



**KANSAS STATE DEPARTMENT OF EDUCATION SCHOOL/ACTIVITY BUS INSPECTION RECORD**  
**PART I - MECHANICAL SAFETY INSPECTION**

USD: \_\_\_\_\_ OWNERS NAME: \_\_\_\_\_ BUS TYPE: \_\_\_\_\_ BUS NUMBER: \_\_\_\_\_ RATED CAPACITY: \_\_\_\_\_  
 MODEL YEAR: \_\_\_\_\_ BODY MANUFACTURER: \_\_\_\_\_ VIN: \_\_\_\_\_ GVWR: \_\_\_\_\_ LBS. \_\_\_\_\_  
 ODOMETER: \_\_\_\_\_ USE OF BUS:  ROUTE BUS  ACTIVITY BUS  
 DATE OF MANUFACTURE: \_\_\_\_\_ SPARE BUS

(Route Bus Limited to 25 Years based on date of manufacture per KS Law)

**SIGNATURE REQUIRED:** \_\_\_\_\_  
 School/Contractor Official Signature - Trooper Will Fail Bus If Form is Not Signed

CERTIFICATION: UPON PROPER FORM COMPLETION THIS VEHICLE HAS PASSED ALL THE INSPECTION ITEMS FOR THE ANNUAL VEHICLE INSPECTION REPORT IN ACCORDANCE WITH 49 CFR PART 396

OK	Needs Repair	Repair Date	1. BRAKE SYSTEM	Air Hydraulic
			Adjustment	
			Drums or Rotors	
			Hoses and/or Tubing	
			Lining	
			Air Compressor	
			Low Pressure (Light & Audible Signal)	
			Service Brakes	
			ABS System	
			Vacuum Systems	
			Parking Brake	
			<b>2. SUSPENSION</b>	
			U-Bolts, Spring Assembly & Hangers	
			Torque Arm, Radius or Tracking Components	
			<b>3. STEERING MECHANISM</b>	
			Steering Wheel Free Play	
			Steering Column	
			Steering Gear Box	
			Pitman Arm	
			Power Steering	
			Ball & Socket Joints	
			Nuts, Tie Rods & Drag Links	
			Front Axle Beam & All Steering Components Other than Steering Column	
			<b>4. FRAME</b>	
			Frame Members	
			Tire & Wheel Clearance	
			Tow Hooks	
			<b>5. DRIVE TRAIN</b>	
			U-Joints & Yoke Ends	
			Center/Carrier Bearing	
			Drive Shaft Tube	
			<b>6. EXHAUST</b>	
			Muffler	
			Free From Leaks	
			Routing of Exhaust System	
			<b>7. FUEL SYSTEM</b>	
			No Visible Leak	
			Securely Attached	
			Fuel Line	
			<b>8. TIRES, WHEELS / RIMS</b>	
			Front Tread/Condition 4/32 (NO Recaps/Retreads)	
			Rear Tread/Condition 2/32	
			Wheels / Rims	
			<b>9. POWER / WHEELCHAIR LIFT (If Equipped)</b>	
			Positive Fastening Device for Door	
			Lift Operates Properly	
			Interior Light & Door Securement Alarm	
			Wheel Chair Securement Tracks & Tie Downs	

