

# Pre-Trip Inspection

## Class A & D

The daily inspection test is divided into the following sections and will be performed in the following order:

- Exterior inspection
- In-cab check
- Interior inspection

The exterior and interior portions of the daily inspection test will be administered using a random selection of testing items from schedule 1 in HTA Regulation 199/07. Drivers must use Schedule 1 as a reference during the daily inspection test.

### 1. Exterior Inspection

The first part of the daily inspection test is mainly items on the exterior of the vehicle, although some are interior items. The first part must be performed with the wheels chocked and the parking brake applied, for all Class A vehicles and other vehicles equipped with air brakes. Parking brakes may need to be released during the inspection.

Drivers must inspect **four** items, selected by the examiner at random, from the list below, and for each item, the driver must:

- Demonstrate and describe, or describe only, how to inspect the item.
- Explain what defect(s) drivers must look for while inspecting each item.
- Describe what action the driver must take upon identifying a minor and/or major defect.

In case of **Minor** defects, after the demonstration the driver must tell the examiner:

- This is a Minor defect
- If we have a minor defect, we should
  - Report to the operator
  - Write in inspection book
  - We are allowed to drive

In case of **Major** defects, after the demonstration the driver must tell the examiner:

- This is a Major defect
- If we have a major defect, we should
  - Report to the operator
  - Write in inspection book
  - We are NOT Allowed to drive

## Air pressure build-up rate (1)

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MINOR: slow air pressure build-up rate

Inspection procedure:

<p><b>Tell Examiner:</b></p> <ul style="list-style-type: none"><li>• Wheel is chocked</li><li>• Vehicle is secure</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Start the engine</li><li>• Release only tractor parking brake</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• The air pressure is ____ and in normal operating range</li><li>• I am going to reduce air pressure below 80 psi</li><li>• Keep rpm between 600 to 900</li><li>• Measure the time. From 85 to 100 psi should not take more than 2 minutes</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Pump the brakes until you reach below 80 psi</li><li>• Bring the rpm between 600 to 900</li><li>• Start timing when the pressure reaches 85 psi</li><li>• Once reached 100 stop timing</li><li>• Apply tractor parking brake</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• From 85 to 100 it took _____ seconds</li><li>• It is less than 2 minutes</li></ul>
<p><b>Read from schedule 1</b></p>

## Airbrake system leaks (2)

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MINOR: audible air leak

MAJOR: air loss rate exceeds prescribed limit

Inspection procedure:

<p><b>Tell Examiner:</b></p> <ul style="list-style-type: none"><li>• Wheel is chocked</li><li>• Vehicle is secure</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Turn ignition ON</li><li>• Release <b>both</b> tractor and trailer parking brakes</li><li>• Ensure the air pressure is above 100 (if not, turn engine on and raise pressure and turn engine off)</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Mention the pressure to the examiner</li><li>• I am going to apply service brake</li><li>• Listen for any air leak</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Press service brake,</li><li>• Listen for any air leaks</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• There is no leak</li><li>• If there is any leak, we perform the air loss rate test</li><li>• I am going to apply the service brake</li><li>• Look at the gauges</li><li>• It should not lose more than 4 psi (3psi for 1 unit) in one minute</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Press the service brake</li><li>• Watch the gauges, continue for one minute.</li><li>• After one minute apply parking/emergency brakes.</li></ul>
<p><b>Tell examiner:</b></p>

**Airbrake system leaks (2)**

- There was no pressure loss
- Safe and secure

**Read from schedule 1**



### Brake pushrod stroke(3)

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MAJOR: pushrod stroke of any brake exceeds the adjustment limit

#### Inspection procedure:

##### Tell Examiner:

- Wheel is chocked
- Vehicle is secure

##### Demonstrate:

- Start the engine
- Turn the wheel to the left/right to obtain access to brake chamber
- Make sure to release the steering wheel for your safety
- Release **both** the tractor and trailer parking brakes.
- Ensure the air pressure is between **90-100** psi
- Turn the engine off
- Turn the ignition ON
- If the hood is closed, open the hood
- Go to the chamber of your choice
- Measure and notify the examiner of the size of brake chamber
- Check the type of the chamber (square, long stroke or regular)
- Read the adjustment limit from the chart and notify the examiner
- Mark the location of the pushrod
- Get back in cab
- Using the provided tool, press down on the service brake
- Check the pressure. Make sure it is still between 90-100
- Measure the displacement of the stroke and inform the examiner

