

**BALLAST REGULATOR INSPECTION & SERVICE SHEET**

MACHINE NO: <small>Delete as necessary</small>	LOCATION:	DATE:
ENGINE KMS / ENGINE HOURS / TIME:		NEXT INSPECTION DUE:
FITTERS NAME:		

Complete this work sheet as follows:
CONDITION INSPECTION: ✓ FOR OK or × FOR ATTENTION REQUIRED
WHEN RECTIFIED: ✓ and INITIAL ONLY WHEN FAULT IS RECTIFIED
Settings and reading shall comply with manufactures specifications.
Test run machine after service and inspect for leaks.
STRIKE OUT SECTIONS NOT REQUIRED

SAFETY INSTRUCTIONS:
1. Shut down the engine and turn the battery switch off.
2. Remove battery key.
3. Relieve all pressure in air and hydraulic systems
4. Make sure all SAFETY LOCKS are in position.

SERVICE TYPE

250 hours

GENERAL		Condition	Rectified	Initial	COMMENTS
Logbook	Check log book for previous defects not repaired				
Work Areas	Tidy work area/ cabin steps				
Leaks	Look out for and repair any fuel, oil, air or water leaks				
Damaged Parts	Check for loose, damaged/missing parts & bolts				
Horn Buttons	Check electric horn button function (cab & trackside)				
Mirrors	Check that mirrors are adjusted properly and clean				
Safety Hooks	Inspect security of latches. Check hooks, anchor points and hook cylinders				
Lamps	Check operation of all cab, panel, working, head and tail lamps. Change as required				
Fasteners	Check for loose or missing mounting fasteners (bolts, screws, pins etc)				
Tool Kit	Ensure all tools are available and stored in their proper location				



RUNNING GEAR		Condition	Rectified	Initial	COMMENTS
Visual Inspection	Inspect for damage, leaks, disconnected wires etc – Gearbox – Frame, wheels and axles, wheel tread condition (scale and flats), brake rigging levers (damage, distortion, fouling), brake cylinder, drive motor case drains (pinched hoses, deterioration).				
Rear Drive Axle	Check oil level				
Front Drive Axle	Check oil level				

BRAKE SYSTEM		Condition	Rectified	Initial	COMMENTS
Brake Pivots	Grease all brake pivots (8 no.)				

POWER UNIT (ENGINE) & TRANSMISSION		Condition	Rectified	Initial	COMMENTS
Engine Noise	Listen for any unusual engine noise				
Leaks	Check for oil, coolant or fuel leaks				
Air Filter	Check air filter restriction indicator (machine is running)				
Engine Oil	Change engine oil				
Coolant	Check coolant level – change if necessary				
Transmission Oil	Change transmission oil				
Fuel Water Trap	Check fuel water trap and drain water in necessary				
Fuel Tank	Check for leaks				

PUMP DRIVE		Condition	Rectified	Initial	COMMENTS
Pump Drive Oil	Check pump drive oil level				

CAB (ENGINE RUNNING)		Condition	Rectified	Initial	COMMENTS
Instruments	Check that all gauge and warning lights are working				
Engine RPM	Set engine RPM – idle / max				IDLE _____ MAX _____)RPM)
Ammeter	Check that ammeter shows a charged position				
Voltmeter	Check that voltmeter indicates 13-14 volts				
Engine Oil	Check oil pressure gauge indicates of 30 PSI (Full speed)				
Cab Air Cleaner	Monitor Pressure. Clean or replace if vacuum reaches 7 inches.				
Air Pressure	Allow air system to pressurize & check main reservoir pressure (90 PSI cut-in/110 PSI cut-out)				



PNEUMATIC (AIR) SYSTEM		Condition	Rectified	Initial	COMMENTS
Air Tanks	Drain water out of air tanks				
Air Filter	Check filter, drain or clean as needed. Clean filter with household soap and water. Blow dry.				
Air Valves & Governor	Check to see if Air Dryer Purge Valves and Engine Governor operate correctly.				

HYDRAULICS		Condition	Rectified	Initial	COMMENTS
Hydraulic Fluid	Check hydraulic fluid level at visual sight gauge on tank				
Oil Cooler	Check for airflow blockages				
Oil Cooler	Check for fan operation				
Hyd Oil Leaks	Check for worn, damaged, loose or leaking hoses or components.				

PLOUGHS AND SIDE BOXES		Condition	Rectified	Initial	COMMENTS
Safety Hooks	Check safety hooks for wear or damage and function.				
Wear Plates	Check condition of wear plates replace / rotate as required.				
Grease Pins / Pivots	Grease all pins and pivots				
Grease	Grease or Spray oil pivots pins (without grease fittings) and vertical posts at wear points only				

BROOM		Condition	Rectified	Initial	COMMENTS
Broom Tufts	Check broom tufts replace as necessary. Tighten bolts (200 – 225ft lb)				
Drive box	Check oil in change drive. Level up to check plug				
Lift Frame Rollers	Grease Lift Frame Rollers (8 no.)				

EMERGENCY EQUIPMENT		Condition	Rectified	Initial	COMMENTS
Fire Extinguishers	Ensure that portable fire extinguishers have not been discharged or are due for inspection.				
Flags & TPDs	Check all flag kits and detonators for correct quantity and condition (date not expired).				



BODY AND PANEL DAMAGE REPORT

COMMENTS

Fitter:

Name: _____ Sign: _____ Date ____/____/____

Name: _____ Sign: _____ Date ____/____/____

Name: _____ Sign: _____ Date ____/____/____

QUALIFIED MECHANIC - THRID PARTY COMPLIANCE VERIFICATION:

Name: _____ Sign: _____ Date: ____/____/____

INFRASTRUCTURE STANDARDS - Process complete and entered into Register:

Name: _____ Sign: _____ Date: ____/____/____