

ITEMS TO BE CHECKED <i>(continue)</i>					
20. OTHER <i>(specify)</i>					
21. OTHER <i>(specify)</i>					
22. OTHER <i>(specify)</i>					
23. OTHER <i>(specify)</i>					
OPERATOR'S INITIALS SIGNIFIES ACCOMPLISHMENT OF CHECKS					
Month	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
JAN					
FEB					
MAR					
APR					
MAY					
JUN					
JUL					
AUG					
SEP					
OCT					
NOV					
DEC					
COMMENTS					

	<b>EH&amp;S</b> <b>WEEKLY MOTOR VEHICLE INSPECTION</b> <b>GUIDE AND TROUBLE REPORT CHECKLIST</b>	DATE (year)
VEHICLE TYPE		LICENSE NUMBER
DEPARTMENT		PHONE No.
ITEMS TO BE CHECKED <i>(Operator's initials e required on reverse)</i>		
ARE THE FOLLOWING ITEMS IN GOOD OPERATING CONDITION?		
<b>WEEKLY</b> <i>(Completed and sign by first person weekly)</i>		
1. WARNING LIGHTS <i>(oil, temperature, service engine etc.,)</i> indicate normal	<input checked="" type="checkbox"/>	*
2. UNUSUAL OCCURRENCES <i>(noise/vibration/odor/erratic instruments/etc.</i>	<input checked="" type="checkbox"/>	
3. INTACT WINDSHIELD WITH NO CRACKS	<input checked="" type="checkbox"/>	*
4. FUEL > ¼ TANK	<input checked="" type="checkbox"/>	
5. BRAKES <sup>1</sup>		*
6. PARKING BRAKE		
7. VEHICLE FREE OF DAMAGE <i>(exterior and interior, missing parts)</i>		
8. LIGHTS? <i>(visually check all for proper operation)</i>		*
9. ADEQUATE REARVIEW MIRRORS		
10. INSTRUMENTS/HORN/WINDSHIELD WIPERS <i>(functional check for operation)</i>		
11. TIRES WITH ADEQUATE TREAD/PRESSURE <i>(visually check)</i>		*
12. EXHAUST SYSTEM <i>(noise or visual sign of damage or holes in system)</i>		*
13. ENGINE OIL <sup>2</sup> AND COOLANT LEVEL		
14. WINDSHIELD WASHER FLUID		
<b>MONTHLY</b>		
15. TIRE PRESSURE GAUGED <i>(COLD)</i> AND ADJUSTED TO: <i>(mtg suggested pressure on vehicle)</i>		
FRONT _____ LBS		REAR _____ LBS
16. PROPERLY SERVICED FIRE EXTINGUISHER		
17. BATTERY <i>(visually check condition/hold-down secure/cleanliness)</i>		
18. SAFETY DEVICES <i>(seatbelts/harness, headrests, warning lights, etc)</i>		*
19. ALL SEATING IN THE VEHICLE SECURED		
20. DRIVE BELTS <i>(visually check all for proper operation)</i>		
<sup>1</sup> Brakes: Check to see that the pedal stays well above the floor when you step on it. If the vehicle pulls to one side when you use the brakes, or you hear any scraping or squealing noises, the brakes may need to be repaired.		
<sup>2</sup> Check engine oil following each refueling.		

Check each time vehicle is driven

\*VEHICLES SHALL NOT BE DRIVEN IF THESE ITEMS ARE NOT IN GOOD OPERATING CONDITION

