

▶ Head Breaker Out Competency Assessment Training Tool

ST_V1_3071

Name of Head Breaker Out	Date of Birth	Date

INSTRUCTIONS

This tool can be used as a **benchmark** to assess the **current competency** of a **Head Breaker Out** and help prepare them for **assessment**. It can be used by a **Foreman** or **Contractor**. When carrying out assessments, refer to the **Approved Code of Practice** or the **Best Practice Guidelines** from **Worksafe** and **Competenz** for correct answers.

The assessment includes **Practical Observations**. Refer to the **Approved Code of Practice** and the **Worksafe Best Practice Guidelines for Safe Retreat Positions in Breaking Out** for guidance on what to look for in the practical assessment. The **FITEC/Competenz Best Practice Guidelines for Cable Logging** can also be referenced for more detail on breaking out practices.

1) GENERAL KNOWLEDGE

This section tests the Head Breaker Out's knowledge about the task being performed. It is based on elements in unit standards 23001, 24567 and 1258. Ask the Head Breaker Out the questions, summarise the answers and tick them if you think they are correct.

Tally up the number of ticks and allow one point for each tick. The notes in italics are references to where the correct information can be sourced and the number of correct answers required. Use these to assess the breaker out's General Knowledge.

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
What are the main responsibilities of the contractor in terms of breaking out? (<i>Evidence Requirement 1.1, 1258. Minimum of two responsibilities required.</i>)		
What are your responsibilities as a head breaker out? (<i>Evidence Requirement 1.1, 1258. Five responsibilities in range. Minimum of three required.</i>)		
What are the responsibilities of other workers involved in the extraction process? (<i>Evidence Requirement 1.1, 1258. Four possible roles involved. Minimum of two required.</i>)		
Explain what factors affect the size of payload in your operation? (<i>Evidence Requirement 2.3, 23001. Minimum of two factors required.</i>)		
Explain what a bight in a rope is and where it is most likely to occur? (<i>Evidence Requirement 2.1, 23001. Two answers required.</i>)		

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1) GENERAL KNOWLEDGE (Continued)

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>Describe an extraction cycle and explain the elements involved? (Evidence requirement 2.1, 23001. Five elements involved and all five must be described.)</p>		
<p>Describe environmental constraints that affect breaking out and explain what impact they have on your operation? (Evidence Requirement 2.7, 23001. Five potential issues. At least two required.)</p>		
<p>What factors have to be taken into account when selecting a drag? (Evidence Requirement 2.5, 23001. Up to three factors. At least two required.)</p>		
<p>Explain what the clean up requirements are for the current setting? (Evidence Requirement 2.3, 23001. Two answers required.)</p>		
<p>How do you, as the HBO, ensure you are getting the best possible production from the operation? (Evidence Requirement 2.6, 1258. Four potential measures. At least three must be explained.)</p>		
<p>Where are the danger zones in the current operation? (Evidence Requirement 2.4 and 2.5, 1258. Up to four common danger zones. At least two must be identified.)</p>		

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1) GENERAL KNOWLEDGE (Continued)

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
What is the emergency procedure for a fire or accident on the worksite? (Five standard procedures exist. At least four must be explained.)		
TOTAL SCORE FOR GENERAL KNOWLEDGE:		

2) CODE OF PRACTICE

This section tests the knowledge the Head Breaker Out has about Section 12 in the Approved Code of Practice for Safety & Health in Forest Operations. Ask the Head Breaker Out the questions and score the answers according to accuracy and content. Some rules are covered in later sections so to avoid duplication they are not all included here: e.g. Finding a Safe Retreat Position has its own section later in the assessment.

NOTE: This assessment can be done by verbal questioning or allowing the HBO to write in the answers. Don't worry about spelling mistakes or incorrect grammar as content is the important component.

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
What are the two main responsibilities of the head breaker out? (Rule 12.2.8, ACoP. Two responsibilities required.)		
What qualification does the head breaker out have to hold? (Rule 12.2.9, ACoP.)		
How far away from ropes should the breaker outs be during outhaul? (Rule 12.2.11, ACoP. Two possible answers. At least one required.)		
What rope movements or rope positions should breaker outs never position themselves under? (Rule 12.2.12, ACoP. Five answers required.)		
Explain the conditions that have to be met before a breaker out can enter the hook up area? (Rule 12.2.13, ACoP. Three conditions needed.)		

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2) CODE OF PRACTICE (Continued)

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
How far from the butt end of a stem can a strop be safely attached? (Rule 12.2.14, ACoP. One answer required.)		
How far from the head end of a stem can a strop be safely attached? (Rule 12.2.15, ACoP. One answer required.)		
What must the loader operator check before clearing the chute? (Rule 12.2.17, ACoP.)		
Explain what should be done if a gut hook or long butt has been attached. (Rule 12.2.16, ACoP. Two possible answers. At least one required.)		
What should the yarder operator do when the Breaker Outs are in under the rigging? (Rule 12.2.18, ACoP. One answer needed.)		
What must all breaker outs be doing before the "go ahead" signal is given? (Rule 12.2.19, ACoP. One answer required.)		
Explain how your crew deals with a fouled drag. (Rule 12.2.20, ACoP. One answer required.)		
TOTAL SCORE FOR CODE OF PRACTICE:		

3) BREAKING OUT HAZARDS

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
What are the main hazards associated with breaking out logs or stems in a cable logging operation? (Evidence Requirement 2.3, 1258. Five main hazards are required)		

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3) BREAKING OUT HAZARDS (Continued)

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>What hazards arise from wire ropes and rigging when breaking out? (Evidence Requirement 2.3, 1258. Three possible hazards from wire ropes and rigging. At least two required)</p>		
<p>What are the main hazards associated with the terrain when breaking out? (Evidence Requirement 2.3, 1258. Three common terrain hazards. At least two required.)</p>		
<p>What are the common hazards with backline anchors when breaking out? (Evidence Requirement 2.3, 1258. Three common backline anchor hazards, At least two required.)</p>		
<p>What are the main hazards associated with other operations when breaking out? (Evidence Requirement 2.3, 1258. Two possible answers. One required.)</p>		
<p>What factors are likely to change the hazards for breaking out? (Evidence Requirement 2.5, 1258. Three factors likely to cause change. At least two required.)</p>		
TOTAL SCORE FOR BREAKING OUT HAZARDS:		

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4) HEALTH HAZARDS - BREAKING OUT

Can the Head Breaker Out identify health hazards associated with Breaking Out?		
Instructions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>What are the main health hazards likely to affect breaker outs? (Twelve possible answers. At least nine required.)</p>		
TOTAL SCORE FOR HEALTH HAZARDS:		

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5) BREAKING OUT PLAN

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>What are the key components of a breaking out plan? (Rules 12.2.22 – 12.2.25, ACoP. Four components. At least three required.)</p>	 	
<p>Who is responsible for ensuring the breaking out plan is prepared each day? (Rule 12.2.1, ACoP. Two answers. At least one required.)</p>	 	
<p>Who should participate in the generation of the breaking out plan? (Evidence Requirements 1.3 & 1.4, 1258. Six potential participants. At least four are required.)</p>	 	
<p>How do you determine what your Safe Retreat Position(s) are for the day? (Rule 12.2.22, ACoP. One answer required.)</p>	 	
<p>What factors do you have to take into account when determining your SRP? (Rule 12.2.22, ACoP. Five factors required.)</p>	 	

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5) BREAKING OUT PLAN (Continued)

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>If you don't follow the procedures to establish a SRP, what is the default process? (Rule 12.2.22, ACoP. Two parts to the rule required.)</p>		
<p>How does your crew ensure the extraction team knows the process? (Rule 12.2.23, ACoP. One answer required.)</p>		
<p>Where should the breaker out(s) be facing before signalling the yarder operator to go ahead? (Rule 12.2.24, ACoP. One answer required.)</p>		
<p>What should you do if you see an upset condition occurring? (Evidence requirement 1.4, 24567. One answer required.)</p>		
<p>Check today's Breaking Out plan: Does it meet all of the above requirements? Has everyone involved signed it? Is there anything missing? (Three checks to be made, yes or no answers required for each question.)</p>		
TOTAL SCORE FOR BREAKING OUT PLAN:		

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6) COMMUNICATION

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
What are the minimum requirements of a cable logging communication system? (Rule 12.2.1&2, ACoP. Two requirements.)		
Who is responsible for signalling the yarder operator? (Rule 12.2.4, ACoP. One answer.)		
What are the audible and verbal signals used to indicate an emergency situation? (Rule 12.2.5, ACoP. Two answers required.)		
What are the recognised audible and verbal signals for go ahead on mainrope? (Rule 12.2.5, ACoP. Two answers required.)		
What are the recognised audible and verbal signals for "go ahead" on tailrope? (Rule 12.2.5, ACoP. Two answers required.)		
What are the recognised audible and verbal signals for "stop" a moving rope? (Rule 12.2.5, ACoP. Two answers required.)		
What are the recognised signals for slack mainrope or feed slack out? (Rule 12.2.5, ACoP. Two answers required.)		
If you want tailrope slack, what are the audible and verbal signals used? (Rule 12.2.5, ACoP. Two possible ways of signalling.)		
If you want to hold the tail or clamp the carriage and pull in on the mainrope, what are the signals? (Rule 12.2.5, ACoP. Two possible ways of signalling.)		
If you want to raise the skyline, what are the recognised signals? (Rule 12.2.5, ACoP. Two possible ways of signalling.)		

