



Practical Skills/ Experience Sign-Off Documentation

with respect to certification of:

EDM-E

Lifts for Persons with Physical Disabilities

**(Under Ontario Regulation 222/01,
Technical Standards & Safety Act, 2000)**

Name of Applicant / Mechanic:

Address of Applicant / Mechanic:

EDM-T Date of Receipt:



Practical Skills Sign-Off Document Introduction:

The Elevating Device Mechanic Class E (EDM-E) Practical Skills Sign-Off Document has been developed by the Technical Standards & Safety Authority (TSSA) in conjunction with the Elevating Device Training and Certification Advisory Board. TSSA has endorsed the use of the Skills Passport and it is therefore a mandatory requirement for Mechanics-In-Training as they accumulate work experience in the Elevating Device Industry.

The Skills Passport is designed to provide a graphic representation of the experience and skills acquired in a number of specific areas within the Elevating Device Industry. In addition to being a requirement for certification, the document will also serve to point supervising mechanics, inspectors, employers and Mechanics-In-Training toward those areas in which additional experience may be needed. The responsibility for ensuring that the document is kept up-to-date rests with the Mechanic-In-Training and not the employer.

The sections of the document reflect the skills and training objectives that are contained in the training requirements for an EDM-E and/or EDM-E Expanded Scope – VC Mechanic.

The Skills Passport has been designed to directly reflect the mandatory in-class/theoretical training content for the classification applied for. Where a Supervising Mechanic is unclear regarding the intent of the demonstrable skills as defined in this document they are to reference the applicable curriculum document for clarification before providing the sign-off.

The following table illustrates the required In-Class/Theoretical Training modules required for the EDM-E certificate of qualification.

Required In-Class/Theoretical Training:

Training Modules/Unit:	EDM-E	EDM-E (Expanded Scope) - VC
M1: Safety	24	24
M2: Introduction to Elevating Devices	21	21
M3: Mechanical Print Reading	15	15
M4: Ladders, Scaffolding and Work Platforms	6	6
M5: Rigging and Hoisting	12	12
M6: Introduction to Applicable Codes	6	6
M7: Mechanical Practices	30	30
M8: Traction Lift Installation	N/A	9
M9: Basic Hydraulics	9	9
M10: Elevator Hydraulic Systems	36	36
M11: Hydraulic Elevator Installation	21	21
M12: Basic Electricity	60	60
M13: Industrial Electricity for Elevating Devices	54	54
M14: Motors, Generators, Controls & AC Drives	17	41
M15: Solid State Electronics	22	69
M16: Circuit Tracing	16	54



EDM-E
Skills Passport Document
March 2014

Training Modules/Unit:	EDM-E	EDM-E (Expanded Scope) - VC
M18: Lifts for Persons with Physical Disabilities	21	21
M19: General Preventative Maintenance	6	15
M25: Modernization/Alterations	N/A	15
Total	376 hours	518 hours

How to Use the Sign-Off Document:

Each of the required skills to be demonstrated by the Mechanic-In-Training are listed under the skill areas identified as essential for the specific certificate. Within each of the skills listed there is a sign-off section for the Mechanic-In-Training and a section for the Supervising Mechanic. Both the Mechanic-In-Training and the Supervising Mechanic must sign and date each section once it has been have successfully mastered and demonstrated. This demonstration of skills must be witnessed and attested to by the Supervising Mechanic.

NOTE: The Supervising Mechanic must be a current (and valid) EDM-E, EDM-E (Expanded Scope) – VC or EDM-A certificate holder, and has the responsibility of ensuring they have witnessed the demonstration of the skill and that they are fully satisfied the Mechanic-In-Training has mastered the skill as specified.

Skills Audit:

By submitting this document you have made a declaration that you possess the signed-off skills. At any time during the Mechanic-In-Training period or as a Certified Elevating Device Mechanic, you may be audited. What this means is that a TSSA Inspector may challenge your knowledge on the skills for which you have been signed-off. You may be asked to demonstrate the skill(s) to the Inspector upon request.

Description/Duties:

A **EDM-E** mechanic as defined in Ontario Regulation 222/01:

- A person who holds an EDM-E certificate may, without supervision, construct, install, service and maintain lifts for persons with physical disabilities, as defined in Ontario Regulation 209/01 (Elevating Devices) made under the Act, with the exception of enclosed vertical platform lifts. O. Reg. 222/01, s. 15.

