



## Hands-On Test Scoring Instructions

Each scoring box contains 3 to 6 line items and up to 7 numbers plus a 0. Each section has a separate criteria for scoring. Based on the criteria, you will score the applicant in the following manner. Each point missed during his/her inspection (test) will be a point against their score. Draw a small line through the corresponding number of items missed or not thoroughly checked. Half numbers will be marked between the numbers. Example: If the applicant misses 3 items on a particular section line, draw a small line through the number 3 on that line. If the applicant misses 3 1/2 items on a particular section line, draw a small line between the number 3 and the number 4. A 0 (zero) is considered a perfect score.

### Air Brake Criteria

#### Inside cab checks:

- 1 point off for failure to check the low air warning light.
- 1 point off for failure to check the low air warning buzzer.
- 1 point off for failure to check the cut-in/cut-out pressures.
- 1 point off for failure to check the air consumption on one full application.
- 1 point off for failure to check for air loss on full application for 1 minute.
- 1 point off for failure to check the park brake valve operation (PP-I valve).
- 1 point off for failure to check the air system build-up time.

#### Brake valves checks:

- 1 point off for failure to check the one-way valves.
- 1 point off for failure to check the two way valves:
- 1 point off for failure to check the SR-1 valve.
- 1 point off for failure to check the safety valve.

#### Under bus checks:

- 1 point off for failure to check the air dryer (if applicable).
- 1 point off for failure to check all the tanks.
- 1 point off for failure to check the hose/line routing and condition.

#### Under hood checks:

- 1 point off for failure to check the compressor's overall condition.
- 1 point off for failure to check the compressor drive belt (if applicable).
- 1 point off for failure to check the compressor and line mountings.
- 1 point off for failure to check the coolant lines and fittings.
- 1 point off for failure to check the air filter system.
- 1 point off for failure to check for leaks.

#### Foundation brakes:

- 1 point off for failure to check the shoes' and/or pads' condition.
- 1 point off for failure to properly measure and document the lining thickness of the pads/shoes  
**Failure to measure and document appropriate readings will be an automatic failure of the test!**
- 1 point off for failure to visually check the pad/shoe mounting and application hardware.



- 1 point off for failure to check the drums' and/or rotors' condition.
- 1 point off for failure to properly measure and document the drum/rotor. The applicant must also compare the OEM maximum/minimum measurement to the reading obtained.

**Failure to measure, compare, and document appropriate readings will be an automatic failure of the test!**

- 1 point off for failure to check the brake chambers for leakage and condition
- 1 point off for failure to check the slack adjusters and/or calipers for proper alignment and condition.

### **Air Brake Adjustment:**

- 1/2 point off for failure to properly demonstrate a brake adjustment.
- Failure to comment that auto slack adjusters are not to be adjusted is an automatic failure of the test!**
- 1 point off for failure to properly demonstrate a check of the chamber rod travel (stroke) according to Appendix G of the Federal Motor Carrier Safety Regulations.

### **Hydraulic Brakes Criteria:**

#### **Inside cab checks:**

- 1 point off for failure to check the warning light/gauge (if applicable).
- 1 point off for failure to check the warning buzzer (if applicable).
- 1 point off for failure to check the power assist system.
- 1 point off for failure to check the ABS warning light (if applicable).
- 1 point off for failure to check the parking brake pedal or lever operation.

#### **Brake valve checks:**

- 1 point off for failure to check the load leveling valve (if applicable).
- 1 point off for failure to check the proportioning valve (if applicable).
- 1 point off for failure to check the ABS valve or system (if applicable).
- 1 point off for failure to check pressure sensing valve for the electric/hydraulic power assist (if applicable).

#### **Under the bus checks:**

- 1 point off for failure to check the hydraulic brake lines.
- 1 point off for failure to check the parking brake cable(s).
- 1 point off for failure to check transmission mounted parking brake (if applicable).

#### **Under the hood checks:**

- 1 point off for failure to check the master cylinder.
- 1 point off for failure to check the hydraulic brake lines.
- 1 point off for failure to check the power assist system.

