3-06/150.05 - Vehicle Maintenance

All vehicles shall be maintained in accordance with the standards established by the Fleet Management Unit. Except in an emergency, only those lubricants supplied by the county shall be added to either the transmission or differential.

> **NOTE:** Special lubricants are used which should not be mixed with the lubricants that are generally handled by service stations.

Vehicle service intervals are established by fleet management. It is the responsibility of every driver to conduct a vehicle inspection prior to using any vehicle. This inspection shall include a check of all fluid levels, tire pressure, and general working order of the equipment. If a defect of safety issue is found, it will be brought to fleet management's attention for repair.