OK	Needs Repair	Repair Date	10. WINDSHIELD, GLASS & WIPERS
			Windshield, Windows, All Glass/Glazing
			Windshield Wipers & Washer
			<b>11. EXTERIOR MIRRORS</b>
			Left & Right Side Flat
			Left & Right Side Convex *
			Left & Right Crossview *
			<b>12. EXTERIOR LIGHTS, WARNINGS &amp; MARKINGS</b>
			SCHOOL BUS Lettering Front & Rear Bulkhead *
			Headlights (Low & High Beam)
			Horn
			Turn Signals & Emergency / Hazard Lights
			Owner Identification
			8-Way Warning Lights & Stop Arm(s) *
			Handicapped ID Placard if Needed
			Clearance & ID Lights
			Back Up Lights & Back Up Alarm (Alarm-Built 1997 & Later) *
			Tail Lights
			Brake Lights
			Reflective Material & Tape
			White Strobe (July 2007 & Newer) *
			Exterior Clean
			<b>13. REAR &amp; SIDE EMERGENCY EXITS</b>
			Operation & Condition
			Audible Warning Signal *
			Identification & Operating Labels
			Positive Door Opening Device *
			<b>14. ROOF HATCHES</b>
			Operation & Condition
			Identification & Operating Labels
			<b>15. WINDOW EXITS</b>
			Operation & Condition
			Identification & Operating Labels
			Audible Warning Signal *
			<b>16. INTERIOR</b>
			Interior Bus Mirror & Sun Shade *
			Driver Seat & Seat Belt Operation & Condition
			Safety Equipment 1st Aid, Fire Ext, Tri, Fluid Cln Up, SB Cutter
			Interior Dome Lights & Stepwell Light
			All Gauges & Dashlights
			Manual Noise Suppression Switch (Built 2007 & Later) *
			Passenger Seats - Condition & Secured
			Service Door, Step-Well & Handrail Condition
			Interior Clean
			<b>17. HEATERS &amp; DEFROSTERS</b>
			Front Heater & Rear Heater
			Defroster(s)
			<b>18. OTHER</b>

\* Activity Bus May Not Be Equipped or Required  
 Copy - School District / Contractor  
 Distribution: Original - KHP Trooper

MECHANIC SIGNATURE IS VERIFICATION THIS BUS HAS PASSED ALL APPLICABLE INSPECTION ITEMS

Date Inspection Completed: \_\_\_\_\_  
 Mechanic Letter on File at: \_\_\_\_\_

Printed Mechanic Name: \_\_\_\_\_  
 Mechanic Signature: \_\_\_\_\_



KANSAS STATE DEPARTMENT OF EDUCATION SCHOOL/ACTIVITY BUS INSPECTION RECORD  
**PART II - KHP INSPECTION**



USD: \_\_\_\_\_ BUS NUMBER: \_\_\_\_\_ DATE OF MANUFACTURE: \_\_\_\_\_

VIN: \_\_\_\_\_ **FAIL**

(Route Bus Limited to 25 Years based on date of manufacture per KS Law) **FAIL**

<b>1. MECHANICAL INSPECTION COMPLETE</b>	<input type="checkbox"/>
<b>2. VEHICLE EXTERIOR</b>	
General Appearance & Cleanliness	<input type="checkbox"/>
Owner Identification	<input type="checkbox"/>
"SCHOOL BUS" Lettering *	<input type="checkbox"/>
Emergency Exits Exterior Identification	<input type="checkbox"/>
Reflective Tape Marked *	<input type="checkbox"/>
Handicapped ID Placard if Needed	<input type="checkbox"/>
<b>3. TIRES, WHEELS / RIMS</b>	
Front Tread Depth 4/32 - NO Re-Treads	<input type="checkbox"/>
Rear Tread Depth 2/32	<input type="checkbox"/>
Wheels / Rims	<input type="checkbox"/>
<b>4. EXTERIOR LIGHTS &amp; WARNINGS</b>	
Headlights (low & high beam)	<input type="checkbox"/>
Horn	<input type="checkbox"/>
Turn Signals	<input type="checkbox"/>
Emergency Flashers/Hazard Lights	<input type="checkbox"/>
8-Way Warning Lights *	<input type="checkbox"/>
Stop Arm(s) *	<input type="checkbox"/>
Clearance & ID Lights	<input type="checkbox"/>
Back Up Lights	<input type="checkbox"/>
Back Up Alarm (Built 1997 and later) *	<input type="checkbox"/>
Tail Lights	<input type="checkbox"/>
Brake Lights	<input type="checkbox"/>
White Strobe Light (July 1, 2007 & newer) *	<input type="checkbox"/>
<b>5. EXTERIOR MIRRORS</b>	
Rear Vision System Flat- Right & Left	<input type="checkbox"/>
Rear Vision System Convex- Right & Left	<input type="checkbox"/>
Front Cross View - Right & Left Side	<input type="checkbox"/>
<b>6. WINDSHIELD, GLASS, WIPERS &amp; WASHERS</b>	
Windshield Condition	<input type="checkbox"/>
All Other Glass/Glazing	<input type="checkbox"/>
Windshield Wipers	<input type="checkbox"/>
Windshield Washer	<input type="checkbox"/>
<b>7. SERVICE DOOR/STEPWELL AREA</b>	
Door Properly Opens and Closes	<input type="checkbox"/>
Step-Well Light Activates When Door Opens	<input type="checkbox"/>
Non-Skid Material on Steps	<input type="checkbox"/>
Handrail Condition & Clearance	<input type="checkbox"/>

