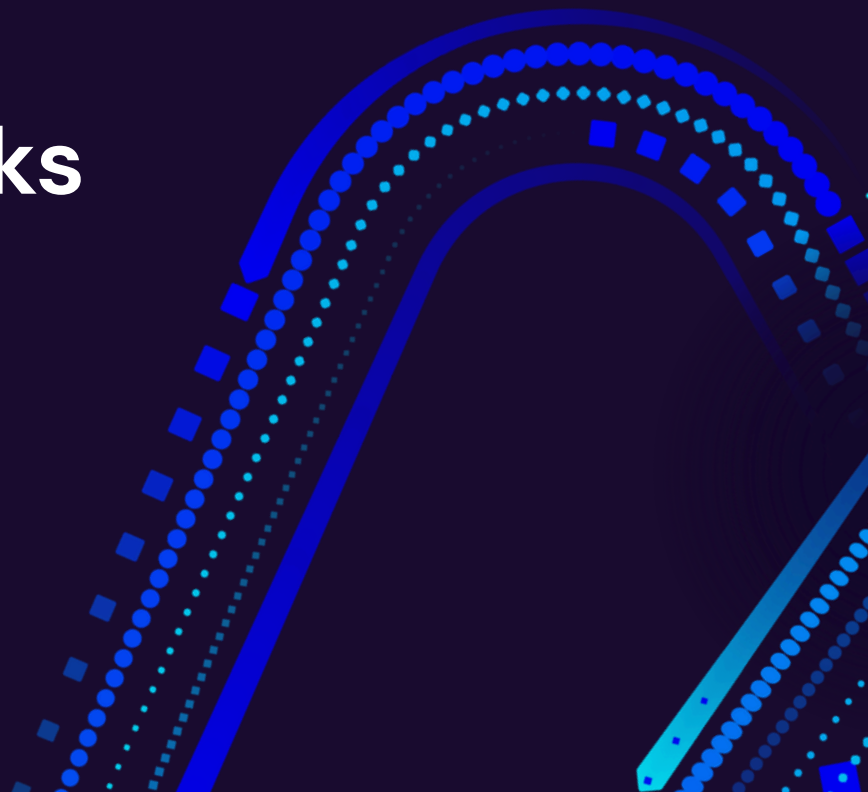




Part of the TTC Group

TTC's daily vehicle checks



If you use your vehicle for work purposes (car, van or car-derived van) we recommend you carry out the following TTC's daily vehicle checks before starting your journey to ensure you remain road safe.

TTC External vehicle condition

- Condition of vehicle bodywork, windscreen, windows, lights.
- Condition of windscreen wiper blades.
- Cleanness of windscreen, windows, mirrors, lights, number plate.
- Security of load, trailer, roof rack.
- Condition of tyres, tyre pressure, tyre wear.
- Availability of spare wheel & jack, or tyre gunge.
- Windows clean of dirt and clear of snow/ice.

TTC Vehicle interior & equipment checks

- Condition & function of seat belts Head restraint adjustment
- Mirror adjustment
- First aid kit (present and in date)
- Fire extinguisher, consider fitting this if not provided in new vehicle supplied
- Torch
- Warning triangle
- Vehicle handbook
- Airbag deployment areas clear of any attached items





Fluids

- Engine oil level
- Coolant level
- Windscreen wash level
- Brake/clutch fluid
- Power steering fluid
- Batter condition
- Oil or any other leaks

Function checks

- Lights, including brake & reversing brakes
- Wash wipe
- Warning lights
- Fuel level

Key features



Frequency: Checks to be carried out daily, before vehicle use.



Audit: Employer may consider creating a log/sign off to demonstrate compliance, or refer to this document in Safe Driving Policy to ensure compliance.



Reporting: Any defects must be reported and rectified within agreed timeframe.



Note: Vehicles should never be driven if unsafe or illegal in any way.

Associated document check sheet
BDDVC2.