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| **Department:** | **City of Nanaimo** | **Training Checklist** |  |
| **Subject:** | **Jetaway Machine** | |

**(Complete this form with your supervisor and return to Human Resources)**

Employee Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Department:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Trainer:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Worksite:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Tick the boxes as each topic is covered.*

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| **Pre-Setup Checklist**   Worker has read and fully understands Safework Procedure.   Worker dons appropriate P.P.E.   Worker sets up safe work zone.  **Procedure Checklist**   Worker correctly connects hose reel attachment to Bobcat   Worker correctly connects main rodder hose from unit #417 to Bobcat   Worker can advance/retract main hose reel on unit #417 in conjunction with Bobcat operator and spotter(s)   Worker can advance/retract Bobcat in conjunction with operator of unit #417  \*\**No worker shall operate Bobcat unless fully trained.*   Worker maintains radio contact with co-workers at all times.   Worker understands how to shut down in case of emergency.   Worker has successfully completed *Flushing* training   Worker understands the importance of considering proper hygiene while working around sanitary sewer systems   Worker understands the potential for serious injury while working around high vacuum levels and high pressure water. | | |
| ***Trainer Comments:*** *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  **Training Complete (YES/NO) if no explain:** | | |
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I fully understand what has been presented to me, and give my personal commitment to actively participate and comply with all relevant regulations, policies, procedures, and instructions while I am onsite or representing the company.

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| Worker Signature: |  | Date: |  |
| Trainer Signature: |  | Date: |  |