

CDL PRE TRIP INSPECTION

When doing a pre trip inspection make sure to **name everything** you’re checking and **physically touch everything** you are able to. **Bend over; kneel down to look under vehicle.** Reinforce the fact that you have **the key in your pocket/hand when not behind the wheel.**

When approaching the vehicle look for puddles

- Motor oil - brown/black
- Coolant/Anti-freeze - orange/green/clear (New Stuff)
- Transmission Fluid - Red
- Fuel Tank - Gas leaking

Other readily noticeable damage

- Busted windows
- Flat tires

Under Bus

- Nothing hanging
- Broken shocks
- Springs
- Exhaust system parts

I would normally check oil and do an under hood inspection but as per CDL manual I won’t look under the hood.

OPEN BUS DOOR

Start in front of bus

Windshield clear/clean/no damage/no illegal stickers or obstructions

Windshield wipers flexible/good shape/good tension against windshield

Mirrors clean/no damage/mounted securely

Tires

- Treads evenly worn
- Valve caps and stems not missing
- No cracks or signs of dry rot
- Tread depth - 4/32 front tires - 2/32 all others
- Tire air pressure - 75 lbs. (Usually)

Rims

- Not bent/dented/rusted/welded

Lug nuts

- All present/if visible
- No rust trails (indication of loose lug nuts)

Axle/hub seal

- Dry/Not leaking

Tread depth

- Front 4/32
- Rear 2/32

Rub rails are in good shape/no damage

Windows (all glass) are clean/clear/not damaged

Reflective Tape is Present Around Emergency Exits

While walking around the bus also note

Lenses

- Clearance lights - Yellow/Red - Clean/Not Broken
- Reflectors - Yellow/Red - Clean/Not Broken
- Headlights - Clean/Not Broken
- Directionals - Clean/Not Broken
- Brake lights - Clean/Not Broken
- Reverse lights - Clean/Not Broken
- All 8-way light lenses - Clean/Not Broken
- Proper color- red/yellow/clear

Gas cap present/no fuel tank leaks/puddles of fuel

Under Bus

- Nothing hanging
- Broken shocks
- Springs
- Exhaust system parts

Shake exhaust pipe

- Seems stable/not loose/no obstructions

Inside Bus (Bus Door Is Already Open)

Inside the bus walk-thru

- Steps - Clear/No rips or damage
- Handrails are secure
- Floor - Clear/No rips or damage
- Seats - All seat belts intact and accessible/No damage to seat cushions
- Passenger door is operable and locks

Safety Equipment

- 1st aid kit (Equipped)
- Seat belt cutter
- Fire extinguisher (Charged)
- Reflective triangles (3 of them)
- Wrecking/Crow bar
- Bodily fluid clean-up kit (Only on some busses)

Emergency exits/warning buzzer operable

- Windows
- Roof hatch
- Back door

All RED Emergency Decals are in place and legible
Credentials

- Check registration/Insurance ID card
- Current inspection sticker

Check that all lights are operable

Turn ignition switch to the “On” position

Turn on headlights

Walk around to see if headlights work

Walk around to see is all other lights are working

- Clearance
- Marker
- 4 way flashers

Check High Beams (Look in crossover mirrors)

Check directionals/Directional indicators in instrument cluster

- Left, Right and Side

Check brake lights - Ask MVC Inspector to assist you (This is expected)

Check back-up lights and back-up warning signal

- You can ask MVC Inspector (This is expected) to assist you

Check 8-way school bus warning light system

Turn on master switch

- Check yellow lights

Open door

- Check red lights
- Crossing arm
- Stop sign

Interior 8-way indicator panel is operable

Start Engine

- Oil pressure gauge building pressure
- Voltage meter charging
- Temperature gauge working

Steering wheel (Power Steering-Check with vehicle running)

- < 2” free play

Horn

- Blow horn

Windshield wipers

- Operable

Heater-A/C-Defroster is operable

Mirrors are adjusted properly (As per mirror grid)

- Side view
- Cross view
- Passenger mirror

Emergency brake check

- Put emergency brake on. Put vehicle in drive and lightly accelerate. Bus should not move.

Check service brake within 100 feet of pulling away

Tell the Inspector the pre-tip is completed

Turn off key remove from ignition wait for Inspectors directives.

Post trip inspection

- Similar to pre trip inspection