<b>8. INTERIOR</b>	
Interior is Clean & Maintained	<input type="checkbox"/>
Interior Dome Lighting	<input type="checkbox"/>
Free From Any Unnecessary Projections	<input type="checkbox"/>
Seats Secured & Maintained	<input type="checkbox"/>
<b>9. EMERGENCY EXITS</b>	
Rear &/or Side Emergency Door(s)	
Operation & Condition	<input type="checkbox"/>
Audible Warning Signal *	<input type="checkbox"/>
Interior Identification and Operating Labels	<input type="checkbox"/>
Positive Door Opening Device	<input type="checkbox"/>
Roof Hatch(es) Audible Alarm <b>NOT</b> Required	
Opens and Closes	<input type="checkbox"/>
Identification and Operating Labels	<input type="checkbox"/>
Window Exits	
Opens and Closes	<input type="checkbox"/>
Interior Identification and Operating Labels	<input type="checkbox"/>
Audible Warning Signal	<input type="checkbox"/>
<b>10. DRIVER'S COMPARTMENT</b>	
Seat Belt - Installed & Condition	<input type="checkbox"/>
Sun Visor/Shield *	<input type="checkbox"/>
Manual Noise Suppression Switch (2007)*	<input type="checkbox"/>
Interior Mirror *	<input type="checkbox"/>
ABS Warning Light (If Equipped Should Not Be On)	<input type="checkbox"/>
<b>11. Air Brakes (If Equipped)</b>	
Air Gauge	<input type="checkbox"/>
Low Pressure Light	<input type="checkbox"/>
Low Pressure Audible Signal	<input type="checkbox"/>
<b>12. EMERGENCY EQUIPMENT</b>	
Fire Extinguisher (Mounted, Identified & Accessible)	<input type="checkbox"/>
First Aid Kit (Mounted, Identified & Accessible)	<input type="checkbox"/>
Body Fluid Clean Up Kit (Mounted, Id & Accessible)	<input type="checkbox"/>
Disabled Vehicle Safety Triangles (Condition/Stored)	<input type="checkbox"/>
Seatbelt/Web Cutter (Equipped & Accessible)	<input type="checkbox"/>
<b>13. POWER / WHEELCHAIR LIFT (If Equipped)</b>	
Interior Light & Door Alarm	<input type="checkbox"/>
Wheel Chair Securement (Tracks & Tiedowns)	<input type="checkbox"/>
Positive Fastening Device for Door	<input type="checkbox"/>
Lift Operates Properly	<input type="checkbox"/>

\* Activity Bus may not be equipped or required

Copy - School District / Contractor

DISTRIBUTION: Original - KHP Trooper

**TROOPER DOES NOT SIGN UNLESS SCHOOL/ACTIVITY BUS PASSES - REPAIRED FAILS SHOULD BE NOTED IN COMMENTS**

KHP Control Number: \_\_\_\_\_  
 (Inspection Sticker #)

Comments: \_\_\_\_\_

Date of Inspection: \_\_\_\_\_

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

Radio #: K - \_\_\_\_\_