# Agricultural and Off-Highway Machinery Shift Handover and Service Report - Abnormal Noise or Vibration

Agricultural and Off-Highway Machinery | Abnormal Noise or Vibration | Asset ID FIX-05-10-05

**Safety gate: Stop, isolate and verify before exposure to hazardous energy. Lockout/Tagout and live testing require the applicable site procedure, authorised controls and a qualified person. Never bypass a guard, interlock or protective device to complete this workbook.**

## How to use this field resource

This is an equipment-agnostic documentation workbook for agricultural and off-highway machinery. It helps a trained team connect the symptom to implement, terrain, load, weather and machine operating state. It does not identify a fault by itself and does not replace the equipment-specific OEM manual, drawings, limits, permits or a qualified technician's judgement.

| Intake field | Record |
|---|---|
| Asset or equipment ID | _____ |
| Site and location | _____ |
| Reported by / time | _____ |
| Fault situation | Abnormal Noise or Vibration |
| Operating state | Stopped / standby / starting / running / loaded |
| Safety owner | _____ |
| OEM reference used | Document number and revision: _____ |

## Evidence areas for this system

For a abnormal noise or vibration, focus on evidence that can be dated, repeated and handed to another technician. Capture the as-found state before clearing alarms, changing settings or disturbing connections.

| # | Evidence area | First record |
|---|---|---|
| 1 | Machine and implement configuration | As-found note: _____ |
| 2 | Operator command sequence | As-found note: _____ |
| 3 | Engine and driveline load | As-found note: _____ |
| 4 | Electrical supply state | As-found note: _____ |
| 5 | Hydraulic response | As-found note: _____ |
| 6 | Environment and field condition | As-found note: _____ |

## Shift Handover and Service Report

Use this section to describe location, timing, frequency and load relationship without relying on a vague sound label. Record where it is strongest and which operating change affects it before choosing the next action.

| Handover field | Prompt | Record |
|---|---|---|
| Asset state | Stopped / restricted / temporary / released | _____ |
| Work completed | What changed and under which document? | _____ |
| Evidence retained | Logs, values, photos, parts or samples | _____ |
| Open risk | What remains uncertain or unavailable? | _____ |
| Operating restriction | Limit, duration and owner | _____ |
| Next action | Owner, due time and escalation point | _____ |
| Acceptance | Outgoing and incoming names | _____ |

### Closed-loop handover

The incoming person repeats the current state, restriction and next action in their own words. Correct any mismatch before responsibility changes hands.

## Agricultural and Off-Highway Machinery Evidence Map

**Evidence first: Preserve alarms, event history, settings, trends and the as-found physical state before reset, disconnection or adjustment. If safe access is uncertain, stop and refer the task to the authorised person.**

| # | System area | Evidence action | Trace | Record |
|---|---|---|---|---|
| 1 | Machine and implement configuration | Observe and identify | Evidence ID: _____ | Finding: _____ |
| 2 | Operator command sequence | Record source and time | Evidence ID: _____ | Finding: _____ |
| 3 | Engine and driveline load | Compare with reference | Evidence ID: _____ | Finding: _____ |
| 4 | Electrical supply state | State what it supports | Evidence ID: _____ | Finding: _____ |
| 5 | Hydraulic response | State what it rules out | Evidence ID: _____ | Finding: _____ |
| 6 | Environment and field condition | Choose the least invasive next check | Evidence ID: _____ | Finding: _____ |

## Scenario boundary

For this abnormal noise or vibration, do not approach unguarded or unstable rotating equipment to improve an observation. Write the boundary before testing so urgency does not quietly change the rules.

| Boundary | Definition |
|---|---|
| Known good condition | _____ |
| Known failed condition | _____ |
| Difference between them | _____ |
| First missing evidence | _____ |
| Stop-work threshold | _____ |
| Escalation owner | _____ |

### Evidence labels

- FACT - directly observed and traceable.
- REPORT - supplied by another person; source recorded.
- INFERENCE - reasonable explanation that still needs a test.
- UNKNOWN - important gap that must not be filled by assumption.
- LIMIT - OEM, engineering or site acceptance value.

## Abnormal Noise or Vibration Condition Workbook

The goal is to describe location, timing, frequency and load relationship without relying on a vague sound label. Describe the failed state narrowly enough that another trained person could look for the same thing without being told your suspected cause.

| Question | Boundary prompt | Record |
|---|---|---|
| What changed? | Function, output, indication or behaviour | _____ |
| Where? | Asset, side, circuit, zone or process stage | _____ |
| When? | Sequence step, runtime, load or environment | _____ |
| How often? | Every cycle, random, once, or after delay | _____ |
| What restores it? | Nothing, time, reset, cooling or load change | _____ |
| What stays normal? | Unaffected systems or functions | _____ |
| What changed recently? | Work, software, settings, parts or operating duty | _____ |

## Controlled reproduction plan

| Plan field | Record |
|---|---|
| Safe starting state | _____ |
| One condition to vary | _____ |
| Conditions held constant | _____ |
| Evidence captured | Where it is strongest and which operating change affects it |
| Maximum attempts | _____ |
| Immediate stop signal | _____ |
| Authorising person | _____ |

### Attempt notes

| Attempt | Starting condition | Result | Decision |
|---|---|---|---|
| 1 | State: _____ | Observed: _____ | Next decision: _____ |
| 2 | State: _____ | Observed: _____ | Next decision: _____ |
| 3 | State: _____ | Observed: _____ | Next decision: _____ |
| 4 | State: _____ | Observed: _____ | Next decision: _____ |