#### **Foundation brakes:**

- 1 point off for failure to check the shoes' and/or pads' condition.
- 1 point off for failure to properly measure and document the lining thickness of the pads/shoes.
- Failure to measure and document appropriate readings will be an automatic failure of the test!**



- 1 point off for failure to visually check the pad/shoe mounting and application hardware.
- 1 point off for failure to check the calipers or wheel cylinders.
- 1 point off for failure to check the drums' and/or rotors' condition.
- 1 point off for failure to properly measure and document the drum/rotor. The applicant must also compare the OEM maximum/minimum measurement to the reading obtained.
- Failure to measure, compare, and document appropriate readings will be an automatic failure of the test!**
- 1 point off for failure to check the self-adjusters.

**Brake adjustment:**

- 1 point off for failure to check the brake adjustment.

**Exhaust Criteria:**

**Hangers and shields:**

- 1 point off for failure to check the hangers and shields condition.
- 1 point off for failure to check the hangers and shields security.
- 1 point off for failure to check for proper clearance.

**Muffler, manifold, & turbo (if applicable):**

- 1 point off for failure to check for proper muffler type.
- 1 point off for failure to check for exhaust or oil leaks.
- 1 point off for failure to check for cracks.
- 1 point off for failure to check the exhaust gaskets.

**Exhaust pipe/tailpipe & header pipe(s):**

- 1 point off for failure to check for proper length.
- 1 point off for failure to check for exhaust leaks.
- 1 point off for failure to check for size and condition.
- 1 point off for failure to check the system routing.
- 1 point off for failure to check the exhaust clamps.

**Steering and Suspension Criteria:**

**Wheel & Column:**

- 1 point off for failure to check the steering wheel.
- 1 point off for failure to check the steering column.
- 1 point off for failure to check the steering shaft.

**Steering related components:**

- 1/2 point off for failure to check the steering box.
- 1/2 point off for failure to check the steering pump.
- 1/2 point off for failure to check the pitman arm.
- 1/ point off for failure to check the drag link.
- 1/2 point off for failure to check the steering knuckle.
- 1/2 point off for failure to check the tie rod and the tie rod ends.
- 1/2 point off for failure to check the wheel bearings/king-pins or ball joints.
- 1/2 point off for failure to check the castle nuts or cotter pins.
- 1/2 point off for failure to check the steering stabilizer shock (if applicable).



1/2 point off for failure to check the steering radius stops.

**Suspension system:**

- 1 point off for failure to check the springs.
- 1 point off for failure to check the rubber springs, or air suspension (if applicable).
- 1 point off for failure to check the U-bolts.
- 1 point off for failure to check the spring hangers.
- 1 point off for failure to check the spring pins and bushings.
- 1 point off for failure to check the shock absorbers.
- 1 point off for failure to check the stabilizer bars.
- 1 point off for failure to check spacers.

**Tires and Wheels Criteria:**

**Tread depth and inflation:**

- 1 point off for failure to measure the tread depth of one tire (minimum not at wear bar).
  - 1 point off for failure to document (or verbalize doing so) the depth measurement.
  - 1 point off for failure to measure the air pressure of one tire.
  - 1 point off for failure to document (or verbalize doing so) the pressure measurement.
- Measurements may be taken on one tire only, with the understanding that the applicant would measure all tires during an actual inspection.

**Tire matching:**

- 1 point off for failure to notice the correct placing of radial and bias ply tires on a vehicle. Points will not be deducted if the vehicle has all radial or all bias ply tires and nothing is mentioned about mixing.
  - 1 point off for failure to notice different tire sizes on the same axle.
- Points will NOT be deducted for failure to mention tire sizing if the vehicle has all tires the same size.

**Tire and wheel condition:**

- 1 point off for failure to check tires for cracks, cuts, bulges, bruises, and excessive curbing.
  - 1 point off for failure to check the lug nuts.
  - 1 point off for failure to check the wheel for cracks or broken welds.
  - 1 point off for failure to check for a bent rim.
  - 1 point off for failure to check the valve stem caps.
- The inspection may be taken on one wheel/tire only, with the understanding that the applicant would check all tires/wheels during an actual inspection.

**Identification & Body:**

**Lettering and paint:**

- 1 point off for failure to check the lettering size.
- 1 point off for failure to check the letter clarity.
- 1 point off for failure to check for the proper paint colors.
- 1 point off for failure to check for the proper ID lettering.
- 1 point off for failure to check for the proper placement of all lettering.



