



DEMOUNTABLE BODY INSPECTION PROCEDURE

Follow Detailed Instructions Inside for Each Step

Inspection Date: _____ Inspected By: _____

Serial #: _____ Unit #: _____

INSPECT:	Inspected OK	Needs Repair	Comments
Front Locking Bar	<input type="checkbox"/>	<input type="checkbox"/>	
Rear Locking Bar	<input type="checkbox"/>	<input type="checkbox"/>	
Front-Right Leg and Pins	<input type="checkbox"/>	<input type="checkbox"/>	
Front-Left Leg and Pins	<input type="checkbox"/>	<input type="checkbox"/>	
Rear-Right Leg and Pins	<input type="checkbox"/>	<input type="checkbox"/>	
Rear-Left Leg and Pins	<input type="checkbox"/>	<input type="checkbox"/>	
Front-Right Leg Box	<input type="checkbox"/>	<input type="checkbox"/>	
Front-Left Leg Box	<input type="checkbox"/>	<input type="checkbox"/>	
Rear-Right Leg Box	<input type="checkbox"/>	<input type="checkbox"/>	
Rear-Left Leg Box	<input type="checkbox"/>	<input type="checkbox"/>	
Right Guide Rail	<input type="checkbox"/>	<input type="checkbox"/>	
Left Guide Rail	<input type="checkbox"/>	<input type="checkbox"/>	
Right Side Rail	<input type="checkbox"/>	<input type="checkbox"/>	
Left Side Rail	<input type="checkbox"/>	<input type="checkbox"/>	
Front-Right Body Corner and Bumper Block	<input type="checkbox"/>	<input type="checkbox"/>	
Front-Left Body Corner and Bumper Block	<input type="checkbox"/>	<input type="checkbox"/>	
Rear-Right Body Corner and Bumper Block	<input type="checkbox"/>	<input type="checkbox"/>	



DEMOUNTABLE CONCEPTS

INSPECTION PROCEDURE DEMOUNTABLE BODY

INSPECT:	Inspected OK	Needs Repair	Comments
Rear-Left Body Corner and Bumper Block	<input type="checkbox"/>	<input type="checkbox"/>	
Front-Right Scrubber Plate	<input type="checkbox"/>	<input type="checkbox"/>	
Front-Left Scrubber Plate	<input type="checkbox"/>	<input type="checkbox"/>	
Rear-Right Scrubber Plate	<input type="checkbox"/>	<input type="checkbox"/>	
Rear-Left Scrubber Plate	<input type="checkbox"/>	<input type="checkbox"/>	
Body Lighting and Light Receptacle	<input type="checkbox"/>	<input type="checkbox"/>	
Body Exterior Damage	<input type="checkbox"/>	<input type="checkbox"/>	
Steps/Retractable Ladder, Grab Handles	<input type="checkbox"/>	<input type="checkbox"/>	
Decals/Warning Labels	<input type="checkbox"/>	<input type="checkbox"/>	
Floor	<input type="checkbox"/>	<input type="checkbox"/>	
Front Drain Trough	<input type="checkbox"/>	<input type="checkbox"/>	
Rear Drain Trough	<input type="checkbox"/>	<input type="checkbox"/>	
Interior Lining and Fasteners	<input type="checkbox"/>	<input type="checkbox"/>	
Roof	<input type="checkbox"/>	<input type="checkbox"/>	
Flip Plate	<input type="checkbox"/>	<input type="checkbox"/>	
Front Overhead Door and Seals	<input type="checkbox"/>	<input type="checkbox"/>	
Rear Overhead Door and Seals	<input type="checkbox"/>	<input type="checkbox"/>	
Front Door Operation	<input type="checkbox"/>	<input type="checkbox"/>	
Rear Door Operation	<input type="checkbox"/>	<input type="checkbox"/>	

Demountable Body Inspection Procedure

A regular maintenance program should be established to check the vehicle to determine if it meets original manufacturer's specifications and quality requirements, and to ensure it is kept in good repair and safe operating condition. Failure to do so may nullify the warranty and result in an undesirable and/or unsafe/dangerous condition.

The following document is a periodic inspection for DCI's Demountable Truck Bodies to be performed as noted in the following check list:

Inspect Locking Bars

Inspect locking bars daily during normal use (defects should be reported on daily Driver Vehicle Report) and every 12 months during major PM.

See **DCI-PM-101** (pages 9 to 11)

- ☐ Inspect front and rear locking bars as per DCI-PM-101 Locking Bar Inspection.
- ☐ Check for distortion, wear, broken or cracked welds, broken or cracked parts.

Solution: Locking bars found defective should be replaced as per DCI-PM-201 Locking Bar Replacement Instructions.

Inspect Legs

Inspect legs daily during normal use (defects should be reported on daily Driver Vehicle Report) and every 12 months during major PM.

See **DCI-PM-102** (page 12)

- Is large leg pin in place on chain with functioning safety tab? ☐ Yes ☐ No
- Is small leg pin in place with functioning safety tab? ☐ Yes ☐ No
- Does leg fold easily and is not bent? ☐ Yes ☐ No
- ☐ Inspect welds at hinge points for cracks.



INSPECTION PROCEDURE DEMOUNTABLE BODY

- Does leg store away easily? ☐ Yes ☐ No
- Is safety chain on rear of leg intact and connected? ☐ Yes ☐ No

Solution: Replace defective pins, repair welds, and damaged legs should be replaced. In addition, see “Annual Leg Maintenance Program” document.

Inspect Leg Boxes:

Inspect leg boxes daily during normal use (defects should be reported on daily Driver Vehicle Report) and every 12 months during major PM.

See **DCI-PM-103** (page 13)

- ☐ Check front of leg box for distortion.
- ☐ Check leg pin retainer for damage.
- Does leg slide easily and store freely? ☐ Yes ☐ No
- Can leg be pushed in all the way by hand? ☐ Yes ☐ No
- ☐ Check for excessive rust.

Solution for front leg box distortion: remove front of leg box and weld in patch kit from DCI with new leg retainer. See document **DCI-PM-203** (page 18)

Solution for rusty leg box: Follow “Annual Leg Maintenance Program” document.

Solution for EXCESSIVELY rusty and distorted leg box: Replace leg box assembly. Contact Demountable Concepts, Inc. at 800-254-3643 for more information.

Inspect Guide Rails

Inspect guide rails every 12 months during major PM.

See **DCI-PM-104** (page 14)

- ☐ Check guide rails for rust and holes.



INSPECTION PROCEDURE DEMOUNTABLE BODY

- ☐ Check drain holes at front and rear bottom.

Solution: Cut and patch guide rail. Be sure all parts are beveled and welds are ground smooth. Clean all drain holes.

Inspect Side Rails

Inspect side rails every 12 months during major PM.

See **DCI-PM-105** (page 15)

- ☐ Check side rails for rust and holes.

Solution: Cut and patch side rail.

Inspect Body Corners and Bumper Blocks

Inspect body corners and bumper blocks daily during normal use (defects should be reported on daily Driver Vehicle Report) and every 12 months during major PM.

See **DCI-PM-106** (page 16)

- ☐ Check body corner for damage and deformation.
- ☐ Check each corner of body to be sure plastic bumper is in place and tight with 3 bolts.

Solution: Straighten corner post as needed. Be sure reinforcement plate is welded under the corner post.

Replace bumper block by bolting to 3/8"–16 threaded inserts. **NOTE:** if threaded inserts are missing they should be replaced.

If holes have been deformed, order part #DCI-TR-229. This plate can be welded to corner post and bumper can be bolted to this plate.

See **DCI-PM-206** (page 19) for instructions.

Inspect Scrubber Plates

Inspect scrubber plates daily during normal use (defects should be reported on daily Driver Vehicle Report) and every 12 months during major PM.

- ☐ Check that front scrubber plates are in place and in good condition.

