

# VEHICLE / HEAVY EQUIPMENT SAFETY INSPECTION CHECKLIST

**10. PRE-USE INSPECTION**  **REJECTED**

MILES / HRS \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_

Inspector Name \_\_\_\_\_ Title \_\_\_\_\_  
Print

**ACCEPTED**

MILES / HRS \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_

Vendor Signature \_\_\_\_\_ Title \_\_\_\_\_

Inspector Name \_\_\_\_\_ Title \_\_\_\_\_  
Print

|                                |                |                           |  |
|--------------------------------|----------------|---------------------------|--|
| 1. INCIDENT NAME / NUMBER      |                | 2. ORDER / REQUEST NUMBER |  |
| 3. OWNER / VENDOR              |                |                           |  |
| 4. AGREEMENT, PO, CONTRACT NO. |                | 5. EXPIRES                |  |
| 6. MAKE                        | 7. MODEL, TYPE |                           |  |
| 8. SERIAL NO. / VIN            |                | 9. LICENSE NO.            |  |

| Section I - Tractor, Motor Grader   | Pre-use |    | Release |    |
|---|---------|----|---------|----|
|   | Yes     | No | Yes     | No |
| 1. ROPS, roll-over protection system: Manufacturer approved system secured to mainframe of tractor. Must include approved seat belts. * |         |    |         |    |
| 2. Lights: mounted and working while operating  |         |    |         |    |
| 3. Battery: check for corrosion, loose terminal, hold downs   |         |    |         |    |
| 4. Engine running: check oil pressure, knocks and leaks   |         |    |         |    |
| 5. Gauges: all must be working; oil, temperature, etc. *  |         |    |         |    |
| 6. Steering clutches: must have 3-4" free travel *  |         |    |         |    |
| 7. Brakes: must hold at half travel. *  |         |    |         |    |
| 8. Muffler and spark arrester: approved type unless turboed *   |         |    |         |    |
| 9. Fuel system: must be free of drips and leaks *   |         |    |         |    |
| 10. Cooling system: must be free of leaks *   |         |    |         |    |
| 11. Fan and fan belts: check for defects  |         |    |         |    |
| 12. Engine supports, equalizer bar, springs, main springs: check shackle bolts, shifted spring leaf *                                   |         |    |         |    |
| 13. Hydraulic system: no leaks or drips   |         |    |         |    |
| 14. Belly plate, rock and radiator guards: securely mounted *   |         |    |         |    |
| 15. Final drive, transmission and differential: check for dripping  |         |    |         |    |
| 16. Sprocket and idlers: cracks in spokes, sprocket teeth sharp   |         |    |         |    |
| 17. Tracks and rollers: grousers height under 1-1/4", loose rollers, broken flanges *   |         |    |         |    |
| 18. Blade, ripper, winch: operate smoothly and hold at any point  |         |    |         |    |
| 19. Dozer and assembly: trunnion bolts missing, cracks *  |         |    |         |    |
| 20. Drawbar: serviceable, safe  |         |    |         |    |
| 21. Body and cab condition: report dents and damage   |         |    |         |    |

**Section II - Remarks** (Describe all unsatisfactory items and identify by line number.)

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| Section III - Power Saw, Pump                             | Pre-use |    | Release |    |
|---|---------|----|---------|----|
|   | Yes     | No | Yes     | No |
| 1. Visible parts broken *                                 |         |    |         |    |
| 2. Visible nuts and bolts tight                           |         |    |         |    |
| 3. Oil in gear case and chain oiler                       |         |    |         |    |
| 4. Cutting bar: straight, chain in good condition *       |         |    |         |    |
| 5. Exhaust system and spark arrester *                    |         |    |         |    |
| 6. Motor: idles evenly, runs smoothly, satisfactory power |         |    |         |    |

\* Safety Item - Do not accept until brought into compliance.

| Section IV - Truck, Bus, Van, Pickup   | Pre-use |    | Release |    |
|--|---------|----|---------|----|
|  | Yes     | No | Yes     | No |
| 1. DOT inspection in the last 12 months: when required *   |         |    | NA      | NA |
| 2. Gauges and lights *   |         |    |         |    |
| 3. Seat belts *  |         |    |         |    |
| 4. Glass and mirrors *   |         |    |         |    |
| 5. Wipers and horn *   |         |    |         |    |
| 6. Clutch pedal: proper adjustment   |         |    |         |    |
| 7. Cooling system: check radiator and hoses  |         |    |         |    |
| 8. Oil level and condition: full and clean   |         |    |         |    |
| 9. Battery: check for corrosion, loose terminals, hold downs                                       |         |    |         |    |
| 10. Fuel system *  |         |    |         |    |
| 11. Electrical system: generator and starter working   |         |    |         |    |
| 12. Engine running: check for knocks and leaks   |         |    |         |    |
| 13. Transmission: check for leaks  |         |    |         |    |
| 14. Steering *   |         |    |         |    |
| 15. Brakes *   |         |    |         |    |
| 16. 4-Wheel drive: check gear boxes, leaks   |         |    |         |    |
| 17. Drive line U-joints: check for looseness   |         |    |         |    |
| 18. Springs and shocks *   |         |    |         |    |
| 19. Differential: check for leaks  |         |    |         |    |
| 20. Exhaust system *   |         |    |         |    |
| 21. Frame *  |         |    |         |    |
| 22. Tire and wheels (List failed position/depth in remarks) *                                      |         |    |         |    |
| 23. Body and interior condition: describe and locate damage on back of page 3, Section IV, item 23 |         |    |         |    |
| 24. Emergency equipment required.<br>___ Fire Extinguisher ___ Spare Fuses ___ Reflectors *        |         |    |         |    |
| 25. Operator(s) properly licensed. *   |         |    |         |    |

State \_\_\_\_\_ License No. \_\_\_\_\_ Class \_\_\_\_\_

Endorsements \_\_\_\_\_ Med.Cert. Expire Date \_\_\_\_\_

**11. RELEASE INSPECTION**  **NO DAMAGE / NO CLAIM**  
Not applicable to buses, inspection required.

MILES / HRS \_\_\_\_\_ DATE \_\_\_\_\_ TIME \_\_\_\_\_

Vendor Signature \_\_\_\_\_ Title \_\_\_\_\_

Inspector Name \_\_\_\_\_ Title \_\_\_\_\_  
Print

