Aerial Lift/Articulating Boom Lift Operator



Performance Evaluation Form (Sample)

RISK CONTROL

Instructions: Use this checklist during the hands-on performance portion of your training program to evaluate the operator proficiency. This form can be used periodically to re-evaluate and ensure forklifts are being operated properly.

Evaluator Name (Print):

Equipment Operated/Brand/Model#:

Note: Operators must have hands-on training for each different lift.

Operator Name:

Evaluation Date:

(Including, but not limited to the following)								
Pre-Use Inspection	N/A	Pass	Fail	Comments				
Completes Pre-use inspection checklist document.								
Locates Operator's Manual								
Locates safety devices								
Looks for air/hydraulic/fuel system leaks on hoses, connections and boom cylinders. Damaged hydraulic hoses								
Cables and wiring harness for damage								
Loose or missing parts								
Tires and wheels								
Boom condition								
Outriggers/stabilizers								
Guardrail damage and safety chain								
Operator can locate the lift capacity.								
Operator can locate the fire extinguisher								
Checks pothole protectors & out of level warnings								
Checks capacity indicator and movement alarms.								
Inspect Worksite	N/A	Pass	Fail	Comments				
Examine path of travel ground surface, (holes, bumps, slopes, muddy/soft surface, etc.)								
Surface able to support load forces								
Overhead obstructions								
Minimum 10' clearance to overhead power lines. Other overhead lines/cables.								
Presence of other personnel in the work area.								
Establish safe zone with barricades work area to separate traffic and pedestrians.								

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Function Test of Lower Control Station	N/A	Pass	Fail	Comments
Properly tests the lower controls to verify machine operates properly, not erratically.				
Mounting the Machine	N/A	Pass	Fail	Comments
Enters facing the machine				
Uses three point contact and hand holds when climbing (one foot/two hands or two feet/one hand)				
Guardrail bucket gate or chain in place				
Uses fall arrest harness , lanyard and properly connected to the designed anchor point.				
Bucket/Basket Function Test Control Station	N/A	Pass	Fail	Comments
Properly tests the upper controls to verify machine operates properly and not erratically.				
Drive Machine and Creep/Inch Forward and Reverse	N/A	Pass	Fail	Comments
Moving 10 feet in a driving mode				
Creeping 5 feet, Verifies unit balance and stability.				
Basket/Bucket moved to lowest position				
Boom lowered and retracted before traveling unit.				
Machine Operations	N/A	Pass	Fail	Comments
Deploy/Set up Outriggers/Stabilizers (if unit is equipped)				
Turn Vehicle 360 degrees right and left. Verify unit balance and stability.				
Boom up & down, In & Out - Fully extend, fully rise in smooth manner. Verifying unit balance and stability				
Tilt basket/bucket in each direction in a smooth manner.				
Turn of machine with Emergency Stop function.				



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Park and Shut Down Lift							
Dismounting the Machine	N/A	Pass	Fail	Comments			
Dismounts facing the machine							
Uses three point contact and hand holds when climbing (one foot/two hands or two feet/one hand)							
☐ Operator's performance on this specific Aerial/Articulating Boom Lift was satisfactory.							
☐ Operator's performance on this specific Aerial/Articulating Boom Lift was unsatisfactory. Employee is not authorized to operate the lift at this time and will need to be re-evaluated after additional training is completed.							
I certify that the above information is correct and accurate.							
Evaluator Signature:		Date: _					