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| --- | --- |
| **Description of the Task** |  |
|  |  |
| **Associated Generic/Site Specific Risk Assessments** |  |
|  |  |
| **Training Required** |  |

| **Task Stage** | **Key Points** |
| --- | --- |
| 1. *Insert brief description*  *e.g. perform pre-use check* | List Key points for Operator to ensure safety e.g.   * Check guards * fuel levels * clean air filter * visual inspection for damage |
| (Photograph Stage 1) |
|  | |
| 2. *Insert brief description* | List Key points for Operator to ensure safety |
| (Photograph Stage 2) |
|  | |
| 3.  *Insert brief description* | List Key points for Operator to ensure safety |
| (Photograph Stage 3) |

|  |  |
| --- | --- |
| **Task Stage** | **Key Points** |
| 4. *Insert brief description* | List Key points for Operator to ensure safety |
| (Photograph Stage 4) |
|  | |
| 5. *Insert brief description* | List Key points for Operator to ensure safety |
| (Photograph Stage 5) |
|  | |
| 6.  *Insert brief description* | List Key points for Operator to ensure safety |
| (Photograph Stage 6) |
|  | |
| 7.  *Insert brief description* | List Key points for Operator to ensure safety |
| (Photograph Stage 7) |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Completed By: |  | Signature: |  | Date: | / / |
|  | | | | | |
| Authorised By: |  | Signature: |  | Date: | / / |
|  | | | | | |

***Note:*** *The number of stages is not fixed and can be increased or decreased depending on the complexity of the task being assessed.*