

NEW YORK STATE DEPARTMENT OF CORRECTIONS AND COMMUNITY SUPERVISION
SCHEDULED MAINTENANCE/REPORT: TRACTORS/LOADERS

Date: _____

(Inspection Intervals: 1 – 50 Hours of Use, 2 – 150 Hours of Use, 3 – 1000 Hours of Use)

1. Facility	2. Vehicle Make/Model	3. Vehicle Hours	4. Inspection Interval (Circle) 1 2 3	5. Vehicle No.
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INSPECTION INTERVAL			INSPECTION ITEM	CHECK WHEN DONE
1	2	3		
X	X	X	Overall visual inspection of vehicle	
X	X	X	Check coolant level – test anti-freeze	
X	X	X	Check engine oil	
X	X	X	Inspect, lube bucket & lift arm pins	
X	X	X	Check and tighten wheel and lug nuts	
X	X	X	Check hydraulic cylinders for leakage - hoses	
X	X	X	Check complete steering mechanism	
X	X	X	Adjust brakes: - parking and wheel	
X	X	X	Check fluid level – brake/clutch master cylinder	
X	X	X	Test battery, clean terminal and check ground	
X	X	X	Check fuel lines for leaks	
X	X	X	Clean and service air cleaners and hoses	
X	X	X	Check fan, alternator, power steering belts	
X	X	X	Check engine oil pressure at operating temperature	
X	X	X	Check clutch pressure at operating temperature	
	X	X	Lube and check drive train "U" joints	
	X	X	Transmission – change filter – clean screens	
	X	X	Change transmission oils & hydraulic oil	
	X	X	Clean hydr. reserve.. oil strn., breather & change filter	

INSPECTION INTERVAL			INSPECTION ITEM	CHECK WHEN DONE
1	2	3		
	X	X	Check parking brake linings and lube linkage	
	X	X	Clean/replace fuel filters and screens	
	X	X	Clean/check crankcase omission system	
	X	X	Check wiring	
		X	Lube door hinges. Latches, locks – check glass	
		X	Change engine oil filter per manuf. recommendations	
		X	Remove wheel hubs – check bearings and seals	
		X	Check brake linings & wheel cylinders	
		X	Drain and fill planetary wheel hubs	
		X	Drain and fill differentials	
		X	Change power steering filter, if so equipped	
		X	Check and adjust transmission according to manual	
		X	Replace spark plugs	
		X	Tighten cylinder head bolts to torque specifications	
		X	Check alternator, test, enter reading _____	
			BACKHOE	
X	X	X	Lube all fittings	
X	X	X	Check hose fittings and cylinders	
		X	Pack swing frame bearings	

NOTE: Check operator's manual for variation in maintenance frequency as per manufacturer's specifications

1. Supervisor in charge of maintenance checks maintenance records of vehicle in question using odometer reading on Operator's Vehicle Inspection Form #1590 for determination.
2. Completes identification data in items 1 - 5.
3. Determines inspection interval and indicates interval by circling appropriate number in item 4.
4. Signs and dates form.
5. Places form in vehicle check-out rack, placing "HOLD" on vehicle.
6. Mechanic takes form in priority order and initiates maintenance and/or inspection
7. Mechanic checks items performed, signs and dates at foot of form, and returns to maintenance supervisor.

Remarks:

 Mechanic's Signature

 Date

 Supervisor's Signature

 Date