements complied with	
	21 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

		Fault	Mark	Penalty
Travelling	1 MEWP mounting and dismounting		1	
	2 Full observation before moving		2	
	3 Full observation whilst travelling		2	
	4 Full observation before and during raising the platform		2	
	5 Full observation before and during lowering the platform		2	
Working	6 Platform raised smoothly		1	
	7 Platform lowered smoothly		1	
	8 Intended direction selected for travel		1	
	9 Travelling smoothly with a raised platform		2	
	10 Sequence of using steering and hydraulic controls		1	
Not exceeded eight penalties		Total penalties		

Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> • MEWP Boom
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - level area for carrying out activities - structure or structures for accessing purposes
Other equipment	<ul style="list-style-type: none"> • Harness • Toolbox or similar item of a known weight • Signaller • Items to create restrictions for manoeuvring
Notes	<ul style="list-style-type: none"> • The machine selected for the test must have a platform height of at least 5 metres and a horizontal reach of at least 3 metres, meet the specification for the required endorsement, be in serviceable condition and conform with current legislation • To meet the criteria for endorsement B, the MEWP must be capable of travelling with the platform in the raised position • The operator's manual must be with the MEWP • The structure must have items or objects positioned at a height of at least 75% of the platform's working height • The toolbox or similar, which must weigh at least 10 kilos • The type and need for harness equipment may vary with different types of MEWP. A risk assessment must be undertaken to establish the correct type. Further information may be obtained from the Health and Safety Executive (HSE), The Construction Plant-hire Association (CPA), the International Powered Access Federation (IPAF) or other reputable organisations

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 3, 4, 6 and 7 can be undertaken in any order Activity 8 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	<ol style="list-style-type: none"> Complete all manufacturers' pre-start and running checks and prepare the MEWP for travel Carry out an emergency lowering function check
Travelling & manoeuvring <i>(refer to specifications)</i>	<ol style="list-style-type: none"> Travel to the work area and pass through a chicane executing full left- and right-hand turns Travel the MEWP with the platform raised and pass through a restriction (endorsement B only)
Setting up for work	<ol style="list-style-type: none"> Prepare an exclusion zone in the relevant area
Working tasks <i>(refer to specifications)</i>	<ol style="list-style-type: none"> Access given points at height Access given points requiring use of horizontal reach
Shutting down	<ol style="list-style-type: none"> Park the MEWP and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> At least two points shall be accessed for height and at least two points for reach – one with and one without given signals For activity 3, the platform should be at least 50% of maximum available height If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 500 mm
Chicane restrictions	<ul style="list-style-type: none"> 20% of the MEWP's width
Height to be accessed	<ul style="list-style-type: none"> At least 75% of the MEWP's maximum operating height
Horizontal reach	<ul style="list-style-type: none"> At least 75% of the MEWP's horizontal reach ability
Travel distance with raised platform	<ul style="list-style-type: none"> 10 metres
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Endorsement: A <input type="checkbox"/> B <input type="checkbox"/>	Start time of test:
Make and model:	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
	2 Emergency lowering function checked	
Travelling	3 MEWP set for travel	
	4 Tools/equipment checked for security and positioning	
	5 Route assessed prior to travel	
	6 Encountered hazards and restrictions cleared	
Setting up	7 Faced direction of travel whilst travelling	
	8 Allocated area checked and clear of hazards prior to accessing	
	9 Accessing area secured	
	10 Signal arrangements confirmed with the signaller	
Working	11 Harness donned and attached	
	12 MEWP positioned to access each point	
	13 Accessed given points and height	
	14 Accessed given points using horizontal reach	
Shutdown	15 No contact with obstructions	
	16 Followed given instructions	
Other	17 Maintained stability at all times	
	18 All shutting down and securing procedures	
	19 Fall arrest equipment stowed for future use	
	20 Legislation, manufacturers' and health and safety requirements complied with	
	21 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	MEWP mounting and dismounting		1	
	2	Full observation before moving and whilst travelling		2	
	3	Full observation before and during raising the platform		2	
	4	Full observation before and during lowering the platform		2	
	5	Full observation before and during slewing or extending the platform		2	
Working	6	Platform raised smoothly		1	
	7	Platform lowered smoothly		1	
	8	Platform slewed smoothly		1	
	9	Intended direction selected for travel		1	
	10	Travelling smoothly with a raised platform		2	
	11	Sequence of using steering and hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> • MEWP Mast Climber
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - an exclusion zone - above ground access points
Other equipment	<ul style="list-style-type: none"> • Load of a known weight • Harness (if applicable) • Loading assistance
Notes	<ul style="list-style-type: none"> • The machine selected for the test must meet be in serviceable condition and conform with current legislation • There must be at least 3 access points above ground level • The operator's manual must be with the mast climber • A load weighing at least 1 tonne or 50% of the mast climber's payload • The need and type of harnessing equipment may vary with different types of mast climbers. A risk assessment must be undertaken to establish the correct type. Further information may be obtained from the Health and Safety Executive (HSE), The Construction Plant-hire Association (CPA), the International Powered Access Federation (IPAF) or other reputable organisations

Activity instructions

Sequence	<ul style="list-style-type: none"> Activities 1–3 must be undertaken at the start of the test Activity 10 must be undertaken at the end of the test All other activities to be taken sequentially <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	<ol style="list-style-type: none"> Check that the mast climber is positioned on firm level ground, secure and supported Check that all related equipment is positioned as required by the manufacturer Complete all manufacturers' pre-start and running checks and prepare the mast climber for work
Setting up for work	<ol style="list-style-type: none"> Prepare an exclusion zone in the relevant area Travel the platform unladen to the full limits of operation Carry out the emergency lowering procedure by lowering within one floor
Working tasks <i>(refer to specifications)</i>	<ol style="list-style-type: none"> Place the load within the platform Travel the platform to given levels Travel the platform to an out-of-service level and remove the load
Shutting down	<ol style="list-style-type: none"> Place the mast climber out-of-service and secure
Notes	<ul style="list-style-type: none"> At least four points shall be accessed

