

**VEHICLES: SAFETY****Pre and Post-Trip Inspection**

The first thing a driver should do when beginning a tour of duty is to review the Driver's Vehicle Inspection Report (DVIR) from the previous dispatch. If there were defects noted, you should verify that the DVIR has been signed by a mechanic certifying that either the defect was repaired, scheduled for repair or the defect was determined not to affect the safety of the vehicle and repair was unnecessary. If the previous day's DVIR did contain a defect, you must sign the report to indicate that you have reviewed it and that the required certification and signature are present.

**Note:** A driver is prohibited from operating a motor vehicle if the company fails to make this certification.

The pre-trip inspection at least shall examine the following items:

- Service brakes
- Parking brake
- Steering mechanism
- Lighting devices and reflectors
- Tires
- Horn
- Windshield wipers
- Mirrors
- Wheels and Rims
- Emergency Equipment and exits.

The post-trip inspection report shall note any additional mechanical or safety defects not listed on the pre-trip inspection report that the driver becomes aware of prior to the end of the tour of duty. Also The Driver is required to check the vehicle for any passengers left on the Bus at the end of the run.

APPROVED: BOARD OF EDUCATION

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