

CONSTRUCTION
SECTOR COUNCIL



CONSEIL SECTORIEL
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National Occupational Standards For Operating Engineers

ASPHALT PAVER OPERATOR





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Canada

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Introduction

The Construction Sector Council (CSC) is one of 40 sector councils in Canada. Sector councils are industry-led, labour/management partnership organizations designed to address human resource development issues within specific industries.

The primary objective of the CSC is the development of a highly-skilled workforce and a safe workplace environment, contributing to the organizational productivity and individual prosperity of the members of the construction industry. The development of national occupational standards for operating engineer occupations is one of the many ways the CSC is meeting this objective.

The CSC acknowledges all of the subject matter experts who provided their valuable time and efforts toward the definition and validation of these national occupational standards. Without their combined contributions, the development of these occupational analyses (OAs) would not have been possible. A complete list of the subject matter experts can be found at the back of this document.

An OA has the following objectives:

- to identify and group the tasks performed by skilled workers in particular occupations
- to identify those tasks that are performed by skilled workers in every province and territory
- to develop instruments for use in the assessment and training leading to the certification of skilled workers
- to facilitate the mobility, in Canada, of trainees and skilled workers
- to supply employers and employees, and their associations, industries, training institutions, and governments with analysis of the tasks performed in particular occupations

Therefore, the standards define the skills, knowledge, and abilities required for an occupation and against which the qualifications of an individual in that occupation can be assessed.

The vision of the Construction Sector Council is to reach a point where operators who demonstrate the skills, knowledge, and abilities in the national occupational standards will possess the nationally recognized credentials and those credentials will assist the operator in obtaining employment anywhere in Canada.

Foreword

Operating engineer occupations can be grouped into three broad areas—hoist and crane operators, construction heavy equipment operators, and industrial equipment operators. Within each of these broad categories, there are several operating engineer occupations.

1. *Hoist and Crane Operators*

Crane operators' work tends to be centred in the construction industry. Operators work on a broad range of building sites including high-rise residential, institutional, and commercial structures, as well as most large industrial sites and many types of heavy engineering projects. The Statistics Canada Labour Force Survey (LFS) identifies around 4,000 crane operators in the construction industry across Canada. There are cyclical variations in employment, with low levels below 3,000 jobs in the mid-1990s and peak levels near 5,000.

2. *Construction Heavy Equipment Operators*

Heavy equipment operators are largely concentrated in the construction industry. Operators work on a variety of jobs from residential, institutional, and commercial structures to most large industrial sites and most types of heavy engineering. The LFS identifies around 37,000 equipment operators employed in the construction industry across Canada. This occupation is one of the larger trades in the industry, comparable in size to the workforce for electricians, pipe trades, and masonry trades. There are cyclical variations in employment, with low levels below 27,000 jobs in the early 1990s and peak levels near 40,000.

3. *Industrial Equipment Operators*

Industrial equipment operators encompass a variety of occupations ranging from forklift operators and environmental workers to tractor trailer drivers. The demand for environmental workers is increasing as knowledge, awareness, and regulations proliferate. Forklift training has taken on added importance due to safety regulations that require trained or certified forklift operators.

The mobility and accessibility of operating engineers is difficult if not impossible if there are no jurisdictional agreements on national occupational standards. The project to develop occupational analyses for national occupational standards for 29 operating engineer occupations began in January 2004 and was completed in March 2005.

Development of the Occupational Analysis

A draft analysis was developed by a knowledgeable team of consultants (process experts) who, with the assistance of a committee of subject matter experts in the field, identified all the tasks performed in the occupation. In order to facilitate an efficient and effective process, the 29 occupations were grouped according to commonalities. Profile meetings, with both process and subject matter experts, were held for each grouping between January and March 2004 in:

- Edmonton, Alberta
 - Excavating, Feb 5 & 6
 - Paving, Feb 9 & 10
- Morrisburg, Ontario
 - Grading, Feb 24 & 25
 - Crane and Hoisting, Mar 1 & 2
 - HAZMAT, Mar 3 & 4
 - Plant Operations, Mar 23 & 24
 - Concrete Pumping, Mar 25 & 26
- Montreal, Quebec
 - Hauling, Feb 26 & 27
- Vancouver, British Columbia
 - Utilities, Mar 16 & 17
 - Material Handling, Mar 18 & 19
- Quebec City, Quebec
 - Profile Completion Forum, Mar 29 – 31

The draft OAs were then distributed to more subject matter experts and stakeholders across Canada for review and input between June and September 2004. They were also posted on a website where subject matter experts were invited to provide feedback.

The combined input from the review was collated in October 2004. Recommendations were assessed and incorporated into the final draft, which included the identification of common core tasks performed in all occupations. Validation meetings were held for each grouping, with process and subject matter experts, between October 2004 and January 2005 in:

2004:

- Saskatoon, Saskatchewan
 - Utilities, Oct 20 – 22
 - Material Handling (including HAZMAT), Oct 26 – 29
- Halifax, Nova Scotia
 - Grading, Nov 2 – 5
- St John's, Newfoundland
 - Crane and Hoisting (including Concrete Pump), Nov 15 – 19
- Winnipeg, Manitoba
 - Excavating, Nov 23 – 25
 - Hauling, Nov 30 – Dec 3

2005:

- Vancouver, British Columbia
 - Paving, Jan 5 – 7
 - Plant Operations, Jan 10 – 12
- Victoria, British Columbia
 - Validation Forum, Feb 21 – 23

The OAs were then edited, translated, and published in both official languages.

Scope of the Occupational Analysis

This occupational analysis identifies all of the tasks that a qualified operator must be able to perform. The performance of these tasks is dependent on a range of related activities, described in the body of the analysis as subtasks. The analysis is composed mainly of tasks that operators perform frequently, including such tasks as cleaning, driving, and maintenance.

Most operators have a range of experience on different types of equipment. Regardless of the type of equipment, the duties of the operator remain relatively constant. Accomplishment of the operator's tasks depends largely on knowledge of the equipment and its components, experience in a wide variety of situations, and an ability to determine the most appropriate means of proceeding with the work.

Though not described in the analysis, other important attributes of operators include mechanical aptitude, mathematical ability, excellent vision, and a high degree of physical coordination. Operators are also often called upon to perform their jobs in extremely difficult conditions.

