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| MINOR EQUIPMENT PRE-MOBILISATION CHECKLIST  CHECKLIST |

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| --- | --- | --- | --- |
| Vehicle Information | | | |
| Asset No. / Registration No. |  | **Asset description** |  |
| Hours / Km |  | **Date of Hours/Km** |  |
| Project name |  | **Next Service due (Hours/Km)** |  |
| Contractor/supplier |  | **Manufacturer** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| PART A – Laing O’Rourke Minimum Requirements for Plant | Owner / Supplier | | Laing O’Rourke |
| **YES** | **NO** | **Approved** |
| Easily identifiable kill-switch |  |  |  |
| Guarding (engine, rotary parts, heat shields, sound cladding) |  |  |  |
| Safety signage in place for pinch points, heat points, information, warnings etc. |  |  |  |
| Electrical test and Tag within date |  |  |  |
| Earth spike for generators (where required by the OEM) |  |  |  |
| Hold Point: Confirm Project specific / Client addition requirements | Signature: | | |
|  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| PART B – Condition of plant and equipment | | | | | | | | Owner / Supplier | | | | Laing O’Rourke |
| **YES** | | **NO** | | **Approved** |
| General cleanliness | | | | | | | |  | |  | |  |
| Any existing damage (list in comments) | | | | | | | |  | |  | |  |
| Machine starts and runs correctly (function test as applicable) | | | | | | | |  | |  | |  |
| Are there any additional risks or controls specific to this plant?  If yes, please specify here: | | | | | | | |  | |  | |  |
| Safety, company and ID decals in good condition | | | | | | | |  | |  | |  |
| Free of visible oil / water leaks | | | | | | | |  | |  | |  |
| Check for loose nuts, bolts, connections and other fixtures | | | | | | | |  | |  | |  |
| Water filter new or within date | | | | | | | |  | |  | |  |
| The plant or equipment has been inspected prior to arrival at the workplace and is free from any weeds or seeds | | | | | | | |  | |  | |  |
| Hold Point: Confirm Project specific / Client addition requirements | | | | | | | | Signature: | |  | |  |
|  | | | | | | | |  | |  | |  |
| **PART C – Compliance documentation of plant** | | | | | | | | **Owner / Supplier** | | | | **Laing O’Rourke** | |
| **YES** | | **NO** | | **Approved** | |
| Operators manual | | | | | | | |  | |  | |  | |
| Daily prestart book specific to asset type | | | | | | | |  | |  | |  | |
| Maintenance history (minimum of 3 months records) | | | | | | | |  | |  | |  | |
| Road registration papers (and sticker in applicable state/territory) | | | | | | | |  | |  | |  | |
| Hold Point: Confirm Project specific / Client addition 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 vehicle is in a safe condition, is free from defect and is fit for purpose:** | | | | | | | | | | | | | |
| **Name:** |  | | **Position:** |  | **Signature:** | |  | | **Date:** | |  | | |
| Signed and accepted by project: | | | | | | | | | | | | | |
| **Name:** |  | | **Position:** |  | **Signature:** | |  | | **Date:** | |  | | |