

# Vehicle Practice

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## WHEEL TORQUE: CLASS 1 & 2, CLASS 4, 5 & 6 >4500 kg

Practice:

### 1.0 INTRODUCTION

This wheel torque program is to insure that wheels on company vehicles are torqued to the correct specifications at the time of installation and that the necessary follow up torquing is preformed.

It is the responsibility of the operator to ensure that the follow up wheel torque is preformed on the vehicle. The initial torque is the responsibility of the service provider. A copy of the completed torque sheet must accompany the vehicle.

### 2.0 Vehicle Operators Responsibility: Class 1 & 2

During your daily walk around inspection (*VP 01-06*) check for loose or missing wheel nuts.

When a company vehicle goes has the wheels removed, the vendor must perform an initial torque on the wheels affected. A copy of the completed torque sheet must be placed in the vehicle.

A follow-up torque must be performed within 100 km's as per the torque sheet. It is the responsibility of the operator to ensure this is done.

*\*\*\*Note\*\*\**

*The vehicle does not have to be returned to the vendor who performed the initial torque. It can be done at the nearest service provider.*

On the class 1 and 2 vehicles, if you have a flat tire and change it yourself, the wheel needs to be brought in the have the wheel torqued at the nearest service provider.

Contact Fleet Services planning for copies of torque sheets if required. **(902) 428-7558**

Fax copy of completed torque sheet to Fleet Planning. **(902) 422-5335**

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**Fleet Services** NOVA SCOTIA  
**POWER**  
An Emera Company

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### **3.0 Vehicle Operators Responsibility: Class 3, 4, 5 & 6 (>4500 kg)**

During your daily pre-trip inspection (*VP 01-06*) check for loose or missing nuts and rim clamp slippage.

Class 3 Vehicles that are less than 4500 kg and do not have dual wheels will follow the torque requirements for Class 1 & 2 vehicles. If your Class 3 vehicle has dual wheels follow Class 4, (F450 & F550) requirements.

Class 4, 5 and 6:

Tire repair companies performing roadside and depot tire repair and replacement service will perform the initial torque. A copy of the torque sheet must be left in the cab of vehicle and a copy needs to be faxed into Fleet Planning at **(902) 422-5335** within 24 hours of install/repair. The operator is then responsible to have the second torque done the next day or after driving short distance.(20-30 km) The operator must ensure the completed torque sheet is faxed into the Fleet Planning office. **(902) 422-5335**.

If a wheel has been removed for any reason, by the NSPI garages or an outside repair vendor approved by Fleet Services, the wheels will have to have an initial torque done. The vehicle will then be road tested over a distance of 20–30 km. The vehicle will then be brought back into the shop and the wheels will be re-torqued. Torque sheets are not required if a tire repair vendor replaced tires inside a NSPI garage. If the initial torque is done by a tire vendor in either company garages, then the company mechanics can road test the unit and re-torque the wheels.

### **4.0 Vehicle Operators Responsibility: Class 3 & 4 (F450 – F550)**

During your daily pre-trip inspection (*VP 01-06*) check for loose or missing nuts and rim clamp slippage.

Tire repair companies performing roadside and depot tire repair and replacement services will perform the initial torque. A copy of the torque sheet is to be left in the cab of the vehicle and a copy is to be faxed, within 24 hrs of install/repair, to the Fleet Planning Office **(902) 422-5335**. The operator is then responsible to have the second torque performed at 160 km as well as the third torque at 800 km. A copy of the torque sheet is to be faxed to the Fleet Planning Office after each torque.

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If a wheel has been removed for any reason, by any of the NSPI Company garages or an outside repair vendor approved by Fleet Services, the wheels will have to have an initial torque done. A copy of the torque sheet must be placed in the cab. The second and third torques are then the responsibility of the operator to have performed at the 160 km and 800 km intervals. A copy of the torque sheet is then faxed to fleet planning office **(902) 422-5335**.

*\*\*\*Note:\*\*\**

*For copies of blank torque sheets contact the Fleet Planning Office at (902) 428-7558 or print off the forms below.*

Transportation Vehicles Class 1, 2

**\*\*\*ATTENTION DRIVERS\*\*\*  
WHEEL TORQUING IS YOUR RESPONSIBILITY!**

THIS FORM **MUST** BE COMPLETED BY VENDOR AFTER ANY WHEEL HAS BEEN REMOVED FROM NSPI VEHICLES

Unit # \_\_\_\_\_ Mileage \_\_\_\_\_  
Date Installed \_\_\_\_\_ Installer \_\_\_\_\_  
Torqued @ \_\_\_\_\_ ft. lbs.

**2<sup>nd</sup> WHEEL TORQUE MUST BE COMPLETED WITHIN 100 KM OF WHEEL  
INSTALLATION**

Date \_\_\_\_\_ KM \_\_\_\_\_ Torqued by \_\_\_\_\_

Wheel Position: RF \_\_\_\_\_ RR \_\_\_\_\_  
LF \_\_\_\_\_ LR \_\_\_\_\_

**PLEASE FAX COPY TO NSPI WITHIN 24 HOURS (902) 422-5335**

**Vendor should retain a completed copy for their records.**

**A copy of completed form must remain with vehicle.**

Work Vehicles Class 3, 4, 5 & 6 (> 4500 kg)

**\*\*\*ATTENTION DRIVERS\*\*\*  
WHEEL TORQUING IS YOUR RESPONSIBILITY!**

THIS FORM **MUST** BE COMPLETED BY VENDOR AFTER ANY WHEEL HAS BEEN REMOVED FROM NSPI VEHICLES

Unit # \_\_\_\_\_ Mileage \_\_\_\_\_

Date Installed \_\_\_\_\_ Installer \_\_\_\_\_

Torqued @ \_\_\_\_\_ ft. lbs.

**2<sup>nd</sup> WHEEL TORQUE**

Date \_\_\_\_\_ KM \_\_\_\_\_ Torqued by \_\_\_\_\_

**\*\*\*NOTE\*\*\***

**ALL F450/500 FORD TRUCKS WITH TORQUE STICKERS MUST BE TORQUED @ 165 FT. LBS., RETORQUED @ 160 KM AND AGAIN @ 800 KM**

**3<sup>rd</sup> Torque for F450 and F550 Fords Only**

Date \_\_\_\_\_ KM \_\_\_\_\_ Torqued by \_\_\_\_\_

Wheel Position:    RF \_\_\_\_\_    RFO \_\_\_\_\_    RRO \_\_\_\_\_  
                              RFI \_\_\_\_\_    RRI \_\_\_\_\_  
                              LF \_\_\_\_\_    LFI \_\_\_\_\_    LRI \_\_\_\_\_  
                              LFO \_\_\_\_\_    LRO \_\_\_\_\_

**PLEASE FAX COPY TO NSPI WITHIN 24 HOURS (902) 422-5335**

**Vendor should retain a completed copy for their records.  
A copy of completed form must remain with vehicle.**

