##### Vehicle inspection checklist

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Department القسم | **:** | ……………. | | Work location مكان العمل | | **:** | ……………………….. |
| Vehicle Type نوع المركبة | **:** | …………….. | | Insurance No. رقم بوليصة التامين | | **:** | ………………..…….. |
| Model الموديل | **:** | ……………. | | Driver Name اسم السائق | | **:** | …………...………….. |
| Plate No. رقم اللوحة | **:** | …………….. | | Driving Licenses No. رقم الرخصة | | **:** | ……………………….. |
| License Validity صلاحية الترخيص | **:** | …………….. | | Contractor المقاول | | **:** | ………………………. |
| EMC Driving license end date تاريخ انتهاء تصريح القيادة الخاص بشركة مصر للصيانةة **:** | | | | | | | |
| قراءة العداد عند آخر صيانة: | | | قراءة العداد: | | تاريخ الفحص : / / 20 | | |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **No.** | Item | | | | | | Satisfactory | | | | | Remarks | | |
| Yes | NO | | N/A | |  | | |
| **A.** | **General Requirementsمتطلبات عامة** | | | | | |  |  | |  | |  | | |
|  | Body container conditions حالة الهيكل الخارجي | | | | | |  |  | |  | |  | | |
|  | Is there punches, scratches, chips or rustهل يوجد اثار لأي صدمة- خدوش – قشور للدهان أو صدا | | | | | |  |  | |  | |  | | |
|  | Front Wind shield الزجاج الأمامي | | | | | |  |  | |  | |  | | |
|  | Rear Wind shield الزجاج الخلفي | | | | | |  |  | |  | |  | | |
|  | Right Side mirror المرايه اليمنى الجانبية | | | | | |  |  | |  | |  | | |
|  | Left side mirror المرايه اليسرى الجانبية | | | | | |  |  | |  | |  | | |
|  | Rear view mirror المرايه الخلفية (مرآة الصالون) | | | | | |  |  | |  | |  | | |
|  | Lights (Head – tail) الأنوار الأمامية والخلفية | | | | | |  |  | |  | |  | | |
|  | Turn signals (head – side & tail)أنوار الإشارات ( الأمامية – الجانبية والخلفية) | | | | | |  |  | |  | |  | | |
|  | Internal lights الأنوار الداخلية (الصالون) | | | | | |  |  | |  | |  | | |
|  | Fog lights أنوار الضباب (الشبورة) | | | | | |  |  | |  | |  | | |
|  | Front side face الشبكة الأمامية | | | | | |  |  | |  | |  | | |
|  | Internal body shape (Salon) حالة الصالون الداخلي | | | | | |  |  | |  | |  | | |
| **B.** | **Safety Requirements متطلبات السلامة** | | | | | |  |  | |  | |  | | |
|  | Front seat belts – How many? الأمامية وعددها أحزمة الأمان | | | | | |  |  | |  | |  | | |
|  | Rear seat belts – How many? الخلفية وعددها أحزمة الأمان | | | | | |  |  | |  | |  | | |
|  | Head rest – How Many? مساند الرأس وعددها | | | | | |  |  | |  | |  | | |
|  | Air Bags – How Many? الوسادات الهوائية وعددها | | | | | |  |  | |  | |  | | |
|  | Warning triangle مثلث التحذير | | | | | |  |  | |  | |  | | |
|  | Warning Cone قمع التحذير | | | | | |  |  | |  | |  | | |
|  | Fire extinguisher طفاية الحريق | | | | | |  |  | |  | |  | | |
|  | Cabins' pipe safety guardالفرنتونه | | | | | |  |  | |  | |  | | |
|  | Propeller shaft chain سلسلة عمود الكردان | | | | | |  |  | |  | |  | | |
|  | Tyres conditionsحالة الإطارات | | | | | |  |  | |  | |  | | |
|  | Tyres caps طاسات الإطارات | | | | | |  |  | |  | |  | | |
|  | Spare tyre الإطار الأحتياطى | | | | | |  |  | |  | |  | | |
|  | Tools box صندوق العدة | | | | | |  |  | |  | |  | | |
