

# VERIFICATION OF COMPETENCY

## INDUSTRY COMPETENCY STANDARDS UPGRADE



**EWP/SCISSORLIFT**  
**PRACTICAL SELF-ASSESSMENT**

# Candidate Details

Please complete fully

Name	
Phone Number	
Email	
Organisation	
Assessment date	
Site location	

## Task Details

Please tick applicable boxes

High Risk Work type(s):		
Elevating Work Platform (EWP)	Scissorlift	
I last carried out the selected operations:		
In the last 6 months	6-12 months ago	Over 12 months ago

### Note:

To be eligible for Verification of Competency (VOC) you must hold a licence, qualification card, competency certificate or ticket for the specific High Risk Work or plant operator tasks. This must have been obtained in a manner acceptable to the OHS/WHs Regulator in the state or territory in which it was issued.

# Instructions

Each section of this document covers an element of the National Industry Competency Standard related to the efficient and safe conduct of your work. This self-assessment is designed to help you identify the extent of your experience and determine how close a match this is to the National Unit of Competency.

Please go through each section of this document very carefully and complete all details fully. Ensure candidate details, task details, self-assessment questions and candidate declaration sections are fully completed before sending to Your Licence Pty. Ltd. for assessment.

## Supporting Documents

If you have not already provided copies of the following documents, they **MUST** be submitted with this self-assessment:

- High Risk Work licence or competency ticket relevant to your work.
- Passport-style profile photo of yourself for your VOC card. You must not be wearing hat or glasses in this photo.
- Any two of:
  - Passport;
  - Drivers Licence
  - Medicare Card

You can scan, photocopy or take a photo of these documents and send them along with this self-assessment in the mail. These copies must be in **FULL COLOUR** and of a high quality/resolution.

# Self Assessment

Check each item and mark with **Yes**, **No** or **Not applicable to my job** (if provided).

**Note:** Some items may not be relevant to the equipment, tasks or sites where you have worked. If this is the case, mark these as "Not applicable to my job" rather than "No".

## Element 1 - Plan and prepare for High Risk Work

*I consider that I can competently and safely inspect the area where I will be working and identify hazards -*

	Yes	No
I can check for other people, vehicles and plant in the area		
I can check for dangerous materials such as chemicals		
I can check for overhead services and power lines		
I can check ground/floor conditions and suitability (eg. moisture, stability, condition)		
I can check for holes and slopes		
I can check that there is sufficient lighting		
I can check for buildings and structures (eg. overhead conveyors, service pipes)		
I can check for obstructions in the work area		
I can check for bad weather conditions (eg. winds, lightning or rain)		
I can plan a safe path to and from the work area (for myself and equipment)		
I can identify safe positions for parts and tools to be stored for use		

*I consider that I can competently and safely -*

	Yes	No
Choose the correct equipment and tools for the job		
Ensure that the weight of operators, equipment and tools does not exceed the rated capacity of the platform		
Make sure equipment is stable, correctly secured and safe		

	Yes	No	Not applicable to my job
I can competently and safely set up pedestrian or traffic control if needed			

## **Element 2 - Conduct pre-start checks**

*I consider that I can competently and safely do routine checks on all equipment before I use it -*

	Yes	No
I can check that there is enough fuel or battery charge		
I can check the engine and transmission oil levels		
I can check the hydraulic oil level		
I can check the condition of wheels and tyres		
I can check the inflation of tyres		
I can check the power steering fluid level		
I can check the battery's water		
I can check the coolant level		

For diesel units:

	Yes	No	Not applicable to my job
I can check the air filter indicator			

I consider that I can competently and safely do a visual check on the plant -

	Yes	No
I can walk around the plant and look for damage		
I can check under the plant for coolant or oil leaks		
I can check the roll-over guard rails or pot hole guards		
I can check for loose fittings and hose couplings		
I can check the boom or scissor sections for damage		
I can check that any attachments are fitted properly and in good condition		
I can check the safety lock out device or locking straps for wear and serviceability		
I can check hoses, fittings and rams for leaks		
I can check for adequate lubrication		
I can check that the base and basket controls are clean and readable		
I can check signs and decals are present and legible		
I can check that SWL and wind speed limits are clearly marked and readable		
I can check a harness and lanyard for wear and serviceability		
I can check that warning devices and beepers are working correctly		