

July 2006 Safety Meeting Pre and Post-Trip Vehicle Inspections

All propane marketers must institute an inspection program to keep all vehicles in a safe and reliable condition. In this meeting, we want to discuss the elements and importance of daily vehicle inspections and remind drivers of their solemn responsibility to inspect their vehicles regularly.

The types of inspections include:

- a. Daily Pre-Trip Inspection
- b. Daily Post-Trip Inspection

Daily vehicle inspections are performed prior to operating a vehicle and at the end of the day. Post trip inspections must be documented. These inspections should be performed by the driver but they can be performed by other qualified individuals.

Elements to be inspected in the pre-trip and post-trip inspections that involve the cab & chassis may include:

- Lights and reflectors
- Brakes
- Horn
- Mirrors
- Windshield, wipers, washers, defroster
- Tires and rims
- Doors
- Fluids
- Emergency equipment
- Cleanliness

Elements to be inspected in the pre-trip and post-trip inspections that involve the cargo tank and propane system includes, as a minimum, the following:

- Propane discharge system to ensure it is sound and leak-free
- Daily test of off-truck remote shutdown
- Check for presence of fusible link controlling internal valves
- Check for presence of emergency discharge control procedures
- Check condition of flexible transfer hose

Other inspection items commonly checked include:

- Truck paperwork
- Placards and labels
- Cargo tank data plate(s)
- Cleanliness

Class Exercise

Have the participants discuss your company's daily inspection requirements. Discuss problems encountered in the past as well as your company-specific paperwork requirements.

Driver Responsibilities

Never downplay the importance of a high quality vehicle inspection.

Maintain a routine of performing these inspections and resist the temptation of taking short cuts.

Complete the required paperwork

Follow all company procedures.

Company Responsibilities

Monitor inspections to ensure they are being completed in a satisfactory manner.

Provide the necessary paperwork

Make repairs when needed.

Retain documentation for 90 days.

Summary

Both drivers and employers have a duty to ensure that all trucks are inspected on a daily basis. The bottom line is all vehicles should be safe for operation anytime they are traveling up and down the highways. High-quality inspections can help ensure these vehicles will never break down or create an unacceptable hazard both to the driver and members of the motoring public as well.

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Pre-Trip Vehicle Inspections

Name: _____

Date: _____

Instructions: Read and answer each of the following questions. When complete, grade the test and review incorrect answers so each employee is “armed” with the correct answers before they leave the training.

1. Post-trip vehicle inspections must be documented.
 - a. True
 - b. False

2. Only drivers have the responsibility to keep their trucks in excellent condition.
 - a. True
 - b. False

3. When checking the propane part of the truck, which of the following need to be checked?
 - a. Leaks
 - b. Remote shutdown
 - c. Transfer hose integrity.
 - d. All of the above

4. Drivers should always follow company policy with respect to daily vehicle inspections.
 - a. True
 - b. False

5. Vehicle inspections must be maintained for a period of _____ days
 - a. 30
 - b. 60
 - c. 90
 - d. 120

6. Inspection items for daily inspections key on safety-sensitive items.
 - a. True
 - b. False

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Answer Sheet

1. a
2. b
3. d
4. a
5. c
6. a