



CVSA Maintenance Update

BISC/BusMARC Orlando, FL

July 25-27, 2023

Who is CVSA?



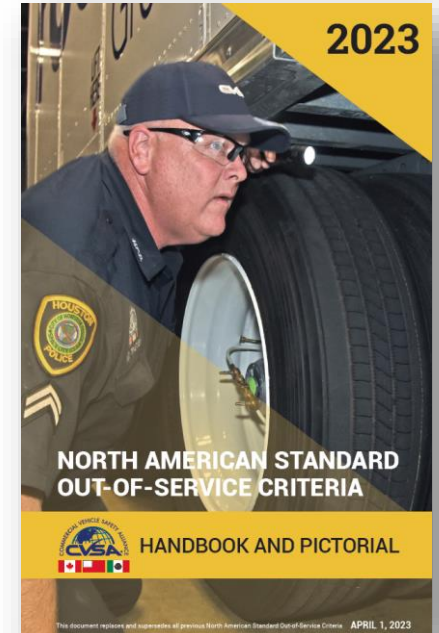
The Commercial Vehicle Safety Alliance (CVSA) is a nonprofit organization comprised of local, state, provincial, territorial and federal commercial motor vehicle safety officials and industry representatives. The Alliance aims to prevent commercial motor vehicle crashes, injuries and fatalities and believes that collaboration between government and industry improves road safety and saves lives



CVSA Products and Services



- Roadside CMV Inspector Certification
- North American Standard (NAS) Inspection Procedures
- NAS Training Program
- CVSA Decal Program
- NAS Out-of-Service Criteria
- NAS Inspection Levels
- Outreach and Education
- Policy Development

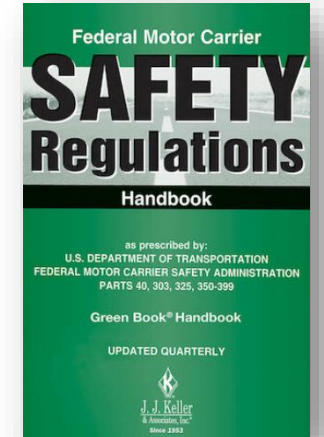


Violations vs. Out-of-Service Defects



Roadside violations:

- FMCSA develops and enforces data-driven regulations that balance motor carrier safety with efficiency.
- All items that are discovered that do not meet regulatory standards will be documented as violations.
- All defects must be repaired prior to re-dispatch.

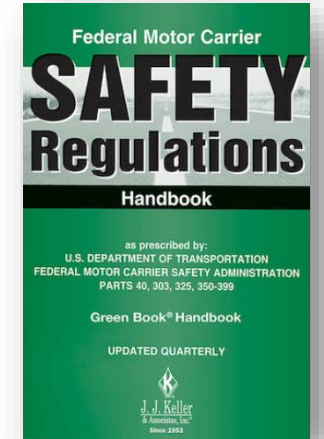


Violations vs. Out-of-Service Defects



Roadside violations:

- FMCSA develops and enforces data-driven regulations that balance motor carrier safety with efficiency.
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- All defects must be repaired prior to re-dispatch.



Out-of-Service Defects:

- All defects are compared to the North American **Standard Out-of-Service Criteria** (OOSC).
- Out-of-Service defects preclude a driver or vehicle from completing the trip.
- All out of service defects must be repaired before continuing.



Out-of-Service Criteria (OOSC)



- The OOSC is developed within the relevant committee, voted on by committee, and approved by the CVSA Board of Directors.
- To be added to the OOSC, the violation must present an imminent hazard to the public.
- Determination is made with input from CVSA membership, including regulators, motor carriers, enforcement officers, manufacturers, and safety agencies.
- The OOSC is not a punitive measure or punishment (Not intended for “trucker time out”).
- The OOSC is not left to inspector discretion.

OUT OF SERVICE: Authorized personnel shall declare out of service any driver who presents an imminent hazard precluding safe operation of a commercial motor vehicle. The out-of-service duration may be for a specified period of time outlined in this part or until a required condition is met.

NOTE: The whole of this part does not apply to a co-driver.

“Imminent hazard” means the existence of any condition of a driver that substantially increases the likelihood of serious injury if not discontinued immediately.

