

## Sample Pre-Trip Inspection of Medium-Duty Straight Trucks

To be effective, a pre-trip inspection of a medium-duty straight truck must be thorough and systematic and the individual performing the inspection must know what to look for. The following steps would be applicable to the inspection of a truck, starting at the cab and following a clockwise direction around the vehicle. The “Remarks” box should be checked for those items needing attention and details added in the “Remarks” section. Necessary repairs should be made before the vehicle is used.

General condition of the vehicle:

|   | YES | REMARKS | N/A |
|---|-----|---------|-----|
| No visible leaks under vehicle; vehicle sitting evenly; no critical damage  |     |         |     |
| Review the previous driver’s vehicle inspection report, where available   |     |         |     |
| Engine compartment—check oil level, coolant level, windshield washing fluid, belts, hoses, etc., as directed by your company policy |     |         |     |

Apply parking brakes, start engine, and check:

|   | YES | REMARKS | N/A |
|---|-----|---------|-----|
| Gauges; no warning lights; pump brake pedal a few times and hold—no fade after initial drop; turn signal indicators; and brake lights |     |         |     |
| Horn(s), windshield wipers, heater, defroster, seat belts, and mirrors  |     |         |     |
| No excessive steering wheel play  |     |         |     |
| Emergency equipment—such as fire extinguisher, reflective triangles, and fuses  |     |         |     |

Shut off engine, turn on all lights (including four-way flashers), ensure parking brakes are applied, and check:

|   | YES | REMARKS | N/A |
|---|-----|---------|-----|
| Left side front tire, wheel, lugs or studs, and brake components                      |     |         |     |
| Headlights—low- and high-beam, four-way flashers, identification and clearance lights |     |         |     |
| Steering assembly   |     |         |     |
| Front suspension  |     |         |     |
| Right-side front tire, wheel, lugs or studs, and brake components                     |     |         |     |
| Right side fuel tank and cap  |     |         |     |
| Exhaust system  |     |         |     |
| Reflectors and lights on right side   |     |         |     |
| Door hinges and latching mechanism on right side doors                                |     |         |     |
| Right-side rear tires, wheels, lugs or studs, and brake components                    |     |         |     |
| Rear end protection, lights, reflectors, and mudflaps                                 |     |         |     |
| Door hinges and latching mechanism on rear doors                                      |     |         |     |
| Left rear tires, wheels, lugs or studs, and brake components                          |     |         |     |
| Reflectors and lights on left side  |     |         |     |
| Door hinges and latching mechanism on left side doors                                 |     |         |     |
| Left side fuel tank and cap   |     |         |     |

Remarks (use back of form if necessary): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name (print): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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