

**CDE Annual Inspection/Preventative Maintenance Checklist 2025-2026**

ALL ITEMS ON THIS CHECKLIST ARE MANDATORY. THE USE OF THIS SPECIFIC CHECKLIST IS NOT MANDATORY

Inspection Site \_\_\_\_\_  
Inspector Signature \_\_\_\_\_ Insp. Number \_\_\_\_\_

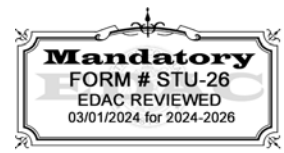
License Plate \_\_\_\_\_ Model Year \_\_\_\_\_  
Body \_\_\_\_\_ Chassis \_\_\_\_\_  
Previous Insp. Odometer \_\_\_\_\_ Previous Insp. Date \_\_\_\_\_  
Current Insp. Odometer \_\_\_\_\_ Unit # \_\_\_\_\_  
Date Inspection Started \_\_\_\_\_ Date Insp. Completed \_\_\_\_\_

Annual Inspection  \* Not required for PM      Inspector initials required only  
PM  \*\* Not required for EV      for multiple inspectors

Section A: Road Test Inspection		
Codes Required	Description	Initials
	1. Check the driver seat and seat belt for proper operation and condition.	
	2. Check for steering play and binding. Steering column components.	
	3. Check the operation of instruments/gauges, indicator lights, warning systems, horns	
	4. Check windshield, mirrors, driver visor and hardware	
	5. Check windshield wiper and washer for proper operations	
	6. Check air system build time (depleted to fully charged) MAXIMUM OF 4 MINUTES	
**	7. Check retarder indicator lights and proper functions	
	8. Air Check: Governor cut in _____ PSI // cut out _____ PSI	
	9. Air Check: With a fully charged system (full brake application) Observe gauge loss _____ PSI	

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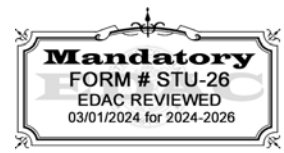


Section A: Road Test Inspection		
Codes Required	Description	Initials
	10. Check service brake: pedal-free travel, adequate pedal height, and reserve, ABS, booster operation (hydraulic) and brake action/operation, wear indicators. (Hydraulic and air)	
	11. Perform brake valve check to include parking brake operation.	
	12. Low-pressure warning light and buzzer actuate at _____ PSI // Park brake sets at _____ PSI	
	13. Check the information on the registration form: Vin # and License Plate # for consistency	
	14. Pre-inspection Road Test	

Section B: Under Hood Inspection		
Codes Required	Description	Initials
**	1. Cable operation: e-brake, choke, throttle, kill cable, accelerator linkage and return spring	
	2. Inspect all brake, **fuel**, cooling and lubrication lines, fittings, electrical wiring for proper routing, clamping, signs of chafing, kinking, deteriorations, or leaks	
**	3. Inspect the exhaust system components, leakage, mounting, shields	
	4. Inspect the compressor, inspect/replace the air filter and/or air compressor filter element as needed	
	5. Check windshield washer fluid reservoir for leaks, mounting	
	6. Inspect radiator mounting, core, cap, water pump, fan, clamps, hoses, and shutters test	
	7. Record coolant freeze point _____ (-30F minimum)	
	8. Inspect the alternator, tensioner, all drive belts, and pulleys for condition and adjust as required	
	9. Check fluid levels, condition and inspect for leaks	
	10. Inspect the steering column, shaft, clamp bolts, and universal joints	

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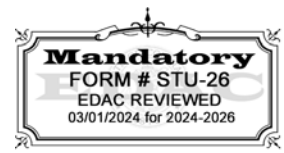
Section B: Under Hood Inspection		
Codes Required	Description	Initials
	11. Inspect the power steering system and components, proper mounting, condition	
	12. Check brake master cylinder, fluid for condition, clarity and proper level (hydraulic)	

Section C: Interior Inspection		
Codes Required	Description	Initials
	1. Check all heaters, defrosters, interior lighting, and electrical accessories for operation	
	2. Check all glass (windshield, windows, and dash) inspect window guides and latches	
	3. Emergency exits: operation, warning devices (buzzer), interlock, operation decals	
	4. Emergency equipment: fire extinguisher, first aid kit, belt cutter, body fluid cleanup kit	
	5. Check triangle reflectors, box mounting, and seal	
	6. Check video system, PA system, 2-way radio for operation, no child left behind system	
	7. Inspect seats, cushions, barriers, step well, handrails, and flip seats	
	8. Check for and inspect special needs equipment, securements, and accessories	
	9. Inspect floor covering and trim, bulkhead, service door	
	10. Inspect interior for sharp projections, and securement of accessories	

