



VUL-ATN-22-Operate Screening Equipment

Section 1: Pre-Assessment (must be completed prior to commencement of assessment)				
Supervisor Approval to Undertake Assessment				
Full Name		Signature		Date
Trainee Details:				
Full Name		DOB		
Company				
Declaration	I confirm I have received and understood the SOPs/SWIs/procedures relevant to this authorisation and will follow them while undertaking the tasks associated with this authorisation. I understand that if at any time I do not feel confident undertaking a task, I will inform my trainer, assessor or supervisor.			
Trainee Signature		Commencement Date		
Assessor Details:				
Full Name		Company Name		
Competency Verification	☐ I am currently authorised on site to operate this specific Make/Model of equipment		☐ I am NOT currently authorised on site to operate this specific Make/Model of equipment and will utilise a Subject matter that is currently authorised to compete this assessment.	
Signature		Date		
Subject Matter Details (where applicable)				
Full Name		Company Name		
Signature		Date		
Section 2: Demonstrated Skills				
1. Plan and prepare for screen operations		C	NYC	N/A
1.1	Access, interpret and apply crushing and screening documentation and ensure compliance to the activity.			
1.2	Obtain, read, interpret, clarify and confirm work requirements.			
1.3	Identify and address potential risks, hazards and environmental issues, and implement control measures.			
1.4	Select and use/wear correct personal protective equipment appropriate for work activities.			
1.5	Ensure area is well ventilated before entry.			
1.6	Inspect and prepare work area and equipment in coordination with others.			
1.7	Prepare a work plan according to site procedures.			
1.8	Select and check for faults, tools and equipment, for work activities.			
1.9	Obtain and interpret emergency procedures, and be prepared for fire/accident/emergency.			
2. Operate screen		C	NYC	N/A
2.1	Carry out pre-start, start-up, run and shutdown procedures.			
2.2	Coordinate activities with others prior to commencing and during work activities.			
2.3	Select and modify the operating technique to meet changing work conditions.			
2.4	Use approved dust suppression and extraction methods.			
2.5	Conduct, control and monitor operations within the equipment limitations, maintaining screening efficiency and effectiveness.			
2.6	Act on or report performance monitoring systems and alarms.			
2.7	Complete the work plans.			



3. Carry out post operational procedures		C	NYC	N/A
3.1	Inspect, fault-find and report faults.			
3.2	Carry out operational maintenance, servicing, lubricating and housekeeping tasks.			
3.3	Maintain, process and pass on records and reports.			
Activity task/tasks completed during this assessment:				
Section 3: Post Assessment Approvals				
Assessment Confirmation and Site Authorisation				
Assessment Result	☐ Competent	☐ Not Yet Competent		
Comments/Restrictions				
Authorisations				
	Name	Signature	Date	
Trainee				
Assessor				
Subject Matter expert				
SSE/SSE Delegate				

All sections must be completed. Assessor and subject matter expert (if utilised) must initial appropriate result for each task.

Attach relevant pre requisite documents and submit to HSET Department for processing.