See **DCI-PM-107** (page 17)

Solution: Make necessary repairs and weld on new plates as needed.

Inspect Body Lighting and Light Receptacle

Inspect body lighting and light receptacles daily during normal use (defects should be reported on daily Driver Vehicle Report) and every 12 months during major PM.

- ☐ Check that all body lights are working inside and out.
- ☐ Check for loose wires hanging under box or inside.
- ☐ Check that receptacle is clean and has a working cover.

Solution: Repair wiring in accordance to wiring diagram **210001001** (page 20). It is recommended to use all heat shrink weather tight connectors.

- ☐ Secure any loose wires.
- ☐ Replace receptacle as needed. Be sure to coat the inside of the receptacle with di-electric grease to prevent corrosion.

Note: A Demountable light test kit is available. Call 800-254-3643 for more information.

Inspect Body

Inspect body daily during normal use (defects should be reported on daily Driver Vehicle Report) and every 12 months during major PM.

Inspect the following and make any necessary repairs:

- **Steps/Retractable ladders, Grab Handles:** Keep steps, grab handles and ladders clean and in good repair; replace if damaged or missing. To avoid the potential for injury, always use the grab handle(s) when entering or exiting the van body. Always check for traffic before entering or exiting the van body.
- **Decals/Warning Labels:** All decals/warning labels must be replaced if worn, missing or not legible. To obtain replacement decals/warning labels, please contact DCI Parts Center toll-free at 1-800-254-3643.
- **Floor:** Sweep all debris from floor surface to prevent puncturing of floor surface by sharp objects. Inspect undercoating and touch-up as required. DO NOT use water to clean wood floors. Using water to clean wood floors could cause floor deterioration and may result in an undesirable and/or unsafe/dangerous condition and will nullify the warranty.
- **Drains and Drain Trough:** Clean drains and drain troughs at front and rear sills of body, including any drain holes that may be provided (depending on application). Be certain drains and drain troughs are clean and open. Failure to do so may result in undesirable and/or unsafe/dangerous conditions.
CLEAN EVERY DAY



- ☐ **Exterior Care:** Using a soft cloth or brush, warm water, and a mild detergent (such as automotive-type cleaners), wash van body exterior as needed to remove road salt spray and normal road films. When painted surfaces become damaged, take corrective action to stop potential rusting by restoring the exterior surface to its original painted condition. Strong caustic or alkaline cleaners should be avoided. Road tar can be removed by using a soft cloth dampened with automotive type cleaners.
- ☐ **Interior Care:** Inspect interior lining and fasteners that secure liner material to wall structure. Retighten or replace as required.
- ☐ **Roof:** Inspect and repair as necessary.

Inspect Flip Plate

Inspect flip plate daily during normal use (defects should be reported on daily Driver Vehicle Report) and every 12 months during major PM.

- ☐ Inspect front flip plate. Check hinges. Check Grab Handle. Make any necessary repairs.



Inspect Overhead Door

Inspect overhead door daily during normal use (defects should be reported on daily Driver Vehicle Report) and every 12 months during major PM.

The overhead door on this vehicle has been adjusted per the door manufacturer's specifications. Future adjustments may be necessary. Lubricate rollers, counterbalance, hinges, and lock mechanism with dry



INSPECTION PROCEDURE DEMOUNTABLE BODY

lubricant. Check door seals on sides, top and bottom. Check external seals. DO NOT use grease. Tighten all fasteners and set screws. DO NOT operate vehicle with door in the open position as this will place additional load on door track and roller assemblies and could possibly void the warranty; in addition, water and other moisture will deteriorate wood floors. Inspect pull strap and cables DAILY for wear and frayed condition; replace as necessary. Refer to manufacturer's maintenance decal located on the inside of the door.

Use the vehicle's grab handle(s) when entering or exiting the vehicle. DO NOT use the pull strap attached to overhead door when entering or exiting the vehicle. WARNING: DO NOT use the overhead door if it becomes difficult to operate. The door spring is under extreme tension. Repairs to the spring are dangerous and must be performed ONLY by qualified service personnel following door manufacturer's recommended procedures.

For more information and details regarding maintenance and operation of this vehicle's overhead door, please reference the overhead door manufacturer's Owner's Manual. Please provide make, model and serial number of door when ordering replacement parts for overhead (roll-up) door.

Inspect Door Operation

Please inspect the following - c/o Transglobal Doors

- Does the door lock operate easily and latch tight compressing the seal? ☐ Yes ☐ No
- Does the door operate freely (up and down) with side play between the tracks and door approximately 1/4" – 3/8"? ☐ Yes ☐ No
- Are the spacer washers installed at the 1st Intermediate hinge and the last intermediate hinge on both sides? (3-4 per roller to keep the door from contacting the track). ☐ Yes ☐ No
- Are the side seals installed in a manner that the seal uniformly contacts the door but doesn't bind or impede door operation? ☐ Yes ☐ No
- Does the top seal contact the header at the ends as well as the middle while keeping the top panel in a vertical position? ☐ Yes ☐ No



