

It is envisaged that by the end of this course of training the learner will be able to answer questions on and perform the following:

- Have a basic understanding of the industry, the dangers of working in the industry and their responsibilities as an operator
- Have a working knowledge of the manufacturer’s handbook for the particular machine to be used
- Be able to locate and identify the major components of the machine and explain their functions
- Be able to locate and identify key controls and explain their functions
- Conduct all pre-operational checks in accordance with manufacturer’s and legislative requirements
- Identify and maintain PPE appropriate for excavator 180° use
- Prepare excavator 180° for use
- Conduct all necessary safety checks at the work area
- Operate machinery safely and efficiently
- Environmental considerations
- Storage and transport of excavator 180° attachments
- Explain loading / unloading procedures for machine transportation
- Carry out all end of shift and shut down procedures

Max Ratio Novice Course	Novice Course Duration	Max number of novice tests	Max number of refresher tests	Max number of experienced worker tests
3:1:1	10 Days	3	3	4*

***For 3 + 3 dispensation please refer to ratios document**



	Training Provider enter NPORS ON/ here	
OFFICIAL USE ONLY		
Category Code	N201	Registration No:
Excavator 180°		

Forename(s):	Surname:	Dates:
Home Address:	Company Name: <i>(This is shown on the certificate)</i>	From: / /
Postcode:	Tel:	To: / /
Tel:	Training Location:	No. of days _____
Email Address:	Date of Birth:	Test only (tick) <input type="checkbox"/>
	NI No:	Required:
		Card <input type="checkbox"/>
		Certificate <input type="checkbox"/>

Date	TRAINING RECORD	Performance	Learner signature	Instructor signature
	Underpinning knowledge taught: HASAWA 1974, PUWER Regs, LOLER Regs, CDM Regs, Vibration, Noise, Dust, HSE Guidance Notes, Operators Safety, Manufacturers Handbook, CPA Documentation			
	Pre-operational checks: Wheels & tyres, tracks, battery, guards, engine oil, coolant, fuel, hydraulic oil, rams & pipes, controls, brakes, steering, instruments, horn, stabilisers, attachments etc			
	Manoeuvring: Drove / tracked machine around site, forward and reverse including width restrictions, over varying terrain			
	Checks: Carried out pre-excavation safety checks: Vehicles, ground conditions, overhead obstructions, power lines, underground services and cables. Observed all safety precautions in relation to other workers			
	Transportation: Drove / tracked machine around site to working area forward and reverse. Set up machine to carry out excavation tasks			
	Excavation: Excavated trench 1 bucket width x _____ m long x _____ m deep Placed spoil a safe distance from edge of excavation			
	Loading: Load dumper / rear dump truck / hopper with spoil. Ensure operator is clear before loading commences			
	Formed spoil heap on firm level surface. Backfilled excavation. Cleaned and compacted area			
	Attachments: Safely used the following attachments (State attachments used) Attachments Used..... <i>(Will not be shown on card)</i>			
	Quick hitch: Engage quick hitch with attachment, retain with pin or latch, and secure the retaining mechanism Type of quick hitch to be shown on card: No quick hitch used / manual/semi-automatic / fully-automatic			
	End of shift: Re-fuelled, parked machine in safe area, bucket(s) on the ground, applied parking brake, lower stabiliser legs, applied slew locks, secure attachments, removed ignition key, checked for defects. Left machine safe and secure			

Instructor please note any comments overleaf

Attachments / Restrictions (to be shown on card/certificate):	Reason for Restriction (Delete as Appropriate)
Includes.....attachment	Commercial / Training Reasons / Limitations
Restricted to.....only	

Equipment:		
Make:	Model:	Capacity:



NPORS Operator Test Marking Sheet

N201 Excavator 180°

Standard Max penalty points allowed
Operator level 20 points

All faults to be recorded with an "X" in the appropriate fault box as they occur

Name:	Date:	ON/
Machine make & model:	Time allocated for test:	
Weight	Start time:	Finish time:
Attachment used:	Duration:	
Variations (tick one only):	Wheeled (W) <input type="checkbox"/>	Tracked (T) <input type="checkbox"/>
Weight (*tick one only):	*Below 5t (A) <input type="checkbox"/>	*Above and below 5t (D) <input type="checkbox"/>
		Additional Variation: Theory Quick Hitch (Z) <input type="checkbox"/>

MANDATORY DISQUALIFICATION		Yes	No
A	Does not complete pre-use check		
B	Exceeds maximum time		
C	Violent collision		
D	Operating dangerously		
E	Fails to follow given instructions		
F	Slews load over cab or drivers position		
G	Fails to follow applicable legislation, manufacturers recommendations, Health and Safety requirements or NPORS test requirements		

