

Pre-Trip Inspection Checklist

Identify mechanical issues, recognize safety concerns, and prolong the life of the vehicle.
Proper inspection keeps the operator, passengers, and other roadway users safe.

Approaching the Vehicle

NOTES: _____

Check for obvious defects on, around, or under the vehicle.

- | | |
|---|---|
| <input type="checkbox"/> Vehicle sits level & even | <input type="checkbox"/> No visible leaks under the vehicle |
| <input type="checkbox"/> No damage, tampering, or vandalism | <input type="checkbox"/> No open or broken doors/windows |

Engine Compartment

NOTES: _____

Before starting the engine, perform a visual inspection of the engine compartment and note any problems.

- | | |
|--|---|
| <input type="checkbox"/> Engine fluids, transmission fluid, & fluid reservoirs | <input type="checkbox"/> Belts (<i>no more than 1/2" to 3/4" of play</i>) |
| <input type="checkbox"/> Hoses | <input type="checkbox"/> Electrical system wires & plugs |
| <input type="checkbox"/> Engine components
[Air Compressor; Water Pump; Alternator; Power Steering Pump; Other] | |

If visible from the engine compartment:

- Steering components
[Steering Gearbox; Steering Shaft/Steering Column; Pitman Arm; Drag Link; Upper & Lower Control Arms; Tie Rods]

Electric Vehicle

NOTES: _____

The inspection and startup procedure for every electric vehicle varies.

- | | |
|---|--|
| <input type="checkbox"/> Status of on-board batteries | <input type="checkbox"/> Battery coolant fluid level |
| <input type="checkbox"/> Condition of charging cable & socket | <input type="checkbox"/> Electrical system wires & plugs |

Operator Compartment

NOTES: _____

The operator compartment should be clean, organized, and adjusted for safe operation.

- | | |
|---|---|
| <input type="checkbox"/> Service door | <input type="checkbox"/> Operator's seat belt |
| <input type="checkbox"/> Fire extinguisher | <input type="checkbox"/> Operator's window |
| <input type="checkbox"/> Reflective triangles | <input type="checkbox"/> Seat belt cutter |
| <input type="checkbox"/> First aid kit | <input type="checkbox"/> Mirrors |
| <input type="checkbox"/> Body fluid cleanup kit | <input type="checkbox"/> Windshield |
| <input type="checkbox"/> Operator's seat | <input type="checkbox"/> Steering column |

With the key ON:

- General status of gauges, warning lights, & indicators
 Antilock Braking System (ABS) light (*if equipped*)
 Brake Failure warning lamp & buzzer (*if equipped*)

With the engine RUNNING or the Electric Vehicle completely powered ON:

- | | |
|--|---|
| <input type="checkbox"/> Perform an air brake check | <input type="checkbox"/> Headlights |
| <input type="checkbox"/> Active status of gauges, warning lights, & indicators | <input type="checkbox"/> Clearance lights |
| <input type="checkbox"/> Windshield wipers | <input type="checkbox"/> Strobe light(s) |
| <input type="checkbox"/> Defroster fan(s) | <input type="checkbox"/> Interior light(s) |
| <input type="checkbox"/> Heater fan(s) | <input type="checkbox"/> Hazard lights |
| <input type="checkbox"/> Dome light(s) | <input type="checkbox"/> Red loading lights |
| <input type="checkbox"/> Amber student warning lights | <input type="checkbox"/> Horn |

Interior Check

NOTES: _____

The interior should be clean and organized with all components securely mounted and functional.

- | | |
|---|--|
| <input type="checkbox"/> Bus interior | <input type="checkbox"/> Seat frames |
| <input type="checkbox"/> Seat cushions | <input type="checkbox"/> Lap belts |
| <input type="checkbox"/> Wheelchair lift components & padding | <input type="checkbox"/> Emergency exits & warning buzzers |



Sources:

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Federal law, 49 CFR 396.11

Commercial Driver's License Pre-Trip Inspection

Industry Best Practices

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Exterior Check

NOTES: _____

Check the entire exterior and note any issues affecting the vehicle body, frame, suspension, tires, lights, and mirrors.

FRONT

- Red loading lights
- Crossing arm
- Headlights
- Turn signals

- Reflectors
- Front amber lights
- Lettering & numbering
- Vehicle body

LEFT

- Exterior lights
- Exterior mirrors
- Windows
- Turn signals
- Front frame, steering, suspension, & braking systems
- No visible grease streaks from wheel hubs
- Front wheel & tire in good condition w/ tight lug nuts
- Front tire inflated to pressure w/ correct tread depth

- Exterior doors
- Battery doors (*if equipped*)
- Lettering & numbering
- Vehicle body
- Rear wheel & tire(s) in good condition w/ tight lug nuts
- Rear tire(s) inflated to pressure w/ correct tread depth
- Rear suspension & braking systems components
- Rear axle seals (*if visible from the side*)

REAR

- Roof-mounted strobe light
- Rear clearance lights
- Red loading lights
- Taillights
- Turn signals, reflectors, & amber lights
- License plate
- License plate lights
- Exhaust & tailpipe

- Drive shaft & u-joints
- Visible frame
- Exhaust system
- Rear axle seals
- Lettering & numbering
- Mud flaps
- Vehicle body
- Rear emergency door opens, buzzes, & stays opened

RIGHT

- Exterior lights
- Exterior mirrors
- Windows
- Turn signals
- Exterior doors (*if equipped*)
- Front frame, steering, suspension, & braking systems
- No visible grease streaks from wheel hubs
- Front wheel & tire in good condition w/ tight lug nuts
- Front tire inflated to pressure w/ correct tread depth

- Lettering & numbering
- Vehicle body
- Fuel cap
- Diesel Exhaust Fluid (DEF) cap
- Diesel Exhaust Fluid (DEF) tank
- Rear wheel & tire(s) in good condition w/ tight lug nuts
- Rear tire(s) inflated to pressure w/ correct tread depth
- Rear suspension & braking systems components
- Rear axle seals (*if visible from the side*)

LIFT

- Lift door
- Hold-open strap/chain

- Lift components are operational & secure
- Run the lift through one complete cycle



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