Activity measurements

Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour
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Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 Checked the work area for hazards prior to use	
	2 Checked the mast climber was vertical prior to use	
	3 Checked the mast climber was stable prior to use	
	4 All pre-start and running checks (or responses to relevant questions)	
Setting up	5 Allocated area checked and clear of hazards prior to work	
	6 Accessing area secured	
	7 Harness donned and attached (if required)	
	8 Safety devices checked for function and security	
	9 Emergency lowering function checked	
Working	10 Platform travelled to limits of operation	
	11 Prepared platform and landing for load transfer	
	12 Accessed given points	
	13 Load secure in platform	
	14 Followed given instructions	
Shutdown	15 Platform positioned at an out-of-service level	
	16 All out-of-service and securing procedures	
Other	17 Legislation, manufacturers' and health and safety requirements complied with	
	18 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Platform loading and unloading		2	
	2	Full observation before moving		2	
	3	Full observation whilst travelling		2	
Working	4	Platform raised smoothly		2	
	5	Platform lowered smoothly		1	
	6	Intended direction selected for travel		2	
	7	Sequence of controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> Piling rig configured for bored operations
Area	<ul style="list-style-type: none"> Flat area to driven works to take place
Other equipment	<ul style="list-style-type: none"> Winching systems with power unit Driving equipment to form bored piles Additional equipment to form piles Equipment to secure the tripod for work Equipment to remove excess spoil Suitable personnel to assist with the operations Lifting equipment for tripod assembly/dismantling (if required) Applicable lifting accessories for all loads (if required)
Piles	<ul style="list-style-type: none"> Equipment to produce a pile of up to 450 mm diameter
Notes	<ul style="list-style-type: none"> The unit selected for the test must be in serviceable condition and conform with current legislation Depth of all piles to be 6 metres (or as specified for working operations) The user's manual or other information source must be with the rig All lifting accessories must be fit for purpose and certificated The weight of all loads must be known Specification detailing location, type and depth of piles

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 5 and 6 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Setting up for work	<ol style="list-style-type: none"> 1. Transport the rig components to the work position 2. Position, rig and set for boring work
Working tasks <i>(refer to specifications)</i>	<ol style="list-style-type: none"> 3. Form bored piles to specification 4. Ensure the bore is plumb throughout the boring activity
Completing work	<ol style="list-style-type: none"> 5. Carry out shut-down procedures 6. Clean the area and dismantle the rig ready for transportation
Notes	<ul style="list-style-type: none"> The test may be carried out during actual work and discrepancies allowed for compared to the stated activities and pile types A minimum of 4 piles must be formed to completion If applicable, if the machine (engine) is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Pile placing	<ul style="list-style-type: none"> Within 100 mm of the given position
Pile measurement	<ul style="list-style-type: none"> Maximum of 10 degrees from vertical
Pile depth	<ul style="list-style-type: none"> 6 metres and within 100 mm of the given depth
Test timings	<ul style="list-style-type: none"> The test must be completed within 2 hours and 15 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Setting up	1 Area checked and safe prior to setting up for bored works	
	2 Rig positioning accurately for bored works	
	3 Ensuring rig was level prior to bored works	
	4 Safety devices checked for function	
	5 Stability of area checked prior to bored works	
	6 Mechanical components checked for function prior to work (or responses to relevant questions)	
	7 Area checked and safe prior to setting up for bored works	
Working	8 Created each bore to the specification	
	9 Soil removed to the agreed area (if applicable)	
	10 Formed pile to the specification	
	11 Did not exceed rig's capacity	
	12 Rig stability maintained	
	13 Instructions conformed with	
Completing	14 Carried out shut down procedures	
	15 Rig and components cleaned of spoil/materials	
	16 Dismantled rig following required procedures	
Other	17 Legislation, manufacturers' and health and safety requirements complied with	
	18 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Setting up	1	Standing at the operator's station		2	
	2	Full observation whilst using the rig		2	
	3	Rigging procedures clarified with additional team members		2	
Working	4	Following manual handling procedures		2	
	5	Checking regularly for depth and pile formation		2	
	6	Using planned cycles of operation		2	
	7	Sequence of using boring (winch) controls		1	
	8	Smooth use of boring (winch) controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> Ride-on Roller
Area	<ul style="list-style-type: none"> (Option 1) Single straight run for compacting, with hard-standing, kerbed edge on one side and an unsupported edge on the opposite side OR (Option 2) Several straight runs for compacting, with hard-standing, kerbed edge on one run and an unsupported edge on another run PLUS A radius for compacting, with supported edges PLUS A length of uneven ground and a gentle gradient (for travelling purposes)
Other equipment	<ul style="list-style-type: none"> Material for compacting Items/objects to create restrictions for manoeuvring
Notes	<ul style="list-style-type: none"> The machine selected for the test must be in serviceable condition, fitted with a seatbelt and ROPS frame/cab, and conform with current legislation The operator's manual must be with the ride-on roller The single straight run (Option 1) must be at least 20 metres in length and 3 x the drum width. 15 metres of each run must be uncompacted and the remaining may form part of the hard standing Each straight run (Option 2) must be at least 20 metres in length and 1.5 x the drum width of the roller respectively. 15 metres of each run must be uncompacted and the remaining may form part of the hard standing The radius must have a curve of between 5 and 10 metres and 3 x the drum width and at least 3 kerb lengths of straight run at each end The radius must form part of one of the straight runs and the compacted area situated on the outside of the radius The material selected for compacting must clearly show areas compacted by the roller such as overlaps and direction changes The uneven ground must be safe for travelling on but be of a nature that forces the candidate to travel a slow speed The test is designed to reflect general granular sub-base type compaction, not bitumen rolling

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2, 4 and 5 can be undertaken in any order during the test Activity 6 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the ride-on roller for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area and: <ul style="list-style-type: none"> - pass through a restriction (in forward and reverse) - drive up and down the gradient - drive on the uneven ground
Setting up for work	3. Prepare an exclusion zone and set the ride-on roller for the relevant work
Working tasks <i>(refer to specifications)</i>	4. Compact the straight run or runs. Several objects must be placed on one of the runs (simulating ironwork) 5. Compact the radius
Shutting down	6. Park the ride-on roller and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> Compaction must take place up to the supported and unsupported edges, although the closeness will be dependent upon the roller and material type For the purposes of the test, an overlap will be constituted as no more or less than one quarter of the overall drum width For the purposes of the test, a pass is constituted as compacting in one direction and returning in the same track If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 500 mm
Compacting duty	<ul style="list-style-type: none"> Three passes without vibration followed by six passes using vibration (if fitted)
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Seatbelt worn		
Travelling	3 Roller set for travel		
	4 Restrictions and hazards cleared		
	5 Control maintained when travelling on uneven ground		
	6 Control maintained when travelling on gradient or ramp		
Setting up	7 Compacting area checked, segregated and clear of hazards prior to work		
	8 Sited and set for compacting duties		
Working	9 Start position for rolling pass		
	10 Travel speed during compaction		
	11 Avoided stopping on uncompacted material		
	12 Compacted in straight lines (straight runs only)		
	13 Stopping points staggered		
	14 Safe distance from sides of unsupported edges maintained		
	15 Overlapped spread material when compacting		
Shutdown	16 All areas compacted to given specification as per activity measurements		
	17 All shutdown and securing procedures		
Other	18 Legislation, manufacturers' and health and safety requirements complied with		
	19 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

