

APPENDIX 22.10

PRE-START INSPECTION CHECKLIST

PRE-START INSPECTION CHECK SHEET

*This is a mandatory safety requirement and must be completed prior to operating machine daily.
Return to Grange Earthworks on a weekly basis with time sheets.*

Operator Name: _____ Week starting: _____
 Machine: _____ Plant No: _____
 Engine HRS / KM (Tues night): _____

	Mon	Tue	Wed	Thur	Fri	Sat	Sun
Before Start Up							
1. Operator understands machine and tasks							
2. Fluid levels – hydraulic / oils / water / air / fuel							
3. Fluid leaks - hydraulic / oils / water / air / fuel							
4. Damage to machine / guards							
5. Tyres / tracks							
6. Warning / safety signs visible							
7. Wear surfaces							
8. Area suitable and clear for machinery (walk around)							
9. Steps / Handrails / Handholds							
10. Cabin / Machine deck clear – loose objects secured / removed							
11. Fire extinguisher							
12. Seat / seatbelt							
13. Windows / mirrors clean							
14. Conditions safe to operate							
After Start Up							
15. Gauges / Lamps / Warning systems							
16. Lights – front / rear / stop / turning / beacons							
17. Horns / reversing alarms							
18. Throttle operation							
19. Steering controls							
20. Brakes – park / foot / emergency							
Operator initials: ☞							

Use below to note any minor defects or faults found on the machine. Do not operate machine if serious or major defects are found.
Comments

Part B – Additional Hazards Identified (not addressed in SWMS)

TASK / ACTIVITY	HAZARD/S	RISK CLASS (BEFORE CONTROLS)			CONTROLS AND SAFE WORK PROCEDURES	RISK CLASS (AFTER CONTROLS)			RESPONSIBLE PERSON
		L	C	R		L	C	R	

Risk Priority Table		Consequences				
		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Likelihood	A Almost Certain	H 11	H 16	E 20	E 23	E 25
	B Likely	M 7	H 12	H 17	E 21	E 24
	C Possible	L 4	M 8	H 13	E 18	E 22
	D Unlikely	L 2	L 5	M 9	H 14	E 19
	E Rare	L 1	L 3	M 6	H 10	H 15

