

Daily Work-related Road Vehicle Checklist

Registration number	
Vehicle type	
Kilometres driven	
Driver	
Date	

Vehicle interior and equipment

Item	Satisfactory	Substandard	Not applicable	Comments
Cleanliness				
Safety belts				
Head restraints				
Fire extinguisher				
First aid kit				
Internal lights				

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Item	Satisfactory	Substandard	Not Applicable	Comment
Odometer				
Hazard/ Reversing lights				
Triangle				
Spare tyre				
Jack				
Wipers/washers				
Fuel				
Brakes				
Head/Tail lights				
Mirrors				
Reversing beepers				
Horn				
CCTV				
Load restraint equipment				

External condition of vehicle

Item	Satisfactory	Substandard	Not Applicable	Comment
Cleanliness				
Bodywork/Windows				
Lights/brake lights				
Wiper blades (front and rear)				
Tyres				
Wing mirrors				
Access steps				
Security of load				
Trailer				

Fluids

Item	Satisfactory	Substandard	Not Applicable	Comment
Oil				
Coolant				
Washer				
Brake/Clutch/Power steering				
Battery				
Leaks				

On-the-road checks

Electrics				
Exhaust system				
Brakes				
Steering				

Comments

Signed:

Date: