

FREE LOGISTICS & WAREHOUSING DAILY VEHICLE INSPECTION TEMPLATE

Daily Vehicle Inspection Checklist

Use this 60-point checklist for daily pre-dispatch roadworthiness checks, previous defect review, brakes, steering, tires and wheels, lights, engine and fluids, coupling, trailer and cargo, emergency equipment, post-trip defect reporting, repair verification, and final release.

Fleet / site

Inspection date

Vehicle / trailer ID

Driver / inspector

Internal Logistics & Warehousing template. Apply manufacturer instructions, the fleet maintenance and roadworthiness programme, commercial-motor-vehicle rules where applicable, cargo-securement requirements, local transport rules, periodic inspection requirements, and qualified technician judgment.

1. Vehicle identity, driver or inspector, route duty, mileage, previous defects, and daily inspection status

1

Confirm fleet or site, vehicle registration or unit number, VIN or chassis identifier where used, vehicle type, inspection date, and daily inspection type are recorded.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Start each day with the exact vehicle and any connected trailer. Review unresolved defects and recent repairs before deciding whether the unit is safe to operate.

2

Record odometer or mileage, engine hours where applicable, route or duty, driver or inspector, fleet owner, and maintenance owner.

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Start each day with the exact vehicle and any connected trailer. Review unresolved defects and recent repairs before deciding whether the unit is safe to operate.

3

Confirm whether the daily inspection covers the power unit only, trailer only, vehicle-and-trailer combination, or another fleet configuration.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Start each day with the exact vehicle and any connected trailer. Review unresolved defects and recent repairs before deciding whether the unit is safe to operate.

4

Review the latest defect report, driver-reported defects, open maintenance work orders, roadside findings, breakdowns, and significant recent repairs before operation.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Start each day with the exact vehicle and any connected trailer. Review unresolved defects and recent repairs before deciding whether the unit is safe to operate.

5

For FMCSA-regulated commercial motor vehicles, confirm the driver reviews the last required vehicle inspection report when applicable and verifies required repair certification before driving.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Start each day with the exact vehicle and any connected trailer. Review unresolved defects and recent repairs before deciding whether the unit is safe to operate.

6

Record the daily serviceability decision used by the fleet, such as serviceable, repair before dispatch, restricted use, or out of service.

CRITICAL

DAILY

FINAL STATUS | Enter

FLEET OWNER | Enter

MAINTENANCE APPROVAL | Enter

RELEASE APPROVAL | Enter

Execution tip: Start each day with the exact vehicle and any connected trailer. Review unresolved defects and recent repairs before deciding whether the unit is safe to operate.

2. Cab, seat and restraint, mirrors, windshield, wipers, horn, gauges, warning lights, and driver controls

7

Inspect driver seat, seat adjustment, seat belt or restraint, cab steps, grab handles, floor area, doors, latches, and driver access for secure condition.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: FMCSA 49 CFR 392.7 includes horn, windshield wipers, rear-vision mirrors, lighting, brakes, steering, tires, coupling devices, wheels/rims, and emergency equipment among items...

8

Check mirrors, camera-based rear-vision systems where authorized, windshield, side windows, and driver sight lines for damage, dirt, obstruction, or poor adjustment.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: FMCSA 49 CFR 392.7 includes horn, windshield wipers, rear-vision mirrors, lighting, brakes, steering, tires, coupling devices, wheels/rims, and emergency equipment among items...

9

Test windshield wipers, washers, demisting or defogging functions where fitted, and inspect blades and arms for damage affecting visibility.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action

Execution tip: FMCSA 49 CFR 392.7 includes horn, windshield wipers, rear-vision mirrors, lighting, brakes, steering, tires, coupling devices, wheels/rims, and emergency equipment among items...

10

Test horn and check turn-signal, hazard-warning, headlight, parking-brake, and other primary driver controls for normal operation.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action

Execution tip: FMCSA 49 CFR 392.7 includes horn, windshield wipers, rear-vision mirrors, lighting, brakes, steering, tires, coupling devices, wheels/rims, and emergency equipment among items...

