COLORADO
Department of Education
School Finance and Operations Division

Annual Inspector Hands-On Tester Checklist

Applicant:_____ Date:_____

Test Vehicle Description (Body, Chassis, Year) Test Unit ID

_____

Vehicle Type

A☐ B☐ C☐ D☐ Multifunction Bus☐ Small Vehicle☐

AIR BRAKES

1. **Inside Brake Check - Air**
   a. Warning Light/Buzzer
   b. Park brake valve operation (PP-1)
   c. Air system build-up time
   d. Cut-in and Cut-out pressures
   e. Air consumption on one full application
   f. Air loss on full application held for 1 minute
   g. ABS system operation and light

2. **Brake Valves Check - Air**
   a. One-way valves
   b. Two-way valves
   c. SR-1 valve
   d. Safety valve

3. **Under Bus Brake Checks**
   a. Air dryer (if applicable)
   b. Tanks (wet, primary, and secondary)
   c. Hoses (routing and condition)
   d. ABS wiring

4. **Air Brake Checks - Under the Hood**
   a. Air compressor
   b. Drive belt (if applicable)
   c. Compressor, Governor, and Line mountings
   d. Coolant lines and fittings
   e. Oil lines and fittings
   f. Filter system
   g. General condition and leaks

5. **Air Brake Checks - Foundation**
   a. Shoes and/or Pads
   b. Measurement and documentation of shoes and/or pads *(Failure to measure and document the appropriate readings will be an automatic failure)*
   c. Mounting
   d. Drums and/or Rotors
   e. Measurement and documentation of drums and/or rotors *(Failure to measure and document the appropriate readings will be an automatic failure)*
   f. Brake chambers
   g. Slack adjusters *(automatic test failure with no comment on adjusting the auto adjuster)*
   h. Calipers
   i. ABS tone ring and sensor

6. **Air Brake Adjustment**
   a. Verbalize adjusting brakes with automatic slack adjusters and document *(automatic test failure with no comment on adjusting the auto adjuster)*
   b. Demonstrate the proper method of measuring rod travel and document

HYDRAULIC BRAKES

1. **Inside Brake Check - Hydraulic**
   a. Warning light/Gauge (if applicable)
   b. Warning Buzzer (if applicable)
   c. Power assist system
   d. ABS light (if applicable)
   e. Parking brake pedal or hand lever

2. **Brake Valves Check - Hydraulic**
   a. Load leveling valve
   b. Proportioning or Combination valve
   c. ABS valve or system
   d. Pressure valve for electric/hydraulic boost

3. **Under Bus Brake Checks**
   a. Lines
   b. Parking brake cables
   c. Parking brake

4. **Hydraulic Brake Checks - Under the Hood**
   a. Master cylinder for fluid level, leaks, and fluid condition
   b. Lines for leaks, routing, and condition
   c. Power assist system for proper mounting and condition

5. **Hydraulic Brake Checks - Foundation**
   a. Shoes and/or Pads
   b. Measurement and documentation of shoes and/or pads *(Failure to measure and document the appropriate readings will be an automatic failure)*
   c. Mounting hardware
   d. Calipers and Wheel Cylinders
   e. Drums and/or Rotors
   f. Measurement and documentation of drums and/or rotors *(Failure to measure and document the appropriate readings will be an automatic failure)*
   g. Self-adjusters
   h. ABS tone ring and sensor

6. **Hydraulic Brake Adjustment**
   a. Applicant will demonstrate how to adjust the brake and document (one front and one rear) according to the manufacturer's specifications.

