



405th Army Field Support Brigade Logistic Readiness Center, Vicenza Transportation Motor Pool



Dispatch has to be filled out DAILY when vehicle is used!!

G210242E

WHEN IN SHOP DATES MUST BE ANNOTATED

IFMS ROADSIDE RECOVERY SERVICE 800-190783 (For ITALY)




Motor Equipment Utilization Record

This Dispatch Expires on: 18-Aug-14

Equipment Type: AUTOM ST WAGON, COMPACT, CL II
 Unit: 173rd BDE S4
 Report To: CARDOZA BENJAMIN
 Current Odometer: 31,863

USA # G210242E
 Next Service Due: At Odometer Reading: 47,066
 On Date: Jul-15

ADM # L2412
 PLATE # EH633DC
 15,203
 40.00

Date	Time	Ending	Odometer	Operator's Name (Last, First)	Rank	Signature	Fuel Used	Oil Used	Farthest Destination
8-Aug-14	18:43	19:00	31996	LOWE NICHOLAS		[Signature]	40 L		TORRI
09-Aug-14	10:15	13:45	31924	VARON, MARCELLO		[Signature]			LONGARF
09-Aug-14	11:30	13:45	31950	CASARINO FRAU		[Signature]			LEPINO
09-Aug-14	11:30	16:00	31980	LITONERO TAPU		[Signature]			DEL DIN
09-Aug-14	07:00	16:00	32200	MORA GUILBERTO		[Signature]	15 L		VENICE
09-Aug-14				IN SHOP					
10-Aug-14				IN SHOP					
11-Aug-14				IN SHOP					
12-Aug-14				IN SHOP					
13-Aug-14				IN SHOP					
14-Aug-14	08:30	11:00	32820	BINGARO MARCO		[Signature]	20 L		AVIANO
15-Aug-14	08:00	11:00	32700	LOBI ALBERTO		[Signature]			VENICE
15-Aug-14	16:30	19:00	32720	DEBORTOLI ANTONIO		[Signature]			TORRI
15-Aug-14	08:00	18:00	33000	PIREBS THOMAS		[Signature]	15 L		MILAN
17-Aug-14	09:00	11:30	33050	HOLLEN RAYMOND		[Signature]			DEL DIN
17-Aug-14	14:00	16:30	33085	KIVORA JAMES		[Signature]			LEPINO
17-Aug-14	08:30	11:00	33094	LOWE NICHOLAS		[Signature]	15 L		RE-DICTION

Release by: [Signature] Date: [Blank] Signature: [Blank]

EXAM

INSTRUCTIONS: Start a new line upon every operator change and for each new calendar date. Ensure that all columns are completed including the Total Days Driven, Total Fuel, and Total Oil at the bottom of each line. This record is for informational purposes only. The use of this vehicle for other than official purposes is prohibited and may result in corrective/disciplinary action. In conformità con AE 58-1 l'uso di questo veicolo tranne per scopi ufficiali è proibito, nel caso contrario, può provocare un'azione disciplinare. When the dispatch is already expired send it to TAMP distribution list for renewal: usarmy.vicenza.incom-europe.list.usag.vicenza-imp@mail.mil

Date Printed: 8-Aug-14 FAX: 824-8918 627-7918/7919 24th Avenue 0624 0644 11810-1010

- 1 Verify expiration date
- 2 Verify (whatever comes first) when the next service due at odometer reading
- 3 Or on date
- 4 Fill out dispatch daily when vehicle is used
- 5 When in shop dates must be annotated



405th Army Field Support Brigade Logistic Readiness Center, Vicenza Transportation Motor Pool



SAFETY FIRST!! PMCS Checklist has to be performed DAILY!!