Although this analysis is not a training document, it is worthwhile noting that aspiring operators may find it useful to reflect on their own abilities to deal with lengthy periods of physical restriction and isolation coupled with frequent subjection to pressures of time and productivity. Operators are often required to demonstrate the ability to concentrate for long periods of time while enduring physical discomfort and inclement weather conditions.

Heavy equipment is used in virtually every facet of the construction sector. In some cases, an operator may work for years on a single site, such as a plant, and may, during that time, operate only one type of equipment and therefore perform similar and relatively constant tasks. Operators who work for contractors may rarely work on the same site more than once and may perform a tremendous variety of tasks using a wide range of equipment types and sizes. The work of an operator often overlaps with that of other equipment operators.

Structure of the Occupational Analysis

To facilitate the understanding of the nature of the occupation, the work performed is divided into the following divisions:

- A. BLOCK** the largest division within the analysis and reflects a distinct operation relevant to the occupation
- B. TASK** the distinct activity that, combined with others, makes up the logical and necessary steps the operator is required to perform to complete a specific assignment within a BLOCK
- C. SUBTASK** the smallest distinct, measurable, and observable activities into which it is practical to divide any work activity; combined with other SUBTASKS, these fully describe the logical steps required to complete a TASK

The importance of a task describes the benefits that operators, employers, and the public receive as a result of an operator's ability to perform the task.

Trends are any shifts or changes that are occurring in the industry and affect the task.

Supporting Knowledge and Abilities are the elements of skill and knowledge that an individual must acquire to perform the task adequately.

Tools and Supplies are those items that are needed to perform the skill.

BLOCK A PROFESSIONALISM
Task 1 Acts Professionally

This task is important because it helps to:

- present positive image of industry
- demonstrate personal integrity and competence
- instill confidence and maintain relations with general public, site personnel, owners/clients, and their clients
- maintain employment and advance in industry

Trends:

- Employers and employees are placing more emphasis on company/personnel fit in relation to attitudes and values.
- There is less tolerance for unprofessional behaviour, including workplace violence, substance abuse, and harassment.
- There is increased awareness of the importance of a balanced lifestyle.
- There is an increasing demand for knowledgeable and experienced operators that have the interpersonal skills and desire to advance to supervisory and management levels.
- Individuals need to continually upgrade their knowledge and skills because of technological advances and new methodologies.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
1.01	Demonstrates work ethic Knowledge of: <ul style="list-style-type: none"> • principles of work ethic and expectations, such as be punctual, prepared for work, co-operative, honest, productive, and respectful Ability to: <ul style="list-style-type: none"> • follow principles of work ethic in all situations 	
1.02	Is aware of factors affecting personal health Knowledge of: <ul style="list-style-type: none"> • factors affecting personal health • own current mental, emotional, and physical state • own limitations • factors/situations/conditions that cause stress in professional and personal life • working conditions on construction site • impact of fatigue on job performance 	
1.03	Resolves problems or disagreements with others Knowledge of: <ul style="list-style-type: none"> • company policies and procedures • applicable legislation, such as harassment • conflict resolution techniques 	

Ability to:

- communicate effectively
- use calm approach
- be open-minded and flexible
- determine cause of problem or disagreement
- discuss and resolve issues
- walk away from conflict if necessary

1.04 Participates in professional development

Knowledge of:

- industry trends
- areas requiring ongoing learning, such as new equipment, technologies, techniques, and industry practices

Ability to:

- assess own knowledge and skills
- acquire information about training opportunities
- learn through various methods, such as on-the-job training, reading, courses, co-workers

1.05 Works with others

Knowledge of:

- own role and responsibilities
- roles and responsibilities of others in industry

Ability to:

- work as team member to achieve common goals
- keep open mind
- participate in workplace meetings
- communicate clearly and accurately
- co-ordinate job-related activities
- co-operate with others

1.06 Works independently

Knowledge of:

- company policies and procedures, such as work-alone plan
- applicable legislation, such as responsibilities of supervisor/owner and site personnel
- own role and responsibilities
- own capabilities and limitations
- work assignment, location, and working conditions

Ability to:

- confirm and clarify assignment
- take initiative, such as anticipate and prepare for next steps in job
- identify and resolve potential and actual problems
- communicate with other site personnel
- co-ordinate work with others
- complete assignment

BLOCK A PROFESSIONALISM
Task 2 Uses Communication Skills

This task is important because it helps to:

- work safely and efficiently
- reduce errors and miscommunication
- comply with applicable legislation and insurance requirements
- represent company and industry in professional manner
- summon help in emergency
- prevent injury, save lives, and limit damage to equipment and property

Trends:

- There is an increased use of communication devices to increase productivity and improve safety.
- There is an increasing legislative requirement for documentation and participation in job site meetings.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
2.01	<p>Speaks and listens effectively</p> <p>Knowledge of:</p> <ul style="list-style-type: none"> • importance of effective communication • industry terms • roles of individuals on job site, such as supervisor, inspector, other tradespeople <p>Ability to:</p> <ul style="list-style-type: none"> • listen carefully to what is said • confirm understanding, such as repeat or paraphrase instructions • communicate message clearly and accurately to others • exchange information with others, such as supervisor, signaller, general public, inspectors, other operators and tradespeople 	
2.02	<p>Uses documentation</p> <p>Knowledge of:</p> <ul style="list-style-type: none"> • company policies and procedures • applicable legislation, such as Access to Information Act • own role and responsibilities • types of documentation required, such as log books, safety reports, maintenance reports, inspection reports, time cards • importance of complete, legible, and accurate documentation • where documentation is stored • industry terms 	

Ability to:

- access and store documents as required
- provide complete, legible, and accurate information in documents in timely manner
- read and interpret equipment inspection documentation from previous shifts before conducting pre-operational inspection

2.03 Communicates using signals

Knowledge of:

- company policies and procedures
- applicable legislation
- role and responsibilities of signallers
- signallers on job site
- audible and warning signals used on job site
- hand signals

Ability to:

- identify and work with signallers
- communicate using audible signals, such as back-up alarm, site emergency horn
- communicate using hand signals

2.04 Uses electronic communication equipment

Knowledge of:

- manufacturers' specifications and operating instructions
- company policies and procedures
- applicable legislation
- types of communication equipment used on job site

Ability to:

- check communication devices to verify operating condition, such as complete radio check
- deliver and receive messages using communication equipment
- follow communication protocol

Communication devices

BLOCK B SAFETY
Task 3 Interprets Applicable Legislation and Policies

This task is important because it helps to:

