

# Equipment authorization checklist



## Employee Information

Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_

## Model(s) of Authorization

Examples: Cat 320, Deere 700L, Komatsu SK715-8:

## Background Qualification

- Meets internal company guidelines
- Age requirement
- Meets drug testing requirement
- CDL not applicable
- Years experience
- Valid driver's license
- CDL (e.g., bucket truck, truck-mounted auger, etc.)

## Classroom/Controlled Instruction

Date of completion: \_\_\_\_\_ Instructor name: \_\_\_\_\_

- Reviewed manufacturer specific training manual and/or training manual

## Field Operation Skills Test Record

Date of completion: \_\_\_\_\_ Instructor Name: \_\_\_\_\_

- Company authorization-to operate (listed) equipment. To be operated in line with company training, OSHA standards, manufacturer instructions, and best practice standards.
- If receiving Level 1 (Operator-in-training—see “link to main page”) authorization, additional guidance/oversight is recommended, and completion of Operator Re-Evaluation Form should be completed once operator (safely) reaches appropriate seat hours.

Authorized by/trainer signature: \_\_\_\_\_

Employee/operator signature: \_\_\_\_\_

Date of authorization: \_\_\_\_\_

- Authorization not given due to inadequate compliance with qualifications, unsafe operation of equipment, lack of successful completion of training, or any other reason as deemed unsatisfactory by the company (if not receiving authorization, do not sign “Authorized by/trainer signature” above).

Date of decision: \_\_\_\_\_