

The James Myers Co., Inc.



TOOLBOX TALKS

WK #47

NATIONAL ROOFING CONTRACTORS ASSOCIATION • CNA COMMERCIAL INSURANCE

Vehicle Maintenance

- ☛ It pays to be proactive, rather than reactive, with vehicle maintenance.
 - Our equipment will last longer.
 - Our company vehicles will be more dependable.
 - Simple maintenance can be done on the job site.

- ☛ Be familiar with the recommended maintenance program from the operator's manual so that you can alert the mechanic when it's time to do a thorough inspection.

- ☛ There are some simple steps that you can take before starting the vehicle each day to keep it in great condition.
 - Remove trash or other objects, such as rags, tools, and coffee cups from the truck.
 - Look at the condition of the seat belts. If they are worn or frayed, report it to your supervisor immediately.
 - Look under the hood and check oil and other fluid levels. Replace the fluids as needed.
 - If your company or the Department of Transportation requires it, make sure that you have a fire extinguisher on board.
 - Check to make sure you have flares or reflective devices.
 - Examine the tires for tread wear and balding areas. Report any problems to your supervisor.
 - Make sure the tires are properly inflated.

- ☛ Check the instrument panel and all warning lights after starting the vehicle.
 - Make sure the gauges are providing normal readings.
 - Do a quick check of the defroster, heater, horn, lights and windshield wipers.
 - Check the steering and brake operations.

Our vehicles may be our single most important piece of equipment; without them we cannot do our jobs. Regular preventative maintenance will help ensure that they will keep running well for a long time, and will also ensure that they are safe enough for us to drive.

Vehicle Maintenance Training Tips

- Demonstrate a daily vehicle inspection.
- Show employees how to perform any maintenance you want them to be able to perform.
- Ask the following questions:
 - What are some areas to check during the daily vehicle maintenance check?
 - Why does it make sense to check the vehicles over instead of just letting the mechanic examine it when there's a problem?