

CDL PRE-TRIP INSPECTION WORKSHEET VALLEY CENTER WATER DISTRICT

IN-CAB CHECKLIST(engine start)

- 1.) mirrors/windshield
- 2.) wiper/washers
- 3.) turn indicators
- 4.) steering play(2° or 2")
- 5.) horn
- 6.) gauges(name all)
- 7.) pedals(clutch/brake)
- 8.) heater/defroster
- 9.) gearshift
- 10.) seat belt/emerg. triangles

AIR BRAKE TEST

- 1.) applied psi test(3 psi in 1 min)
combination(4 psi in 1 min)
- 2.) governor cut out(120 psi)
- 3.) governor cut in(around 95 psi)
- 4.) low air warning device
- 5.) parking brake test

ENGINE COMPARTMENT

- 1.) oil level/coolant level
- 2.) power steering fluid/(belt)
- 3.) water pump(belt)
- 4.) alternator(belt)
- 5.) air compressor (belt)
- 6.) checking all hoses and for leaks
on all of the above!

EXPLAIN IN DETAIL FOR EACH ITEM NAMED WHAT YOU ARE CHECKING FOR.

TRUCK/TRACTOR

Front of Vehicle

Lights/turn signals
Steering box/hoses
Steering linkage

Front Suspension

Springs
Spring mount
Frame
Shock absorbers

Front brake

Slack adjuster
Brake chamber
Brake hoses/lines
Brake drum/linings

Front Wheel

Rim
Hub oil seal
Lug nuts
Tires(I-C-D)

Driver/Fuel Area

Door, mirror
Fuel tank/leaks
Battery box

Under Vehicle

Drive shaft
Exhaust system
Frame

Rear Suspension

Springs/air/torque
Spring mounts
Shock absorbers

Rear Brakes

Slack adjuster
Brake chamber
Brake hoses/lines
Brake drum/linings

Rear Wheels

Rims
Tires(I-C-D)
Axle seals
Lug nuts
Spacers

Rear of vehicle

Lights/reflectors
Doors/ties/lift
Splash guards

TRAILER

Coupling system

Air/electric lines
Mounting bolts
Safety latch/pintle

Trailer front

Air/electric connect
Lights/reflectors
Frame

Side of trailer

Landing gear
Frame
Lights/reflectors
Load fasteners

Suspension

Springs
Spring mounts
Shocks(if any)

Brakes

Slack Adjustor
Brake Chamber
Brake hoses/lines
Brake drum/linings

Wheels

Rims
Tires(I.C.D.)
Axle seals
Lug nuts
Spacers

Rear of Trailer

Lights/reflectors
Ramps/ties
Splash guards

**ITEMS THAT ARE BEING CHECKED
APPLY TO BOTH SIDES OF VEHICLE
AND TRAILER! DURING THE TEST
YOU ARE ONLY REQUIRED TO NAME
ITEMS ON ONE SIDE ONLY!**

CDL PRE-TRIP INSPECTION WORKSHEET

DETAILED CHECKLIST FOR IN-CAB AND AIR BRAKES

IN-CAB CHECKLIST(ENGINE START)

- 1.) **Mirrors/windshield** – Check mirrors for fastening, proper alignment, and cleanliness. (no cracks or missing pieces) Windshield must be clean and free from cracks.
- 2.) **Wiper/washers** - Check wiper blade condition and operation, and that washers squirt properly.(turn wipers on and apply washers)
- 3.) **Turn indicators** – Check all indicators/lenses for proper operation, and that hazards are functional. Check indicator lever and indicator lights in dash.
- 4.) **Steering play** – Check that steering play does not exceed 10° or 2" in a 20" wheel, also check for worn steering column bearings.
- 5.) **Horn** – Check that horn(s) work properly.(physically honk the horn)
- 6.) **Gauges** – Check that all gauges are visible and in proper working condition. Name each gauge individually(temp., oil p.s.i., volt meter, fuel)
- 7.) **Pedals** – Check clutch pedal for excessive free play, and ease, check that all pedals are not worn past the rubber covering.
- 8.) **Heater/defroster** – Check the condition of heater and blower controls and that both heater and defroster are working.(physically turn on to check)
- 9.) **Gearshift** – Check for excessive wear and ease of operation.
- 10.) **Seat belt/emerg. equip.** – Check that seat belt is secure and latches properly. Make sure that there are (3) emerg. triangles, a fire extinguisher, and spare fuses are available.