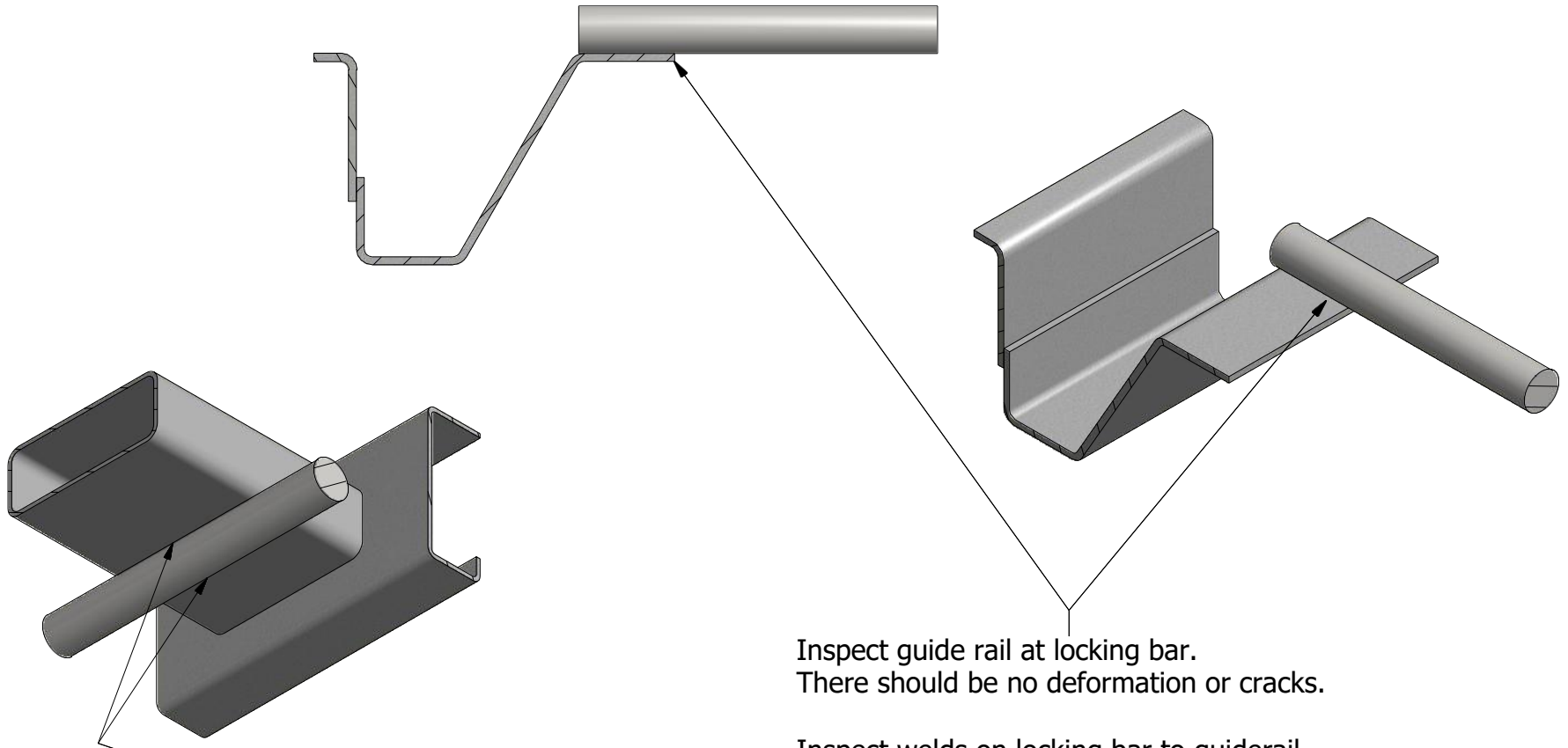
INSPECTION PROCEDURE DEMOUNTABLE BODY

Spring Balancer - please inspect the following

NOTE: All spring systems are designed to assist in the operation of opening and closing the door. The door should never free fall or fly open by itself. All spring systems are designed so that both cables have uniform pull to prevent the door from pulling to one side or the other.

- Does the door “balance” (neither rise nor fall) without assistance? ☐ Yes ☐ No
- Are the cables (door in open position) nearly vertical from the cable bracket to the cable drum? The cables should NOT skid grooves or travel over another cable on the drum. ☐ Yes ☐ No
- **Single Spring** - Are the cable drums tight against the bearing and both cables tight? ☐ Yes ☐ No
- **Dual Spring** - Are both springs wound to the same number of turns? ☐ Yes ☐ No

1: Visually Inspect Locking Bar Integrity



Inspect welds between bar and reinforcement beam.
Welds should fully intact with no cracks.

Inspect guide rail at locking bar.
There should be no deformation or cracks.

Inspect welds on locking bar to guiderail.
Welds should be intact with no cracks.

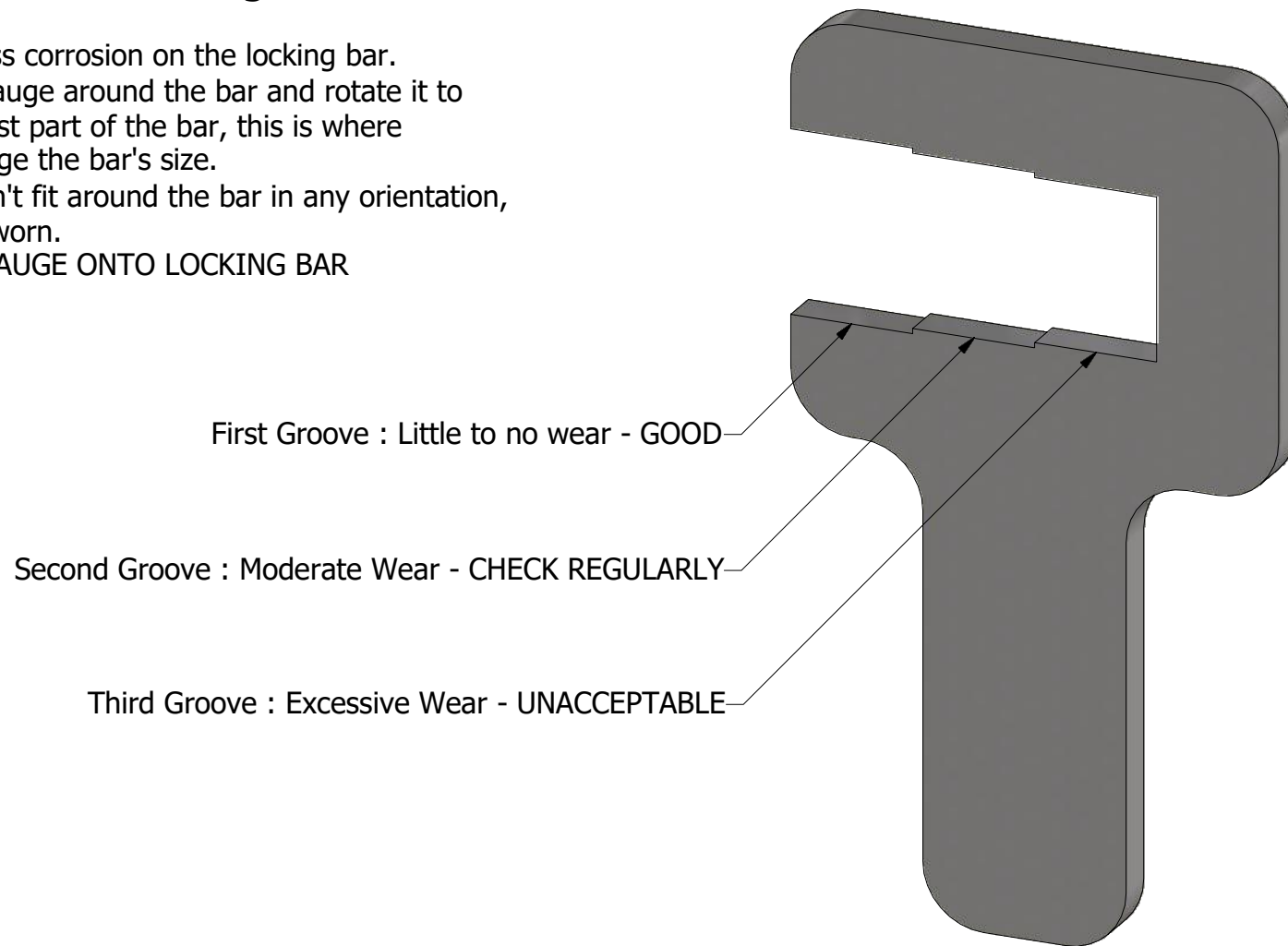


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DCI-PM-101 Locking Bar Inspection

2: Check Wear on Locking Bar

Remove any excess corrosion on the locking bar.
Gently push the gauge around the bar and rotate it to find the smallest part of the bar, this is where you should judge the bar's size.
If the gauge doesn't fit around the bar in any orientation, the bar is not worn.
DO NOT FORCE GAUGE ONTO LOCKING BAR



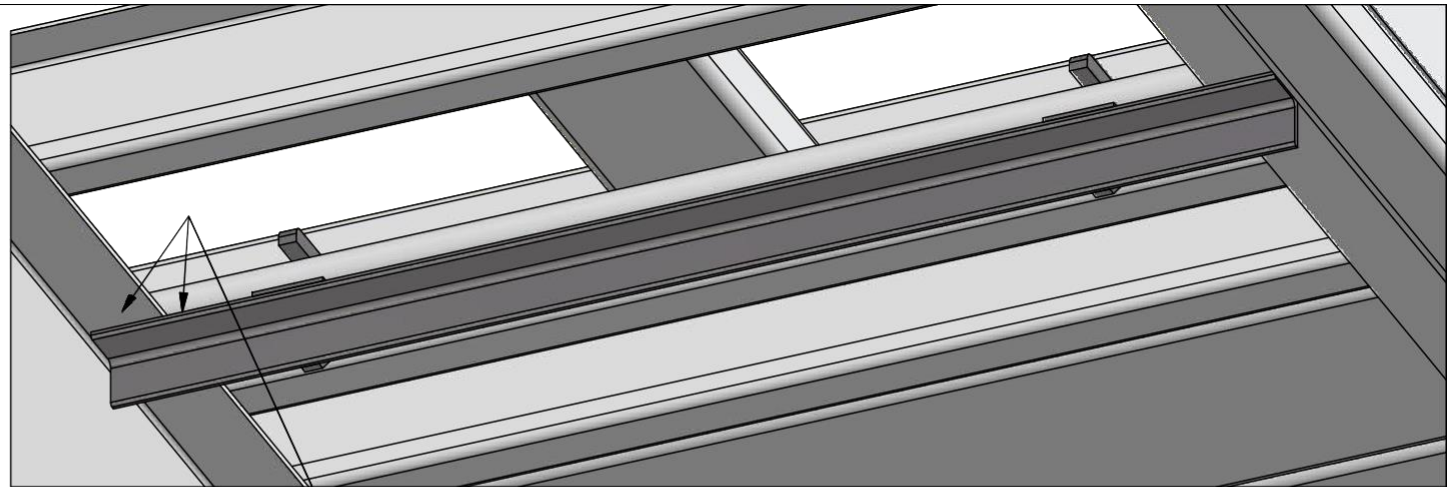
Wear Indicator Gauge
Part: DCI-CL-WIG



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DCI-PM-101 Locking Bar Inspection

