

**Demonstrate Carrying Out Jacking, Blocking and Lifting of Heavy Equipment and Components Safely**

Skill Number CO-OP15GN108

Full Name: Pitta Oliva Larra

SNSAP ID: 15

Job Title: Inspect Tool Lifting

Branch/Area: SMKW 1 Singapore

**PERFORMANCE TASK:**

Given a large machine component, the necessary lifting equipment and lifting chains/slings, the student is to lift and move the component from one location to another. The component is to be correctly supported once placed on the ground or workbench. The component is to be supported in a manner that will enable service work to be carried out.

The student must be able to:

- Selecting tools used and identify SWL correctly
- Jack and block Heavy Equipment correctly and safely
- Lift and support engine or machine component correctly
- Follow service procedure on Service Manual correctly
- Follow standard safety & contamination control procedure related to the job
- Perform communication & etiquette manner

Students are to be given a copy of TQL005 Practical Activity 2 – Student Performance sheet and fill out appropriate areas. It is recommended that Facilitators put questions to students regarding the findings of their inspections and subsequent report. The student will also be required to complete relevant workplace documentation and is to observe the correct safety procedures at all times

Safety and Contamination Control must be applied to this process at all times.

Prerequisite	Yes	No	N/A	Hints
The Student must complete the knowledge assessment. Minimum passing grade 80%.	Yes	No	N/A	Score jacking, blocking, and lifting course or subject.



Tasks	Completed			Observation
	Yes	No	N/A	
<b>Preparation</b>				
Prepare related literature	✓			Practical Activity 1
Work instructions are used to determine job requirements, including method, process and equipment	✓			Observe if candidate to Manufacturer's and/or service intervals
Job specifications are read and interpreted. Information is accessed from manufacturer/component supplier specifications and correctly incorporated.	✓			Observe if candidate to and observing M specifications and intervals
Information is accessed from manufacturer/component supplier specifications and correctly incorporated	✓			
Prepare required equipment				
Prepare related tools	✓			Refer to MOD re Material, compon and equipment work are identified, prepared in accord procedures
Materials, components, equipment and tooling are identified and checked for safe and effective operation				
Prepare Safety & Contamination Control equipment	✓			
<b>Tasks</b>				
<b>Perform etiquette/manner when starting the job</b>				
Meet the customer / assessor	✓			
Perform etiquette/manner when opening the interaction.	✓			• Perform smile & • Introduce Studen
Explain the purpose of Student's activity.	✓			
Ask permission to perform the job.	✓			



Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Visual Check	✓			Location of site to move component, personnel in the area, support material available at site
Pre-inspection procedures	✓			Inspection of crane or lifting apparatus
Cranellifting apparatus inspection	✓			Inspection of chains/slings or other lifting apparatus.
Lifting equipment	✓			Serviceable and will complete the task safely.
Support materials	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Visual Check	✓			Safe and secure area, will not affect other Personnel
Site location selected	✓			Tail rope, if required
Supports in place	✓			Type of load, center of gravity, jacking points, SWL equipment and jacking tool, area ideal for jacking procedure.
Jacking and Blocking	✓			Jack in correct position
Jacking procedures	✓			Type of blocking that use, SWL, Blocking points.
Jack conducted	✓			Lowered correctly, supports in place, load secured and not moving once placed on ground or bench, jacking tool removed and moved out of the way
Blocking procedure	✓			Job supported to allow work to be conducted.
Blocking conducted	✓			
Blocking allows for service work to be conducted	✓			
Lifting	✓			Check as per 10 steps of safe lifting in Student/Facilitator Guide, type of load, center of gravity, hook up points, hook up
Hook up procedures	✓			

Lift conducted	✓			points checked, hooks, hook-up secured
Load moved to chosen site	✓			Checked security of points, load lifted site center of gravity, twisted, kinked, bind and not jerky, lift straight down - no angle on
Load lowered and supported	✓			Minimum distance of to complete task personnel, consider of the load controlled
Support allows for service work to be conducted	✓			Lowered correctly, place, load secure moving once placed or bench, lifting tack and moved out of the
				Job supported to all be conducted.
				Use of Tools and Eq

Tasks	Completed			Observation /
	Yes	No	N/A	
Use of Tools and Equipment	✓			Tests and adjustments carried out according to manufacturer's specifications and procedures
Service is completed without damage to equipment and tools	✓			Tooling is checked for serviceability and found unserviceable
Equipment and tooling is cleaned and returned to its correct location	✓			Unserviceable equipment is tagged identified in accordance with workshop requirements
Work area left clean and tidy	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
All relevant documentation completed correctly, and approved by customer (if required).	✓			<ul style="list-style-type: none"> <li>• Completing the Task List</li> <li>• Completing Measurement Form/Related Check Sheet, If required</li> <li>• Create Service Report (SIMS), if required</li> <li>• Create SPR, if required</li> <li>• Documenting the failed or damaged parts, if required</li> <li>• Provide Technical Analysis Report/Failure Analysis Report, if required.</li> </ul>

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Using Safety	✓			
Using PPE related to the job	✓			
Follows relevant Workplace Safety Guidelines (LOTO, Safety Equipment)	✓			<ul style="list-style-type: none"> <li>• Comply with safety regulation that applied on the workplace</li> </ul>
State and follow Safety Precautions	✓			<ul style="list-style-type: none"> <li>• Create Job Safety Analysis</li> <li>• Student must follow safety procedure refer to service manual or SIS related to job</li> </ul>
Student completes job without accident due to incorrect procedure using hand tools.	✓			<ul style="list-style-type: none"> <li>• Correct working position</li> <li>• Correct hand tool related to the job</li> </ul>
Tasks completed without damage equipment and tools	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Environmental Practices & Housekeeping	✓			<ol style="list-style-type: none"> <li>1. Waste is minimized, waste including sludge, solids and wastes are sorted and store recycling or disposal</li> <li>2. Packaging of goods received and reused or disposed of by Materials that can be reused cleaned and stored</li> <li>3. Waste and scrap is removed workplace procedures</li> <li>4. All fluids are disposed of in with enterprise policies and</li> </ol>