- ensure health and safety of workers and public
- comply with applicable legislation
- prevent damage to property and environment
- decrease potential of litigation

Trends:

- There is an increasing amount of training and documentation required by amended and new legislation.
- There is an increasing demand for standardized national legislation to reduce confusion and duplication caused by differences between jurisdictions. Lack of standardized legislation may lead to fatalities and accidents, and to damage of equipment, property, and the environment.
- There is an increasing expectation that operators will be knowledgeable about relevant legislation.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
3.01 Interpret federal, provincial/territorial, and municipal legislation	Knowledge of: <ul style="list-style-type: none"> • applicable federal, provincial/territorial, and municipal legislation, such as Highway Traffic Act, Occupational Health and Safety Act • where relevant legislation can be located Ability to: <ul style="list-style-type: none"> • locate relevant sections in legislation • read legislation • seek clarification of legislation 	
3.02 Interpret permits, licences, and insurance requirements	Knowledge of: <ul style="list-style-type: none"> • applicable permits, licences, and insurance requirements • authorities having jurisdiction Ability to: <ul style="list-style-type: none"> • locate permits, licences, and insurance documentation, such as over-dimensional permits, ground disturbance permits, air emissions permits, water use permits • read permits, licences, and insurance documentation • seek clarification on permits, licences, and insurance documentation 	<i>Permits, licences, insurance documentation</i>

3.03 Interprets environmental legislation

Knowledge of:

- relevant environmental legislation
- authorities having jurisdiction, such as department of fisheries, ministry of environment, municipality
- potential environmental damage caused by construction activities

Ability to:

- locate applicable permits on job site
- read environmental legislation
- seek clarification of environmental legislation

3.04 Interprets company policies and procedures

Knowledge of:

- where copies of company policies and procedures can be located

Ability to:

- read company policies and procedures
- stay current with company policies and procedures
- seek clarification on company policies and procedures

BLOCK B SAFETY
Task 4 Works Safely

This task is important because it helps to:

- protect self and others from injury or death
- comply with applicable legislation
- prevent damage to equipment and environment
- reduce unscheduled downtime

Trends:

- Legislation relating to PPE and training is frequently being amended to protect employees, employers, the environment, and the general public.
- The industry is involved in improving safety on job sites to reduce accidents.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
4.01 Uses personal protective equipment (PPE)	<p>Knowledge of:</p> <ul style="list-style-type: none"> • company policies and procedures • applicable legislation • PPE required/recommended by manufacturers' manuals • PPE required for construction sites, such as footwear, hard hats, safety vests, safety glasses • PPE required for specific conditions, such as breathing apparatus for hazardous breathing conditions, dielectric boots and gloves for protection from electrical shock • inspection, care, and use of PPE <p>Ability to:</p> <ul style="list-style-type: none"> • identify PPE required for job site and situation • ensure PPE meets safety standard requirements, such as Canadian Standards Association (CSA) • inspect PPE for damage, and repair or replace as necessary • ensure PPE fits correctly 	<p><i>Steel-toed footwear, hard hat, safety gloves, appropriate safety glasses, high visibility vest, hearing protection, breathing apparatus, fall protection, and other applicable PPE</i></p>
4.02 Completes required health and safety training	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications, such as recommended operating procedures • company policies and procedures • applicable legislation 	

Ability to:

- take required health and safety training, such as confined space entry, Workplace Hazardous Materials Information System (WHMIS), first aid, cardiopulmonary resuscitation (CPR)

BLOCK B SAFETY
Task 5 Complies with Site Emergency Plan

This task is important because it helps to:

- protect self
- prevent property damage
- ensure safety of public and job site personnel
- evacuate and secure area efficiently and effectively

Trends:

- Emergency exercises and preparedness activities are becoming more common.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
5.01 Prepares for emergencies	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications, such as equipment emergency shut-down procedure • company policies and procedures • site emergency response plan, such as evacuation routes, procedures, contact protocol • types of fires, i.e., Class A, B, C, and D • types of extinguishers • potential and actual hazards on work site • location of fire extinguishers and first aid stations (on equipment and site) and how to use them • inspection requirements for safety equipment and supplies, such as fire extinguisher, first aid kit <p>Ability to:</p> <ul style="list-style-type: none"> • take emergency response training, such as emergency response exercises, first aid, CPR 	<p><i>Site emergency response plan, fire extinguishers, fire blankets, respirators, masks, fire hoses, first aid kits, stretchers, WHMIS book, and other related tools and gear</i></p>
5.02 Responds to emergencies	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications, such as equipment emergency shut-down procedure • company policies and procedures • site emergency response plan, such as evacuation routes, procedures, contact protocol • types of fires, i.e., Class A, B, C, and D • types of extinguishers • potential and actual hazards on work site • location of fire extinguishers and first aid stations (on equipment and site) and how to use them 	<p><i>Fire extinguishers, fire blankets, respirators, masks, fire hoses, first aid kits, stretchers, and other related tools and gear</i></p>

- inspection requirements for safety equipment and supplies, such as fire extinguisher, first aid kit

Ability to:

- follow emergency plan
- communicate or follow instructions
- assess risks and determine course of action
- operate emergency equipment and supplies

BLOCK C EQUIPMENT
Task 6 Describes Equipment and Attachments

This task is important because it helps to:

- operate equipment properly and safely
- identify correct equipment for handling different materials and working conditions
- encourage communication about equipment with site personnel, mechanics, and others

Trends:

- Technology routinely causes updates to equipment, such as the addition of automatics and satellite systems.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
6.01 Describes types and sizes of pavers and screeds	Knowledge of: <ul style="list-style-type: none"> • manufacturers' specifications for different makes, models, types, and sizes of pavers and screeds, such as rubber-tire paver, track paver, 10-foot main, different extensions for screed 	<i>Manufacturers' manuals and literature</i>
6.02 Identifies components of pavers and screeds	Knowledge of: <ul style="list-style-type: none"> • manufacturers' specifications • operating systems, such as electrical, hydraulic, lubrication • major components of pavers, such as truck hooks, hopper • major components of screeds, such as burners, extensions, match-height • functions of major components, such as that truck hooks on paver are used to secure trucks for unloading, burners on screed are used to heat screed 	<i>Manufacturers' manuals and literature</i>
6.03 Describes attachments	Knowledge of: <ul style="list-style-type: none"> • manufacturers' specifications for different attachments, such as reference ski, cut-off plates, screed and auger extensions, night lights, automatics • purposes of different attachments, such as that reference ski is used to set grade profile for automatics 	<i>Manufacturers' manuals and literature for equipment and attachments</i>

