

## Mobile Equipment Operation Worksite Pre-Use Checklist

**Instructions:**

**PART A:** This worksite checklist is valid for one mobile equipment operation in one location. Other mobile equipment in operation at the same location will have its own worksite checklist. The mobile equipment is allowed to travel to perform work covered under the same scope that was released and walked down that day/shift. Long Standing Controls (*controls exceeding day/shift*) may be approved by Construction Manager (CM). New work scope, new work location or new personnel will require a new Worksite Checklist. This sheet is to remain with the mobile equipment during operation. Each mobile equipment operation with two (2) or more persons will have an appointed Mobile Equipment Operation Leader (MEL).

**Part B:** Is required for operation of equipment within 2 ft. of an obstruction.

**Mobile Equipment Operation Leader (MEL)** is in charge of the operation. The MEL must be familiar with the operation of the mobile equipment in use. The MEL may act as a/the Spotter or be independent but must remain at the work location during operation. The MEL will ensure that worksite special instructions are followed.

For operations where it is hazardous to use spotters (*motor-grader, loading dump trucks, etc.*) the Operator retains all responsibility for safe equipment operation.

**PART A: Sub-Contract Superintendent or designee indicate the following have been performed by checking the appropriate box**

**Sub-Contract Superintendent (SCS)**

	Clearly define worker roles and responsibilities and appoint a Mobile Equipment Operation Leader (MEL)
	Verify proper PPE is used for the type of mobile equipment ( <i>Fall protection, HI-VIS clothing, etc.</i> )
	Define barricading for vehicle(s), pedestrian traffic and possible falling objects

**Operators**

	Equipment safe for use, current operators manual, current checklists
	Remove/identify hazards before and during mobile equipment use
	High voltage hazards
	Slope(s) >5%, ditches, bumps, debris, drop-offs and floor obstructions
	Supporting surface ( <i>Underground vaults, utilities, elevated floor structures, etc.</i> )
	Wind and weather conditions
	Overhead and other worksite obstructions in desired range of motion/travel path of mobile equipment
	Use, location, and number of spotters ( <i>Discussion with MEL, SCS, &amp; FWS</i> )

**Spotter(s)**

	Clearly understands method of communication with Operator
	Two (2) or more spotters, methods are established to pass communication from spotter to spotter with Operator
	Spotter location(s) identified and hazardous locations for spotter(s) to avoid

**CM approves use of Long Standing Controls**       **Yes**                       **No**

**Part B: <2 ft. Personnel indicate the following have been performed by checking the appropriate box**

**Field Work Supervisors (FWS)**

	Perform field confirmation that worksite hazards are mitigated and Worksite Special Instructions are followed
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**Construction Manager (CM)**

	Pre-planning and walk down meet expectations for safe mobile equipment operation
	Authorized mobile equipment operation to be performed within 2 ft. of an obstruction
	Determine from scope and walk-down if a SSW is required

**Senior Supervisor Watch (SSW) Required**       **Yes**                       **No**

**Construction Manager (CM):**

\_\_\_\_\_ \_\_\_\_\_  
*Print First and Last Name*      *Signature / Date*

Mobile equipment is considered: Aerial lift(s), excavating machinery, forklifts and tele-handlers.

Equipment not covered: Cranes, over-the-road vehicles.