

# Rigid Haul Truck

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



**RIIMP0338E**  
Conduct rigid haul truck 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 WHS 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.



# How to use this logbook

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1. Fill out the details at the start of this logbook – operator's name, address etc.
2. Wear the personal protective equipment (PPE) you need to wear.
3. After you have finished working, you can start filling out your logbook. Start by writing down the work you have done.
4. Make sure you fill in each section of your logbook. Your supervisor will sign the supervisor section if s/he believes the details are correct and the tasks have been completed in a satisfactory way.



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, and implement control measures in line with workplace policies</p>	<p><i>Checked site. Spoke to sight manager. I had to move a stockpile of topsoil. A front-end loader was used to load the truck. I used a tarp to secure load and stop any dirt falling off.</i></p>
	<p><i>Before starting the job I checked the area for hazards. I noticed a trench that did not have any barricades around it so I put barricades around the trench. I noticed that I would be working near powerlines on poles. I didn't have a spotter so I made sure the path I would travel was at least 6 metres away from the powerlines.</i></p>
	<p><i>I had to load the haul truck near a trench. The trench was 2 metres deep. I made sure I was more than 2 metres away from the trench. I put the truck in the correct position for loading. I stayed in the cabin while the body was being loaded. When the tray was full I made sure the area was clear of other vehicles before I moved off.</i></p>

Date/time	No. of hours	Machine details	Supervisor/competent person
Date: <i>19 / 09 / 2020</i> Start time: <i>11.30</i> am ..... pm	<i>20 minutes</i>	Make: <i>Caterpillar</i> Model: <i>785D OEM</i> Serial No: <i>26800741</i>	Name: <i>Nathan Deeman</i> Signed: <i>Nathan D</i> Experience/qualifications: <i>20 years on-the-job experience</i> <i>and Cert IV</i>
Date: <i>23 / 09 / 2020</i> Start time: <i>9.00</i> am ..... pm	<i>20 minutes</i>	Make: <i>Caterpillar</i> Model: <i>785D OEM</i> Serial No: <i>26800741</i>	Name: <i>Nathan Deeman</i> Signed: <i>Nathan D</i> Experience/qualifications: <i>20 years on-the-job experience</i> <i>and Cert IV</i>
Date: <i>25 / 09 / 2020</i> Start time: ..... am <i>1.15</i> pm	<i>30 minutes</i>	Make: <i>Caterpillar</i> Model: <i>785D OEM</i> Serial No: <i>26800741</i>	Name: <i>Sam Hasseron</i> Signed: <i>S.H.</i> Experience/qualifications: <i>Cert IV in Training and Assessing</i> <i>and RII RTO Statement of</i> <i>Attainment in Rigid</i> <i>Haul Truck</i>

# Element 1

## **Plan and prepare for rigid haul truck operations**



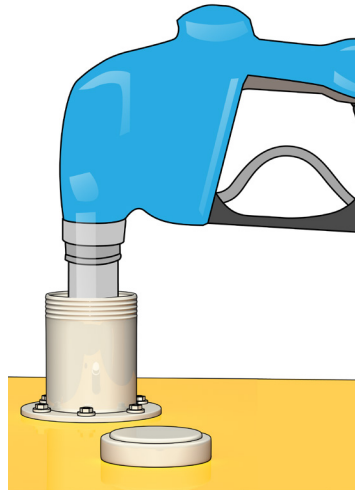
<b>Element/Work tasks</b>	<b>Description of work/training performed</b>
<b>PC 1.1</b> <b>Rigid dump truck documentation</b> Access, interpret and apply conducting rigid dump truck documentation	



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 rigid haul truck in line with established requirements**



<b>Element/Work tasks</b>	<b>Description of work/training performed</b>
<b>PC 2.1</b> <b>Prestart and start-up checks</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: ..... .....

# Element 3

## **Load, haul and dump materials to complete work activity**

