



# QUALITY ASSURANCE FORM

**Customer:**

**Project No.:**

**Project Name:**

**Date:**

**Unit Model/Fleet No.:**

**Unit Serial No.:**

**Rating:**



### PARTS INFORMATION

Engine Model		Serial No.	
Alt/Comp Model		Serial No.	

CHECKLIST							
Mechanical		Minor	Major	Electrical		Minor	Major
Lubricant	Check oil level			Alternator	Check airflow		
	Check for leaks				Check voltage regulator		
	Check crankcase breather				Check electrical connectors		
	Change engine oil				Blowout dust		
	Change oil filter				Insulation test (if app)		
Cooling	Check coolant			Control	Check for correct operation		
	Check for leaks				General	Check static battery charge	
	Check additive level			Check starting system			
	Check hoses			Clean and check battery terminals (Tightness)			
	Check belts and pulleys			Check all hose clamps and connections			
	Check for radiator restrictions			Check engine instruments			
	Check block heaters			Check engine protection circuits			
	Check coolant filters			Check vibration levels			
Replace coolant (If app)			Load bank test (if any)				
Fuel	Check for leaks			Testing	Hours run		
	Check governor linkage & oil				Frequency no load		
	Drain water separator				Frequency full load		
	Change fuel filters				Engine oil press		
	Fuel level day tank				Engine temp		
Air & Exhaust	Fuel level bulk tank				Batt volts		
	Check for leaks				Low		
	Check condensation drain				B-CHR		
	Check for restrictions				C-ALT		
	Check rain flap						
	Change air filter						
Clean engine							

### COMMENTS

Cont:	KVA:	KW:	AMP:
Stby:	kVA:	Kw:	Amp:
Engine hours:		Ambient temp:	

MECHANICAL PRESTART LIST				ELECTRICAL PRESTART LIST			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		Coolant level				Outlet terminals tight	
		Oil level				Fire extinguisher	
		Battery inspection				Inspection cables	
		Belt inspection				Connect earthing	
		Visual inspection				Test emergency stop	
		Check tank breather				Battery volts	
Cable size per phase: _____ MM <sup>2</sup>				Cable quantity per phase: _____			
Prestart checked by: _____				Signed: _____			
Second Check by: _____				Signed: _____			

LOAD		VOLTS			AMPS			COOLANT TEMP			OIL	OIL	
Time	kW	U	V	W	U	V	W	Hz	L/Bank	R/Bank	W/P Inlet	°C	Bar

Sender Temp Variations _____ °C	Fluid Leaks	Y	N
Controller Readings Match Loadbank Readings:	Y	N	
Tested by: _____	Signed: _____		

COMMENTS

Name: _____	Signature: _____
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MECHANICAL AND VISUAL TESTS	1ST INSPECTION			2ND INSPECTION		
	Yes	No	N/A	Yes	No	N/A
ID plate filled out correctly						
Machine free of swarf, all bolts tightened (canopy, base, etc)						
External fuel fittings secure and plumbed correctly						
Rain cap fitted						
Any damage to paint/panels						
All hose clamps tight, inspected for leaks and aligned correctly						
Battery cables secured to prevent chafing damage						
Batteries secure and terminals tight and covered						
Emergency stop and battery isolator and starter isolator fitted securely						
All fluid levels are correct (Oil, Coolant, Fuel, etc)						
Is the machine clean inside and out						
Fire extinguisher is in date and fitted securely						
Doc holder containing complete Risk Assessment, Manual and Pre-Start						
Do all doors open/close easily without obstruction						
Fleet number and Viking details are on machine						
Keys are with set (ensure spare set in document holder)						
Photos of machine						
ELECTRICAL CHECKS						
Start the machine and ensure output of 240/415 volts						
Outlet configuration correct						
Ensure Frequency Is Set At 50hz/ 52.Shz For Non-Electronic Machines						
M.E.N link in place and labelled						
Earth leakage relay turned on						
Push emergency stop and ensure it stops the machine						
Is there adequate protection guarding all live parts						
Electrical test and tag sticker on side of outlets						
Load test report, electrical checklist, genset info sheet, service report						
Earth stake supplied with machine						

COMMENTS	
Inspected by:	Signature:
Checked by:	Signature:

<b>Name</b>		<b>Date</b>	
<b>Fleet Number</b>			
<b>Serial Number</b>			
<b>ITEMS TO CHECK</b>	<b>PASS</b>	<b>FAIL</b>	
Batteries connected correctly and tight.			
Battery brackets tight.			
Battery isolator mounted and connected.			
Circuit cabinet wring tight.			
Solar Panels move in and out freely.			
Solar Panel locks Work Correctly.			
240v Battery charger connected.			
240v Battery charger works.			
Hydraulic fittings tight.			
Hydraulic tank drain bung tight.			
Tow hitch is tight.			
Chains and hooks are in working order.			
Draw bar pin is in place.			
Jockey wheel is in place.			
Stabilizer legs are in place and working.			
Mast Operation – Max height.			
Tilt actuator Operation – Max up and down, leave in the down position.			
Light 1, on/off.			
Light 2, on/off.			
Light 3, on/off.			
Light 4, on/off.			
Both wheel chocks in place.			
Trailer lights working correctly.			
Trailer plug cable in or on the unit.			
Wheel nut indicators in place.			
Correct tire pressures.			
Free from scratches and dents.			
Document holder installed.			
Fire extinguisher install with bracket.			

<b>Name</b>		<b>Sign</b>		<b>Date</b>	
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