

## Winch Daily Inspection Checklist

- Inspect winch cab, toolbox and tractor for unwanted items, remove if found.
- Check that the monthly Guillotine inspection, clean, and lubrication is still valid, if not, carry out inspection, clean, and lubrication.
- Radiator water, if the water level is about 100mm (4inch) below the cap, it's fine.
- Rollers and shock absorbers, check for wear, cracks, defects, and free movement.
- Belts for water pump and cooling fan, check tension (25mm or 1inch vertical movement) is fine.
- Belt for alternator, check as above.
- Engine oil, check and replenish if necessary.
- Brake fluid, check reservoir.
- Pay-out Brake, operate brake a couple of times to re-establish any loss in pressure.
- Automatic Transmission fluid, Check level.
- Check the wire locking on both winch drums.
- Differential Oil Level in bevel box, check only. Seek assistance if addition is required.
- Gas Taps, turn anti clockwise to open, and clockwise to close. (see labels on tanks). Please note: finger tight pressure is all that should be used.
- Fill Gas Tanks as required.
- Close the valve under the gas bowser after filling.
- Don't forget to D.I. the tractor....
- Check shock ropes for wear, and all shackles for tightness or damage before first inspection tow out takes place.
- **Fill in the D.I. book in the exact same manner that you would for an aircraft, declare the winch serviceable or unserviceable, print your surname and initial the entry. Then ensure that a second person checks and confirms that the gas taps are fully open. Note this must also be signed off in the same manner as the release and positive control checks are on an aircraft, with a printed surname and initials.**
- Note ALL winch drivers must check that the D.I. and overcheck has been carried out BEFORE commencing any launches.
- At the end of the day, please turn off the gas taps, (finger tight only), and switch off the main breaker. Place the handheld radio on charge in the clubhouse, lock up!

Don't forget to check that the fuel bowser is locked and secure.... Thank you