

## Expanded Vehicle Safety Check

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1. Inspect under vehicle for fluid leaks.
2. Inspect front tires for uneven wear and under-inflation.
3. Check that hood can be latched securely.
4. Check front for body damage.
5. Check left side for body damage.
6. Check left door lock (check for complete accident report kit if stowed on inside left of vehicle).
7. Check for rear-end leaks.
8. Inspect rear tires for uneven wear or under-inflation.
9. Check rear for body damage.
10. Check rear door lock.
11. Check right side for body damage.
12. Check right-side door lock(s).
13. Open door and move into driving position.
14. Check for complete accident report kit.
15. Start engine.
16. With assistance, adjust pot-lid mirrors and rear-view mirrors.
17. With assistance, check headlights, taillights, brake lights, flashers, and directional signals (front and rear).
18. Adjust center rear-view mirror.
19. Check operation of windshield wipers and washer.
20. Check operation of horn.
21. Inspect gauges for proper operation.
22. Check foot brake.
23. Check emergency brake.
24. Check seat belt and fasten.

Note: This checklist has been designed to take the driver in a logical sequence around a RHD vehicle with a minimum of lost motion. For LHD vehicles, move from the front to the right side rather than to the left side. For Items 16 and 17, if no assistance is readily available, handle personally.

Never leave the vehicle unattended while running. Always have a partner to check vehicle.



**See Additional Instructions on the Reverse**

## Instructions

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Check the items shown on the other side of this form on the initial use of each vehicle each day.

Report deficiencies, body damage, or inoperable items to your supervisor using Form 4565, *Vehicle Repair Tag*, so the conditions can be corrected or another vehicle can be provided.

If there are no vehicle deficiencies, proceed to your first assignment.