1. PREPARE THE VEHICLE AND DRIVER
   Instruct the driver to remain at the controls, and turn the engine off. (Allow cool down time for turbocharged engines.)
   Place check blocks in position beginning on the driver's side, one in front and one behind the drive axle tires or between the axles, and advise the driver that the wheels have been checked.
   Have the driver place the transmission in neutral and release all brakes.
   Advise the driver in the use of hand signals. (Lamps and brakes)

2. CHECK DRIVER'S REQUIREMENTS
   • DRIVER LICENSE (391.11)
     Check the expiration date, birth date, status check.
   • MEDICAL CERTIFICATE (391.41)
     Check for expiration date, corrective lenses, hearing aid, signature.
   • MEDICAL WAIVER (if applicable) (391.41)
     Check that the waiver is updated.
   • RECORD OF DUTY STATUS (395.1-395.3)
     Update to last change in status, today's date, legible handwriting, past 7 days recorded, mileage, driving time on-duty, vehicle number, name, signature.
   • REMARKS section may include locations of duty status change, unusual circumstances that delay trip, and shipping documents numbers.
   • TRUCK INSPECTION REPORT (396.11)
     Check for I.D. number, vehicle inspected, record of defects found, if applicable.
   • SHIPMENTS/BILL OF LADING
     Check for avoidance of hazardous materials indicated by the first entry an "X" in the H.M. column, or a containing drum. Papers must be with arm's reach and visible.
   • SEAT BELT (392.16)
     Check for condition and usage.
   • ALCOHOL AND DRUGS (392.2) (392.6)
     Check for violations.

3. CHECK FOR PRESENCE OF HAZARDOUS MATERIALS
   • PLACARDS
     Check for the presence of placards, but use caution even if none are posted.
   • LEAKS, SPILLS, UNSECURED LOAD
     When hazardous materials are present, be especially careful with leaks, spills, or unsecured loads.
   • MARKINGS
     Cargo tanks and portable tanks will display markings on an orange panel or placard. They indicate the I.D. number the hazardous materials are exceptions to this rule.
   • LABELS
     Containers that are visible, identify the hazardous materials. There are exceptions to this rule.

4. INSIDE CAB
   • STEERING LASH
     Measure the amount of steering lash and compare with Out-of-Service Condition.
   • STEERING COLUMN
     Check for unsecured attachment.

5. FRONT OF TRACTOR
   • HEAD LAMPS, TURN SIGNALS, EMERGENCY FLASHERS (392.25)
     Check for proper color and operation.
   • WINDSHIELD WIPERS (392.78)
     Check for proper operation. Two wipers are required unless one can clear the driver's field of vision.
   • AIR INLET
     Check for cracks or other damage.
   • EXHAUST SYSTEM (392.63)
     Check for exhaust leaks.

6. TRAILER FRONT
   • AIR INLET (392.28)
     Check for correct air lines to the trailer.
   • FRONT END (392.10)
     Check for misalignment.

7. LEFT FRONT SIDE OF TRACTOR
   • LEFT FRONT WHEEL & AXLE
     Check for cracks, unevenly worn, or missing lug nuts.
   • TRACTOR TIRE (395.17)
     Check for proper inflation, tire balance, and tire wear.

8. LEFT SADDLE TANK AREA
   • LEFT FUEL TANKS (393.65)
     Check for fuel connections and leaks.
   • TRACTOR BRAKES (393.48)
     Check for proper attachment, brake shoes, and brake linings.

9. RIGHT SIDE OF TRACTOR
   • RIGHT FRONT WHEEL & AXLE
     Check for cracks, uneven wear, or missing lug nuts.
   • TRACTOR BRAKES (393.20)
     Check for proper attachment, brake shoes, and brake linings.

10. DRIVER'S REQUIREMENTS
    • DRIVER LICENSE (391.11)
        Check the expiration date, birth date, status check.
    • MEDICAL CERTIFICATE (391.41)
        Check for expiration date, corrective lenses, hearing aid, signature.
    • MEDICAL WAIVER (if applicable) (391.41)
        Check that the waiver is updated.
    • RECORD OF DUTY STATUS (395.1-395.3)
        Update to last change in status, today's date, legible handwriting, past 7 days recorded, mileage, driving time on-duty, vehicle number, name, signature.
    • REMARKS section may include locations of duty status change, unusual circumstances that delay trip, and shipping documents numbers.
    • TRUCK INSPECTION REPORT (396.11)
        Check for I.D. number, vehicle inspected, record of defects found, if applicable.
    • SHIPMENTS/BILL OF LADING
        Check for avoidance of hazardous materials indicated by the first entry an "X" in the H.M. column, or a containing drum. Papers must be with arm's reach and visible.
    • SEAT BELT (392.16)
        Check for condition and usage.
    • ALCOHOL AND DRUGS (392.2) (392.6)
        Check for violations.