**Body interior:**

- 1 point off for failure to check the seat cushions, seat backs, and the panels (barriers).
- 1 point off for failure to check the flooring.
- 1 point off for failure to check the step well area.
- 1 point off for failure to check the windows.

**Body exterior:**

- 1 point off for failure to check the bumpers and tow hooks.
- 1 point off for failure to check the body panels.
- 1 point off for failure to check the hood latches.

**Emergency Equipment:**

**Emergency reflectors:**

- 1 point off for failure to check the reflectors (triangles).
- 1 point off for failure to check the reflector box mounting.
- 1 point off for failure to check the reflector box condition

**Fire extinguisher:**

- 1 point off for failure to check the operating mechanism and safety pin.
- 1 point off for failure to check the fire extinguisher mounting.
- 1 point off for failure to check for the proper size and rating.
- 1 point off for failure to check the fire extinguisher gauge.

**First aid kit(s):**

- 1 point off for failure to check the proper location or marking.
- 1 point off for failure to check the contents or seal.
- 1 point off for failure to check the kit mounting.
- 1 point off for failure to check for the appropriate size of kit(s).
- 1 point off for failure to check for the appropriate number of kits.

**Emergency Exits and Doors:**

**Alarms:**

- 1 point off for failure to check for driver audible.
- 1 point off for failure to check for switch condition.
- 1 point off for failure to check for switch enclosure.

**Ignition interlock systems (if applicable):**

- 1 point off for failure to check the back emergency door switches.
- 1 point off for failure to check the side emergency door switches.
- 1 point off for failure to check the emergency door warning buzzers.
- 1 point off for failure to check the circuit wiring and solenoid.

**Emergency exits:**

- 1 point off for failure to check the exit seals.
- 1 point off for failure to check the exit latches.
- 1 point off for failure to check the head bumper.



- 1 point off for failure to check the door assembly and glass.
- 1 point off for failure to check the aisle width at the emergency exits.

## **Fuel Systems:**

### **Tank condition:**

- 1 point off for failure to check the fuel tank mounting and cage.
- 1 point off for failure to check for leaks.
- 1 point off for failure to check the fuel filler cap (venting, leakage, and location).
- 1 point off for failure to check the drain for location and size (where applicable).

### **Lines and filters:**

- 1 point off for failure to check for leakage.
- 1 point off for failure to check for proper and secure mounting.
- 1 point off for failure to check for kinked lines.
- 1 point off for failure to check for chafing, crimping, or any other damage.

### **System leaks:**

- 1 point off for failure to check for carburetor or injection pump leaks.
- 1 point off for failure to check for proper and secure mounting of the carburetor or injection pump.
- 1 point off for failure to check for leakage of the transfer pump.
- 1 point off for failure to check for proper and secure mounting of the transfer pump.

## **Lighting:**

### **Switches:**

- 1 point off for failure to check the operation of the switches.
- 1 point off for failure to check the mounting of the switches.

### **8 way lights (complete system):**

- 1 point off for failure to check for frequency of flashes (60-120 flashes per minute).
- 1 point off for failure to check lights for visibility (including: distance of 500 feet, clean lenses, visors properly in place, and a black background).
- 1 point off for failure to check proper operation and sequencing.
- 1 point off for failure to check the pilot or indicator lights.
- 1 point off for failure to check the stop sign and diaphragm (if applicable) for fading, operation, and being reflectorized.

### **Lights and lenses:**

- 1/2 point off for failure to check the head lights.
- 1/2 point off for failure to check the tail lights and lenses.
- 1/2 point off for failure to check the license plate lights and lenses.
- 1/2 point off for failure to check the brake lights and lenses.
- 1/2 point off for failure to check the 4-way hazard lights and lenses.
- 1/2 point off for failure to check the back-up lights and lenses.
- 1/2 point off for failure to check the interior lights and lenses.
- 1/2 point off for failure to check the reflectors.
- 1/2 point off for failure to check the clearance lights and lenses.



1/2 point off for failure to check the turn signal lights and lenses.  
1/2 Point off for failure to check the light monitor. (If equipped)

**Notes:**