



## DAILY BUS INSPECTION REQUIREMENTS

(You are looking for items that make the vehicle unsafe to transport children.)

WEEK OF \_\_\_\_\_ THRU \_\_\_\_\_

BUS # \_\_\_\_\_

Annotate mileage after the PM run on the Friday ending the pay period \_\_\_\_\_

	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
<b>BEFORE OPERATIONS</b>														
Attitude-Walk Around														
Body Damage														
Bumper Sticker														
Reflectors														
Fluids/Leaks														
Hood Latches														
Fuel Area														
Rims/Tires/Lug Nuts														
Mirrors (All)														
Windshield														
Triangles														
Entrance Door														
Enter Vehicle-Interior														
Fire Extinguisher														
First Aid Kit														
Bio Kit														
Start Engine														
Side/Instrument Panel/Gauge														
Horns														
Lights (All)														
Stop Sign/Student Arm														
Video Recording Device														
Wipers														
Brake/Tail/Turn Signals														
Lights/Ambers/Reds														
Air Brakes/Leakage														
Emergency Brake														
Spring Brake (Parking Brake)														
Steering Assembly														
Chair Lift/Straps														
Child-Restraint System														
Seats/Seat Belts														
Floors														
Emergency Exits														
<b>DURING OPERATIONS</b>														
Belts (Engine)														
Air Brake Chamber/Hoses														
Drums/Rotors														
Slack Adjusters														
Shocks														
Springs/Hangers/Fasteners														
Exhaust/Frame/Drive Train														
Fluid Hoses														
Under Carriage														
<b>AFTER OPERATIONS</b>														
Walk Around-Check Exterior														
Review Form														
Report Deficiencies														
Deactivate Child Checker														
Lock Keys In Box														
Roof Hatches														
Windows/Doors Closed														
Annotate Gallons of Fuel Under The Day Received														
Drivers Initials														

\_\_\_\_\_  
Driver's Printed Name

\_\_\_\_\_  
Driver's Signature

By initialing, you are indicating you have conducted inspections for all listed items.

Over for instructions on driver requirements for daily bus inspection.



**DAILY BUS INSPECTION REQUIREMENTS**

1. Prior to operating the vehicle, the driver must check all "Before Operations" items and confirm by placing a check mark ✓ to validate items are operational, an X for items with deficiencies, or a line "-" for items not applicable in the corresponding block.
2. Driver is required to check all "During Operations" items while the vehicle is in operation or while on layover and confirm by placing a check mark ✓ to validate items are operational, an X for items with deficiencies, or a line "-" for items not applicable in the corresponding block. Any deficiencies must be noted by completing the section below.
3. Driver must complete "After Operations" items:
  - Review form and place a check mark ✓, an X, or a line "-" in the corresponding block as instructed above.
  - Report deficiencies below.
  - Annotate gallons of fuel under the day received.
  - Initial block indicating all of the above items have been completed.
4. Annotate the mileage after the PM run on the Friday ending the pay period.
5. Driver must initial at the end of each day. You are indicating you have conducted all inspections for listed items and your bus is safe to transport children.
6. Driver must print and sign name at the bottom. All items must be complete prior to submitting.

**DEFICIENCIES**

**Annotate day identified and the deficiency noted. If the deficiency has not been corrected by the end of the pay period, the driver must carry over to the DBI.**

Date	Deficiency Noted	Date Corrected

**ACTIVITY TRIPS (200 miles or more)**

**By filling in the blanks and signing, you are indicating you have conducted all inspections for listed items and your bus is safe to transport children on the trip.**

Date	Destination	Mechanic/Signature