

MAINTENANCE RECORD



AMCO  **VEBA**
LIFTING BEYOND HORIZONS

7844250-01 01/20
subject to change without notice

ORIGINAL INSTRUCTIONS

MAINTENANCE RECORD

INDEX

A	MAINTENANCE RECORD	A.1
A.1	WARRANTY TERMS.....	A.1
A.2	PLANNED MAINTENANCE	A.1
A.3	MAINTENANCE AFTER INACTIVITY	A.2
A.4	EXTRAORDINARY MAINTENANCE.....	A.2
B	MAINTENANCE FOR CRANE	B.1
B.1	PLANNED MAINTENANCE	B.1
B.2	MAINTENANCE AFTER INACTIVITY	B.7
B.3	EXTRAORDINARY MAINTENANCE.....	B.8
C	MAINTENANCE FOR OUTRIGGERS.....	C.1
C.1	PLANNED MAINTENANCE	C.1
C.2	MAINTENANCE AFTER INACTIVITY	C.6
C.3	EXTRAORDINARY MAINTENANCE.....	C.7
D	MAINTENANCE FOR WINCH.....	D.1
D.1	PLANNED MAINTENANCE	D.1
D.2	MAINTENANCE AFTER INACTIVITY	D.6
D.3	EXTRAORDINARY MAINTENANCE.....	D.7

MAINTENANCE RECORD

GENERAL

A MAINTENANCE RECORD

A.1 WARRANTY TERMS

The manufacturer declines all responsibility for damage to the crane caused by failed maintenance or lubrication. Preventive routine maintenance refers to machine use in non-abrasive and non-corrosive environments. Failure to correctly compile this book shall result in warranty for faults being declared null and void.



All repairs, modifications and maintenance (excluding routine) must be performed by an authorised assistance centre. All repair reports drafted by authorised assistance centres following routine and extraordinary maintenance must be recorded and archived by the owner of the crane.

A.2 PLANNED MAINTENANCE

The owner of the crane is responsible for contacting an authorised assistance centre to perform planned maintenance activities on the crane and accessories at the following intervals:

SERVICE 10: after the first 10 working hours / before putting into service

SERVICE 100: after the first 100 working hours

SERVICE 500: after the first 500 working hours

SERVICE 1000/1Year: after 1000 working hours / after one year (at the interval which occurs first)

SERVICE _000/_Years: every 1000 working hours / every year (at the interval which occurs first)

SERVICE 6Years: additional maintenance activities only every 6 years



If 100 or 500 working hours are not exceeded within one year of the putting into service, pass directly to SERVICE 1000/1Year.

The planned maintenance schedules ([see A.5](#)) list the checks and activities to be carried out during planned maintenance. The meaning of symbols used is given in the table below.

Symbols used in maintenance record

Symbol	Meaning
	Visual check: e.g. presence of cracks, oil leakages
	Visual check of surface oxidation
	Change
	Oil filling
	Tightening check, mechanical adjustment
	Greasing, lubrication
	Check of the pressure limit of a hydraulic safety device: e.g. overcenter valve, port relief valve, overpressure valve
	Check of the operating settings related to the operating system and the electronic safety devices: e.g. micro-switches, encoders, transducers, inclinometers.
	Operating test, needed to check the correct function of a safety/control device: e.g. functions of moment limiter, stability control system, emergency stop button.
	Maintenance activity on all additional lifting tools, according to the specifications given by their own user manuals: winch (rope), grab, grapple, rotator.

MAINTENANCE RECORD

GENERAL

A.3 MAINTENANCE AFTER INACTIVITY

After long periods of inactivity (indicatively over 6 months) it's necessary to perform a "Maintenance after inactivity" at an authorized assistance center.

This period may be extended up to a maximum of 1 year if the following storage conditions are met:

- indoor storage
- crane folded, locked, and sheltered in rest position, located on a flat and stable ground
- crane not exposed to direct sunlight
- chrome plated parts protected by a film of lubricant
- temperature: 5 °C ÷ 40°C
- humidity (non-condensing): 30% ÷ 95%
- non-aggressive environment (e.g. marine environment)
- dust-free environment
- far from high electromagnetic fields (e.g. high-voltage lines)

See schedule in A.6

If considered necessary, for any reason, to remove the crane from the vehicle, it is compulsory to refer to an authorized assistance centre.

A.4 EXTRAORDINARY MAINTENANCE

Extraordinary maintenance means all maintenance not described as part of planned maintenance and maintenance after long periods of inactivity: e.g. problems relating to crane, defects, accidents.