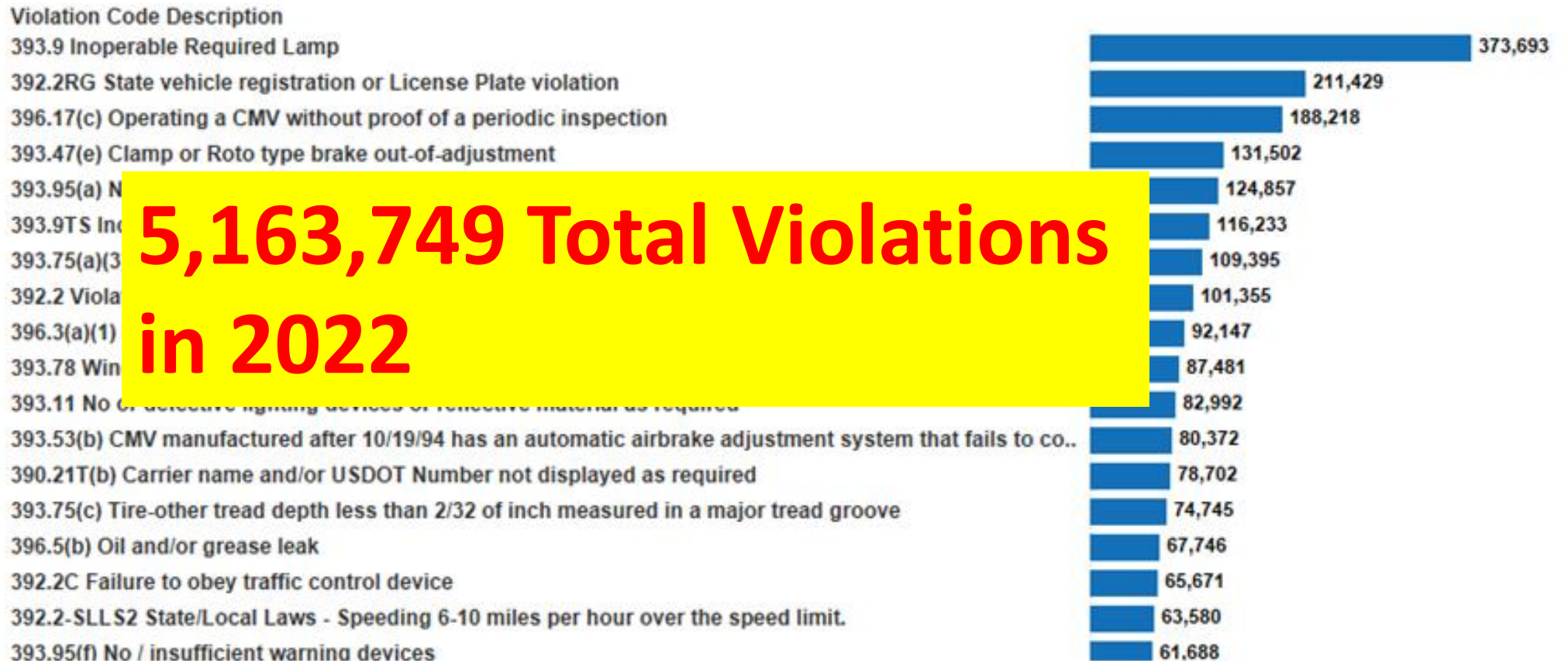
OUT OF SERVICE: Authorized personnel shall declare out of service any commercial motor vehicle that, by reason of its condition or cargo securement, presents an imminent hazard precluding safe operation of the commercial motor vehicle. An out-of-service vehicle sticker shall be applied to the applicable vehicle(s) when a vehicle is out of service as per jurisdictional regulations. No motor carrier shall require to be operated, nor shall any person operate, nor any inspector release the commercial motor vehicle declared out of service until all repairs required by the out-of-service notice have been repaired so that the violation(s) no longer exists.

“Imminent hazard” means the existence of any condition of a vehicle or cargo that substantially increases the likelihood of serious injury if not discontinued immediately.

