



**MONTGOMERY COUNTY FIRE AND RESCUE SERVICE
DRIVER/OPERATOR TRAINING PROGRAM**

Practical Application Guide Sheet

Utility Task Vehicle: Pre-Trip Inspection

Candidate Name: _____

Candidate Performance Competency: The candidate will explain the purpose of and perform a pre-trip inspection on the vehicle. The Pre-Trip inspection will be completed in accord with UTV Safety Institute Guidelines.

Component	Value	Score
Vehicle Overview - 10 points		
1. Park the vehicle on a stable and reasonably level surface. Make sure the parking brake is applied.	2	
2. Body components and lights intact, not missing, or damaged.	1	
3. Look down each side of the body to identify any leaning that may indicate weak or broken suspension components.	1	
4. Cargo Area – loads or equipment packages are within cargo limits and are properly secured to prevent shifting.	5	
5. Look beneath the vehicle for obvious leaks or components hanging loose.	1	
Motor & Drive line Components - 17 points		
1. Oil <ul style="list-style-type: none"> a. Check level and add oil if needed, verify proper oil type prior to adding b. look for leaks in and under motor area 	1	
2. Battery <ul style="list-style-type: none"> a. Identify excessive corrosion and leaks b. Make sure connections are secure. 	1	
3. Air filter <ul style="list-style-type: none"> a. Remove filter cover and check condition of the filter element. b. Filter appears clean and not torn or blocked c. Check for deposits in the drain tube. If necessary, clean the tube and check the air cleaner housing. 	2	
4. Drive shaft and drive lines- oil leaks, signs of damage. Inspect boots for damage, or tears.	2	
5. Exhaust system <ul style="list-style-type: none"> a. Check for combustible debris lodged around components. b. Identify physical damage or deterioration c. With the engine running, listen for any exhaust leaks. 	1	

Component	Value	Score
6. Water Pump-Securely mounted, free of leaks.	1	
7. Radiator- no leaks, debris blockages, or significant damage.	1	
8. Fan- no damage and blades move freely.	1	
9. Hoses- leaks, cuts, cracks, and bulges.	1	
10. Coolant a. Check level and identify leaks b. Add only fluids recommended by manufacturer.	1	
11. Wiring a. Securely fastened or protected from damage b. Free of damage or deterioration c. No signs of overheating or melted insulation	1	
12. Alternator- Securely mounted and no loose connections.	1	
13. Fuse box- no loose or blown fuses.	1	
14. Fuel a. Check the fuel gauge and add fuel if needed – recall these vehicles can be out for extended periods of time b. Secure the fuel fill cap c. Note the smell of fuel leaking - turn the ignition switch off immediately if a leak is suspected.	2	
Wheels and tires - 7 points		
1. Inflation - Check the air pressure of all tires and inflate them to the proper pressure per vehicle specifications	2	
2. Condition - All tires must be free of damage that exposes the cords and bulges that are indicative of tire core separation.	1	
3. Depth - Replace based upon manufacturer's recommendations for tread wear.	1	
4. Wheels should be free of cracks and damage.	1	
5. Lug nuts should be tight, and make sure axle nuts are tight and secured by cotter pins.	2	
Brake System - 7 points		
1. Brake fluid a. Level is near MIN, inspect the brake pads for wear. b. If the brake pads are within the specification, check for leaks in the brake system.	1	
2. Controls - Check the brake pedal and parking brake lever to ensure they operate smoothly.	1	
3. Brake pad wear indicator a. MCFRS UTV - Front brakes need replaced when metallic friction sound is present. Rear brake need replaced when wear indicator arrows line up.	2	

Component	Value	Score
4. Parking brake - Measure the distance of free play. No more than 1 ⁹ / ₁₆ to 2 ³ / ₈ inches of travel in the lever before engaging.	2	
5. Brake rotors – No cracks, missing pieces, debris, or deep gouging.	1	
Suspension and Steering - 6 points		
1. Steering <ul style="list-style-type: none"> a. Check the steering to make sure it turns smoothly in both directions. b. Check for any tears in the boots. c. No damage or excessive play to any part of the steering components. 	3	
2. Steering Wheel - No defects or damage.	1	
3. Suspension <ul style="list-style-type: none"> a. All suspension components free of damage or defects b. Identify bends or oil leaks in the cushion damper. 	1	
4. Underbody <ul style="list-style-type: none"> a. Identify damage or cracks b. Remove accumulated debris 	1	
In Cab - 6 points		
1. Seats Belts-Make sure seat belts are in good condition and operate properly. Must move smoothly and retract on their own.	1	
2. Safety doors-the latch plates should click securely into the buckles and release when the release buttons are pushed firmly.	1	
3. Side nets-Make sure all nets and their mounting hardware are in good condition and that they latch and tighten securely.	1	
4. Ignition switch-Check the condition of the switch and make sure it works properly by switching if off and on during warm-up.	1	
5. Controls-check that accelerator pedal, drive mode selector, and shift lever are operating smoothly.	1	
6. Lights-Make sure the headlights, taillights, brake lights, and auxiliary lighting are working properly.	1	
7. Windshield and wipers are in good condition.	1	
Total Points	53	

Critical Fail Points

Failure to successfully perform any of the following components will result in an automatic failure of this evolution regardless of total score.

- a) **Failure to engage the hand brake during check-out.**
- b) **Failure to conduct a thorough examination of any of the following systems as a whole: brakes, steering, tires, and suspension.**

Evaluator: Initial beside the final outcome of the exam below.

____ **PASS** ____ **FAIL – <37 Points** ____ **FAIL – Critical Failure Point**

Evaluator Name

Date

Evaluator Signature