

# Mandatory Daily Bus Inspection Checklist for ALL Bus drivers/Pre-Trip Inspection Check List

## A. Check outside the Bus:

1. Fuel Tank Filler Caps
2. Tires/Rims/Lugs
3. Air Tank
4. Under Bus leaks, (Oil, Fuel, Coolant, Water Power Steering Filled, Brake Fluid, etc)

## B. Check inside the Bus:

1. Fire Extinguisher/First Aid Kit/Emergency Reflectors
- Spare Fuses

## C. Start Engine and Continue inside check

1. Dash Gauges/Lights/Warning Buzzers
2. Horns/Steering Wheel
3. Windshield Wipers/Washers
4. Heater/Defroster/Fan
5. Dome Light/Step-well Light
6. Driver's Seat/Seat Belt/Mirrors
7. Service Brake/Parking Brake/Emergency Brake
8. Overhead Flashing Lights
9. Turn Indicators/Hazard Lights

## D. Check outside the Bus with Engine Running

1. Stop Lights/Taillights/Back Up Signal
2. Headlights/Parking Lights/Side Marker Lights
3. Overhead Flashers
4. Turn indicators/Hazard Lights/Strobe Lights
5. Windshield/Windows/Mirrors

## E. Complete Final Checks:

1. Fasten Seat Belt
2. Test Brakes (stop and hold)
3. Steering Wheel Play

---

Please take any photos and include it with this form if there are any issues

\*This form must be filled out and completed after use of a St. Rita Bus. Please hand in to Sharon Smolik or Julie Standring. Thank you!

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

Inspection Date \_\_\_\_\_