##### Tell examiner:

- The distance is less than the adjustment limit

##### Demonstrate:

- Remove the tool from the pedal, apply tractor parking brake

Read from schedule 1

## Tractor protection system (4)

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MAJOR: Inoperative towing vehicle (tractor) protection system

Inspection procedure:

<p><b>Tell Examiner:</b></p> <ul style="list-style-type: none"><li>• Wheel is chocked</li><li>• Vehicle is secure</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Start the engine if the air pressure is less than 80 psi, turn off the engine and switch ignition key on</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• The air pressure is in operating range</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Disconnect the blue line</li><li>• Release the tractor parking brake</li><li>• Check the pressure</li><li>• Apply service brake, observe the glad-hand and listen for any air leak</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• There is no air leak so protection valve is working properly</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Apply tractor parking brake</li><li>• Re-connect the glad-hand</li><li>• Return to the cab</li></ul>
<p><b>Read from schedule 1</b></p>

## Low-air warning system (5)

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MAJOR: Low air warning system fails or system is activated

Inspection procedure:

<p><b>Tell Examiner:</b></p> <ul style="list-style-type: none"><li>• Parking brakes are applied</li><li>• Wheel is chocked</li><li>• Vehicle is secure</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Make sure the pressure is above 100 psi (Engine may be running or shut off)</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Air pressure is in operating range and low air warning system is <b>not activated</b></li><li>• I am going to reduce the air pressure, low air warning system must activate above 55 Psi</li><li>• Below 55 psi is major defect</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Press and release the brake pedal several times until low air warning system activates</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Low air warning system activated on ___ psi which is above 55.</li></ul>
<p><b>Read from schedule 1</b></p>

## Occupant door (6)

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MINOR: Occupant compartment **door** fails to open

MAJOR: Any cab or sleeper door fails to close securely

### Inspection procedure:

#### Demonstrate:

- Check that the door opens from outside and pull to ensure stays locked
- Check that the door opens and from inside and push to ensure stays locked
- Check that there is no damage around the door
- Check that there is no damage on lock and latch

#### Tell examiner:

- The door opens and closes properly, safe and secure
- Now I will check all doors

#### Read from schedule 1



## Coupler fasteners(7)

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MINOR: Coupler or mounting has loose or missing fastener

Inspection procedure:

**Demonstrate:**

- Inspect inside the fifth wheel for loose or missing lock mechanism fasteners

**Tell examiner:**

- As far as I can see, there are no loose or missing lock mechanism fasteners.

**Demonstrate:**

- Visually (Or physically when possible) inspect around the fifth wheel for loose or missing fasteners
- Inspect both sides

**Tell examiner:**

- Fasteners around the coupler are not loose, or missing, coupler secure.

Read from schedule 1

## Coupler security and movement (8)

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MAJOR: **Coupler (for movement)** is insecure or movement exceeds prescribed limit

Inspection procedure:

### Demonstrate:

- Check around the fifth wheel for any cracks, damages or loose and missing parts.
- Ensure the handle is in locked position
- Ensure there is no gap between fifth wheel and trailer
- Ensure the jaw is closed

### Tell examiner:

- Around the coupler, there are no cracks, no damaged, no missing parts, safe and secure
- Handle is in locked position
- There is no gap between fifth wheel and trailer
- Jaw is closed around the kingpin

### Tell examiner: (Explain how to check for movement limit)

- Get inside cab and start the engine
- Release the tractor brakes only
- Gently pull the tractor as far forward as possible, pull tractor brake, and put gear on neutral
- Mark the centre of 5th wheel on trailer plate.
- Get inside cab
- Release the tractor brakes only
- Gently reverse the tractor as far back as possible, and pull tractor brake, and put gear on neutral.
- Mark the centre of 5th wheel on trailer plate.
- Check the distance between two marks.
- When movement is more than 13 mm (½ inch), the vehicle has major defect.

