

The IPAF Log Book

A friend of the Safety Manager

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Regional QHSE & Training Manager

 **Rapid Access**
A **LOXAM** Company

Why do we need a log book?

**Are you trained to use
this equipment?
If not, you should be!**

Ask your rental company about IPAF training.

www.ipaf.org



Printed by Atlantic Coast Studios Ltd - +44 (0) 1684 773697

- Record of Initial Training
- Evidence of training until certificate & PAL Card arrive
- Permit to Use
- Log of Machines familiarized on
- Log of Experience
- Proof of competence

Record of Initial Training

- Date of training
- Name of trainer for traceability
- Location of training
- Contact details for trainer and IPAF Centre for follow up questions
- Categories trained on
- Machine models trained on





Evidence of Training

- The IPAF Log book can be recognized and used as a record of training and basic competence in the period following completion of the assessed course, whilst awaiting the printing of card and certificate, and delivery.
- Safety Managers may consider this a more valid form of certification



Permit to use

- Site based testing
- 3rd Party Verification
- Confirmation of skills
- Reduction in unauthorized users
- Competency based assessments

Record Keeping

Additional Training

Date	Course	Provider

Permit-to-use

The holder of this log book is permitted to operate the MEWP/MCWP machine types listed on the accompanying PAL Card.

He/she is obliged to observe and comply with all relevant health and safety regulations, manufacturer's operators' manuals, work site rules and traffic regulations.

The permit-to-use and the training do not substitute the specific familiarisation for each machine.

Date	Employer's Signature	Company

Log of machines familiarised on



JLG

TEUPEN[®]
...access redefined

Genie[®]
A TEREX BRAND

Haulotte >>
GROUP

**POWER
TOWERS**
Low Level Powered Access

SKYJACK

CTE[®]
WORK BECOMES EASY

snorkel

RUTHMANN
professionals at work

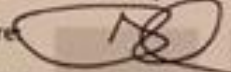
niftylift

SINOBOOM

**BRONTO
SKYLIFT**

Just a small selection of manufacturers

Experience

PAL card no:	Description of work/machine familiarisation	Reportable accidents or incidents	Site address or location	Site/Project Manager or Safety Officer: Please check PAL card no. and details opposite, then validate with your signature and/or company stamp.
Machine type & model: Snorkel 3b ATB50 Date of work/machine familiarisation 17-25 March 2008	Sub contract roof sheet fixing at eaves height of 5m. Completed satisfactorily.	No Reportable incidents.	Busyness Industrial Estate, Profit Way, Goodtown, Countyshire.	Company: Al Steel Frames Ltd Signature: Stanley Safety Print name: STANLEY SAFETY Job title: Project Manager Head office tel: 0111 123456
Machine type & model: 3a Genie CS32 Date of work/machine familiarisation 5/11/18	IPAF CONFERENCE DEMO	NIL	MCDAN HOTEL	Company: IPAF Signature:  Print name: MIKE PAWLCEK Job title: IPAF TRAINER 5833 Head office tel: 800 222 377
Machine type & model: Date of work/machine familiarisation				Company: Signature: Print name: Job title: Head office tel:
Machine type & model: Date of work/machine familiarisation				Company: Signature: Print name: Job title: Head office tel:

MEWP control design varies



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A selection
of
differences

Employers Duty

Familiarisation / Self Familiarisation



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IPAF F1: It is the employer's responsibility to ensure that all operators using equipment are adequately trained and familiarised.

Required when using a machine which differs significantly from the training you have received.
(E.g. weight, height, width, length or complexity).

Machine-specific familiarisation should follow on from basic training and cover:

- Manufacturer's instructions and warnings
- Features of the specific model
- Control functions
- Safety devices
- Emergency lowering procedures

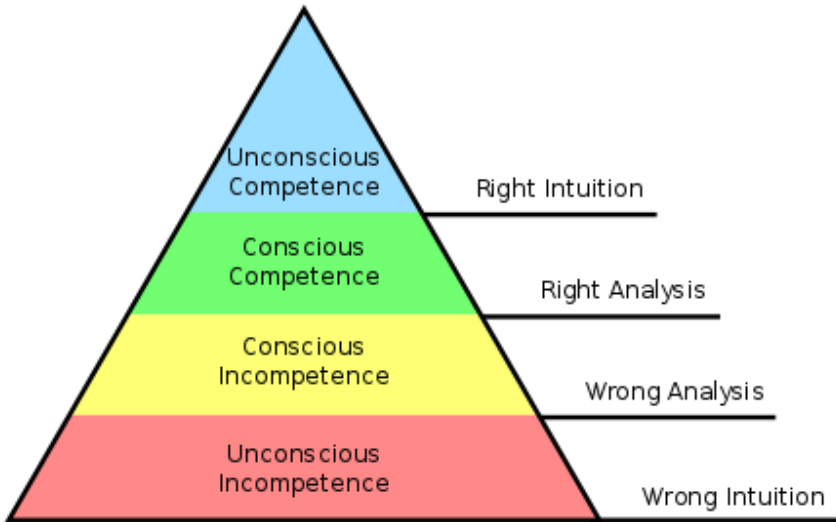
All of the above are to be found in the information supplied with the machine.



