SUGGESTED PLANNED TASK OBSERVATION FOR OPERATORS OF

diesel bowsers



OBSERVER'S INFORMATION	
OBSERVER'S NAME	FROM DEPT
DATE OF OBSERVATION	TIME OF OBSERVATION
LOCATION OF OBSERVATION	

TASK DESCRIPTION:

RESPONSIBLE FOR TRANSPORTING AND DISPENSING DIESEL FUEL TO VEHICLES AND EQUIPMENT ON-SITE.

OPERATOR'S INFORMATION	
OPERATOR'S NAME	POSITION
EQUIPMENT USED	SERIAL NO
RELEVANT SAFETY FEATURES	

OBSERVATION OBJECTIVES

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ASSESS COMPLIANCE WITH SAFETY SOPS

EVALUATE OPERATOR'S COMPETENCE AND PERFORMANCE

IDENTIFY POTENTIAL HAZARDS AND AREAS FOR IMPROVEMENT

PPE EQUIPMENT USED WITHOUT PROMPTING

Overall (anti-static natural fibre and fire resistant), hard hat, safety shoes, hand protection gloves and reflective vest



PRE-TASK PREPARATION OPERATOR CHECKS OVERALL VEHICLE CONDITION. OPERATOR ENSURES THAT THERE IS ENOUGH DIESEL IN THE TANK. OPERATOR INSPECTS HOSES, NOZZLES, AND VALVES FOR ANY LEAKAGES OR DAMAGES. THE SITE FOR DIESEL DELIVERY IS INSPECTED FOR SAFETY AND ACCESSIBILITY. SAFETY EQUIPMENT SUCH AS GLOVES, GOGGLES AND FIRE EXTINGUISHER ARE CHECKED. OPERATOR CHECKS THE DIESEL BOWSER FOR ANY LEAKS OR DAMAGES. OPERATOR ENSURES THE AVAILABILITY OF NECESSARY PAPERWORK SUCH AS DELIVERY NOTES.

TASK EXECUTION	**
OPERATOR ENSURES THE DIESEL BOWSER IS PROPERLY EARTHED.	
OPERATOR DRIVES SAFELY TO THE DESIGNATED SITE.	
OPERATOR FOLLOWS ALL SAFETY PROTOCOLS DURING FUEL DELIVERY.	
DIESEL BOWSER IS POSITIONED PROPERLY FOR EFFICIENT FUEL TRANSFER.	
OPERATOR ENSURES SECURE CONNECTION OF FUEL DELIVERY HOSE.	
OPERATOR CAREFULLY MONITORS THE FUEL TRANSFER PROCESS.	
OPERATOR FOLLOWS CORRECT PROCEDURES IN CASE OF ANY DIESEL SPILLS.	
OPERATOR CONFIRMS SUCCESSFUL COMPLETION OF FUEL TRANSFER.	

Continued overleaf

POST TASK WIND-DOWN	×
OPERATOR DISCONNECTS AND PROPERLY STORES THE HOSE AND OTHER EQUIPMENT.	
OPERATOR CHECKS THE SITE TO ENSURE NO SPILLS OR LEAKS OCCURRED.	
DIESEL BOWSER IS SAFELY DRIVEN BACK TO THE DEPOT.	
OPERATOR REPORTS ANY ISSUES OR INCIDENTS DURING THE TASK.	
OPERATOR UPDATES THE FUEL DELIVERY LOGS.	
OPERATOR PERFORMS A POST-DELIVERY VEHICLE INSPECTION.	
OPERATOR CLEANS AND SECURES THE VEHICLE FOR THE NEXT OPERATION.	

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POCETACK EVALUATION	
POST-TASK EVALUATION	^
OVERALL OPERATOR PERFORMANCE AND SAFETY COMPLIANCE	
DEVIATIONS FROM ESTABLISHED PROCEDURES OR BEST PRACTICES	
IDENTIFIED HAZARDS AND POTENTIAL IMPROVEMENTS	
FEEDBACK PROVIDED TO THE OPERATOR DURING THE OBSERVATION	
FOLLOW-UP ACTIONS	
RECOMMENDATIONS FOR CORRECTIVE ACTIONS:	
RECOMMENDATIONS FOR CORRECTIVE ACTIONS.	
DESCRIPTION OF THE PROPERTY OF	FTIONIDATES

Think of Planned Task Observations as part of your early warning and stabilisation system. But remember, to truly make a difference, be thorough, unbiased, and helpful in your feedback. Your keen observations could be the key to success!