

# LEARNER **GUIDE**



# Excavator

## TICKET

Training support material for:

**RIIMPO320F**  
Conduct civil construction  
excavator operations

Produced by:



# Contents

How to use this guide	4
Acknowledgements	6
Introduction to excavator	7
General information	13
Chapter 1 Plan and prepare for work	57
Chapter 2 Identify and control hazards	79
Chapter 3 Check and monitor equipment	115
Chapter 4 Operate/use equipment	139
Chapter 5 Shut down and store equipment	183
Chapter 6 Maintain equipment	195
Chapter 7 Housekeeping	205
Chapter 8 Record keeping	211
Chapter 9 Relocate equipment	215
Chapter 10 Attachments	225

# Introduction to Excavator



## Introduction to excavator

An excavator is a machine that moves on tracks or tyres. The body can slew a full 360° without changing the position of the wheels/tracks. You use an excavator to excavate (dig), lift and carry materials. If you are planning to drive an excavator on public roads, it must be registered.



## What industries do you use an excavator in?

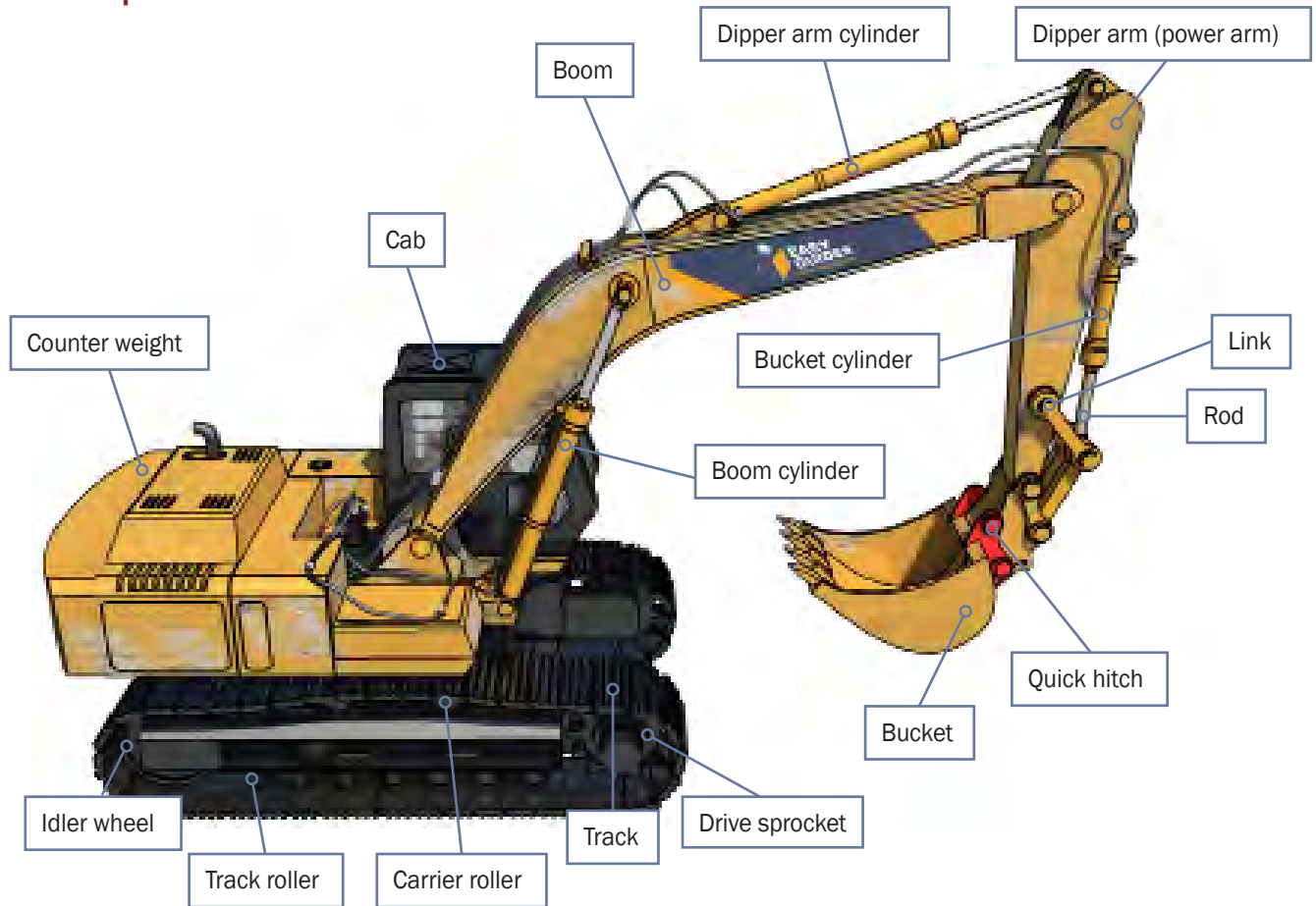
- Civil construction



- Mining



## An example of an excavator



# Plan and prepare for work

## Chapter 1



**QUESTION 11**

How do you choose and set up a location for a stockpile?

Set up drainage so rainwater doesn't cause the stockpile to slide

Use well drained, firm level ground (if possible)



