



# KANSAS 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 \_\_\_\_\_  
DATE OF MANUFACTURE: \_\_\_\_\_ ACTIVITY BUS \_\_\_\_\_  
(Route Bus Limited to 25 Years Based On Date Of Manufacture Per KS Law) SPARE BUS \_\_\_\_\_

**SIGNATURE  
REQUIRED:** \_\_\_\_\_

School/Contractor Official Signature - Trooper Will Fail Bus If Form Not Signed

OK	Needs Repair	Repair Date		Air Hydraulic
<b>1. BRAKE SYSTEM</b>				
			Adjustment	
			Drums or Rotors	
			Hoses and/or Tubing	
			Lining	
			Air Compressor	
			Low Air Pressure (Both Visual & Audible Signal)	
			Service Brakes	
			ABS System	
			Hydraulic Brake Backup & Power Assist	
			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	
			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 Warning Indicator	
			Wheel Chair Securement - Tracks & Tie Downs	

OK	Needs Repair	Repair Date	
<b>10. WINDSHIELD, GLASS WIPERS &amp; WASHER</b>			
			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 &amp; WARNINGS</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 - 1997 & later) *
			Tail Lights & Tag Light
			Brake Lights
			Reflective Material & Tape *
			White Strobe (2007 and later) *
			Exterior Clean & General Appearance
<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> If Equipped Audible Alarm NOT Required			
			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 Clin Up, SB Cutter
			Interior Dome Lights & Stepwell Light
			All Gauges & Dashlights
			Manual Noise Suppression Switch (2007 & later) *
			All Seats - Condition & Secured
			Service Door, Stepwell and Handrail Condition
			Interior Clean & Maintained
<b>17. HEATERS &amp; DEFROSTERS</b>			
			Front Heater & Rear Heater
			Defroster(s)
<b>18. OTHER</b>			

MECHANIC SIGNATURE IS REQUIRED AND IS VERIFICATION THIS BUS HAS PASSED ALL APPLICABLE INSPECTION ITEMS AND IS SAFE FOR STUDENT TRANSPORTATION

Date Inspection Completed: \_\_\_\_\_

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

Mechanic Letter on File at: \_\_\_\_\_

Mechanic Signature: \_\_\_\_\_

CERTIFICATION: Upon Proper Form Completion This Vehicle Has Passed All Inspection Items For The Annual Vehicle Inspection Report In Accordance With 49 CFR PART 396

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



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

OWNERS NAME:

USD:

BUS NUMBER:

BUS TYPE:

DATE OF MANUFACTURE:

VIN:

FAIL

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

FAIL

1. MECHANIC PART I INSPECTION COMPLETED	<input type="checkbox"/>
2. VEHICLE EXTERIOR	
Clean & General Appearance	<input type="checkbox"/>
Owner Identification	<input type="checkbox"/>
"SCHOOL BUS" Lettering Front & Rear *	<input type="checkbox"/>
Emergency Exits Exterior Identification	<input type="checkbox"/>
Reflective Tape Marked *	<input type="checkbox"/>
Handicapped ID Placard if Needed	<input type="checkbox"/>
3. TIRES, WHEELS / RIMS	
Front Tread Depth 4/32 - NO Re-Treads	<input type="checkbox"/>
Rear Tread Depth 2/32	<input type="checkbox"/>
Wheels / Rims	<input type="checkbox"/>
4. EXTERIOR / LIGHTS & WARNINGS	
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 or Later) *	<input type="checkbox"/>
Tail Lights & Tag Light	<input type="checkbox"/>
Brake Lights	<input type="checkbox"/>
White Strobe Light (July 2007 and Later)	<input type="checkbox"/>
5. EXTERIOR MIRRORS	
Left & Right Side Flat	<input type="checkbox"/>
Left & Right Side Convex *	<input type="checkbox"/>
Left & Right Side Crossview *	<input type="checkbox"/>
6. WINDSHIELD, GLASS, WIPERS & WASHER	
Windshield Condition	<input type="checkbox"/>
All Other Glass/Glazing	<input type="checkbox"/>
Windshield Wipers	<input type="checkbox"/>
Windshield Washer	<input type="checkbox"/>
7. SERVICE DOOR/STEPWELL AREA	
Door Properly Opens and Closes	<input type="checkbox"/>
Stepwell Light Activates When Door Opens	<input type="checkbox"/>
Non-Skid Material on Steps	<input type="checkbox"/>
Handrail Condition & Clearance	<input type="checkbox"/>

8. INTERIOR	
Interior is Clean & Maintained	<input type="checkbox"/>
Interior Dome Lighting	<input type="checkbox"/>
Heaters & Defrosters	<input type="checkbox"/>
All Seats Are Secured & Maintained	<input type="checkbox"/>
9. EMERGENCY EXITS	
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) If Equipped - Audible Alarm NOT Required	
Operation & Condition	<input type="checkbox"/>
Identification and Operating Labels	<input type="checkbox"/>
Window Exits	
Operation & Condition	<input type="checkbox"/>
Interior Identification and Operating Labels	<input type="checkbox"/>
Audible Warning Signal *	<input type="checkbox"/>
10. DRIVER'S COMPARTMENT	
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"/>
11. Air Brakes (If Equipped)	
Air Gauge	<input type="checkbox"/>
Low Pressure Visual Signal	<input type="checkbox"/>
Low Pressure Audible Signal	<input type="checkbox"/>
12. EMERGENCY EQUIPMENT	
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"/>
Reflectorized Warning Triangles (3 Condition/Stored)	<input type="checkbox"/>
Seatbelt/Web Cutter (Equipped & Accessible)	<input type="checkbox"/>
13. POWER / WHEELCHAIR LIFT (If Equipped)	
Interior Light & Door Securement Warning Indicator	<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

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

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

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

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

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

\_\_\_\_\_

\_\_\_\_\_

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