### Tell examiner:

- “I am now going to demonstrate”

### Demonstrate:

- If examiner does not stop you, demonstrate the above procedure

Read from schedule 1

## Coupler lock (9)

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MAJOR: Coupling or locking mechanism is damaged or fails to lock

Inspection procedure for 5<sup>th</sup> wheel coupler:

<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check the 5th wheel for any cracks, damages, missing fasteners</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• around the coupler, there are no cracks, damages, missing parts, safe and secure</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Ensure the handle is in locked position</li><li>• Ensure there is no gap between fifth wheel and trailer</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• The handle is in lock position</li><li>• There is no gap between fifth wheel and trailer</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Go under the trailer and confirm the jaw is closed</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• The jaw is closed around the pin</li></ul>
<p><b>Read from schedule 1</b></p>

## Exhaust System (11)

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MINOR: Exhaust leak

MAJOR: Leak that causes exhaust gas to enter the occupant compartment

### Inspection procedure:

**Demonstrate:**

- Make sure hood is open, engine is running, and windows are closed,
- Follow along exhaust system from engine to the end of the exhaust pipe, and inspect for any damages or leaks and point to the pipe along the way

**Tell examiner:**

- No damages, No exhaust leak around the exhaust system safe and secure

**Demonstrate:**

- Get inside cabin and smell for any gas leak

**Tell examiner:**

- There is no exhaust gas in the cabin, safe and secure

Read from schedule 1

## Frame and cargo body (12)

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MINOR: Frame or cargo body

MAJOR: Visibly shifted, cracked, collapsing or sagging frame member(s)

### Inspection procedure:

#### Demonstrate:

- Make sure hood is open
- Start from the front of the vehicle and inspect the following items for any cracks, damages, sagging, collapsing part:
  - Truck frame
  - Frame members
  - Trailer frame
  - Landing gear frame
  - Trailer frame members
  - Trailer body
  - Bogie frame
  - Trailer door
  - Rear Bumper

#### Tell examiner:

- No cracks, no damages, no shifting or sagging parts (as you go along the frame)

Read from schedule 1

## Fuel System(13)

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MINOR: Missing fuel tank cap

MAJOR: Insecure fuel tank and 12.3M dripping fuel leak

### Inspection procedure:

<b>Demonstrate:</b> <ul style="list-style-type: none"><li>• Ensure the fuel tank cap is present and tight</li></ul>
<b>Tell examiner:</b> <ul style="list-style-type: none"><li>• The cap is present, tight, and secure</li></ul>
<b>Demonstrate:</b> <ul style="list-style-type: none"><li>• Check that the straps and tank are secure</li></ul>
<b>Tell examiner:</b> <ul style="list-style-type: none"><li>• The fuel tank is secure</li></ul>
<b>Demonstrate:</b> <ul style="list-style-type: none"><li>• Inspect under the tanks, along the fuel line and under the engine for any dripping fuel leak on the ground</li></ul>
<b>Tell examiner:</b> <ul style="list-style-type: none"><li>• No dripping leak along the fuel system</li><li>• Safe and secure</li></ul>
<b>Read from schedule 1</b>

## Glass and Mirrors (14)

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MINOR: Required mirror or window glass fails to provide the required view to the driver as a result of being cracked, broken, damaged, missing or maladjusted

- Required mirror or glass has broken or damaged **attachment onto vehicle body**

### Inspection procedure:

<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Ensure Hood is closed</li><li>• Start from the driver door window and visually inspect for cracks or damages</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Driver window has no cracks no damages</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Visually inspect the driver side mirror for any cracks or damages</li><li>• Physically hold and shake the mirror frame to ensure it is attached properly</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• The mirror has no cracks or damages</li><li>• It is mounted securely</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Visually inspect the driver side hood mirror for any cracks or damages</li><li>• Physically hold and shake the mirror frame to ensure it is attached properly</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• The hood mirror has no cracks or damages</li><li>• It is mounted securely</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Visually inspect the windshield for any cracks or damages</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Windshield has no cracks no damages</li><li>• It provides required view to driver</li></ul>

## Glass and Mirrors (14)

### Demonstrate:

- Continue the same procedure for passenger side

Read from schedule 1





## Hydraulic Brakes (15)

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### FOR CLASS D

MINOR: Brake fluid level is below indicated minimum level

MAJOR: Parking brake is inoperative

- Brake boost or power assist is not operative
- Brake fluid leak
- Brake pedal fade or insufficient pedal reserve
- Activated (other than ABS) warning device
- Brake fluid reservoir is less than  $\frac{1}{4}$  full

### Inspection procedure:

#### Demonstrate:

- Open the hood.
- Check the brake fluid level (remove the filler cap when brake fluid level is not visible any other way).
- Visually check booster is secure and no damage or leaks
- Check Brake fluid hoses and caliper for any leak
- Get inside the cab, turn engine on and ensure the brake pedal is not fade
- Ensure the ABS light turns on and off upon turning the ignition ON
- Ensure parking brake is working

