

Memorandum of Agreement between Florida Division of Emergency Management and  
Hernando County Regarding State-Owned Equipment

## Attachment B - Required Maintenance Schedule - Generators

Pre-Trip Inspection - Weekly Report - Monthly Report

Pre-Trip Inspection	*To be performed prior to transportation of equipment*	Initials	Date
Check all fluid levels			
Check battery voltage			
Check tread depth and PSI of tires			
Adjust tire pressure as necessary			
Check all belts and hoses for wear			
Check body and frame for damage			

**End user is responsible for performing all required maintenance according to the manufacturer specifications found in the product's online user manual. The weekly, monthly, and yearly maintenance reports are intended for general service. An individual product's manual will always take precedence over this agreed upon schedule.**

Weekly Maintenance	Initials	Date
Check cooling system coolant level		
Check electrical connections		
Inspect engine air cleaner service indicators		
Check/clean engine air precleaner		
Check engine oil level		
Drain fuel system primary filter/water separator		
Check generator load		
Check driven equipment		
Inspect/replace hoses and clamps		
Drain fuel tank water and sediment		
Walk-around inspection		

Monthly Maintenance	Initials	Date
Obtain engine oil sample		
Check fan clearance		
When required, replace battery		
When required, disconnect battery or battery cable		
When required, clean DEF filler screen		
When required, fill diesel exhaust fluid		
When required, flush diesel exhaust fluid tank		
When required, prime fuel system		
When required, dry engine		
When required, test rotating rectifier		

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Yearly Report - By Service Hours Report

<b>Yearly Maintenance</b>	<b>Initials</b>	<b>Date</b>
Check battery electrolyte level		
Inspect/replace engine air cleaner element		
Change engine oil and filter		
Replace fuel filter (in-line)		
Replace fuel system primary filter (water separator) element		
Replace fuel system secondary filter		
Inspect/replace hoses and clamps		
Clean radiator		
Clean engine		

<b>Maintenance Based on Service Hours</b>	<b>Initials</b>	<b>Date</b>
Every 250 hours, obtain engine oil sample		
Every 500 hours, check fan clearance		
Every 500 hours, check battery electrolyte level		
Every 500 hours, inspect/replace engine air cleaner element		
Every 500 hours, change engine oil and filter		
Every 500 hours, replace fuel filter (in-line)		
Every 500 hours, replace fuel system primary filter (water separator) element		
Every 500 hours, replace fuel system secondary filter		
Every 500 hours, inspect/replace hoses and clamps		
Every 500 hours, clean radiator		
Every 1000 hours, inspect belt		
Every 1000 hours, inspect belt tensioner		
Every 1000 hours, inspect water pump		
Every 1000 hours, check rotating rectifier		
Every 1500 hours, replace engine crankcase breather element		
Every 1500 hours, replace diesel exhaust fluid filter		
Every 2000 hours, inspect aftercooler core		
Every 2000 hours, inspect alternator		
Every 2000 hours, inspect clean emissions module support		
Every 2000 hours, inspect engine mounts		
Every 2000 hours, inspect starting motor		
Every 2000 hours, inspect turbocharger		
Every 3000 hours, replace alternator and fan belts		
Every 3000 hours, change cooling system coolant (DEAC)		
Every 4000 hours, clean/test aftercooler core		
Every 6000 hours, add cooling system coolant extender (ELC)		
Every 10,000 hours, replace DEF manifold filters		