|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name:** | |  | | |
| **Date:** | |  | | |
| **TASK:** | **Refuelling** | | | **Stage 1 of 1 stages in task** |
| TA: |  | | | |
| **Name of Assessor:** | | |  | |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| A Skill level of**...A...B...C...D...E...**  Indicate level using underpinning work skill guide  **Steps requiring skill level : List by step number**   |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |   **Office use only** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Assistance coding:**  0=no assistance/fully independent  1=indirect verbal prompts/instructions  2=gestural prompts  3=direct verbal prompts/instructions  4=model style prompting  5=physical prompting MINIMAL  6=physical prompting FULL assistance  7=not complaint/failed task  N/A=not applicable | OBSERVATION DATES | | | | | | | | | | | | | Associated:   * Safe Work Procedure * Safety Data Sheet   OHS requirements   * Safety Glasses * Gloves * Steel capped boots * Work clothing |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **Staff initials** |  |  |  |  |  |  |  |  |  |  |  |  |  | SUPERVISOR:   * Pre – safety checks * Worker supervision is required when refuelling |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | STEPS | ASSISTANCE REQURED | | | | | | | | | | | | |
| **1** | Machine is on (mower is stationary) level ground |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **2** | Ensure machine is turned off and that the engine is cool |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **3** | Check that area around fuel cap is clear of any contaminants (eg. grass/dust) that could fall into fuel tank. Wipe area clean if required |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **4** | Undo fuel tank cap and place in a clean area (eg. tailgate of ute) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **5** | Acquire correct fuel container:   * green – 2 stroke * red - standard fuel |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **6** | Place correct fuel container on level surface. Undo lid of fuel container and place lid in clean area |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **7** | Place funnel into spout of fuel tank |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **8** | Place flexi neck into fuel container |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **9** | Pour required amount of fuel into tank. Make sure not to spill any fuel |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **10** | Place fuel container on level surface and recap |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **11** | Replace fuel cap on machine |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **12** | Return fuel container to storage area |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **13** | Understands Safety Data Sheet unleaded fuel |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

**Comments:**

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