Clear the area of rubbish and debris

Check you have clear access to the stockpile location

Choose a location less than 50 metres from the excavation

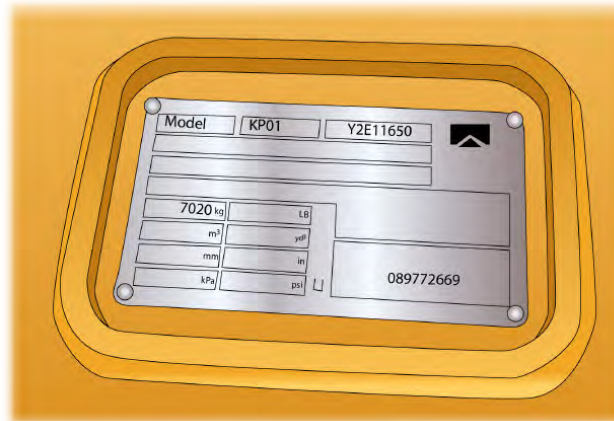
**QUESTION 12**

How can you find out the specifications and limits of the machine you will use?

Specifications include:

- Load capacity
- Bucket height, volume and width
- Lift height
- Dump clearance.

Read the operator's manual to find out the limits. The lifting capacity may also be marked on the load chart.

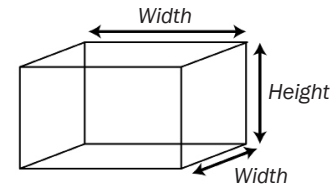
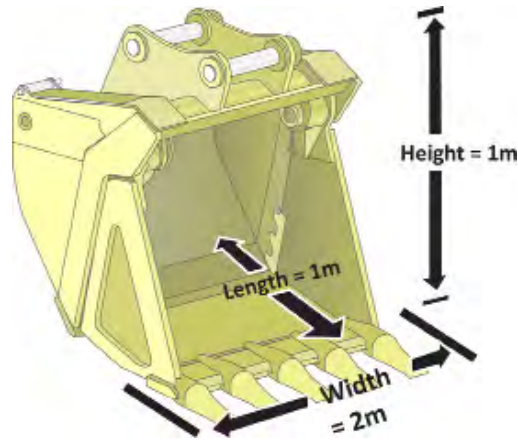




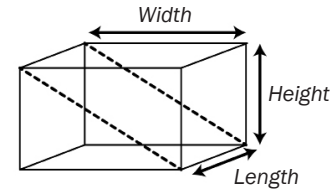
**QUESTION 13**

How do you find out the cubic capacity of the bucket?

$$\text{Capacity} = \frac{L \times W \times H}{2}$$



Cubic capacity of cube =  $L \times W \times H$



Cubic capacity of bucket =  $L \times W \times H \div 2$   
 Cubic capacity is  $\div 2$  because of the shape of the bucket is triangular

# Identify and control hazards

## Chapter 2



**QUESTION 30**

What does the safety plan tell you?  
tell you?

The safety plan tells you how the worksite intends to meet all the safety rules. It tells you:

What personal protective equipment (PPE) to wear



...CONTINUES ON NEXT PAGE

**QUESTION 30**

...CONTINUED FROM PREVIOUS PAGE

What does the safety plan tell you?

