



VEHICLES DAILY CHECKLIST

INSPECTIONS FOR: Automobiles, LT Trucks, vehicles under 26,001 lbs.

OPERATOR: _____ DATE: _____ MAKE : _____ ODOMETER READING: _____

NEW OPERATORS _____ UNIT #: _____ MODEL: _____

I have performed the above inspection and found each item in proper working order or I have noted the problem above.

This equipment is removed from service until repairs are completed.

It is "OK" to operate with the noted defect.

Supervisors signature: _____

Operators signature: _____

INSPECTION POINTS (see back for details):	OK	Not OK	NA	REMARKS
BEFORE STARTING				
OIL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BELTS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FUEL & FLUIDS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOSES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EXHAUST SYSTEM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BATTERY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TIRES & WHEEL CHOCKS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WINDSHIELD / WINDOWS / WIPERS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
REAR VIEW MIRRORS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DOORS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BODY, CAB	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LIGHTS (HEAD, BRAKE, TAIL, WORK)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SEAT BELTS, SEAT BELT CUTTER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CURRENT TAGS & INSURANCE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 LB FIRE EXTINGUISHER / INSPECTED DAILY-ANNUALLY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PFD (ONE EACH OCCUPANT) THROW RING WITH 90FT LINE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VEHICLE HOUSEKEEPING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AFTER STARTING				
BRAKE OPERATION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HORN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BACK-UP ALARM (only if view is restricted)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CONTROLS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PARKING BRAKE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GAUGES / INSTRUMENTS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HOSES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
STEERING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TRAILER				
HITCH	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SAFETY CHAINS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LIGHTS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TIRES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
TAGS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PHYSICAL CONDITION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Effective Reviewed Date: 05/15/2024

SOME POINTS TO LOOK AT WHEN INSPECTING AUTOMOBILES, LT TRUCKS, VEHICLES UNDER 26,001 lbs.

	<u>Before Starting</u>	
OIL	Inside operating range on dip stick	
BELTS	Wear / squeaking	
FUEL & FLUIDS	Enough to operate at least one shift	
HOSES	Wear , cuts, leaks	
EXHAUST SYSTEM	Leaks, loose	
BATTERY	Corrosion	
TIRES	Badly worn or cut, proper inflation	
WINDSHIELD/WINDOWS/WIPERS	Clear visibility, wipers functioning properly	
REAR VIEW MIRRORS	Clear, clean, not broken	
DOORS	Close, locks	
BODY, CAB	Dents, damage	
LIGHTS (HEAD,BRAKE,TAIL,WORK)	All Lights Must Work	
SEAT BELTS	Functioning properly	
CURRENT TAGS, REGISTRATION & INSURANCE CARD		
PHYSICAL CONDITION	Dents, Scrapes	
FIRE EXTINGUISHER	Charged and ready to use, inspection tags signed, record dates on tag	
	<u>AFTER STARTING</u>	
BRAKE OPERATION	Stop machine quickly and smoothly	
HORN	Blows loud and clear	
BACK-UP ALARM	Sound loud and clear in reverse	
CONTROLS	All controls for smooth proper operation, all stops, cutouts and safety cutouts	
PARKING BRAKE	Stop machine quickly and smoothly, will hold machine against driving gear	
GAUGES/INSTRUMENTS	All gauges working, registering properly	
HOSES	Wear , cuts, leaks	
STEERING	Tight and smooth operating	
	<u>TRAILER</u>	
HITCH		
SAFETY CHAINS		
LIGHTS	All Lights Must Work	Vehicles and Roadways
TIRES	Badly worn or cut, proper inflation	Rev. 2
TAGS	Current License Tags	Appendix B
PHYSICAL CONDITION	Condition of the Trailer Floor, Dents	Revised 3/6/13