Extraordinary maintenance must be performed by an authorised assistance centre.

See module in A.7.

MAINTENANCE RECORD

MAINTENANCE FOR CRANE

B MAINTENANCE FOR CRANE

B.1 PLANNED MAINTENANCE

CRANE'S IDENTIFICATION DATA	
Model:	
Serial number:	
Year of manufacturing:	
Installer:	

MAINTENANCE SCHEDULE	SERVICE 10	
Oil leakages from fittings, seals and oil tank	☐	
Pump connections: suction and delivery hoses	☐	
High-pressure filter cartridge (if present)	☐	
Crane mounting bolts	☐	
Rotation rack adjustment	☐	
Slewing cylinder bolts (if present)	☐	
Mounting bolt for slewing bearing, column and gear motors (if present)	☐	
Emergency stop function (if present)	☐	
Moment limiter / Stability Control System (if present)	☐	
Authorized assistance center		
Signature	Date	

Maintenance activities must be performed after the first 10 working hours or before the crane is put into service.

MAINTENANCE RECORD

MAINTENANCE FOR CRANE

Crane's serial number:		
MAINTENANCE SCHEDULE		
		SERVICE 100
Oil leakages from fittings, seals and oil tank	☐	
Pump connections: suction and delivery hoses	☐	
Return-line filter cartridge	☐	
Filling up the oil tank	☐	
Crane mounting bolts	☐	
Rotation rack adjustment	☐	
Slewing cylinder bolts (if present)	☐	
Mounting bolt for slewing bearing, column and gear motors (if present)	☐	
Main valve fittings	☐	
Pipes and hoses fittings	☐	
Emergency stop function (if present)	☐	
Moment limiter / Stability Control System (if present)	☐	
Check of additional lifting equipments (if present)	☐	
Authorized assistance center		
Signature		Date

SERVICE 100 must only be performed if a year has not passed since the crane was put into service, otherwise pass directly to SERVICE 1000/1Year.

MAINTENANCE RECORD

MAINTENANCE FOR CRANE

Crane's serial number:		
MAINTENANCE SCHEDULE		SERVICE 500
Sliding pads	☐	
Warning stickers	☐	
Top up the oil in the gear motor (if present)	☐	
Crane mounting bolts	☐	
Rotation rack adjustment	☐	
Slewing cylinder bolts (if present)	☐	
Mounting bolt for slewing bearing, column and gear motors (if present)	☐	
Emergency stop function (if present)	☐	
Moment limiter / Stability Control System (if present)	☐	
Safety devices	☐	
Radio remote control (if present)	☐	
Grease nipples and extensions	☐	
Slewing rack (if present)	☐	
Slewing bearing (if present)	☐	
Check of additional lifting equipments	☐	
Authorized assistance center		
Signature		Date

SERVICE 500 must only be performed if a year has not passed since the crane was put into service, otherwise pass directly to SERVICE 1000/1Year.

MAINTENANCE RECORD

MAINTENANCE FOR CRANE

Crane's serial number:		
MAINTENANCE SCHEDULE		
		SERVICE 1000/1Year
Oil leakages from fittings, seals and oil tank	☐	
Warning stickers	☐	
Sliding pads	☐	
Visible welds	☐	
Gap at joints	☐	
Pump connections: suction and delivery hoses	☐	
General crane conditions	☐	
Chrome-plated cylinder rods	☐	
High-pressure filter cartridge (if present)	☐	
Return-line filter cartridge	☐	
Hydraulic oil	☐	
Gear motor oil (if present)	☐	
Crane mounting bolts	☐	
Rotation rack adjustment (if present)	☐	
Slewing cylinders bolts (if present)	☐	
Mounting bolt for slewing bearing, column and gear motors (if present)	☐	
Screws, seegers and parallel pins for fastening of sliding pads and pins	☐	
Controls and tank fixing bolts	☐	
Main control valve fittings	☐	
Pipe and hose fittings	☐	
Grease nipples and extensions	☐	
Slewing rack (if present)	☐	
Slewing bearing (if present)	☐	
Moment limiter setting, hydraulic	☐	
Cylinders valves setting	☐	
Port relief valves setting	☐	
Working settings of Operating System (if present)	☐	
Electronic safety devices (if present)	☐	
Emergency stop function (if present)	☐	
Moment limiter / Stability Control System (if present)	☐	
Safety devices	☐	
Radio remote control (if present)	☐	
Check of additional lifting equipments (if present)	☐	
Authorized assistance center		
Signature		Date