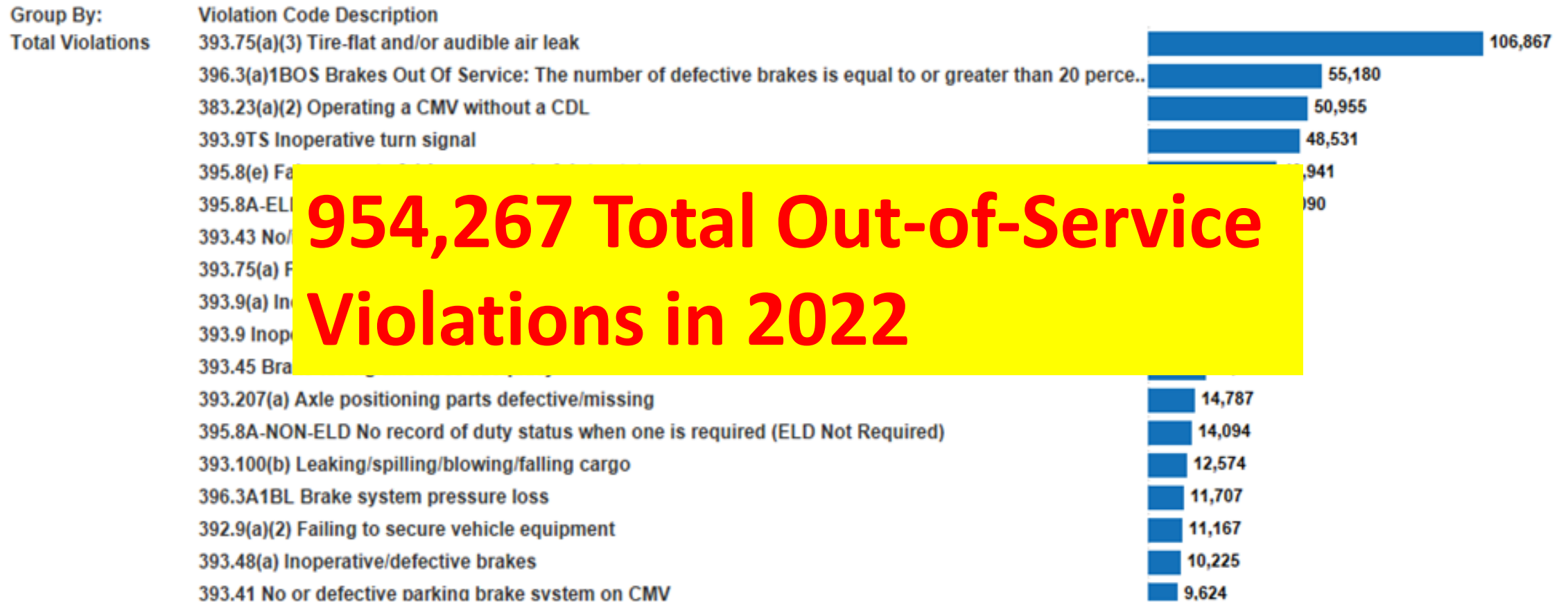
Top Violations in 2022 – All CMVs



Group By:
Total Violations



Top Violations in 2022 – All OOS CMVs



Top Passenger Vehicle Violations



Group By:
Total Violations

Violation Code Description

392.2 Violation of Local Laws - Explain:

396.3(a)(1) Inspection, repair and maintenance of parts and accessories

393.9 Inoperable Required Lamp

396.5(b) Oil and/or grease leak

393.95(a) No / discharged / unsecured fire extinguisher

390.21T(b)

392.2RG S

396.17(c) C

393.62(e) M

393.78 Wir

393.11 No

393.62(a) No or Defective bus emergency exits

393.95(f) No / insufficient warning devices

393.9TS Inoperative turn signal

393.9H Inoperable head lamps

393.60(c) Damaged or discolored windshield

396.3A1B Brakes (general) Explain:

393.75(a)(3) Tire-flat and/or audible air leak

**47,365 Total Violations in
2022 (Passenger Carriers)**



Top Passenger Vehicle Violations 2022 – OOS



Group By:
Total Violations

Violation Code Description

392.2 Violation of Local Laws - Explain:

393.62(a) No or Defective bus emergency exits

393.75(a)(3) Tire-flat and/or audible air leak

383.23(a)(2) Operating a CMV without a CDL

396.3(a)(1)

391.41(a)(

392.9AA1

393.9TS Ir

393.41 No

393.83(c)

393.83(d)

395.8A-NC

395.8A-EL

393.62(e)

