

Wheel Torqueing Procedure

Consolidated Group | Equipment Operating Procedure | EOP11

Document No.	EOP11
Version	2.0
Applies to	All CG, CTS and JG personnel involved in wheel maintenance, servicing, inspection or operation
Prepared	K. Tsorvas
Approved	T. Tsorvas
Status	Uncontrolled when printed — refer to the IBMS System for the current version

1.0 Purpose

The purpose of this procedure is to provide clear instructions and standards for the correct tightening and re-tensioning of wheel nuts or bolts on vehicles and trailers.

Correct wheel torque practice is critical to vehicle safety, preventing wheel loss, and maintaining mechanical reliability and Chain of Responsibility (CoR) compliance under the Heavy Vehicle National Law.

2.0 Scope

This procedure applies to all personnel involved in the maintenance, servicing, inspection or operation of trucks and trailers that require wheel removal, refitting, or wheel nut re-tensioning.

3.0 Safety Guidelines

3.1 Personal Protective Equipment (PPE)

The following PPE must be worn when carrying out wheel torque activities:

- Safety glasses
- Leather work gloves
- Steel-capped safety boots

3.2 Vehicle Positioning and Stability

- Park the vehicle on a flat, stable surface
- Apply the parking brake
- Install wheel chocks to prevent vehicle movement
- Ensure the area is clear of hazards before commencing work

4.0 Tools and Equipment Required

4.1 Wheel Change Torque

- Calibrated torque wrench suitable for the vehicle manufacturer's specifications
- Appropriate socket set for wheel nuts or bolts

4.2 50 km Re-Tension Check

- On-board vehicle tyre-changing tools (socket and breaker bar)
- Wheel nut indicators (where applicable)

5.0 Wheel Change Procedure

After a wheel change:

1. Wheel nuts must be tightened using a calibrated torque wrench in accordance with the manufacturer's specified torque settings
2. Wheel nut indicators must be installed
3. The tyre and wheel assembly must be visibly marked to indicate completion of the initial torque

6.0 Tension Tag Requirements

- A Wheel Nut Tension Tag must be placed inside the vehicle cab, clearly identifying the wheel(s) requiring re-tension and the requirement for a 50 km re-tension check



-
- The lower portion of the tag must be forwarded to the Transport Department for tracking

6.1 Trailers (No Prime Mover Attached)

Where a trailer has had wheels or tyres removed and is not connected to a truck, the tension tag must be securely placed on the front of the trailer, ensuring visibility to the next driver connecting to the trailer, as no cab is available to store the tag.

7.0 Post-Tightening (50 km) Check

After approximately 50 kilometres of travel, the driver must:

- Check wheel nut tension using a socket and bar
- Confirm all wheel nuts remain correctly tensioned

Once completed, the tension tag may be removed, completion must be reported, and the tag must be scanned and uploaded into MP for verification.

8.0 Documentation and Record Keeping

- All wheel torque and re-tension activities must be recorded in MP, including torque settings applied, date and location of wheel change, and confirmation of the 50 km re-tension check
- Records must be retained in accordance with the Records Retention Procedure

9.0 Safe Work Instructions

This procedure and the relevant Safe Work Instructions (SWI) must be read and understood by all personnel involved, and acknowledged and signed prior to commencing work.

Record of Training

I confirm that I have read, understood and been trained in this Equipment Operating Procedure, and agree to comply with its requirements.

Name (print)	Signature	Date	Supervisor