

**DPSAFT School Bus Inspection**  
**Procedures, Repair Criteria, & Out Of Service Criteria**  
**Outside of School Bus**

<b>B. OUTSIDE</b>		
<b>1. Headlights, Turn Signals, Hazard, Side Marker, Brake Tail, Backup Lights, Backup Alarm (if equipped), and Park Lights</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
a. Headlights: 1) Check all headlights for brightness, operation, condition of sealed beams, type and visible misalignment.  2) Check Daytime Running Lights (if equipped) for proper operation.	Left and right sealed beams are of different type (halogen vs. conventional).  Any sealed beam lens is fogged, cracked, or light is dim.  Trim rings not present.  Upon visible inspection, there is any obvious misalignment of headlights due to adjustment.  DRLs fail to function properly (Daytime Running Lights).	Either sealed beam does not light on low and high.  Lights go out after being on a short time, or operation is intermittent.
3) Check high beam indicator operation	High beam indicator doesn't light.	
4) Check dimmer switch	Dimmer switch sticks, is hard to operate, or doesn't function.	
5) Check headlight switch.	Headlight switch is damaged, not securely mounted, or knob is missing.	
6) Dash light brightness control.	Inoperative and dash lights illuminate.  Inoperative and dash lights do not illuminate.	
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<b>B. OUTSIDE</b> <b>1. Headlights, Turn Signals, Hazard, Side Marker, Brake Tail, Backup Lights, Backup Alarm (if equipped), and Park Lights (continued)</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>a. Turn Signals:</b> 1) Check turn signals and lens(es) for operation, condition, and specifications.	Any front, rear, or side-mounted turn signal lens is cracked and white light is not visible.  Turn signal indicators do not properly indicate right and left signal.  Turn signal switch does not cancel or return to neutral position.	Any front, rear, or side-mounted turn signal does not flash or is dim.  Turn signal does not flash between 60 and 120 times per minute.  Turn signal switch does not initiate turn signals or will not maintain set position.  Any front mounted turn signal lens is not amber.  Any side mounted turn signal lens is not amber if on the front half of the bus or red if on the rear half.  Any turn signal lens has darkened, faded, or is dirty significantly affecting visibility or color of the light.  Any front, rear, or side-mounted turn signal lens is damaged, and white light is visible.
	<b>(Continued on Next Page)</b>	

<b>B. OUTSIDE</b>		
<b>1. Headlights, Turn Signals, Hazard, Side Marker, Brake Tail, Backup Lights, Backup Alarm (if equipped), and Park Lights (continued)</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>b. Hazard Lights:</b> 1) Check four way hazard lights and lenses for operation and condition.	Any lens is cracked or dirty.  Either indicator fails to function properly.  Switch is damaged, not securely mounted, or knob/button is missing.	Four-way hazard light fails to function.
<b>c. Brake Lights:</b> 1) Check brake lights and lens(es) for operation, condition, and specifications.	Fewer than half of the O.E.M. installed regular brake lights fail to function when brake pedal is depressed. (i.e. 1 of 4)  Any brake light lens is cracked and white light is not visible.  High mount brake light fails to function (if equipped)  After brake pedal is released, brake light switch sticks, or lights stay on.  Any brake light lens is damaged and white light is visible.  Any brake light lens is not red or is not proper type meeting SAE specification or lens has darkened, faded, or is dirty, significantly affecting the visibility or color of the light.  <b>(Continued on Next Page)</b>	Half or more of the O.E.M. installed regular brake lights fail to function when brake pedal is depressed. (i.e. 2 of 4 , 1 of 2 or more)