A **EDM-E (Expanded Scope) – VC** mechanic as defined in the Elevating Devices Policies and Procedures Document:

- A person who holds an EDM-E (Expanded Scope) – VC may, without supervision, construct, install, service and maintain elevating devices for persons with physical disabilities referred to in Ontario Regulation 209/01 (Elevating Devices) including enclosed vertical platform lifts as described in CSA B355.

Additional Notes:

This document shall accurately reflect the experience and training gained during the qualifying period of the



Mechanic-In-Training.

'Sign-Off Not Required' means: the Mechanic-In-Training has received the applicable training during the in-class/theoretical portion of the training program.

This document outlines an area for experience on Vertical C Elevating Devices for those seeking an EDM-E (Expanded Scope) – VC certificate of qualification in *grey*, these sections are not mandatory for those seeking certification as an EDM-E mechanic.

The Supervising Mechanic Sign-Off Identification Form is mandatory and shall be accurately completed by all Supervising Mechanics.

The Chart of Experience by Type of Lifts for Persons with Physical Disabilities is mandatory and shall be accurately completed by all Supervising Mechanics.



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
1	SAFETY (DOCUMENT WORK ACTIVITIES)
1.7	<p>The EDM-T has demonstrated the ability to inspect elevating devices and material handling equipment for proper condition and operation by:</p> <ul style="list-style-type: none"> <input type="checkbox"/> checking associated equipment and personal protection devices <input type="checkbox"/> reviewing the prescribed hoisting procedures <input type="checkbox"/> ensuring the work area is free of obstructions and hazards <input type="checkbox"/> ensuring sufficient clearance and headroom is available <input type="checkbox"/> ensuring all equipment is secure, correctly positioned, clean and free of defects and stored in a designated location when not in use <p>The EDM-T performs these activities in accordance with government safety regulations; manufacturer`s recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
1.8	<p>The EDM-T has demonstrated the ability to work on equipment in elevated positions by:</p> <ul style="list-style-type: none"> <input type="checkbox"/> mounting/ascending and descending/dismounting safely <input type="checkbox"/> using required fall arrest and restraint systems <input type="checkbox"/> posting "Work Overhead" warning notices <p>The EDM-T performs these activities in accordance with government safety regulations; manufacturer`s recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
1.9	<p>The EDM-T has demonstrated the ability to apply lock out and tag procedures and de-energizing procedures prior to commencing maintenance and overhaul the following equipment types:</p> <ul style="list-style-type: none"> <input type="checkbox"/> electrical <input type="checkbox"/> mechanical <input type="checkbox"/> hydraulic <input type="checkbox"/> pneumatic <p>The EDM-T has demonstrated the ability to follow approved electrical safe work practices when working on energized equipment, and all activities are completed in accordance with government safety regulations.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
1	SAFETY (DOCUMENT WORK ACTIVITIES)
1.12	<p>The EDM-T has demonstrated the ability to use and maintain testing devices including but not limited to: measuring tapes, scales, dividers, markers, calipers, dial indicators, multimeters, tachometers, gauges, micrometers, levels, etc. by:</p> <ul style="list-style-type: none"> ___ determining the correct device or equipment ___ setting up the device ___ testing the device ___ adjusting operation as necessary ___ identifying deficiencies <p>The EDM-T ensures measuring and testing devices are used for their intended purpose and are maintained at a good standard of repair and accurate calibration that is safe and functionally effective in accordance with government safety regulations.</p> <p>_____ Mechanic-In-Training's Signature and Date</p> <p>_____ Supervising Mechanic's Signature and Date Certificate #: _____</p>
1.13	<p>The EDM-T identifies all hazards through a job hazard safety analysis by identifying, assessing, and controlling all hazards before performing tasks by: practicing good housekeeping; following fire safety procedures; ensuring personal and public safety on work sites; applying lock out and tag procedures (use of a meter for test and verify); handling and storing hazardous materials in accordance with OSHA and Workplace Hazardous Materials Information System (WHMIS) regulations and employer's safety procedures.</p> <p>_____ Mechanic-In-Training's Signature and Date</p> <p>_____ Supervising Mechanic's Signature and Date Certificate #: _____</p>
1.14	<p>The EDM-T demonstrates the ability to write and maintain concise, detailed, clear and accurate service documents and reports, including but not limited to: time tickets, log books; health and safety reports; injury reports; quotes; etc., in accordance with company and industry practices and procedures.</p> <p>_____ Mechanic-In-Training's Signature and Date</p> <p>_____ Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
2	INTRODUCTION TO ELEVATING DEVICES (DOCUMENT WORK ACTIVITIES)
2.1	<p>The EDM-T has demonstrated an understanding of the history and terminology of vertical transportation and the evolution to the modern elevating devices.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
2.2	<p>The EDM-T is able to identify other elevating devices covered under the Elevating Devices Regulations in accordance with manufacturer's design features.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
2.3	<p>The EDM-T has demonstrated the ability to apply applicable Act, Regulations, standards and codes.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
3	MECHANICAL PRINT READING (DOCUMENT WORK ACTIVITIES)
3.1	<p>The EDM-T is able to interpret architectural/structural prints in accordance with manufacturer's recommendations/specifications and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
3.2	<p>The EDM-T is able to interpret elevating device layout prints in accordance with manufacturer's recommendations/specifications and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
3.3	<p>The EDM-T has demonstrated the ability to perform elevating device mechanical print reading procedures in accordance with manufacturer's recommendations/specifications and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
4	LADDERS, SCAFFOLDING AND WORK PLATFORMS (DOCUMENT WORK ACTIVITIES)
4.1	<p>The EDM-T has demonstrated the ability to use ladders in accordance with government safety regulations, manufacturer's recommendations/specifications and approved industry.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
4.2	<p>The EDM-T has demonstrated the ability to use scaffolding in accordance with government safety regulations, manufacturer's recommendations/specifications and approved industry.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
4.3	<p>The EDM-T has demonstrated the ability to use work platforms in accordance with government safety regulations, manufacturer's recommendations/specifications and approved industry.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
5	RIGGING AND HOISTING (DOCUMENT WORK ACTIVITIES)
5.1	Sign-Off Not Required
5.2	Sign-Off Not Required
5.3	<p>The EDM-T has demonstrated the ability to use rigging and hoisting equipment by choosing appropriate equipment required for the specific lift including cable clamps, chain block hoists, chains, chokers, come-alongs, connectors, ropes, slings and tuggers; performing preoperational visual checks for defects including damaged links, frayed cables, cuts in slings, damaged threads on shackles, and other physical defects and replacing or identifying for repair defective rigging in accordance with employers procedures, manufacturer specifications, CSA safety standards and applicable Ontario regulations.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
5.4	<p>The EDM-T has demonstrated the ability to position and employ rigging by placing or attaching the rigging to the load; dismantling and storing the rigging equipment after use; selecting rigging with the correct safety factors; appropriately placing/using the rigging to move/lift the appropriate work piece and stores equipment correctly ensuring it is in a state of good repair in compliance with employer's procedures, CSA safety standards, Ontario regulations and material handling guidelines.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
5.5	Sign-Off Not Required



