

VEHICLE WINTER CHECKLIST



Date: _____
Employee: _____
Vehicle: _____

VEHICLE INSPECTION

- Brakes:** Brakes should provide even and balanced braking. Also check that brake fluid is at the proper level.
- Cooling System:** Ensure a proper mixture of 50/50 antifreeze and water in the cooling system at the proper level.
- Electrical System:** Check the ignition system and make sure that the battery is fully charged and that the connections are clean. Check that the alternator belt is in good condition with proper tension.
- Engine:** Inspect all engine systems.
- Exhaust System:** Check exhaust for leaks and that all clamps and hangers are snug.
- Tires:** Check for proper tread depth and no signs of damage or uneven wear. Check for proper tire inflation. Check that each vehicle has a spare tire and the proper tools to change tires. Do your vehicles and environment require all-weather or snow tires?
- Oil:** Check that oil is at proper level.
- Visibility Systems:** Inspect all exterior lights, defrosters (windshield and rear window), and wipers. Install winter windshield wipers. Use a wintertime formula in your windshield washer, stock extra for refills.
- Gas:** Have employees keep gas tank full to avoid ice in the tank and fuel lines.
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EMERGENCY KIT FOR VEHICLE

- Cellphone or two-way radio, portable charger, extra batteries
- Windshield ice scraper
- Snow brush
- Flashlight with extra batteries
- Shovel
- Tow chain
- Traction aids (bag of sand or cat litter)
- Emergency flares
- Jumper cables
- First Aid kit
- Snacks
- Water
- Road maps
- Blankets, change of clothes
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