Section D: Under Vehicle Inspection		
Codes Required	Description	Initials
	1. Inspect steering system: shaft, lock bolts, nuts, stops-looseness, damage, play, binding, clamping, signs of chafing, kinking, deterioration, or leaks	
	2. Inspect front and rear suspension, springs, cross members, shackles, shocks, and frame brackets for looseness and damage	

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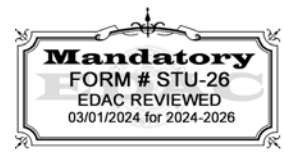


Section D: Under Vehicle Inspection		
Codes Required	Description	Initials
	3. Inspect air ride suspension systems and components, if applicable	
	4. Inspect axle pinion and transmission flange for looseness, inspect propeller shaft for damage	
	5. Inspect u-joints, carrier bearings and guards for excessive wear or damage and visually inspect differential for leakage, mounting, fluid level, and pinion cage bolts	
	6. Check air tanks and reservoirs, drier for mounting, moisture release valve and heater operation	
	7. Inspect transmission: linkage, **excessive leakage, change fluid and filters as needed**	
	8. Inspect auxillary fuel system, fuel tank, mounting, cage components, lines, and leaks	
	9. Inspect body to frame clamps, insulators, and cowl hold-down bolts for looseness	
	10. Inspect engine and transmission mounts for looseness or deterioration	
	11. Inspect all brake, fuel, cooling and lubricant lines, fitting, electrical wiring for proper routing,	
	12. Operational equipment: auto-chains, sanders, coolant heaters (adjustment, leaks and operation)	
**	13. Inspect exhaust system for leakage or looseness and proper supports, shields if required	
**	14. Clutch condition and components	
**	15. Driveline retarder components, mounting, wiring	
	16. Inspect air brake chambers, mounting, caging bolt, dust cover/cap	

Section E: Around Vehicle Inspection		
Codes Required	Description	Initials
	1. Body condition, bumpers, tow hooks, numbering, lettering (damage)	
	2. Check exit door operation, adjustment and seals	

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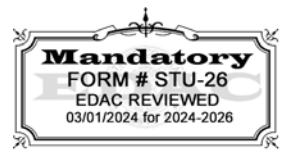
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Section E: Around Vehicle Inspection		
Codes Required	Description	Initials
	3. Check compartment doors, hinges, and latches	
	4. Check all exterior lights, mirrors, and reflectors (operation/visibility)	
	5. Inspect batteries and tie downs, test batteries	
	6. Check operation and condition of stop arm	
	7. Inspect the lift door, lift operation, warning system (if applicable) and symbols	
	8. Manual slack adjuster ____ Automatic slack adjuster ____	
	9. Inspect slack adjusters and <b>Record Brake Stroke</b> (air brakes/applied method) <b>Before Dissassembly</b> LF: _____ RF: _____ LR: _____ RR: _____  <b>After Assembly</b> LF: _____ RF: _____ LR: _____ RR: _____	
	10. Tires: condition, tread depth (minimum reading), matching	
	11. Tire PSI <b>Before</b> LF: _____ LRO: _____ LRI: _____ RF: _____ RRO: _____ RRI: _____  <b>After</b> LF: _____ LRO: _____ LRI: _____ RF: _____ RRO: _____ RRI: _____	
	12. Tread Depth LF: _____/32 LRO: _____/32 LRI: _____/32 RF: _____/32 RRO: _____/32 RRI: _____/32	
	13. Wheels: size, width, type, valve stems, studs, and lug nuts	
	14. Remove wheels, inspect linings, and brake components	
*	15. Inspect front and rear wheel seal areas for any leakage (oil or brake fluid)	
	16. Check hydraulic: wheel cylinders, calipers, valves, lines, drums/rotors	

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Section E: Around Vehicle Inspection		
Codes Required	Description	Initials
*	17. Record brake shoe/pad lining readings (minimum)  LF: ____:____/32 RF: ____:____/32 LF: ____:____/32 RF: ____:____/32 LR: ____:____/32 RR: ____:____/32 LR: ____:____/32 RR: ____:____/32	
*	18. Brake drum/rotor reading Manufacturer spec: Front _____ Rear: _____ <b>Reading at Previous Annual Inspection</b> LF: _____ RF: _____ LR: _____ RR: _____  <b>Current Reading</b> LF: _____ RF: _____ LR: _____ RR: _____	
*	19. Air disc brake pad to rotor clearance LF: _____ RF: _____ LR: _____ RR: _____	
	20. Post inspection road test	

Additional Comments

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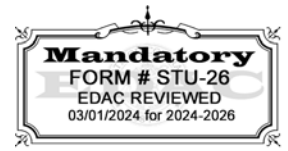
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**COLORADO**  
Department of Education  
School Finance and Operations Division



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STU-26 Completed copy to be placed in vehicle file. 12.3