

**FLEET MANAGEMENT
POLICY / PROCEDURE**

**SUBJECT: PREVENTIVE MAINTENANCE - TRAILERS
("C" SERVICE)**

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DISTRIBUTION:

Fleet Management

PURPOSE:

To provide regularly scheduled safety inspections/preventive maintenance of County owned and maintained rolling stock to identify possible areas of repair before breakdown occurs.

PROCEDURE:

Check and replace or repair:

- 1. Suspension: axles, springs, bushings and U-Bolts**
- 2. Hubs: check condition of hub for cracks, bearing wear, studs, and bearing caps. Repack or replace bearings and replace seals.**
- 3. Brakes: (a) Electric: check all magnets, electrical wiring, trailer plugs and battery break away system.
(b) Hydraulic: check for any hydraulic leaks, wheel cylinders, master cylinders and linkage to master cylinder.**
- 4. Tires: condition, tread, cracks, inflation, lug nuts and wheels for any damage.**
- 5. Lights: check and/or replace all lights and signals - condition, operation, electrical circuits.**
- 6. Deck: check/replace all boards on the deck.**
- 7. Frame: visually inspect the frame for any cracks, wear marks, bad rusting conditions.**
- 8. Trailer coupler to vehicle: Rebuild, repair or replace as needed.**
- 9. Jacks: check over operation, inspect for cracks, jack foot, jack handle, locks, lube.**
- 10. Safety chains: check chain and hooks.**

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