

Asset Management Toolkit

VST Title: New Tractor Presentation

Goals:

Orientation of new tractor

-Share operational features of new unit

-Share maintenance requirements

-Ensure employees are educated on requirements and functions of the equipment -Show employees where to find information in ops manual

What do I need?

Copies of key areas of the Operation manual Sign in sheet to document training Tractor for visual inspection

Flow

-Review/highlight significant differences with new equipment compared to old -Ask for input or observations from staff about safety/operational conditions that may affect how the new tractor is utilized/maintained

Notes

-Make note of any suggestions/concerns for follow up if required -Make sure operators are comfortable with where to find information related to operating and maintaining the tractor -Ask them as they utilize the unit to make mental notes of any concerns or thoughts that may arise for later discussion -Follow up one month after utilization or sooner if needed