11

Review dashboard gauges and warning indicators for brake, ABS, air pressure, oil pressure, coolant temperature, battery or charging, engine, emissions, tire pressure, or other active faults.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action

Execution tip: FMCSA 49 CFR 392.7 includes horn, windshield wipers, rear-vision mirrors, lighting, brakes, steering, tires, coupling devices, wheels/rims, and emergency equipment among items...

12

Escalate damaged restraints, impaired visibility, failed horn or wipers, critical warning indicators, defective controls, or other cab conditions affecting safe operation.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action

Execution tip: FMCSA 49 CFR 392.7 includes horn, windshield wipers, rear-vision mirrors, lighting, brakes, steering, tires, coupling devices, wheels/rims, and emergency equipment among items...

3. Service brakes, parking brake, air or hydraulic system, trailer brake connections, warnings, and braking condition

13

Check service-brake response through the fleet's approved daily method and identify pulling, delayed response, abnormal pedal travel, warning lights, vibration, or other concerns.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Braking is a daily safety-critical check. For FMCSA-regulated CMVs, service brakes including trailer brake connections and the parking brake are specifically included in the pre-trip...

14

Verify the parking brake applies and releases correctly and holds the vehicle under the approved inspection method.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Braking is a daily safety-critical check. For FMCSA-regulated CMVs, service brakes including trailer brake connections and the parking brake are specifically included in the pre-trip...

15

Inspect visible brake hoses, lines, chambers, hydraulic connections, air lines, glad hands, trailer brake connections, and related components for leakage, abrasion, damage, or loose fittings.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Braking is a daily safety-critical check. For FMCSA-regulated CMVs, service brakes including trailer brake connections and the parking brake are specifically included in the pre-trip...

16

Where applicable, check air-pressure build-up, low-air warning, air leakage, hydraulic warning, ABS indicators, and other brake-system warnings according to the vehicle procedure.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Braking is a daily safety-critical check. For FMCSA-regulated CMVs, service brakes including trailer brake connections and the parking brake are specifically included in the pre-trip...

17

Check the vehicle does not show obvious brake-fluid leakage, air loss, overheated-brake clues, damaged visible components, or other conditions needing maintenance review.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Braking is a daily safety-critical check. For FMCSA-regulated CMVs, service brakes including trailer brake connections and the parking brake are specifically included in the pre-trip...

18

Escalate ineffective brakes, failed parking brake, major air or hydraulic leaks, damaged brake lines, unresolved brake warning faults, or other braking defects that may make operation unsafe.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Braking is a daily safety-critical check. For FMCSA-regulated CMVs, service brakes including trailer brake connections and the parking brake are specifically included in the pre-trip...

4. Steering, tires, wheels, rims, hubs, wheel fasteners, suspension, axle condition, and mudguards

19

Check steering response, steering wheel free-play clues, column condition, visible steering linkage where accessible, and power-steering condition under the approved daily inspection.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
--------------	-------------------	-------	----------	-----------------

Execution tip: Daily tire and wheel checks should look for rapid-change defects such as low pressure, cuts, bulges, loose fasteners, hub leakage, impact damage, and abnormal wear.

20

Inspect all tires for inflation condition, cuts, bulges, exposed cords, punctures, sidewall damage, embedded objects, severe uneven wear, or other visible defects.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Daily tire and wheel checks should look for rapid-change defects such as low pressure, cuts, bulges, loose fasteners, hub leakage, impact damage, and abnormal wear.

21

Check tread condition and depth against the fleet's approved limits and applicable requirements for vehicle type and axle position.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Daily tire and wheel checks should look for rapid-change defects such as low pressure, cuts, bulges, loose fasteners, hub leakage, impact damage, and abnormal wear.

22

Inspect wheels and rims for cracks, bends, corrosion, elongated holes, impact damage, missing pieces, or other structural concerns.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Daily tire and wheel checks should look for rapid-change defects such as low pressure, cuts, bulges, loose fasteners, hub leakage, impact damage, and abnormal wear.

