

BUMC Bus Driver Check list

Completed by: _____

Date: _____

Event

Prior to the trip, and based on the walk around inspection, weather conditions or other factors that could influence the safe and effective operation of the bus it is the drivers decision to continue or not with the trip. If a condition arises where as the operational safety of the bus is in question and you are not sure wether to proceed with the trip please contact a trustee via the BUMC office administrator for clarification/ advice.

Mileage out	Mileage In	Fuel added	
Item	criteria	Acceptable Y / N	Notes (Driver comments on findings as needed)
Lights	all operating		
Tires	No cuts, bulges, Tread Condition >3/32 depth, Air Pres.- Not visually low		
Glass	Intact		
Doors	Operate as they should		
Safety Restraints	Good condition all seats		
Mirrors	Intact, no cloudiness		
Bus body	Note dents obvious flaws e.g. dented fender, hubcaps missing		
Fuel Level	Fuel level should be > 3/4 full		
cleanliness	Floor swept, no belongings left , trash empty, seats clean, overhead clean and empty		
Other	Driver noted issues not specified above e.g. Oil added, fluid leaks, hard to start etc.		
After Trip Cleanup	Floor swept, no belongings left , trash empty, seats clean, overhead clean and empty		
Trustee review	Turn in completed form to Office Admin for distbution to Trustees		Trustee Review _____

Add additional comments below