How to use tools, plant and equipment safely



Emergency procedures and exits



How to park safely and where to park



Control hazards and risks



**QUESTION 40**

Why should you keep the cabin floor clean and free from oil, grease and tools?

Tools may foul the controls.



You may slip on oil or grease.



**QUESTION 41**

How do you safely get in and out of the excavator's cabin?

Always use three (3) points of contact facing the machine. For example, use two hands and one foot or two feet and one hand.



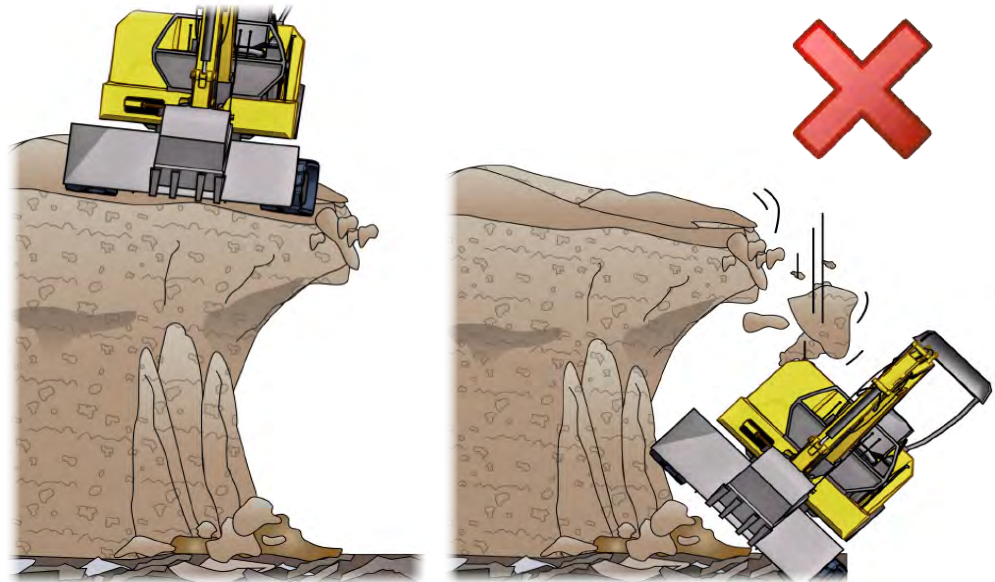
**3 Point Contact (Both hands and foot)**



**QUESTION 48**

What is the danger of driving along a trench or excavation?

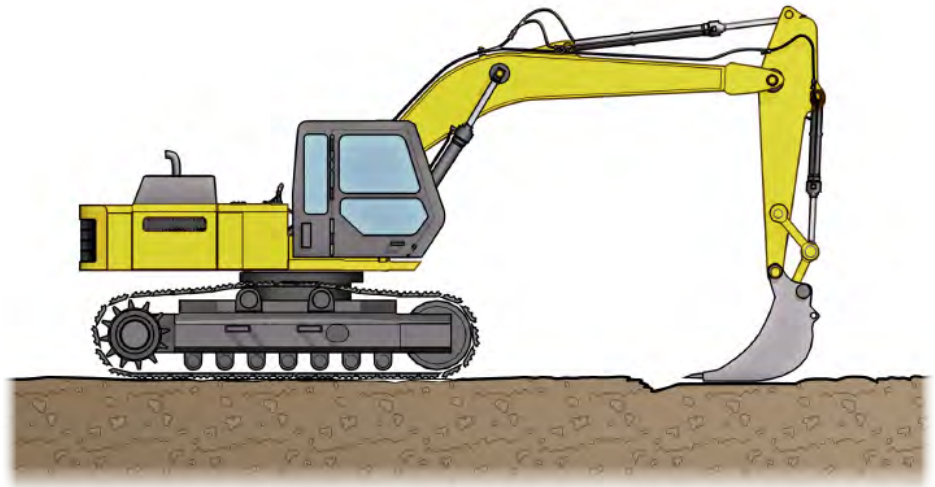
The excavator might tip over and fall into the trench/excavation, or the edge of the trench/excavation might cave in.





