This checklist must be completed by the equipment owner (eg. Select, supplier, supply chain) and submitted to the Select Hire Desk (or LORA for supply chain) for acceptance prior to mobilising to site. A hard copy of this completed checklist along with associated paperwork (detailed below) must travel with the equipment to site for verification and approval by Laing O’Rourke upon delivery. **\* For items ticked No give reason in the comments section below**

|  |  |  |  |
| --- | --- | --- | --- |
| **Asset number / Registration number** |  | **Asset description** |  |
| **Hours / Km** |  | **Next Service due (Hours / Km)** |  |
| **Project name** |  | **Manufacturer** |  |
| **Contractor / Supplier**  **(if applicable)** |  | **Model** |  |

| **PART A – Laing O’Rourke Minimum Requirements for Plant** | **Supplier** | | **LORA** |
| --- | --- | --- | --- |
| **YES** | **NO** | **Approved** |
| Enclosed sealed aircon cabin or open cabin if so designed (where available for that machine size and type; otherwise add reason in comments box) |  |  |  |
| Fire extinguisher (Class ABE), minimum 4.5kg, tested and tagged within 6 months  Date: |  |  |  |
| A small extinguisher minimum 1kg dry chemical (class ABE) located in cabin and identification decal on door |  |  |  |
| Flashing amber beacon visible from front and rear of machine |  |  |  |
| Lockable battery isolation switch with identification decal |  |  |  |
| Emergency stop (with decal) – inside or outside machine as appropriate |  |  |  |
| Guarding (lockable door and/or limit switch and/or guarding over parts) |  |  |  |
| Safety signage in place for pinch points, warnings, overhead wires etc. |  |  |  |
| Dust suppression system installed where relevant (eg. regulator) |  |  |  |
| Handrails or harness points on decks where personnel access as required |  |  |  |
| Safe access onto machines (three points of contact) |  |  |  |
| Seatbelt fitted and in good condition |  |  |  |
| UHF radio fitted and operational |  |  |  |
| Steel wheel chocks with secure carrying mounts |  |  |  |
| Rail Safety Equipment: 12no dets (in date) in lockable box, 3no shortening clips in sealed bags, 2no torches, batteries, 3no red and 2no green flags. |  |  |  |
| Horn appropriate for the working conditions |  |  |  |
| TOC or registration details in cabin to advise operator of track speeds and operating conditions |  |  |  |
| **Hold Point: Confirm Project specific / Client addition requirements:** | **Signature:** | | |
|  |  |  |  |

| **PART B – Condition of Plant & Equipment** | | | | | | | | | | **Owner / Supplier** | | | | | | **LORA** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **YES** | | **NO** | | | | **Approved** |
| General cleanliness inside and out is acceptable | | | | | | | | | |  | |  | | | |  |
| Free from damage (list in comments) | | | | | | | | | |  | |  | | | |  |
| Braking and steering system functional | | | | | | | | | |  | |  | | | |  |
| Exhaust system in good condition | | | | | | | | | |  | |  | | | |  |
| Free of visible oil / water leaks | | | | | | | | | |  | |  | | | |  |
| Check hydraulic and fuel system hoses and fittings for deterioration, wear or damage | | | | | | | | | |  | |  | | | |  |
| The plant or equipment has been inspected prior to arrival at the workplace and is free from any weeds or seeds | | | | | | | | | |  | |  | | | |  |
| **Addition checks:** | | | | | | | | | |  | |  | | | |  |
|  | | | | | | | | | |  | |  | | | |  |
| **PART C – Compliance Documentation for Plant** (either in paper form or if electronic (available at the time of mobilisation)) | | | | | | | | | **Owner / Supplier** | | | | | | **LORA** | |
| **YES** | | **NO** | | | | **Approved** | |
| Operators Manual specific to make and model | | | | | | | | |  | |  | | | |  | |
| Plant Risk Assessment specific to make and model | | | | | | | | |  | |  | | | |  | |
| Daily Pre-start book specific to asset type | | | | | | | | |  | |  | | | |  | |
| Rail infrastructure manager (RIM) rolling stock registration sticker, certificate or equivalent for the applicable railway | | | | | | | | |  | |  | | | |  | |
| Track-bound plant annual inspection report | | | | | | | | |  | |  | | | |  | |
| Wheel inspections every 500hrs or 6 months; whichever is first. | | | | | | | | |  | |  | | | |  | |
| Service / Maintenance history (minimum of 3 months records) | | | | | | | | |  | |  | | | |  | |
| Change management documents available for any modifications | | | | | | | | |  | |  | | | |  | |
| **Hold Point: Confirm Project specific / Client addition Documentation requirements** | | | | | | | | | **Signature:** | | | | | | | |
|  | | | | | | | | |  | |  | | | |  | |
| **Comments: for items ticked No give reason in the comments section below** | | | | | | | | | | | | | | | | |
| Notes on minimum requirements exceptions; list additional included asset or serial numbers; any further information: | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **Pre-mobilisation declaration (Equipment owner / supplier)** | | | | | | | | | | | | | | | | |
| Date of final report: |  | | Hours / Km at final report: | |  | | Ignition, toolbox and panel keys present with machine? | | | | | | | Yes  No | | |
| **I declare that this machine is in a safe condition, is free from defect and is fit for purpose:** | | | | | | | | | | | | | | | | |
| Name: | | | | Position: | | | | Signature: | | | | | | | | |
| **Signed and accepted by project:** | | | | | | | | | | | | | | | | |
| Name: | | Position: | | | | Signature: | | | | | | | Date: | | | |