

FIELD TRAINING CHECKLIST

1. SAFETY CONCEPTS

- PPE
- DRIVING
- PARKING (REG & BACKWARDS STACK)
- EXITING VEHICLE
- ENTERING/EXITING BAYS
- DOCK SAFETY

TRAINEE: _____

TRAINER: _____

VESSEL: _____

DATE: _____

SHIFT: 1ST 2ND 3RD

2. COMMUNICATING

- WITH RTG
- WITH PARTNER
- WITH DOCKMAN
- WITH QUARTERBACK

NOTES:

3. UNDERSTANDING PAPERWORK

- GAMEPLAN
- SPACE SHEET
- DISCHARGE/LOADBACK SHEET

4. RECORDING PERTINENT INFO

- RTG #'S AND NAMES
- DOCKMAN NAME
- TRUCK #'S

5. UNDERSTANDING DISCHARGE

- HANDHELD OPERATION
- READING SCHEMATIC
- RECORDING ON PAPERWORK
- TRANSITIONING TO DIFFERENT STACKS

SIGNATURES UPON COMPLETION:

TRAINEE: _____

6. UNDERSTANDING LOAD BACK

- LOGISTICS
- CALLING AHEAD
- COMMUNICATION W/DOCK
- COMMUNICATION W/PARTNER

TRAINER: _____