

ANNUAL VEHICLE INSPECTION



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1. INTRODUCTION

- a. **H2 Enterprises, LLC (H2)** is committed to following an annual commercial vehicle inspection program. Department of Transportation (DOT) regulations require commercial motor vehicles undergo a thorough inspection at least annually. All equipment items not meeting the minimum standards must be repaired before the vehicle is put back into service. Our annual inspection procedure will help avoid DOT penalties and provide support for a good inspection and maintenance program.
- b. All drivers are responsible for ensuring the inspection is current on the vehicle and any trailer being used. If the vehicle and/or trailer does not have a current inspection, drivers must inform their supervisors. Vehicles and/or trailers are not to be used until inspected.

2. ANNUAL VEHICLE INSPECTION PROCEDURE

- a. All vehicles subject to **H2's** control must be inspected at least annually. This includes each vehicle in a combination. For example, for a tractor semitrailer or full trailer combination, the tractor, semitrailer, and the full trailer (including converter dolly) must each be inspected.

3. INSPECTOR QUALIFICATIONS

- a. Only inspectors qualified under Sec. 396.19 of the FMCSRs are allowed to perform an annual inspection.
- b. The regulations require that an individual who performs annual inspections be qualified as follows:
 - i. Understands the inspection criteria in Part 393 and Appendix G.
 - ii. Knows and has mastered the methods, procedures, tools and equipment used in performing an inspection.
 - iii. Has training or experience under one of the following:
 1. A state or federally-sponsored training program or a certificate from a state or Canadian province qualifying the person to perform inspections, or training or experience totaling 1 year, which may include appropriate training in a manufacturer sponsored or commercial training program; experience as a mechanic or inspector in a motor carrier maintenance program, commercial garage, fleet leasing program, etc.; or
 2. Experience as a commercial vehicle inspector for a state, provincial, or federal government.

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- c. Documentation of the inspector's qualifications must be retained for as long as the inspector is performing inspections for the motor carrier and for one year thereafter.

4. VEHICLE INSPECTION CRITERIA

- a. The components that are to be inspected are listed in Appendix G of the Federal Motor Carrier Safety Regulations. They include:
- i. Brake system,
 - ii. Coupling devices,
 - iii. Exhaust system,
 - iv. Fuel system,
 - v. Lighting devices,
 - vi. Safe loading,
 - vii. Steering mechanism,
 - viii. Suspension,
 - ix. Frame,
 - x. Tires,
 - xi. Wheels and rims,
 - xii. Windshield glazing, and
 - xiii. Windshield wipers.
- b. Each of these major component areas have subsidiary components that must be inspected as part of the annual vehicle inspection.
- c. In addition, **H2** requires the following equipment items to be inspected: NIA.
- d. Any equipment items not meeting minimum standards must be repaired before the vehicle can be put back in service.

5. ANNUAL INSPECTION DOCUMENTATION

- a. The qualified inspector performing the inspection must prepare a report that includes the following information:
- i. The inspector's name,
 - ii. The name of the motor carrier operating the vehicle,
 - iii. The date of the inspection,

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- iv. Vehicle identification,
 - v. A list of the components inspected and designation of any components not meeting inspection standards, and
 - vi. Certification that the inspection is accurate, complete, and that it complies with the regulations.
- b. The original or a copy of the annual vehicle inspection report will be retained at the home office. The inspection report will be retained for a minimum of 14 months.

6. DOCUMENTATION ON VEHICLE

- a. A copy of the annual inspection report must be carried on the vehicle.
- b. An annual inspection sticker must be affixed to the vehicle.