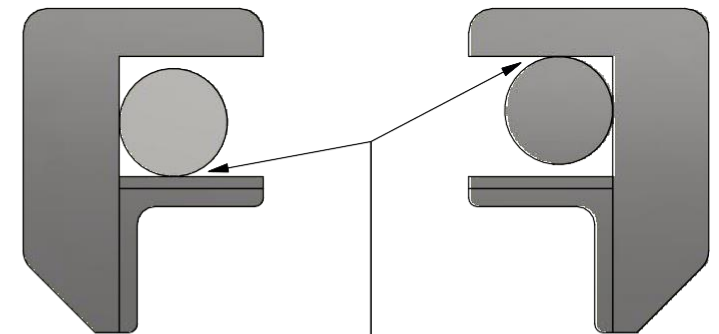
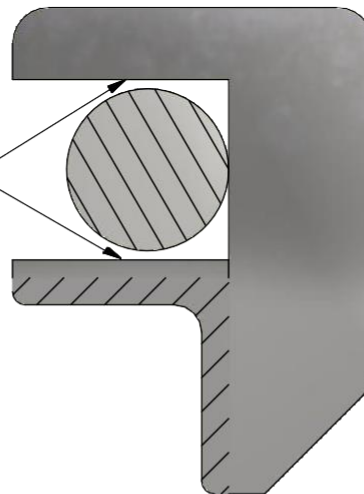
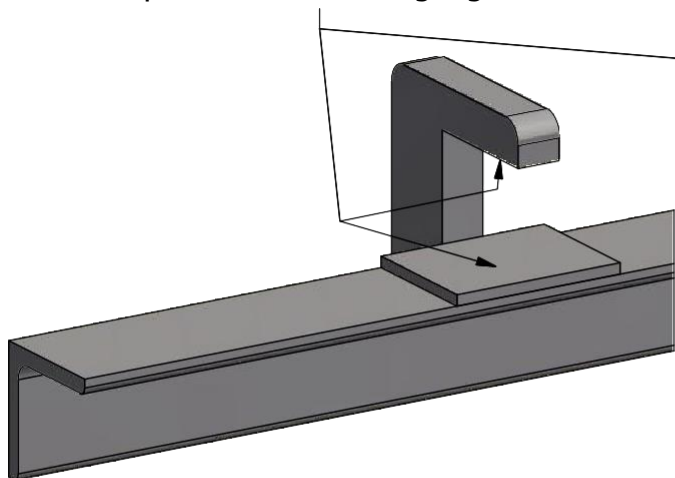
Place hooks around locking bar on base frame. press upwards so that the ends of the angle are flush with the guide rail beneath the locking bar. Check that the device sits flat on the guide rail. Will not give accurate results if guiderail surface is deformed at the locking bar. Inspect the gap between the device and the locking bar on top and bottom. Any contact between the device and the locking bar at those locations deems the bar unsatisfactory.



Press angle flush to guide rail surface on both sides, will not give accurate results if guide rail surface is deformed.

3: Inspect Locking Bar Straightness

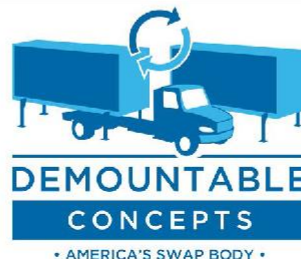
Locking bar should NOT be in contact with top or bottom of the gauge.