Asphalt Paver Operator Occupational Analysis

6.04	Describes specialized asphalt paving equipment	Knowledge of: <ul style="list-style-type: none">• manufacturers' specifications, such as pick-up equipment, material transfer vehicle (MTV)	<i>Manufacturers' manuals and literature for equipment and attachments</i>
6.05	Describes basic tools and supplies associated with pavers and screeds	Knowledge of: <ul style="list-style-type: none">• manufacturers' specifications for tools• basic tools required by paver operators, such as screwdriver, hammer, assorted wrenches, self-locking pliers, grease gun, tape measure, hand scraper, spirit level• basic supplies required by paver operators, such as rags, oil, grease	<i>Manufacturers' manuals and literature for tools</i>

BLOCK D MAINTENANCE

Task 7 Performs Pre-operational Inspection and Daily Service with Engine Off

This task is important because it helps to:

- ensure continuous and safe operation of equipment
- meet manufacturers' specifications, company policies and procedures, and applicable legislation
- prevent damage to equipment and property
- prevent injury
- reduce unscheduled downtime

Trends:

- There is increased awareness of the consequences of not complying with environmental and Occupational Health and Safety legislation.
- Increasingly, computer-controlled operating systems are standard on new equipment.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
7.01 Inspects and services engine lubrication system	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation • engine lubrication system, components, and functions • normal operating conditions • spill kit procedures <p>Ability to:</p> <ul style="list-style-type: none"> • locate components to be inspected • identify service needs, such as low oil levels • select and use appropriate tools • perform basic service, such as adjust oil levels • use spill kit • perform or arrange for repair or replacement of defective components, such as seals, gaskets, lines 	<p><i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, flashlight, spill kit</i></p>
7.02 Inspects and services electrical system	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation • electrical system, components, and functions • normal operating conditions <p>Ability to:</p> <ul style="list-style-type: none"> • locate components to be inspected 	<p><i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies</i></p>

- identify service needs, defects, and hazardous conditions through visual inspection
- select and use appropriate tools
- perform or arrange for service
- perform or arrange repair or replacement of defective components, such as batteries, belts

7.03 Inspects and services hydraulic system

Knowledge of:

- manufacturers' specifications
- company policies and procedures
- applicable legislation
- hydraulic system, components, and functions
- normal operating conditions
- spill kit procedures

Ability to:

- locate components to be inspected
- identify service needs, defects, and hazardous conditions through visual inspection
- select and use appropriate tools
- perform basic maintenance, such as check hydraulic oil levels
- use spill kit
- perform or arrange for repair or replacement of defective components, such as hoses, fittings

Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, spill kit

7.04 Inspects and services cooling system

Knowledge of:

- manufacturers' specifications
- company policies and procedures
- applicable legislation
- cooling system, components, and functions
- normal operating conditions
- spill kit procedures

Ability to:

- locate components to be inspected
- identify service needs, defects, and hazardous conditions through visual inspection, such as ensure unobstructed air flow through radiator
- select and use appropriate tools
- perform basic maintenance, such as add coolant
- use spill kit
- perform or arrange for repair or replacement of defective components, such as hoses, belts

Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, coolant, spill kit

Asphalt Paver Operator Occupational Analysis

7.05	Inspects and services air intake system	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• company policies and procedures• applicable legislation• air intake system, components, and functions• normal operating conditions <p>Ability to:</p> <ul style="list-style-type: none">• locate components to be inspected• identify service needs, defects, and hazardous conditions through visual inspection, such as check air service indicator• select and use appropriate tools• perform basic maintenance, such as clean primary and secondary air filters• perform or arrange for repair or replacement of defective components, such as intake hoses, clamps	<p><i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, air filters</i></p>
7.06	Inspects and services fuel system	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• company policies and procedures• applicable legislation• fuel system, components, and functions• normal operating conditions• spill kit procedures <p>Ability to:</p> <ul style="list-style-type: none">• locate components to be inspected• identify and read gauges and level indicators• identify service needs, defects, and hazardous conditions through visual inspection• perform basic maintenance, such as refuel tank• use spill kit• perform or arrange for repair or replacement of defective components, such as fuel lines, primary and secondary fuel filters	<p><i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, spill kit, fuel, fuel conditioner, fuel filters</i></p>
7.07	Inspects and services suspension system	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• company policies and procedures• applicable legislation• suspension system, components, and functions• normal operating conditions	<p><i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, flashlight</i></p>

Ability to:

- locate components to be inspected
- identify service needs, defects, and hazardous conditions through visual inspection, such as check for gashes or bulges in tires or damaged wheel components
- select and use appropriate tools
- perform basic maintenance, such as grease bushings, bearings, and pins
- perform or arrange for repair or replacement of defective components

7.08 Inspects and services drive train

Knowledge of:

- manufacturers' specifications
- company policies and procedures
- applicable legislation
- drive train, components, and functions
- normal operating conditions
- spill kit procedures

Ability to:

- locate components to be inspected
- identify service needs, defects, and hazardous conditions through visual inspection
- select and use appropriate tools
- perform basic maintenance, such as check for wear, leaks, and damage to components
- use spill kit
- perform or arrange for repair or replacement of defective components

Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, flashlight, spill kit

7.09 Inspects and services braking system

Knowledge of:

- manufacturers' specifications
- company policies and procedures
- applicable legislation
- type of braking system (such as electrical, hydraulic, mechanical), components, and functions
- normal operating conditions
- spill kit procedures

Ability to:

- locate components to be inspected
- identify service needs, defects, and hazardous conditions through visual inspection
- select and use appropriate tools
- perform basic maintenance, such as top up fluid reservoirs

Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, flashlight, brake fluid, air line conditioner, spill kit