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6) COMMUNICATION (Continued)

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>If you want to lower the skyline, what are the recognised signals? (Rule 12.2.5, ACoP. Two possible ways of signalling.)</p>		
<p>If you want a strawline sent out, what are the signals you can use? (Rule 12.2.5, ACoP. Two possible ways of signalling.)</p>		
<p>If you want to signal that the drag is broken out and all clear for inhaul, what is the signal? (Rule 12.2.5, ACoP. One signal.)</p>		
<p>If you want to warn the landing of an approaching drag, what is the signal? (Rule 12.2.5, ACoP. One possible signal.)</p>		
<p>What should be done if the communication system fails? (Rule 12.2.7, ACoP. One answer required.)</p>		
<p>Demonstrates correct radio/ tooter procedures and gives clear instructions. (Check procedures used and instructions given during the Practical Assessment).</p>		
<p>Correctly holds signalling device ready for a quick response. (Check during Practical Assessment).</p>		
TOTAL SCORE FOR COMMUNICATION:		

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7) MAINTAINING RIGGING

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>How often should your ropes and splices be checked for wear and damage? (Evidence Requirement 2.1, 1258. Two answers required.)</p>		
<p>What type of strops do you use and what is your replacement procedure? (Evidence Requirement 2.1, 1258. Strops must be identified and at least two reasons for replacement explained.)</p>		
<p>What type of connecting devices do you use to attach your strops to stems and how do you maintain them? (Evidence Requirement 2.2, 1258. One device type and up to three maintenance requirements. At least two maintenance requirements needed.)</p>		
<p>What do you check on your butt rigging (if used)? (Answer compulsory if using butt rigging. Four potential answers. Two required.)</p>		
<p>What checks do you make on your rider block and fall block (if used)? (Answer compulsory if using scab skyline or fall block systems. Five potential answers. Three are required.)</p>		

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7) MAINTAINING RIGGING (Continued)

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>What do you check on your motorised carriage (if used)? (Answer compulsory if using a motorised carriage. Seven potential answers. At least four are required.)</p>	 	
<p>What checks do you make on your tailrope blocks (if used) and how often are they maintained? (Answer compulsory if using tailrope blocks. Six potential answers. At least five required.)</p>	 	
<p>What are the tell-tail signs that a block is about to fail? (Evidence Requirements 2.1 & 2.1, 1258. Four common signs. At least three required.)</p>	 	

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7) MAINTAINING RIGGING (Continued)

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>When do you check your tailhold stumps (if used) and what do you look for? (Evidence Requirement 2.2, 1258. Four potential answers. At least three required.)</p>		
<p>When do you check your mobile tailhold and what do you check? (Evidence Requirement 2.2, 1258. Five potential checks. At least four required.)</p>		
TOTAL SCORE FOR MAINTAINING RIGGING:		

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8) LINESHIFTS

Ask the Head Breaker Out questions about the lineshifting procedures and if a lineshift occurs during the period of observation assess the tasks being carried out. Confirmation of skills and experience may be sought from the Foreman or Contractor.

Questions	Head Breaker Out's Answers: Use ✓ or ✗	Score
<p>What are your responsibilities when preparing for a lineshift? (Evidence requirement 3.1, 1258. Four potential responsibilities. Three are required.)</p>		
<p>Explain how you prepare the anchor(s) for a lineshift? (Evidence requirement 3.2, 1258. Three steps to consider. Two are required.)</p>		
<p>What are your responsibilities when carrying out a lineshift? (Evidence requirement 3.2, 1258. Three common responsibilities. Two are required.)</p>		
<p>What are your responsibilities after a lineshift? (Four potential responsibilities. Two are required.)</p>		

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8) LINESHIFTS (Continued)

Questions	Head Breaker Out's Answers: Use ✓ or X	Score
<p>How do you secure a tailhold if stump anchors are unstable or too small? (Evidence Requirement 3.3, 1258. Four options available. Two are required.)</p>		
<p>Explain or demonstrate how to coil a section of strawline? (One explanation or demonstration required.)</p>		
<p>Describe or demonstrate how to tie a pass chain and explain where you would use it? (Evidence Requirement 3.3, 1258. One description or demonstration and explanation required.)</p>		
<p>Did the head breaker out control the lineshift and was it done efficiently? (Yes or no answers to control and efficiency.)</p>		
<p>Were the HBO (and others the HBO was responsible for) in safe positions during the lineshift? (Yes or no.)</p>		
TOTAL SCORE FOR LINESHIFTS:		

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Practical Assessment

9) PROTECTIVE EQUIPMENT

Check the Head Breaker Out's PPE to make sure it meets industry standards and is being used:

- If the item is available put a "✓" in the box. If it is not available, put a "x" in the box.
- If the item meets the standard, "✓" the box. If it doesn't meet the standard, "x" the box.
- Tally up the ticks and enter the score in the RHS column.
- Add the scores together to get a total for Protective Equipment.

