

<b>TITLE:</b> VEHICLE MAINTENANCE	<b>SECTION:</b> LAND AMBULANCE
<b>DATE:</b> July 21, 2003	<b>POLICY NO.:</b> KDSB-LAS-V-05
<b>APPROVED BY:</b> Resolution No. 2004-34	<b>REVISED:</b> March 31, 2007

**1. POLICY STATEMENT**

Ambulance vehicles operated by the Kenora District Services Board will be maintained on a regular basis to ensure safe operation and compliance with the Highway Traffic Act.

**2. PROCEDURE**

- 2.1 Each service will maintain an activity log for each vehicle located at their base with notes on any exceptional items that may require attention during regular inspections. Any items that may affect the safe operation of the vehicle must be reported immediately and the vehicle restricted from use until the identified problem is corrected
- 2.2 Vehicle service inspections will be conducted at the intervals indicated on the Ambulance Preventative Maintenance Schedule with a record of the service kept on file at the respective base for future reference.
- 2.3 Under no circumstances will a vehicle be operated if the inspection interval has been exceeded by 1,000 km.
- 2.4 In accordance with the Highway Traffic Act, an annual inspection is required each year prior to the third week of November for all vehicles with a registered GVW greater than 4500 kg. An inspection sticker will be placed on the lower left hand side of the windshield for verification by Ministry of Transportation inspectors.
- 2.5 Emissions testing is required on specific vehicles that meet the criteria for this purpose and identified by the Ministry of Transportation through mail notification.