

# **CDL Pretrip \***

## **Walking to the bus**

Look at the condition of the bus. Check for obstacles or potential hazards.

If the bus is tilted to one side or the other it could indicate a flat tire or a problem with the frame.

## **Leaks**

Puddles under the bus could indicate a coolant leak or an oil leak.

## **Engine Leaks**

Look under and around engine area for leaks.

## **Cross Over Mirrors**

Check to make sure lenses are ok and mounts are secure. Generalize you are looking at all mirrors.

## **Cross over arm**

Make sure it is attached securely, when checking outside of bus that it is extended.

## **Belt**

Check for cracks and excessive wear. When pressed down belt should not move more than ½ to ¾ inch.

## **Alternator**

Make sure it is attached securely and the wires are attached securely.

## **Water pump**

Bolted on securely

## **Windshield Washer Fluid**

Fluid should be blue in color and above ½ full

# **To the other side of the bus under the hood.**

## **Wiring**

Check insulation for signs for heat or fire damage. **Generalize** you are looking at all wiring.

## **Check Oil**

The oil is black in color and the fluid should be above the add mark on the dipstick.

## **Hoses**

Check for extensive wear, cracks or leaks and make sure the connections are tight. **Generalize** you are looking at all hoses.

## **Air Compressor**

This should be mounted and checked for leaks; hoses coming off the compressor should be checked for frays or cracks.

## **Coolant Level**

Reddish in color, it should be seen in the sight glass or in the reservoir.

## **Steering wheel Shaft**

Turn the shaft to check for excessive play.

## **Power Steering Fluid**

Power Steering fluid should be a red color, and it should be above the add mark on the bottle and also on the dipstick.

## **Steering box and hoses**

Check the hoses for cracks or leaks and make sure they are connected securely. Check box for any damage and make sure it is securely mounted.

## **Front and Rear Hangers**

They should be secure and should not allow the springs too much movement. Check for any other damage.

## **Steering Linkage and Pitman Arm**

Check both upper and lower linkage, check rods, arms and all linkage for broken, damaged or missing parts. Make sure all connections are secure.

## **Shock Absorbers**

Bolts should be secure and shocks should be checked for leaks, show where it would be leaking.

## **Leaf Springs**

Look for any that are cracked or broken or missing.

## **U Bolts**

Check if broken loose or missing, they should be tight.

## **Brake Hoses**

Check for cracks, wear, frays or leaks, couplings should be secure.

## **Slack Adjusters**

Check for any broken, loose or missing parts. With the air brake released when the foot brake is pressed it should not move any more than 90 degrees or no more than 1 inch.

## **Brake Chambers**

Check for any major dents or cracks, they should be securely mounted. Show where they would be leaking.

## **Brake Drums**

There should be no grease or brake fluid present, the drums should be even and have a smooth surface.

There should be no uneven wear or warping.

## **Brake Pads**

There should be at least ¼ of an inch padding left.

### **Front lights**

Check for cleanliness and any damage.

### **Windshield**

Look for cleanliness, cracks or any other visible damage. No Obstructions. Generalize you are looking at all glass on the bus.

### **Windshield Wipers**

They should be secure, Check for worn rubber and the washers work.

### **Front Tire**

Tread depth should be at least 4/32 of an inch. Check for cracks cuts or damage to the tread and sidewalls, check the valve stem and cap no cracks, also proper inflation and beading around the tire should be tight. No Retreaded tires are allowed on the front tire of a bus. If possible check inflation with tire gauge. Just need to check one side of bus on tires.

### **Rim**

Check for badly dented or cracked rims, no welds.

### **Lug Nuts**

Check if any are missing, rust trails or shiny threads could indicate a loose lug nut.

### **Hub Oil Seal or Front Axle Seal**

Check oil level and look for any leaks, inside and outside, check both sides.

### **Side Mirrors**

Need to be securely mounted not cracked broken or damaged.

### **Fuses**

Just open the door and mention they are located here.

### **Battery**

Make sure the tie downs are down and the battery is securely mounted. Look for any damage or missing parts. Check the fluid and cell caps (If applicable) and make sure the terminals are clean.

