



**Concrete Pumping Association of Australia Inc.**  
**“HOW TO USE” INSTRUCTIONS FOR LOGBOOKS**

*This logbook has been designed to assist owners and operators to correctly maintain company equipment and to comply with the current relevant standards and Code of Practice for Pumping Concrete.*

## **“PUMP OPERATORS LOGBOOK”**

This Logbook holds the original information for repairs as follows:-

- **Daily Safety Checks**
- **Weekly Safety Checks**
- **Monthly Safety Checks**
- **Twelve Monthly Checks**
- **Monthly Ultra Sonic pipe thickness testing.**

At the end of each month the completed forms are transferred into the “Office Logbook” for Boom Pumps only.

**Notes:-**

- **The Operators Logbook is kept in the cabin of the pump.**
- **The Operators Logbook will last for twelve (12) months.** (Replace with a new book)
- **A carbon copy of the completed form will remain in the Logbook.**
- **The Operators Logbook has a pocket for WorkCover & Registration documentation.**
- **The Operators Logbook has a fold out sheet at the back for separating the pages to isolate the carbon backing.**

### **Comments on Operator Copy Logbook Index:-**

1. **New Boom Pump Design:-** This section is to be supplied by the manufacturer of the Pump & Boom and if the information is not available then the Title Sheet should be filled out by a responsible person. The information may be obtained from the “Office Copy Logbook”.
2. **Daily & Weekly Checks:-** This section must be filled out by the operator of this unit.
3. **Monthly Checks:-** This section is to be filled out by the operator. The operator should be trained by a competent person on how to carry out these checks.
4. **Twelve Monthly Checks:-** This section is to be filled out by the operator. The operator must be trained by a competent person on how to carry out these checks.
5. **Master Inspection Report:-** The date of the “last” six (6) yearly & twelve (12) monthly inspections should be noted on this form. If the unit is new then the date of manufacture must be noted on the form.

**Please contact the Concrete Pumping Association of Australia Inc. should you require additional information or clarification.**

#### Disclaimer

The Concrete Pumping Association of Australia (inc) has designed this Logbook to assist repairs and maintenance of your Pumping Equipment taking into account the Code of Practice and relevant standards. The association accepts that this is minimum requirement and therefore cannot be held responsible for actions of others beyond our control. This Logbook may be altered due to changes in the laws or standards without notice.