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Perform etiquette/manner after completing the job	✓			
Perform etiquette/manner when closing the communication.				<ul style="list-style-type: none"> <li>• Perform smile &amp; greet the interaction.</li> <li>• Ask permission to leave the interaction.</li> </ul>

General Comments

Tarik complete

RESULT: COMPETENT  NOT YET COMPETENT  (please check (N))

Serviceman: Prtha Dwij L. 28/02/2022 Signature [Signature]

Arsan Widi W., S.Pd., Pd. Date 28/02/2022

Assessor: NIP. 19840822 202221 1 0112 Signature [Signature]

Supervisor: Name \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_

Data Recorded: Name \_\_\_\_\_ Date \_\_\_\_\_ Signature \_\_\_\_\_

**Demonstrate Carrying Out Jacking, Blocking and Lifting of Heavy Equipment and Components Safely**

Skill Number CO-OP15GN108

Full Name: Priya Divya Laksh

SNS/AP ID: IT

Job Title: Inspect Tool Lifting

Branch/Area: SMKN 1 Sragasan

**PERFORMANCE TASK:**

Given a large machine component, the necessary lifting equipment and lifting chainslings, the student is to lift and move the component from one location to another. The component is to be correctly supported once placed on the ground or workbench. The component is to be supported in a manner that will enable service work to be carried out.

The student must be able to:

- Selecting tools used and identify SWL correctly
- Jack and block Heavy Equipment correctly and safely
- Lift and support engine or machine component correctly
- Follow service procedure on Service Manual correctly
- Follow standard safety & contamination control procedure related to the job
- Perform communication & etiquette manner

Students are to be given a copy of TCU005 Practical Activity 2 – Student Performance sheet and fill out appropriate areas. It is recommended that Facilitators put questions to students regarding the findings of their inspections and subsequent report. The student will also be required to complete relevant workplace documentation and is to observe the correct safety procedures at all times

Safety and Contamination Control must be applied to this process at all times.

Prerequisite	Yes	No	N/A	Hints
The Student must complete the knowledge assessment. Minimum passing grade 80%.	✓			

Tasks	Completed			Observation
	Yes	No	N/A	
<b>Preparation</b>				
Prepare related literature	✓			
Work instructions are used to determine job requirements, including method, process and equipment	✓			
Job specifications are read and interpreted. Information is accessed from manufacturer/component supplier specifications and correctly incorporated.	✓			
Information is accessed from manufacturer/component supplier specifications and correctly incorporated	✓			
Prepare required equipment	✓			
Prepare related tools	✓			
Materials, components, equipment and tooling are identified and checked for safe and effective operation	✓			
Prepare Safety & Contamination Control equipment	✓			

Tasks	Completed			Observation
	Yes	No	N/A	
<b>Perform etiquette/manner when starting the job</b>				
Meet the customer / assessor	✓			
Perform etiquette/manner when opening the interaction.	✓			
Explain the purpose of Student's activity.	✓			
Ask permission to perform the job.	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Visual Check				
Pre-inspection procedures	✓			
Cranelifting apparatus inspection	✓			
Lifting equipment	✓			
Support materials	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Visual Check				
Site location selected	✓			
Supports in place	✓			
Jacking and Blocking				
Jacking procedures	✓			
Jack conducted	✓			
Blocking procedure	✓			
Blocking conducted	✓			
Blocking allows for service work to be conducted	✓			
Lifting				
Hook up procedures	✓			
Lift conducted	✓			
Load moved to chosen site	✓			
Load lowered and supported	✓			
Support allows for service work to be conducted	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Use of Tools and Equipment				
Tests and adjustments carried out according to manufacturer's specifications and procedures	✓			
Service is completed without damage to equipment and tools	✓			
Equipment and tooling is cleaned and returned to its correct location	✓			
Work area left clean and tidy	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Reporting				
All relevant documentation completed correctly, and approved by customer (if required).	✓			

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Safety				
Using PPE related to the job	✓			
Follows relevant Workplace Safety Guidelines (LOTO, Safety Equipment)	✓			
State and follow Safety Precautions	✓			
Student completes job without accident due to incorrect procedure using hand tools.	✓			
Tasks completed without damage equipment and tools	✓			

Tasks	Completed		Observation / Hints
	Yes	No	
Contamination Control			
Environmental Practices & Housekeeping	<input checked="" type="checkbox"/>		

Tasks	Completed			Observation / Hints
	Yes	No	N/A	
Perform etiquette/manner after completing the job				
Perform etiquette/manner when closing the communication:	<input checked="" type="checkbox"/>			


General Comments

Tersa Lengkap

RESULT: **COMPETENT**  **NOT YET COMPETENT**  (please

Service man: Rittha Olwira L Date: 28 / 02 / 2026 Signature: 

**Arsan Hardi W., S.Pd., G.Pd.** Signature: 

NIP. 19840822 202221 1 012 Date: 06 / 02 / 2021 Signature: 

Assessor: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Date Recorded: \_\_\_\_\_ Date: \_\_\_\_\_ Signature: \_\_\_\_\_