### **Stop Arm**

Check lenses and make sure they are securely mounted and there is not damage the arm should open and close easily.

### **Clearance Lights**

Check to make sure they are securely mounted with no damage or missing parts. These should be amber in the front and middle and red on the rear.

### **Windows**

Check windows for cleanliness and damage, they should be clean and clear.

### **Reflectors**

Make sure they are securely mounted and not any broken or damaged, amber on front and red in the rear. Sticker one is on securely.

### **Reflective tape**

Make sure it undamaged and on both side and the rear of the bus.

### **Exhaust**

Make sure it is mounted securely.

### **Rear Tires**

Tread depth must be at least 2/32 of an inch on the back tires, check for cracks, cuts or damage to the tread and sidewalls, valve stems and caps on valve stems, proper inflation and beading around the tire. Retreads are allowed on the back tires, also tires are the same size. Just need to check one side on both tires.

### **Rear Rims**

Check for badly dented or cracked rims, no welds.

### **Rear Lug Nuts**

Check if any are missing, rust trails or shiny threads could indicate a loose lug nut.

### **Rear Axle Seal**

Look for any leaks inside and outsides.

### **Mud Flaps**

These should extend to each side of the tires. They should be secure and checked for damage; also they should be no more than 10 inches above the road.

## **Underneath the bus**

### **Bus frame and cross members**

Check for broken welds and if they are cracked or damaged in any way.

### **Fuel Tank**

Make sure that it is secure. Check hose and tank for any damage or leaks.

### **Rear Spring Mounts**

Check for rust trails which would indicate that they are loose.

These should be secure and should not allow the springs too much movement. Check for any other damage.

### **Rear Air Bags**

These should be sure and checked for leaks, and excessive wear or weather checking.

### **Shock Absorbers**

Bolts should be secure and shocks should be checked for leaks, show where it would be leaking.

### **Rear Springs**

Look for any that are cracked or broken or missing.

#### **Rear U Bolts**

Check to make sure they are securely attached and not broken.

#### **Rear Slack Adjusters**

Check for any broken loose or missing parts. With the air brake release when the foot brake is pressed it should not move any more than 1 inch.

#### **Rear Brake Chambers**

Check for any major dent or cracks they should be securely mounted Show where they would be leaking.

#### **Rear Brake Hoses**

Check the hoses for cracks, wear, frays or leaks, couplings should be secure

#### **Brake Drums and Pads**

There should be no grease or fluid present; you should have at least ¼ of an inch of brake pads left. Check the drums for uneven wear or warping, the drum should have a smooth shiny surface.

#### **Exhaust System**

Make sure there are no signs of leaking (burn marks, Holes) And attached securely.

#### **Drive Line**

Couplings should be secure and drive shaft guards should be in place and secure. Check for any major damage.

## **Rear of Bus Outside**

#### **Lenses**

Check to make sure that they are clean and not any broken or missing.

#### **Reflectors and Clearance Lights**

Check if any are missing or broken, Sides and center amber color, front and back red.

#### **Emergency Door**

Check for any damage, the door should open easily and close securely.

#### **Gas Cap**

Make sure that it is on tight and there are no leaks. Fuel line is secure.

**Reflective Tape** Intact none missing

## **Now completed first outside circle.**

### **Inside the bus**

#### **Entry door and entry to the bus**

Look for damage, door should open and close smoothly, steps should be clean and stair treads secure and not worn, hand rail should be secure step light lens intact.

#### **Fire Extinguisher**

Check the seal and the pressure gauge on the fire extinguisher and make sure it is secured.

#### **First Aid Kit**

Must have the seal intact and be secured.

#### **Body Fluid Cleanup Kit**

Must have the seal intact and be secured.

#### **Emergency Triangles or Flares**

They are on the floor by the driver's seat or in the overhead compartment.

#### **Driver Seat**

Adjust the seat and check for damage

#### **Seat Belt**

Should not be frayed, cut or damaged, make sure it adjusts and latches properly and it is securely mounted to the side of the bus.

#### **Seat Belt Cutter**

Must be within drivers arm reach and visible.

#### **Gear Shift**

Check for unusual noises and free play, also that it moves easily.

