



Irish Concrete Federation

# Safety Bulletin

**SAFETY BULLETIN NO: DAILY VEHICLE WALK AROUND CHECK**

**DATE: OCT 2016**

## Daily Vehicle Walk Around Check – Heavy Goods Vehicle (HGV)

- **Daily Vehicle Walk Around Checks are a requirement under Road Safety Authority (Commercial Vehicle Roadworthiness) (Vehicle Maintenance and Repair) Regulation 2013 (S.I No 348 of 2013).**

### Driver Walk Around Check – HGV

- As the owner, user or driver of a commercial vehicle you must ensure that a walk around inspection of the vehicle is carried out before the vehicle is used on a public road.
- Drivers should be trained to conduct daily walk around checks.
- Drivers must record and report any defects.
- In order for the daily walk around checks to be effective, there should be a system in place for reporting and recording vehicle defects.
- It is good practice to give drivers a book of check sheets so that they can record all completed checks and any defects.



### Best Practice – Book of HGV Driver Daily Walk Around Check Sheets

Each driver should be furnished with a book of HGV daily walk around check sheets or an electronic equivalent. An example of a HGV daily walk around check sheet can be found on the Road Safety Authority Website, [www.rsa.ie](http://www.rsa.ie)

**Defects recorded should be brought to the attention of the Suitably Qualified Person.**

### Walk around checks to be checked by the driver:

Below is a list of some key items on trucks and trailers to be checked by the driver before driving the vehicle;

#### Trucks

- Engine Oil/ Coolant
- Hydraulic Oil/ Greaser
- Tyres Condition + Inflation / Wheel Nuts
- Springs / Air Bags
- Horn / Reverse Buzzer
- Lights / Indicators / Markers
- Brakes
- Mirrors / Wipers
- Cab Body & Fittings
- Tachograph & Speed Limiter
- Check Steps / Handrails
- ABS / EBS Warning Lights
- Others, for example; conveyors, cranes etc.

#### Trailers

- Hydraulic Oil/ Greaser
- Tyres / Wheel Nuts Tight
- Springs / Air Bags
- Landing Legs
- Reverse Buzzer
- Lights / Markers
- Brakes
- Trailer Timbers / Sideboards
- Tipper body completely empty
- Control Panel Working
- Tailgate releasing and closing
- Bottle empty of concrete
- Oil / Coolant / Diesel
- Air Pressure
- Others, for example; conveyors, cranes etc.



### When a defect is identified

- When a defect is identified during a daily check the following information must be recorded;
  - Description of the defect;
  - Time and date of the discovery of the defect;
  - Any temporary measure taken to mitigate the effect of the defect.
- Operators must ensure that where a defect is reported by a driver, that the vehicle is inspected and repaired by a suitably qualified person before the vehicle is allowed on the road.
- All reported defects must be followed up and must ensure that the appropriate action is taken before the vehicle is used on a public road.
- The corrective action taken must be recorded and included in the vehicle maintenance record.

### Suitably Qualified Person (SQP)

A Suitably Qualified Person is a nominated person given the responsibility for carrying out inspection and maintenance of vehicles and any repairs required to rectify defects on a vehicle. The Suitably Qualified Person will usually be a mechanic or equivalent person with the relevant experience and/or qualification to enable them to assess the roadworthiness of a vehicle and carry out any necessary repairs.



**Disclaimer:** This bulletin has been prepared for the Irish Concrete Federation in consultation with the Federation's Health & Safety Committee and is issued for guidance only. Members are reminded of the requirement to have Safe Operating Procedures as per the relevant Health & Safety Regulations. Every care has been taken to ensure that the information contained herein is correct and accurate at the date of publication. However the Irish Concrete Federation cannot accept any responsibility or liability for any errors, inaccuracies or omissions which may have occurred inadvertently.

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