

# Annex 4A - Example of a safety inspection record (HGV & Trailer)

Vehicle Reg Mark / ID No:		Odometer Reading:
Make and Model Type:		VIN:
Date of Inspection:	ISO Wk No.:	Inspection organisation:
Operator:		Location of inspection:

Notes	'Serviceable' (col 4)- enter the appropriate code:			
'IM Ref' (col 2)- for more details on each item listed, look under this reference number in the DVSA Inspection Manual  There may be other requirements or Local Authority standards that are not included in this document. E.g. ULEZ	✓	= Satisfactory	R	= Repair Required
	✗	= Safety Item Defect	N/A	= Not Applicable
	M	= Monitor (possible maintenance required before next SI)		

## Part 1 - Inspection

A: Inside vehicle (items marked * do not apply to trailers)					
Check no.	IM Ref	Item Inspected	Serviceable	Defect Found	Rectified By
1	18	Seats*			
2	3	Seat Belts and Supplementary Restraint Systems*			
3	22	Mirrors and Indirect Vision Devices*			
4	23	Glass and View of the Road*			
5	25	Windscreen Washers and Wipers*			
6	26	Speedometer / Tachograph*			
7	27	Horn*			
8	28	Driving Controls / Warning Lamps (Inc ADAS) *			
9	30	Steering Control*			
10	37	Service Brake Pedal*			
11	38	Service Brake Operation (inc ABS/EBS, ESC & ISO 7638 cable)			
12	34	Pressure / Vacuum Warning and Build Up*			
13	36	Hand Lever Operating Mechanical Park Brakes and Electronic Park Brake Control*			
14	39	Hand Operated Brake Control Valves			
15	17	Cab Floors and Steps*			
16		OBD - Diagnostic trouble code (DTC) check			

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<b>B: Ground level and under vehicle (items marked * do not apply to trailers)</b>					
17	16	Cab Doors*			
18	1	Registration Plates*			
19	15	Cab Security*			
20	19	Security of Body, Containers and Crane Support Legs			
21	20	Condition of Body			
22	5	Exhaust Emissions* / MIL			
23	6	Road Wheels and Hubs			
24	7	Size and Type of Tyres			
25	8	Condition of Tyres (including age and date code)			
26	9	Sideguards, Rear Under-Run Devices and Bumper Bars			
27	10	Spare Wheel and Carrier			
28	41	Condition of Chassis			
29	11	Vehicle to Trailer Coupling			
30	12	Trailer Parking and Emergency Brake and Air Line Connections			
31	13	Trailer Landing Legs			
32	14	Spray Suppression, Wings and Wheel Arches			
33	33	Speed Limiter*			
34	42	Electrical Wiring and Equipment			
35	43	Engine and Transmission Mountings*			
36	44	Oil Leaks			
37	45	Fuel Tanks and System			
38	46	Exhaust Systems and Nuisance*			
39	54	Steering			
40	48	Suspension			
41	53	Axles, Stub Axles and Wheel Bearings			
42	57	Transmission			
43	58	Additional Braking Devices			
44	59	Brake Systems and Components			
45	62	Markers and Reflectors			
46	63	Lamps			
47	66	Direction Indicators and Hazard Warning Lamps			
48	67	Aim of Headlamps*			
49	74	Other dangerous defects			
50		Safety recall check			

IM8 Condition of tyres as presented (enter N/A if not applicable)				
Ck 51	Axle 1	Axle 2	Axle 3	Axle 4
o/s out	mm	mm	mm	mm
	psi	psi	psi	psi
o/s in		mm	mm	mm
		psi	psi	psi
n/s in		mm	mm	mm
		psi	psi	psi
n/s out	mm	mm	mm	mm
	psi	psi	psi	psi

C: Braking performance assessment				D: Brake temperature assessment				
Date of assessment: _____				Ambient air temperature: _____°C				
Laden – (measured weight) / unladen								
(roller brake test* / decelerometer test + temp./ EBPMS**)								
* RBT printout attached (yes/no) – If an RBT report is attached to the safety inspection form the RBT results table can be left blank								
** If EBPMS is used the report needs to be attached to the safety inspection								
Check No	IM Ref	Item inspected	Efficiency	Side	Axle 1	Axle 2	Axle 3	Axle 4
52	71	Service Brake Performance	%	N/S	°C	°C	°C	°C
53	72	Secondary Brake Performance	%	O/S	°C	°C	°C	°C
54	73	Parking Brake Performance	%		°C	°C	°C	°C
Axle RBT results*	Imbalance kg	Time Lag (pass / fail)	Ovality (Front steer)	Bind kg	Max Force kg (Indicate if locked)	Parking kg (Indicate if locked)		
Axle 1 - weight		N/S						
		O/S						
Axle 2 - weight		N/S						
		O/S						
Axle 3 - weight		N/S						
		O/S						
Axle 4 - weight		N/S						
		O/S						
EBPMS	Braking performance value:			Assessment period:				
<b>Overall Result:</b> (Satisfactory / Unsatisfactory)			Inspector comments:					

## Part 2 - Comments on faults found

Check No	Fault No	Fault details
Faults numbered here are Drivers Defect Report items.		
Signature of inspector: .....		
Name of Inspector: .....		

## Part 3 - Action taken on faults found

Check No	Fault No	Action taken on fault	Rectified By

## Part 4 - Declaration

“I consider that the above defects have been rectified satisfactorily and this vehicle or trailer is now in a safe and roadworthy condition.”

Defects rectified by: \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Note: It is always the responsibility of the operator to ensure that the vehicle or trailer is in a roadworthy condition before being used on the road**