MAINTENANCE RECORD

MAINTENANCE FOR CRANE

Crane's serial number:		
MAINTENANCE SCHEDULE		
		SERVICE _000/_ Years
Oil leakages from fittings, seals and oil tank	☐	
Warning stickers	☐	
Sliding pads	☐	
Visible welds	☐	
Gap at joints	☐	
Pump connections: suction and delivery hoses	☐	
General crane conditions	☐	
Chrome-plated cylinder rods	☐	
High-pressure filter cartridge (if present)	☐	
Return-line filter cartridge	☐	
Hydraulic oil	☐	
Gear motor oil (if present)	☐	
Crane mounting bolts	☐	
Rotation rack adjustment (if present)	☐	
Slewing cylinders bolts (if present)	☐	
Mounting bolt for slewing bearing, column and gear motors (if present)	☐	
Screws, seegers and parallel pins for fastening of sliding pads and pins	☐	
Controls and tank fixing bolts	☐	
Main control valve fittings	☐	
Pipe and hose fittings	☐	
Grease nipples and extensions	☐	
Slewing rack (if present)	☐	
Slewing bearing (if present)	☐	
Moment limiter setting, hydraulic	☐	
Cylinders valves setting	☐	
Port relief valves setting	☐	
Working settings of Operating System (if present)	☐	
Electronic safety devices (if present)	☐	
Emergency stop function (if present)	☐	
Moment limiter / Stability Control System (if present)	☐	
Safety devices	☐	
Radio remote control (if present)	☐	
Check of additional lifting equipments (if present)	☐	
Authorized assistance center		
Signature		Date

Maintenance activities must be performed every 1000 operating hours / every year.

MAINTENANCE RECORD

MAINTENANCE FOR CRANE

Crane's serial number:		
MAINTENANCE SCHEDULE		
		SERVICE 6Years
Condensation in oil tank	☐	
Condensation in electrical boxes	☐	
All hoses	☐	
Seals of slewing cylinders (if present)	☐	
Authorized assistance center		
Signature		Date

Maintenance activities must be performed every 6 years, in addition to the planned SERVICE 6000/6Years.

MAINTENANCE RECORD

MAINTENANCE FOR CRANE

B.2 MAINTENANCE AFTER INACTIVITY

Crane's serial number:		
MAINTENANCE SCHEDULE		SERVICE AFTER INACTIVITY
Condensation in oil tank	☐	
Condensation in electrical boxes	☐	
Oil leakages from fittings, seals and oil tank	☐	
Warning stickers	☐	
General crane conditions	☐	
Chrome-plated cylinder rods	☐	
Chrome-plated surface of slewing cylinders exposed to the air	☐	
Zinc-plated surfaces (e.g. pipes, valves, protections)	☐	
Inner surface of oil tank	☐	
Pins	☐	
High-pressure filter cartridge (if present)	☐	
Return-line filter cartridge	☐	
Batteries of radio transmitter and LIS (if present)	☐	
Hydraulic oil (only if the tank was previously filled)	☐	
Seals of slewing cylinders (only if stuck)	☐	
Crane mounting bolts	☐	
Screws, seegers and parallel pins for fastening of sliding pads and pins	☐	
Controls and tank fixing bolts	☐	
Rotation rack adjustment (if present)	☐	
Slewing cylinders bolts (if present)	☐	
Mounting bolt for slewing bearing, column and gear motors (if present)	☐	
Main control valve fittings	☐	
Pipe and hose fittings	☐	
Grease nipples and extensions	☐	
Slewing rack (if present)	☐	
Slewing bearing (if present)	☐	
Greasing of plug-in connectors	☐	
Emergency stop function (if present)	☐	
Safety devices	☐	
Moment limiter / Stability Control System (if present)	☐	
Radio remote control (if present)	☐	
Micro-switches and encoders (if present)	☐	
Check of additional lifting equipments (if present)	☐	
Authorized assistance center		
Signature		Date

Maintenance activities must be performed after long periods of inactivity (indicatively over 6 months).

