ST. LEONARD'S COMMUNITY SERVICES

Function: Human Resources
Policy: Appendix 13 – Vehicle Inspection Log
CMHO Standard(s):
Approved: January 2008 **Page 1 of 1**

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HUMAN RESOURCES
VEHICLE INSPECTION LOG

For Vehicle: _____

Please inspect vehicle and indicate satisfactory condition by marking (/), or unsatisfactory condition by marking (x).
All unsatisfactory conditions should be reported to a Supervisor/delegate immediately. If deemed safe to drive, vehicle with unsatisfactory conditions must be taken for service immediately.

Date	Shift/Time of Inspection	Staff Initials	Head/Tail lights	Signal Brake Lights	Heat/ Defrost (seasonal)	Seat Belts	Parking Brake	Undamaged Windshield/ Windows	Wipers	Tire Pressure (visual)	Horn	Emergency Equipment	Mirrors	Doors	Unsatisfactory conditions reported to:	Comments