CONTACT

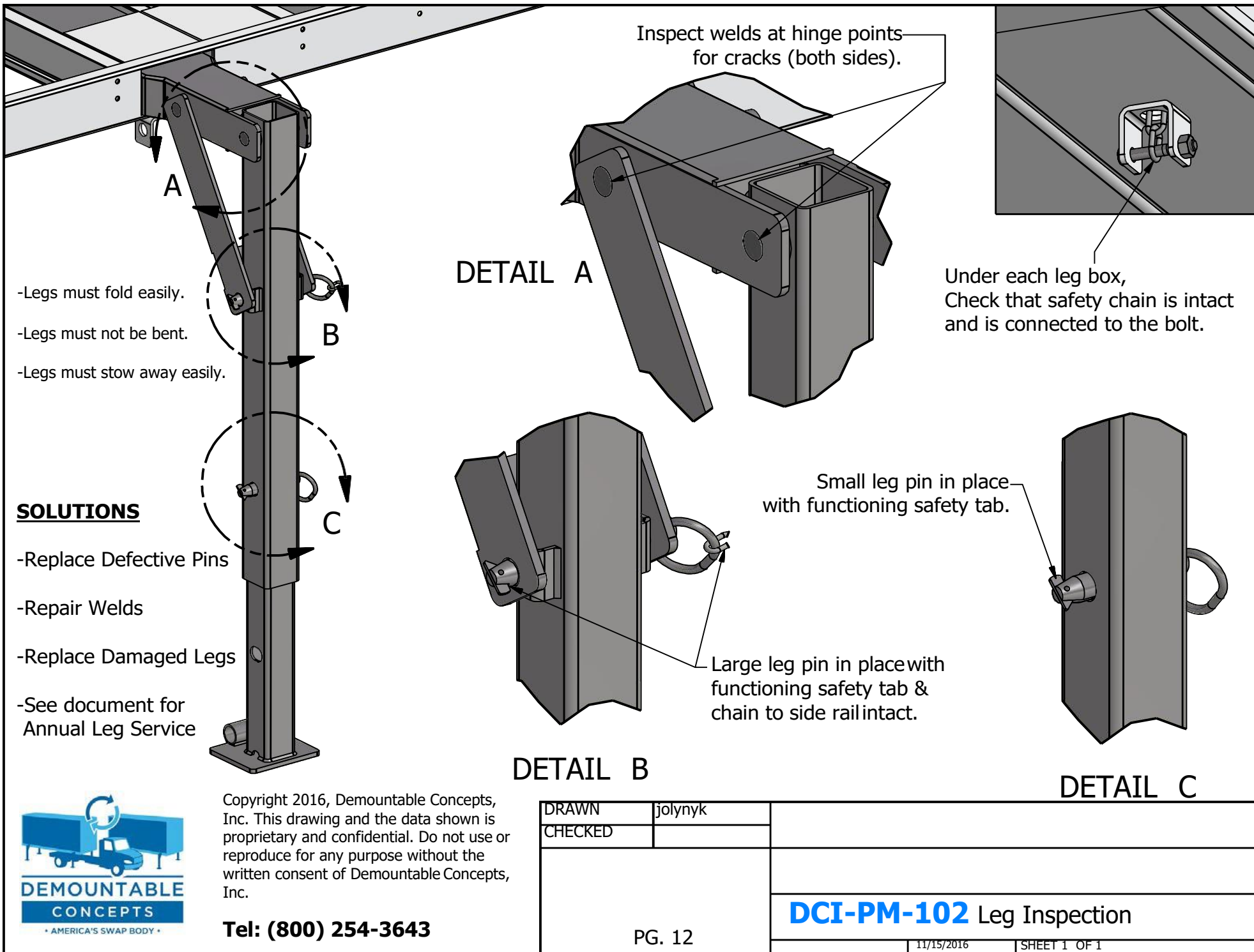
LOCKING BAR IS BENT TO UNACCEPTABLE LEVEL

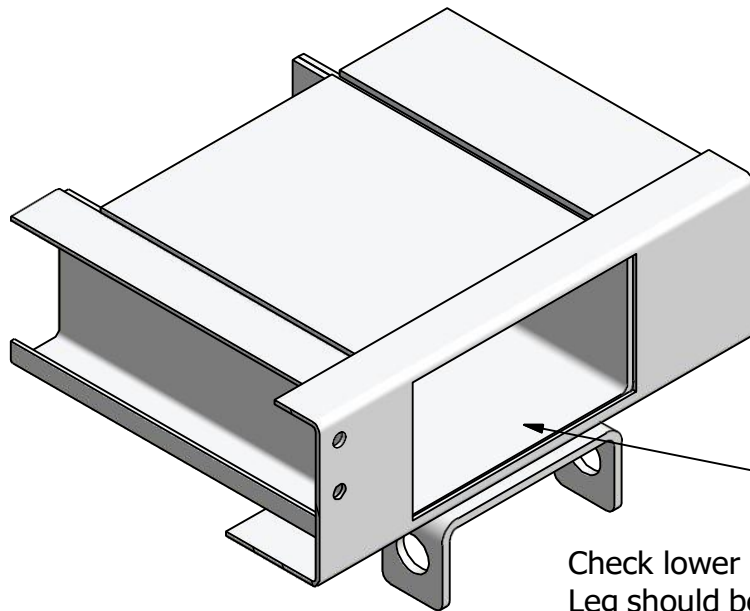
Bend Indicator Gauge
Part: DCI-CL-BIG



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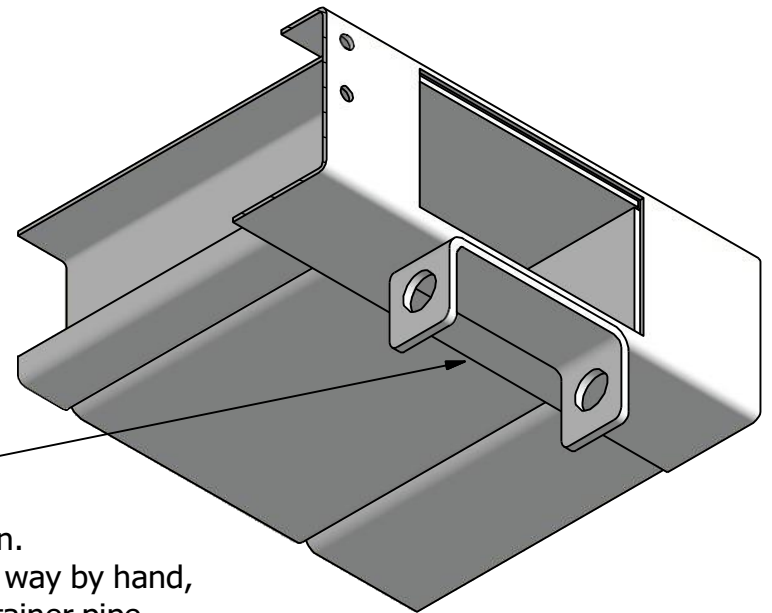
DCI-PM-101 Locking Bar Inspection





Check leg box for excessive rust.

Leg should freely move in and out all the way by hand.



Check lower leg box opening for distortion. Leg should be able to be pushed in all the way by hand, with pin inserted freely through the leg retainer pipe.

SOLUTIONS

Front of Leg Box Distortion:

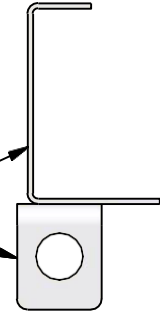
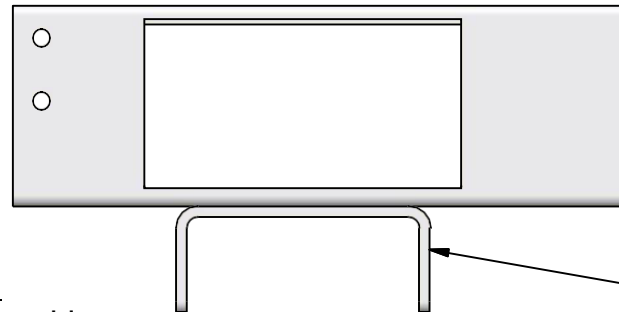
-Patch kit from DCI with new leg pin retainer.

Rusty Leg Box:

-Follow Annual leg box service document

EXCESSIVE Rusty & Distorted Leg Box:

-Replace entire leg box Contact Demountable Concepts 800-254-3643 for more information.



Check leg pin retainer for damage, should be square and parallel to the side rail as shown



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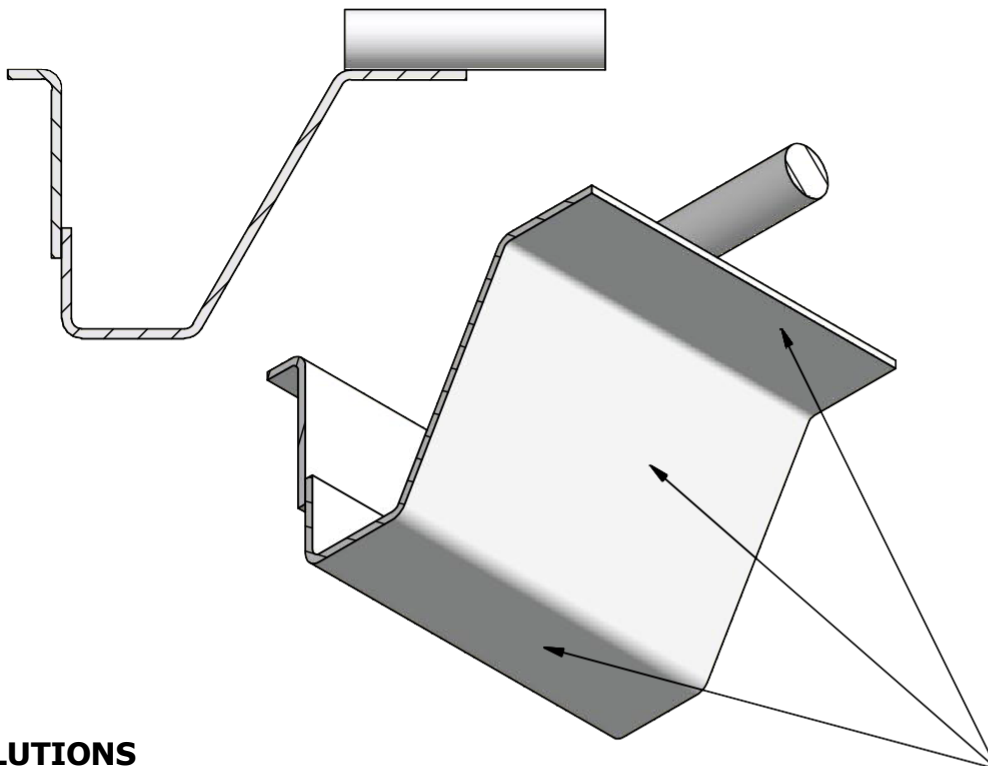
DRAWN	jolynk
CHECKED	