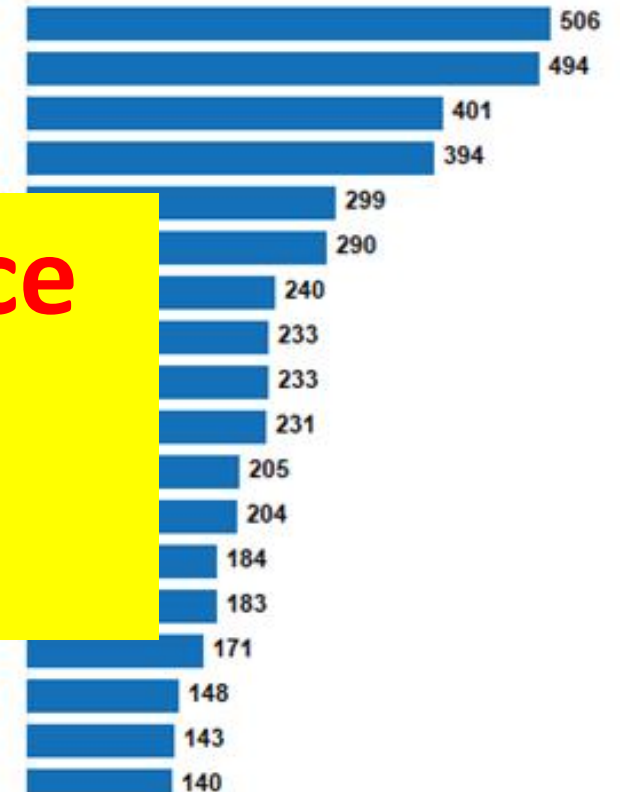
393.62(c) No or Defective bus emergency exit windows

393.9 Inoperable Required Lamp

393.209(d) Steering system components worn, welded, or missing

396.3(a)(1) Inspection, repair and maintenance of parts and accessories

**8,281 Total Out-of-Service
Violations in 2022
(Passenger Carriers)**



Emergency Exits

- Ensure all marked/required exits operate properly
- Ensure all required exits have proper markings
- Ensure all exits are unobstructed by customizations or objects



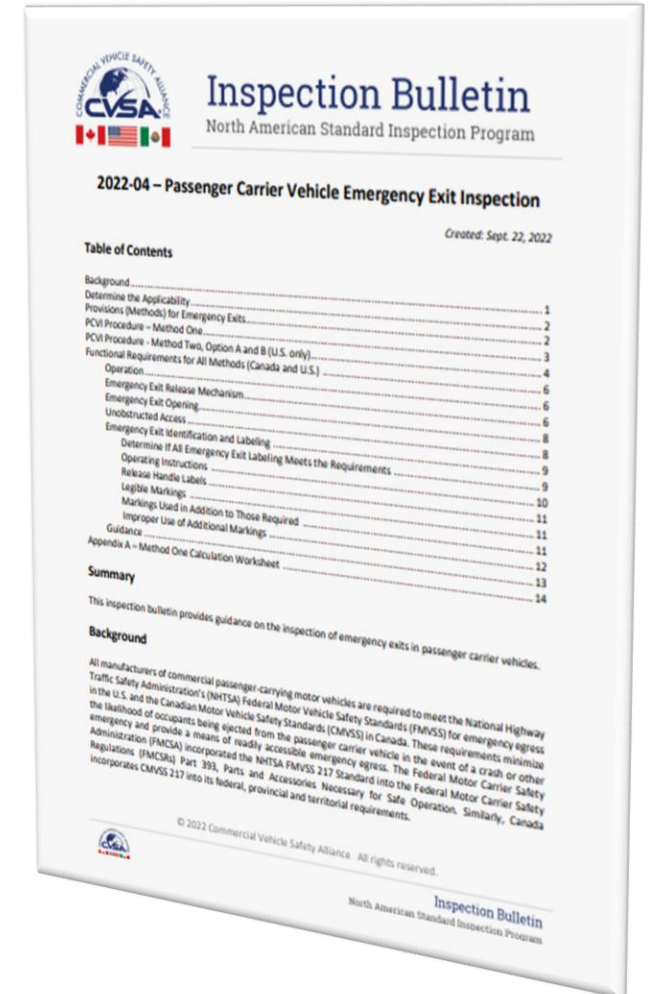
Emergency Exits



- Ensure all marked/required exits operate properly (Open and Close)
- Ensure all required exits have proper markings
- Ensure all exits are unobstructed by customizations or objects

- Review CVSA Inspection Bulletin 2022-04 – Passenger Carrier Vehicle Emergency Exit Inspections

