

HGV walkaround check sheet

Daily first-use check. Complete before the vehicle is driven, and tick nil defects if nothing is found.

Based on DVSA's driver walkaround check. Tick N/A where an item does not apply to this vehicle — coupling and trailer items on a rigid, for instance — rather than leaving it blank, so a gap on the sheet always means something.

VEHICLE REGISTRATION	TRAILER NUMBER	DEPOT
DRIVER NAME	DATE	ODOMETER

OUTSIDE THE VEHICLE

	OK	DEFECT	N/A
Lights, indicators and stop lamps	☐	☐	☐
Reflectors, markings and warning plates	☐	☐	☐
Tyres: condition, tread and inflation	☐	☐	☐
Wheels, wheel fixings and indicators	☐	☐	☐
Mirrors, glass, cameras and visibility aids	☐	☐	☐
Bodywork, doors and fastenings	☐	☐	☐
Cab security, doors and steps	☐	☐	☐
Spray suppression and wings	☐	☐	☐
Registration plates clean and legible	☐	☐	☐
Fuel, oil and fluid leaks	☐	☐	☐
AdBlue (diesel exhaust fluid)	☐	☐	☐
Battery security and condition	☐	☐	☐
Electrical connections	☐	☐	☐
Brake lines and trailer parking brake	☐	☐	☐
Coupling security (where a trailer is drawn)	☐	☐	☐
Excessive exhaust smoke	☐	☐	☐
High voltage cut-off switch (where fitted)	☐	☐	☐
Alternative fuel systems and isolation (where fitted)	☐	☐	☐
Load security and restraint	☐	☐	☐
	☐	☐	☐
	☐	☐	☐
	☐	☐	☐

IN THE CAB

	OK	DEFECT	N/A
Seat, seat belt and head restraint	☐	☐	☐
Steering, free play and operation	☐	☐	☐
Horn and audible warning	☐	☐	☐
Wipers, washers and demist	☐	☐	☐
Mirrors set and clean	☐	☐	☐
Warning lamps and gauges	☐	☐	☐
Air build-up and warning (where fitted)	☐	☐	☐
Service brake and parking brake	☐	☐	☐
Height marker correct for the vehicle	☐	☐	☐
Tachograph working, card inserted	☐	☐	☐
Safety equipment carried	☐	☐	☐
Documents carried	☐	☐	☐
	☐	☐	☐
	☐	☐	☐

DEFECTS FOUND

Describe each defect in your own words. Report it before the vehicle is used.

ASSESSMENT

Completed by the person the defect was reported to, not the driver.

Safe to use

TICK

☐

Vehicle off road — do not use until repaired

☐

ACTION TAKEN

RECTIFICATION

The record is not complete until the work and the date it was finished are entered here.

REPAIRED BY

REPAIRER SIGNATURE

DATE COMPLETED

SIGNED OFF AS ROADWORTHY BY (AUTHORISED PERSON)

SIGNATURE

DATE

SIGN-OFF

NIL DEFECTS FOUND (TICK)

DRIVER SIGNATURE

DATE AND TIME

DEFECT REPORTED TO

ROLE

DATE AND TIME REPORTED