PG. 13

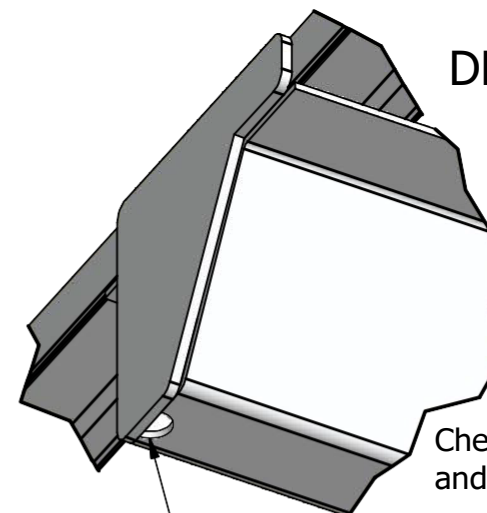
DCI-PM-103 Leg Box Inspection

11/15/2016

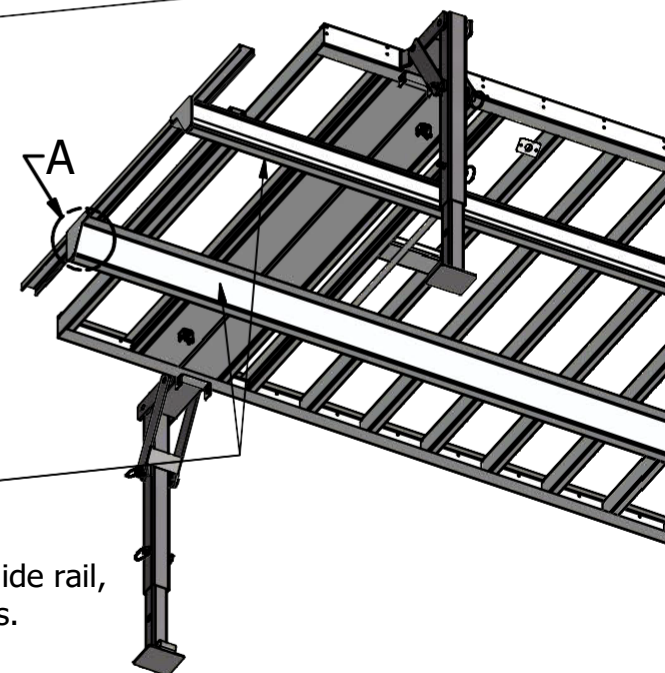
SHEET 1 OF 1



DETAIL A



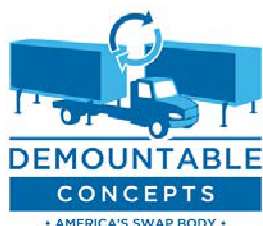
Check that drain holes at front and rear of guide rails are clear.



Check for rust, holes, and distortion along the ENTIRE length of each guide rail, ESPECIALLY around the locking bars.

SOLUTIONS

- Clean out all clogged drain holes.
- Cut out damaged area of guide rail and patch with 3/16" steel plate. Make sure patches are beveled and **welded in flush, with welds ground flat and smooth.**



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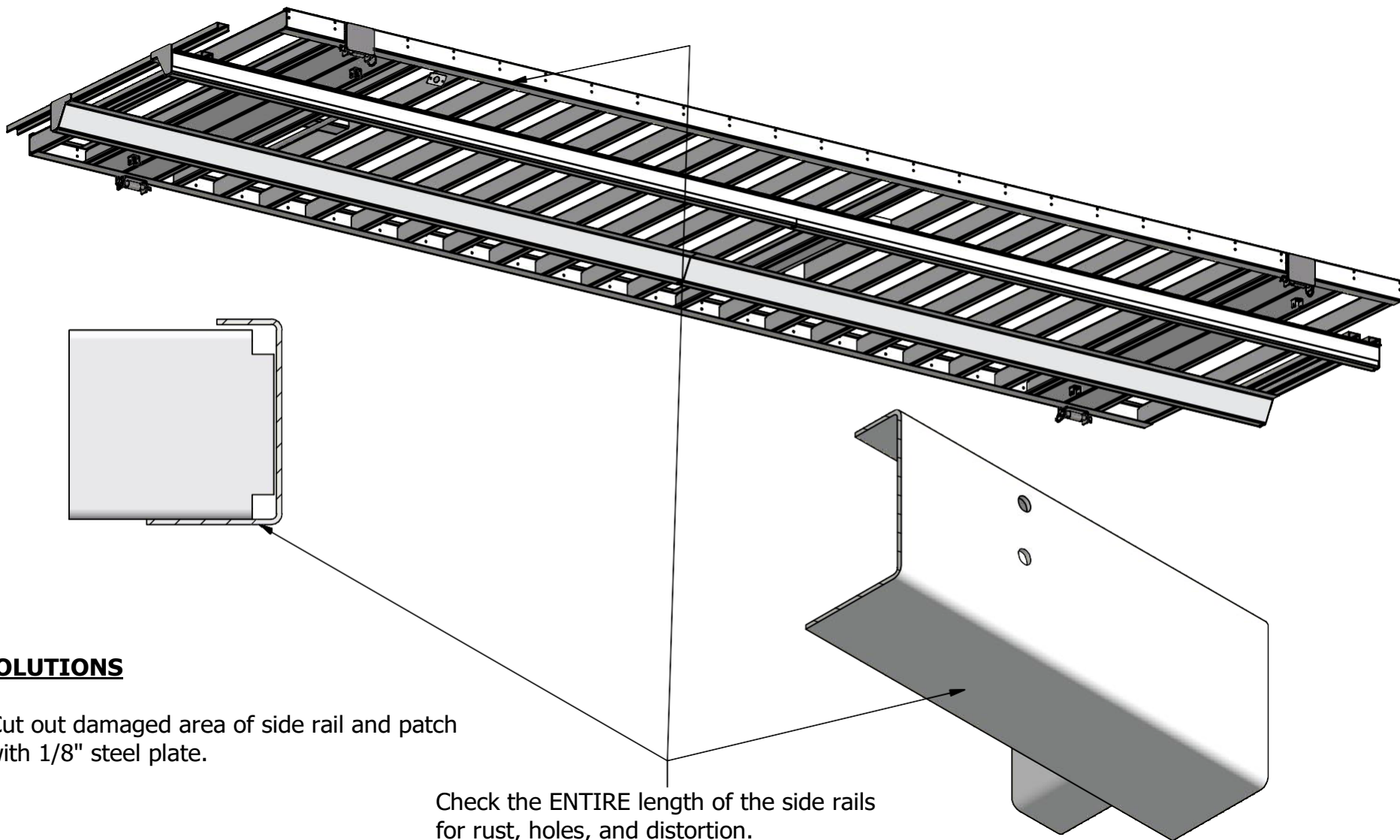
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CHECKED	

PG. 14

DCI-PM-104 Guide Rail Inspection

11/16/2016

SHEET 1 OF 1



SOLUTIONS

-Cut out damaged area of side rail and patch with 1/8" steel plate.

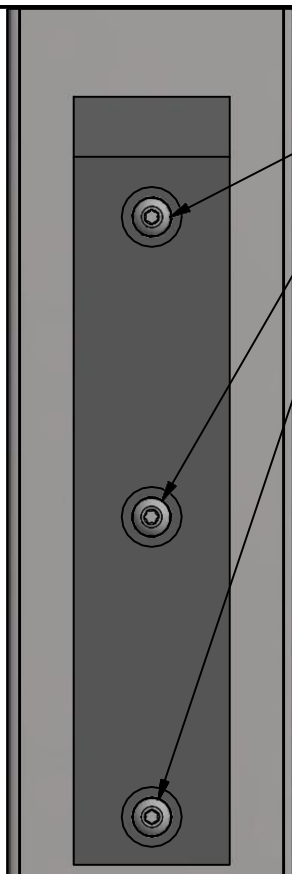
Check the ENTIRE length of the side rails for rust, holes, and distortion.