Read from schedule 1

## Air Suspension (16)

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MINOR: air leak in air suspension system

MAJOR: damaged\* or deflated air bag [\*patched, cut, bruised, cracked to braid, mounted insecurely]

**Inspection procedure - when vehicle has an accessible air bag:**

<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Choose an airbag behind the tractor to inspect</li><li>• Run your hand around the air bag to check for damages</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• No patches, cuts, bruises, cracks, or braids</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Hit the air bag to make sure it is full of air</li><li>• Listen for any leaks around the airbag and air lines</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Airbag not deflated</li><li>• There is no air leak</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Shake the airbag to ensure it is secure and in place</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Airbag Secure</li></ul>
<p><b>Read from schedule 1</b></p>

## Spring leaf suspension (17)

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MINOR: Broken **spring leaf**

MAJOR: Cracked or broken **main spring leaf** or more than one broken spring leaf

-Part of spring leaf or suspension is missing, shifted out of place or in contact with another vehicle component

### Inspection procedure:

#### Demonstrate:

- Identify the main spring leaf (The spring leaf directly attached to the frame)
- Inspect the spring leaves for any cracks, damages or missing part
- Ensure that the spring leaf is not shifted out of place or in contact with another vehicle component

#### Tell examiner:

- The main and other spring leaves have no cracks, no damages, and are not shifted out of place
- They are not in contact with another vehicle component

Read from schedule 1

## Suspension fasteners (18)

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MINOR: Suspension fasteners are loose, missing or broken components

MAJOR: Loose U-bolts

### Inspection procedure:

#### Demonstrate:

- Inspect the following fasteners and confirm with examiner all are tight and not missing
  - Shoulder(Bracket)
  - Main spring leaf
  - U-bolts
  - Shock absorber

#### Tell examiner:

- All Fasteners are tight not missing
- Safe and secure

Read from schedule 1

## Tire inflation (19)

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MINOR: Tire leaking if leak cannot be heard

MAJOR: Flat tire

-Tire leaking if leak can be felt or heard

### Inspection procedure:

<b>Demonstrate:</b> <ul style="list-style-type: none"><li>• With your hand, without gloves, check for any leaks outside the tire, inside the tire, over treads and around the rim</li></ul>
<b>Tell examiner:</b> <ul style="list-style-type: none"><li>• No leaks around the tire</li></ul>
<b>Demonstrate:</b> <ul style="list-style-type: none"><li>• Check the valve, listen and physically check for any air leak</li></ul>
<b>Tell examiner:</b> <ul style="list-style-type: none"><li>• The valve has no leak</li></ul>
<b>Demonstrate:</b> <ul style="list-style-type: none"><li>• Hit the tire with the hammer to ensure it is full of air</li></ul>
<b>Tell examiner:</b> <ul style="list-style-type: none"><li>• The tire is not flat</li></ul>
<b>Read from schedule 1</b>

## Tire tread and sidewall (20)

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MINOR: Damaged tread or sidewall of tire (for damage)

MAJOR: Tire tread depth is less than wear limit

-Tire is in contact with another tire or any vehicle component other than mud-flap

-Tire has exposed cords in the tread or outer side wall area

### Inspection procedure:

<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Run your hand along the sidewall of tire (inside and outside) and tread surface, and check for <b>damages</b> and <b>exposed cords</b></li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• No cracks, no damages, no cuts</li><li>• No exposed cords</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check the tire tread depth (front minimum 3mm and back 1.5mm)</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Tire tread depth is ____ and it should be more than 3mm for front or 1.5 for rear tires</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check that tire is not in contact with another tire or component except the mud flap</li><li>• Check if the tire is not marked “Not for highway use”</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Tire is not in contact with another component</li><li>• tire is not marked “Not for highway use”</li></ul>
<p><b>Read from schedule 1</b></p>

## Wheelhubs(21)

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MINOR: **Hub oil** below minimum level (When fitted with sight glass)

-Leaking wheel seal

MAJOR: Evidence of **imminent** wheel, hub or bearing failure

**Inspection procedure:**

**Demonstrate:**

- Check the hub oil level (or describe how to check)
  - If fitted with sight glass: check if glass is not damaged and oil level is above the minimum level
  - If there is no sight glass: Only Describe how to check

