**PERIODIC CHECKS & SERVICES – WHEELED VEHICLES**

***Notes:***

* ***Checks and services mentioned below are just a guideline; however, OEM recommended checks & services (as mentioned in ‘Owner’s Manual’) will be given preference.***
* ***All actions of ‘Monthly Service’ will be repeated in ‘Quarterly Service’. Similarly, all tasks of ‘Monthly & Quarterly Service’ will be repeated in ‘Annual Service’.***

**Key: Responsibility**

**C** Check for correct functioning/condition Driver

**CR** Check for repair/replacement action Driver assisted by URO/LAD

**E** Execute (if required) Driver assisted by

URO/LAD/Workshop

|  |  |  |  |
| --- | --- | --- | --- |
| **Serial** | **Items** | **Check for** | **Annually** |
|  |  |  |  |
| **Exterior** | | | |
| 1. | External Body | Dents, scratches | C |
| 2. | Bumpers, Pinttle Hooks, Doors etc. | Correct fitment | C |
| 3. | Tyres | Inflation & condition | C |
| 4. | Tarpaulin | Correct fitment | C |
| 5. | Hatches, Travelling locks etc. | Correct fitment | C |
| 6. | Head Light, Indicator, Stop Light | Correct functionality | C |
| 7. | Wind Screen, Door/Driver Mirror etc. | Correct fitment | C |
| **Driver Cabin** | | | |
| 8. | Gauges/instruments | Correct functionality | C |
| 9. | Brake/Clutch/Accelerator Pedals | Correct functionality | C |
| 10. | Seats, Upholstery | Condition, Fitment | C |
| 11. | Cabin Lights | Correct functionality | C |
| 12. | Heater System | Correct functionality | C |
| **Suspension & Transmission Sys** | | | |
| 13. | Shock Absorber | Oil leakage/damage | C |
| 14. | Steering Gear Box | Mounting for tightness | C |
| 15. | Power Steering | Correct functionality | C |
| 16. | Axle Housing, Axle Shaft | Correct functionality | C |
| 17. | Propeller Shaft, Universal Joint | Correct functionality | C |
| 18. | Transmission Gear Box, Transfer Case | Correct functionality | C |
| 19. | Differential | Correct functionality | C |
| **Brake System** | | | |
| 20. | Brake shoes/linings/drum/disc | Condition/wear | CR |
| 21. | Other brake system components | Condition/wear | C |
| **Fuel System** | | | |
| 22. | Fuel Tank, lines & connections | Leakage | C |
| 23. | Fuel Injector Nozzle/VCV/PCV | Correct function/ leakage | CR |
| 24. | Fuel Injection/Low-High Pressure  Pump | Correct function/ leakage | CR |
| **Engine** | | | |
| 25. | Start-up operation | Ease, no unusual noise | C |
| 26. | Assemblies and Belts | Noise, tension & condition | CR |
| 27. | Timing Belt | Tension & condition | CR |
| 28. | Water Pump, Fan/Drive Belts & Pulleys | Functionality & condition | CR |
| 29. | Fluids/water | Correct level & condition | CR |
| 30. | Pre-heater/Glow Plugs | Functionality & condition | C |
| 31. | Intake Air Heater | Functionality & condition | C |
| 32. | Hoses of Brake/Clutch Systems | Functionality & condition | CR |
| 33. | Engine Mountings | Cracks/Deformation | CR |
| 34. | Engine Head Bolts | Tightness | CR |
| 35. | Valve Mechanism & Cover Gaskets | Clearance & condition | CR |
| 36. | Breather Caps and Ventilators | Functionality & condition | CR |
| 37. | Carburetor | Functionality & condition | CR |
| 38. | Fuel/Air/Oil Filters | Cleanliness, leakage, life | CR |
| 39. | Manifold and Heat Control Valves | Functionality & condition | CR |
| 40. | Exhaust pipes & muffler | Leakage/unusual noise | CR |
| 41. | Turbocharger/Variable vane Turbocharger | Leakage/unusual noise | CR |
| 42. | Throttle Body & ISC Valve | Leakage/unusual noise | CR |
| 43. | Oil/Fuel Level | If due/required | C |
| **Cooling System** | | | |
| 44. | Radiator Core & other sub-assemblies | Clogging, leakage | CR |
| 45. | Cabin Air Conditioning Filter | Cleaning | CR |
| 46. | Oil Cooler and Inter Cooler | Oil condition/level | C |
| **Electrical System** | | | |
| 47. | Electrical Wires | Secure | CR |
| 48. | Spark Plugs and CB Points | Cleaning/adjustment | CR |
| 49. | Distributor cap, Rotor Points, Shaft  Advance Units, Coil and Wiring, Ignition Timings | Cleaning/adjustment | CR |
| 50. | Battery | Maintenance action (Annex E) | CR |
| 51. | EFI Sensors/ECU | Correct functionality | CR |
| 52. | Self-Starter & Alternator | Correct functionality | CR |
| 53. | Wind Shield Motor & Wiper | Functionality & condition | CR |
| **Specific Periodic Checks/Services** | | | |
| 54. | Start/move within MT park (5-10 Minutes) |  |  |
| 55. | Road Test |  | 8-10  Km |
| 56. | Tool Kit | Complete & serviceable | CR |
| 57. | Documents | Complete | E |
| 58. | On-Board Diagnostic(OBD) | Correct functionality | C |
| 59. | Engine Compression | If due/required | E |
| 60. | Lubrication | If due/required | E |
| 61. | Greasing | If due/required | E |
| 62. | Radiator flushing | If due/required | E |
| 63. | Fuel tank flushing | If due/required | E |
| 64. | Brake system Bleeding | If due/required | CR |
| 65. | Wheel Alignment and Balancing | Correctness | E |