Non-Tactical Vehicle PMCS Checklist

STARTING DATE: **Adriana USAF** **04-July-14** **13412** ***G810498*** NOTE: DO NOT REMOVE SEATS

	6-Aug	7-Aug	8-Aug	9-Aug	10-Aug	11-Aug	12-Aug	13-Aug	14-Aug	15-Aug	16-Aug	17-Aug	18-Aug	19-Aug	20-Aug	21-Aug	22-Aug	23-Aug	
PRIOR TO OPERATION / PRIMA DI FUNZIONAMENTO																			
1. Check vehicle for damage / Verificare eventuali danni al veicolo																			
2. Check engine for cracks and discharges / Verificare eventuali crepe e fuochi di olio / VEDI DA VEICOLI																			
3. Check headlights, parking, brake lights and turn signals / Controllare luci anteriori, posteriori, laterali/retrovisori, luci stop e retromarcia																			
4. Check and adjust mirrors / Controllare e regolare gli specchi																			
5. Check windshield wiper, windshield washer and fan / Controllare spazzini lavavetro, livello liquido e elica																			
6. Check tire wear, correct tire pressure, correct wheel nut torque, proper pressure and load / Controllare stato delle gomme/pressione ruote e spaziatura, pressione, eventuali difetti delle gomme e usura																			
7. Check for puddles under vehicle, i.e. coolant, oil, etc. / Controllare macchie sospese sotto al veicolo (acqua olio ecc)																			
8. Check oil level of the engine / Controlla livello olio motore																			
9. Check coolant level / Controlla livello liquido refrigerante																			
10. Check water hoses and fan belt / Controlla tubi acqua refrigerante e cinghia ventole raffreddamento motore																			
11. On vehicles with air brakes - air valve released and the maximum air pressure must be gained before departing / Veicoli con pneumatici ad aria, prima di partire assicurarsi che i freni d'aria siano in una posizione																			
12. Check / jock, watch, wearing safety seat belt and seat warning vest on in the vehicle / Controllare se il veicolo dispone di cinture di sicurezza per il conducente, orologio, cinture di sicurezza e giacchetta di sicurezza																			
WHILE ENGINE IS RUNNING / CON IL MOTORE ACCESSO																			
1. Check transmission fluid only without oil additive introduction / Controlla livello olio trasmissione lubrificante																			
2. Check for leaks, water, oil, brake and cooling system engine vehicle / Controlla perdite perolio/acqua/olio motore e motore acqua e motore refrigerante																			
3. ALL OPERATIONS MUST BE COMPLETED PRIOR TO DEPARTURE. REPORT TO DISPATCH OFFICE / TUTTE LE OPERAZIONI DEVONO ESSERE COMPLETATE PRIMA DI PARTIRE. COMUNICARE AL SERVIZIO DI SPEDIZIONE																			
DURING THE OPERATION / DURANTE LA GUIDA																			
1. Watch for brakes pulling to one side or being noisy / Guardare per freni che scappano o veicolo tira a dx o a sx																			
2. Watch for gear or shifting / Evitare scosse di sterzo																			
3. Watch for steering light coming on - day and check wheel, oil, battery and fan belt. In case of failure use of vehicle is prohibited. Check for correct tire pressure and correct wheel nut torque / Evitare scosse di sterzo e refrigerante																			
4. Watch for correct function of the clutch / Evitare malfunzionamenti della frizione (per veicoli cambio manuale)																			
AT HALTS / IN SOSTA																			
1. Check coolant and oil level at engine / Prima venire a fare al buco																			
2. Check for leaks and noise / Controlla perdite liquido ed eventuali odori e fumo sospeso																			
AFTER OPERATION / LE OPERAZIONI DA EFFETTUARE A FINE GIORNATA																			
1. Check hoses / Controlla tubi acqua refrigerante																			
2. Check fan belt / Controlla cinghia ventole raffreddamento																			
3. Check battery / Controlla stato batteria																			
4. Check coolant system / Controllare livello acqua refrigerante																			
5. Check oil level of power steering / Controllare livello olio sterzo																			
6. Refuel vehicle. Ensure you fill up the proper fuel. Refueling must be done in a safe area / Ricaricare il veicolo. Assicurarsi di riempire il serbatoio con il giusto carburante																			
7. Wash vehicle and clean interior / Lavaggio esterno ed interno																			
8. Check oil level (not 5 minutes) / Controllare livello olio motore (non 5 minuti)																			
9. Vehicle with air brakes: Drive air tanks - check air level and air pressure																			
Notes: _____																			
Signature: _____																			