**Tell examiner:**

- If fitted with sight glass:
  - The glass has no cracks or damages
  - Hub oil is above minimum level

**Demonstrate:**

- Check the wheel seal for any leak
- Shake the wheel to check for bearing failure
- Ensure the hub is secure and cool

**Tell examiner:**

- No evidence of wheel seal leak
- Hub is secure and cool
- No evidence of hub and bearing failure
- Safe and secure

**Read from schedule 1**

## Wheel fasteners (22)

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**MAJOR: Wheel has loose, missing or ineffective fastener**

-Evidence of imminent wheel, hub or bearing failure

**Inspection procedure:**

**Demonstrate:**

- Check all **wheel** and **hub** fasteners by hand to ensure they are not missing and are tight

**Tell examiner:**

- All fasteners are tight and not missing
- Safe and secure

**Demonstrate:**

- Ensure the hub is secure and cool
- Shake the wheel to check for bearing failure

**Tell examiner:**

- Hub is cool
- No evidence of hub and bearing failure
- Safe and secure

**Read from schedule 1**



## Wheels and rims (23)

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**MAJOR: Damaged**, cracked or broken wheel, rim or attaching part

-evidence of imminent wheel, hub or bearing failure

**Inspection procedure:**

**Demonstrate:**

- Inspect the rim for any cracks or damages
- Inspect between the fasteners for any cracks
- Inspect the hub for any damages
- Inspect inside the wheel for any cracks or damages
- Inspect the wheel fasteners for damages (as attaching parts)

**Tell examiner:**

- On the wheel there are no cracks or damages
- No cracks between the fasteners
- No cracks or damages around the hub
- There is no visible damages inside the rim
- No damaged or missing fasteners

**Demonstrate:**

- Ensure the hub is secure and cool
- Shake the wheel to check for bearing failure

**Tell examiner:**

- Hub is secure and cool
- No evidence of hub and bearing failure
- Safe and secure

**Read from schedule 1**

## 2. In-cab Check

Once Part A of inspection is complete, you will enter the vehicle and begin the in-cab check portion of the test. You are not required to identify minor or major defects during the in-cab check.

### Gauges and indicators

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#### Procedure:

<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Ensure the gear is in neutral and parking brakes applied, vehicle is secure</li><li>• Turn ignition on</li><li>• Check if all indicator and warning lights turn on and off and work properly</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• All indicator and warning light working</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Start the engine</li><li>• Check if any warning lights are present and mention them to the examiner</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• No warning lights are on except for _____</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check Air gauges one by one and ensure they are in operative range (80-145)</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Primary and secondary air pressure gauges are working properly and are in operative range</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check all gauges and ensure they work properly and are within normal range</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• _____ gauge working properly and within normal range (repeat for all gauges)</li></ul>

## Steering wheel

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### Procedure:

<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Shake the steering wheel to make sure it is secure</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• The steering wheel is secure</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Turn all the way right</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Steering wheel turning right, responds normally</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Turn all the way left</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Steering wheel turning left, responds normally</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check free-play of the steering wheel. It should not be more than 2 inches</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Steering wheel free-play is less than limit</li><li>• Safe and secure</li></ul>

## Wipers and washers

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### Procedure:

#### Demonstrate:

- Check BOTH wiper arms and rubber blades for any damages

#### Tell examiner:

- Driver side wiper has no damages
- Rubber blade has no damage
- Passenger side wiper has no damages
- Rubber blade has no damages

#### Demonstrate:

- Check windshield washer

#### Tell examiner:

- Washer working properly and provides clear view on both sides

#### Demonstrate:

- Check all speeds of wiper one by one
- Look at both wipers after changing speed each time

#### Tell examiner:

- Speed 1 working properly
- Speed 2 working properly
- Speed 3 working properly
- The wipers provide adequate clear view

## Heater/ Defroster controls

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### Procedure:

#### Demonstrate:

- Ensure there is no object between windshield and dash

#### Tell examiner:

- There is no object between windshield and dash

#### Demonstrate:

- Turn the knobs on **heat** and **defroster** mode
- Check all speeds on this mode one by one

#### Tell examiner:

- The knobs are on defroster and heat
- Speed 1 working properly (repeat for all speeds)
- Defroster working properly and provides **adequate clear view**

#### Demonstrate:

- Change the knob to check the face mode and floor mode

#### Tell examiner:

- Face/Floor modes working properly

## Driver's seat and seat belt

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### Procedure:

