



ANNUAL VEHICLE or RETURN TO SERVICE SAFETY INSPECTION & PHYSICAL INVENTORY FORM

FTA Section 5310 Funded Vehicles

OK - Satisfactory NR - Needs Repair

MARK ONE: RETURN TO SERVICE SAFETY INSPECTION OR ANNUAL INSPECTION

Complete Inspection & Circle Pass or Fail				Inspector must initial mileage	INITIALS:
Inspection Results:	PASS	FAIL		Mileage:	
Agency Name (Vehicle Owner)				License Plate #	
Bus No.:				VIN:	
Inspection Date:				Manufacturer:	
Inspection Company:				Model:	
Inspector Name/Title:				Year:	
Inspector Signature:				Lift or Ramp: YES OR NO	YES NO
BRAKES	OK	NR	COMMENTS:	ENGINE COMPARTMENT	OK NR COMMENTS:
ADJUSTMENT				OIL LEVEL	
MECHANICAL COMPONENT				RADIATOR	
DRUM / ROTOR				BATTERIES	
HOSE / TUBING					
LINING				INTERIOR	OK NR COMMENTS:
PARKING BRAKES				WINDOWS/OPERATION	
OTHER				MIRRORS	
				FRONT DOOR OPERATION	
FUEL SYSTEM	OK	NR	COMMENTS:	PASSENGER SEATS	
TANK(S)				INTERLOCKS	
LINES				GRAB RAILS / STANTIONS	
OTHER				SIDE/FRONT/REAR/CEILING PANELS	
				FLOOR COVERING	
STEERING	OK	NR	COMMENTS:	STEPWELL	
ADJUSTMENT				EMERGENCY EXITS	
COLUMN / GEAR				SUN VISOR	
AXLE					
LINKAGE				CAB / BODY	OK NR COMMENTS:
POWER STEERING				ACCESS	
OTHER				EQPT / LOAD SECURE	
				TIE-DOWNS	
SUSPENSION	OK	NR	COMMENTS:	HEADERBOARD	
SPRINGS				MOTORCOACH SEATS	
ATTACHMENTS				OTHER	
SLIDERS					
OTHER				LIGHTING	OK NR COMMENTS:
				HEADLIGHTS	
WHEELS / RIM	OK	NR	COMMENTS:	TAIL / STOP	
FASTENERS				CLEARANCE / MARKER	
DISK / SPOKE				IDENTIFICATION	
MIRRORS				REFLECTORS	
WINDSHIELD				INTERIOR	
WIPERS				OTHER	
EXHAUST	OK	NR	COMMENTS:	AC / HEATER	OK NR COMMENTS:
LEAKS				HEATER	
PLACEMENT				CAB A/C	
				REAR A/C	
TIRES	OK	NR	COMMENTS:		
TREAD				FRAME	OK NR COMMENTS:
INFLATION				MEMBERS	
DAMAGE				CLEARANCE	
OTHER				OTHER	
TIRE TREAD DEPTH IN 32NDS			COMMENTS:	ACCESSIBILITY FEATURES	OK NR COMMENTS:
RF				W/C LIFT DOOR OPERATION	
LF				W/C LIFT OPERATION	
RR OUTER				W/C SECUREMENTS	
RR INNER				RAMP	
LR OUTER					
LR INNER				ON-BOARD	OK MISSING COMMENTS:
				FIRE EXTINGUISHER	
OTHER	OK	NR	COMMENTS:	WARNING TRIANGLES	
WARNING GAUGES				FIRST AID KIT	
PANEL LIGHTS				BLOOD BORNE PATHOGEN KIT	

NOTES AND AREAS OF CONCERN/FOLLOW UP:

INSTRUCTIONS: The annual safety inspection and physical inventory form for FTA Section 5310 City of Phoenix procured vehicles.
Inspector MUST: Initial mileage, Select PASS or FAIL, and sign the form.

This inspection checklist may be accompanied by a standardized form as long as the top section in the solid box is filled out and signed with the pass or fail indicated.
If the vehicle fails, a follow-up inspection is required.

Vehicles out of service 30 days or longer require a "return to service" safety inspection prior to placing vehicle back in service. This inspection is similar to a pre-trip inspection making sure the vehicle is safe to operate (Check wheels, tires, engine, fluids, safety equipment including lifts/ramps).

OK - Satisfactory NR - Needs Repair

PER FTA Requirements, each vehicle's VIN and license plate must be physically verified.

EMAIL completed vehicle inspection sheet to: section5310@phoenix.gov

VEHICLE FAILURE REASONS:

Brakes

Heating Ventilation & Air Conditioning (HVAC) System

Any TIRES Worn Below 4/32NDS of an inch

Safety Equipment

WHEELCHAIR LIFT REQUIREMENTS:

1. Vehicle Movement is Prevented Unless the Lift Door is Closed.
2. Lift Operation Shall Be Prevented Unless the Vehicle is Stopped & Vehicle Movement is Prevented.
3. The Platform will Not Fold/Stow if Occupied.
4. The Inner Roll Stop will Not Raise if Occupied.
5. The Outer Barrier will Not Raise if Occupied.
6. Verify Platform Lighting When Lift is Deployed & Pendant Illumination When Lift is Powered.
7. Warning Activates if the Threshold Area is Occupied When the Platform is at Least 1 Inch Below Floor Level.
8. Platform Movement is Prohibited Beyond the Position Where the Inner Roll Stop is Fully Deployed (Up)