

EMPLOYEE TRAINING RECORD

TRAINING TITLE
Garden Tractors

KEY TEACHING POINTS

DO

- Read and follow manufacturer's operating manual.
- Always wear seat belt if equipped.
- Wear close-fitting clothing, sturdy non-slip footwear and head protection.
- Check oil and fuel levels before starting.
- Ensure that shields and other safety devices are in place and working properly.
- Turn off machine and disconnect spark plug wire before adjusting machine.
- Drive tractor up and down slopes rather than sideways for greater stability.
- Replace or tighten all loose or broken parts. Keep tractor in good working condition.
- Have a qualified mechanic regularly service the tractor.
- Let the engine idle a few minutes before shutting down.

DO NOT

- Do not ride on tractor hood or draw bar. Allow only one person on the tractor.
- Do not park tractors where they can endanger others.
- Do not carry passengers.
- Do not leave tractor unattended unless the power is off and the ignition key is removed.
- Do not drive with PTO running if it is not being used.

TEST

QUESTION	ANSWERS	
	TRUE	FALSE
1. Wear seat belts when riding on garden tractors.	<input type="checkbox"/>	<input type="checkbox"/>
2. Carry passengers on the draw bar.	<input type="checkbox"/>	<input type="checkbox"/>
3. Head protection is not required.	<input type="checkbox"/>	<input type="checkbox"/>
4. Do not park on a slope.	<input type="checkbox"/>	<input type="checkbox"/>
5. Let the engine idle a few minutes before shutting down.	<input type="checkbox"/>	<input type="checkbox"/>
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE

1. True 2. False 3. False 4. True 5. True