		Fault	Mark	Penalty
Travelling	1 Ride-on roller mounting and dismounting		1	
	2 Full observation before moving and reversing		3	
	3 Full observation whilst travelling and reversing		2	
	4 Travel speed matching ground type and conditions		1	
Working	5 Control of throttle /speed selection		1	
	6 Deploying of vibration system (if available)		1	
	7 Overlap of passes by correct amount		2	
	8 Repositioning on compacted/hard standing areas		2	
	9 Impacting supported edges		2	
	10 No scuffing of the surface		2	
	11 Minimising short working cycles		2	
	12 Smooth use of steering and hydraulic controls		2	
Not exceeded eight penalties		Total penalties		

Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> • Soil/Landfill Compactor fitted with a standard blade
Area	<p>Landfill compactor:</p> <ul style="list-style-type: none"> • Landfill type ground, clear of hazards which must include: <ul style="list-style-type: none"> - sloping face for waste depositing - rough terrain <p>Soil compactor:</p> <ul style="list-style-type: none"> • Level ground, clear of hazards which must include: <ul style="list-style-type: none"> - rough terrain - slope or slopes
Other equipment	<ul style="list-style-type: none"> • Items to create restrictions for manoeuvring • Delivery of relevant spreadable material or materials
Notes	<ul style="list-style-type: none"> • The machine selected for the test must be in serviceable condition and conform with current legislation • The operator's manual must be with the compactor • Soil compactor – The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2 and 4 can be undertaken at any time during the test Activity 6 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the compactor for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area and: <ul style="list-style-type: none"> - travel up and down the slope (soil compactor only) - pass through a restriction (in forward and reverse) - travel over rough terrain
Setting up for work	3. Prepare and set the compactor for the relevant work
Working tasks <i>(refer to specifications)</i>	4. Spread dumped loads in even layers on the sloping face (Landfill compactors) or on a level area (Soil compactors)
Completing work	5. Form a cover over the spread material and level
Shutting down	6. Park the compactor and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> For the purposes of the test, a pass is constituted as compacting in one direction and returning in the same track If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 800 mm
Compacting duty	<ul style="list-style-type: none"> Spread material to be compacted using a minimum of 3 passes
Work efficiency	<ul style="list-style-type: none"> Machine to be operated at 75% of maximum working capacity and using full loads on the blade
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour and 30 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Compactor set for travel	
	3 Restrictions cleared	
	4 Encountered hazards cleared	
	5 Control maintained when ascending and descending inclines	
Setting up	6 Allocated area checked and clear of hazards prior to compacting	
Working	7 Full blade loads maintained	
	8 Starting position and gear/speed selection	
	9 Avoided stopping on uncompacted material	
	10 Even spread of material maintained	
	11 Bulk items placed at bottom of slope	
	12 Blade lowered and adjusted smoothly during work	
	13 Overlapped spread material	
	14 Compacted to given specification	
Completing	15 Cover material evenly spread and consistent	
Shutdown	16 All shutdown and securing procedures	
Other	17 Legislation, manufacturers' and health and safety requirements complied with	
	18 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Compactor mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Full observation whilst travelling and reversing		2	
	4	Travel speed matching to the ground type and conditions		1	
Working	5	Control of throttle and speed selection		2	
	6	Siting and setting for compacting		2	
	7	No evidence of windrows		2	
	8	Feathering out at the end of a pass		1	
	9	Overrunning after dumping load		2	
	10	Minimising short working cycles		2	
	11	Smooth use of steering and hydraulic controls		1	
	12	Sequence of using steering/hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
					Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> • Agricultural Tractor (must have an engine output of at least 50 kilowatts) equipped with trailer towing facilities and 3-point linkage for implement mounting
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - rough undulating terrain - slope or slopes - confined space for reversing
Other equipment	<ul style="list-style-type: none"> • Compatible loaded two wheel trailer or fully laden bowser • 3-point mountable implement • A PTO-driven implement
Notes	<ul style="list-style-type: none"> • The machine selected for the test must meet be in serviceable condition and conform with current legislation • The operator's manual must be with the tractor • The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit • The PTO-driven implement may be used in conjunction with the trailer/bowser or mounted implement

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activity 2 may be spread over the period of the test Activities 4, 5 and 6 may be carried out in any order during the test Activity 6 may be combined with activity 4 or 5 Activity 8 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the tractor for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. With the trailer and mounted implement: <ul style="list-style-type: none"> - travel up and down the slope - travel over rough terrain and additionally with the trailer: <ul style="list-style-type: none"> - stop and restart on the incline in the up direction - carry out sharp left- and right-hand turns - reverse into a confined space
Setting up for work	3. Position and prepare the tractor for all work
Working tasks <i>(refer to specifications)</i>	4. Attach the trailer and carry out activity 2. On completion, disconnect the trailer within the confined area 5. Attach the 3-point linkage implement and carry out activity 2. On completion, disconnect the implement 6. Connect the PTO driven implement and run to full speed to ensure correct functioning. On completion, detach the PTO driveline
Completing work	7. Leave all implements, trailers and components safe and secure
Shutting down	8. Park the tractor and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The trailer must be reversed into a confined area that is at least the length of the trailer If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Reversing restriction	<ul style="list-style-type: none"> 800 mm
Reversing Distance	<ul style="list-style-type: none"> 10 metres
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour and 20 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Tractor set for travel	
	3 Restrictions and hazards cleared	
	4 Full control maintained when ascending and descending slopes	
	5 No opposite movement of intended direction when restarting on slopes	
Setting up	6 Allocated area checked and clear of hazards prior to work	
	7 Positioned the tractor for the relevant work	
Working	8 Trailer attached and disconnected using the correct sequence	
	9 Mounted implement attached and disconnected using the correct sequence	
	10 PTO implement attached and disconnected using the correct sequence	
	11 Mounted implement secured and stable prior to travel	
	12 PTO driveline components checked for condition prior to connection	
	13 PTO shaft secured and fully locked onto tractor and implement	
	14 Sequence of starting and stopping the PTO driveline	
	15 PTO driveline checked for safe running	
Completing	16 PTO driveline secured after disconnection	
	17 All implements, trailers and components safe and secure after disconnecting	
Shutdown	18 All shutdown and securing procedures	
Other	19 Legislation, manufacturers' and health and safety requirements complied with	
	20 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

		Fault	Mark	Penalty
Travelling	1 Tractor mounting and dismounting		1	
	2 Full observation before moving		2	
	3 Full observation whilst travelling		2	
	4 Full observation before and during reversing		3	
Working	5 Transmission drive engaged smoothly from rest		1	
	6 Travel speed matches ground type and conditions		2	
	7 Gear ratios match ground speed		1	
	8 Tractor positioning within 3 attempts when connecting trailer		2	
	9 Reversing into confined space within 3 attempts		2	
	10 Sequence of using hydraulic controls		1	
	11 Smooth use of steering and braking controls		1	
Not exceeded eight penalties		Total penalties		

Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> • Crawler Dozer fitted with a suitable blade for the activities
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - level area for excavating - embankment - rough terrain - slope or slopes
Other equipment	<ul style="list-style-type: none"> • Items to create restrictions for manoeuvring • Laser equipped measuring equipment to ensure trench specifications are met
Notes	<ul style="list-style-type: none"> • The machine selected for the test must be in serviceable condition and conform with current legislation • The operator's manual must be with the dozer • The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit • The nominated area must be safe to allow excavations up to 2 metres deep and 30 metres long • The embankment must be at least 30 metres in length

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 2, 4 and 5 can be undertaken at any time during the test Activity 7 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the dozer for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area and: <ul style="list-style-type: none"> - travel up and down the slope - pass through a restriction - travel over rough terrain
Setting up for work	3. Prepare and set the dozer for the relevant work
Working tasks <i>(refer to specifications)</i>	4. Produce a straight trench to the specified dimensions and form a stockpile 5. Side cast material from the embankment to the specified dimensions 6. Reinstatement the work area back to the original state
Shutting down	7. Park the dozer and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 800 mm
Trench depth	<ul style="list-style-type: none"> 1.0 metre ± 35 mm and straight within ± 60 mm
Trench length	<ul style="list-style-type: none"> Level area – minimum of 10 metres in length
Embankment	<ul style="list-style-type: none"> 1 x blade width for a minimum length of 30 metres
Test timings	<ul style="list-style-type: none"> The test must be completed within 2 hours and 45 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Dozer set for travel	
	3 Restrictions and hazards cleared	
	4 Control maintained when ascending and descending inclines	
Setting up	5 Allocated area checked and clear of hazards prior to excavating	
Working	6 Full blade loads maintained (except for finishing work)	
	7 Depth of cut controlled	
	8 Trench conformed to the stated sizes and tolerances	
	9 Embankment trimmed to specification	
	10 Short cycles of work maintained	
	11 Blade lowered and adjusted smoothly during work	
	12 Material feathered out after the cut	
Shutdown	13 Excavated area reinstated back to the original contours	
	14 All shutdown and securing procedures	
Other	15 Legislation, manufacturers' and health and safety requirements complied with	
	16 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

		Fault	Mark	Penalty
Travelling	1 Dozer mounting and dismounting		1	
	2 Full observation before moving and reversing		3	
	3 Full observation whilst travelling and reversing		2	
	4 Travel speed matched to the ground type and conditions		1	
Working	5 Control of throttle and gear selection		2	
	6 Tight turns avoided when travelling		1	
	7 Site and set for excavating		2	
	8 Trench excavated in layers		2	
	9 Back-blading with the blade		2	
	10 Single stockpile formed at end of trench		2	
	11 Overrunning after dumping load		2	
	12 Smooth use of steering and hydraulic controls		1	
	13 Sequence of using steering/hydraulic controls		1	
Not exceeded eight penalties		Total penalties		

Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> • Crawler-tractor chassis with side-boom equipment
Area	<ul style="list-style-type: none"> • Ground with level and uneven terrain • Trench of at least 1 metre deep for the placing of steel piping
Other equipment	<ul style="list-style-type: none"> • Lifting accessories for the piping • Items to create restrictions for manoeuvring • Slinger/signaller assistance
Loads	<ul style="list-style-type: none"> • Steel piping
Notes	<ul style="list-style-type: none"> • conform with current legislation • The steel piping must be a minimum of 4 metres long and at least 0.5 of a metre in diameter • The operator's manual must be with the side boom • Maximum radius equates to the configuration of the crane being used for the test • The slinger and signaller must be certificated and competent • All lifting accessories must be fit for purpose and certificated • The weight of all loads must be known

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activity 9 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Prepare the side boom for travel 3. Travel to the work area and: <ul style="list-style-type: none"> ravel up and down the slope pass through a restriction travel over rough terrain
Setting up for work	4. Position, prepare and set the side boom for each lift
Working tasks <i>(refer to specifications)</i>	5. Pick up the pipe and travel over rough terrain before arriving at the trench 6. Deposit the pipe into the trench at a given position following given signals. On completion, detach the pipe 7. Attach and remove the pipe from the trench and place back at the original start point
Completing work	8. Stow all equipment and return the vehicle to the park position
Shutting down	9. Park the side boom and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The instructor must check that the candidate has programmed the RCI or load moment indicator correctly before carrying out each activity On activity 6, there must be a change of radius when placing the pipe into the trench If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Reversing restriction	<ul style="list-style-type: none"> 800 mm
Load placing	<ul style="list-style-type: none"> 100 mm of a given position
Test timings	<ul style="list-style-type: none"> The test must be completed within 2 hours and 45 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Side boom set for travel		
Travelling	3 Restrictions cleared		
	4 Travelled safely with load		
	5 Encountered hazards cleared		
Setting up	6 Area checked and safe prior to setting up for lifting and depositing loads		
	7 Ensured ground conditions and lifting and placement site		
	8 Side boom positioning prior to lifting loads		
	9 Ensured side boom was level prior to lifting loads		
	10 RCI/LMI programmed for all lifting duties		
	11 Communication arrangements confirmed with the signaller		
Working	12 SWL not exceeded at all times		
	13 Load integrity and stability maintained at all times		
	14 Loads did not contact any obstructions		
	15 Load placed in a retrievable position (no free-fall)		
	16 Lifted, moved and lowered all loads in a controlled manner		
	17 Route assessed and travelled with the suspended load in a controlled manner		
Completing	18 Instructions conformed with		
Shutdown	19 All lifting accessories stowed and secure		
	20 Parked in appropriate place		
Other	21 All shutdown and securing procedures		
	22 Legislation, manufacturers' and health and safety requirements complied with		
	23 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Side boom mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Full observation whilst travelling		2	
	4	Drive sprockets kept to rear when travelling		1	
	5	Lifting accessories clear of the ground		1	
	6	Travel speeds match ground type and conditions		2	
Working	7	Load placing at the given points within the given tolerance		2	
	8	Checking load for integrity prior to travel		2	
	9	Lifting load vertically		2	
	10	Load lowering control		2	
	11	Sequence of using hydraulic/lifting controls		2	
	12	Smooth use of the steering, braking and hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
					Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> Lorry Loader mounted on a host carrier vehicle
Area	<ul style="list-style-type: none"> Facilities for vehicle travel and parking Flat firm area to allow lifting and placing of loads
Other equipment	<ul style="list-style-type: none"> Measuring tape for measuring the maximum radius of the crane Applicable lifting accessories to lift and secure all loads Items to create restrictions for manoeuvring Measuring equipment to determine radius
Loads	<ul style="list-style-type: none"> Load 1 <ul style="list-style-type: none"> Hook - 1 x load at least 75% of the crane's maximum rated capacity Clamshell bucket - 4 FULL bucket loads of a spoil-type material Hydraulic clamp - 1 x load at least 75% of the crane's maximum rated capacity Load 2 <ul style="list-style-type: none"> Hook - 1 x load at least 5 metres in length with an offset centre of gravity Clamshell bucket - 4 FULL bucket loads of a spoil-type material Hydraulic clamp - 1 x load with an offset centre of gravity Load 3 <ul style="list-style-type: none"> Hook - 1 x load at least 75% of the crane's maximum rated capacity at full horizontal reach Clamshell bucket - 4 bucket loads of a spoil-type material Hydraulic clamp - 1 x load at least 75% of the crane's maximum rated capacity at full horizontal reach
Notes	<ul style="list-style-type: none"> The crane selected for the test must have at least a lifting capacity of 4 tonnes/metre (tm), meet the specification for the required endorsement, be in serviceable condition and conform with current legislation The host vehicle selected for the test must be able to carry and transport the required loads, be in serviceable condition and conform with current legislation Maximum radius equates to the configuration of the crane being used for the test The operator's manuals for both host vehicle and crane must be available All lifting accessories must be fit for purpose and certificated The persons attaching/detaching and securing loads to the hook must be trained in selecting and using the relevant lifting accessories The weight of all loads must be known

