

## 6. TRACTOR MAINTENANCE CHECKLIST

Below is a typical tractor maintenance checklist. Get a competent person, who knows the tractor's acceptance/rejection criteria, to do the maintenance.

<b>MAKE:</b>		<b>REGISTRATION:</b>		<b>ODOMETER READING:</b>	
<b>MODEL:</b>		<b>YEAR:</b>		<b>OWNER OR LOCATION:</b>	

ITEM	CHECK
<b>Brakes</b>	<ul style="list-style-type: none"> <li>&gt; Check adjustment, pads, linings and brake fluid levels.</li> <li>&gt; Auxiliary or parking brake stops tractor from moving.</li> <li>&gt; Check all discs, drums, brake linings and linkages for any signs of wear and damage.</li> <li>&gt; Check wheel cylinders and that there are no brake fluid leaks.</li> <li>&gt; Check brake pedals lock together and brakes pull evenly. Lubricate where applicable.</li> <li>&gt; Check there is nothing under the brake pedal to hinder application (eg mud or tools).</li> </ul>
<b>Tyres</b>	<ul style="list-style-type: none"> <li>&gt; Roadworthy and give good control.</li> <li>&gt; Adequate tread depth and are free from excessive wear, cuts or other damage.</li> <li>&gt; See manual for correct pressure settings.</li> <li>&gt; Check tyre pressures with valve at 12 o'clock position.</li> <li>&gt; If any liquid ballast has been added, this will affect pressure readings.</li> </ul>

ITEM	CHECK
<b>Roll-over protective structure (ROPS)</b>	<ul style="list-style-type: none"> <li>&gt; Tractor is fitted with ROPS meeting AS 1636 <i>Tractors - Roll-Over Protective Structure - Criteria</i> and tests for roll over (if relevant).</li> <li>&gt; Tractor meets <i>Approved Code of Practice for Roll-Over Protective Structures on Tractors in Agricultural Operations</i>.</li> </ul>
<b>Falling-object protective structure (FOPS)</b>	<ul style="list-style-type: none"> <li>&gt; FOPS is in good condition and is undamaged (no holes drilled etc.) and all bolts are securely fastened.</li> <li>&gt; No loose, worn, corroded or missing bolts.</li> <li>&gt; Tractor is fitted with FOPS that meets AS 2294.1 <i>Earthmoving Machinery - Protective Structures for Falling Objects</i> and has a confirming specification plate.</li> </ul>
<b>Front-end loader</b>	<ul style="list-style-type: none"> <li>&gt; FOPS is provided, is in good condition and meets the manufacturer's specifications.</li> <li>&gt; No damaged worn or missing pins. Pins are correctly retained with lynch pins or manufacturer's clips or bolts.</li> <li>&gt; Pins are well lubricated.</li> <li>&gt; Lubrication is done in line with the maintenance schedule.</li> </ul>

ITEM	CHECK
<b>Wheels</b>	<ul style="list-style-type: none"> <li>&gt; Check wheel nuts are all present and tight.</li> <li>&gt; Check for rust weep from the wheel nuts. It may be a sign of loose nuts.</li> <li>&gt; Grease wheel bearings. Replace retainers where needed.</li> <li>&gt; Check wheels for free movement. No signs of wheel bearing wear or obstruction.</li> <li>&gt; Check alignment and 'toe in' - refer to manual.</li> </ul>
<b>Steering</b>	<ul style="list-style-type: none"> <li>&gt; Check for smooth movement of steering wheel from full left to full right.</li> <li>&gt; Check linkages, ball joints and sockets, rubber boots covering linkages are all free from mud; there are no blockages and signs of wear or damage.</li> <li>&gt; Check power steering fluid (hydraulic oil) level.</li> <li>&gt; Clean all steering hoses and inspect for scuff marks and leaks.</li> </ul>
<b>Guards</b>	<ul style="list-style-type: none"> <li>&gt; Tractor safety guards are in place and are in good condition.</li> <li>&gt; Power take-off (PTO) guards are fixed in place, functional and undamaged.</li> <li>&gt; Check PTO attachments, no loose, missing or broken pins, bolts or lynch pins.</li> </ul>
<b>Clutch</b>	<ul style="list-style-type: none"> <li>&gt; Note: Do this test with the wheels chocked.</li> <li>&gt; When park brake is applied and clutch pedal depressed there is some easy clutch pedal travel before resistance is felt (check operator's manual for specifications and method of adjustment).</li> </ul>