23

Check wheel nuts, studs, indicators, hub areas, seals, visible fasteners, springs, air bags, shackles, suspension arms, and axle components for looseness, leakage, or damage.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Daily tire and wheel checks should look for rapid-change defects such as low pressure, cuts, bulges, loose fasteners, hub leakage, impact damage, and abnormal wear.

24

Escalate exposed tire cords, severe tire damage, cracked rims, loose or missing wheel fasteners, steering defects, or major suspension damage that could cause loss of control.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Daily tire and wheel checks should look for rapid-change defects such as low pressure, cuts, bulges, loose fasteners, hub leakage, impact damage, and abnormal wear.

5. Lights, reflectors, brake lamps, turn signals, hazard lamps, markers, license lighting, and conspicuity

25

Check headlights, high and low beam where equipped, daytime running lamps where used, front position lamps, and other required forward lighting.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Walk around the vehicle while each lighting function is activated. Dashboard indicators alone do not confirm that exterior lamps are working.

26

Check tail lamps, brake lamps, turn signals, hazard-warning lamps, reverse lamps, and trailer lighting where applicable.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Walk around the vehicle while each lighting function is activated. Dashboard indicators alone do not confirm that exterior lamps are working.

27

Inspect side markers, clearance lamps, reflectors, conspicuity tape or markings, and license or registration illumination for visibility and condition.

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Walk around the vehicle while each lighting function is activated. Dashboard indicators alone do not confirm that exterior lamps are working.

28

Check lamp lenses, housings, mounts, wiring, connectors, plugs, trailer-light connections, and protective covers for cracks, looseness, water entry, or exposed wiring.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Walk around the vehicle while each lighting function is activated. Dashboard indicators alone do not confirm that exterior lamps are working.

29

Verify vehicle-and-trailer lighting functions correctly after coupling and that electrical connectors are fully seated and safely routed.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
--------------	-------------------	-------	----------	-----------------

Execution tip: Walk around the vehicle while each lighting function is activated. Dashboard indicators alone do not confirm that exterior lamps are working.

30

Escalate failed brake lamps, critical headlamp or turn-signal failure, missing trailer lighting, damaged electrical connectors, or poor conspicuity that makes safe operation unsuitable.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Walk around the vehicle while each lighting function is activated. Dashboard indicators alone do not confirm that exterior lamps are working.

6. Engine compartment, fluids, leaks, battery, belts, hoses, cooling, exhaust, and visible mechanical condition

31

Check engine oil, coolant, brake or clutch fluid where applicable, power-steering fluid, windshield-washer fluid, and other driver-checkable levels under the fleet procedure.

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Use the daily engine-bay check to identify developing failures before dispatch. Do not perform intrusive checks unless authorized and the vehicle is safely secured.

32

Inspect under the vehicle and within the engine compartment for fuel, oil, coolant, hydraulic, brake, transmission, differential, or other active leakage.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Use the daily engine-bay check to identify developing failures before dispatch. Do not perform intrusive checks unless authorized and the vehicle is safely secured.

33

Inspect belts, hoses, clamps, reservoirs, radiator or cooling connections, visible wiring, battery mounts, battery terminals, and protective covers for damage or looseness.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Use the daily engine-bay check to identify developing failures before dispatch. Do not perform intrusive checks unless authorized and the vehicle is safely secured.

34

Check battery condition, hold-downs, cables, terminals, corrosion, charging warning, and accessible battery enclosure or isolation controls where applicable.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Use the daily engine-bay check to identify developing failures before dispatch. Do not perform intrusive checks unless authorized and the vehicle is safely secured.

35

Inspect visible exhaust components, heat shields, mounts, after-treatment housings, and exhaust routing for damage, leakage clues, loose parts, or excessive soot.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Use the daily engine-bay check to identify developing failures before dispatch. Do not perform intrusive checks unless authorized and the vehicle is safely secured.

36

Escalate fuel leaks, major fluid loss, damaged critical belts or hoses, insecure battery, overheating clues, exhaust leakage into occupied areas, or other defects threatening safe operation.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Use the daily engine-bay check to identify developing failures before dispatch. Do not perform intrusive checks unless authorized and the vehicle is safely secured.