EXAMPLE

NOTE: USE THE BELOW REMARK BLOCK TO ANNOTATE ALL DEFICIENCIES FOUND WHEN PERFORMING PMCS

DEFICIENCIES:

LEFT REAR BRAKE LIGHT ON	(LOWE SAVIOR 4 AUG)
WINDSHIELD CRACKED	(LOWE MICHAEL FRANK)
WINDSHIELD WIPER FLUID	(LOWE MICHAEL FRANK)

Sample of how to fill out PMCS checklist. Deficiencies found MUST be annotated on remark field and reported to Unit Transportation Coordinator and notify to TMP office, TMP dispatcher will provide to the driver an "UNSCHEDULED MAINTENANCE SHEET" in order to take the vehicle to an Authorized Mechanic Vendor to have deficiencies corrected



405th Army Field Support Brigade Logistic Readiness Center, Vicenza Transportation Motor Pool



SAFETY FIRST!! PMCS before driving the vehicle

Inspect rear
Door/trunk seal

Ensure spare
tire jack, and
tools are
accounted for



Tool kit

Do not
remove
backseats
and make
sure they are
not moving

Spare tire



405th Army Field Support Brigade Logistic Readiness Center, Vicenza Transportation Motor Pool



SAFETY FIRST!! PMCS before driving the vehicle

Head rests
Wiped
down

Ensure all
interior
lights are
working



Seats set
back to
original
configuratio
n

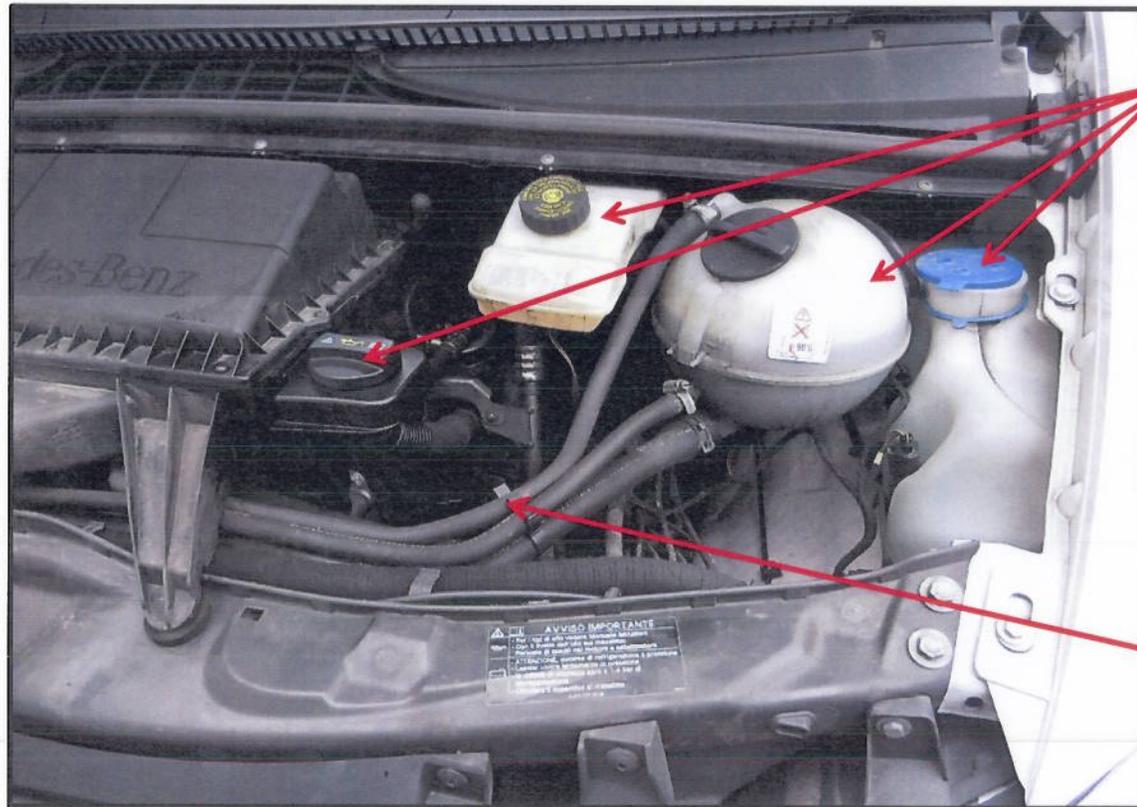
Seat belt
have to be
buckled



405th Army Field Support Brigade Logistic Readiness Center, Vicenza Transportation Motor Pool



