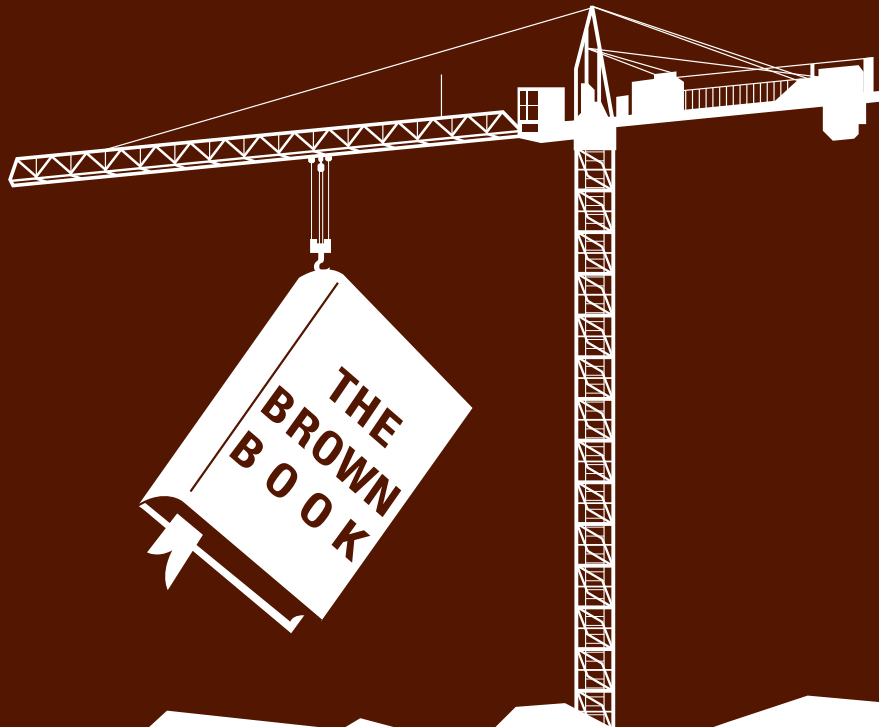


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Personal Details

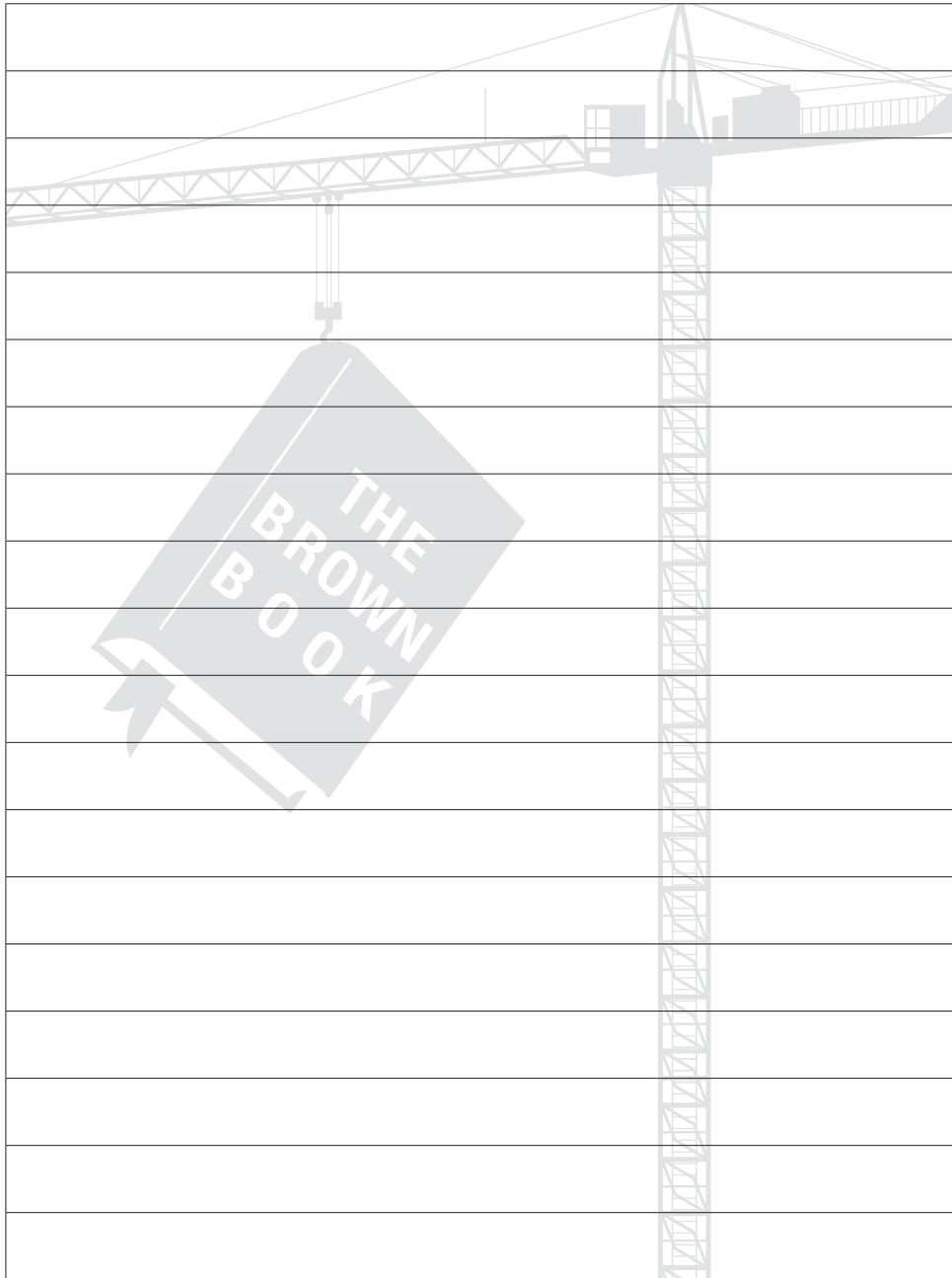
Operator to whom this Log Book relates

Attach Photo Here	First Name(s):	<input type="text"/>	
	Surname:	<input type="text"/>	
	Signature:	<input type="text"/>	
	Date of birth:	<input type="text"/>	<input type="text"/>
	Driver Licence No:	<input type="text"/>	
Address:	<input type="text"/>		
	<input type="text"/>		
State:	<input type="text"/>	Postcode:	<input type="text"/>
Country:	<input type="text"/>		
Phone: (Incl. Area Code)	<input type="text"/>	Mobile:	<input type="text"/>
Email:	<input type="text"/>		
Emergency Contact:	<input type="text"/>		
	<input type="text"/>		
Change of address:	<input type="text"/>		
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THE BROWN BOOK

Additional Information



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THE BROWN BOOK

Introduction

The **Plant & Machinery Operator Log Book** is specifically designed for all operators of plant and machinery to record their ongoing operating history, competency, skills, experience and training.

It is essential that you maintain your Operator Log Book with accurate and up-to-date information, as it formally verifies your operating history, competency, training and qualifications.

Instructions

1. Complete **'Personal Details Page'** and insert a current passport photo (signed and dated by you on the reverse).
