

# Equipment Maintenance - Work Code Setup

Last Modified on 04/09/2026 12:42 pm PDT

**Pathway:** Setup > Operations > Equipment Maintenance > Work Code

**Work codes** provide a consistent and structured way to identify and differentiate different maintenance tasks or jobs related to trucks. Each work code corresponds to a specific maintenance activity, such as engine tune-up, brake replacement, oil change, tire rotation, or any other maintenance procedure relevant to trucks and equipment.

EQUIPMENT MAINTENANCE WORK CODE SETUP				SETUP > OPERATIONS > EQUIPMENT MAINTENANCE > WORK CODE
ID	NAME	CODE	ACTIVE	
1000	Brake Replacement - Front Brakes		Yes	
1001	Oil Change		Yes	
1002	Fuel Pump		Yes	
1003	Air Brake Inspection		Yes	
1004	Filters		Yes	

Labor Cost

ID	EFFECTIVE DATE	COST PER HOUR	NOTE
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## Add and Edit Work Codes

By default, **Work Codes** are active and only require a Name. When selecting a code to add to a maintenance order, only the Name is displayed.

EQUIPMENT MAINTENANCE WORK CODE SETUP				SETUP > OPERATIONS > EQUIPMENT MAINTENANCE > WORK CODE
ID	NAME	CODE	ACTIVE	
1000	Brake Replacement - Front Brakes		Yes	
1001			Yes	
1002			Yes	
1003			Yes	
1004			Yes	

Labor Cost

ID	EFFECTIVE DATE	COST PER HOUR	NOTE
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**ADD EQUIPMENT MAINTENANCE WORK CODE**

NAME:

CODE:

ACTIVE: Yes

SAVE

## Add

1. Select the green **Add icon** from the setup screen and the **Add Equipment Maintenance Work Code** popup editor will display.
2. Enter a **Name** for the work code.
3. Enter a **Code** if one applies.
4. Click **Save** when finished.
5. **Add Labor Cost:**
  - o Click within the row of a **work code** from the upper grid.
  - o Select the **Add icon** under the **Labor Cost tab** to display the Add Equipment Maintenance Work Code Labor Cost popup editor.
  - o Enter an **Effective Date**.
  - o Enter the expected **Cost Per Hour** for labor.
  - o Add a **note** (optional).
  - o Click **Save** when finished.

## Edit

This process also applies to edit Labor Costs.

1. From the setup screen, double-click the row of the work code you would like to edit to display the **Update Equipment Maintenance Work Code** popup editor.
2. Apply your changes and click **Save**.

## Apply Work Code to Equipment Maintenance Order

The **Work Code** is available in the Labor tab when adding or editing the Equipment Maintenance Order Work Code and is a non-required field.

The screenshot displays the 'EDIT EQUIPMENT MAINTENANCE ORDER - 1026' interface. The 'Labor' tab is selected and highlighted with a red box. A popup window titled 'ADD EQUIPMENT MAINTENANCE ORDER WORK CODE' is open, showing a list of work codes including 'Air Brake Inspection', 'Brake Replacement - Front Brakes', 'Filters', 'Fuel Pump', and 'Oil Change'. The 'Air Brake Inspection' option is highlighted with a green bar and a mouse cursor. The background interface shows fields for TRUCK (151), MAINTENANCE PLAN (Unscheduled), STATUS (Open), and TARGET DATE (12/31/2025). A 'Current Equipment Details' box shows Plate: GNV3838, Odometer: 36,099.00 miles, and Engine Hours: 157.00.

## Related Articles

[Equipment Maintenance](#)

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