SAFETY FIRST!! PMCS before driving the vehicle



All fluids at proper level

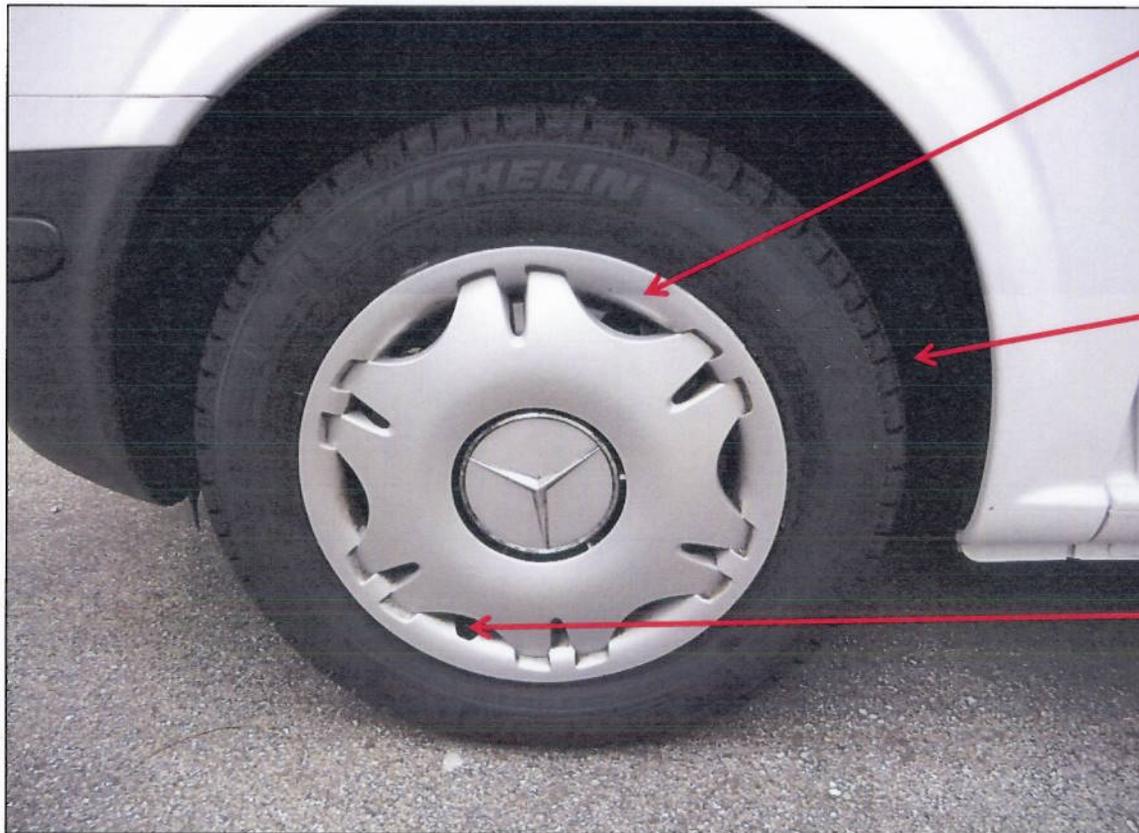
Engine compartment clean



**405th Army Field Support Brigade
Logistic Readiness Center, Vicenza
Transportation Motor Pool**



SAFETY FIRST!! PMCS before driving the vehicle



Wheels/hub caps clean

Check tire tread for wear or damage

Tires filled with proper inflation



**405th Army Field Support Brigade
Logistic Readiness Center, Vicenza
Transportation Motor Pool**



SAFETY FIRST!! PMCS before driving the vehicle

Ensure all mirrors are clean and properly adjusted

Check under vehicle for exhaust/fluids leaks or any unusual noises