2. **'Qualifications/Certificates Page'** – ensure you record all your associated qualifications and certificate details.
3. **'Site Specific Inductions Page'** – ensure you record all site specific inductions with the date, employer/principal contractor providing induction, site location and your induction card number.
4. When completing each **'Log Page'**, ensure that you include as much detail as possible i.e. machine type, make and size, plant no., model no. and serial no., as well as any attachments on the plant or machinery, a description of the work/task activity carried out, company or site name and location, address and period of operation.
5. Ensure that details of all your **Work/Task Specific Inductions, Training and Assessments** are also included in your Log Pages.
6. Ensure that the relevant **'Company Details'** i.e. Employer or Contractor (or for training or assessments, the details of the Registered Training Organisation (RTO) and the RTO Provider No.) are included on each Log Page.
7. Ensure that a **'Company Representative'** i.e. Supervisor, Manager, Trainer or Assessor, always completes and signs the appropriate Log Page (including the RTO Provider or Assessor Licence No. where applicable).
8. After completing each Log Page, turn back to the **'Index'** and summarise the basic information. Ensure Log Page '1' matches line '1' in the Index, Log Page '2' matches line '2' in the Index etc.
9. **YOU SHOULD RETAIN THIS LOG BOOK AS PROOF OF YOUR ONGOING COMPETENCY, SKILLS, EXPERIENCE AND TRAINING.**