- **What can you do to prevent these violations?**



Emergency Exits



Flat Tires:

- Proper inflation is key to safety
- Inspectors generally only check inflation when tires appear to be underinflated.
- Violations for underinflation should only be documented when the tire is “flat”
- A flat tire is any tire that has 50% or less of the maximum inflation pressure marked on the sidewall

Audible Air Leaks:

- Any audible air leak in a tire is an OOS defect
- Do not remove nails en-route to a destination



Lights



Turn Signals:

- Check function independently from hazard lamps
- OOS violation for rear facing signals only
- 552 violations; 233 OOS

Lamps, General:

- Pre-trip and Post-trip inspections
- 12% of all passenger carrier violations

BOUND EDGE 812

DRIVER'S VEHICLE INSPECTION REPORT

AS REQUIRED BY THE D.O.T. FEDERAL MOTOR CARRIER SAFETY REGULATIONS

CARRIER: _____
LOCATION: _____
DATE: _____ TIME: _____ A.M. _____ P.M.
TRACTOR/ TRUCK NO.: _____ ODOMETER BEGIN: _____
READING END: _____

CHECK ANY DEFECTIVE ITEM AND GIVE DETAILS UNDER "REMARKS"

Prt = Pre-Trip			Pot = Post-Trip			RR = Requires Repair		
<input type="checkbox"/>	<input type="checkbox"/>	Air Compressor	<input type="checkbox"/>	<input type="checkbox"/>	Front Axle	<input type="checkbox"/>	<input type="checkbox"/>	Safety Equipment
<input type="checkbox"/>	<input type="checkbox"/>	Air Lines	<input type="checkbox"/>	<input type="checkbox"/>	Fuel Tanks	<input type="checkbox"/>	<input type="checkbox"/>	Fire Extinguisher
<input type="checkbox"/>	<input type="checkbox"/>	Battery	<input type="checkbox"/>	<input type="checkbox"/>	Generator	<input type="checkbox"/>	<input type="checkbox"/>	Flags - Flares - Fuses
<input type="checkbox"/>	<input type="checkbox"/>	Belts and Hoses	<input type="checkbox"/>	<input type="checkbox"/>	Horn	<input type="checkbox"/>	<input type="checkbox"/>	Reflective Triangles
<input type="checkbox"/>	<input type="checkbox"/>	Body	<input type="checkbox"/>	<input type="checkbox"/>	Lights	<input type="checkbox"/>	<input type="checkbox"/>	Spare Bulbs and Fuses
<input type="checkbox"/>	<input type="checkbox"/>	Brake Accessories	<input type="checkbox"/>	<input type="checkbox"/>	Head - Stop	<input type="checkbox"/>	<input type="checkbox"/>	Spare Seal Beams
<input type="checkbox"/>	<input type="checkbox"/>	Brakes, Parking	<input type="checkbox"/>	<input type="checkbox"/>	Tail - Dash	<input type="checkbox"/>	<input type="checkbox"/>	Starter
<input type="checkbox"/>	<input type="checkbox"/>	Brakes, Service	<input type="checkbox"/>	<input type="checkbox"/>	Turn Indicators	<input type="checkbox"/>	<input type="checkbox"/>	Steering
<input type="checkbox"/>	<input type="checkbox"/>	Clutch	<input type="checkbox"/>	<input type="checkbox"/>	Mirrors	<input type="checkbox"/>	<input type="checkbox"/>	Suspension System
<input type="checkbox"/>	<input type="checkbox"/>	Coupling Devices	<input type="checkbox"/>	<input type="checkbox"/>	Muffler	<input type="checkbox"/>	<input type="checkbox"/>	Tire Chains
<input type="checkbox"/>	<input type="checkbox"/>	Defroster/Heater	<input type="checkbox"/>	<input type="checkbox"/>	Oil Level	<input type="checkbox"/>	<input type="checkbox"/>	Tires
<input type="checkbox"/>	<input type="checkbox"/>	Drive Line	<input type="checkbox"/>	<input type="checkbox"/>	Radiator Level	<input type="checkbox"/>	<input type="checkbox"/>	Transmission
<input type="checkbox"/>	<input type="checkbox"/>	Engine	<input type="checkbox"/>	<input type="checkbox"/>	Rear End	<input type="checkbox"/>	<input type="checkbox"/>	Top Recorder
<input type="checkbox"/>	<input type="checkbox"/>	Exhaust	<input type="checkbox"/>	<input type="checkbox"/>	Reflectors	<input type="checkbox"/>	<input type="checkbox"/>	Wheels and Rims
<input type="checkbox"/>	<input type="checkbox"/>	Fifth Wheel	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Windows
<input type="checkbox"/>	<input type="checkbox"/>	Fluid Levels	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Windshield Wipers
<input type="checkbox"/>	<input type="checkbox"/>	Frame and Assembly	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Other