MAINTENANCE RECORD

MAINTENANCE FOR CRANE

B.3 EXTRAORDINARY MAINTENANCE

CRANE'S IDENTIFICATION DATA	
Model:	
Serial number:	
Year of manufacturing:	
Installer:	

FAULT DETECTED
INTERVENTION DESCRIPTION
MATERIALS NEEDED
ADDITIONAL NOTES

Authorized assistance center	
Signature	Date

MAINTENANCE RECORD

MAINTENANCE FOR OUTRIGGERS

C MAINTENANCE FOR OUTRIGGERS

C.1 PLANNED MAINTENANCE

OUTRIGGERS' IDENTIFICATION DATA	
Model:	
Serial number:	
Year of manufacturing:	
Installer:	

MAINTENANCE SCHEDULE		SERVICE 10
Oil leakages	☐	
Mounting elements (welds, bolts)	☐	
Stability Control System (if present)	☐	
Authorized assistance center		
Signature		Date

Maintenance activities must be performed after the first 10 working hours or before the crane is put into service.

MAINTENANCE SCHEDULE		SERVICE 100
Oil leakages	☐	
Mounting elements (welds, bolts)	☐	
Pipes and hoses fittings	☐	
Control valve fittings (if present)	☐	
Stability Control System (if present)	☐	
Authorized assistance center		
Signature		Date

SERVICE 100 must only be performed if a year has not passed since the crane was put into service, otherwise pass directly to SERVICE 1000/1Year.

MAINTENANCE RECORD
MAINTENANCE FOR OUTRIGGERS

Outriggers' serial number:		
MAINTENANCE SCHEDULE SERVICE 500		
Warning stickers	☐	
Mounting elements (welds, bolts)	☐	
Safety devices	☐	
Stability Control System (if present)	☐	
Grease nipples and extensions	☐	
Authorized assistance center		
Signature		Date

SERVICE 500 must only be performed if a year has not passed since the crane was put into service, otherwise pass directly to SERVICE 1000/1Year.

MAINTENANCE RECORD

MAINTENANCE FOR OUTRIGGERS

Outriggers' serial number:		
MAINTENANCE SCHEDULE		
	SERVICE 1000/1Year	
Oil leakages	☐	
Warning stickers	☐	
Visible welds	☐	
Gap at joints	☐	
General conditions	☐	
Chrome-plated cylinder rods	☐	
Mounting elements (welds, bolts)	☐	
Pipe and hose fittings	☐	
Control valve fittings (if present)	☐	
Grease nipples and extensions	☐	
Port relief valves setting (if present)	☐	
Safety devices	☐	
Stability Control System (if present)	☐	
Authorized assistance center		
Signature		Date

MAINTENANCE RECORD

MAINTENANCE FOR OUTRIGGERS

Outriggers' serial number:		
MAINTENANCE SCHEDULE		
	SERVICE _000/_Years	
Oil leakages	☐	
Warning stickers	☐	
Visible welds	☐	
Gap at joints	☐	
General conditions	☐	
Chrome-plated cylinder rods	☐	
Mounting elements (welds, bolts)	☐	
Pipe and hose fittings	☐	
Control valve fittings (if present)	☐	
Grease nipples and extensions	☐	
Port relief valves setting (if present)	☐	
Safety devices	☐	
Stability Control System (if present)	☐	
Authorized assistance center		
Signature		Date

Maintenance activities must be performed every 1000 operating hours / every year.

MAINTENANCE RECORD

MAINTENANCE FOR OUTRIGGERS

Outriggers' serial number:			
MAINTENANCE SCHEDULE		SERVICE 6Years	
All hoses	☐		
Authorized assistance center			
Signature		Date	

Maintenance activities must be performed every 6 years, in addition to the planned SERVICE 6000/6Years.

MAINTENANCE RECORD

MAINTENANCE FOR OUTRIGGERS

C.2 MAINTENANCE AFTER INACTIVITY

Outriggers' serial number:		
----------------------------	--	--

MAINTENANCE SCHEDULE		SERVICE AFTER INACTIVITY
Oil leakages	☐	
Warning stickers	☐	
General conditions	☐	
Chrome-plated cylinder rods	☐	
Zinc-plated surfaces (e.g. pipes, valves, protections)	☐	
Pins	☐	
Mounting elements (welds, bolts)	☐	
Pipe and hose fittings	☐	
Control valve fittings (if present)	☐	
Grease nipples and extensions	☐	
Safety devices	☐	
Stability Control System (if present)	☐	
Authorized assistance center		
Signature		Date

Maintenance activities must be performed after long periods of inactivity (indicatively over 6 months).

