

# Light Division Preventive Maintenance Program — Gas Engines (Excluding Ambulances)

VEHICLE MAINTENANCE CHECKLIST <i>During any PM Service, all body damage should be reported to VEMA immediately</i>	Services performed every 6,000 kms or 8 month interval (whichever comes first) <b>PM1</b>	Services performed at:							
		25,000 kms <b>PM2</b>	50,000 kms <b>PM3</b>	75,000 kms <b>PM2</b>	95,000 kms <b>PM4</b>	125,000 kms <b>PM2</b>	150,000 kms <b>PM3</b>	175,000 kms <b>PM2</b>	200,000+ kms
Change engine oil and filter, check for fluid leaks	✓	✓	✓	✓	✓	✓	✓	✓	CONTACT VEMA FOR SERVICES TO BE PERFORMED
Clean interior and exterior if requested (wash and vacuum)	✓	✓	✓	✓	✓	✓	✓	✓	
Check exhaust — visual	✓	✓	✓	✓	✓	✓	✓	✓	
Check air filter — replace if required	✓	✓	✓	✓	✓	✓	✓	✓	
Visually inspect and adjust tire pressure and re-torque wheel nuts to specifications	✓	✓	✓	✓	✓	✓	✓	✓	
Check steering and suspension — visual	✓	✓	✓	✓	✓	✓	✓	✓	
Check horn, windshield wipers and lights for proper operation	✓	✓	✓	✓	✓	✓	✓	✓	
Inspect belts, hoses, battery terminals, all fluid levels, heater controls, and advise if service is required	✓	✓	✓	✓	✓	✓	✓	✓	
Lube all locks, latches and hinges (door, hood, trunk and spare tire mount if applicable)	✓	✓	✓	✓	✓	✓	✓	✓	
Check driveline — visual if applicable	✓	✓	✓	✓	✓	✓	✓	✓	
Inspect all brakes (remove wheels)		✓	✓	✓	✓	✓	✓	✓	
Check front-end and rotate tires (if required)		✓	✓	✓	✓	✓	✓	✓	
Check all warranty related components (if applicable)			✓		✓		✓		
Replace cabin air filter (if required)			✓		✓		✓		
Check suspension and steering components			✓		✓		✓		
Four wheel alignment			✓		✓		✓		
Road Test			✓		✓		✓		
Replace spark plugs (if required) as per Manufacturer's recommendation					✓				
Automatic Transmission Service (if required) as per Manufacturer's recommendation					✓				
Change differential fluid and transfer case fluid (if required) as per Manufacturer's recommendation					✓				

## Mandatory Safety Inspection(s)

- Perform applicable Safety Inspection as required by Manitoba Public Insurance (MPI) Vehicle Standards
- Check cooling system, coolant strength and block heater operation

## Winterizing Procedures (to be done every fall):

- Check block heater if possible (some block heaters will not turn on unless a certain temperature is reached)
- Complete AVR check (includes load testing battery)
- Check anti-freeze (should be good to -40 C)



The above *Preventive Maintenance Program* was developed by the Vehicle and Equipment Management Agency (VEMA) to optimize the life and dependability of your vehicle. Following this program will ensure that your vehicle will remain safe and dependable. VEMA must authorize all repairs and services. You can reach us at 204-945-5288 or 204-945-5127 within Winnipeg, or 1-800-363-6693 outside of Winnipeg.