



## **SYSTEMATIC MAINTENANCE PROCEDURE**

**Revised 1 August 2012**

The following procedures are to be followed by CCM staff and CCM's M&R vendors to ensure all chassis operating under the control of CCM, are systematically inspected and repaired as necessary to ensure compliance with FMCSA regulations 49CFR 350 - 399. The associated records of all inspections and repairs of the chassis must be retained and communicated to CCM.

### **M&R VENDORS**

Whenever a chassis is repaired, with the exception of chassis tires only or a chassis being repaired through a roadability lane, the M&R vendor must visually inspect the entire chassis for any roadability defects. The inspection will either certify that the chassis does not need any additional repairs, or it will identify items that require further repair as guided by the nine component categories below.

1. Brakes – Brake shoes, slack adjustors, etc.
2. Lights - Lighting devices, lamps , markers, and conspicuity marking material
3. Wheel - Wheels, rims, lugs, tires
4. Air Line - Air line connections, hoses, and couplers
5. Coupling - King pin upper coupling device
6. Frame - Rails or support frames
7. Bolster - Tie down/bolsters front and rear
8. Fastener - Locking pins, twist locks, clevises, clamps, or hooks
9. Slider - Sliders or sliding frame lock

If the chassis does not have any visually observable defects, or upon the completion of the repair of the identified defects, the inspection (Systematic Maintenance Check, or SMC) is required to be reported into the CCM M&R system. By entering the SMC in [chassis.com](http://chassis.com), the vendor is certifying that the chassis meets all FMCSA roadability criteria.

It is incumbent upon the M&R vendors to develop and implement a quality program of self-audit to ensure that the SMC is performed along with compliance to all CCM M&R policies and procedures.

### **CCM POOL MANAGEMENT**

The CCM Pool Manager will audit the repair and inspection records to ensure the inspection record is recorded with the repair invoice in the CCM M&R system. The Pool Manager will address repairs invoiced without an inspection with the M&R vendor. This procedure will ensure inspections are properly performed and reported by the M&R vendor.

CCM, or its agents, will conduct field audits of the CCM M&R vendor's compliance with this procedure.

On a monthly basis the Pool Manager will identify all active chassis in the pool without an inspection reported within the last 6 months. The Pool Manager will locate these chassis and after placing a hold on the chassis arrange for an inspection to be performed.

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