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activity 4 may be undertaken loaded or unloaded and undertaken at any time during the test Activity 10 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Prepare the vehicle and crane for road travel (loaded and unloaded) 3. Travel to and within the work area (loaded and unloaded) 4. Reverse into a confined space
Setting up for work	5. Position the vehicle, prepare and set the crane and load for each lift
Working tasks <i>(refer to specifications)</i>	6. Lift LOADS 1, 2 and 3 and place onto the vehicle bed (see notes below) 7. Secure all loads in preparation for travel 8. Remove and place LOADS 1, 2 and 3 (to different locations from activity 6) 9. Stow all equipment and return the vehicle to the park position
Shutting down	10. Park the vehicle and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> Load 1 <ul style="list-style-type: none"> Hook - Lifted at minimum radius and placed in a given position Clamshell bucket - Lifted at minimum radius on the nearside of the vehicle and placed at the rear of the body Hydraulic clamp - Lifted at minimum radius and placed in a given position Load 2 <ul style="list-style-type: none"> Hook - Lifted at minimum radius from the opposite side from Load 1 and placed in a given position Clamshell bucket - Lifted at minimum radius on the offside of the vehicle and placed at the front of the body Hydraulic clamp - Lifted at minimum radius from the opposite side from Load 1 and placed in a given position

Activity instructions (*Continued*)

Notes (Continued)	• Load 3	
	Hook	- 1 x load at least 75% of the crane's maximum reach and placed in a given position
	Clamshell bucket	- Lifted at least 75% of the crane's maximum reach and placed in the centre of the body
	Hydraulic clamp	- 1 x load at least 75% of the crane's maximum reach and placed in a given position
	<ul style="list-style-type: none"> • The Tester must check that the Candidate has programmed the RCI/LMI correctly before carrying out each activity (if applicable) • If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions 	

Activity measurements

Reversing restriction	• No wider than the width of the vehicle plus 900 mm
Load placing	• 100 mm of a given position
Test timings	• The test must be completed within 1 hour and 20 minutes

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Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Endorsement: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/>	Start time of test:
Make and model:	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions – vehicle, loader and attachment)	
Travelling	2 Vehicle and crane set for road travel	
	3 Stabilisers fully stowed and locked	
	4 Restrictions and hazards cleared	
Setting up	5 Area checked and safe prior to setting up for lifting and depositing loads	
	6 Vehicle positioning prior to lifting loads	
	7 Area secured	
	8 Stabilisers set	
	9 Ensured vehicle was level prior to lifting loads	
	10 Selected and assessed the appropriate lifting accessories (Endorsement A only)	
	11 Engaged pump drive systems (if applicable)	
Working	12 Vehicle stability maintained at all times	
	13 Load integrity and stability maintained at all times	
	14 Loads did not contact any obstructions	
	15 Loads kept low to ground (except when directly next to vehicle body)	
	16 Lifted, moved and placed all loads in a controlled manner	
	17 Loads secured and stable on vehicle bed/in tipping body	
	18 Crane re-configuring from lifting to travelling duties	
Shutdown	19 Parked in appropriate place	
	20 All shutdown and securing procedures	
Other	21 Legislation, manufacturers' and health and safety requirements complied with	
	22 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Vehicle mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Full observation whilst travelling		2	
	4	Full observation before slewing the crane		2	
	5	Gear ratios appropriate for travel speeds		1	
	6	Controlled load swings		2	
	7	Lifting accessories kept clear of the ground		1	
Working	8	Full bucket loads maintained (except to avoid exceeding SWL)		2	
	9	All loads placed at the given points within the given tolerance		2	
	10	Each load lifted clear of surface and checked for integrity		2	
	11	All loads vertically lifted		2	
	12	Sequence of using hydraulic/lifting controls		2	
	13	Smooth use of the steering, braking and hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> • Trencher
Area	<ul style="list-style-type: none"> • Ground, clear of hazards which must include: <ul style="list-style-type: none"> - level area and inclines to allow excavations up to 2.0 metres deep - rough terrain - slope or slopes
Other equipment	<ul style="list-style-type: none"> • Load-carrying vehicle for spoil/material (optional) • Items to create restrictions for manoeuvring • Laser equipped measuring equipment to ensure trench specifications are met
Notes	<ul style="list-style-type: none"> • The machine selected for the test must meet the specification for the required endorsement, be in serviceable condition and conform with current legislation • The operator's manual must be with the excavator • The slope must have at least an 18% (1:5.5) incline with sufficient manoeuvring room at the top, or a straight ramp with an up and down route with a flat area at the summit • The load-carrying vehicle, if used, must be able to accommodate all the spoil extracted whilst excavating one of the trenches