		<ul style="list-style-type: none"> • use spill kit • perform or arrange for repair or replacement of defective components, such as connecting rods, linkage 	
7.10	Inspects and services operator station	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation • operator station and components, such as seat, seat belt, instrument panel, communication devices • normal operating conditions <p>Ability to:</p> <ul style="list-style-type: none"> • locate and identify controls inside operator station • identify missing or defective components or controls • perform or arrange for repair or replacement of defective components 	<i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies</i>
7.11	Inspects safety equipment	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation • required safety equipment, such as reflectors, fire extinguisher • normal operating conditions <p>Ability to:</p> <ul style="list-style-type: none"> • ensure that safety equipment is on board and securely mounted • identify service needs, defects, and hazardous conditions through visual inspection • arrange for repair or replacement of defective components, such as fire extinguisher 	<i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, safety equipment</i>
7.12	Inspects and services attachments	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation • attachments, components, and functions • normal operating conditions 	<i>Manufacturers' manuals and literature, equipment maintenance documentation, basic tools and supplies, PPE</i>

Ability to:

- locate components to be inspected
- identify service needs, defects, and hazardous conditions through visual inspection
- select and use appropriate tools
- perform basic maintenance, such as grease bearings, bushings, and pins
- perform or arrange for repair or replacement of defective components, such as bearings

7.13 Inspects and services hopper and feed system

Knowledge of:

- manufacturers' specifications
- company policies and procedures
- applicable legislation
- hopper and feed system, components, and functions
- normal operating conditions

Ability to:

- locate components to be inspected
- identify service needs, defects, and hazardous conditions through visual inspection
- select and use appropriate tools
- perform basic maintenance, such as clean hopper
- perform or arrange for repair or replacement of defective components, such as bearings, chains

Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, flashlight

BLOCK D MAINTENANCE

Task 8 Performs Pre-operational Inspection and Daily Service with Engine Running

This task is important because it helps to:

- identify problems not evident when engine is off
- ensure that equipment is safe and ready to operate
- prolong equipment life
- reduce unscheduled downtime
- prevent damage to equipment and property
- prevent injury

Trends:

- There is increased awareness of the consequences of not complying with environmental and Occupational Health and Safety legislation.
- Increasingly, computer-controlled operating systems are standard on new equipment.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
8.01 Starts engine and checks monitoring and warning systems	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation • starting, monitoring, and warning systems • impact of weather and seasonal conditions on start-up procedures • battery-boosting procedures <p>Ability to:</p> <ul style="list-style-type: none"> • locate components to be inspected • identify service needs, defects, and hazardous conditions (such as leaks, burnt out lights) through visual inspection • adjust start-up procedure to accommodate weather conditions • select and use appropriate tools • perform basic service, such as replace fuse • perform or arrange for repair or replacement of defective components, such as seals, gaskets, lines • assist mechanic with battery boosting 	<i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies</i>
8.02 Warms up engine	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • impact of weather and seasonal conditions on equipment functions and fluids 	<i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE</i>

Ability to:

- monitor instrument panel
- warm up engine according to weather conditions and manufacturers' instructions

8.03 Cycles equipment functions

Knowledge of:

- manufacturers' specifications
- company policies and procedures
- equipment controls
- normal operating characteristics
- impact of weather and seasonal conditions on equipment functions and fluids

Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies

Ability to:

- activate all functions (such as brakes, steering, lights, augers, conveyors, hopper, other hydraulic functions) according to weather conditions
- select and use appropriate tools
- identify problems with functions
- arrange for repair or replacement of defective components

BLOCK D MAINTENANCE

Task 9 Complies with Scheduled Maintenance Requirements

This task is important because it helps to:

- ensure continuous and safe operation of equipment
- validate manufacturers' equipment warranties
- prevent damage to equipment and property
- prevent injury
- reduce unscheduled downtime

Trends:

- Scheduled maintenance requirements are changing to meet the needs of new emission requirements for engines.
- Increasingly, manufacturers are using computer-controlled equipment to identify service requirements.
- Increasingly, manufacturers are able to monitor, through computer-controlled equipment, whether warranty requirements have been met.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
9.01 Arranges for or performs scheduled maintenance	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation • factors that influence scheduled maintenance, such as where equipment is being used, weather, seasonal conditions <p>Ability to:</p> <ul style="list-style-type: none"> • read indicators that signal need for replacement, such as air filter, hour meter • read maintenance records and documentation relating to service, such as log books • comply with safety requirements • arrange for or perform scheduled maintenance 	<p><i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, fluids, filters</i></p>

BLOCK E OPERATING PROCEDURES
Task 10 Describes Basics of Paving

This task is important because it helps to:

- produce quality product with appropriate aesthetics
- improve efficiency

Trends:

- Compaction is an increasingly important part of the paving process due to higher quality control standards.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
10.01 Describes types and properties of mixes	Knowledge of: <ul style="list-style-type: none"> • materials, such as aggregate sizes, type of binder • properties of materials, such as hot/cold, rich/lean, texture • different mixes by aggregate sizes and asphalt cement (AC) grade • differences between high density mix, Superpave, and other specialty mixes • different mixes by colour and texture • additives, such as glass, rubber, ground shingles • temperature and effect on mix 	
10.02 Describes types of paving projects	Knowledge of: <ul style="list-style-type: none"> • characteristics of highway, city, and specialty (such as race tracks, runway) paving projects • co-ordination of production, delivery, and lay-down • seams/joints, curves, crowns, and swales 	
10.03 Describes principles of compaction	Knowledge of: <ul style="list-style-type: none"> • factors that impact compaction, such as speed of paver and roller, temperature of mix and environment, weather, lift thickness, sub-grade conditions • types of compaction, such as screed, roller • seams/joints, curves, crowns, and swales 	

BLOCK E OPERATING PROCEDURES
Task 11 Plans Work Procedures

This task is important because it helps to:

- ensure that work is done according to job specifications
- prevent damage to equipment and property
- prevent injury
- increase safety and production

Trends:

- A job safety analysis (also known as site analysis) is often used, which may be in a checklist format, and require signatures of different site personnel.
- Daily safety and planning meetings are being implemented by more companies.
- Awareness of environmental sensitivity is increasing in the industry, and with the government and the public.
- There are increased requirements for site-specific training and orientation.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
11.01 Assesses site hazards	<p>Knowledge of:</p> <ul style="list-style-type: none"> • company policies and procedures • applicable legislation, such as Occupational Health and Safety • authorities having jurisdiction • locations of utilities on site • locations of other equipment, personnel, and vehicular traffic • how ground and other supporting conditions impact operation of equipment <p>Ability to:</p> <ul style="list-style-type: none"> • inspect site visually • communicate with site personnel • identify actual and potential hazards, such as overhead utility lines, water/gas valves, manholes 	<i>PPE</i>
11.02 Discusses environmental concerns of site with site personnel	<p>Knowledge of:</p> <ul style="list-style-type: none"> • applicable legislation • environmental concerns • site characteristics and boundaries <p>Ability to:</p> <ul style="list-style-type: none"> • identify actual and potential environmental concerns, such as proximity to water courses, noise levels, fuel leaks, hazardous materials • communicate with employer or site personnel 	<i>PPE</i>

