## New Driver Test on Daily Vehicle Check

Candidate’s name: ……………………………………… Date: ………………….

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Item** | **Check** | **Review** | **Pass** |
|  |  |  |  |  |
|  | Fuel | Fuel tank full or sufficient for the planned journey. Jerry cans for fuel if necessary.Fuel sedimentor and filter clear. No discernible fuel leaks. |  |  |
|  | Engine oil | Oil level at, or just below, fill level with vehicle on level ground |  |  |
|  | Other fluids | Coolant between minimum and maximum marks in the expansion tank.Screen washer fluid topped up. |  |  |
|  | Battery | Battery connections and holding bracket(s) are secure |  |  |
|  | Lights | All lights and indicators function, including interior lights |  |  |
|  | Wheels & Tyres | Wheel nuts. Tyre tread depth, tyre damage, especially sidewalls, uneven wear. Spare tyre(s). |  |  |
|  | Horn | Does the horn work? |  |  |
|  | Tools and equipment | Jack, wheel spanner, first aid kit, seat belts, small tool kit, essential spares (e.g. fan belt), shovel, tow rope, cargo straps, warning triangles, etc. |  |  |
|  | Brakes | Hydraulic brake oil; Brakes work |  |  |
|  | Doors, windows & mirrors | Doors can be locked. Windows are clean and can be opened and closed. Wipers work. |  |  |
|  | Vehicle documents | Required vehicle documents are in the vehicle or with the driver |  |  |
|  | Start engine | Oil pressure and battery charging lights come on when ignition switch turned on but go off when engine running |  |  |

Assessor’s name and status: …………………

Organization: …………………………

## New Driver Test on Changing a Wheel

Candidate’s name: ……………………………………… Date: ………………….

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Item** | **Check** | **Review** | **Pass** |
|  |  |  |  |  |
| 1. 1
 | Immobilize Vehicle | Parking brake on. Everyone vacates the vehicle. Wheel chocks placed in appropriate positions. |  |  |
| 1. 2
 | Position jack | Jack safely in level position |  |  |
| 1. 3
 | Wheel nuts | Wheel nuts slackened |  |  |
| 1. 4
 | Raise jack | Wheel lifted off the ground by raising the jack. Vehicle stability checked whilst jacking.Raised sufficiently to be able to fit spare wheel with fully inflated tyre. |  |  |
| 1. 5
 | Remove wheel nuts | Wheel nuts removed and placed in secure place |  |  |
| 1. 6
 | Remove wheel | Wheel carefully removed and placed safely to one side. |  |  |
| 1. 7
 | Replace wheel | Spare wheel fitted in position and nuts screwed until wheel held securely in position |  |  |
| 1. 8
 | Lower jack | Wheel lowered onto the ground and jack removed. |  |  |
| 1. 9
 | Tighten nuts | Wheel nuts tightened |  |  |
| 1. 10
 | Wheel & tools | Flat tyre collected and secured. Tools put safely away. |  |  |

Assessor’s name and status: ……………………………….

Organization: …………………………….…

## New Driver Driving Test

Candidate’s name: ……………………………………… Date: ………………….

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Item** | **Check** | **Review** | **Pass** |
|  |  |  |  |  |
| 1. 1
 | Starting Engine | Did driver warm engine before engaging gears and commencing driving |  |  |
| 1. 2
 | Use of Gears | Did driver use gears correctly |  |  |
| 1. 3
 | Reversing | Did driver reverse in a controlled and accurate manner. |  |  |
| 1. 4
 | Use of clutch | Did driver use clutch correctly. |  |  |
| 1. 5
 | Use of mirrors | Did driver make use of mirrors |  |  |
| 1. 6
 | Indicators | Did driver use indicators when required. |  |  |
| 1. 7
 | Speed Limits | Did driver observe speed limits |  |  |
| 1. 8
 | Traffic signs and traffic lights | Did driver observe traffic signs and traffic lights. |  |  |
| 1. 9
 | Braking | Did driver brake smoothly and use brake effectively. |  |  |
| 1. 10
 | Emergency Stop | Did the driver complete a controlled emergency stop effectively? |  |  |
| 1. 11
 | Handbrake | Did the driver use the handbrake effectively when starting from a stationary position on a slope |  |  |
| 1. 12
 | Pedestrians | Did driver observe pedestrians and give them sufficient room when passing or crossing the road |  |  |
| 1. 13
 | Other vehicles | Did driver observe other vehicles manoeuvres and give sufficient room when overtaking and when following behind. |  |  |
| 1. 14
 | Driving | Did the driver drive with 2 hands on the wheel. |  |  |
| 1. 15
 | Driving | Did the driver always have full control of the vehicle |  |  |
| 1. 16
 | Seat Belts | Did the driver wear a seatbelt and request other passengers to wear a seatbelt |  |  |
| 1. 17
 | Animals | Did the driver observe animals by the side of the road and vary the speed of the vehicle accordingly |  |  |
| 1. 18
 | Driving | Did you feel confident with the driver  |  |  |
| 1. 19
 | Parking | Was the driver able to park the vehicle in a safe manner |  |  |
| 1. 20
 | Road conditions | Did the driver drive at a speed suitable for the road conditions |  |  |

Assessor’s name and status: ……………………………….

Organization: …………………………….…