7. Body, chassis, frame, doors, bumpers, guards, coupling devices, fifth wheel, hitch, and trailer connection

37

Inspect frame, chassis, body panels, bumpers, guards, steps, mudguards, doors, hinges, locks, mirrors or camera mounts, and exterior components for damage or looseness.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: For a vehicle-trailer combination, inspect coupling, locking, air lines, electrical lines, safety devices, clearances, and trailer support as one connected safety system.

38

Check cargo doors, tailgates, side doors, liftgates, shutters, latches, hinges, restraints, and locks for secure operation.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: For a vehicle-trailer combination, inspect coupling, locking, air lines, electrical lines, safety devices, clearances, and trailer support as one connected safety system.

39

Inspect fifth wheel, kingpin connection, drawbar, pintle hook, tow hitch, coupling jaws, locking handle, safety pin, and other coupling devices applicable to the vehicle.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: For a vehicle-trailer combination, inspect coupling, locking, air lines, electrical lines, safety devices, clearances, and trailer support as one connected safety system.

40

Check trailer air lines, brake hoses, electrical lines, safety chains or cables where applicable, support legs, landing gear, and connection routing for secure and damage-free condition.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: For a vehicle-trailer combination, inspect coupling, locking, air lines, electrical lines, safety devices, clearances, and trailer support as one connected safety system.

41

Verify the coupled combination has no obvious gap, incomplete lock, interference, damaged connection, or routing likely to pull, chafe, crush, or disconnect during travel.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: For a vehicle-trailer combination, inspect coupling, locking, air lines, electrical lines, safety devices, clearances, and trailer support as one connected safety system.

42

Escalate cracked frames, insecure body components, failed cargo doors, defective coupling devices, incomplete trailer lock, damaged air or electrical lines, or defects that could cause separation.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: For a vehicle-trailer combination, inspect coupling, locking, air lines, electrical lines, safety devices, clearances, and trailer support as one connected safety system.

8. Cargo area, trailer floor, load distribution, securement, emergency equipment, and daily transport readiness

43

Inspect trailer or cargo-body floor, walls, roof, bulkhead, doors, internal rails, curtains, liftgate, and cargo compartment for damage affecting safe loading or transport.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Before departure, confirm cargo cannot shift or fall and required emergency equipment is present and ready for use. Apply commodity-specific and route-specific controls where...

44

Verify cargo is distributed and secured under the operator's approved loading and securement process and applicable legal requirements for the vehicle and commodity.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
--------------	-------------------	-------	----------	-----------------

Execution tip: Before departure, confirm cargo cannot shift or fall and required emergency equipment is present and ready for use. Apply commodity-specific and route-specific controls where...

45

Inspect straps, chains, binders, bars, nets, locks, anchor points, dunnage, blocking, bracing, and other securement equipment for damage and correct placement.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Before departure, confirm cargo cannot shift or fall and required emergency equipment is present and ready for use. Apply commodity-specific and route-specific controls where...

46

Check no cargo, tool, pallet, container, loose item, or internal equipment can shift into the driver area, damage the vehicle, open a door, or fall from the vehicle.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Before departure, confirm cargo cannot shift or fall and required emergency equipment is present and ready for use. Apply commodity-specific and route-specific controls where...

47

Confirm required emergency equipment is present and ready for use, including fire extinguisher and warning devices where required for the vehicle's regulatory category.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: Before departure, confirm cargo cannot shift or fall and required emergency equipment is present and ready for use. Apply commodity-specific and route-specific controls where...

48

Escalate unstable cargo, failed securement devices, damaged cargo-body floors, defective doors or liftgates, or missing required emergency equipment that makes dispatch unsafe.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Before departure, confirm cargo cannot shift or fall and required emergency equipment is present and ready for use. Apply commodity-specific and route-specific controls where...

