



Inspection - Light Vehicle Checklist

Vehicle Interaction_Isolating/ Securing of Mobile Equipment/ Vehicles - Isolating/ Securing of Mobile Equipment/ Vehicles

Prompt	Establis	Improvem	N/A	Explanation	Comments
Work Instructions for vehicles and mobile equipment covering park-up procedures followed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Work Instructions for vehicles (including trailers) and mobile equipment covering park-up procedures followed e.g. engine is switched off, park brake is engaged, wheel chocks are in place, keys are removed from ignition, and drivers are not in the vehicle.	
The battery isolation switch is turned off when mobile equipment is parked at night?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The battery isolation switch (where fitted) is turned off when mobile equipment is parked at night.	
Designated parking and maintenance areas are in place and identified in the site Traffic Management Plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Designated parking and maintenance areas for vehicles and mobile equipment are in place and identified in the site Traffic Management Plan.	
Mobile equipment is parked with forks or bucket lowered to ground?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mobile equipment (forklift, telehandler, skid steer loader, wheel loader) is parked with forks or bucket lowered to ground.	
Operators and drivers trained in park up procedures?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mobile plant & equipment operators are trained in park-up procedures for vehicles and mobile equipment.	
Isolations are checked and verified?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Isolations are checked and verified. Check that isolation are in place at required points as per procedure and locked out as required. As a minimum, this should be the vehicle is turned off, keys removed, battery isolated and locked and tagged with wheel chocks in place.	
Wheel chocks are provided and used whenever trailers are unattended, maintenance is being carried out or they are unhooked from a vehicle?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Wheel chocks are provided and used whenever trailers are unattended, maintenance is being carried out or they are unhooked from a vehicle.	
Supervisor to verify that designated park up areas are in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify that designated park-up areas for mobile equipment are in place as part of Traffic Management Plan.	
Supervisor to verify that vehicles and mobile equipment are parked-up in accordance with procedure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify that vehicles and mobile equipment are parked-up in accordance with procedure.	

Prompt	Establis	Improvem	N/A	Explanation	Comments
Supervisor to verify that personnel required to operate vehicles and mobile equipment are assessed competent?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Verify that personnel required to operate vehicles and mobile equipment are assessed competent in conduct of those operations including park-up requirements and authorised to do so.	<input type="text"/>
Supervisor to provide means of securing vehicles so they are fundamentally stable when parked?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Provide means of securing vehicles so they are fundamentally stable when parked.	<input type="text"/>
Operator/ maintainer secure vehicles and mobile equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Secure vehicles and mobile equipment following the methods and requirements of the equipment park-up procedure, maintenance procedure or Permit to Work.	<input type="text"/>
Operator/ maintainer check and verify isolations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Check and verify isolations ensuring the vehicle is turned off, keys removed, battery isolated and locked and tagged with wheel chocks in place.	<input type="text"/>
Operator/ maintainer confirm or test isolations before commencement of work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm or test isolations before commencement of work e.g. checking equipment cannot move.	<input type="text"/>
Operator/ maintainer place personal padlock and tag at isolation points?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Place personnel padlock and tag at isolation points or personal padlock on group isolation system, before commencing work on isolated equipment where required.	<input type="text"/>
Operator/ Maintainer place tag at isolation/ disconnection points that cannot be locked out?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Place tag at isolation/ disconnection points that cannot be locked out e.g. steering wheel.	<input type="text"/>