<b>B. OUTSIDE</b> <b>1. Headlights, Turn Signals, Hazard, Side Marker, Brake Tail, Backup Lights, Backup Alarm (if equipped), and Park Lights (continued)</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>d. Tail Lights:</b> 1) Check tail light(s) and lens(es) for operation, condition, and specifications.	Fewer than half of the O.E.M. installed tail lights fail to function when the headlight switch is in either the park or headlight positions. (i.e. 1 of 4)  Any tail light lens is cracked and white light is not visible.  Any tail light lens is damaged and white light is visible.  Any tail light lens is not red or is not proper type meeting SAE specifications.  Any tail light lens has darkened, faded, or is dirty, significantly affecting the visibility or color of the light.	Half or more of the O.E.M. installed tail lights fail to function when the headlight switch is in either the park or headlight positions. (i.e. 2 of 4 , 1 of 2 or more)
<b>e. Backup Lights:</b> 1) Check backup lights and lens(es) for proper operation and condition.	One of the installed backup lights (2 light system) fails to function.  Any backup lens is cracked.  All of the installed backup lights fail to function.  Backup light(s) stays on all the time or stays on in any gear position other than reverse.	
<b>f. Backup Alarm: (2004 and later buses)</b>  1) Check for presence of back up alarm. Check operation of alarm by placing transmission in reverse (automatic transmission – engine running) and listening for alarm sound.	Alarm mounting loose.  Backup alarm does not sound.  <b>(Continued on Next Page)</b>	

<b>B. OUTSIDE</b> <b>1. Headlights, Turn Signals, Hazard, Side Marker, Brake Tail, Backup Lights, Backup Alarm (if equipped), and Park Lights (continued)</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>g. Park Lights:</b> 1) Check park lights and lens(es) for proper operation and condition.	Park light(s) fail to function.  Any park light lens is cracked or damaged.	
<b>h. Clearance, Marker and ID lights:</b> 1) Check light(s) and lens(es) for operation, condition, and location.	When viewed from front, rear, or side: At least 1 light is working when viewed from that direction.  Any clearance or ID lens is not amber if in front of the rear wheels or red if at or behind the rear wheels.  Any clearance light lens has darkened, faded, or is dirty, significantly affecting the visibility or color of the light.  Any clearance light switch is hard to operate, sticks, or knob is missing.  Any clearance or ID light lens is damaged or white light is visible.	When viewed from front, rear, or side: None of the lights are working when viewed from that direction.
<b>i. License plate/light(s):</b> 1) Check license plate and light(s) and lens(es) for condition and operation.	License plate light(s) is inoperative.  License plate is loose not legible or missing. <b>(Continued on Next Page)</b>	

<b>B. OUTSIDE</b>		
<b>1. Headlights, Turn Signals, Hazard, Side Marker, Brake Tail, Backup Lights, Backup Alarm (if equipped), and Park Lights (continued)</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>j. Strobe Light: (bus)</b> 1) Check roof mounted white flashing strobe light for operation, location, condition and protective guard (all buses manufactured 1995 and later).	Protective guard is loose or missing.  Strobe light is missing or does not function.	
<b>k. Reflectors:</b> 1) Check reflectors for condition and location.	Any OEM installed reflector on either side of the bus is missing, damaged, cracked, or faded.  Any OEM installed reflector on either the front or the rear of the bus is missing, damaged, cracked, or faded.	
<b>2. Eight Light Warning System</b>		
<b>a. Pupil Warning Lights</b> 1) Check pupil warning lights for operation and condition (see Chart).	Either pupil warning light pilot light fails to function.  Any pupil warning light hood is damaged but does not obstruct visibility of the light.  Any pupil warning light hood is missing.  Any pupil warning light lens is damaged, and white light is visible or is not proper type.  Any pupil warning light lens has darkened, faded, is misaligned, or is dirty, affecting the color of the light or reducing the visibility to less than 500 feet in bright sunlight.	Any red light does not function or is dim.  Red lights (both front and rear) do not alternately flash (side to side).  Any pupil warning light is not red (outer)  Pupil warning lights do not function according to all conditions in Chart.  Any pupil warning light hood is damaged so that it obstructs visibility of more than 30% of the light.