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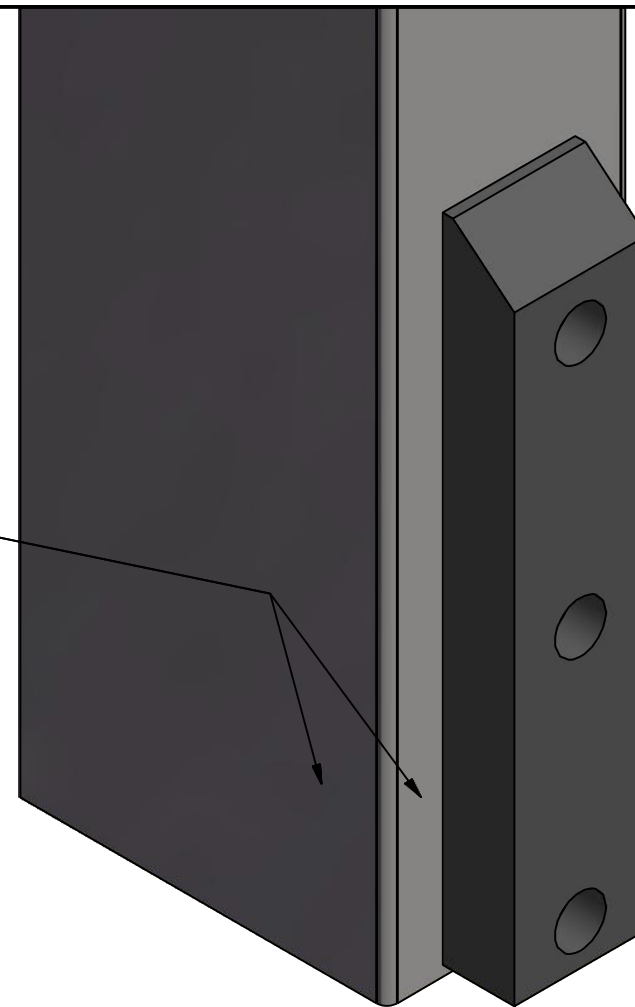
DRAWN	jolynyk	
CHECKED		
PG. 15		DCI-PM-105 Side Rail Inspection
		11/16/2016 SHEET 1 OF 1



Check that each Corner post (4 per body) has plastic bumper block in place with 3 bolts tightened.

If bumper block is missing check if threaded inserts are in place and intact.

Check body corner posts for damage and deformation.



DCI-TR-225 1-3/4" STANDARD BUMPER BLOCK

SOLUTIONS

-If plastic bumper is missing and threaded inserts are intact, replace with 1-3/4" bumper block with three 3/8"-16 bolts.

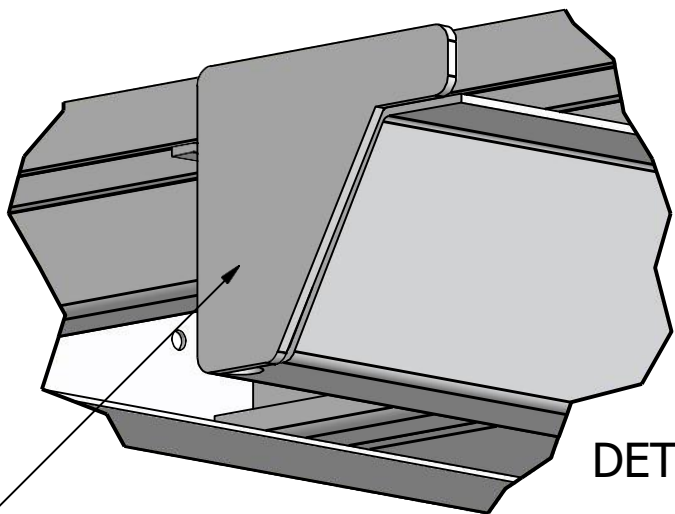
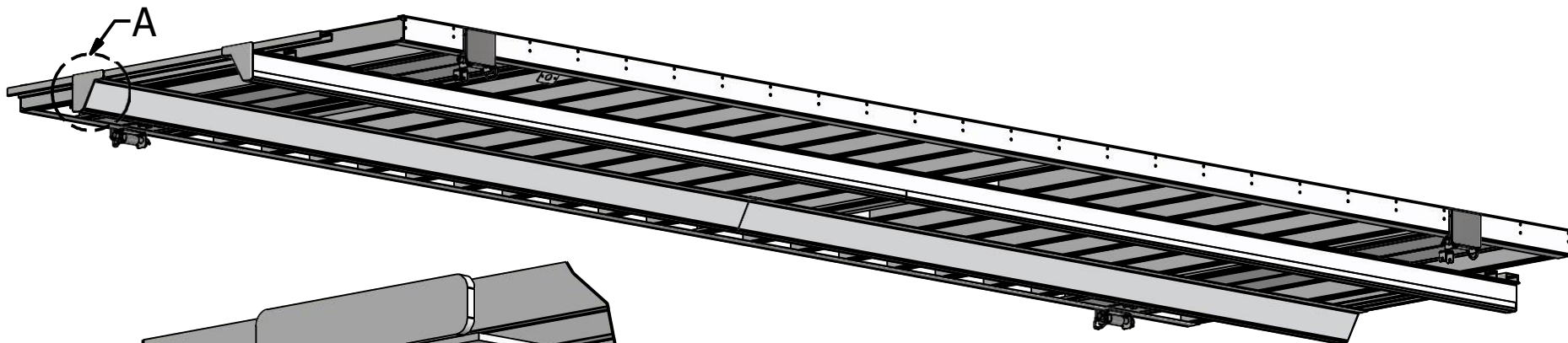
-If Corner Post is excessively deformed, or holes are deformed or missing the threaded inserts, Patch kit from DCI is required see drawing DCI-PM-206.



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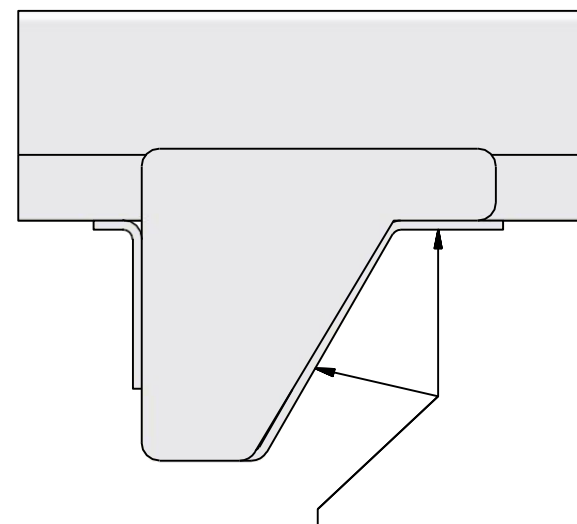
Tel: (800) 254-3643

DRAWN	jolynyk		
CHECKED			
PG. 16		DCI-PM-106 Bumper Block Inspection	
		11/17/2016	SHEET 1 OF 1



DETAIL A

Check that all scrubber plates are in place and in good condition (4 per body). There should not be excessive wear or cracked welds.



Scrubber plates and welds must not protrude into the tapered and upper area of the guide rail.

