

# Bureau of Land Management

## Heavy/Tracked Equipment Inspection Task Sheet\*

**\*Use in conjunction with the OF-296, Vehicle/Heavy Equipment Pre-Use Inspection Checklist**

Student	Evaluator
Printed Name	Printed Name
Duty Station	Duty Station

Equipment Type	Equipment Identifier (Plate number, District number)

Incident/Event Name	Incident Number and FireCode	Date(s)/Duration	Incident Kind	Location	Management Type	Fuel Model

Tasks are numbered sequentially; however, the numbering does NOT indicate the order in which the tasks need to be performed or evaluated. Trainees must be observed by qualified evaluators and complete all tasks/sub-items and show knowledge and competency in their performance during the completion of this task sheet. Ensure each task is completed under the proper designated assignment. The evaluator will complete a rating, provide an electronic signature and add remarks, if needed. When each sub-item rating has a “Meets Standard,” the final evaluator can complete the “Final Evaluator Verification.” Agency certification will be completed by the employee’s Incident Qualifications and Certification System (IQCS) certifying official in conjunction with the employee’s supervisor if they are not the same person. When agency certification is complete, the task sheet will be given to the employee’s IQCS account manager for document upload into IQCS.

**NOTE: It is recommended that the equipment owner/operator assist with performing the tasks associated with the inspection to prevent liability for damage (e.g., opening/closing/latching/securing/switching/checking fluid levels). Document all damaged equipment on OF-296 prior to acceptance. If applicable, take pictures of damage during the inspection.**

DESCRIPTION	RATING	EVALUATOR SIGNATURE	REMARKS
<b>1. ROPS roll-over protection system: manufacturer-approved system secured to mainframe of tractor. Must include approved seat belts.</b> <i>Designated assignment: Incident or daily job</i>			
a. Inspect ROPS <ul style="list-style-type: none"> <li>All internal and external components of the system are securely attached to mainframe of the tractor, with no loose/missing hardware, structural damage, dents, cracks, or non-factory welds. The system includes documented manufacturer’s certification.</li> </ul>			
b. Inspect seatbelt <ul style="list-style-type: none"> <li>All components of buckles and webbing are free from excessive wear, fraying or damage, with no loose or missing hardware. No seatbelts are missing or inoperative. Inspect manufacturer tag for expiration date.</li> </ul>			

DESCRIPTION	RATING	EVALUATOR SIGNATURE	REMARKS
<b>2. Gauges and Lights</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Observe that gauges, indicators and displays are securely mounted and operating properly.			
b. Observe that all required lights operate properly. Ensure electrical equipment is properly installed, positioned, and colored.			
<b>3. Battery</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Inspect that batteries are properly secured; terminals are tight and free for corrosion and no sign of damage or leaks.			
<b>4. Engine Running</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Ensure engine compartment is clean, no debris buildup and no loose parts or major leaks.			
b. Check oil pressure. <ul style="list-style-type: none"> <li>Gauge in cab indicates sufficient pressure.</li> </ul>			
c. Listen for abnormal engine noise/knocks. <ul style="list-style-type: none"> <li>Some engines are louder than others; check gauges (voltage, hydraulic temperature, pressure transmission temperature, etc.).</li> </ul>			
<b>5. Sweeps, deflectors safety screens, glass</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Inspect sweeps/deflectors/safety screens; securely attached with no cracks or breaks.			
b. Glass: Rubber gaskets are intact; glass is clear, clean, and free of excessive damage. Some glass cracks are acceptable.			

DESCRIPTION	RATING	EVALUATOR SIGNATURE	REMARKS
<b>6. Steering components</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Ensure all steering components function properly. Check for abnormal wear, rubbing/damaged components/loose joints.			
<b>7. Brakes</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Have operator perform brake (service and emergency) tests.			
<ul style="list-style-type: none"> <li>Ensure that location is adequate for safe testing to reduce potential for accidents (an open area, off of trailer, away from equipment or other hazards).</li> <li>Ensure implements/attachments are safely raised so the tractor can move freely.</li> <li><b>Equipment that FAILS brake test should be deemed out of service.</b></li> </ul>			
b. <b>Service Brake Test:</b> With emergency/parking brake released and service brakes applied/depressed, place the tractor in forward gear. Gradually increase engine speed; ensure visible resistance to movement (using service brakes) as throttle/accelerator speed is increased beyond mid throttle.			
<ul style="list-style-type: none"> <li>Return to idle speed and place the transmission in natural.</li> </ul>			
c. <b>Emergency Brake Test:</b> Apply the emergency/parking brake (and keep applied). Apply the service brake. Place the tractor transmission in forward gear. Release the service brake (but keep covered). Gradually increase engine speed; ensure visible resistance to movement (using parking brake) as throttle/accelerator speed is increased beyond mid throttle.			
<ul style="list-style-type: none"> <li>Return to idle speed and place the transmission in natural.</li> <li>Ensure implements/attachments are safely lowered.</li> </ul>			
<b>8. Exhaust system: equipped with a USFS-qualified spark arrester unless turbocharged.</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Inspect the motor and identify if it is equipped with a turbocharger. If turbocharged, this item is not applicable.			
b. If the engine is not turbocharged, ensure exhaust system is equipped with a USFS-qualified spark arrester.			

