

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
<b>Maintaining The Best Equipment For Our Customers</b>				
<b>Instructions:</b> 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.				
<b>Worksheet Codes:</b>	✓ = OK, Adjusted, or Serviced	X = Not Applicable	F = Follow Up Needed	

Intervals:		R	A	B	C
<b>Visual Inspection</b>					
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 and unauthorized modifications				
<b>Engine</b>					
5.	Change engine oil and filter (Bobcat - 325 or larger, JD 27, or larger)				
6.	Change engine oil and filter (all others)				
7.	Change fuel filters / service fuel-water separator				
8.	Inspect air filter restriction gauge				
9.	Inspect air induction system				
10.	Clean air filter dust valve				
11.	Inspect belt condition, alignment, and tension				
12.	Inspect cooling fan, shroud, and water pump condition				
13.	Inspect and clean radiator and oil cooler fins if needed				
14.	Pressure test radiator and cap				
15.	Test coolant protection level				
16.	Inspect exhaust system				
17.	Inspect hoses				
18.	Inspect fuel system				
19.	Adjust valves (if required by manufacturer)				
20.	Torque head bolts (Takeuchi)				
<b>Electrical Systems</b>					
21.	Inspect and service battery				
22.	Inspect battery hold downs				
23.	Perform battery load test				
24.	Check charging system output				
25.	Inspect all visible electrical cords, cables, wires, and connections				

Intervals:		R	A	B	C
<b>Boom Assembly</b>					
26.	Inspect cylinder pins, pivot pins, and attaching and retention hardware				
<b>Turntable</b>					
27.	Inspect turntable bearing, swing drive, gear, and lock				
<b>Hydraulics</b>					
28.	Inspect all areas around hydraulic components				
29.	Change hydraulic filters				
30.	Drain hydraulic sump (John Deere)				
31.	Change hydraulic fluid				
32.	Replace pilot line filter				
33.	Check that all hydraulic pressures and settings are properly adjusted				
34.	Clean and inspect hydraulic cooler				
35.	Inspect all hoses, pipe clamps, and retaining hardware				
36.	Clean suction screen				
37.	Inspect auxiliary fittings				
<b>Chassis</b>					
38.	Lubricate slew bearing and motor pinion				
<b>Tracks and Undercarriage</b>					
39.	Inspect and adjust crawler track tension				
40.	Check final drives oil level				
41.	Change final drives oil				
42.	Measure undercarriage and evaluate for percent of wear				
<b>Functions and Controls</b>					
43.	Inspect instruments, switches, accessories, gauges, horn, and lights				
44.	Inspect controls				
45.	Inspect seat condition				
46.	Inspect safety belt and / or seat bar				
47.	Inspect glass, windows, and mirrors				
48.	Inspect condition of cab filter				
49.	Test braking system (stationary and travel)				

		R	A	B	C
<b>Functions and Controls (continued)</b>					
50.	Check that swing brakes operate properly				
51.	Inspect alarms and safety devices				
52.	Drive and operate machine to test all machine functions including speed functions				
<b>Structural</b>					
53.	Inspect blade arms, pins, bushings, and attach points				
54.	Inspect rollover protection system (ROPS)				
55.	Inspect condition of buckets, cutting edges, teeth, and attachments				
56.	Inspect all visible nuts, bolts, shafts, shields, bearings, pins, attaching hardware, and locking devices				
57.	Inspect structural condition and all welds				

		R	A	B	C
<b>General</b>					
58.	Check for open safety and service campaigns and bulletins				
59.	Check for Preventive Maintenance (PM) steps up to date				
60.	Inspect condition and placement of all required decals				
61.	Grease and lubricate all pivot pins, pivot points, hinges, and linkages				
62.	Ensure fire extinguisher is present and charged				
63.	Perform all other inspections and services required by manufacturer or regulatory agencies				
64.	Ensure operators manual is complete, legible, and properly secured				
65.	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