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
6	INTRODUCTION TO APPLICABLE CODES AND STANDARDS (DOCUMENT WORK ACTIVITIES)
6.1	Sign-Off Not Required
6.2	Sign-Off Not Required
6.3	Sign-Off Not Required
6.4	<p>The EDM-T has demonstrated the ability to access information from the applicable codes, standards, and safety regulations.</p> <hr/> <p>Mechanic-In-Training's Signature and Date</p>
	<hr/> <p>Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)	
7	MECHANICAL PRACTICES (DOCUMENT WORK ACTIVITIES)	
7.1	The EDM-T has demonstrated the ability to use mechanical prints and the applicable drawing for Lifts for Persons with Physical Disabilities. _____ Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____	
7.2	The EDM-T has demonstrated a working knowledge of power transmission components. _____ Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____	
7.3	The EDM-T has demonstrated a working knowledge of bearings and seals. _____ Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____	
7.4	The EDM-T has demonstrated the ability to complete precision measurements. _____ Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____	
7.5	The EDM-T is able to demonstrate the correct use and installation of hardware based on supplied installation requirements. _____ Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____	
7.6	The EDM-T has demonstrated the correct application, storage and disposal of lubricants. _____ Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____	
7.7	The EDM-T has demonstrated the ability to use test instruments for use in pressures, speeds and torque. _____ Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____	