SAMPLE

THE BROWN BOOK

Operator Log Book Index

EXAMPLE PAGE ONLY

Note: Log Page '1' matches line 1 in the Index
 Log Page '2' matches line 2 in the Index

Pg	Operation, Induction, Training or Assessment - Machine Type, Model & Size:	Date:						Period of Operation:			
		From:			To:			Hours	Days	Weeks	Months
1	Excavator, Hitachi, 20 tonne	26	04	04	10	09	04	-	1	2	4
2	Crane Operator Training	13	09	04	17	09	04	-	0	1	0
3	Crane, 250 tonne, Sumitomo SCX 2500	22	09	04	06	11	05	-	1	2	13
4	Piling Rig, Soilmecc SR-50	14	11	05	30	03	06	-	2	2	4
5	Piling Rig, Bauer BG40	10	04	06	18	11	06	-	1	1	7
6	Piling Rig, Soilmecc R12	20	11	06	23	04	07	-	3	0	5
7	VOC Assessment - 100 tonne Liebherr LTR 1100	07	05	07	07	05	07	6	0	0	0
8	Crane, 100 tonne, Liebherr LTR 1100	07	05	07	01	08	08	-	4	3	14
9	Work/Task specific Induction - Crane, 160 tonne, Liebherr LTR 1160	11	08	08	11	08	08	3	0	0	0
10	Crane, 160 tonne, Liebherr LTR 1160	11	08	08	14	04	09	-	3	0	8
11	scraper, Caterpillar 613C	20	04	09	23	06	09	-	3	0	2
12	Face shovel, Komatsu PC4000	29	06	09	15	10	09	-	2	2	3
13	Crane, 45 tonne, Liebherr, Offshore Pedestal, BOS 36/1800D	02	11	09	23	01	10	-	0	3	2
14											
15											
16											
17											
18											

SAMPLE

THE BROWN BOOK

Operator Log Book

EXAMPLE PAGE ONLY

Machine Type:	Excavator	Plant No.:	55				
Make:	Hitachi	Model:	Zaxis 210				
Size:	20 tonne	Serial No.:	501378				
Attachments:	Hammer, Auger						
Work/Task Activity: <small>(including induction, training or assessment)</small>	Final trimmings, bulk excavation, battering, breaking concrete						
Company/Site Name:	A2B Alliance	Location:	M5 Motorway				
Suburb/Town:	Arncliffe	State:	NSW	Country: Australia			
Company Details: <i>(Employer, Contractor or Registered Training Organisation (RTO))</i>							
Company Name:	Quick Hire Contractors						
Address:	1 Sydney Street						
Suburb/Town:	Sydney	State:	NSW	Zip / Postcode: 2000			
Country:	Australia	ABN No.:	12 345 678 910				
Tel: (Incl. Area Code)	+61 2 9969 0641	RTO Provider No.: <small>(where applicable)</small>	N/A				
Website:	www.operate.net.au						
Company Representative: <i>(Supervisor, Manager, Trainer, Assessor)</i>							
Name:	Joe Smith	Position:	Supervisor				
Tel: (Incl. Area Code)	+61 413 155 567	RTO Provider/Assessor Licence No.: <small>(where applicable)</small>	N/A				
Email:	joesmith@operate.net.au						
Comments:	2 weeks spent operating the excavator on a barge						
Started Operating:		Finished Operating:		Period of Operation:			
Date:	26/04/2004	Date:	10/09/2004	Hours:	Days:	Weeks:	Months:
				-	1	2	4
Operator Signature:	A. N. Other		Company Representative Signature:	S. Smith			