#### **Accelerator**

Push down to make sure it does not stick.

#### **Brake Pedal**

Make sure it is operational.

#### **Steering Wheel**

Steering wheel should have no more than 10% or 2 inches of play on a 20 inch steering wheel.

#### **Horn**

Honk to make sure it is working. (Most common thing forgotten)

### **Mirror Adjustments**

Adjust all mirrors and check for broken or dirty mirrors

### **Student Mirror**

Adjust as needed, Clean and not broken.

### **Turn engine on**

Listen for any unusual noises, look for and identify ABS light. **Start Engine**

### **Gauges**

Check to make sure all are working

### **Air gauges**

Show primary and secondary air gauge

### **Amp and Volt meter**

Point to this it should be in operating range, (14.2).

### **Temperature Gauge**

Point to this it should be in operating range, (hot range is shown on gauge)

### **Oil Pressure Gauge**

Point to this it should be in operating range.

### **Fans**

Test on low and high

### **Heaters**

Test all on low and high, also check defroster.

### **Interior Lights**

Turn all on make sure they are working.

### **Brake Lights**

Push on service brake to check.

### **Windshield Wipers and Washers**

Turn these on to make sure they are working.

### **Headlights**

Check high and low beams (Indicator Working) Leave on.

### **Turn Signal Lights**

Check both right and left (Indicators Working)

### **Front Clearance Lights**

Point to these and check to make sure they aren't broken and are working.

### **Hazard Lights**

Pull on the check (LEAVE ON)

### **Indicator Lights**

The ones on the dash

Point to these for high and low beam, right and left turn signals.

### **8 way light system**

Amber and red lights, Push on to check, (Leave amber lights on for inside light check). Make sure the pilot light on the dash and monitor are working, when you open the door later the red lights will come on.

Turn these on to make sure they are working.

### **Passenger Seats**

Pull up on each seat to show it is fastened, Hit the back of the seat solidly to show seat is not broken.

### **All Emergency Exits and Buzzers**

Exits should open and close easily. Emergency buzzers should sound when they are opened, check 2 or right side when walking to the back of the bus, check 2 on the left side when walking to the front of the bus, checking the seats at the same time. Do the overhead emergency exits also, I do them on the walk back up. Turn the red knob to exit position, buzzer should sound and you should push the exit outwards, then you have to install the emergency exit back in the bus roof top.

## **NOW COMPLETED INSIDE 2<sup>nd</sup> CIRCLE Open door**

When you open the door red lights will come on and amber lights will be cancelled.

## **Now complete 3<sup>rd</sup> circle go outside the bus and check**

Red lights, headlights, all clearance lights, indicator lights, stop arm lights all lights on back of bus, any light you walk by that is lit as you are doing a complete outside circle.

Check all outside lights, outside porch light, clearance, indicator lights, brake and tail lights, red 8 way lights(back), stop arms lights and out, headlights, turn signals, red 8 way lights (Front), cross arm is out, step light. Any light that is on needs to be mentioned.

**Disengage the child check System** Turn the ignition key to the left (accessory Position)

makes sure park brake is set (yellow Button) walk to the back door

Lift up the back door handle close it and walk back to front of bus. If this does not work go through all procedures again

## **Brakes**

### **Air brake Leakage**

Start the bus to build the air pressure up to 120. Turn the engine off, turn the key to the on position (do not start), release all brakes, Now apply the service brake **AND HOLD** check to see if the air pressure drops, the drop rate should be no more than 3psi in a minute.

### **Air Brake Emergency System**

With the emergency brake still off

(Bus key is turned on but engine is not turned over)

1. Leak Alarm **Pump** the brake watch the psi level drop.
2. Alarm Buzzer at 60 psi the alarm should sound.
3. Protection Valve At 30 psi your emergency brake should pop out

Parking or Emergency Brake

Now turn the bus back on and build your psi back up to 120 pounds, with your parking brake still on from your protection valve check, put the bus in gear and push on the accelerator to see if the brake will keep the bus from moving.

### **Service Brake**

Release the parking brake and go slowly forward and firmly press the service brake the bus should come to a stop.(Now you can breathe you are done).