

Trainee Assessment

Use a truck loader crane to lift and place regular loads

Level 3 | Credits 15

Name (First/Last):	
Company/Employer:	
National Student Number (NSN) *(if known)*:	
Phone:	Email:

TRAINEE LOGBOOK

Assessment

Part 1: Workplace Evidence

Use a truck loader crane to lift and place regular loads.

What you need to do:

Provide evidence of at least 80 hours, or 40 lifts, related to the use of truck loader cranes to lift and place regular loads under limited supervision.

Evidence to supply:

Your supervisor must verify all evidence and complete the sign-off sections.

1. Completed assessment document
2. Crane Operator's Log Book
3. Any other forms of evidence

Operate a truck loader crane to lift and place regular loads

This task covers everything you do as a crane operator. You will need to have evidence for a range of different lifts.

You must show that you can:

a) Use a truck loader crane for **at least 80 hours, or 40 lifts**, to lift and place regular loads.

You can use your log book as evidence. Either mark the lifts that you are using as evidence in your log book or use the table below to list the tasks you completed and assign them to a job in your log book.

(16617 short course requirement)

I am:	Tick One
Supplying my log book with evidence clearly labelled	☐
Completing the table on the next page(s)	☐

© Crane Industry Training 2026 UNIT STANDARD 16617v7

Crane Operations			
Task	**Recorded in log book**	**Hours for lift**	**Running total hours**
For example: site description, load description, communication	*Date: 06/07/17* *Site Location: Royal House*	*3*	*3*
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

© Crane Industry Training 2026 UNIT STANDARD 16617v7

Crane Operations			
Task	**Recorded in log book**	**Hours for lift**	**Running total hours**
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			
21.			

© Crane Industry Training 2026 UNIT STANDARD 16617v7

Crane Operations			
Task	**Recorded in log book**	**Hours for lift**	**Running total hours**
22.			
23.			
24.			
25.			
26.			
27.			
28.			
29.			
30.			
31.			
32.			

© Crane Industry Training 2026 UNIT STANDARD 16617v7

Crane Operations			
Task	**Recorded in log book**	**Hours for lift**	**Running total hours**
33.			
34.			
35.			
36.			
37.			
38.			
39.			
40.			

© Crane Industry Training 2026 UNIT STANDARD 16617v7

Supervisor Checklist and Sign Off

I have seen and verified all the evidence provided for the Unit Standard 16617 assessment. I confirm that the trainee:	**Tick:**
Demonstrated safe and correct working practices throughout.	☐
Confirmed communication methods with other people, and operated crane in response to recognised crane hand signals *(16617 3.2, 3.1)*	☐
Identified and documented hazards and controls when using a truck loader crane, including assessing the load to determine that it's within the lifting capacity of the crane. *(16617 3.1, 3.3)*	☐
Positioned and level truck (park brake applied, stabilisers used, plates, packing) and set up truck loader crane to prepare for slinging the load. *(16617 3.5, 3.4)*	☐
Selected and checked lifting equipment, and slinging load (such as pallet fork, grabs, rotator, slings, spreaders, hooks, clamps, magnets, suction plates, fixed man-cages, ropes, chains). *(16617 3.6)*	☐
Assessed the lift, the load, equipment, and truck to ensure they are stable for the entire load lifting and placing operation, including checking that the load was free of attachments and restraints while maintaining load stability. *(16617 3.7, 3.8)*	☐
Lifted, moved, and unloaded or placed regular loads. *(16617 3.9)*	☐
Secured and prepared the truck loader crane for road transport mode, stowed equipment, and completed documentation as required. *(16617 4.1 – 4.4)*	☐
Completed **40 lifting operations or 80 hours**, in a truck loader crane with varying operating conditions and lift types.	☐
Carried out daily and weekly operator maintenance as per organisations requirements. *(16617 5.1)*	☐

© Crane Industry Training 2026 UNIT STANDARD 16617v7

Supervisor Sign:		**Date:**	
Supervisor Name:			
Email and Phone:			
Company:		**Role:**	
Supervisor's Comments (must be completed):			

© Crane Industry Training 2026 UNIT STANDARD 16617v7

Question 14

Complete the table below to show the regular checks and maintenance you carry out on the truck loader crane. Evidence of both daily and weekly checks are required.

If you complete maintenance check sheets in your workplace you can collect copies of these as evidence for this task. *(16617 5.1)*

Examples of checks could be: tyres and pressure, ropes damage and lubrication, boom condition and position, hook block condition, hook condition and safety latch, stabiliser, warning devices are functioning, controls function, leaks of oil, water, hydraulics, fuel, check that Certificate of Inspection is current, check road user certificate if applicable.

Daily/Weekly (circle one):	**Date:**	**Check:**
D / W		
D / W		
D / W		
D / W		
D / W		
D / W		
D / W		

© Crane Industry Training 2026 UNIT STANDARD 16617v7

Assessor Observation 3 – Transport Prep

What you need to do – Prepare a truck loader crane for transport

You need to be observed by an assessor preparing a truck loader crane for transport. Your assessor will add comments and sign off. Your assessor may also ask you some questions to confirm your understanding of what you are doing. *(16617 4.1 – 4.4)*

Date: **Job:**		
Task:	**Details & Assessor Comments:**	**Achieved ( ):**
Positioned, stowed, and secured crane *(4.1)*		
Prepared crane for transport *(4.2)*		
Stowed lifting equipment *(4.2)*		
Recorded and reported any defects in crane or equipment *(4.3)*		
Completed documentation at the end of the job *(if required)* *(4.4)*		
Assessor Comments (must be completed):		

© Crane Industry Training 2026 UNIT STANDARD 16617v7

© Crane Industry Training 2026 UNIT STANDARD 16617v7

INDUSTRY TRAINING
CRANE

craneandindustrytraining.co.nz