## EIGHT LIGHT WARNING SYSTEM

CONTROL SWITCH, and SERVICE DOOR IN THE FOLLOWING POSITIONS:			CONDITION OF STOP ARM(S), STOP ARM LIGHTS, AMBER WARNING LIGHTS AND RED WARNING LIGHTS MUST BE:				
ITEM	MOMENTARY SWITCH POSITION (ON or OFF)	SERVICE DOOR POSITION	STOP ARM, STOP ARM LIGHTS	AMBER WARNING and PILOT LIGHTS	RED WARNING and PILOT LIGHTS	CROSSING CONTROL ARM	CHILD SAFETY ALARM IF EQUIPPED
1	OFF	CLOSED	RETRACTED, OFF	OFF	OFF	RETRACTED	OFF
2	OFF	OPEN	RETRACTED, OFF	OFF	OFF	RETRACTED	OFF
3	ON	CLOSED	RETRACTED, OFF	ON	OFF	RETRACTED	OFF
3.1	OFF	OPEN	EXTENDED, ON	OFF	ON	EXTENDED	OFF
3.2	OFF	CLOSED	RETRACTED, ON	OFF	ON	RETRACTED	ON
3.3	OFF	CLOSED	RETRACTED, OFF	OFF	OFF	RETRACTED	OFF
4	FAIL-SAFE ON	EITHER	EXTENDED, ON	OFF	ON	EXTENDED	OFF

Items 3 through 3.3 are to occur in sequence once the system momentary switch is activated. By opening and closing the door control, the rest of sequence 3.3 will automatically occur after a brief time delay.

<b>B. OUTSIDE</b>		
<b>3. Stop Arm, Crossing Arm, Child Safety Alarm</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>a. Stop Arm</b> 1) Check stop arm for specifications, operation (see Chart), and condition.	Wiring-ground strap is loose or not properly routed and secured.  Any lens is cracked and no white light is visible.  Ground strap is broken.  Hinge or bushing(s) is worn or needs lubrication.  Stop arm assembly or blade mounting is loose.  Lights do not flash alternately.  Retraction is slow.  Any stop arm (paint or decal) is significantly faded or discolored.	Wiring: insulation missing exposing copper or wire(s) is broken.  Any lens is damaged, broken, or missing and white light is visible.  Any stop arm light does not flash.  Any light does not function.  Stop arm does not extend to approximately 90° (degrees) or retract.  Any stop arm has an air or vacuum leak.  Stop arm does not operate according to all the conditions in Chart.  Stop arm not of proper type and specifications: 1) Octagonal, red w/ white border (all). 2) Flashing red lights (all).
<b>b. Student Crossing Arm (all buses):</b> 1) Check front bumper mounted student crossing arm for operation, condition, and mounting.	Hinge or bushing(s) is worn or needs lubrication.  Arm assembly or blade mounting is loose.  Loop-rod/arm is distorted or u-bolts are loose.  Blade is not approved type. (72" Minimum length)	Arm does not extend to approximately 90° (degrees) and retract.  Any arm has an air or vacuum leak.  Arm does not operate according to all the conditions in Chart.  Loop-rod/arm is missing or broken.

<b>B. OUTSIDE</b>		
<b>4. Batteries:</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>a. Batteries:</b> 1) Check for condition and type.	Batteries are the wrong type for vehicle, or in multi battery sets are not matched.  Battery will not start vehicle.  Battery top or sides are corroded, greasy, dirty or wet with electrolyte.	Battery is cracked or damaged.
<b>b. Hold-down:</b> 1) Check for tightness, condition, and type of battery hold-down.	Hold-down assembly or tray is corroded or damaged but battery is secure.  Hold-down assembly or tray is loose, corroded, or damaged causing insecure mounting of battery.  Hold-down is a flexible strap or other non-rigid design.  Hold-down/Batteries are mounted in such a way that they could short out against the hold-down and/or any body or chassis component.	
<b>c. Battery Terminals:</b> 1) Check terminals for type, cleanliness, tightness, and condition.	Terminals are dirty, corroded or loose and/or have missing parts.  <b>(Continued on Next Page)</b>	