TRAILER(S) NO.(S): 1

Prt = Pre-Trip			Pot = Post-Trip			RR = Requires Repair		
<input type="checkbox"/>	<input type="checkbox"/>	Brake Connections	<input type="checkbox"/>	<input type="checkbox"/>	Landing Gear	<input type="checkbox"/>	<input type="checkbox"/>	Straps
<input type="checkbox"/>	<input type="checkbox"/>	Brakes	<input type="checkbox"/>	<input type="checkbox"/>	Lights - All	<input type="checkbox"/>	<input type="checkbox"/>	Tarpaulin
<input type="checkbox"/>	<input type="checkbox"/>	Coupling Devices	<input type="checkbox"/>	<input type="checkbox"/>	Reflectors/Reflective	<input type="checkbox"/>	<input type="checkbox"/>	Tires
<input type="checkbox"/>	<input type="checkbox"/>	Coupling (King) Pin	<input type="checkbox"/>	<input type="checkbox"/>	Tape	<input type="checkbox"/>	<input type="checkbox"/>	Wheels and Rims
<input type="checkbox"/>	<input type="checkbox"/>	Doors	<input type="checkbox"/>	<input type="checkbox"/>	Roof	<input type="checkbox"/>	<input type="checkbox"/>	Other
<input type="checkbox"/>	<input type="checkbox"/>	Hitch	<input type="checkbox"/>	<input type="checkbox"/>	Suspension System	<input type="checkbox"/>	<input type="checkbox"/>	

2

Remarks: _____

CONDITION OF THE ABOVE VEHICLE IS SATISFACTORY

DRIVER'S SIGNATURE: _____

ABOVE DEFECTS CORRECTED

ABOVE DEFECTS NEED NOT BE CORRECTED FOR SAFE OPERATION OF VEHICLE

MECHANIC'S SIGNATURE: _____ DATE: _____

DRIVER'S SIGNATURE: _____ DATE: _____

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Exhaust

Gasoline:

- Must discharge within six inches from rear of vehicle.
- Always OOS with passenger carrying vehicles
- 233 OOS violations in 2022
- Temporary exemption for Ford Transit vans

Other Than Gasoline (Diesel, CNG, etc.):

- Must discharge within 15 inches from rear **(OR)** to the rear of all doors and windows designed to be opened (not including emergency exits).

General:

- Cannot be repaired by wraps
- Cannot be near wires, fuel, combustible items
- Drain holes are permitted



Steering Components

149 OOS violations in 2022

- Steering wheel
(lock into place, no damage, etc.)
- Welds or cracks in steering components
- Loose fasteners and excessive movement of parts
- Up to 1/8" movement allowed in ball and socket joints
- Steering wheel lash
- Power steering defects/leaks



Emergency Equipment

Fire Extinguishers

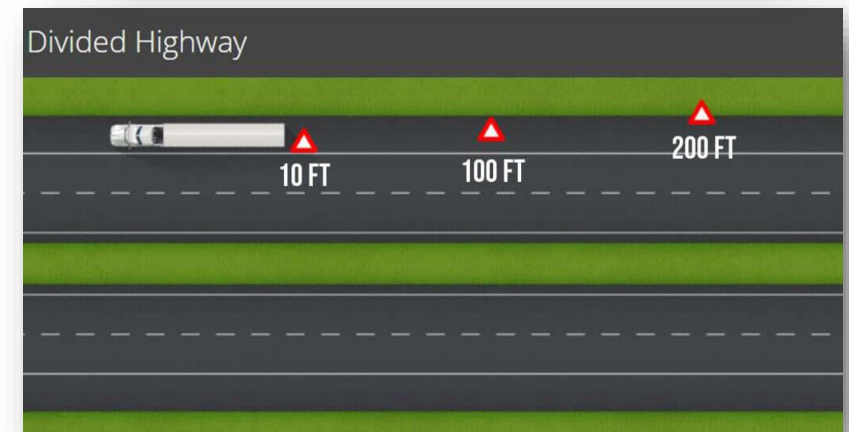
- Must be mounted securely and accessible
- Must have gauge and be charged
- Minimum size 5 B:C or two 4 B;C

Warning Devices

- Requires three warning triangles or six fuses
- Must be operational and accessible
- Must be placed within ten minutes
- Placed at 10 feet, 100 feet and 200 feet (40 paces

Spare Fuses

- Only required if required components use fuses



Other Violations



Periodic Inspection

- Is it current? Valid 12 months plus remainder of month
- Can the driver locate proof?