Mandatory Personal Protective Equipment: Use ✓ or x	Required	Meets Standard	Correctly Used	Score
Safety helmet	Required			
Hi vis top/vest/coat	Required			
Safety footwear (good condition)	Required			
Gloves	Required			
Communication or RT	Required			
First Aid Kit (small kit with BO crew)	Required			
Adequate means of hydration	Required			
Leggings	Optional			
TOTAL SCORE FOR PPE IF NOT USING A CHAINSAW:				

- If the Head Breaker Out is required to use a chainsaw for any reason, check that the extra PPE is available and worn and add the scores to the Protective Equipment total.

Mandatory Personal Protective Equipment when using a chainsaw	Required	Meets Standard	Available and used	Score
Chainsaw chaps	Required			
Ear protection	Required			
Eye protection	Required			
Tree felling belt with hammer and wedges	Optional			
TOTAL SCORE IF USING A CHAINSAW:				

Any x's in a black required row of PPE = NC. If the Head Breaker Out is using a chainsaw, any x's in the Mandatory PPE when using a chainsaw = NC.

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10) DEMONSTRATING SAFE WORK PRACTICES

Observe the Head Breaker Out working for up to eight cycles and check the following by observing tasks and asking questions to confirm that work procedures seen are normal practice. Only tick boxes when the candidate is observed doing the task, (e.g. feeding slack may not happen every drag). Sample size is about 10% of daily cycles: i.e. six to eight cycles. **Any more than two Xs in a gray row = NC.**

Cycle Number: Use ✓ or X	1	2	3	4	5	6	7	8	Score
Description of observation	✓/X	Add up all ticks							
Does the HBO ensure everyone is clear of moving ropes during outhaul?									
Distance away from ropes									
Does the HBO make people wait for the "stop" signal before moving in?									
Does the HBO take care when moving in to hook up?									
Does the HBO ensure everyone is in a safe position when sorting the strops?									
Does the HBO check that everyone is clear before slack is fed?									
Does the HBO give clear instructions to other BOs?									
Does the HBO ensure strops are attached safely, correctly and efficiently?									
Does the HBO make sure everyone stands clear if the rigging is repositioned?									
Does the HBO assist others when necessary?									
Does the HBO walk out to the designated SRP?									
Distance to safe retreat position									
Does the HBO make others stand behind when the "go ahead" is given?									
Does the HBO face the drag before the signal is given?									
Does the HBO watch the drag during inhaul or until it is out of sight?									
Does the HBO send clear concise signals?									
Does the HBO warn other people of hazards in drag?									
TOTAL SCORE FOR DEMONSTRATING SAFE WORKING PRACTICES:									
If the HBO stands closer than 15m from moving ropes during outhaul, the result is:									NC
If the SRP distance is less than that specified in the Breaking Out Plan, the result is:									NC

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11) SUMMARY PAGE

INSTRUCTIONS

At the completion of the assessment, tally up the scores in each section and compare with the maximum possible score. The difference between the Head Breaker Out's score and the maximum possible score will show where they need to brush up on their knowledge of the rules, recommended practices and practical skills. Divide the Head Breaker Out's score by the maximum score possible to get the HBO's percentage.

If the Head Breaker Out's percentage is below the minimum required percentage in any category, the Head Breaker Out has not met the standards and needs training in that particular category. If the Head Breaker Out's overall score is below 70%, the Pre-Assessment test result is Not Competent (NC). Use this information positively to bring the Head Breaker Out up to the required level.

Note that skills highlighted in black have minimum values that must be attained. If any of these values are not met, the result will be NC even though the Head Breaker Out may have achieved over the 70% threshold in the total score.

Knowledge Questions	Head Breaker Out's Score	Maximum Score Possible	Head Breaker Out's %	Minimum % Required
1) General Knowledge		43		70%
2) Code of Practice		21		90%
3) Breaking Out Hazards		19		80%
4) Health Hazards - Breaking Out		12		75%
5) Breaking Out Plan		26		85%
6) Communication		29		85%
7) Maintaining Rigging		45		55%
8) Lineshifts		23		70%
RESULT OF KNOWLEDGE QUESTIONS:		218		75%

Practical Skills	Head Breaker Out's Score	Maximum Score Possible	Head Breaker Out's %	Minimum % Required
8) Protective Equipment		24		60%
9) Demonstrating Safe Work Practices		120		70%
RESULT OF PRACTICAL SKILLS TEST:		144		65%

Overall Result	Head Breaker Out's Score	Maximum Score Possible	Head Breaker Out's %	Minimum % Required
Total score; Knowledge and Practical Skills tests		362		70%
RESULT OF PRE-ASSESSMENT TEST: (Circle the appropriate outcome)			PASS	NC