# Check and monitor equipment

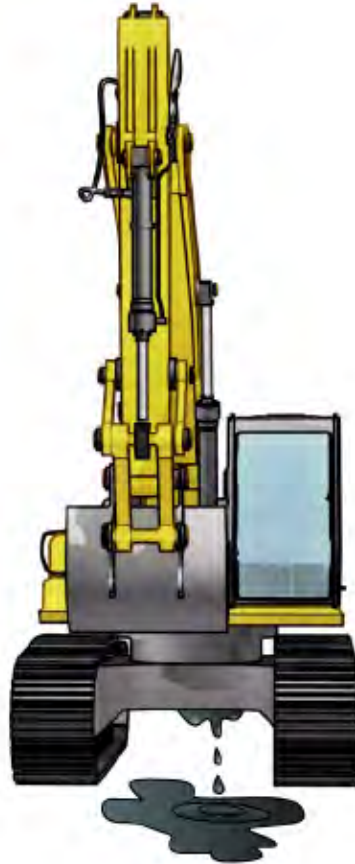
## Chapter 3



**QUESTION 63****...CONTINUED FROM PREVIOUS PAGE**

What pre-operational checks do you do before using the excavator?

Look for leaks under the machine



Check the fuel gauge to make sure the excavator has enough fuel



Check hydraulic fluid

**...CONTINUES ON NEXT PAGE**

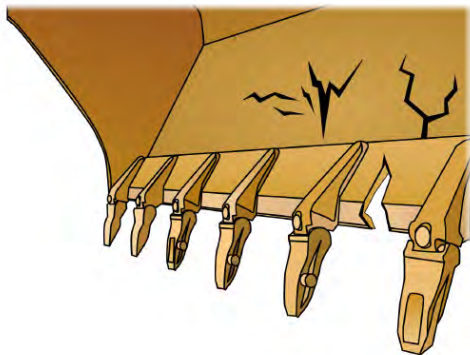


**QUESTION 64**

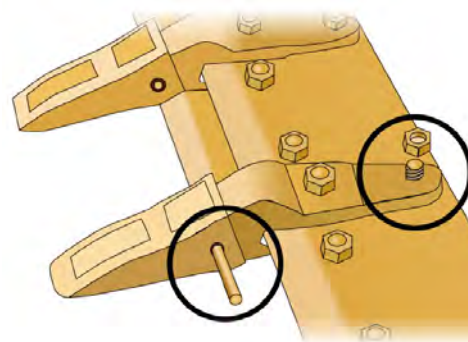
*...CONTINUED FROM PREVIOUS PAGE*

What attachment checks do you do?

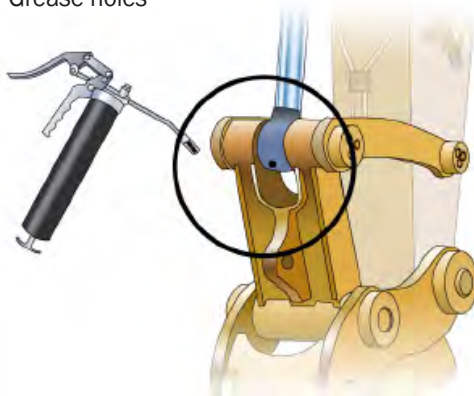
Cracks and other damage



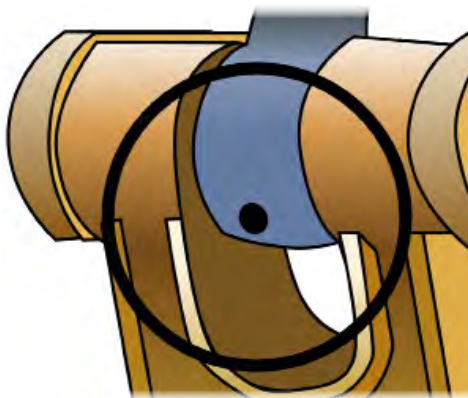
Missing pins and keepers



Grease holes



Grease nipples



**QUESTION 77**

When should you refuel a machine?

At the end of the day. This allows the fuel to cool quickly, reducing the amount of condensation that will be drawn from the air as the fuel cools over-night.



**QUESTION 79**

You've finished using the excavator.

What post-operational checks do you do?