11. LEFT SIDE OF TRAILER
    • FRAME AND BODY
        Check for cracks, and any indication leading to collapse of the frame.
    • CARGO SECURITY (391.100)
        Check for proper attachment, or missing, or damaged parts.

12. REAR OF TRAILER
    • TAIL, STOR & TURN LAMPS & EMERGENCY FLASHERS
        Check for proper operation and operation.
    • CARGO SECURITY
        Inspect and report on the condition.

13. RIGHT SIDE OF TRAILER
    • CHECK ALL ITEMS AS ON LEFT SIDE

14. RIGHT REAR TRACTOR AREA
    • CHECK ALL ITEMS AS ON LEFT SIDE

15. RIGHT SADDLE TANK AREA
    • CHECK ALL ITEMS AS ON LEFT SIDE

16. RIGHT SIDE OF TRACTOR
    • CHECK ALL ITEMS AS ON LEFT SIDE
17. BRAKE ADJUSTMENT CHECK
INFORM THE DRIVER THAT YOU ARE GOING UNDER THE VEHICLE. ENTER THE UNDERCARRIAGE IN VIEW OF THE DRIVER.

- MEASURE PUSH ROD TRAVEL (ALL BRAKES)
While the brakes are applied, move around the vehicle and measure the distance of push rod travel at each chamber.
Write down each push rod measurement, and compare them to the Out-Of-Service Criteria for the appropriate size and type of brake chamber.
Again, listen for leaks as you move around the vehicle.

18. FIFTH WHEEL MOVEMENT CHECK

- USE CAUTION
If conducted incorrectly, this method of checking for fifth wheel movement can result in serious damage to the vehicle. Use caution and instruct the driver carefully.

- PREPARE THE VEHICLE AND DRIVER
Have the driver put the vehicle in gear, release the service brakes, and apply the trailer brakes.
Remove the wheel chocks and have the driver start the vehicle. Carefully explain the procedure to the driver, and tell the driver to GENTLY rock the tractor as you watch the fifth wheel.

- CONDUCT THE PROCEDURE
As the tractor rocks, watch for movement between the mounting components and frame, pivot pin, and bracket, and the upper and lower fifth wheel halves.

19. AIR LOSS RATE

- WHEN TO CONDUCT THE TEST
If you heard an air leak at any point in the inspection, you should now check the vehicle's air loss rate.

- CONDUCT THE PROCEDURE
Have the driver run the engine at idle, then apply and hold the service brake. Observe the air reservoir pressure gauge on the dash. Have the driver pump the pressure down to 80 psig. Compressors do not activate until system pressure drops below a certain level. At about 80 lbs, most compressors should be operating.

20. LOW AIR PRESSURE WARNING DEVICE

- TEST THE WARNING DEVICE
Instruct the driver to pump the air down until the low air pressure warning device activates. Observe the gauges on the dash. The low air pressure warning must activate at a minimum of 1/2 the compressor governor cut-out pressure, approximately 55 psi.

21. TRACTOR PROTECTION VALVE

This procedure will test both the tractor protection valve and the trailer emergency brakes.

- CONDUCT THE TEST
Instruct the driver to release the emergency brakes by pushing in the dash valves. Break the supply emergency line at the hose couplings between the tractor and the trailer. When the line is disconnected, a blast of air will be noticed. At this point, the emergency brakes on the trailer should set up.

- OBSERVE THE DASH GAUGE
Air will leak from the tractor valve of the line until the pressure in the tractor's system drops to the 20-45 psi range. At that point, the air loss should stop, isolating the tractor air system. A loss of air in the tractor system below the 20-45 psi range indicates a malfunctioning tractor protection valve. If the trailer brakes do not set up when the line is disconnected, there is a problem with the trailer emergency brakes.

22. COMPLETE THE INSPECTION

- COMPLETE PAPER WORK
Complete inspection forms and other paperwork, as required.

- CONCLUDE WITH THE DRIVER
Explain any violations or warnings to the driver. Take appropriate enforcement action, if necessary.

- APPLY A C.V.S.A. DECAL
Apply a C.V.S.A. decal on all vehicles that qualify.