

LAMA Driver Check Sheet

 2nd August 2023

Vehicle Registration No: DK66 CGY	Destination:
Journey No:	Date:

Checks to be carried out BEFORE and AFTER each journey, unless not required (N/R) if Okay or if Defective

	External Vehicle Checks	Before	After
1	Vehicle sitting square and not leaning to one side		
2	Number plates and permit clearly visible		
3	No obvious visible damage to wheels, tyres or exhaust		
4	All lights and reflectors (including number plate lights) are fitted, clean and in good condition		
5	Reversing camera clean, boot contents secure, luggage straps in good condition and rear door secure		
6	Vehicle access, steps, handholds and surfaces in good condition		
7	Condition of bodywork – any damage not recorded in Damage Log kept in driver’s cabin must be reported		
PSV Checks			
8	Fire extinguisher, first aid kit, emergency hammer, warning triangle and Hi-Viz jackets in place and serviceable		
9	Passenger safety belts, seats, handrails, walkways and lighting in good condition		
10	Driver’s buzzer and emergency exit door working correctly; emergency signs in place		
In-Cab Checks			
11	Check fuel level and ensure that mobile phone is charged		
12	Check that Driver’s Pack and MIDAS manual are available in the bus		N/R
13	Good visibility through windows, mirrors in place and correctly adjusted		N/R
14	Driving controls, seat and driver safety belt adjusted correctly		N/R
15	Windscreen washer, wipers, demister and horn operating correctly		N/R
16	Speed limiter plaque displayed		N/R
17	Initial display of warning lights in the cab and on the dashboard go off when the engine is started, with the exception of the handbrake light.		N/R
Prior to Departure Checks			
18	Electrically operated door in working order, door notice in place and slide-out steps deploy and retract properly		
19	Steering and brakes operating correctly		N/R
20	Reversing camera and audible warning operating correctly		N/R
On the Road Checks			
21	Speedometer and speed limiter working		N/R
22	ABS/EBS warning lights off		N/R
23	No excessive noise/smoke from exhaust		N/R
Post Journey Checks			
24	Record first aid pack usage in defect details below	N/R	
25	Submit Near-Miss experiences to Training Officer	N/R	
Special Measures Required by LAMA COVID-19 Risk Assessment Addendum			
26	Open skylights before and shut after each journey (If required by LAMA COVID Risk Level)		
27	Wipe down handrails before and after each journey (If required by LAMA COVID Risk Level)		
28	Put out hand sanitizer before and remove after each journey (If required by LAMA COVID Risk Level)		
29	Ensure driver screen is in place and face mask is available (If required by LAMA COVID Risk Level)		N/R

Drivers Name:

Signature:

Defect Details	<i>List defects/damage, including dashboard warning regarding screen wash and AdBlue top-up</i>

Please inform the Maintenance Officer of defects as soon as possible (email maintenance@lamaminibus.co.uk), or else ask the Booking Clerk on **01208 811175** to forward on the details. Please return this completed form with your LAMA Driver Journey Sheet.