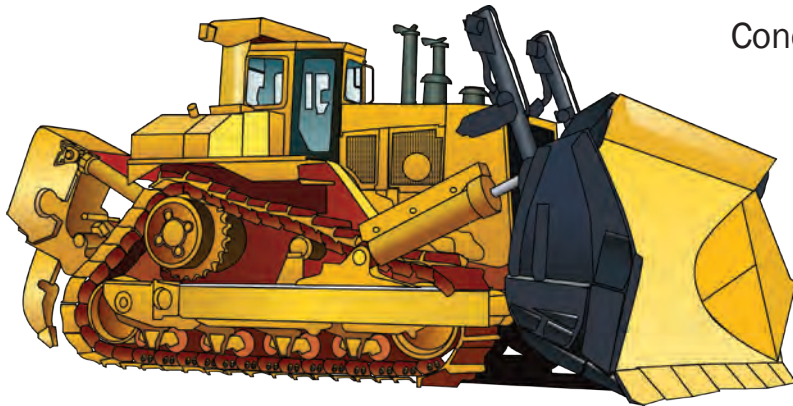


# Dozer

## Record of Training Logbook /Verification of competency (VOC)



**RIIMP0323E**  
Conduct civil construction dozer operations



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# Purpose of this logbook

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

## **1. A company doing in-house training**

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

## **2. A registered training organisation (RTO)**

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

### **Supervision by a competent person**

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

### **Using the logbook for verification of competency (VOC)**

As well as being a record of training, this logbook can also be used as a document to record verification of competency (VOC).



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

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

# Element 1

## **Plan and prepare for dozer operations**



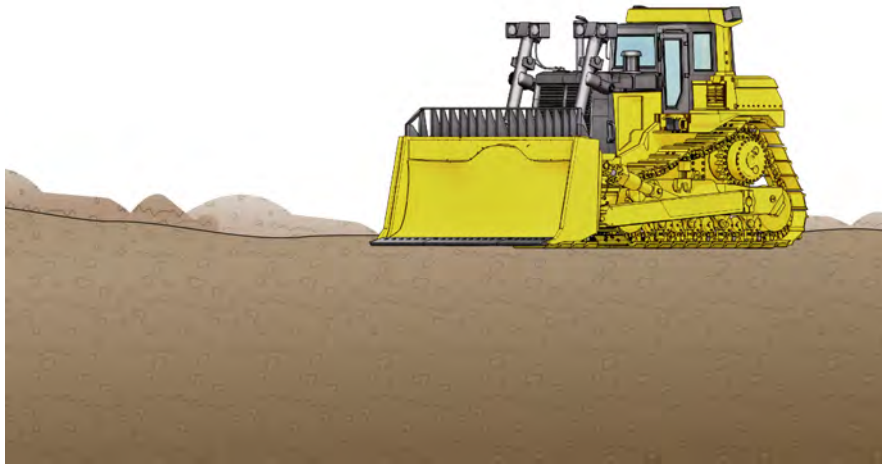
<b>Element/Work tasks</b>	<b>Description of work/training performed</b>
<b>PC 1.1</b> 1.1 Access, interpret and apply dozer operations documentation	

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



## Element 2

**Operate dozer in line with established requirements to complete work plan**



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

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