Vehicle body clean enough to see reflections

Fuel tank topped off

Check lights, reflectors, and emergency flashers

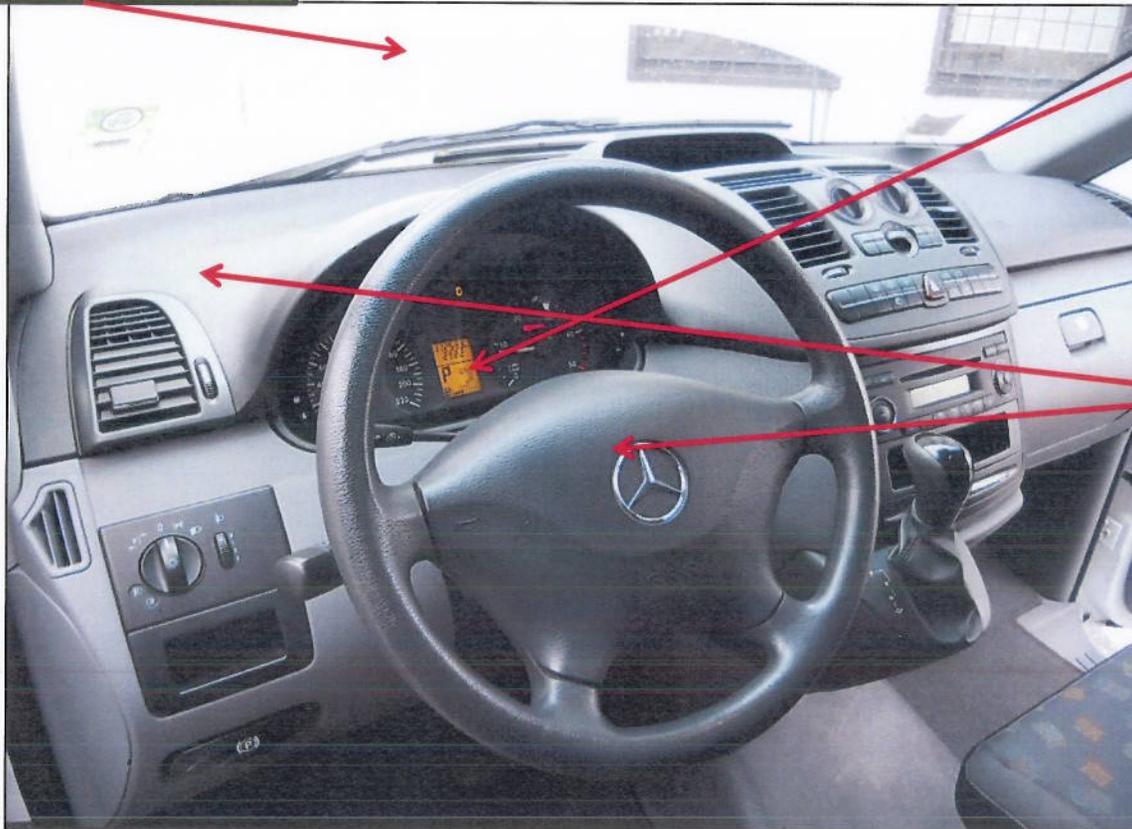


**405th Army Field Support Brigade
Logistic Readiness Center, Vicenza
Transportation Motor Pool**



SAFETY FIRST!! PMCS before driving the vehicle

Windshield
cracked/chipped



Check to ensure all
instrumentation is
working properly

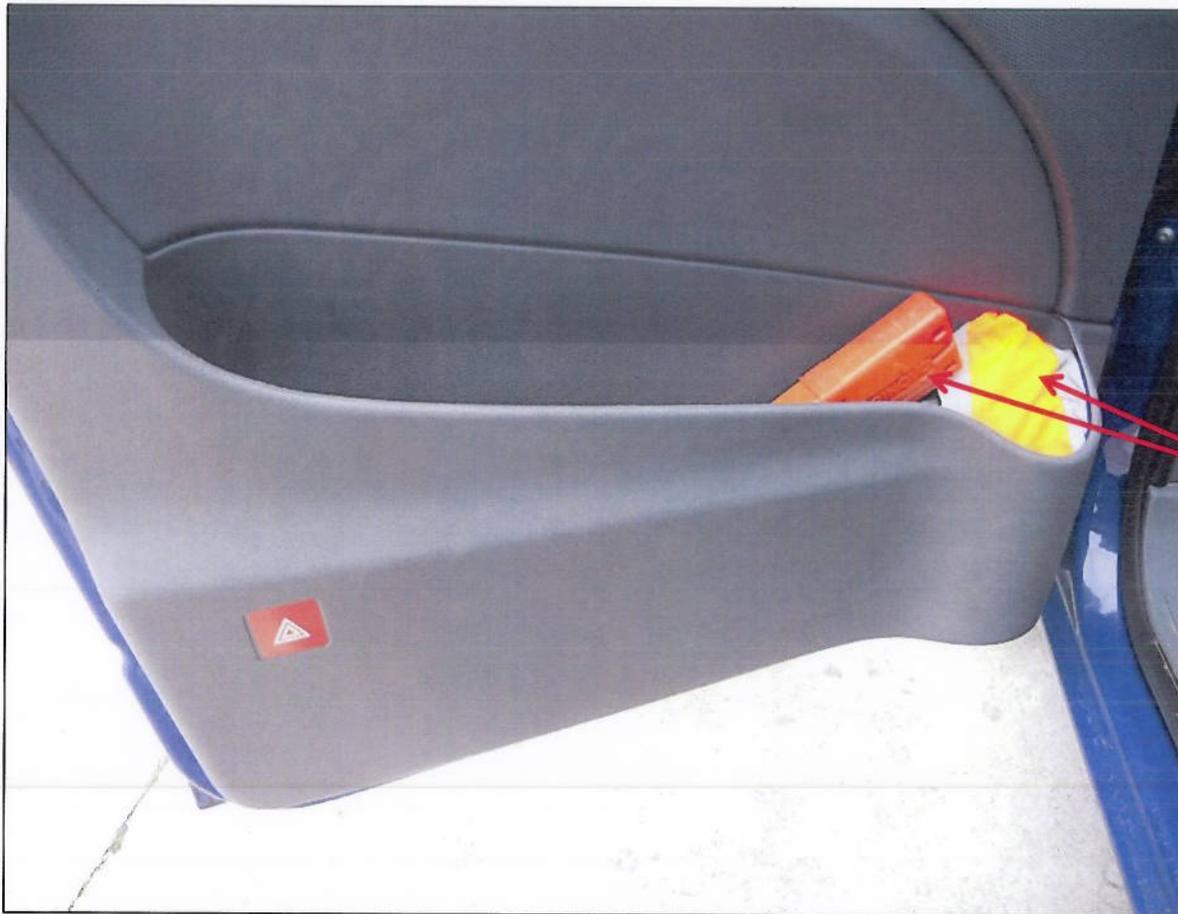
Steering wheel and
dash cleaned



**405th Army Field Support Brigade
Logistic Readiness Center, Vicenza
Transportation Motor Pool**



SAFETY FIRST!! PMCS before driving the vehicle



Warning triangle,
safety vest and first
aid kits is in the
vehicle



405th Army Field Support Brigade Logistic Readiness Center, Vicenza Transportation Motor Pool



SAFETY FIRST!! PMCS before driving the vehicle

Ensure horn is operational

Windows cleaned inside and outside

Hood opener

Door/carpets upholstery free of boot/shoe marks

The image shows the interior of a vehicle from the driver's perspective. Red arrows point from text boxes to specific areas: the horn on the steering wheel, the driver's side window, a button on the dashboard labeled as the hood opener, and the floor area under the driver's seat and the passenger seat area, which are noted to be free of boot and shoe marks.



