

## Checklist for Press Brake Operator Training

Name \_\_\_\_\_

Payroll# \_\_\_\_\_

Promotion \_\_\_\_\_ Cross Training \_\_\_\_\_ New Hire \_\_\_\_\_

Start Date \_\_\_\_\_ Completion Date \_\_\_\_\_

**On the completion of each "Step" the trainer will test the trainee on each topic within the "Step". As each topic is successfully demonstrated and explained by the trainee both the trainer and the trainee will initial the topic to verify acceptance and understanding. Each "step" must be completed before advancing to the next section.**

Trainer	Trainee	Step 1
_____	_____	1 Policy and Procedures
_____	_____	2 Personal protective Equipment requirements
_____	_____	3 Housekeeping requirements
_____	_____	4 Identify and utilization of Press Brake Fabrication tools
_____	_____	5 Basic operation/function of Press Brake
_____	_____	6 Basic understanding of Press Brake theory and techniques
_____	_____	7 Press Brake Procedures/ concerns
_____	_____	8 Proper startup and shutdown procedures
_____	_____	9 LO/TO procedure

\_\_\_\_\_ Step 1 Completion Date \_\_\_\_\_

Trainer	Trainee	Step 2
		1 Material Specific Knowledge
		2 Pre-work setup/ understanding of customer requirements
		3 Ability to perform job duties of Press Brake operation
		4 Check and Double check system for quality
		5 Ability to perform basic Press Brake techniques
		6 Understand and perform Invex system procedures
		7 Packaging, labeling and staging processed materials
		8 List below additional items/ requirements reviewed

## Step 2 Completion Date

## Comments