|  | Jack & wheel spanner الكوريك ومفتاح العجل | | | | | |  |  | |  | |  | | |
|  | Flame arrestor مصيدة الشرر | | | | | |  |  | |  | |  | | |
|  | Horn آلة التنبيه | | | | | |  |  | |  | |  | | |
|  | Front Towing coupling الأمامية وصلة القطر | | | | | |  |  | |  | |  | | |
|  | Rear Towing coupling الخلفية وصلة القطر | | | | | |  |  | |  | |  | | |
|  | First Aid Kit حقيبة الإسعافات الأولية | | | | | |  |  | |  | |  | | |
| **C.** | **Mechanical Requirements متطلبات ميكانيكية** | | | | | |  |  | |  | |  | | |
|  | Foot Brake الفرامل | | | | | |  |  | |  | |  | | |
|  | Parking Brake فرامل اليد | | | | | |  |  | |  | |  | | |
|  | Steering عجلة القيادة | | | | | |  |  | |  | |  | | |
|  | Tachometer عداد السرعة | | | | | |  |  | |  | |  | | |
|  | Exhaust system نظام العادم (الشكمان) | | | | | |  |  | |  | |  | | |
|  | Cooling liquid level منسوب مياه التبريد | | | | | |  |  | |  | |  | | |
|  | Oil liquid level منسوب زيت الموتور | | | | | |  |  | |  | |  | | |
|  | Hydraulic (Brake oil) level منسوب زيت الفرامل | | | | | |  |  | |  | |  | | |
|  | Windscreen Wipers مساحات الزجاج | | | | | |  |  | |  | |  | | |
|  | Windscreen water level منسوب مياه مساحات الزجاج | | | | | |  |  | |  | |  | | |
|  | Wiring and electrical fittings التوصيلات الكهربائيه | | | | | |  |  | |  | |  | | |
|  | Engine conditions حالة المحرك | | | | | |  |  | |  | |  | | |
|  | Battery Clamps كلمبات البطارية | | | | | |  |  | |  | |  | | |
|  | Is the battery secured by clamps and terminals covered? هل البطارية مؤمنه بكلمبات وجميع الأطراف مغطاة؟ | | | | | |  |  | |  | |  | | |
|  | Oil filler cap غطاء زيت المحرك | | | | | |  |  | |  | |  | | |
|  | Radiater cap غطاء الرادياتير | | | | | |  |  | |  | |  | | |
|  | Brake filler cap الفرامل غطاء زيت | | | | | |  |  | |  | |  | | |
|  | Clutch filler cap غطاء زيت الدبرياج | | | | | |  |  | |  | |  | | |
|  | Fuel cap غطاء خزان الوقود | | | | | |  |  | |  | |  | | |
|  | Fuse cover غطاء الفيوزات | | | | | |  |  | |  | |  | | |
|  | Is there is oil or fuel leaks? هل يوجد تسربات زيت أو وقود | | | | | |  |  | |  | |  | | |
| **D.** | Other remarks and additional comments or suggestions: | | | | | |  |  | |  | |  | | |
| ………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………… | | | | | | | | | | | | | | |
|  |  | | | | | | Yes | | No | | |  | | |
|  | The above inspected vehicle accepted | | | | | |  | |  | | |  | | |
| **E.** | Inspection team Declaration: | | | | | |  | |  | | |  | | |
| We have checked the above vehicle's as per this checklist and have recorded the results above | | | | | | | | | | | | | | |
| Inspection Team: | | | | | | | | | | | | | | |
| Name | | : | ………….………………. | Position | : | Admin Rep. | | | | | Signature | | : | ……………………. |
| Name | | : | ………….………………. | Position | : | QHSE Rep. | | | | | Signature | | : | ……………………. |
| Name | | : | ………….………………. | Position | : | Mechanical Eng. | | | | | Signature | | : | ……………………. |
| Name | | : | ………….………………. | Position | : | Driver | | | | | Signature | | : | ……………………. |
| Date of inspection: ……………………………. | | | | | | | | | | | | | | |