Activity instructions

Sequence	<ul style="list-style-type: none"> Activities 1 – 7 to be undertaken in a sequential order except Activity 6 to be undertaken with activities 4 and 5 Activity 2 can be undertaken at any time during the test Activity 7 must be undertaken on completion of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks and prepare the trencher for travel
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Travel to the work area and: <ul style="list-style-type: none"> - travel up and down the slope - pass through a restriction - travel over rough terrain
Setting up for work	3. Prepare and set the trencher for the relevant work
Working tasks <i>(refer to specifications)</i>	4. Complete 2 x vertical trenches in a 'T' formation 5. Complete a straight excavation with vertical sides along the sloping ground 6. Load material into a vehicle or in windrows
Shutting down	7. Park the trencher and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> If the machine is hot, checks unable to be carried out (i.e. coolant) may be assessed by the Tester using verbal questions

Activity measurements

Travel restrictions	<ul style="list-style-type: none"> 600 mm
Trench depth	<ul style="list-style-type: none"> 1.0 metre ± 35 mm and straight within ± 60 mm
Trench lengths	<ul style="list-style-type: none"> Each trench to be a minimum of 10 metres long
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour and 15 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)	
Travelling	2 Trencher set for travel	
	3 Restrictions and hazards cleared	
	4 Maintained control on inclines	
Setting up	5 Allocated area checked and clear of hazards prior to excavating	
Working	6 Trencher laterally level whilst excavating	
	7 Chain/wheel sequence of events for ground engagement followed	
	8 Excavated material clear of trench	
	9 Trenches conform to the stated sizes and tolerances	
	10 Conveyer(s) set to remove spoil clear of cut	
	11 Cutting speed matched to load	
Shutdown	12 Depth controlled on sloping ground	
	13 All shutdown and securing procedures	
Other	14 Legislation, manufacturers' and health and safety requirements complied with	
	15 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Trencher mounting and dismounting		1	
	2	Full observation before moving		2	
	3	Full observation whilst travelling		2	
	4	Full observation before reversing		3	
	5	Observation maintained whilst excavating		2	
	6	Drive sprockets kept to the rear when travelling (tracked units only)		1	
	7	Travel speed matched to the ground type and conditions		1	
	8	Tight turns avoided when travelling (tracked machines only)		1	
Working	9	Site and set for excavating		2	
	10	Edges of the excavations clean and clear		2	
	11	Material cleanly placed into the loading vehicle (where applicable)		2	
	12	Use of steering/hydraulic controls		2	
Not exceeded eight penalties			Total penalties		
					Achieved / Not achieved

Resources required

Machine	<ul style="list-style-type: none"> Skip Handler
Area	<ul style="list-style-type: none"> Facilities for vehicle travel and parking Uneven but firm terrain Flat, firm area to allow lifting and placing of skips/bodies and the tipping of loads Structure with limited headroom
Other equipment	<ul style="list-style-type: none"> Items to create restrictions for manoeuvring Items to create a restricted headroom environment
Loads	<ul style="list-style-type: none"> Fully loaded and empty skips or bodies
Notes	<ul style="list-style-type: none"> The skip handler selected for the test must be able to carry fully loaded skips or bodies, in serviceable condition and conform with current legislation There should be sufficient area to allow total vehicle travel for a distance of at least 1 Kilometre The operator's manuals for the skip handler must be available All lifting accessories must be fit for purpose and certificated The weight of all loads must be known

Activity instructions

Sequence	<ul style="list-style-type: none"> Activity 1 must be undertaken at the start of the test Activities 5 and 6 may be undertaken in any order Activities 7 be incorporated with activity 5 Activity 8 may be incorporated with activity 6 Activity 10 must be undertaken at the end of the test <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	1. Complete all manufacturers' pre-start and running checks
Travelling & manoeuvring <i>(refer to specifications)</i>	2. Prepare the vehicle and skip handler for road travel (loaded and unloaded) 3. Travel to the relevant work area (loaded and unloaded) and: <ul style="list-style-type: none"> - travel over uneven terrain - undertake tight left- and right-hand turns
Setting up for work	4. Position, prepare and set the skip handler and load for each lift
Working tasks <i>(refer to specifications)</i>	5. Pick up an empty body or skip and carry out activity 2. On completion, deposit the skip/body at a different location 6. Pick up a fully loaded skip/body, secure in preparation for road travel and carry out activity 3. On completion, tip a load from the skip/body at a given position 7. Place a skip/body within a confined space. The vehicle is to be reversed in a straight line prior to entering the confined space 8. Retrieve a loaded skip or body from a restricted headroom location
Completing work	9. Stow all equipment and return the vehicle to the park position
Shutting down	10. Park the vehicle and carry out shut-down and securing procedures
Notes	<ul style="list-style-type: none"> The vehicle must be driven for a distance of at least 1 Kilometre for activity 6 The vehicle must be driven for a minimum distance of 10 metres before placing the skip/body within the confined space for activity 7

Activity measurements

Confined space restriction	<ul style="list-style-type: none"> No wider than the width of the vehicle plus 900 mm
Skip/body placing	<ul style="list-style-type: none"> 800 mm of a given position
Headroom restriction	<ul style="list-style-type: none"> Clearance of half of the height of the skip/body (being used for that activity)
Test timings	<ul style="list-style-type: none"> The test must be completed within 1 hour and 45 minutes

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Make and model:	Start time of test:
	Duration:

Mandatory

		Correctly carried out during the test?	Y/N
Preparing	1 All pre-start and running checks (or responses to relevant questions)		
	2 Vehicle and skips/bodies set for road travel		
Travelling	3 Stabilisers fully stowed and locked		
	4 Skip/bodies locked/clamped to vehicle bed prior to movement		
	5 Travelled accordingly with the environment		
	6 Restrictions and hazards cleared		
Setting up	7 Area checked and safe prior to setting up for lifting and depositing loads		
	8 PTO/Hydraulic drive system engagement conformed with procedures		
	9 Stabilisers systems set and utilised		
	10 Ensured vehicle was level prior to lifting loads		
Working	11 Select and assess the appropriate lifting accessories		
	12 Vehicle stability maintained at all times		
	13 Securely connected lifting accessories and mechanisms		
	14 Vehicle and skip/body integrity and stability maintained at all times		
	15 Loads did not contact any obstructions		
	16 Lifted and placed all loads in a controlled manner		
	17 Loads secured and stable on vehicle bed		
	18 All skips/bodies sheeted/netted/covered to ensure to spillage of material		
	19 Tipped load at given point		
	20 Skips/bodies placed at given points with tolerance		
Completing	21 Re-configured from lifting to travelling duties		
Shutdown	22 Parked in appropriate place		
	23 All shutdown and securing procedures		
Other	24 Legislation, manufacturers' and health and safety requirements complied with		
	25 Test completed within the given time		