#### Demonstrate:

- Shake the back rest and bottom of the seat to ensure it is secure

#### Tell examiner:

- The seat and back rest are secure and **remain in set position**

#### Demonstrate:

- Check the seat belt for any damages
- Ensure the seat belt hook is secure
- Check if seat belt locks securely

#### Tell examiner:

- Seat belt has no cuts or damages
- Hook is secure
- Seat belt locks properly

#### Demonstrate:

- Check the tether belt to the right and left

#### Tell examiner:

- Tether belt on both sides are secure

## Mirror and windshield

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### Procedure:

#### **Demonstrate:**

- Check windshield for any cracks or damages
- Check driver and passenger side glasses

#### **Tell examiner:**

- Windshield has no damages and provides clear view
- Driver/passenger glass has no damages and provides clear view

#### **Demonstrate:**

- Check the driver door mirrors for cracks and damages
- Check if it is adjusted properly for driving
- Repeat for:
  - Hood mirrors
  - Passenger side mirrors
  - Door mirror

#### **Tell examiner:**

- The mirror has no cracks no damages
- **Adjusted properly for driving**
- Repeat for all

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### 3. Interior Inspection

Once the In-cab check is complete, you will inspect two randomly generated items from Schedule 1 and you must:

- Demonstrate and describe how you would inspect the item.
- Explain what the defect(s) would be for the item.
- Describe what action you would take upon identifying a minor and/or major defect.

#### Driver Seat (1)

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##### Procedure:

<b>Demonstrate:</b> <ul style="list-style-type: none"><li>• Shake the back rest and bottom of the seat to ensure it is secure</li></ul>
<b>Tell examiner:</b> <ul style="list-style-type: none"><li>• The seat and back rest are secure and <b>remain in set position</b></li></ul>
<b>Demonstrate:</b> <ul style="list-style-type: none"><li>• Check the seat belt for any damages</li><li>• Ensure the seat belt hook is secure</li><li>• Check if seat belt locks properly</li></ul>
<b>Tell examiner:</b> <ul style="list-style-type: none"><li>• Seat belt has no cut or damage</li><li>• Hook is secure</li><li>• Seat belt locks properly</li></ul>
<b>Demonstrate:</b> <ul style="list-style-type: none"><li>• Check the tether belt to the right and left</li></ul>
<b>Tell examiner:</b> <ul style="list-style-type: none"><li>• Tether belts are secure</li></ul>
<b>Read from Schedule 1</b>



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## Emergency equipment (2)

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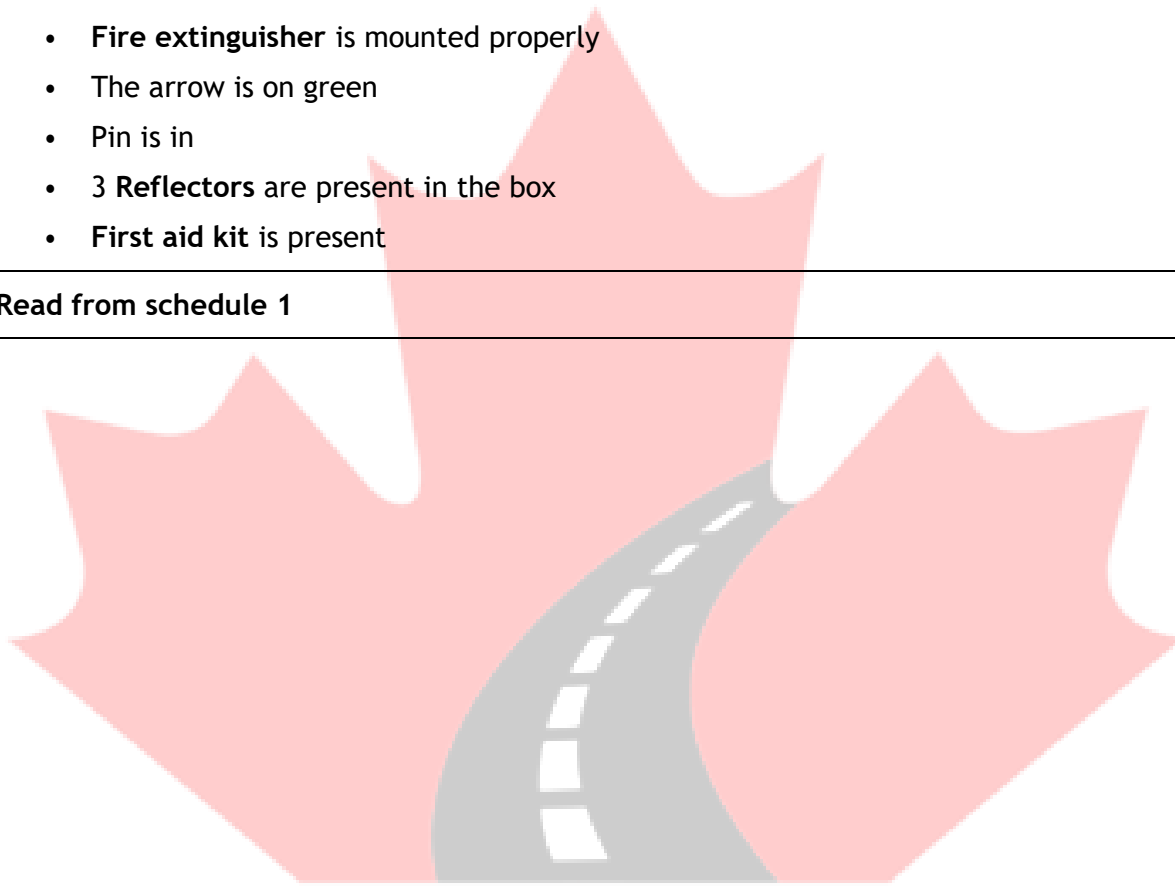
MINOR: emergency equipment is missing, damaged or defective

