



Task Title: Understanding a Commercial Vehicle Inspection Form

OALCF Cover Sheet – Practitioner Copy

Learner Name: _____

Date Started: _____

Date Completed: _____

Successful Completion: Yes ☐ No ☐

Goal Path: Employment ☒ Apprenticeship ☐

Secondary School ☐ Post Secondary ☐ Independence ☐

Task Description:

Read a Pre/Post Trip Inspection Form to understand the legal requirements for commercial / work vehicles.

Main Competency/Task Group/Level Indicator:

- Find and Use Information/Interpret documents/A2.2

Materials Required:

- Access to a computer or other digital device (if preferred)
- Pen and paper (if preferred)

Learner Information

Truck drivers or another person who is capable of confirming that the vehicle is in good operating condition must do an inspection and complete an inspection form before starting their day's trip. This must be done every 24 hours, and the driver is also responsible for monitoring the condition of their vehicle throughout their workday. Scan the Pre/Post Check Inspection Form.

PRE/POST CHECK INSPECTION FORM**Locations of Inspection**

Date: _____

Time: _____ am/pm

☐ 2 Aviva Park
Vaughan, Ontario
L4L 9C7

☐ 9 Belfa Rd.
Ottawa, Ontario
K1G 0Z6

☐ 88 Colb. Dr.
Waterloo, Ontario
N2V 1A2

DRIVER: (Print) _____ Plate # _____ ON Truck # _____

TRUCK SUPPLY LIST

Safety Kit ☐ YES ☐ NO	Spill Kit ☐ YES ☐ NO	Dolly/Cart ☐ YES ☐ NO	Straps ☐ YES ☐ NO	Flashlight ☐ YES ☐ NO	Roadnet Cradle ☐ YES ☐ NO
407 Transponder ☐ YES ☐ NO	Gas Card ☐ YES ☐ NO	Safety Cones ☐ YES ☐ NO	Extension Cord ☐ YES ☐ NO	Brake Sticks ☐ YES ☐ NO	Snow Brush ☐ YES ☐ NO

DESCRIPTION		OK		PRE-TRIP INSPECTION	OK		POST-TRIP INSPECTION
		YES	NO	(NOTE ANY DEFECTS BELOW)	YES	NO	(NOTE ANY DEFECTS BELOW)
OUTSIDE	Exhaust system	☐	☐		☐	☐	
	Mirrors - condition and adjustment	☐	☐		☐	☐	
	Oil Levels - engine and transmission	☐	☐		☐	☐	
	Lights and reflectors	☐	☐		☐	☐	
	Wheels and fasteners	☐	☐		☐	☐	
	Suspension / springs / air bags / controlling adjustments	☐	☐		☐	☐	
	Air Brakes - adjustments and connections	☐	☐		☐	☐	
	Fuel system (no leaks)	☐	☐		☐	☐	
	Hydraulic Brake Fluid	☐	☐		☐	☐	
	Coolant levels	☐	☐		☐	☐	
	Doors and body	☐	☐		☐	☐	
	Tires	☐	☐		☐	☐	
	Steering Wheel	☐	☐		☐	☐	
	Brakes - Warning lights / buzzer	☐	☐		☐	☐	
	Windshield washer / wipers / all windows clear	☐	☐		☐	☐	
	Brakes - low pressure / vacuum / failure warning light	☐	☐		☐	☐	
	Brakes Pedal / booster / gauges	☐	☐		☐	☐	
	Defroster / heater	☐	☐		☐	☐	
	Horn	☐	☐		☐	☐	
	Seat belt / seat security	☐	☐		☐	☐	
INSIDE	Emergency equipment and First Aid equipment	☐	☐		☐	☐	
	Parking brakes	☐	☐		☐	☐	
	Registration, Insurance, License, CVOR, License Plate	☐	☐		☐	☐	
	Cleanliness of the Truck	☐	☐		☐	☐	
	Other	☐	☐		☐	☐	

No minor or major defect found ☐

Defects repaired by outside vendor Signature: _____ (PRINT): _____ P.O.# _____

PRE-TRIP	POST-TRIP
☐ Defect reported ☐ Vehicle condition satisfactory Start KM: _____ Vehicle was inspected in accordance with O. Reg. 199/07, S.7 (1) Driver Signature: _____	☐ Defect reported ☐ Vehicle condition satisfactory Finish KM: _____ Driver Signature: _____

WHITE - OFFICE COPY

CANARY - DRIVER'S COPY

Work Sheet

Task 1: List 3 items that must be on the truck from the truck supply list.

Answer:

Task 2: As part of the pre-trip inspection what must be entered on the form?

Answer:

Task 3: List 5 things that need to be checked outside of the vehicle.

Answer:

Task 4: List 5 things that need to be checked inside of the vehicle.

Answer:

Task 5: What colour copy of the form does the driver keep?

Answer:

Answers

Task 1: List 3 items that must be on the truck from the truck supply list.

Answer: Any 3 of the following:

- Safety kit
- Spill kit
- Dolly/cart
- Straps
- Flashlight
- Roadnet Cradle
- 407 transponder
- Gas card
- Safety cones
- Extension cord
- Brake sticks
- Snow brush

Task 2: As part of the pre-trip inspection what must be entered on the form?

Answer: Start KM

Task 3: List 5 things that need to be checked outside of the vehicle.

Answer: Any 5 of the following:

- Exhaust system
- Mirrors – condition and adjustment
- Oil Levels – engine and transmission
- Lights and reflectors
- Wheels and fasteners
- Suspension / springs / air bags / controlling adjustments
- Air Brakes – adjustments and connections
- Fuel system (no leaks)
- Hydraulic Brake Fluid
- Collant levels
- Doors and body
- Tires

Task 4: List 5 things that need to be checked inside of the vehicle.

Answer: Any 5 of the following:

- Steering Wheel
- Brakes – Warning lights /buzzer

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- Windshield washer / wipers / all windows clear
- Brakes – low pressure / vacuum / failure warning light
- Brake Pedal / booster / gauges
- Defroster/heater
- Horn
- Seat belt / seat security
- Emergency equipment and First Aid equipment
- Parking brakes
- Registration, insurance, License, CVOR, License Plate
- Cleanliness of the truck

Task 5: What colour copy of the form does the driver keep?

Answer: Canary

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A2.2	Performs limited searches using one or two search criteria			
A2.2	Extracts information from tables and forms			

This task: Was successfully completed ☐ Needs to be tried again ☐

Learner Comments:

Instructor (print):

Learner (print):
