	<h1 style="text-align: center;">Tire Management</h1> <h2 style="text-align: center;">Policies and Procedures</h2>	Document Number: 2P-SS-04.06
	Department: Fleet Management	Effective Date: November 16, 2022
		Revision No 3

Scope

This document covers the monitoring of tires in trucks and trailers.

Definition of Terms

Tire Monitoring – records of details of tire replacement for truck and trailers including date of replacement and tire branding.

Pre-Trip Inspection (PTI) Form – checklist being used prior the release of any equipment repaired inside the motor pool.

Preventive Maintenance Service (PMS) - act of performing regularly scheduled maintenance activities of trucks (e.g. replacing filters and engine oil) to prevent break down or failure of trucks.


Ownership

The Fleet Management Manager is responsible for ensuring that this document is cascaded to all concerned personnel and that it reflects actual practice.

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	Tire Management Policies and Procedures		Document Number: 2P-SS-04.06
	Department: Fleet Management	Effective Date: November 16, 2022	Revision No 3


Policies

1. The drivers shall take proper care of tires of their trucks and trailers
 - Never exceed the maximum tire pressure printed on the tire's sidewall (100-110 psi)
 - Keep the valve stem caps installed
 - Drive smoothly - avoid jackrabbit starts, hard stops and fast cornering
2. Only tires of correct size shall be purchased/used.
3. Tires shall be rotated only within the equipment depending on tread depth
4. Tires shall be checked every Pre-Trip Inspection and Preventive Maintenance Service (PMS)
 - The following shall be checked
 - i. Sidewall cut or puncture
 - ii. Sidewall cracking
 - iii. Rubber deterioration
 - iv. Under/Over Inflation
5. Tire issuance and replacements, including the branding numbers shall be recorded and monitored through Tire Monitoring file.

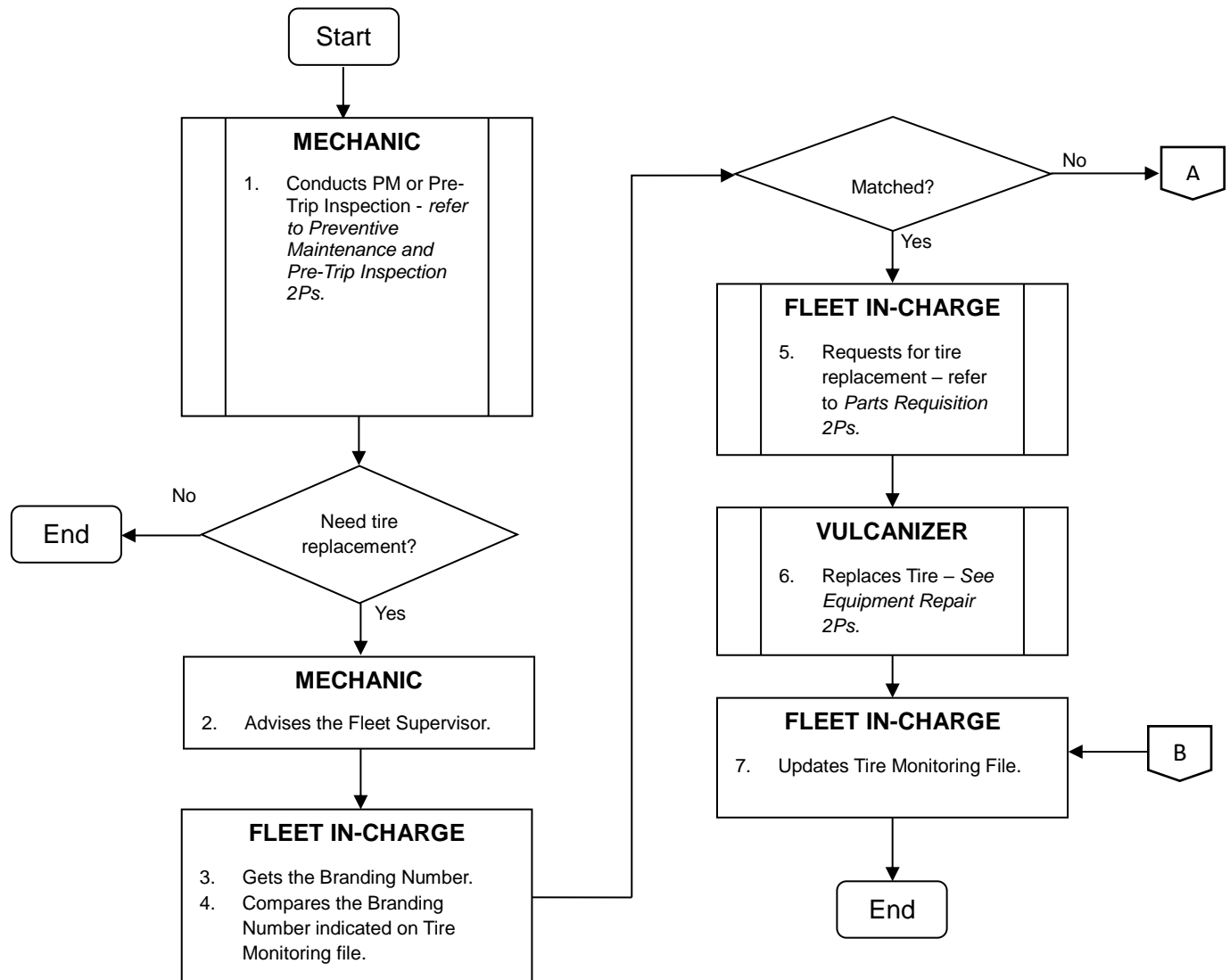
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Procedure - Tire Monitoring during PM/PTI



