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9.0 Preventative Maintenance Policy

It is the policy of Wild West Dirt Works Ltd. and Glacier Rock Resources Inc. to maintain all its tools and equipment in a condition that will maximize the safety of all personnel in compliance with all legislated requirements.

To accomplish this, a “Preventative Maintenance Program” shall be maintained that will include the following components:

1. Adherence to applicable regulations, legislation, industry standards and manufacturers’ specifications.
2. Utilizing the services of appropriately qualified maintenance personnel.
3. Inspections and maintenance services will be completed as per the company’s Maintenance Schedule. These will be inclusive of both equipment and shop facilities.
4. Ensure all aspects of the Preventative Maintenance Program are effectively and properly being followed throughout all company operations.
5. All maintenance work will be documented and retained on file.
6. All deficiencies identified will be corrected within the corrective timelines

The companies supervisors and managers shall be responsible for the application of this program in their area of responsibility.

The safety information in this policy does not take precedence over applicable government regulations, with which all employees should be familiar.



Monty Cissell, President
July 5, 2023

9.1 Preventative Maintenance Program

The activities associated with our work involve people working with wellsite units, generators, equipment, and tools. In addition to ensuring that workers use the tools and equipment properly, it is vital that tools and equipment be properly inspected, maintained, and kept in good repair.

Warning tags should be used to prevent employees from operating damaged or defective tools and equipment and lock out tags should be used when a machine is under maintenance.

The Alberta Occupational Health and Safety Regulations require that:

“An employer shall ensure that all equipment used on a work site is maintained in a condition that will not compromise the health and safety of workers.”

In addition to the regulations, manufacturers also have specifications for maintenance.

Records

Every Preventative Maintenance Program must contain a recording system. The recording system of the companies will document what maintenance work is done, when it was done and by whom. Inventory lists and maintenance schedules will serve as a guide in monitoring the program.

Inventory List of Equipment and Tools

A current inventory list of the company’s large equipment is kept in the central administrative office. This includes:

- Powered Mobile Equipment
- Vehicles and trailers

Maintenance Personnel/Operator Qualifications

The qualifications of maintenance personnel and operators are key to the success of the Preventative Maintenance Program. All individuals who perform maintenance work or operate the equipment should have the appropriate skills, accreditation and/or certification.

Monitoring

The monitoring functions in a maintenance program fall into two areas:

1. The people responsible for operating and servicing or maintaining equipment must monitor the equipment to ensure that appropriate checks and maintenance are done.
2. The Health and Safety Coordinator and Management must monitor the entire Preventative Maintenance Program to ensure that it is functioning in accordance with the Company Safety Policy.

Equipment Maintenance and Daily Pre-Operational Inspections

Workers are expected to perform daily visual checks on the tools & equipment they use. Any concerns should be reported to a supervisor immediately and concerns should be documented on an Equipment Inspection Form or Defective Tools & Equipment Form.

Maintenance Schedule Guidelines

The maintenance of equipment will follow the maintenance schedule of the manufacturer and be in accordance to all government legislative requirements.

Our companies will conduct regular and continuous maintenance inspections and repairs in accordance with the intervals identified in the Scheduled Maintenance Matrix.

9.2 Maintenance Schedule

Maintenance Type	Equipment Type	Maintenance Interval (State Kilometers, Time or Hours)	Comments
Daily Trip Inspection:	Trucks, Tractors, Trailers	Prior to use	Visual daily pre-use
Greasing Interval:	Trucks, Tractors	On service, 10000 – 15000 km	Logs retained in Maintenance binder at locations. Completed by Mechanic/On-site Supervisor/ Manager.
	Trailers	10000 km	
	Heavy Equip	Every Re-fuel of Unit	
Oil Change Interval: <i>(aka service)</i>	Trucks, Tractors	10,000 – 15,000km (250 -300 hr)	Logs retained in Maintenance binder at locations. Completed by Mechanic/On-site Supervisor/ Manager.
	Heavy Equip	500-600 hours	
Scheduled Maintenance Inspection:	Trucks, Tractors	Oil Changes	Retained in Maintenance binder at locations. Completed by Mechanic/On-site Supervisor/ Manager
	Trailers	Annually	
	Heavy Equip	500-600 hours	
	Tools	Per Use	Tools not fit for use should be tagged and removed from the worksite.
	PPE; Coveralls, Hard Hat, Eye Protection, Hearing Protection, Steel Toed Boots, Gloves	Per Use	PPE should be kept clean and in good repair. Soiled items should be cleaned immediately or sent for laundering and damaged items must be replaced.
Regular Maintenance	Shop	Daily or as required	Remove refuse and store recyclables in designated areas, keep office area and bathroom clean and tidy. Shop Floor should be swept clean and tools put away. Damaged tools should be discarded immediately or tagged for repair.

9.3 Maintenance Record Form

WORK ORDER

DATE ISSUED	UNIT NO.	SERVICE LOCATION	BILL TO	
DATE COMPLETED	UNIT METER HR/KM	HOURS TO COMPLETE	PERFORMED BY	
COMPLAINT				
CORRECTION				
DESCRIPTION OF PARTS	VENDOR	QTY	PRICE	COST
SIGNITURE OF COMPLETION		OFFICE COST SUMMARY		

9.3 Equipment Service & Inspection Record Form

EQUIPMENT SERVICE 250/1000HR

DATE		UNIT	UNIT METER HR/KM		WORK PERFORMED BY
Y	N/A	EVERY 250 HR SERVICE TASK LIST	Y	N/A	1000 HR SERVICE ADD ONS
		Change engine oil and filters, cut filters			Change engine air filter (inner)
		Change engine air filter (outer)			
		Change fuel filter			Clean sediment bowl
		Check water separator			Change water separator
		Check fan Belts			Clean water separator (excavator)
		Check grease fan hub			Check throttle linkage
		Check suction screen (dozers, graders)			Change transmission oil, cut filter
		Check and grease u-joints			Check transmission linkage
		Check oil in swing drive & check for leaks			
		Check stump pan & bolts			
		Check oil in final drive & check for leaks			Change oil in swing drive & check for leaks
		Check pivot shaft			
		Check roller bolts and segment bolts			Check tracks, pads and pad bolts
		Check all lights and gauges			Check equalizer bar (Center & Outer pins)
		Grease machine			Clean or change CAB filters
		Check Fire extinguisher			
		Check for leaks			Check cutting edges
		Check Coolant			
COMMENTS					
SIGNATURE OF COMPLETION			WO# FOR REQUIRED REPAIRS		