

PERFORMANCE EVALUATION FOR TRACTOR OPERATORS

MSU Horticulture Teaching and Research Center

Please print clearly and fill out the form completely. Mark each task as a pass or fail. If the item does not apply, mark the item as N/A. Once completed, submit this form to the farm manager.

Operator _____ Date of Training (completed with Bill Chase) _____

Department _____ Supervisor _____

Date ORCBS Online Training was completed _____

Date Medical Questionnaire was completed and returned to Olin Health Center _____

Level 1

Task	Pass	Fail
Performed inspection of tractor prior to operating		
Wear seatbelt if available		
Properly started and stopped engine		
Properly used brakes while operating tractor		
Properly set the parking brake		
Demonstrated proper use of clutch and shifting		
Demonstrated safe driving on level ground or slight grade		
Properly attached/detached 3 point on tractor		
Properly hitched implement to tractor		
Demonstrated safe procedures for lowering or blocking out implements		

Level 2

Task	Pass	Fail
Demonstrated knowledge of appropriate fuel type for the tractor and the location of the fuel tank (Fueling done by Hort farm staff)		
Properly attached/detached hydraulic lines on implement		
Properly operated and shut down power take off (PTO)		
Properly operated front end loader		
Properly operated backhoe		

Overall Performance (circle one)

Pass

Fail

Tractors approved to operate at the Horticulture Farm (mark box to left of appropriate tractor/s with approval date):

Level 1

Level 2

<input type="checkbox"/>	JD 900	<input type="checkbox"/>	IH 265
<input type="checkbox"/>	JD 3520	<input type="checkbox"/>	JD 5403
<input type="checkbox"/>	JD 5225	<input type="checkbox"/>	JD 5520
<input type="checkbox"/>	JD 5325	<input type="checkbox"/>	JD 6320
<input type="checkbox"/>	Ford 3600	<input type="checkbox"/>	JD 6410
<input type="checkbox"/>		<input type="checkbox"/>	332 Skid Steer
<input type="checkbox"/>		<input type="checkbox"/>	

The following information has been reviewed with the trainee:

No extra rider policy

Hearing protection availability & location

Potential locations for tractor overturns on site

Fueling procedures (done by Hort Farm Staff)

PTO Safety

Driving on roadways