

Annual Inspector Hands-On Tester Checklist

Applicant: _____ Date: _____

Test Vehicle Description (Body, Chassis, Year)

Test Unit ID

Vehicle Type

A	B	C	D	Multifunction Bus	Small Vehicle
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AIR BRAKES

1. Inside Brake Check - Air

- a. Warning Light/Buzzer
- b. Park brake valve operation (PP-1)
- c. Air system build-up time
- d. Cut-in and Cut-out pressures
- e. Air consumption on one full application
- f. Air loss on full application held for 1 minute
- g. ABS system operation and light

2. Brake Valves Check - Air

- a. One-way valves
- b. Two-way valves
- c. SR-1 valve
- d. Safety valve

3. Under Bus Brake Checks

- a. Air dryer (if applicable)
- b. Tanks (wet, primary, and secondary)
- c. Hoses (routing and condition)
- d. ABS wiring

4. Air Brake Checks - Under the Hood

- a. Air compressor
- b. Drive belt (if applicable)
- c. Compressor, Governor, and Line mountings
- d. Coolant lines and fittings
- e. Oil lines and fittings

- f. Filter system

- g. General condition and leaks

5. Air Brake Checks - Foundation

- a. Shoes and/or Pads
- b. Measurement and documentation of shoes and/or pads (*Failure to measure and document the appropriate readings will be an automatic failure*)
- c. Mounting
- d. Drums and/or Rotors
- e. Measurement and documentation of drums and/or rotors (*Failure to measure and document the appropriate readings will be an automatic failure*)
- f. Brake chambers
- g. Slack adjusters (*automatic test failure with no comment on adjusting the auto adjuster*)
- h. Calipers
- i. ABS tone ring and sensor

6. Air Brake Adjustment

- a. Verbalize adjusting brakes with automatic slack adjusters and document (*automatic test failure with no comment on adjusting the auto adjuster*)
- b. Demonstrate the proper method of measuring rod travel and document

HYDRAULIC BRAKES

1. Inside Brake Check - Hydraulic

- a. Warning light/Gauge (if applicable)
- b. Warning Buzzer (if applicable)
- c. Power assist system
- d. ABS light (if applicable)
- e. Parking brake pedal or hand lever

2. Brake Valves Check - Hydraulic

- a. Load leveling valve
- b. Proportioning or Combination valve
- c. ABS valve or system
- d. Pressure valve for electric/hydraulic boost

3. Under Bus Brake Checks

- a. Lines
- b. Parking brake cables
- c. Parking brake

4. Hydraulic Brake Checks - Under the Hood

- a. Master cylinder for fluid level, leaks, and fluid condition
- b. Lines for leaks, routing, and condition
- c. Power assist system for proper mounting and condition

5. Hydraulic Brake Checks - Foundation

- a. Shoes and/or Pads
- b. Measurement and documentation of shoes and/or pads (*Failure to measure and document the appropriate readings will be an automatic failure*)
- c. Mounting hardware
- d. Calipers and Wheel Cylinders
- e. Drums and/or Rotors
- f. Measurement and documentation of drums and/or rotors (*Failure to measure and document the appropriate readings will be an automatic failure*)
- g. Self-adjusters
- h. ABS tone ring and sensor

6. Hydraulic Brake Adjustment

- a. Applicant will demonstrate how to adjust the brake and document (one front and one rear) according to the manufacturer's specifications.

