

Appendix B

Pre-trip Inspection form

Vehicle: _____

Beginning _____ Ending _____

Date: _____

Odometer _____

Time: _____

Hour Meter _____

Do Not include tenths

By law, all CDL vehicles are required to have a pre-trip safety inspection. An effective inspection exposes safety concerns and potential maintenance issues. Repairs can be addressed before they become costly, major repairs. ***Supervisors should be notified immediately of any safety concerns.***

Vehicle Overview – as you approach the vehicle, notice its general condition. Look for fresh oil, coolant, grease or fuel leaks.

Pass Fail N/A (check one)

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- Check brake lights
- Emergency Flashers
- Turn Signals
- Head Lights
- Check all mirrors
- Check windshield condition
- Check for wheel chocks
- Steering wheel looseness, damage
- Wiper blades and washer operation
- Horn Operation
- Heater/Defroster operation
- Parking brake operation
- Seat Belt operation
- Check all external lights & reflectors
- Check tire rims for damage
- Check tires
- Check windshield fluid
- Check all belts for tightness and wear
- Check oil level
- Check coolant
- Check power steering fluid
- Check fire extinguisher on truck
- Check voltmeter

- Check three red reflective triangles
- Check steering linkage
- Check suspension (leaf & coil springs)
- Check u-bolts and hangers
- Check frame for cracks
- Check brake chambers
- Check brake hoses
- Check brake drums
- Check air brake
- Check oil pressure gage
- Check lug nuts for tightness
- Check axle seals for leaks
- Check for debris between dual tires
- Check condition of mud flaps
- Check all hoses for leaks
- Check to ensure compartment doors secure
- Check battery box and connections
- Check fuel tanks (caps secure)
- Check exhaust system
- Check fuel gage
- Check dumped operation, up and down
- Check dumped pivot points and end gate
- Make sure fuel tank is full

Safety Concerns/Issues: _____

Remarks/Comments: _____

***Seat Belt use is Required**

Operator Signature _____

***Cell Phone use is Prohibited while operating**

Supervisor Signature: _____

***Use of Wheel Chocks required**

Inspection paperwork should remain in the vehicle until end of shift when it is delivered to the supervisor for recording