## Measurement and Evidence Register

**Measurement boundary: This page records an approved test; it does not authorise one. A qualified person must choose the method, instrument category, connection points, isolation state and protective controls from the applicable procedure.**

| ID | Evidence area | Traceable source | Result | When |
|---|---|---|---|---|
| 1 | Machine and implement configuration | Method / source: _____ | Value / state: _____ | Time: _____ |
| 2 | Operator command sequence | Method / source: _____ | Value / state: _____ | Time: _____ |
| 3 | Engine and driveline load | Method / source: _____ | Value / state: _____ | Time: _____ |
| 4 | Electrical supply state | Method / source: _____ | Value / state: _____ | Time: _____ |
| 5 | Hydraulic response | Method / source: _____ | Value / state: _____ | Time: _____ |
| 6 | Environment and field condition | Method / source: _____ | Value / state: _____ | Time: _____ |

## Instrument and reference record

| Control | Record |
|---|---|
| Instrument or data source | _____ |
| Identifier and range | _____ |
| Calibration / validation status | _____ |
| OEM or engineering reference | Document and revision: _____ |
| Equipment operating state | _____ |
| Uncertainty or limitation | _____ |

### Before using a value

- Check units, scale, timestamp and source identity.
- Keep raw evidence where practical; do not retain only a conclusion.
- Record values that disagree with the current theory.
- Compare only like operating conditions.
- Treat a single normal reading as one data point, not proof that an intermittent fault is absent.

## Cause and Evidence Matrix

List competing explanations before the team settles on one. A good next check separates hypotheses; a poor check produces the same answer no matter which cause is true.

| # | Hypothesis | Supporting | Contradicting | Discriminating check |
|---|---|---|---|---|
| 1 | Machine and implement configuration hypothesis | For: _____ | Against: _____ | Next evidence: _____ |
| 2 | Operator command sequence hypothesis | For: _____ | Against: _____ | Next evidence: _____ |
| 3 | Engine and driveline load hypothesis | For: _____ | Against: _____ | Next evidence: _____ |
| 4 | Electrical supply state hypothesis | For: _____ | Against: _____ | Next evidence: _____ |
| 5 | Hydraulic response hypothesis | For: _____ | Against: _____ | Next evidence: _____ |
| 6 | Environment and field condition hypothesis | For: _____ | Against: _____ | Next evidence: _____ |

## Five-why chain with evidence

| Level | Explanation | Proof or gap |
|---|---|---|
| Problem | Abnormal Noise or Vibration | Evidence ID: _____ |
| Why 1 | _____ | Evidence: _____ |
| Why 2 | _____ | Evidence: _____ |
| Why 3 | _____ | Evidence: _____ |
| Why 4 | _____ | Evidence: _____ |
| Why 5 | _____ | Evidence: _____ |

### Cause confidence

- Confirmed - reproduced or directly measured against a valid reference.
- Probable - best fit, but one meaningful alternative remains.
- Possible - plausible and worth a safe test.
- Unrelated - contradicted by the evidence.
- Unknown - evidence is missing or unreliable.

## Repair Decision and Return-to-Service Gate

**Release authority: Completion of a repair is not permission to energise or operate. Restore energy and return equipment to service only through the site's authorised process, with guards and protective functions reinstated.**

| Decision field | Record |
|---|---|
| Confirmed problem | _____ |
| Evidence-supported cause | _____ |
| Approved repair reference | Document and revision: _____ |
| Work completed | _____ |
| Parts / settings changed | _____ |
| Residual defect or restriction | _____ |
| Person completing / checking | _____ |

## Controlled verification

| Verification | Acceptance basis | Status |
|---|---|---|
| As-found symptom | Abnormal Noise or Vibration | Absent / present / not tested |
| Primary function | Machine and implement configuration | Pass / fail / not tested |
| Related function | Operator command sequence | Pass / fail / not tested |
| Protection and alarms | Normal protective state retained | Pass / fail / not tested |
| Leak, heat, noise or damage | No new adverse condition | Pass / fail / not tested |
| Recorded operating condition | Load / mode / duration: _____ | Accepted / restricted |

### Release signatures

- Technical check by: _____ Date/time: _____
- Operations acceptance by: _____ Date/time: _____
- Safety or permit close-out by: _____ Date/time: _____
- Follow-up owner and due date: _____

## Handover, Follow-Up and Prevention Plan

Close the record so the next shift can understand the abnormal noise or vibration, the evidence, the repair decision and any remaining restriction without relying on memory.

| Handover field | Record |
|---|---|
| Current equipment state | _____ |
| What was confirmed | _____ |
| What remains unknown | _____ |
| Operating restriction | _____ |
| Evidence location | Log / work order / folder: _____ |
| Next owner and action | _____ |
| Escalation trigger | _____ |

## Follow-up schedule

| When | Review | Record |
|---|---|---|
| Next shift | Confirm state and restriction | Owner: _____ Result: _____ |
| 24 hours | Review machine and implement configuration | Owner: _____ Result: _____ |
| 7 days | Check for repeat events under comparable duty | Owner: _____ Result: _____ |
| 30 days | Review effectiveness and maintenance action | Owner: _____ Result: _____ |

### Prevention decision

- Update the task, limit, drawing or training only when the cause supports it.
- Remove any temporary control by its approved expiry point.
- Share the lesson without exposing private, security-sensitive or proprietary data.
- Record whether the action reduced repeat faults, downtime or diagnostic effort.
- Reopen the analysis if the symptom returns under the same conditions.

Original independent resource created for FixFaults. This generic documentation aid does not reproduce an OEM manual and is not affiliated with, authorised by or endorsed by an equipment manufacturer. It is not a repair instruction, safety procedure or substitute for model-specific service information, site rules or a qualified professional. Do not add copied manual text, proprietary diagrams, logos, software, calibration data or third-party repair content when adapting this file.