ITEM	CHECK
<b>Seatbelts</b>	<ul style="list-style-type: none"> <li>&gt; Seatbelt is provided and is in good working order.</li> <li>&gt; Seat is in good condition and each driver can adjust it.</li> <li>&gt; Note: Seatbelts are necessary if the tractor is fitted with a ROPS.</li> </ul>
<b>Drive belts</b>	<ul style="list-style-type: none"> <li>&gt; Check condition and tension meet manufacturer's specifications</li> </ul>
<b>Greasing points, nipples</b>	<ul style="list-style-type: none"> <li>&gt; Find greasing points and lubricate as recommended by the operator's manual.</li> <li>&gt; Clean grease nipples before greasing to stop dirt getting in. Do not over-grease universal joints or sealed bearings as it will damage the seals and allow dirt into the joint.</li> </ul>
<b>Fluid levels</b>	<ul style="list-style-type: none"> <li>&gt; All fluid levels (tractor and any attachment) as recommended in the operator's manual: <ul style="list-style-type: none"> <li>&gt; radiator water level</li> <li>&gt; transmission fluid</li> <li>&gt; engine oil</li> <li>&gt; battery fluid</li> <li>&gt; brake fluid</li> <li>&gt; fuel tank filled</li> <li>&gt; hydraulic oil level on three-point linkage or front-end loader (FEL) (Refer to operator's manual for ram/cylinder position)</li> </ul> </li> <li>&gt; Oil reservoir level on loader (if supply is separate from tractor).</li> </ul>
<b>Exhaust</b>	<ul style="list-style-type: none"> <li>&gt; Holes and corrosion.</li> <li>&gt; Excessive noise.</li> <li>&gt; Looseness.</li> <li>&gt; Spark-arrestor fitted.</li> <li>&gt; Note: replace the exhaust if any holes are found in it.</li> </ul>

ITEM	CHECK
<b>Battery</b>	<ul style="list-style-type: none"> <li>&gt; Battery attached securely.</li> <li>&gt; Terminals free of corrosion and tightness.</li> <li>&gt; Electrolyte levels.</li> <li>&gt; Damaged casing.</li> </ul>
<b>Lever controls</b>	<ul style="list-style-type: none"> <li>&gt; Operator lever controls are clearly identified and marked showing what they are and how they work.</li> <li>&gt; Check for damage to knobs or levers and repair before using the machine.</li> </ul>
<b>Hydraulic hoses</b>	<ul style="list-style-type: none"> <li>&gt; Hoses are not leaking or worn.</li> <li>&gt; Switch tractor off - wipe all hose and fitting surfaces with a clean rag.</li> <li>&gt; Wear eye protection, gloves and close fitting clothing.</li> <li>&gt; Restart tractor and cycle all the hydraulics until the oil reaches operating temperature.</li> <li>&gt; Lower attachments to the ground then turn engine off and check that all cleaned areas show no signs of dampness.</li> <li>&gt; DO NOT place hands around hoses or connections when the system is under pressure.</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>&gt; A first aid kit, working fire extinguisher and other personal protective equipment are on the tractor.</li> <li>&gt; Earmuffs available for any tractor without a cab.</li> <li>&gt; Know safe work load (SWL), axle loads and counterbalance requirements for all attachments.</li> <li>&gt; Windows clean with good all-around visibility.</li> </ul>

ITEM	CHECK
<b>Air filter</b>	<ul style="list-style-type: none"> <li>&gt; Check, clean and replace regularly in line with the manufacturer's specifications.</li> </ul>
<b>Lights</b>	<ul style="list-style-type: none"> <li>&gt; Check and replace lights that aren't working.</li> <li>&gt; Lights (field, head, tail and external warning lights).</li> <li>&gt; Horn works.</li> <li>&gt; Indicators and mirrors working and clean.</li> </ul>
<b>Attachment controls</b>	<ul style="list-style-type: none"> <li>&gt; Test for correct operation of all controls for three-point linkage and FEL attachment.</li> <li>&gt; Check for excessive hydraulic creep by starting the tractor and lifting the bucket or attachment to its full height. Turn off the engine and watch how quickly the raised equipment drops. Follow manufacturer's instructions.</li> <li>&gt; Refer to manufacturer's operator manual or equipment specifications for drop rates.</li> <li>&gt; Ensure no-one enters the area during this inspection.</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>&gt; Operator's cabin is free of mud and oil.</li> <li>&gt; Platform access, steps and handrails are secure, clean and have three points of contact.</li> <li>&gt; All gauges and lights in the cabin operate correctly when the tractor is running (refer to operator's manual).</li> <li>&gt; Vehicle registration (if applicable) is current and clearly visible.</li> </ul>

<b>MAINTENANCE CHECK PERFORMED BY:</b>		<b>DATE:</b>	
<b>NEXT CHECK DUE (DATE):</b>			