AIR BRAKE TEST PROCEDURES (rear wheels must be blocked)

- 1.) **Applied psi test** – This test is to determine the air leakage rate. Begin by starting the engine to charge the air system fully, when full psi is reached turn engine off and release all brakes, after the initial psi drop, apply pressure to brake and time for one minute, psi cannot drop more than 3 psi in 1 min. for a single vehicle or 4 psi in 1 min. for a combination vehicle.
- 2.) **Governor cut out** – This test is to determine at what psi the governor cuts out. Re-start the engine and let it idle, (you may raise rpm for faster charge) watch air psi gauge during this time, when gauge stops(approx. 120 psi) the governor will cut off. Be sure to state at what pressure this occurred.
- 3.) **Governor cut in** – This test is to determine at what psi the governor cuts in. With engine running at an idle slowly pump the brake,(waiting 3 sec. between pumps) watch air psi gauge during this time to see when the governor will cut in,(approx. 95psi) when the gauge starts moving upward, be sure to state the pressure that this occurred.
- 4.) **Low air warning device** – This test is to check warning buzzer.(cannot be less than 60psi) Begin by turning the engine off, once engine has stopped turn the ignition back to the on position. Bleed the air out of the system by slowly pumping the brakes, watching the air psi gauge during this time, when the alarm sounds state the pressure that this occurred.
- 5.) **Parking brake test** – This test is to make sure the parking brake will lock the wheels. Begin this test by setting the parking brake, then remove wheel blocks, once back in the vehicle, fasten safety belt. Start the engine and charge the air system back to full psi. Shift vehicle into low gear, then release the parking brake. Roll forward slowly(approx. 2mph), depress clutch and apply parking brake. Another method is to let the clutch out against the parking brake being set. **THIS COMPLETES THE AIR BRAKE TEST.**

CDL PRE-TRIP INSPECTION WORKSHEET

DETAILED CHECKLIST FOR IN-CAB AND AIR BRAKES

FRONT OF VEHICLE

- 1.) **Lights/turn signals** – Check headlights for proper operation, cracks and condensation. Make sure turn signals function properly, and are not cracked or broken.
- 2.) **Steering box/hoses** – Check steering box for proper mounting(**not loose**) and leaks around the seals. Make sure hoses are in good condition (**not cracked**) and have no leaks.
- 3.) **Steering Linkage** – Check that steering linkage is not worn cracked or loose.

FRONT SUSPENSION

- 1.) **Springs** – Check that front springs are not worn, cracked, or broken and that no leafs are missing from leaf spring stack. (**no more than ¼ can be broken or missing**)
- 2.) **Spring mount** – Check that spring mount is secure to frame and has no cracks or wear.
- 3.) **Frame** – Check the frame in all locations for cracks or fatigue.
- 4.) **Shock Absorbers** – Make sure shocks are not loose or hanging, and are not worn out.

FRONT BRAKE

- 1.) **Slack adjustor** – Adjustment should be **90°** when brakes are released, and between **80°** and **105°** when applied. The rod should not move more than with brakes released.
- 2.) **Brake chamber** – Check for proper mounting and that chamber is not dented or leaking.
- 3.) **Brake hoses/lines** – Check all brake hoses/lines leading from compressor to air tanks and brake chamber for cracks and leaks. (**basic condition**)
- 4.) **Brake drum/linings** – Check for cracks or holes and that the lining is not worn to thin.

FRONT WHEEL

- 1.) **Rim** – Check condition of rim for cracks and bends, rim cannot have any welds on it.
- 2.) **Hub oil seal** – Make sure that oil seal has no cracks or leaks in it. Check fluid level.
- 3.) **Lug nuts** – Check lug nuts for rust(**indicating loose**),and that none are missing or cracked.
- 4.) **Tires** – Check the inflation, condition, and depth (**I.C.D.**) of the front tire. You must state the letters I.C.D. when checking the tire condition. Make sure of proper inflation, check the sidewall condition (**inner and outer**) for cuts and cracking, make sure that the tread depth is a minimum of **4/32**.

DRIVER/FUEL AREA

- 1.) **Door, mirror** – Make sure that the driver door is hinged properly and latches securely, check the mirror fastening and condition of glass.
- 2.) **Fuel tank/leaks** – Make sure that tank is mounted properly and has no leaks.
- 3.) **Battery box** – Check for proper mounting and that battery is secure in the box.