*Allow 1 adjustment per operation

No.	Criteria observed	Faults	Penalty	Award
Operator safety and observation				
1	Mounts / dismounts incorrectly		3	
2	Fails to use appropriate safety devices		5	
3	Fails to check all round		5	
4	Fails to observe site rules		5	
5	Fails to look in the direction of travel		5	
6	Boom and dipper not secured before travelling		5	
Travel and prepare to excavate				
7	Unintentionally travels in wrong direction		2	
8	Incorrect bucket height when travelling		3	
9	Steers erratically		3	
10	Fails to clear restrictions		2	
11	Hits chicane		3	
12	Shunts in chicane		1*	
13	Brakes violently		3	
14	Fails to level ground prior to excavating		3	
15	Incorrect set up position for excavating		2*	
Change attachment				
16	Fails to select correct attachment		2	
17	Fails to change attachment safely		5	
18	Fails to ensure security of attachment		5	
19	Rough use of hydraulic controls		2	
20	Fails to use short cycles		1	
21	Spoil too close to trench		3	
22	Incorrect trench depth		2	
23	Incorrect trench length		2	
24	Failed to excavate trench in layers		2	

No.	Criteria observed	Faults	Penalty	Award
Excavating / backfilling cont'd				
25	Fails to square up ends to trench		3	
26	Trench fails to conform to test specification		5	
27	Fails to compact soil when backfilling		2	
28	Incorrect use of the front bucket		5	
29	Fails to backfill to original state / level		2	
Loading operations				
30	Positions excavator incorrectly for loading		3*	
31	Positions loading vehicle incorrectly for loading		2*	
32	Contact with loading vehicle / machinery		5	
33	Fails to keep loading area clean		3	
34	Overloads vehicle / machinery		2	
End of shift checks				
35	Fails to lower and secure attachments		5	
36	Fails to run down turbo		3	
37	Fails to apply parking brake		5	
38	Fails to relax hydraulics		1	
39	Fails to stop engine		3	
40	Fails to remove the key and isolate		3	
41	Wheels not straight when parked (wheeled only)		3	
42	Fails to lower stabiliser legs		3	
Total Penalties				
Theory result:		Pass <input type="checkbox"/>	Fail <input type="checkbox"/>	
Overall result:		Pass <input type="checkbox"/>	Fail <input type="checkbox"/>	

DECLARATION This is to certify that the above test has been carried out in accordance with NPORS test requirements

Examiner Name & NPORS Reg No:

Examiner Signature:

Learner Signature:

Date:

Test sequence	ACTIVITY GUIDELINES The learner must: <ul style="list-style-type: none"> • Complete all pre-start and running checks before any activity takes place • Only complete the shutdown procedures at the end of the test • All additional test requirements can be completed in any order
Operator safety and observations	Seat belt must be worn if stated in the employers risk assessment / method statement. The excavator must be serviceable, meet the current legislation and fitted with a front multi-purpose and a standard bucket fitted to the backhoe. Changing of bucket(s) must be carried out in a segregated safe zone.
Travelling to work area	The learner must: <ul style="list-style-type: none"> • Travel up and down a gradient • Stop and start on the gradient whilst travelling up-hill • Stop and start on the gradient whilst travelling down-hill • Manoeuvre through a chicane applying the full steering range in both forward and reverse direction • Travel over varying terrain
Setting up to excavate	Prepare and set up the machine for excavating duties
Excavate trench and load vehicle	<ul style="list-style-type: none"> • Excavate 4 trenches with the backhoe set at right angles to form a square • The ends must be clean free of debris and vertical. • Form a spoil heap utilising the multi-purpose bucket • Load material on to vehicle
Backfill excavation	<ul style="list-style-type: none"> • Backfill and reinstate excavated area to original state using both the multipurpose bucket (front) and backhoe
Change attachment	Remove and attach bucket
Shutdown procedures	Excavator parked in a safe position with the engine and isolator key removed and handed to the instructor
Additional notes	<ul style="list-style-type: none"> • A verbal description to the instructor of the pre-start checks would be acceptable if the machine is hot • The operator's manual must be accessible • When the bucket is released from the quick hitch system, and the excavator must be moved and reposition before re-attaching • The slope must be of sufficient incline with manoeuvring room on the top to enable the learner to demonstrate the correct procedures for traveling up and down a gradient as per manufacturer's recommendations
Specifications	<ul style="list-style-type: none"> • Trench length will be 6 metres per trench • Trench depth must be a minimum of 1 metre • The loading vehicle must be filled to capacity • The loads placed in the vehicle must be loaded with both front end and backhoe buckets (<i>minimum 2 loads from each</i>)
Test Timings	The full test must be completed within 2hrs 45mins
Note	It is recommended that all learners completing basic training receive a minimum 7hr Health, Safety, Environment and Induction Training



General Data Protection Regulation

N201 – Excavator 180°

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Name of Learner (Please print)

Signature of Learner

Date