11.03	Reviews job specifications and safety considerations with site personnel	<p>Knowledge of:</p> <ul style="list-style-type: none">• applicable legislation, such as Occupational Health and Safety, required permits• job specifications• site plan• other construction equipment on site• actual and potential hazards, such as overhead wires, underground utilities• site and weather conditions• roles of personnel on site, such as foreman, inspector, other tradespeople• job- or site-specific PPE and training <p>Ability to:</p> <ul style="list-style-type: none">• communicate with site personnel to confirm job specifications and identify safety concerns, such as location of utilities	<i>PPE, site plan, utility locate document</i>
11.04	Determines work procedures	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• job specifications• requirements to complete job tasks <p>Ability to:</p> <ul style="list-style-type: none">• identify equipment and attachments needed to do job• identify access and exit points on site• plan work procedures for safety, efficiency, and effectiveness• sequence job tasks to co-ordinate activities with other site personnel	<i>PPE</i>

BLOCK E OPERATING PROCEDURES
Task 12 Complies with Markers, Grades, and Stakes

This task is important because it helps to:

- ensure that job specifications are met
- increase safety and productivity

Trends:

- Global Positioning System (GPS) technology and construction lasers are making this task more precise and less labour-intensive.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
12.01 Interprets symbols and markings	<p>Knowledge of:</p> <ul style="list-style-type: none"> • symbols and markings, such as colour-coded ribbons, surface paint marks • job site colour coding for utility grades and stakes <p>Ability to:</p> <ul style="list-style-type: none"> • recognize symbols and markings used on job site 	<i>PPE, colour-code cards, utility documentation</i>
12.02 Interprets survey markers, construction grades, and stakes	<p>Knowledge of:</p> <ul style="list-style-type: none"> • types and uses of survey markers, construction grades, and stakes • job site colour coding for utility grades and stakes <p>Ability to:</p> <ul style="list-style-type: none"> • differentiate between different types of survey markers, construction grades, and stakes • identify what is indicated by different types of survey markers, construction grades, and stakes 	<i>PPE, colour-code cards, utility documentation</i>

BLOCK E OPERATING PROCEDURES
Task 13 Operates Asphalt Paver

This task is important because it helps to:

- ensure safety of public
- prevent injury
- prevent damage to property and equipment
- fulfill job specifications
- co-ordinate operations with other construction activities on site

Trends:

- There are increased requirements for training in product knowledge and compaction specifications.
- Quality testing of equipment is becoming more advanced.

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
13.01 Complies with equipment safety requirements	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation • safety controls and equipment, such as travel alarms, seat belt • caution, warning, and hazard decals, lights, and symbols <p>Ability to:</p> <ul style="list-style-type: none"> • use safety controls and equipment • respond to caution, warning, and hazard decals, lights, and symbols 	<i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, basic tools and supplies, fire extinguisher, first aid kit</i>
13.02 Follows procedures for equipment set-up	<p>Knowledge of:</p> <ul style="list-style-type: none"> • job specifications and activities • factors affecting safe operation of equipment, such as weather, ground conditions, utilities • correct positioning of equipment • stability characteristics of equipment <p>Ability to:</p> <ul style="list-style-type: none"> • adjust to factors affecting safe operation • maintain stability of equipment • position equipment correctly • communicate with screed operator and traffic control person/signaler 	<i>Manufacturers' manuals and literature, equipment maintenance documentation, PPE, stake line, pylons, delineators</i>

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13.03	Installs attachments	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• job specifications• attachments and specifications• procedures and mechanisms for installation of attachments <p>Ability to:</p> <ul style="list-style-type: none">• select and use appropriate tools• position equipment and attachments for installation• install attachments safely	<i>Manufacturers' manuals and literature, PPE, basic tools and supplies</i>
13.04	Heats screed	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• company policies and procedures• different methods of heating screed• correct temperatures for heating screed• effects of underheating/overheating screed• when to turn heat source on and off <p>Ability to:</p> <ul style="list-style-type: none">• identify method being used to heat screed• use heating method to achieve correct temperature of screed• turn off heat source• communicate concerns with other site personnel	<i>Manufacturers' manuals and literature, PPE</i>
13.05	Demonstrates safe procedures for material handling	<p>Knowledge of:</p> <ul style="list-style-type: none">• job specifications• characteristics of materials being handled <p>Ability to:</p> <ul style="list-style-type: none">• recognize material to be used on project• determine safe procedures for working with material	<i>Manufacturers' manuals and literature, PPE</i>
13.06	Loads paver with asphalt	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• job specifications, such as materials, widths, thicknesses• company policies and procedures• source of asphalt, such as truck, pick-up equipment, MTV	<i>Manufacturers' manuals and literature, PPE</i>

- effects of under-filling/over-filling hopper and auger

Ability to:

- communicate with operator of truck, pick-up equipment, or MTV
- load paver hopper from source of asphalt
- assess volume of asphalt in hopper compared to requirements

13.07 Controls flow of asphalt

Knowledge of:

- manufacturers' specifications
- job specifications, such as width, thickness, type of materials
- company policies and procedures
- how to adjust speed of paver and flow of asphalt

Manufacturers' manuals and literature, PPE

Ability to:

- adjust speed of paver and flow of asphalt
- communicate with personnel, such as screed operator, foreman

13.08 Controls speed of paver

Knowledge of:

- manufacturers' specifications
- company policies and procedures
- plant capacity
- delivery rate

Manufacturers' manuals and literature, PPE

Ability to:

- optimize production
- optimize quality of finished product

13.09 Stops flow at end of pass

Knowledge of:

- manufacturers' specifications
- job specifications
- company policies and procedures
- how to reposition paver for next pass

Manufacturers' manuals and literature, PPE

Ability to:

- estimate when to stop flow of asphalt
- stop flow of asphalt
- communicate with other site personnel before repositioning paver
- reposition paver for next pass
- redirect MTVs