SOLUTIONS

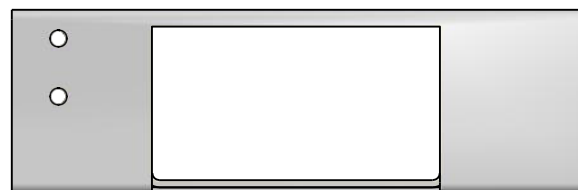
- Repair welds asrequired.
- Replace excessively worn or missing scrubber plates



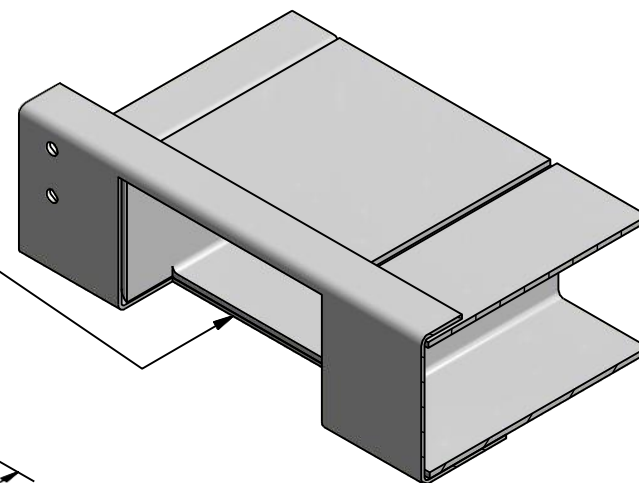
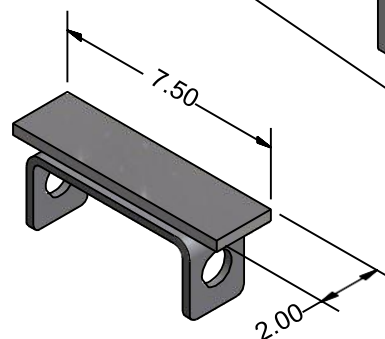
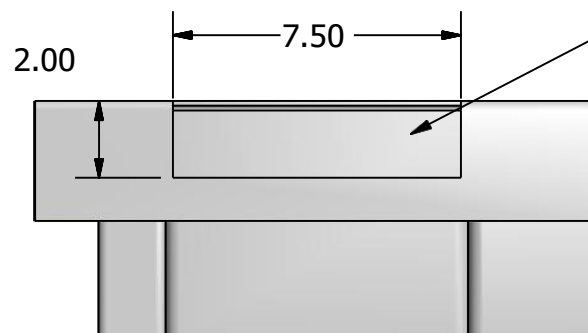
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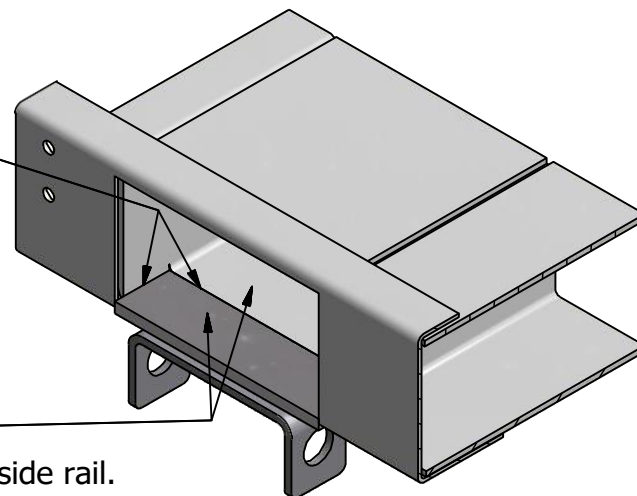
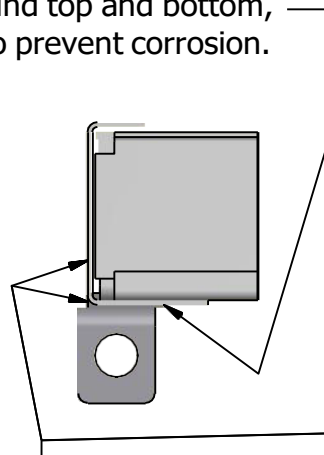
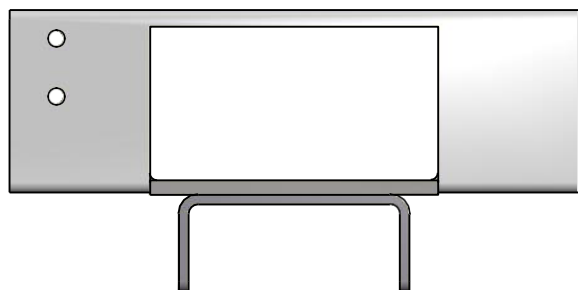
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CHECKED		
PG. 17		DCI-PM-107 Scrubber Plate Inspection
		11/17/2016 SHEET 1 OF 1



Remove the first two inches of the lower front of the leg box.



Weld in the patch kit all around top and bottom, grind welds flat on inside of leg box. Paint to prevent corrosion.



Insert patch kit flush with inside of leg box and the outside of the side rail.



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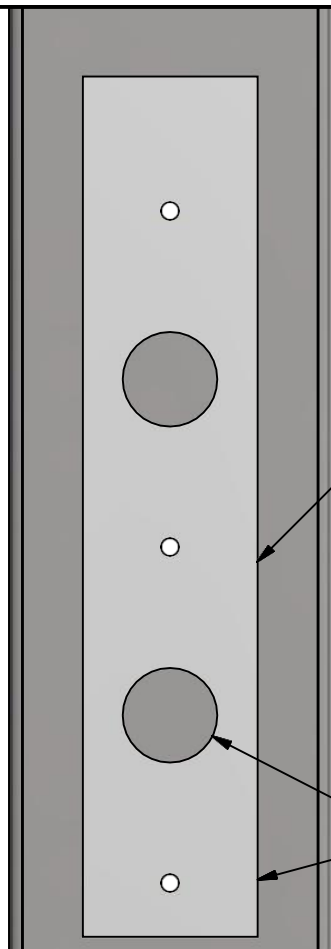
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CHECKED	

PG. 18

DCI-PM-203 Leg Box Patch

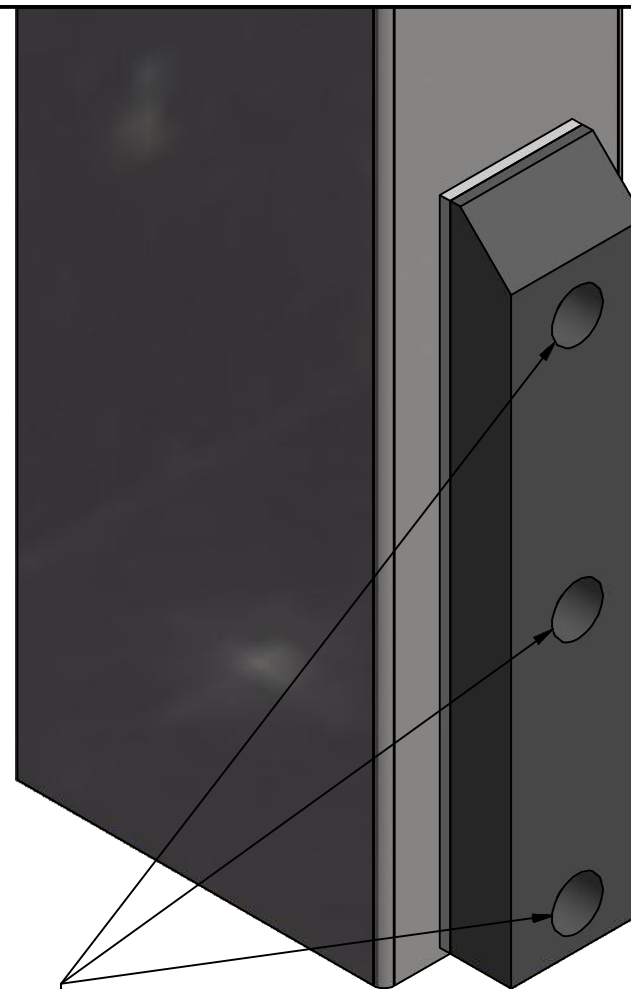
11/18/2016

SHEET 1 OF 1



DCI-TR-229 Bumper Block Patch

Straighten post if deformed and remove any threaded inserts from holes in the post. Line up the tapped holes in the patch plate with the holes in the post and weld on the 1/4" stainless steel patch plate with stitches along the outside and plug welds inside the large holes in the plate.



Apply the bumper block to the tapped holes in the patch plate with three 3/8"-16 bolts with lock washers.



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DRAWN	jolynyk		
CHECKED			
PG. 19			
		DCI-PM-206 Bumper Block Patch	
		11/17/2016	SHEET 1 OF 1