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling & manoeuvring	1	Vehicle mounting and dismounting		1	
	2	Full observation before moving and reversing		3	
	3	Full observation whilst travelling and reversing		2	
	4	Engaging transmission drive smoothly from rest		1	
	5	Gear ratios appropriate for travel speeds		1	
	6	Travel speed matches ground type and conditions		2	
	7	Lifting accessories kept clear of the ground (where applicable)		1	
Working tasks	8	Positioning of vehicle for retrieving skips/bodies		2	
	9	Each load lifted clear of surface and checked for integrity		2	
	10	Drawing the vehicle in line with the skip/body		2	
	11	Sequence of using hydraulic/lifting controls		2	
	12	Smooth use of the steering, braking and hydraulic controls		1	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					

Resources required

Machine	<ul style="list-style-type: none"> Relevant lifting equipment for the endorsement
Area	<ul style="list-style-type: none"> Ground, clear of hazards with: <ul style="list-style-type: none"> sufficient area of at least the maximum operating radius of the lifting equipment (endorsements B and C) sufficient area to allow the undertaking of pick and carry duties (endorsements A, D and E) structure or below-ground level location for placing a load out-of-sight of the lifting equipment operator a flat area to allow lifting and placing of loads a zone of exclusion around each lifting operation area
Other equipment	<ul style="list-style-type: none"> Measuring tape for measuring the maximum radius of the lifting equipment Applicable lifting accessories for all loads with appropriate certification Radios for verbal communication Examples of the following for the identification activity: <ul style="list-style-type: none"> 2 x unserviceable and 1 x serviceable web sling 1 x unserviceable and 1 x serviceable chain sling 1 x unserviceable and 1 x serviceable wire rope 1 x out-of-date certificate Marking equipment or tags to identify unserviceable lifting accessories
Loads	<ul style="list-style-type: none"> LOAD 1 1 x balanced LOAD 2 1 x unbalanced LOAD 3 1 x bundled at least 4 metres in length

Resources required (Continued)

<p>Notes</p>	<ul style="list-style-type: none"> • The lifting equipment selected for the test must be in serviceable condition and meet the minimum following criteria <ul style="list-style-type: none"> - Endorsement A - be equipped with a drum hoist and rope, have 360 degree slew capability on a turntable, able to vary the operating radii from minimum to maximum, have the capability to carry out pick and carry duties and have a minimum operating radius of 20 metres, and having a minimum underhook height of 24 metres - Endorsement B - be equipped with a drum hoist and rope, have 360 degree slew capability on a turntable, able to vary the operating radii from minimum to maximum and have an operating radius of at least 14 metres, and have a minimum underhook height of 16 metres - Endorsement C - be equipped with multi-knuckle boom sections with an slew capability of at least 240 degrees, a minimum lifting capacity of 4 tonnes per metre with an operating radius of not less than 6 metres - Endorsement D - a tracked or wheeled 360 degree excavator of above 10 tonnes capable of carrying out pick and carry duties and configured for suspended loads operations - Endorsement E - a telescopic handler having a minimum operating height of at least 9 metres and configured for suspended loads operations • Lifting equipment being used for the test must meet current legislation requirements for lifting operations • Lifting equipment for Endorsement D must have a boom lowering control device on the raising (main) boom cylinder(s) and which meets the requirements of ISO 8643:1997 and an RCI or LMI • Lifting equipment used for endorsements A, D and E must be approved for pick-and-carry duties • The machine for Endorsement E include 360 slew type telehandlers where a hoist rope is not fitted • The operator's manual must be with the lifting equipment • Maximum radius equates to the configuration of the lifting equipment being used for the test • For static lifting duties, additional area clear of hazards external to the operating radius must be available to allow a safe zone (3m) for the candidate and others involved in the test • For pick-and-carry lifting duties, there should be sufficient ground to allow travel movement of the lifting equipment machine where a straight-line travel distance of not less than 25 metres can be carried out. • The structure or below-ground level location chosen for the out-of-sight lift must be suitable for landing the load, but must be of sufficient height or depth so that the whole of the load and portion of the lower part of the lifting accessory cannot be seen from the lifting equipment operating position. If a below-ground landing place is chosen, it must be a safe environment for the slinger/signaller to handle
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Resources required *(Continued)*

Notes *(Continued)*

- The lifting equipment operator must be certificated and competent
- For the test to be effective, the lifting equipment operator must follow the exact instructions (verbal and signals) given by the candidate, and only make all movements according to instructions given. The tester must maintain close observation of all activities and stop all movements when the candidate has failed to retrieve a situation for which the load (or machine) will contact structures/objects or be put into an unsafe situation
- All lifting accessories for LOADS 1, 2 and 3 must be fit for purpose, certificated and made available to the candidate
- The unserviceable lifting accessories selected for the identification activity must have at least one visual defect
- The weight of all loads must be known
- If additional personnel are used to relay signals or control loads, they must be competent in all activities
- A lift plan for all activities must have been constructed by a competent person and communicated to all those within the lifting team. Information within the plan that may assist the candidate during the test and compromise skills and understanding may be withheld at the discretion of the tester
- A hand or tag line must be used to control at least one of the loads on the test and may be used on all loads if deemed appropriate. The risk assessment and method statement must stipulate that:
 - the rope is at least 16mm in diameter
 - is free of knots, kinks, fraying or any form of damage
 - is of a suitable length allowing easy control of the load but with minimal excessive free length
 - is attached to the load and cannot unintentionally become free, with the parts of the rope secured by a shackle/ karabiner or other device with a sprung latch, and not tied in a knot
 - the free end of the rope does not have an eye or loop (although the secured end may require an eye to accommodate the shackle)
 - the free end is not wrapped around the hands or parts of the body

