



Checklist equipment and documents

The items listed below should be checked for their presence and accuracy. Should there be any discrepancies that you cannot correct yourself, contact the planning department immediately. Report defects and faults via the on-board computer using the standard Garage message selection from the Trimble on-board computer or app. The planner and fleet management are both informed.

The driver is always responsible for proper inspection and should only drive if the following steps have been followed. The driver is responsible for judging between 'right or wrong'.



| Checks truck | Start of working day |
|---|----------------------|
| Truck: overall condition, cleanliness, damages. | X |
| Leaks (fluids/air). | X |
| (Work) lights: functioning and undamaged. | X |
| Condition and pressure of tyres. | X |
| Wheel nuts, indicators in correct position, no dirt or rust behind the wheel nut. | X |
| Windows clean, undamaged, and clear of sight-restricting items. | X |
| Mirrors: clean and properly adjusted. | X |
| Draining (wet) air tank. | X |
| Brakes functioning. | X |
| Compressor, oil leakage. | X |
| Coupling set: complete and clean. | X |

Ensure that the filter of the dry bulk compressor (if present) is clean and placed in the casing. If this filter is not clean, this should be reported to the planner. The filter should then be cleaned. Presence of oil may indicate an internal leak in the compressor.



| Checks load unit | Start of working day | After each stop | After every (un)loading, coupling, or mounting process |
|--|----------------------|-----------------|--|
| Loading unit: overall condition, cleanliness, damages. | X | X | X |
| Trailer/chassis properly connected. | X | X | X |
| Air hoses and electrical cables properly connected. | X | X | X |
| Tipper cable rolled up, properly secured with the nozzle down. | X | X | X |
| Support legs: moveable, no damage. | X | | X |
| Twist locks: properly latched, lock functioning, not worn out | X | X | X |
| Air leaks | X | | X |
| (Work) lights: functioning and undamaged. | X | | X |
| Condition and pressure of tyres. | X | | X |
| Wheel nuts, indicators in correct position, no dirt or rust behind the wheel nut. | X | | X |
| Functioning of brakes, mechanical and electrical. | X | | X |
| Hoses, couplings, and gaskets in good condition. | X | | X |
| Hose tubes closed. | X | X | X |
| All blind caps placed and tightened. | X | | X |
| Crates clean, undamaged, and properly locked. | X | X | X |
| Valves, butterfly valves, bottom valves and taps closed. | X | X | X |
| Sealing, full-length TIR cable check, including the TIR cable of the air distribution block. | X | X | X |
| Glycol expansion reservoir: clean and containing glycol. | X | | X |
| Heating/cooling system: functioning, thermostat set correctly. | X | | X |
| Stairs, walkway and handrail: functioning and undamaged. | X | | X |
| Pump system: oil level hydraulic reservoir, functioning. | X | | X |
| Grounding cable: present and not defective. | X | | X |

| Check twist locks | After every stop | After every (un)loading, coupling, or mounting process |
|---|------------------|--|
| A twist lock should be easy to use. | | X |
| The twist lock latch should not be worn out and therefore should not be able to rotate 360 degrees. | | X |
| Close a twist lock manually only, do not hammer it in place. Reason is that the container will 'work' during the drive and the container will 'work' when you go from empty to loaded and vice versa. | | X |
| Twist locks: properly locked, securing mechanism working, not worn out. | X | X |
| Twist lock must be fully tightened. In various countries, a twist lock that is not fully tightened is a punishable offence. | X | X |

See a Twist lock with N/O contacts below. The twist lock must be closed entirely to prevent the tilting mechanism from being short-circuited. It is impossible to tip if the twist lock is not fully closed and both points do not make good contact. Dirt and water also prevent good contact.



| Driver, truck, inspections, administration/documents | Start of working day | After every (un)loading, coupling, or mounting process |
|---|-----------------------------|---|
| Valid driving licence with valid code 95. | X | |
| Valid driver card. | X | |
| Valid passport/ID card | X | |
| Employer's statement. | X | |
| ADR papers (dangerous goods) if needed. | X | |
| Cargo Card. | X | |
| Truck registration card. | X | |
| Paper registration certificate. | X | |
| MOT inspection certificate. | X | |
| (Copy) trailer/chassis registration certificate. | X | |
| Personal Shell/IDS card. | X | |
| Euro permit. | X | |
| Other permits if applicable. | X | |
| Claim forms (at least 2). | X | |
| Cleaning certificate: - Does this certificate belong to this trailer/container? - Is it still valid? - Seal numbers consistent with documentation? | | X |
| Waybill/CMR: - Does the waybill belong to the cargo? > See procedure 'proper use and completion of a CMR'. | | X |
| Customs documents (if applicable). | | X |
| Functioning on-board computer and scanner. | X | |
| Functioning digital tachograph. | X | |
| (Spare) printer roll for the digital tachograph. | X | |
| Setting check of the toll boxes (error message or active status and correctly configured number of axles, etc.). | X | |

Leaving behind documents of value, fuel cards, credit cards, etc., when leaving the truck unattended is strictly prohibited.