9. During-day condition changes, driver defect awareness, post-trip walkaround, damage reporting, and vehicle handover

49

During the operating day, remain alert to changes in braking, steering, tire condition, warning indicators, lighting, fluid leaks, vibration, unusual noise, coupling, or cargo security.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: A daily vehicle inspection is not only a morning event. Drivers should remain alert to changes during the day and report safety-affecting defects discovered or reported before the...

50

After a tire impact, curb strike, pothole event, brake concern, warning light, collision, trailer strike, load shift, or other significant event, inspect affected systems before continuing when safe to do so.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: A daily vehicle inspection is not only a morning event. Drivers should remain alert to changes during the day and report safety-affecting defects discovered or reported before the...

51

At the end of duty, perform the fleet's approved post-trip walkaround or condition review and identify new visible damage, leaks, tire issues, lamp failures, cargo-body damage, or safety defects.

CRITICAL

DAILY

Serviceable

Repair

Out of service

LIVE PHOTO | Add

Execution tip: A daily vehicle inspection is not only a morning event. Drivers should remain alert to changes during the day and report safety-affecting defects discovered or reported before the...

52

Report any defect or deficiency discovered by or reported to the driver that could affect safe vehicle operation or result in mechanical breakdown under the applicable fleet and regulatory process.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: A daily vehicle inspection is not only a morning event. Drivers should remain alert to changes during the day and report safety-affecting defects discovered or reported before the...

53

For FMCSA-regulated CMVs, prepare the required DVIR when a reportable defect or deficiency is discovered or reported; a no-defect report is generally not required under the current federal rule.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: A daily vehicle inspection is not only a morning event. Drivers should remain alert to changes during the day and report safety-affecting defects discovered or reported before the...

54

Ensure the next driver or shift receives relevant defect, restriction, repair, trailer, cargo, and maintenance information before the vehicle is reassigned.

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: A daily vehicle inspection is not only a morning event. Drivers should remain alert to changes during the day and report safety-affecting defects discovered or reported before the...

10. Defect classification, out-of-service decision, repair certification, next-driver review, recurring trends, and final sign-off

55

Classify each finding by cab or controls, brakes, steering, tires or wheels, lights, engine or fluids, body or chassis, coupling, trailer, cargo securement, emergency equipment, or other approved category.

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Do not close a safety-related defect simply because a work order exists. Verify repair or approved disposition before the vehicle is released for the next duty period.

56

Prioritize defects by potential loss of control, brake or steering effect, tire or wheel failure, visibility, coupling or cargo risk, fire risk, breakdown risk, recurrence, and urgency.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Do not close a safety-related defect simply because a work order exists. Verify repair or approved disposition before the vehicle is released for the next duty period.

57

Hold, restrict, or remove the vehicle or trailer from service when a defect creates an unacceptable safety or roadworthiness risk under the fleet's approved criteria or controlling requirements.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
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Execution tip: Do not close a safety-related defect simply because a work order exists. Verify repair or approved disposition before the vehicle is released for the next duty period.

58

Verify safety-affecting defects are repaired or formally dispositioned as permitted, with required repair certification completed before the vehicle is returned to operation.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
--------------	-------------------	-------	----------	-----------------

Execution tip: Do not close a safety-related defect simply because a work order exists. Verify repair or approved disposition before the vehicle is released for the next duty period.

59

For the next FMCSA-regulated driver, ensure the last required defect report is available for review and signed acknowledgement where the regulation requires it.

CRITICAL

DAILY

Vehicle item	Result / severity	Owner	Evidence	Repair / action
--------------	-------------------	-------	----------	-----------------

Execution tip: Do not close a safety-related defect simply because a work order exists. Verify repair or approved disposition before the vehicle is released for the next duty period.

60

Record final daily vehicle status, open critical defects, operating restrictions, work-order reference, repair verification, next inspection or service date, driver or inspector, fleet owner, maintenance approval, and release decision.

CRITICAL

DAILY

FINAL STATUS | Enter

FLEET OWNER | Enter

MAINTENANCE APPROVAL | Enter

RELEASE APPROVAL | Enter

Execution tip: Do not close a safety-related defect simply because a work order exists. Verify repair or approved disposition before the vehicle is released for the next duty period.