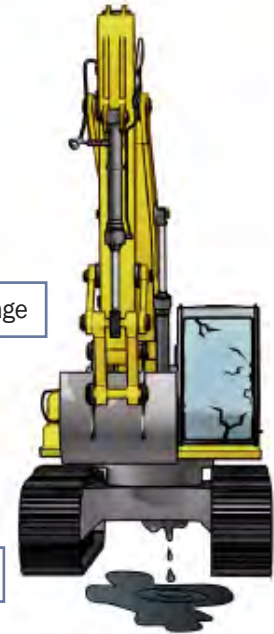
Check for:

All fluid checks (once the excavator has cooled down)



Any structural damage

Any fluid leaks



You do these checks so the excavator is safe for the next person to use.

# Operate/use equipment

## Chapter 4

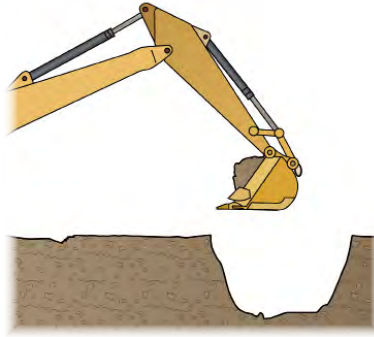


**QUESTION 80**

What kinds of earthmoving jobs do you use an excavator for?

You might use an excavator for:

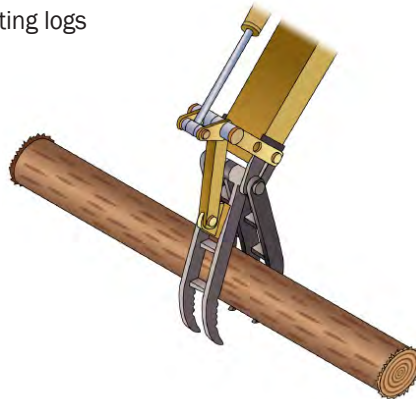
Digging an excavation



Loading a truck



Lifting logs



Rock breaking



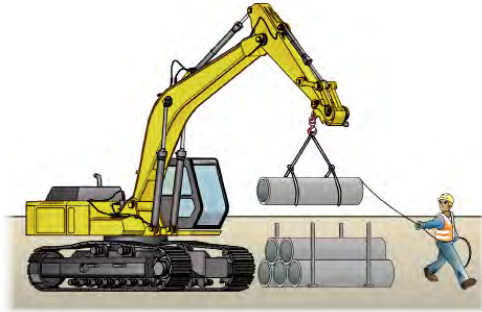
...CONTINUES ON NEXT PAGE

**QUESTION 80**

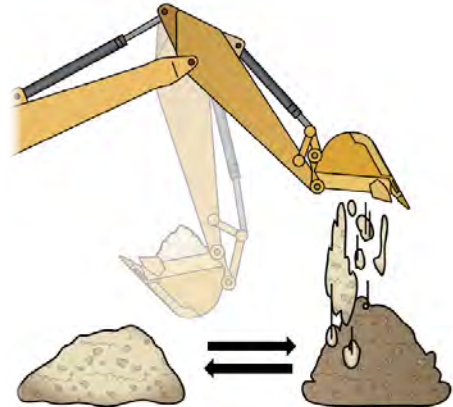
*...CONTINUED FROM PREVIOUS PAGE*

What kinds of earthmoving jobs do you use an excavator for?

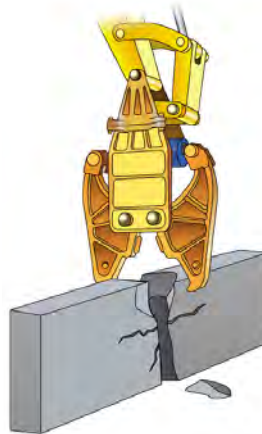
Lifting loads



Mixing soil



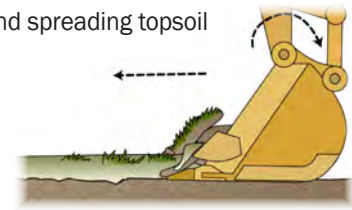
Cutting



Digging a trench



Stripping and spreading topsoil



**QUESTION 82**

What might happen if you undercut a stockpile, trench or bank?

It could collapse.

