

PART IV - OPERATIONS MANAGEMENT

OPERATOR LEVEL PM

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General Overview of Caltrans

- . Number of Employees.....16,742
 - . Fleet size.....12,475 units
 - . Highway Miles.....16,700 miles*
 - . Landscaping.....17,000 acres*
- *Maintained by 5,500 employees

Division of Equipment

- . Shop Employees 630
- . Mechanics 375
- . Shops 11 main, 10 subshops located throughout the state
Headquarters facility located in Sacramento
- . Mission Support Department by furnishing and maintaining
fleet and telecommunications equipment

Preventive Maintenance Program

The Preventive Maintenance (PM) program is a system of equipment care that places inspection and care responsibility on the operator as well as on repair facilities. The system was implemented in 1980 to reduce downtime, help prevent costly failures due to lack of periodic inspection, and other realize advantages relative to improved equipment care and maintenance.

The overall program covers preoperation inspection of the vehicle by the operator, periodic in-depth inspection of the unit by a Shop Preventive Maintenance crew, and the prompt repair of all deficiencies. Service and inspection records are maintained in the vehicle and at the assigned location.

Department supervisors share primary responsibility for assuring the success of this program.

Periodic training in equipment service and maintenance is given to operating personnel to help assure acceptance of and compliance with PM program concepts.

The operator should know when repairs or adjustments are needed, and should respond to these signals and take appropriate action; i.e., make minor repairs, adjustments, or notify supervisor.

Operators are expected to make minor repairs as required if they have the knowledge, tools, and experience. If the repair is beyond the scope of the operator, the operator will report the needed repair to the supervisor.