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
8	TRACTION LIFT INSTALLATION (DOCUMENT WORK ACTIVITIES)
8.1	<p>The EDM-T has demonstrated the abilities of site planning in accordance with government safety regulations, manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
8.2	<p>The EDM-T has demonstrated the fundamentals of plumbing the hoistway.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
8.3	<p>The EDM-T has demonstrated the fundamentals of installing rails, brackets and guide rails in accordance with government safety regulations, manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
8.4	<p>The EDM-T has demonstrated the fundamentals of the installation procedures for machine room equipment in accordance with government safety regulations, manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
8.5	<p>The EDM-T has demonstrated the fundamentals of installing pit structures in accordance with government safety regulations, manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
8.6	<p>The EDM-T has demonstrated the fundamentals of the installation of car and counterweight assemblies and wire ropes in accordance with government safety regulations, manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
8	TRACTION LIFT INSTALLATION (DOCUMENT WORK ACTIVITIES)
8.7	<p>The EDM-T has demonstrated the ability to the install door frames, hoistway doors and lock assemblies in accordance with government safety regulations, manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
8.8	<p>The EDM-T has demonstrated the ability to install conduit, wiring and hoistway switches in accordance with government safety regulations; manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
8.9	<p>The EDM-T has demonstrated the fundamentals of installing car cab assemblies in accordance with government safety regulations, manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
8.10	<p>The EDM-T has demonstrated the ability to perform start-up procedures and special emergency service in accordance with government safety regulations; manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
8.11	<p>The EDM-T has demonstrated the ability to inspect and test accessibility devices in accordance with government safety regulations, manufacturer's recommendations and approved industry standards.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)	
9	BASIC HYDRAULICS (DOCUMENT WORK ACTIVITIES)	
9.1	The EDM-T has demonstrated a working knowledge of basic hydraulic systems, features and components.	
9.2	_____	
9.3	Mechanic-In-Training's Signature and Date	Supervising Mechanic's Signature and Date Certificate #: _____

Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)	
10	ELEVATOR HYDRAULIC SYSTEMS (DOCUMENT WORK ACTIVITIES)	
10.1	The EDM-T has demonstrated a working knowledge of construction features and applications of typical elevator hydraulic pumping systems and components.	

	Mechanic-In-Training's Signature and Date	Supervising Mechanic's Signature and Date Certificate #: _____
10.2	The EDM-T has demonstrated a working knowledge of construction features and applications of typical elevator hydraulic jacking systems and components.	

	Mechanic-In-Training's Signature and Date	Supervising Mechanic's Signature and Date Certificate #: _____
10.3	The EDM-T has demonstrated a working knowledge of the operating principles of elevator hydraulic systems and components.	

	Mechanic-In-Training's Signature and Date	Supervising Mechanic's Signature and Date Certificate #: _____
10.4	The EDM-T has demonstrated the ability to inspect, test and troubleshoot elevator hydraulic systems.	

	Mechanic-In-Training's Signature and Date	Supervising Mechanic's Signature and Date Certificate #: _____
10.5	The EDM-T has demonstrated the ability to perform adjustments procedures for elevator hydraulic systems.	

	Mechanic-In-Training's Signature and Date	Supervising Mechanic's Signature and Date Certificate #: _____



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
11	HYDRAULIC ELEVATOR INSTALLATION (DOCUMENT WORK ACTIVITIES)
11.1	Sign-Off Not Required
11.2 11.3 11.4	<p>The EDM-T demonstrates the ability to install jacks, oil lines, and pump units.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
11.5 11.6	<p>The EDM-T has demonstrated the ability to adjust control valves and establish working and relief pressures.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
11.7 11.8	<p>The EDM-T demonstrated the ability to complete field tests, data reports and perform all tests and inspections as required by regulatory authorities.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
12	BASIC ELECTRICITY (DOCUMENT WORK ACTIVITIES)
12.1	Sign-Off Not Required
12.2	Sign-Off Not Required
12.3	Sign-Off Not Required
12.4	Sign-Off Not Required
12.5	<p>The EDM-T has demonstrated the ability to safely use a meter correctly when testing for voltage, current, continuity and resistance.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
12.6	Sign-Off Not Required
12.7	Sign-Off Not Required



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
13	INDUSTRIAL ELECTRICITY FOR ELEVATING DEVICES (DOCUMENT WORK ACTIVITIES)
13.1	<p>The EDM-T has demonstrated the ability to identify electrical system control devices and their corresponding schematic symbols.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
13.2	<p>The EDM-T has demonstrated the ability to identify a transformer and verify its operation.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
13.3 13.4 13.5	<p>The EDM-T has demonstrated the ability to locate and/or install devices in compliance with the applicable Electrical Code from the applicable electrical diagrams.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>

Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
14	MOTORS, GENERATORS, CONTROLS AND AC DRIVES (DOCUMENT WORK ACTIVITIES)
14.1	Sign-Off Not Required
14.2 14.3 14.4	<p>The EDM-T demonstrates the ability to identify motor types and test for proper operation by understanding fundamentals, construction features, and operating principles of motors, generators controls and AC drives as they pertain to the device type.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
15	SOLID STATE ELECTRONICS (DOCUMENT WORK ACTIVITIES)
15.1 15.2 15.3 15.4 15.5 15.6 15.7	<p>The EDM-T has demonstrated a working knowledge in the fundamentals of solid state electronic devices as they apply to the device type.</p> <hr/> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>

Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
16	CIRCUIT TRACING (DOCUMENT WORK ACTIVITIES)
16.1 16.2 16.3	<p>The EDM-T demonstrates the ability to trace and diagnose electrical circuits and components using appropriate test equipment.</p> <hr/> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
16.4	<p>The EDM-T has demonstrated the ability to perform troubleshooting procedures of electrical/electronic circuits using the appropriate test equipment in accordance with government safety regulations, manufacturer's recommendations and approved industry standards.</p> <hr/> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
18	LIFTS FOR PERSONS WITH PHYSICAL DISABILITIES (DOCUMENT WORK ACTIVITIES)
18.1	Sign-Off Not Required
18.2	Sign-Off Not Required
18.3	Sign-Off Not Required
18.4	<p>The EDM-T has demonstrated the ability to install and construct Lifts for Persons with Physical Disabilities in accordance with government safety regulations, manufacturer's recommendations, approved industry standards, and applicable codes.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
18.5	<p>The EDM-T has demonstrated the ability to perform inspections and testing procedures as required by the authority having jurisdiction in accordance with government safety regulations, manufacturer's recommendations, approved industry standards, and applicable codes.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
19	GENERAL PREVENTATIVE MAINTENANCE (DOCUMENT WORK ACTIVITIES)
19.1	<p>The EDM-T has demonstrated the ability secure the work area before commencing maintenance or service on a device.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
19.2	<p>The EDM-T demonstrates an understanding of the legal requirements related to the installation, servicing, repair, maintenance and modernization of elevating devices.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
19.3.1	<p>The EDM-T has demonstrated an understanding of the requirements for working in an occupied building.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
19.3.2	<p>The EDM-T has demonstrated the ability to perform the required visual inspections.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
19.3.3	<p>The EDM-T has demonstrated the ability to safely remove a device from operation.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
19.3.4	<p>The EDM-T has demonstrated the ability to return a device to service.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
19.3.5	<p>The EDM-T has demonstrated the ability to interpret relevant information from remote monitoring systems.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
19	GENERAL PREVENTATIVE MAINTENANCE (DOCUMENT WORK ACTIVITIES)
19.3.6	<p>The EDM-T has demonstrated the ability to properly utilize and update a log book.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
19.3.7	<p>The EDM-T has demonstrated the ability to perform service and repair on a device as required by the manufacturer in accordance with applicable codes, standards and regulations.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>

Unit No.	PERFORMANCE OBJECTIVES (ON-THE-JOB SKILL SETS)
25	MODERNIZATION/ALTERATIONS (DOCUMENT WORK ACTIVITIES)
25.1	<p>The EDM-T has demonstrated knowledge of the information required to complete a modernization or alteration as applicable to the device.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>
25.2	<p>The EDM-T has demonstrated the requirements for performing a modernization or alteration in an occupied building.</p> <p>_____</p> <p>Mechanic-In-Training's Signature and Date Supervising Mechanic's Signature and Date Certificate #: _____</p>



Skills Passport Sign-Off Summary Page:

Note: This section is mandatory. Certificate numbers for all Supervising Mechanics must be listed per module.

PLEASE PRINT

Training Modules/Unit:	Employer	Supervising Mechanic Name & Certificate Number
M1: SAFETY		
M2: INTRODUCTION TO ELEVATING DEVICES		
M3: MECHANICAL PRINT READING		
M4: LADDERS, SCAFFOLDING AND WORK PLATFORMS		
M5: RIGGING AND HOISTING		
M6: INTRODUCTION TO APPLICABLE CODES AND STANDARDS		
M7: MECHANICAL PRACTICES		
M8: TRACTION LIFT INSTALLATION		
M9: BASIC HYDRAULICS		



Training Modules/Unit:	Employer	Supervising Mechanic Name & Certificate Number
M10: ELEVATOR HYDRAULIC SYSTEMS		
M11: HYDRAULIC ELEVATOR INSTALLATION		
M12: BASIC ELECTRICITY		
M13: INDUSTRIAL ELECTRICITY FOR ELEVATING DEVICES		
M14: MOTORS, GENERATORS, CONTROLS AND AC DRIVES		
M15: SOLID STATE ELECTRONICS		
M16: CIRCUIT TRACING		
M18: LIFTS FOR PERSONS WITH PHYSICAL DISABILITIES		
M19: GENERAL PREVENTATIVE MAINTENANCE		
M25: MODERNIZATION/ALTERATIONS		



GENERAL NOTES AND OBSERVATIONS:

**Note: Device specific training may be entered here*