

# Competency to Operate Grundomat

Lendlease's Services business



Worker Name:		Unique Student Identifier: (if known)	
Supervisor Name:		Date of Assessment:	
Make/Type of Tool used: (Including Size)			

**General Information for this Competency to Operate (CTO):**

This CTO outlines the safe operation of a Grundomat

This CTO is for use when it is expected that a person will use a Grundomat as part of their normal work duties. It is also to verify that a person has the Competency to Operate a Grundomat after completing the nominated task/s on this CTO.

**This CTO covers the following tasks:**

- Pre-Start Checks
- Job Setup
- Personal Protective Equipment
- Testing and using a Grundomat
- Shutting Down a Grundomat



Picture is Example Only

**Report from Supervisor**

The worker completed all instructions and demonstrated the correct and safe use of a **Grundomat**

Any areas of incorrect or potentially unsafe demonstration or use were discussed with the worker who then exhibited correct/safe understanding/demonstration.

Worker observed using a **Grundomat** in a competent and safe manner:

Result (Please Circle): COMPETENT / NOT YET COMPETENT

Name of Supervisor:		Signature:	
Date Assessed:			
Feedback given to worker	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Worker Signature:	

**Comments:**

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Supervisor to Tick ✓ for **Competent** or X for **Not Yet Competent** and N/A is **Not Applicable**, as required

<b>Pre-Start Check – The Worker:</b>
<input type="checkbox"/> Checks that the use of relevant <b>grundomat</b> is within scope approved SWMS and tool is suitable for task
<input type="checkbox"/> Underground utility/service protection is complete (must include but not limited to, current DBYD plans on site, all assets pot holed, Excavation Drilling and Penetration permit completed and authorised)
<input type="checkbox"/> Checks for defects or damage to casing
<input type="checkbox"/> Can locate the stop/start switches/buttons and dead man switch (if applicable)
<input type="checkbox"/> Checks the handle is fitted (if applicable)
<input type="checkbox"/> Inspects the hoses for damage and serviceability (cuts, holes, burns etc.)
<input type="checkbox"/> Inspects and ensures hoses connection points are serviceable
<input type="checkbox"/> Checks all equipment is available survey stake, lubricator, rods, cradle, hoses etc.
<b>Set-up – The Worker:</b>
<input type="checkbox"/> Completes risk assessment and excavation work permit requirements are finalised and authorised
<input type="checkbox"/> Checks surroundings for any plant, equipment, vegetation, flammable liquids, other workers that could be affected
<input type="checkbox"/> Area clear of obstacles/trip hazards (hoses laid across footpaths are protected by ramps)
<input type="checkbox"/> All necessary PPE is available (gloves, hearing protection, safety glasses)
<input type="checkbox"/> Appropriate screens, barricades etc. are erected
<input type="checkbox"/> The <b>grundomat</b> is set up in the correct alignment ( <b>DO NOT</b> change alignment during use)
<input type="checkbox"/> There is efficient amount of ground cover
<input type="checkbox"/> Entry and exit pits are excavated
<input type="checkbox"/> Checks that all hoses are secured correctly (before starting compressor)
<input type="checkbox"/> The compressor hose is connected to the control unit/lubricator
<input type="checkbox"/> The control unit/lubricator hose is connected to the <b>grundomat</b>
<input type="checkbox"/> Max pressure (from compressor) <b>DOES NOT</b> exceed 100 PSI
<input type="checkbox"/> The <b>grundomat</b> cradle is laid on the floor of the entry hole and <b>grundomat</b> is fitted to the cradle
<input type="checkbox"/> Anchor stakes are driven into the cradle
<input type="checkbox"/> Using the <b>grundoscope</b> the starting cradle can be adjusted both vertically and horizontally with the adjusting screws until the crosshairs in the scope line up with the designated mark on the survey stake
<b>PPE – The Worker:</b>
<input type="checkbox"/> Is wearing the correct PPE for the task, e.g. gloves, safety glasses, hearing protection etc.
<input type="checkbox"/> Loose clothing, hair etc. is secured
<b>Testing and Using – The Worker:</b>
<input type="checkbox"/> Start the <b>grundomat</b> on reduced air pressure only
<input type="checkbox"/> Run the <b>grundomat</b> slowly into the ground, continually checking the line and level with the <b>grundoscope</b>
<input type="checkbox"/> Once alignment depth is correct the <b>grundomat</b> can have full power from the compressor by opening the ball valve
<input type="checkbox"/> Check the <b>grundoscope</b> for accuracy before each bore

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<b>Shut-down and Storage – The Worker:</b>
<input type="checkbox"/> Turns off the compressor and bleed all air before disconnecting hoses
<input type="checkbox"/> All equipment is removed from the site stored within vehicle
<input type="checkbox"/> All excavations are backfilled

## Version

Number	Comments	Date	Revision by

EXAMPLE DOCUMENT ONLY