DESCRIPTION	RATING	EVALUATOR SIGNATURE	REMARKS
<b>9. Fuel system</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Inspect all fuel system components. Ensure the fuel system is free from leaks/ware/damage.			
b. Ensure fuel cap and area around cap is clean and free of dirt and debris.			
c. Ensure diesel exhaust fuel (DEF) cap and area around cap is clean and free of dirt and debris.			
<b>10. Cooling system</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Inspect the entire cooling system; ensure there are no leaks or damage to water pump, radiator or cap, hoses, or any other lines or components.			
b. Ensure radiator is free of dirt/debris and fin blockage.			
c. Ensure cooling system components are properly secured and no rubbing or wear has occurred.			
d. Ensure the level of coolant in the system is within operating parameters.			
<b>11. Fan and fan belts</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Inspect the fan and adjacent component for any damage or leaks.			
b. Inspect all belts for excess wear, damage, and ensure proper tension.			

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<b>12. Engine support, equalizer bar, springs, main springs</b>			
<i>Designated assignment: Incident or daily job</i>			
a. If applicable, inspect for wear, breaks, and loose or missing bolts or parts.			
<b>13. Belly plate, radiator guards</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Ensure belly plate and radiator guards are securely mounted, no loose or missing bolts, and free from packing debris and buildup.			
<b>14. Final drive, transmission and differential</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Final drive: Inspect for debris, leaks and damage.			
b. Transmission: Check fluid level.			
<b>15. Sprocket and idlers</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Check for damage, wear (sharp teeth), missing bolts/hardware, weld repairs.			
<b>16. Tracks and rollers</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Inspect tracks and rollers for damage, missing bolts/hardware, and ensure proper adjustment.			
b. Inspect tracks for broken pads, missing bolts/hardware, flanges, and proper grouser height (this varies depending on machine type).			
c. Inspect tracks for broken pads, missing bolts, flanges and grouser height (1¼" minimum).			

DESCRIPTION	RATING	EVALUATOR SIGNATURE	REMARKS
<b>17. Dozer and assembly</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Have a qualified operator demonstrate that implements operate properly in all directions as designed.			
b. Inspect components for damage, wear, cracks, weld repairs, and missing bolts/hardware.			
<b>18. Rear hitch (drawbar)</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Ensure rear hitch is serviceable and safe. Inspect components for damage, wear, cracks, weld repairs, and missing bolts/hardware.			
b. Inspect rippers (if applicable) for damage and wear. Check cylinder(s) for leaks.			
<b>19. Body and cab condition</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Ensure the cab is free from debris/clean and gear is appropriately secured.			
b. Inspect windows for cracks and visibility/cleanliness.			
<b>20. Equipment cleanliness</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Ensure all areas of the equipment are free of flammable materials, noxious weeds and invasive species.			
<b>21. All hydraulic attachments</b>			
<i>Designated assignment: Incident or daily job</i>			
a. Inspect all hydraulic system components and attachments for excessive wear, damage and leaks.			

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b. Ensure smooth operation and that all cylinders hold at extension.			
<b>22. Backup or travel alarm</b> <i>Designated assignment: Incident or daily job</i>			
a. Inspect for proper function (minimum 87 db).			
<b>23. Oil level and condition</b> <i>Designated assignment: Incident or daily job</i>			
a. Ensure oil is full and clean.			

### **Final Evaluator Verification**

*To be completed **ONLY** when you are recommending the trainee for certification.*

I verify that (trainee name) \_\_\_\_\_ has successfully completed all tasks as a trainee and should therefore be considered for certification in this position. I also verify that all tasks are documented with appropriate signatures.

FINAL EVALUATOR'S SIGNATURE:

DATE:

FINAL EVALUATOR'S PRINTED NAME:

TITLE:

DUTY STATION:

PHONE NUMBER:

E-MAIL:

### **Agency Certification**

I certify that (trainee name) \_\_\_\_\_ has met all requirements for AADM and will hereby receive certification of his/her qualification.

CERTIFYING OFFICIAL'S SIGNATURE:

DATE:

CERTIFYING OFFICIAL'S NAME:

TITLE:

DUTY STATION:

PHONE NUMBER:

E-MAIL: