OpsAuditHub opsauditihub.com	DOC ID: **SAF-0216**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **FMCSA 49 CFR Part 396 / OSHA 29 CFR 1910.178**	AUDIT FREQUENCY: **Daily Pre-Shift**

Commercial Vehicle Pre Trip Inspection Sop Template

Operational Scope: Establishes a mandatory daily pre-trip inspection workflow for all commercial fleet vehicles to mitigate mechanical failure risks. Ensures full adherence to federal transportation safety mandates and protects operators against catastrophic road incidents.

MANDATORY PPE:	High-Visibility Safety Vest (ANSI/ISEA 107), Steel-Toe Safety Footwear (ASTM F2413), Impact-Resistant Safety Glasses (ANSI Z87.1), Heavy-Duty Leather or Nitrile-Coated Work Gloves, Bump Cap or Hard Hat (ANSI Z89.1)
PREREQUISITES:	Vehicle parked on level ground with parking brake fully engaged and transmission in Park or Neutral. | Engine turned off and ignition key removed or secured in the operator's possession. | Review of the previous day's driver vehicle inspection report (DVIR) to ensure prior defects were resolved.

EXTERIOR & CAB SAFETY WALKAROUND

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Tires and Wheel Hubs**	Tread depth minimum 4/32 inch on steer tires, 2/32 on others. No bulges, cuts, exposed cords, or missing lug nuts. Hub oil seal clear of leaks.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
2	**Fluid Levels and Leaks**	Engine oil, coolant, and power steering fluid at proper operating ranges on dipstick/sight glass. No active puddles or severe dripping under engine compartment.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
3	**Lighting and Reflectors**	All headlights, high beams, turn signals, hazard flashers, brake lights, and clearance reflectors clean, operational, and undamaged.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
4	**Windshield and Mirrors**	Windshield free of cracks exceeding regulatory limits in the sweep area. Mirrors clean, securely mounted, and properly adjusted for blind-spot reduction.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

BRAKE SYSTEM & OPERATIONAL CONTROLS

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
5	**Air Brake / Hydraulic Brake Test**	Air pressure builds from 85 to 100 PSI within 45 seconds. Low air warning activates at/above 60 PSI. Service brake holds stationary during pull test.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
6	**Steering Mechanism Play**	Steering wheel free play does not exceed 10 degrees (2 inches on a 20-inch wheel) before front wheels respond.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
7	**Horn, Wipers, and Defroster**	Audible horn functions correctly. Windshield wipers operate smoothly without tearing. Defroster clears interior condensation effectively.	**Standard**	**[ ] PASS [ ] FAIL [ ] N/A**

EMERGENCY EQUIPMENT & CARGO SECUREMENT

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
8	**Emergency Safety Kit**	Fully charged ABC fire extinguisher secured in bracket, spare electrical fuses present, and three reflective warning triangles undamaged.	**Warning**	**[ ] PASS [ ] FAIL [ ] N/A**
9	**Seat Belts and Tether Restraints**	Driver and passenger seat belts latch securely, retract smoothly, and webbing shows no fraying, cuts, or chemical damage.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**
10	**Cargo Tie-Downs and Bulkheads**	All internal cargo straps, load bars, and exterior tie-down chains/winches locked, tensioned properly, and free of structural defects.	**Critical (Immediate Out of Service)**	**[ ] PASS [ ] FAIL [ ] N/A**

Certified Inspector / Lead Operator Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Site Safety Supervisor / Operations Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

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