

Unit Number	PM Type: (A, B, C, or R - Ready)	Serial Number	Work Order Number	Branch Number
Hour Meter or Odometer	Make	Model	Customer Name / Number	Date
Maintaining The Best Equipment For Our Customers				
Instructions: Perform all items for the appropriate PM inspection as indicated by non-shaded areas in columns A, B, or C. Rental Ready Inspection items are indicated by non-shaded areas in column R. Mark the appropriate Worksheet Code after each inspection item in the applicable column.				
Worksheet Codes:	✓ = OK, Adjusted, or Serviced	X = Not Applicable	F = Follow Up Needed	

Intervals:		R	A	B	C
Visual Inspection					
1.	Inspect jobsite / work area for potential overhead and other hazards				
2.	Inspect overall appearance, condition, and check for damage				
3.	Inspect fluid levels and inspect for external leaks				
4.	Inspect for missing components				
5.	Inspect for unauthorized modifications				
Engine					
6.	Inspect engine mounts				
7.	Change engine oil and filter				
8.	Change fuel filter / service fuel-water separator				
9.	Inspect air filter restriction gauge				
10.	Inspect air induction system				
11.	Clean air filter dust valve				
12.	Inspect belt condition, alignment, and tension				
13.	Inspect idler pulleys				
14.	Inspect cooling fan, shroud, and water pump condition				
15.	Inspect and clean radiator and oil cooler fins if needed				
16.	Pressure test radiator and cap				
17.	Test coolant protection level				
18.	Inspect exhaust system, mounts, and brackets for being secure and free of leaks				
19.	Inspect hoses for rubbing, being secure, brittle, bulging, and leaks				
20.	Clean crankcase vent tube				
Transmission / Drive Train					
21.	Inspect operation and condition of parking brake				
22.	Inspect operation and condition of service brake				
23.	Inspect universal joints				

Intervals:		R	A	B	C
Transmission / Drive Train (continued)					
24.	Check front planetary housing oil - 4WD				
25.	Check front axle oil - 4WD				
26.	Change front planetary housing oil - 4WD				
27.	Change front axle oil - 4WD				
28.	Check transmission fluid				
29.	Change transmission fluid				
30.	Change transmission filter				
31.	Check rear axle fluid				
32.	Change rear axle fluid				
Electrical Systems					
33.	Inspect and clean battery, battery posts, cable ends, tray, and heater if applicable				
34.	Inspect battery hold downs				
35.	Inspect and add distilled water to battery if applicable				
36.	Inspect battery electrolyte level (specific gravity) if applicable				
37.	Perform battery load test				
38.	Check charging system output				
39.	Inspect all visible electrical cords, cables, wires, and connections for being secure and free of corrosion, cuts, and abrasions				
Hydraulics					
40.	Inspect all areas around hydraulic components (pump, motor, cylinders, reservoir, oil lines, and fittings). Must be free of oil with no evidence of leaks, with no damage or chafing				
41.	Change hydraulic filters				
42.	Change hydraulic oil				
43.	Clean and inspect hydraulic cooler				
44.	Inspect all hoses and pipe clamps and retaining hardware				
45.	Clean suction screen				
46.	Inspect auxiliary fittings for damage and leaks				

Intervals:		R	A	B	C
Tires and Wheels					
47.	Inspect wheel, rim condition and proper torque of lug nuts				
48.	Inspect tire condition and inflation				
49.	Inspect and repack wheel bearings. Replace seal if necessary				
Functions and Controls					
50.	Ensure instruments, switches, accessories, gauges, horn, and lights operate properly				
51.	Inspect condition of control enclosures and protective boots / guards. All controls return to neutral / off position when released. Detents properly lock controls in neutral / off position				
52.	Inspect seat condition				
53.	Inspect safety belt and / or seat bar				
54.	Inspect glass, windows, and mirrors				
55.	Inspect condition of cab filter				
56.	Inspect alarms and safety devices				
57.	Perform operational checks				
58.	Ensure operators manual is complete, legible, and properly secured				

Intervals:		R	A	B	C
Structural					
59.	Inspect loader arms, pins, bushings, and attach points for damage or wear				
60.	Inspect wear pads				
61.	Inspect rollover protection system (ROPS)				
62.	Inspect condition of buckets, cutting edges, teeth, and attachments				
63.	Check boom to dipper stick pivot pin bolt torque				
General					
64.	Ensure fuel tank is full				
65.	Inspect for open safety and service campaigns and bulletins				
66.	Inspect condition and placement of all required decals				
67.	Grease and lubricate all pivot pins, pivot points, hinges, and linkages				
68.	Ensure fire extinguisher is present and charged				
69.	Perform all other inspections and services recommended by manufacturer				
70.	Affix PM Due decal to equipment				

Follow Up Worksheet

Instructions: List all follow-up items resulting from the Inspection using the corresponding item number from the inspection worksheet. The Technician who completes the follow-up repair must enter the appropriate Code and his or her initials.			
Worksheet Codes: ✓ = Repaired OK = Reinspected and found OK			
#	Description of Follow Up	✓ or OK	Repaired By Initials

Verification of Preventive Maintenance: This Preventive Maintenance Inspection and follow up repairs were completed in accordance with applicable manufacturer procedures, guidelines, and specifications.		
_____ Verified By – Name (print)	_____ Verified By – Signature	_____ Date