MAINTENANCE RECORD

MAINTENANCE FOR OUTRIGGERS

C.3 EXTRAORDINARY MAINTENANCE

OUTRIGGERS' IDENTIFICATION DATA	
Model:	
Serial number:	
Year of manufacturing:	
Installer:	

FAULT DETECTED	
INTERVENTION DESCRIPTION	
MATERIALS NEEDED	
ADDITIONAL NOTES	
Authorized assistance center	
Signature	Date

MAINTENANCE RECORD

MAINTENANCE FOR WINCH

D MAINTENANCE FOR WINCH

D.1 PLANNED MAINTENANCE

WINCH IDENTIFICATION DATA	
Model:	
Serial number:	
Year of manufacturing:	
Installer:	

MAINTENANCE SCHEDULE		SERVICE 10
Oil leakages	☐	
Winch mounting bolts	☐	
Top roller, attachments and locking pins	☐	
Wire rope	☐	
Pull limiter	☐	
Authorized assistance center		
Signature		Date

Maintenance activities must be performed after the first 10 working hours or before the crane is put into service.

MAINTENANCE SCHEDULE		SERVICE 100
Change of gear oil	☐	
Winch mounting bolts	☐	
Pipes and hoses fittings	☐	
Oil leakages	☐	
Top roller, attachments and locking pins	☐	
Wire rope	☐	
Pull limiter	☐	
Authorized assistance center		
Signature		Date

SERVICE 100 must only be performed if a year has not passed since the crane was put into service, otherwise pass directly to SERVICE 1000/1Year.

MAINTENANCE RECORD

MAINTENANCE FOR WINCH

Winch serial number:		
MAINTENANCE SCHEDULE		
		SERVICE 500
Gear oil control	☐	
Oil leakages	☐	
Top roller, attachments and locking pins	☐	
Wire rope	☐	
Winch mounting bolts	☐	
Safety devices	☐	
Pull limiter	☐	
Authorized assistance center		
Signature		Date

SERVICE 500 must only be performed if a year has not passed since the crane was put into service, otherwise pass directly to SERVICE 1000/1Year.

MAINTENANCE RECORD

MAINTENANCE FOR WINCH

Winch serial number:		
MAINTENANCE SCHEDULE		
		SERVICE 1000/1Year
Change of gear oil	☐	
Oil leakages	☐	
Top roller, attachments and locking pins	☐	
Wire rope	☐	
General conditions	☐	
Winch mounting bolts	☐	
Pipe and hose fittings	☐	
Safety devices	☐	
Pull limiter	☐	
Authorized assistance center		
Signature		Date

MAINTENANCE RECORD

MAINTENANCE FOR WINCH

Winch serial number:		
MAINTENANCE SCHEDULE		
		SERVICE _000/_Years
Change of gear oil	☐	
Oil leakages	☐	
Top roller, attachments and locking pins	☐	
Wire rope	☐	
General conditions	☐	
Winch mounting bolts	☐	
Pipe and hose fittings	☐	
Safety devices	☐	
Pull limiter	☐	
Authorized assistance center		
Signature		Date

Maintenance activities must be performed every 1000 operating hours / every year.

MAINTENANCE RECORD

MAINTENANCE FOR WINCH

Winch serial number:			
MAINTENANCE SCHEDULE		SERVICE 6Years	
Wire rope	☐	☐	
All activation hoses	☐	☐	
Authorized assistance center			
Signature		Date	

Maintenance activities must be performed every 6 years, in addition to the planned SERVICE 6000/6Years.

MAINTENANCE RECORD

MAINTENANCE FOR WINCH

D.2 MAINTENANCE AFTER INACTIVITY

Winch serial number:		
----------------------	--	--

MAINTENANCE SCHEDULE		SERVICE AFTER INACTIVITY	
Gear oil control	☐		
Oil leakages	☐		
Top roller, attachments and locking pins	☐		
General conditions	☐		
Wire rope	☐		
Zinc-plated surfaces (e.g. pipes, valves, protections)	☐		
Bolts	☐		
Winch mounting bolts	☐		
Pipe and hose fittings	☐		
Safety devices	☐		
Pull limiter	☐		
Authorized assistance center			
Signature		Date	

Maintenance activities must be performed after long periods of inactivity (indicatively over 6 months).

MAINTENANCE RECORD

MAINTENANCE FOR WINCH

D.3 EXTRAORDINARY MAINTENANCE

WINCH IDENTIFICATION DATA	
Model:	
Serial number:	
Year of manufacturing:	
Installer:	

FAULT DETECTED	
INTERVENTION DESCRIPTION	
MATERIALS NEEDED	
ADDITIONAL NOTES	
Authorized assistance center	
Signature	Date