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13.10	Monitors activities of people, vehicles, and other equipment in area	<p>Knowledge of:</p> <ul style="list-style-type: none">• applicable legislation, such as when to use signaller or traffic control person• potential safety hazards• site traffic patterns• blind spots• hand signals <p>Ability to:</p> <ul style="list-style-type: none">• observe and respond to movements of others while performing tasks• avoid collisions• respond to signaller or traffic control person• communicate with others, such as site personnel	<i>PPE</i>
13.11	Monitors equipment performance	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• company policies and procedures• normal operating characteristics• instrument panel, such as gauges, symbols <p>Ability to:</p> <ul style="list-style-type: none">• monitor information from gauges and symbols• use senses to monitor performance• identify equipment problems	<i>Manufacturers' manuals and literature, PPE</i>
13.12	Troubleshoots problems	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• company policies and procedures• normal operating characteristics <p>Ability to:</p> <ul style="list-style-type: none">• identify problems and possible solutions• communicate problems accurately to others such as maintenance personnel	<i>Manufacturers' manuals and literature, PPE, basic tools and supplies, communication devices, flashlight</i>
13.13	Optimizes equipment capabilities	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications, such as capabilities, limitations• job specifications and activities• company policies and procedures• applicable legislation• site and seasonal conditions that impact performance of equipment	<i>Manufacturers' manuals and literature, PPE</i>

- stability characteristics, such as centre of gravity, leverage
- correct positioning of equipment
- grades and stakes
- hand signals

Ability to:

- position equipment correctly
- adjust operation of equipment to accommodate weather conditions, materials being handled, limitations of equipment and attachments, ground conditions, seasonal conditions, and stability characteristics of equipment
- adjust work procedures
- communicate with screed operator and traffic control person/signaller

13.14 Performs other duties

Knowledge of:

- tools and uses
- other related duties, such as shovel/rake asphalt

Ability to:

- perform other duties

PPE, basic tools and supplies, shovel, rake, broom, sledgehammer, pry bars, putty knife

BLOCK E OPERATING PROCEDURES
Task 14 Follows Shut-down Procedures

This task is important because it helps to:

- prevent injury
- prevent damage to equipment and property
- ensure that equipment is ready for next shift
- reduce unscheduled downtime
- prevent vandalism and unauthorized movement of equipment

Trends:

N/A

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
14.01 Cleans equipment before parking	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • importance of cleaning equipment and attachments • impact of weather conditions on equipment <p>Ability to:</p> <ul style="list-style-type: none"> • clean components (such as hopper, augers, conveyors, extensions) according to manufacturers' specifications and company policies and procedures 	<i>Manufacturers' manuals and literature, PPE, basic tools and supplies</i>
14.02 Parks equipment in appropriate location	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation • suitable and safe parking locations, such as dry and clean surface, level, away from water courses, secure area, accessible to fuel truck <p>Ability to:</p> <ul style="list-style-type: none"> • identify appropriate parking location • park equipment according to company policies and procedures • lower attachments 	<i>Manufacturers' manuals and literature, PPE</i>
14.03 Shuts down and secures equipment	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation 	<i>Manufacturers' manuals and literature, PPE, basic tools and supplies, locks</i>

Ability to:

- shut down equipment according to manufacturers' specifications, such as allow engine to idle for specified time, turn off master switch/key
- secure equipment against movement, theft, and vandalism

14.04 Performs housekeeping tasks

Knowledge of:

- manufacturers' specifications
- company policies and procedures

Ability to:

- clean items, such as rails, steps, instrument panel
- sweep floor
- remove garbage

Manufacturers' manuals and literature, PPE, basic tools and supplies

14.05 Performs visual inspection

Knowledge of:

- manufacturers' specifications
- company policies and procedures
- applicable legislation

Ability to:

- check parked equipment visually
- identify existing or potential problems
- communicate concerns to appropriate personnel, such as supervisor, mechanic

Manufacturers' manuals and literature, PPE

BLOCK F TRANSPORTATION
Task 15 Transports Paver

This task is important because it helps to:

- ensure public safety
- transport equipment safely and efficiently
- comply with applicable transportation legislation

Trends:
 N/A

Subtasks	Supporting Knowledge and Abilities	Tools and Supplies
15.01 Prepares to load paver and attachments	Knowledge of: <ul style="list-style-type: none"> • manufacturers' specifications for paver and attachments • company policies and procedures • applicable legislation • how to load paver onto different types of transport vehicles, such as beavertail, folding gooseneck • impact of weather conditions Ability to: <ul style="list-style-type: none"> • assess hazards, such as uneven ground, utility lines • prepare paver and attachments for transport, such as remove unsecured tools 	<i>Manufacturers' manuals and literature, PPE</i>
15.02 Loads or assists with loading paver and attachments	Knowledge of: <ul style="list-style-type: none"> • manufacturers' specifications of paver, such as weight, dimensions • company policies and procedures • applicable legislation • loading techniques • weather conditions • deck conditions • blocking • hazards in area • how to position paver on transport vehicle • hand signals Ability to: <ul style="list-style-type: none"> • avoid hazards in area, such as uneven ground, utility lines • load or assist with loading of paver • use and respond to hand signals 	<i>Manufacturers' manuals and literature, PPE</i>

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15.03	Secures or assists with securing paver and attachments for transport	<ul style="list-style-type: none">• Knowledge of:• manufacturers' specifications• company policies and procedures• applicable legislation• tie-down points• weather conditions <p>Ability to:</p> <ul style="list-style-type: none">• protect equipment from damage, such as cover exhaust pipe• secure equipment[JS3]• assist transport vehicle driver, such as attach warning flags and reflectors	<i>Manufacturers' manuals and literature, PPE</i>
15.04	Unloads or assists with unloading paver and attachments	<p>Knowledge of:</p> <ul style="list-style-type: none">• manufacturers' specifications• company policies and procedures• unloading techniques• hazards in area• weather conditions• deck conditions• ground conditions• blocking• hand signals <p>Ability to:</p> <ul style="list-style-type: none">• assess and adjust to area hazards, such as overhead obstructions, narrow landing areas• unload or assist with unloading• assist transport vehicle driver• use and respond to hand signals	<i>Manufacturers' manuals and literature, PPE</i>

BLOCK F TRANSPORTATION
Task 16 Drives Paver

This task is important because it helps to:

- ensure that equipment arrives safely
- ensure public safety
- comply with applicable transportation legislation

Trends:

N/A

Subtasks	Supporting Knowledge & Abilities	Tools and Supplies
16.01 Prepares paver for road travel	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • applicable legislation, such as traffic laws, regulations • proper positioning of attachments for road travel • route and destination <p>Ability to:</p> <ul style="list-style-type: none"> • secure attachments in proper position for road travel • complete inspection, such as check brakes, steering, lights, tires, and back-up warnings • clean equipment 	<i>Manufacturers' manuals and literature, PPE</i>
16.02 Drives paver on public roads	<p>Knowledge of:</p> <ul style="list-style-type: none"> • manufacturers' specifications • company policies and procedures • applicable legislation, such as traffic laws • road and weather conditions • limitations on public roads, such as speed, blind spots <p>Ability to:</p> <ul style="list-style-type: none"> • comply with applicable legislation, such as possess appropriate and valid driver's licence • follow route to destination • adjust to road and weather conditions, such as adjust speed • recognize and avoid potential hazards 	<i>Manufacturers' manuals and literature, PPE</i>

Asphalt Paver Operator DACUM Chart

Block	Task	Subtask					
A. PROFESSIONALISM	1. Acts Professionally	1.01 Demonstrates work ethic	1.02 Is aware of factors affecting personal health	1.03 Resolves problems or disagreements with others	1.04 Participates in professional development	1.05 Works with others	1.06 Works independently
	2. Uses Communication Skills	2.01 Speaks and listens effectively	2.02 Uses documentation	2.03 Communicates using signals	2.04 Uses electronic communication equipment		
B. SAFETY	3. Interprets Applicable Legislation and Policies	3.01 Interprets federal, provincial/territorial, and municipal legislation	3.02 Interprets permits, licenses, and insurance requirements	3.03 Interprets environmental legislation	3.04 Interprets company policies and procedures		
	4. Works Safely	4.01 Uses personal protective equipment (PPE)	4.02 Completes required health and safety training				
	5. Complies with Site Emergency Plan	5.01 Prepares for emergencies	5.02 Responds to emergencies				

Asphalt Paver Operator DACUM Chart

Block	Task	Subtask					
C. EQUIPMENT	6. Describes Equipment and Attachments	6.01 Describes types and sizes of pavers and screeds	6.02 Identifies components of pavers and screeds	6.03 Describes attachments	6.04 Describes specialized asphalt paving equipment	6.05 Describes basic tools and supplies associated with pavers and screeds	
D. MAINTENANCE	7. Performs Pre-operational Inspection and Daily Service with Engine Off	7.01 Inspects and services engine lubrication system	7.02 Inspects and services electrical system	7.03 Inspects and services hydraulic system	7.04 Inspects and services cooling system	7.05 Inspects and services air intake system	7.06 Inspects and services fuel system
		7.07 Inspects and services suspension system	7.08 Inspects and services drive train	7.09 Inspects and services braking system	7.10 Inspects and services operator station	7.11 Inspects safety equipment	7.12 Inspects and services attachments
		7.13 Inspects and services hopper and feed system					
	8. Performs Pre-operational Inspection and Daily Service with Engine Running	8.01 Starts engine and checks monitoring and warning systems	8.02 Warms up engine	8.03 Cycles equipment functions			
	9. Complies with Scheduled Maintenance Requirements	9.01 Arranges for or performs scheduled maintenance					

Asphalt Paver Operator DACUM Chart

Block	Task	Subtask					
E. OPERATING PROCEDURES	10. Describes Basics of Paving	10.01 Describes types and properties of mixes	10.02 Describes types of paving projects	10.03 Describes principles of compaction			
	11. Plans Work Procedures	11.01 Assesses site hazards	11.02 Discusses environmental concerns of site with site personnel	11.03 Reviews job specifications and safety considerations with site personnel	11.04 Determines work procedures		
	12. Complies with Markers, Grades, and Stakes	12.01 Interprets symbols and markings	12.02 Interprets survey markers, construction grades, and stakes				
	13. Operates Asphalt Paver	13.01 Complies with equipment safety requirements	13.02 Follows procedures for equipment set-up	13.03 Installs attachments	13.04 Heats screed	13.05 Demonstrates safe procedures for material handling	13.06 Loads paver with asphalt
		13.07 Controls flow of asphalt	13.08 Controls speed of paver	13.09 Stops flow at end of pass	13.10 Monitors activities of people, vehicles, and other equipment in area	13.11 Monitors equipment performance	13.12 Troubleshoots problems

Asphalt Paver Operator DACUM Chart

Block	Task	Subtask				
E. OPERATING PROCEDURES, cont'd	13. Operates Asphalt Paver, cont'd	13.13 Optimizes equipment capabilities	13.14 Performs other duties			
	14. Follows Shut-down Procedures	14.01 Cleans equipment before parking	14.02 Parks equipment in appropriate location	14.03 Shuts down and secures equipment	14.04 Performs housekeeping tasks	14.05 Performs visual inspection
F. TRANSPORTATION	15. Transports Paver	15.01 Prepares to load paver and attachments	15.02 Loads or assists with loading paver and attachments	15.03 Secures or assists with securing paver and attachments for transport		15.04 Unloads or assists with unloading paver and attachments
	16. Drives Paver	16.01 Prepares paver for road travel	16.02 Drives paver on public roads			

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Joe Dowdall, ON
Charlie Eddy, NL
Stan Fortune, ON
Nelson Fowler, NB
Wayne Hannah, ON
Marty McDonnell, AB
Craig McIntosh, BC
Rae Munroe, ON
Len Phelan, BC

Gary Snow, NL

Excavating:

Archie Fontaine, BC
Dan Johnson, MB
Merv Marcynuk, MB
Harold McBride, ON
Robert Middleton, MB
Rae Munroe, ON
Vance Simpson, MB
Jack Walker, AB
Pat Watson, BC
Gary Snow, NL

Hauling:

Alain Jacques, QC
Archie Fontaine, BC
Bruce Hecht, AB
Dan Henry, MB
Richard Lagace, NB
Robert Middleton, MB
Rae Munroe, ON
Shawn Robertson, ON
Larry Smith, NL
Scott Smith, ON
Ernest Wainio, ON

Paving:

David Alves, ON
Gordon Biegler, AB
Orest Cesmistruk, NS
Frank Cardile, AB
Peter Gamble, ON
Rae Munroe, ON
Greg Paciorka, MB
Brian Parisien, MB
Robert Parisien, MB
Todd Paterson, ON
Rick Spaidal, BC