SAMPLE

THE BROWN BOOK

Operator Log Book Index

Pg	Operation, Induction, Training or Assessment - Machine Type, Model & Size:	Date:				Period of Operation:			
		From:		To:		Hours	Days	Weeks	Months
1									
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20									

SAMPLE

THE BROWN BOOK

Operator Log Book Index

Pg	Operation, Induction, Training or Assessment - Machine Type, Model & Size:	Date:		Period of Operation:			
		From:	To:	Hours	Days	Weeks	Months
21							
22							
23							
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1

SAMPLE

THE BROWN BOOK

Operator Log Book

Machine Type:				Plant No.:		
Make:				Model:		
Size:				Serial No.:		
Attachments:						
Work/Task Activity: <small>(including induction, training or assessment)</small>						
Company/Site Name:				Location:		
Suburb/Town:			State:			Country:
Company Details: <i>(Employer, Contractor or Registered Training Organisation (RTO))</i>						
Company Name:						
Address:						
Suburb/Town:			State:			Zip / Postcode:
Country:				ABN No.:		
Tel: (Incl. Area Code)				RTO Provider No.:	<small>(where applicable)</small>	
Website:						
Company Representative: <i>(Supervisor, Manager, Trainer, Assessor)</i>						
Name:				Position:		
Tel: (Incl. Area Code)				RTO Provider/Assessor Licence No.:	<small>(where applicable)</small>	
Email:						
Comments:						
Started Operating:		Finished Operating:		Period of Operation:		
Date:		Date:		Hours:	Days:	Weeks:
						Months:
Operator Signature:				Company Representative Signature:		