UNDER VEHICLE

- 1.) **Drive shaft** – Make sure drive shaft is not bent or cracked, and U joints are not worn.
- 2.) **Exhaust system** – Check for proper mounting and for holes or leaks in muffler and pipe.
- 3.) **Frame** – Check frame along the whole vehicle for cracks or broken welds.

REAR SUSPENSION

- 1.) Follow the same procedures as named in front suspension check.

REAR BRAKES

- 1.) Follow the same procedures as named in front brake check.

REAR WHEELS

- 1.) **Rims** – Same as front rim.
- 2.) **Tires** – Same as front with the exception of the tread depth being only **2/32**.
- 3.) **Axle seals** – Same as front seals.
- 4.) **Lug nuts** – Same as front wheel.
- 5.) **Spacers** – Check for spacers, (**not equipped on our trucks**) and for no debris between the rear tires. Dual wheels should be evenly separated.

CDL PRE-TRIP INSPECTION WORKSHEET

DETAILED CHECKLIST FOR IN-CAB AND AIR BRAKES

REAR OF VEHICLE

- 1.) **Lights/reflectors** – Check all marker lights, tail lights and back up lights for proper operation, cracks or missing lenses. Make sure all reflectors are in place and proper color.
- 2.) **Doors/ties/lift** – Check tail gate for proper fastening and locking.
- 3.) **Splash guards** – Make sure mud flaps are mounted properly, not touching the tires, and are not dragging on the ground.

COUPLING SYSTEM

- 1.) **Air/electric lines** – Check air lines for leaks, cracks and that they are not coupled together. Make sure electric lines are not frayed and are not tangled.
- 2.) **Mounting bolts** – Check pintle hitch and hook for loose, broken, or missing bolts.
- 3.) **Safety latch/pintle** – Make sure safety latch on pintle hitch locks securely, and that safety chains are not worn or dragging on the ground.

TRAILER FRONT

- 1.) **Air/electric connect** – Check that glad hands are connected properly and are not leaking. Make sure electric plug is connected firmly in place.
- 2.) **Lights/reflectors** – Make sure that all lights are working and lenses are not broken. Check reflectors for proper color and that they are not broken or missing.
- 3.) **Frame** – Check tongue area for cracks and broken welds.

SIDE OF TRAILER

- 1.) **Landing gear** – Make sure landing gear is fully retracted and secure.
- 2.) **Frame** – Continue to check the frame for cracks or broken welds.
- 3.) **Lights/reflectors** – Continue to check lights and reflectors as done on front.
- 4.) **Load fasteners** – Check load fasteners for wear and cracked welds.

SUSPENSION

- 1.) **Springs** – Check springs for cracks broken or missing leaves.
- 2.) **Spring mounts** – Make sure mounts are secure and have no cracks or broken welds.
- 3.) **Shocks** – Check that shocks are mounted properly and are not worn out.

BRAKES

- 5.) **Slack adjuster** – Adjustment should be **90°** when brakes are released, and between **80°** and **105°** when applied. The rod should not move more than with brakes released.
- 6.) **Brake chamber** – Check for proper mounting and that chamber is not dented or leaking.
- 7.) **Brake hoses/lines** – Check all brake hoses/lines leading from compressor to air tanks and brake chamber for cracks and leaks. (**basic condition**)
- 8.) **Brake drum/linings** – Check for cracks or holes and that the lining is not worn to thin.

WHEELS

- 1.) **Rim** – Check the condition of the rim for cracks and bends, the rim cannot have any welds or repairs on them.
- 2.) **Tires** – Check the (**I.C.D.**) of the tires as done on the rear of the truck. (**2/32 tread**)
- 3.) **Axle seals** – Make sure that oil seal has no cracks or leaks in it. Check fluid level.
- 4.) **Lug nuts** – Check lug nuts for rust (**indicating loose**), and that none are missing or cracked.
- 5.) **Spacers** – Check spacers (**if equipped**) and for no debris between the tires. Dual wheels should be evenly separated.

REAR OF TRAILER

- 4.) 1.) **Lights/reflectors** – Check all marker lights, and tail lights for proper operation, cracks or missing lenses. Make sure all reflectors are in place and proper color.
- 5.) **Ramps/ties** – Check ramps for proper fastening and locking.
- 6.) **Splash guards** – Make sure mud flaps are mounted properly, not touching the tires, and are not dragging on the ground.