Log of Experience

- Complex Tasks
- High level work
- 27m plus machinery
- Fitting task to experience level
- Structural Steel and entrapment risks
- Rough terrain work
- Limited Access or tight space activities
- Sim Ops

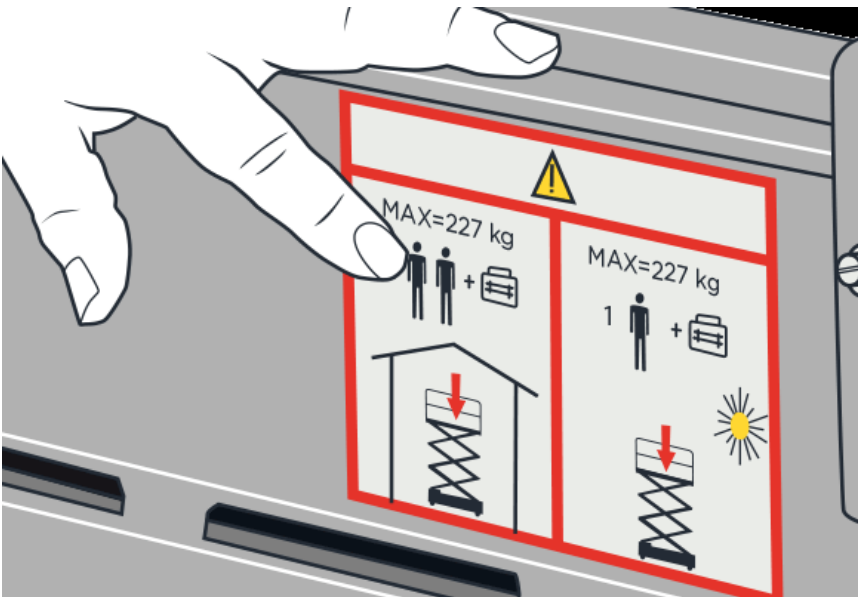


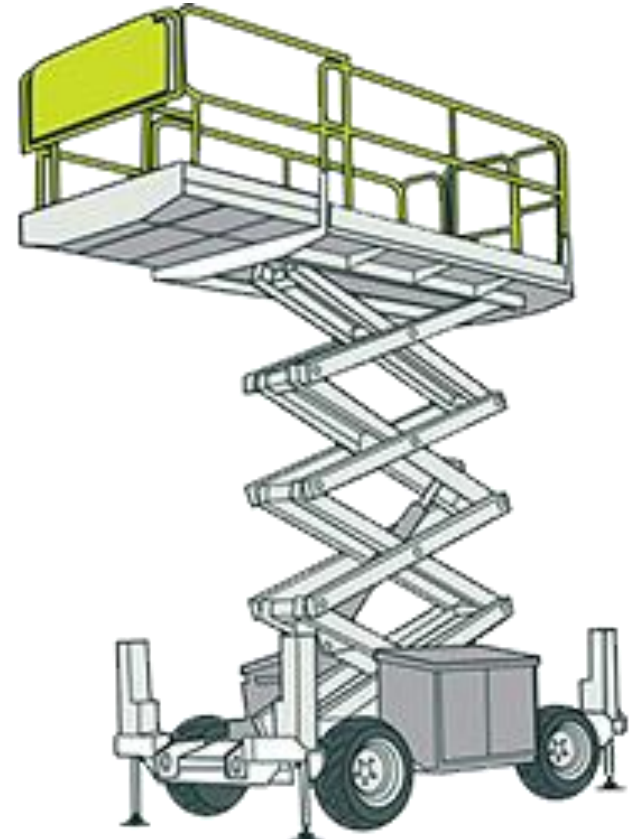


Hierarchy of Competence

Proof of competence

- Theoretical & Practical based knowledge
- Experience of carrying out tasks
- Confidence in ability and fitness to carry out task





Summary