Inspection procedure:

**Tell examiner:**

- **Fire extinguisher** is mounted properly
- The arrow is on green
- Pin is in
- **3 Reflectors** are present in the box
- **First aid kit** is present

**Read from schedule 1**



### Heater / Defroster (3)

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MINOR: Control or system failure

**Procedure:**

**Demonstrate:**

- Ensure there is no object between windshield and dash

**Tell examiner:**

- There is no object between windshield and dash

**Demonstrate:**

- Turn the knobs on **heat** and **defroster** mode
- Check all speeds on this mode one by one

**Tell examiner:**

- The knobs are on defroster and heat
- Speed 1 working properly (repeat for all speeds)
- Defroster working properly and provides **adequate clear view**

**Demonstrate:**

- Change the knob to check the face mode and floor mode

**Tell examiner:**

- Face/Floor modes working properly

## Glass and Mirrors (4)

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MINOR: Required mirror or window glass fails to provide the required view to the driver as a result of being cracked, broken, damaged, missing or maladjusted

~~Required mirror or glass has broken or damaged attachments onto vehicle body~~

### Inspection procedure:

<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check windshield for any cracks or damages</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Windshield is secure and <b>provides clear view</b></li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check driver and passenger side window for any cracks or damages</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• The window has no cracks or damages, <b>provides clear view</b></li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check the driver door mirror for cracks damages</li><li>• Check if it is adjusted properly for driving</li><li>• Repeat for:<ul style="list-style-type: none"><li>○ Hood mirrors</li><li>○ Passenger side mirror</li><li>○ Door mirror</li></ul></li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• The mirror has no cracks no damages</li><li>• <b>Adjusted properly for driving</b></li><li>• Repeat for all</li></ul>
<p><b>Read from Schedule 1</b></p>

## Windshield Wiper / Washer (5)

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MINOR: control or system malfunction

- Wiper blade damaged, missing or fails to adequately clear driver's field of vision

- When use of wipers or washer is required -- wiper or washer fails to adequately clear driver's field of vision in area swept by driver's-side wiper.

### Inspection procedure:

<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check BOTH wiper arm and rubber blades for any damages</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Driver side wiper no damages</li><li>• Rubber has no damages</li><li>• Passenger side wiper no damages</li><li>• Rubber has no damages</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check windshield washer</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Washer working properly and cleans view on both sides</li></ul>
<p><b>Demonstrate:</b></p> <ul style="list-style-type: none"><li>• Check all speeds of wiper one by one</li><li>• Look at both wipers after changing speed each time</li></ul>
<p><b>Tell examiner:</b></p> <ul style="list-style-type: none"><li>• Speed 1 working properly</li><li>• Speed 2 working properly</li><li>• Speed 3 working properly</li><li>• Safe and secure</li></ul>
<p><b>Read from Schedule 1</b></p>