EXHAUST

1. **Hangers and Shields**
   a. Hangers and Shields condition
   b. Hangers and Shields security
   c. Proper distance

2. **Muffler, Manifold, and Turbo**
   a. Exhaust or oil leaks
   b. Cracks
   c. Gaskets/donuts
   d. Emissions system

3. **Exhaust Pipe, Tailpipe, and Header Pipe(s)**
   a. Length
   b. Leaks (visual inspection only)
   c. Condition
   d. Routing
   e. Clamps

FUEL SYSTEMS

1. **Fuel Tank**
   a. Tank mounting
   b. Leakage
   c. Tank venting
   d. Fuel filler cap
   e. Tank drain plug

2. **Fuel Lines and Filters**
   a. Leakage
   b. Mounting
   c. Condition

3. **System Leaks**
   a. Carburetor or Injection pump for leaks
   b. Carburetor or Injection pump for mounting
   c. Transfer pump for leaks
   d. Transfer pump mounting

STEERING AND SUSPENSION

1. **Steering**
   a. Steering wheel
   b. Steering column and shaft
   c. Steering box
   d. Steering pump
   e. Pitman arm
   f. Drag link
   g. Steering knuckle
   h. Tie rod and tie rod ends
   i. Wheel bearings, Kingpins, or Ball joints
   j. Castle nuts and Cotter pins
   k. Steering stabilizer shock
   l. Steering radius stops

2. **Suspension – One front and one rear axle**
   a. Springs
   b. Rubber spring/Air suspension (if applicable)
   c. U-bolts
   d. Spring hangers, Spacers, Pins, and Bushings
   e. Shocks
   f. Stabilizer bars

TIRES AND WHEELS

1. **Tread Depth and Inflation**
   a. Tread depth
   b. Inflation pressure

2. **Tire Matching**
   a. Correct placement of radial or bias ply tires
   b. Tire sizes on each axle
   c. Size and tire tread on the same axle

3. **Tire and Wheel Condition**
   a. Tires
   b. Lug nuts
   c. Wheels/Rims
   d. Valve stem caps

IDENTIFICATION AND BODY

1. **Lettering and Paint**
   a. Lettering size
   b. Clarity
   c. Paint colors
   d. ID coloring
   e. Placement

2. **Body Interior**
   a. Seats and Panels
   b. Flooring
   c. Step well area
   d. Windows

3. **Body Exterior**
   a. Bumpers and Tow hooks
   b. Body panels
   c. Hood latches
   d. Reflectors
   e. Reflective tape

EMERGENCY EQUIPMENT

1. **Emergency Reflectors**
   a. Triangles
   b. Triangle storage box
   c. Triangle storage box mounting

2. **Fire Extinguisher**
   a. Fire extinguisher size and rating
   b. Operating mechanism
   c. Mounting
   d. Pressure gauge

3. **Seat belt Cutter**

4. **First Aid Kits**
   a. Location
   b. Contents
   c. Mounting
   d. Kit size (rating)
   e. Number of kits required

5. **Bodily Fluid Cleanup Kit**
   a. Location
   b. Contents
   c. Mounting

EMERGENCY EXITS AND DOORS

1. **Alarms**
   a. Driver audible
   b. Switch condition
   c. Switch enclosure

2. **Ignition Interlock Systems (if applicable)**
   a. Back emergency door switches
   b. Side emergency door switches
   c. Emergency door and starter interlock warning buzzers
   d. Circuit wiring and solenoids

3. **Emergency Exits**
   a. Seals
   b. Latches
   c. Head bumper
   d. Door assembly and Glass
   e. Aisle width at the door
   f. Flip seat (if applicable)
   g. Hold-open device

LIGHTING

1. **Switches**
   a. Operation
   b. Mounting

2. **Eight-way Lights (complete system)**
   a. Flashing frequency
   b. Visibility
   c. Operation and Sequencing
   d. Pilot or Indicator lights
   e. Stop sign and Diaphragm (if applicable)

3. **Lights**
   a. Head lights
   b. Tail lights
   c. License plate lights
   d. Brake lights
   e. 4-way Hazard lights
   f. Reverse lights
   g. Interior lights
   h. Clearance lights
   i. Turn signal lights
   j. Light monitor

SPECIAL NEEDS EQUIPMENT (if equipped)

1. **Special Needs Equipment**
   a. Power lift – interlock (after January 2005)
   b. Securements
   c. Track floor and wall
   d. Child Safety Restraints/Integrated seating
   e. Other equipment securements (Oxygen)
   f. Decals
   g. Seat belt cutters
   h. FMVSS 210 seat belt ready seat frame
   i. Air conditioning