

UTAH TRANSIT AUTHORITY

RIDESHARE/VANPOOL TOYOTA SIENNA (HYBRID) PREVENTATIVE MAINTENANCE INSPECTION CHECKLIST

VEHICLE UNIT NUMBER:		MILEAGE:	
DATE OF SERVICE:		LAST 6 OF VIN NUMBER:	
VENDOR NAME:		LICENSE PLATE NUMBER:	
MECHANIC NAME:		INVOICE NUMBER:	
		UTA APPROVAL (NAME):	

INDICATE IN SLOT to indicate whether an item was okay, adjust, and/or repairs are needed... Using As Labeled: "✓" = Okay - Item checked is ready for service; "X" = Adjust – Item checked has been replaced and is ready for service; "0" = Repairs needed – Any items requiring repair.

Is there a current **registration and insurance card** in the van? YES NO

If "NO", then please notify UTA Vanpool Maintenance Representative

"E" Service inspection (Items 1-28)
(7,500 Miles or every Eight-Months whichever comes first)

- ___ 01. **Replace engine oil & filter – 4.8 Qts w/filter**
Use Toyota Genuine Motor Oil SAE 0W-16
- ___ 02. **Replace aluminum crush ring on oil drain plug**
Toyota PN# 9043012031
- ___ 03. **Reset MIL Lamp – Located in IP cluster settings**
- ___ 04. **Inspect engine air filter element -Toyota PN# 17801F0020**
Replace 30K air filter only if necessary.
- ___ 05. Check Horn
- ___ 06. Check parking brake operation. Does it hold the van?
- ___ 07. Check instruments & dash lights for operation
- ___ 08. Check heating & A/C operation, switches & temperature controls
- ___ 09. Check exterior lights, turn signal & 4-way hazard warning lights
- ___ 10. Check washer operation & spray patterns
- ___ 11. Check wiper operation & blade condition
- ___ 12. Check & clean carpet. Vacuum out battery cooling air filter under driver's seat left side. **DO NOT USE SHOP AIR!**
- ___ 13. Check brake fluid level -- **(If low contact UTA)**
- ___ 14. Check engine coolant level – if low check for leaks
Use "Toyota Super Long-Life Coolant"
- ___ 15. Check hybrid coolant level – if low check for leaks
Use "Toyota Super Long-Life Coolant"
- ___ 16. Check windshield washer fluid level
- ___ 17. Check AUX battery terminals & charging voltage,
Voltage Reading: _____ -- *Read note at the end*
- ___ 18. Inspect all engine hoses and lines for leaks and damage
- ___ 19. Inspect air intake & ducts for leaks and secure all clamps
- ___ 20. Inspect engine, trans & differential for oil leaks
- ___ 21. **Rotate & Inspect Tires for Wear - P235/65R17 103T**
- ___ 22. Torque all wheel lug nuts to 76 ft/lbs.

Record Tire Pressure, Tread depth and brake measurements at every maintenance service

<u>Tire Pressure - 35 PSI Front & Rear</u>		<u>Tread depth</u>	
LF _____	RF _____	LF _____	RF _____
LR _____	RR _____	LR _____	RR _____

- ___ 23. Check exhaust system for leaks or broken hangers
 - ___ 24. Inspect suspension, steering, shocks, CV axles and boots
 - ___ 25. Check brake caliper condition
 - ___ 26. Check brake rotor condition
 - ___ 27. Check brake hoses & lines for leaks
 - ___ 28. **Inspect and record brake pads/linings wear**
- LF _____ RF _____ LR _____ RR _____

Every 30,000 Miles - "D" Service Inspection
(Also Includes "E" services – Items 1-28)

- ___ 29. Check cabin air filter – Replace only if necessary
Toyota PN# 8713958010
- ___ 30. Replace engine air filter element -- *Toyota PN# 17801F0020*
Use a paint pen to record the mileage on the air filter cover.
- ___ 31. Check & record coolant freeze point:
Coolant reading _____ °F

Every 60,000 Miles - "C" Service Inspection
(Also Includes "D" and "E" services – Items 1-31)

- Use "Toyota ATF WS" oil for hybrid trans & differential ONLY. Do not overfill oil level as per Toyota Service Information*
- ___ 32. Change hybrid transmission oil –
Use "Toyota ATF WS" fluid only
 - ___ 33. Replace transmission drain plug gasket –
Toyota PN# 90430A0003
 - ___ 34. Change differential oil -- *Use "Toyota ATF WS" fluid only*

Every 90,000 Mile "B" Service Inspection
(Also Includes "D" and "E" services – Items 1-31)

- ___ 35. Change and Flush Cooling System
Use "Toyota Super Long-Life Coolant" or equivalent

Every 120,000 Miles - "A" Service Inspection
(Also Includes "C", "D", and "E" services – Items 1-34)

- ___ 36. Replace spark plugs – *Denso FC16HR-Q8 (Gap 0.031 in.)*
Use only iridium-tipped spark plugs. Do not adjust spark plug gap.

For vehicle spec's reference the Toyota Sienna 2022 Owner's Manual

Note: As per "Owner's Manual", disconnect the ground cable if you will be recharging the AUX battery.