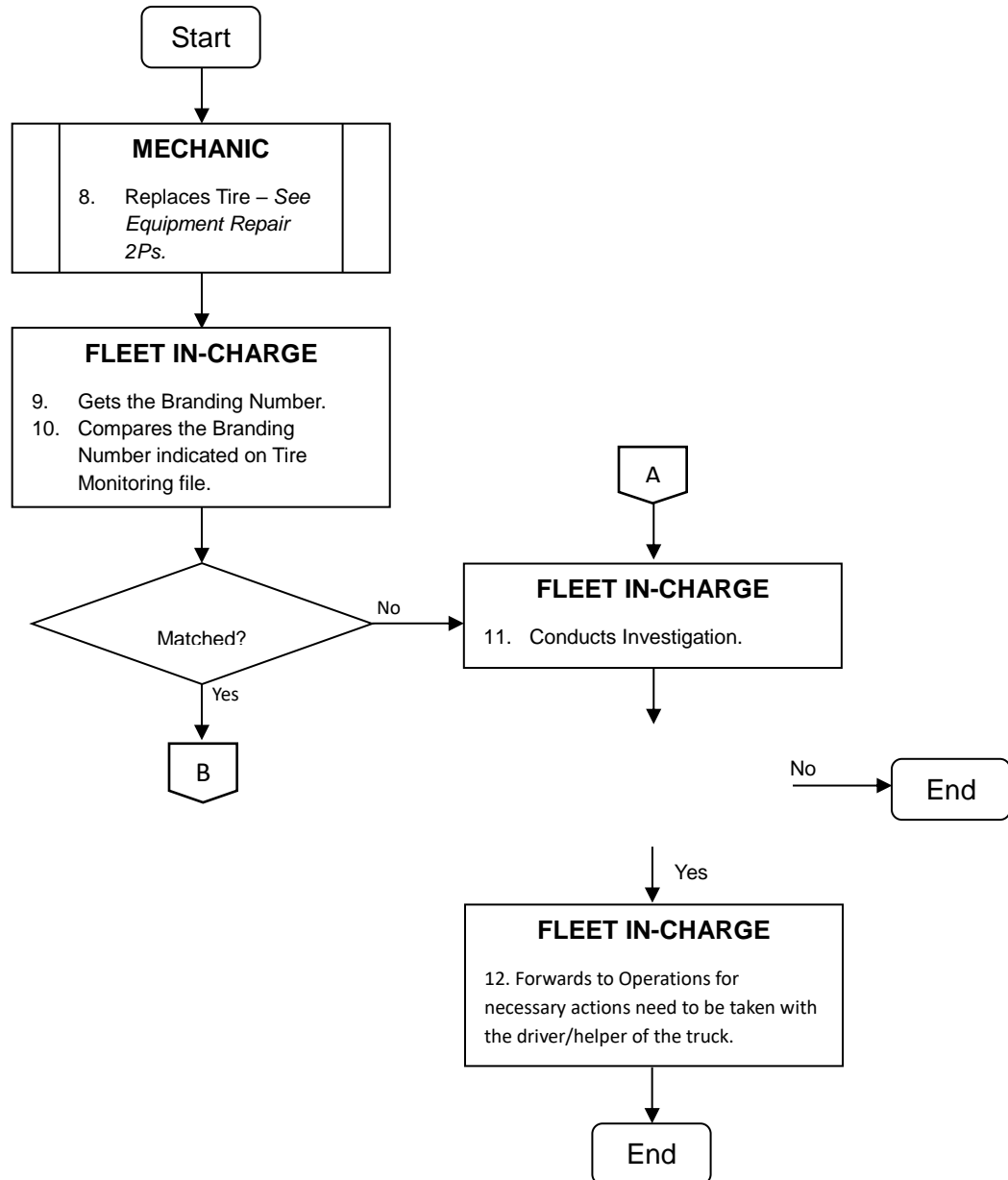
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Tire Replacement upon Rescue



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