**405th Army Field Support Brigade
Logistic Readiness Center, Vicenza
Transportation Motor Pool**



SAFETY FIRST!! PMCS before driving the vehicle



Front and grill free of bugs and debris

Ensure emergency flashers are functional

Ensure headlights are functional

Ensure fog lights (if equipped) are working properly

Make sure wipers are operational



**405th Army Field Support Brigade
Logistic Readiness Center, Vicenza
Transportation Motor Pool**



SAFETY FIRST!! PMCS before driving the vehicle



Seats vacuumed and all stains removed

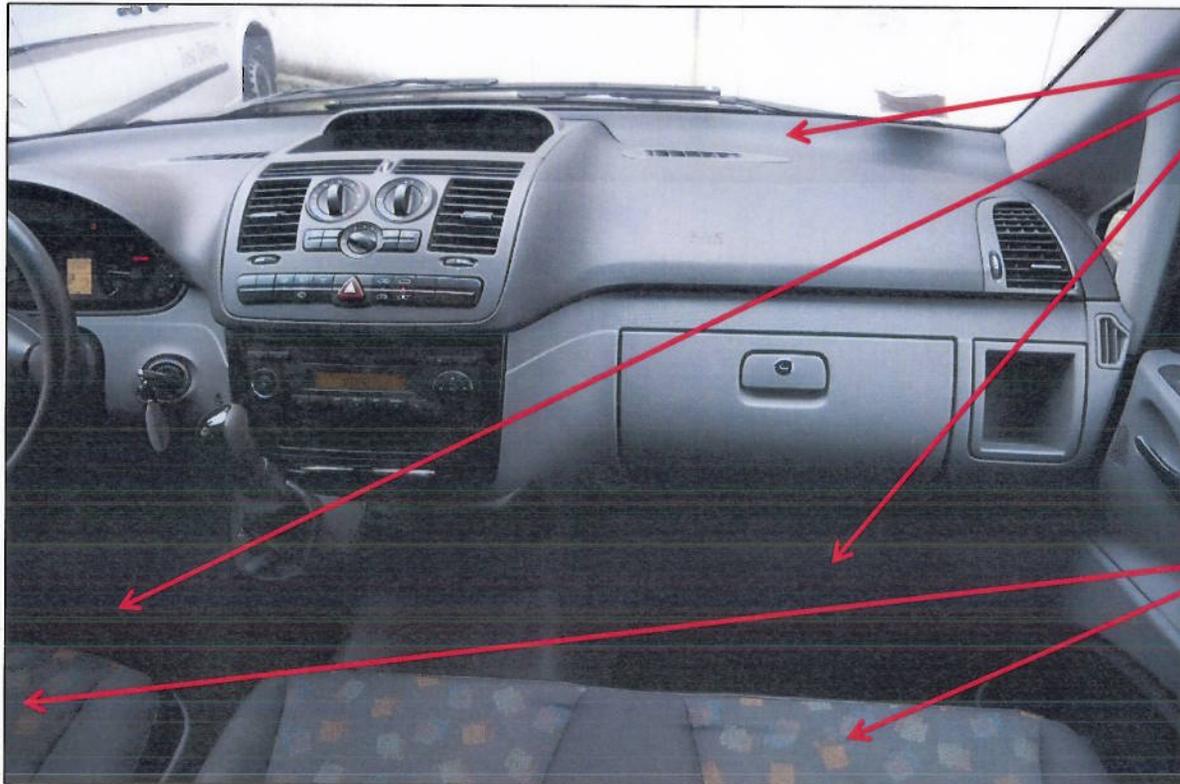
Carpets vacuumed and all stains removed



**405th Army Field Support Brigade
Logistic Readiness Center, Vicenza
Transportation Motor Pool**



SAFETY FIRST!! PMCS before driving the vehicle



Carpets and dashboard free of trash or debris

Seats wiped down



**405th Army Field Support Brigade
Logistic Readiness Center, Vicenza
Transportation Motor Pool**



SAFETY FIRST!! PMCS before driving the vehicle

**Please refer the owner manual that can be
found inside the glove compartment for your
assigned vehicle**