

Machinery Operation Competency Checklist

Operator Information

Name

Employee ID

Department

Date



Machine Details

Machine Name/Type

Serial/Asset Number

Competency Checklist

Task/Skill	Competent	Not Competent	Comments
Pre-operation inspection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Knowledge of controls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Safe machine start-up	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Standard operation procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Shutdown procedure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>
Emergency procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>

Housekeeping & maintenance			<div></div>
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Assessor's Comments

Signatures

Operator Signature

Assessor Name

Assessor Signature

Date