**B. OUTSIDE**  
**4. Batteries: (continued)**

Inspection Procedures:	Repair if:	Out of Service if:
<p><b>d. Battery Cables:</b>            1) Check cable assemblies for routing, securement, condition, and size.</p>	<p>Cable is corroded.</p> <p>Positive cable insulation is cracked or damaged.</p> <p>Negative cable or insulation is cracked or damaged.</p> <p>Negative cable is misrouted, unsecured, or grommet is missing to allow it to abrade on any metal or sharp edge.</p> <p>Cable appears to be of excessive length.</p> <p>Flat braided engine ground cable is frayed, corroded.</p> <p>Cable is smaller than original equipment size.</p> <p>Flat braided engine ground cable ends are not secure.</p>	<p>Positive cable is misrouted, unsecured, or grommet is missing to allow it to abrade on any metal or sharp edge.</p> <p>Cable is routed against the exhaust or any other extremely hot surface.</p>
<p><b>e. Tray:</b>            1) Check battery tray for operation, condition, and securement.</p>	<p>Battery slide tray is corroded or dirty, or hard to slide in and out.</p> <p>Battery slide tray securement device or tray stop is missing or nonfunctional.</p> <p>Battery tray does not slide in and out.</p> <p>Battery slide tray or box is damaged or deteriorated reducing security of battery(ies).</p> <p>Battery box door does not open or will not stay latched.</p>	

<b>B. OUTSIDE</b> <b>5. Electrical Compartment</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>a. Door:</b> 1) Inspect door for condition, operation, mounting, and seal.	Hinge, door, latch, and/or seal are loose or damaged but still functional.  Lettering (outside) or wiring diagram (inside) missing	Hinge, door, and/or latch are damaged and do not function or are missing.
<b>b. Compartment:</b> 1) Inspect panel(s) and components for mounting, routing and placement. Inspect visible wiring for mounting, condition, chafing/abrasion, corrosion, loose connectors, or improper repairs.	Wiring or connectors are unsecured, corroded, or improperly routed.  Any panel or component is not properly mounted or loose but not in danger of shorting or failing.	Any wire or connector is cut or severely chafed, or conductor is exposed or routed against a sharp edge and is in danger of shorting or failing.  Any connection of any connector is not secure and is in danger of shorting or failing.  Any panel or component is not properly mounted or loose and is in danger of shorting or failing.  Any component or circuit that is not protected by a fuse, circuit breaker or fusible link.
<b>B. OUTSIDE</b> <b>5.General Condition, Exterior</b>		
<b>a. Mirrors:</b> 1) Check all exterior mirrors, mounting and brackets for tightness and condition.	Mirror brackets are bent or broken, or mounting is insecure and mirror will remain properly adjusted.  <p style="text-align: center;"><b>(Continued on Next Page)</b></p>	Mirror brackets are bent or broken, or mounting is insecure and mirror will not stay in the adjusted position or cannot be adjusted.  Cross view mirrors do not extend beyond the leading edge of the vehicle.

<b>B. OUTSIDE</b> <b>6.General Condition, Exterior (continued)</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>b. Bumpers:</b> 1) Check bumpers for mounting, condition, color, body seal and end caps (rear bumper).	Bumper end caps are missing.  Bumper is equipped with any unauthorized stickers or decals.  Bumper mounting system has cracked, broken, or bent brackets, braces, welds, or missing or loose fasteners.  Bumper is not adjusted properly. (i.e. interferes with hood opening)  Bumper is cracked, torn, or broken.  Bumper is not black (bus).	Bumper is bent away from body or has protruding metal.  Bumper is not OEM or approved type.
<b>c. Body Damage</b> 1) Check body exterior for accident damage, scratches, dents, etc.	Body has small dents, scratches, etc...  Body has small rust spots or water leaks.  Rubber fender extension is missing, loose, or torn.  Mud flaps loose, torn, or missing.	Any body part is damaged or dislocated creating a protrusion or sharp edge.  Body panels, rivets, or other components are loose, damaged or corroded to the point where joint strength or body structural integrity is compromised.  Body panels/parts missing.
<b>d. Paint:</b> 1) Check paint on body and trim for required coloration and condition.	Paint is severely faded, discolored, rusted, or damaged.  Trim, rub rails, bumpers, warning light hoods or background are not black (buses).  <b>(Continued on Next Page)</b>	