EXHAUST

1. Hangers and Shields

- a. Hangers and Shields condition
- b. Hangers and Shields security
- c. Proper distance

2. Muffler, Manifold, and Turbo

- a. Exhaust or oil leaks
- b. Cracks
- c. Gaskets/donuts
- d. Emissions system

3. Exhaust Pipe, Tailpipe, and Header Pipe(s)

- a. Length
- b. Leaks (visual inspection only)
- c. Condition
- d. Routing
- e. Clamps

FUEL SYSTEMS

1. Fuel Tank

- a. Tank mounting
- b. Leakage
- c. Tank venting
- d. Fuel filler cap
- e. Tank drain plug

2. Fuel Lines and Filters

- a. Leakage
- b. Mounting
- c. Condition

3. System Leaks

- a. Carburetor or Injection pump for leaks
- b. Carburetor or Injection pump for mounting
- c. Transfer pump for leaks
- d. Transfer pump mounting

STEERING AND SUSPENSION

1. Steering

- a. Steering wheel
- b. Steering column and shaft
- c. Steering box
- d. Steering pump
- e. Pitman arm
- f. Drag link
- g. Steering knuckle
- h. Tie rod and tie rod ends
- i. Wheel bearings, Kingpins, or Ball joints
- j. Castle nuts and Cotter pins
- k. Steering stabilizer shock
- l. Steering radius stops

2. Suspension - One front and one rear axle

- a. Springs
- b. Rubber spring/Air suspension (if applicable)
- c. U-bolts
- d. Spring hangers, Spacers, Pins, and Bushings
- e. Shocks
- f. Stabilizer bars

TIRES AND WHEELS

1. Tread Depth and Inflation

- a. Tread depth
- b. Inflation pressure

2. Tire Matching

- a. Correct placement of radial or bias ply tires
- b. Tire sizes on each axle
- c. Size and tire tread on the same axle

3. Tire and Wheel Condition

- a. Tires
- b. Lug nuts
- c. Wheels/Rims
- d. Valve stem caps

IDENTIFICATION AND BODY

1. Lettering and Paint

- a. Lettering size
- b. Clarity
- c. Paint colors
- d. ID coloring
- e. Placement

2. Body Interior

- a. Seats and Panels
- b. Flooring
- c. Step well area
- d. Windows

3. Body Exterior

- a. Bumpers and Tow hooks
- b. Body panels
- c. Hood latches
- d. Reflectors
- e. Reflective tape

EMERGENCY EQUIPMENT

1. Emergency Reflectors

- a. Triangles
- b. Triangle storage box
- c. Triangle storage box mounting

2. Fire Extinguisher

- a. Fire extinguisher size and rating
- b. Operating mechanism
- c. Mounting
- d. Pressure gauge

3. Seat belt Cutter

4. First Aid Kits

- a. Location
- b. Contents
- c. Mounting
- d. Kit size (rating)
- e. Number of kits required

5. Bodily Fluid Cleanup Kit

- a. Location
- b. Contents
- c. Mounting

EMERGENCY EXITS AND DOORS

1. Alarms

- a. Driver audible
- b. Switch condition
- c. Switch enclosure

2. Ignition Interlock Systems (if applicable)

- a. Back emergency door switches
- b. Side emergency door switches
- c. Emergency door and starter interlock warning buzzers
- d. Circuit wiring and solenoids

3. Emergency Exits

- a. Seals
- b. Latches
- c. Head bumper
- d. Door assembly and Glass
- e. Aisle width at the door
- f. Flip seat (if applicable)
- g. Hold-open device

LIGHTING

1. Switches

- a. Operation
- b. Mounting

2. Eight-way Lights (complete system)

- a. Flashing frequency
- b. Visibility
- c. Operation and Sequencing
- d. Pilot or Indicator lights
- e. Stop sign and Diaphragm (if applicable)

3. Lights

- a. Head lights
- b. Tail lights
- c. License plate lights
- d. Brake lights
- e. 4-way Hazard lights
- f. Reverse lights
- g. Interior lights
- h. Clearance lights
- i. Turn signal lights
- j. Light monitor

SPECIAL NEEDS EQUIPMENT (if equipped)

1. Special Needs Equipment

- a. Power lift - interlock (after January 2005)
- b. Securements
- c. Track floor and wall
- d. Child Safety Restraints/Integrated seating
- e. Other equipment securements (Oxygen)
- f. Decals
- g. Seat belt cutters
- h. FMVSS 210 seat belt ready seat frame
- i. Air conditioning