

CARE AND OPERATION  
OF MOTOR VEHICLES

1. GENERAL

1.01 This addendum supplements Section J4.901 and is issued for the purpose of further familiarizing employees who drive company cars with practices that will appreciably lessen the wear and tear on various working parts of a motor vehicle.

1.02 The cross reference, "See Addendum," should be marked following Paragraph 5.02 (c)(5), which is replaced, and Paragraph 5.02 (d)(3) of Section J4.901.

5. CARE OF EQUIPMENT

5.02 (c) Clutch, Transmission and Differential

(5) Always use first or low gear for setting the car in motion, as this gear provides the greatest amount of power with low car speeds.

(6) Second or intermediate gear should not be used for starting purposes, as this practice is harmful to the clutch and pressure plate assembly due to the great amount of heat generated by the slipping of the clutch. The use of second gear for starting also causes excessive wear to the clutch facing which eventually results in a burned out or badly slipping clutch.

5.02 (d) Engine

(4) Avoid racing the engine when it is cold. Idle racing of an engine is harmful at any time, and more especially so when the engine is cold, due to the lack of lubrication of the upper parts of the cylinder walls.

(5) An engine should be warmed up at a speed no greater than its revolutions per minute at 15 miles per hour in high gear.

(6) It is important, when starting the motor of a Chevrolet 6-cylinder car or truck, that the hand throttle on the instrument panel be pulled out about one-half inch or far enough to open the throttle valve slightly without racing the engine. It should be left in this position until the motor is warm enough to permit the button to be returned without stalling the motor. Pulling out the hand throttle button may be easily accomplished by slightly depressing the foot throttle pedal and pulling out the button at the same time.