SAMPLE

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Operator Log Book

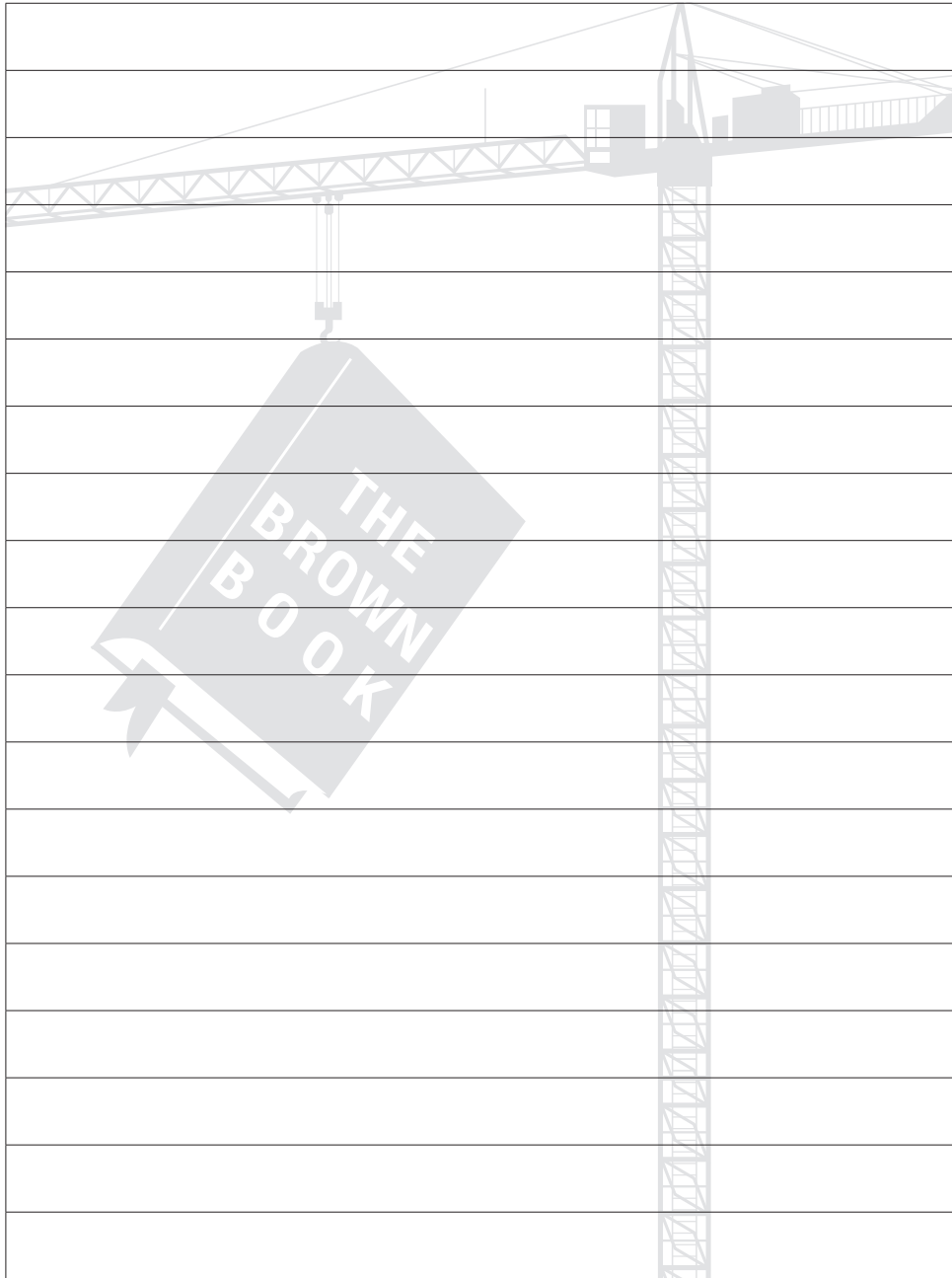
2

Machine Type:				Plant No.:			
Make:				Model:			
Size:				Serial No.:			
Attachments:							
Work/Task Activity: <small>(including induction, training or assessment)</small>							
Company/Site Name:				Location:			
Suburb/Town:			State:			Country:	
Company Details: <i>(Employer, Contractor or Registered Training Organisation (RTO))</i>							
Company Name:							
Address:							
Suburb/Town:			State:			Zip / Postcode:	
Country:				ABN No.:			
Tel: (Incl. Area Code)				RTO Provider No.:	<small>(where applicable)</small>		
Website:							
Company Representative: <i>(Supervisor, Manager, Trainer, Assessor)</i>							
Name:				Position:			
Tel: (Incl. Area Code)				RTO Provider/Assessor Licence No.:	<small>(where applicable)</small>		
Email:							
Comments:							
Started Operating:		Finished Operating:		Period of Operation:			
Date:		Date:		Hours:	Days:	Weeks:	Months:
Operator Signature:				Company Representative Signature:			

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THE BROWN BOOK

Notes



SAMPLE

I n t e r n a t i o n a l **THE BROWN BOOK** P l a n t & M a c h i n e r y O p e r a t o r L o g B o o k

A simple-to-use log book, the **Plant & Machinery Operator Log Book** is an essential tool for all operators.

The **Plant & Machinery Operator Log Book** enables an operator to maintain a **concise and comprehensive record** of their **ongoing work history**; their **competency, skills, experience, qualifications, general inductions, site specific inductions and work/task specific inductions, training and assessments, specific plant or machinery operated**, as well as **location and duration of work/task activity undertaken**. Each log page is signed by the operator and **validated** by the relevant employer, company representative, RTO or assessor.

The **Plant & Machinery Operator Log Book** is perfect for all employers and those directly accountable for **workplace safety**; as a **valuable source of information** - providing a **formal reference** that substantiates an operator's ongoing work history and credentials – and a **necessary asset** that contributes significantly towards **improving workplace safety**.

Part of **THE BROWN BOOK series**, the **PLANT & MACHINERY OPERATOR LOG BOOK** is a **fundamental foundation for safety** for every industry where plant and machinery is operated.

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