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**Daily Vehicle Inspection Checklist**

|  |  |  |
| --- | --- | --- |
| 1 | Check fuel level |  |
| 2 | Check that oil/fuel/water are not leaking. |  |
| 3 | Check engine oil level. |  |
| 4 | Check load is restrained |  |
| 5 | Visually inspect wheels for security, tyres for tread and inflation |  |
| 6 | Note any obvious structure or bodywork faults |  |
| 7 | Ensure spare wheel is fitted and secure and inflated |  |
| 8 | Check air couplings and note any air leaks, report if excessive |  |
| 9 | Drain condensation from air tanks |  |
| 10 | Visually inspect, note and report any broken springs |  |
| 11 | Visual check of turntable to note any abnormalities |  |
| 12 | Check turntables correctly hooked up and locked in |  |
| 13 | Check ring feeder and towing eye are engaged |  |
| 14 | Check all lights, and reflectors for damage and operation. This includes headlights, clearance and taillights, indicators and brake lights |  |
| 15 | Check that instruments appear operational, gauges working, lights working (including brake fail indicator or gauges). |  |
| 16 | Check horn |  |
| 17 | Check that windscreen wipers and washers work |  |
| 18 | Check and clean windscreen. Report excessive windscreen cracks or abnormalities |  |
| 19 | Ensure rear view mirrors are in good order, adjusted correctly and clean |  |
| 20 | Check rego label is visible and current |  |
| 21 | After starting engine listen for loose belts (Belts squeal indicates loose belts) |  |
| 22 | When commencing driving, apply brakes at low speed as soon after take off of as soon as possible to ensure operation. |  |

**Additional items:**

**By completing the Vehicle Checklist you are certifying the vehicle is safe to the limits of the inspection. Faults are to be reported and recorded on this inspection checklist.**

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**SHIFT: DAY NIGHT**

**DEFECTS REPORTED:**

**..............................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................**

**NAME:...............................................................................................**

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