Activity instructions

Sequence	<ul style="list-style-type: none"> Activities 2 and 3 can be undertaken at any time during the test Activities 9 - 17 can be undertaken in any order <p>The test must be completed within a given time. The specifications' section gives further information</p>
Preparing for work	<ol style="list-style-type: none"> 1. Check all lifting equipment for function and serviceability 2. From two or more examples each of a web sling, chain sling and wire rope, identify the correct type of accessory and impound all unserviceable items 3. From at least two examples of lifting equipment certification, identify certification not meeting current legislation or regulations
Setting up for work	<ol style="list-style-type: none"> 4. Establish the weight and features of each load prior to lifting 5. Establish communication methods (visual and with radios) with the lifting equipment operator 6. Select the relevant lifting accessory for the load to be lifted 7. Ensure and maintain an exclusion zone around the lifting operation
Working tasks (refer to specifications)	<ol style="list-style-type: none"> 8. Attach the selected lifting accessory and prepare each load for lifting <p>Static duties – Endorsements A, B and D</p> <ol style="list-style-type: none"> 9. Lift LOAD 2 from ground level, guide to maximum radius of the lifting equipment, slew for at least 180 degrees and land at a designated place which is at mid-radius. When landed, detach the accessory 10. Lift LOAD 3 from ground level, guide to minimum radius of the lifting equipment, slew for at least 360 degrees and land at a designated place which involves a change of radius. When landed, detach the accessory <p>Static duties – Endorsement C</p> <ol style="list-style-type: none"> 11. Lift LOAD 2 from ground level, guide to maximum radius of the lifting equipment, slew for at least 180 degrees and land at a designated place which is at mid-radius. When landed, detach the accessory 12. Lift LOAD 3 from ground level, guide to minimum radius of the lifting equipment, slew for at least 180 degrees and land at a designated place which involves a change of radius. When landed, detach the accessory <p>Lift truck duties – Endorsement E</p> <ol style="list-style-type: none"> 13. Guide the machine to LOAD 2. Lift the load from ground level and set to the machine's suspended load travel position. On completion, land the load, detach and guide the machine clear of the load. 14. Guide the machine to LOAD 3. Lift the load from ground level and set to the machine's suspended load travel position. Travel the load for a minimum distance of 10 metres. On completion, land the load, detach and guide the machine clear of the load

Activity instructions (Continued)

<p>Working tasks <i>(continued)</i> <i>(refer to specifications)</i></p>	<p>Pick and carry duties – Endorsements A, D and E</p> <p>15. Guide the machine to LOAD 1. Lift the load from ground level, position to a radius suitable for travel, and guide the load over a given route which includes a right or left hand turns. On completion, land at a given point and detach the accessory</p> <p>Out-of-sight lift – All endorsements</p> <p>16. Lift LOAD 1 from ground level, and land in a designated place out of sight of the lifting equipment operator. When landed, detach the load – the hook (static) or lifting equipment (mobile) must be moved away from the area before reattaching</p> <p>17. Attach LOAD 1 from the out of sight area and return the load to the original start point, land at a designated place and detach the accessory</p>
<p>Completing work</p>	<p>18. All loads to be made safe following each activity</p> <p>19. Collect and store all lifting accessories</p>
<p>Notes</p>	<ul style="list-style-type: none"> • Each load must be lifted using a different type of lifting accessory. • At least one lift shall be undertaken using radio communication and at least one lift using hand signals • For the purposes of the test, all hand communication shall conform with BS 7121 Part 1:2016 • For activities 10 and 12, the minimum radius need not be less than 4 metres • The travel distance for activity 15 must be not less than the following: <ul style="list-style-type: none"> - Endorsement A = 15 metres - Endorsement D = 10 metres - Endorsement E = 15 metres • For activities 13, 14 and 15, the machine must be positioned at least 10 metres away from the load prior to starting each activity. • Load 3 must be slung using the double wrap method • For activity 15, the candidate will be provided with the lifting equipment's required radius and configuration for travel prior to the lift being carried out by the lifting equipment operator • The out-of-sight lift (activity 16) must be such that the lifting equipment operator is unable to see the top of the load or lower half of the accessories • For activity 16, the lift shall be conducted using radios to place the load and hand signals to retrieve the load, or vice versa. • The tester may during the test ask the candidate to identify the type of type of lifting accessory being used • The tester cannot be involved in providing or relaying signals during the test except in emergency situations

Activity measurements

Load placing	<ul style="list-style-type: none"> To be landed within 100 mm of a designated place
Test timings	<ul style="list-style-type: none"> The test must be completed within: <ul style="list-style-type: none"> Endorsement A = 1 hour and 30 minutes Endorsements B to E = 1 hour and 20 minutes <p><i>Note: Activities 1, 2 and 3 may be excluded from the total time</i></p>

Basic details

Test ref:	Candidate name:
Tester name:	Candidate ref:
Tester ref:	Date of test:
Endorsement: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/>	Start time of test:
Make and model:	Duration:

Mandatory

	Correctly carried out during the test?	Y/N
Preparing	1 Checked all accessories for function and serviceability	
	2 Checked certification is in-date and applied to relevant accessory	
	3 Unserviceable accessories identified	
	4 Unserviceable accessories impounded/clearly marked	
	5 Certification not in date identified	
Setting up	6 Landing positions checked and safe prior to lifting and landing loads	
	7 Correct lifting accessory identified on request	
	8 Intended load travel route (Inc. pick-and-carry duties) clear of hazards	
	9 Communication procedures established with others involved with the lift	
	10 Weight and C of G of each load established	
	11 Relevant lifting accessories selected for each load	
Working tasks	12 Lifting accessories attached to each load	
	13 SWL or WLL of lifting accessories not exceeded at all times	
	14 Load integrity and stability maintained at all times	
	15 Loads did not contact any obstructions or the machine	
	16 Communication clear, precise and understood by all involved	
	17 Lifting equipment hoist line vertical as each lift commences (A and B)	
	18 Loads not damaged during lifting, moving and placing	
	19 Load kept under control during lifting, movement and travel	
	20 Loads secure and stable after removing accessories	
	21 Personnel kept clear of underside of loads	
	22 Load handler clear of moving machine during pick and carry duties	
Completing	23 Lifting accessories removed and stored	
Other	24 Legislation, manufacturers' and health and safety requirements complied with	
	25 Test completed within the given time	

All of these items must be awarded

Achieved / Not achieved

Faults

Candidate incorrectly carried out the following:

Faults		Candidate incorrectly carried out the following:	Fault	Mark	Penalty
Travelling	1	Full observation before moving the load		2	
	2	Full observation whilst guiding and landing the load		2	
Working	3	Exclusion zone maintained		2	
	4	Load placing at the given points within the given tolerance		3	
	5	Lifting accessories kept clear of ground		2	
	6	Each load checking for integrity prior to moving (<i>by weight of load taken but not raised above ground level</i>)		3	
	7	Loads level during lifting and moving		2	
	8	Hand lines correctly fitted and used		3	
Not exceeded eight penalties			Total penalties		
Achieved / Not achieved					