<b>B. OUTSIDE</b> <b>6.General Condition, Exterior (continued)</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<p><b>e. Reflective Markings (if equipped):</b></p> <p>1) Check reflective markings for coloration, reflectability and condition. Markings required starting 2004. Check for presence of reflective markings around any emergency exit (door, window, or roof hatch) along both sides at floor line and around rear perimeter of bus.</p>	<p>Reflective markings are faded, discolored, damaged or peeling.</p> <p>Any required reflective markings are missing.</p> <p>Any emergency exit, roof hatch, or rear perimeter reflective markings are missing, faded, or discolored</p> <p><b>2004 and Later Buses</b></p> <p>Side reflective markings are faded, discolored, damaged or peeling</p>	
<p><b>f. Lettering:</b></p> <p>1) Buses - Check all lettering for required type, size, location, and color.</p>	<p>Fuel type lettering is not present.</p> <p>Any handicapped symbol (if required) is not reflective white on blue background.</p> <p>Bus permit number not present or readable.</p> <p>Any required lettering is not readable.</p> <p>Bus is not equipped with following lettering:</p> <ol style="list-style-type: none"> <li>1) Eight inch (8") "SCHOOL BUS" front and rear.</li> <li>2) Six inch (6") minimum "SCHOOL DISTRICT NAME" left and right sides of body.</li> <li>3) Handicapped symbol (If required)</li> <li>4) Minimum two inch (2") lettering "Emergency Door" at top or above door.</li> <li>5) Emergency door(s) and emergency window(s) or hatch(es) not labeled "Emergency Exit" or "Emergency Door" on outside</li> <li>6) Any required lettering (except handicapped symbol) is not black.</li> </ol>	

<b>B. OUTSIDE</b> <b>6.General Condition, Exterior (continued)</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<p><b>g. Emergency Door Operation</b></p> <p>1) Check emergency door for operation from exterior of bus.</p>	<p>Emergency doors equipped with a link or strap that prevents the door from opening to far and causing damage. This should be working, not damaged, tight, and should not interfere with operation of the door.</p> <p>Hold open device (if equipped) is non-operational, bent, damaged or loose.</p> <p>Side emergency door seal damaged or does not effectively prevent water, and/or dirt from entering bus.</p>	<p>Emergency door(s) is hard to open fully (at least 90 degrees) from outside of bus.</p> <p>Emergency door(s) latch mechanism requires more than 40 pounds of force to release.</p> <p>Emergency door(s) exterior handle is not OEM style and mounting.</p> <p>Rear emergency door seal damaged or does not effectively prevent exhaust, water, and/or dirt from entering bus.</p>
<p><b>h. Engine Hood</b></p> <p>1) <b>Check engine hood for operation, condition, and safety latch.</b></p>	<p>Hood is misaligned or out of adjustment.</p> <p>Hood cannot be opened as designed.</p> <p>Fiberglass hoods, fender extensions and/or cowls show signs of unusual wear or damage.</p> <p>Hood support cables are loose, broken, or missing (tilt hood).</p> <p>Any hood socket, rubber cone or wedge is missing, loose or damaged.</p> <p>Any rubber/plastic hood bumper or gasket is missing, loose or damaged.</p> <p>Any hinge is missing, loose or damaged.</p> <p>Any hood hold open feature (rod, strut, self-locking support, etc...) is missing, loose or damaged.</p> <p>Hood latch is loose or damaged.</p>	<p>Hood latch does not secure hood.</p>

<b>B. OUTSIDE</b> <b>6.General Condition, Exterior (continued)</b>		
<b>Inspection Procedures:</b>	<b>Repair if:</b>	<b>Out of Service if:</b>
<b>I. Windshield Folding Steps and Grab Handles:</b> 1) Check condition and mounting of windshield folding steps and grab handles.	Any windshield step or grab handle is loose or missing or broken.	
<b>j. Cleanliness</b> 1) Check exterior of bus for cleanliness.	Exterior is dirty. <b><u>Advise district.</u></b>	Vehicle is dirty to the point visibility through any window or light lens is significantly reduced. <b><u>Advise district.</u></b>

**End of Section**