

Division of Agriculture Vehicle Maintenance Schedule

Employees driving Division of Agriculture vehicles should regularly check and maintaining adequate levels of the following:

- Oil level
- Coolant level
- Windshield fluid level
- Accessory belts should be checked at each oil change
- Prior to getting into a vehicle, walk around vehicle and check for low tire pressure, cracked glass, scratches, etc.

Maintenance Schedules

The Division of Agriculture has a diverse fleet with a diverse vehicle types and use. All vehicles will be setup on one of the following maintenance schedules based upon the fuel type and annual usage. Email notifications from the Fleet Commander vehicle management system will be sent to remind of upcoming service needed.

Gas fuel and driven less than 10,000 miles annually:

- Change oil and filter and rotate tires every 5,000 miles or every 6 months.
Under no circumstances should oil change intervals exceed 6000 miles.

Gas fuel and driven more than 10,000 miles annually:

- Change oil and filter and rotate tires every 5,000 miles or every 3 months.
Under no circumstances should oil change intervals exceed 6000 miles.

Diesel fuel

- Change oil and filter every 4,000 miles or every 3 months.
Under no circumstances should oil change intervals exceed 6000 miles.

Mileage or Time Passed (whichever comes first)

- Check battery fluid levels every 24 months or 24,000 miles (all vehicles). Some batteries are sealed (maintenance-free), if the battery is not sealed, use distilled water or the required fluid for optimal battery performance.
- Change engine coolant every 30,000 miles or 36 months (all vehicles).
- Replace spark plugs every 100,000 miles (all vehicles).
- Replace air cleaner filter every 30,000 miles, or more often if driving in dusty areas (all vehicles).
- Replace PCV valve every 60,000 miles (all vehicles).
- Inspect all brakes every 30,000 miles, more often if in stop and go or driving in hilly areas.
- Under normal highway driving, change automatic transaxle fluid at 120,000 miles. If the vehicle is used for towing, stop-and-go driving, and/or in dusty areas, change fluid every 30,000 miles.
- Replace camshaft drive belt (all vehicles, if equipped) at 100,000 miles.
- This maintenance schedule is to be used as a guide only. For a more detailed schedule, consult your owner's maintenance schedule located in each vehicle glove box.

Place this maintenance schedule in each Division of Agriculture vehicle.