

Fleet Compliance Checklist

Use this checklist to immediately schedule and verify the foundation of your fleet's compliance and maintenance for the year.

Mandatory Certification Inspections

Task Category	Action Item	Due Date	Status	Notes
Annual Certification (ACI)	Identify the date for your fleet's mandatory annual inspection for each unit.	Set specific date for each unit		
Documentation Review	Verify all previous inspection records are filed and easily accessible for auditing.	Q1 Review (Jan/Feb)		
Regulatory Updates	Research any known or anticipated regulatory changes (e.g., emissions, jurisdictional laws) for 2026.	End of January		

Preventative Maintenance (PM) Cycle

Task Category	Action Item	Due Date	Status	Notes
PM Schedule Audit	Review the 2025 PM schedule. Adjust frequency based on unit utilization data and historical failures.	Mid-January		
Schedule Q1 PMs	Lock in all necessary preventative maintenance inspections for Q1 (Jan-Mar).	End of January		
Critical Component Inventory	Ensure sufficient stock or vendor contracts are in place for high-wear PM parts (filters, fluids, belts).	Q1 Review		

Specialized Component Inspections

Task Category	Action Item	Due Date	Status	Notes
Reefer/Tanker Inspection	Schedule mandatory calibration and specialized system checks for all auxiliary/specialized units.	Set specific date for each unit		
Hydraulic/Liftgate Check	Plan specialized safety and function checks for all liftgates, ramps, and hydraulic systems.	Q1/Q2 Scheduling		
Vendor Coordination	Confirm vendor availability and book appointments for all necessary specialized outsourced work.	End of January		