3.5-tonne van - daily walkaround

Approve for the specific asset and manufacturer handbook before use. Complete before the journey / shift. Record defects and report directly; this sheet does not certify compliance.

Company / site: _____ Vehicle registration: _____

Driver name: _____ Date / time / journey: _____

Mileage: _____ Reported to / time: _____

CHECK	Pass	Fail	N/A
1. Mirrors, cameras and windscreen clear and secure	☐	☐	☐
2. Washers and wipers working	☐	☐	☐
3. Dashboard warning indicators checked	☐	☐	☐
4. Steering operating normally	☐	☐	☐
5. Horn working	☐	☐	☐
6. Service and parking brakes checked safely	☐	☐	☐
7. Seats and seat belts secure and undamaged	☐	☐	☐
8. Lights, indicators and brake lights working	☐	☐	☐
9. Fluid levels, filler cap and leaks checked	☐	☐	☐
10. Battery secure and undamaged	☐	☐	☐
11. Bodywork and doors secure	☐	☐	☐
12. Tyres: legal tread, pressure and damage; wheels and fixings secure	☐	☐	☐
13. Load restrained; floor and bulkhead sound	☐	☐	☐
14. AdBlue level checked where fitted	☐	☐	☐
15. Exhaust condition checked	☐	☐	☐
16. Alternative-fuel components and isolation checked where fitted	☐	☐	☐
17. Registration plates secure and legible	☐	☐	☐
18. Towbar, trailer coupling, electrics and breakaway checked where fitted	☐	☐	☐
19. Special equipment including tail lift checked where fitted	☐	☐	☐
20. Driver confirms authorised use and completed applicable checks	☐	☐	☐

N/A: record the reason and confirm it is genuinely inapplicable. Never mark an unperformed check as Pass.

Result: [ ] Nil defects [ ] Defects reported [ ] STOP USE

Defects, assessment, immediate action / N/A reasons:

Driver / operator confirmation and signature / time:

Repair work, completed by / date / job reference:

Manager review, safety recheck and release decision / date:

Unsafe condition: STOP USE. Follow the site isolation and reporting procedure. A form or email does not authorise return to use.

Based on DVSA van walkaround guidance (Great Britain). Configure towing, fuel systems and specialist equipment for this van. Retain relevant defect and repair records for at least 15 months under DVSA roadworthiness guidance.