USDOT Markings

- Lease agreement or markings required (less than 30 days)
- Markings required (30 days or more)

FEDERAL ANNUAL INSPECTION

THIS VEHICLE HAS PASSED AN ANNUAL INSPECTION
CONDUCTED IN ACCORDANCE WITH 49 CFR, PART 396, FMCSR

MONTH	YEAR	
VEHICLE ID (Company No.)		STATE/TAG NO. OR VIN

LOCATION OF RECORDS:

Company _____

Street Address _____

City, State, Zip _____

ANNUAL VEHICLE INSPECTION REPORT

MOTOR CARRIER OPERATOR		INSPECTOR'S NAME (PRINT OR TYPE)	
ADDRESS		THIS INSPECTOR MEETS THE QUALIFICATION REQUIREMENTS IN SECTION 396.19 <input type="checkbox"/> YES	
CITY, STATE, ZIP CODE		VEHICLE IDENTIFICATION (IF AND COMPLETE) <input type="checkbox"/> LIC. PLATE NO. <input type="checkbox"/> VIN <input type="checkbox"/> OTHER	
VEHICLE TYPE <input type="checkbox"/> TRACTOR <input type="checkbox"/> TRAILER <input type="checkbox"/> TRUCK <input type="checkbox"/> BUS <input type="checkbox"/> (OTHER)		INSPECTION AGENCY/LOCATION (OPTIONAL)	

VEHICLE HISTORY RECORD			
REPORT NUMBER	FLEET UNIT NUMBER	DATE	

VEHICLE COMPONENTS INSPECTED			
OK	NEEDS REPAIR	ITEM	ITEM
OK	NEEDS REPAIR	1. BRAKE SYSTEM	6. SAFE LOADING
OK	NEEDS REPAIR	2. COUPLING DEVICES	7. STEERING MECHANISM
OK	NEEDS REPAIR	3. EXHAUST SYSTEM	8. SUSPENSION
OK	NEEDS REPAIR	4. FUEL SYSTEM	9. FRAME
OK	NEEDS REPAIR	5. LIGHTING DEVICES	10. TIRES
OK	NEEDS REPAIR		11. WHEELS AND RIMS
OK	NEEDS REPAIR		12. WINDSHIELD GLAZING
OK	NEEDS REPAIR		13. WINDSHIELD WIPERS
OK	NEEDS REPAIR		14. MOTORCOACH SEATS
OK	NEEDS REPAIR		15. REAR IMPACT GUARD
OK	NEEDS REPAIR		16. OTHER

INSTRUCTIONS: MARK COLUMN ENTRIES TO VERIFY INSPECTION: OK NEEDS REPAIR NA IF ITEMS DO NOT APPLY REPAIRED DATE

CERTIFICATION: THIS VEHICLE HAS PASSED ALL THE INSPECTION ITEMS FOR THE ANNUAL VEHICLE INSPECTION IN ACCORDANCE WITH 49 CFR PART 396.

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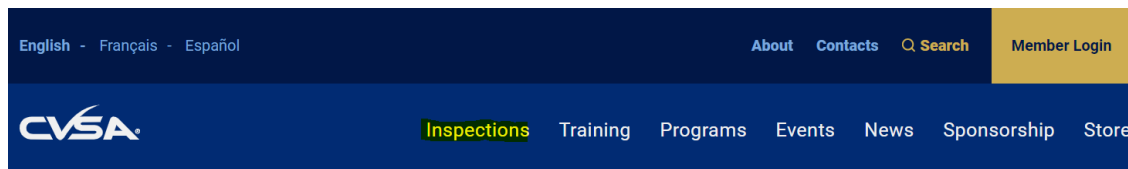
ORIGINAL

3127
(Rev. 1/22)

How can CVSA Help?



- Issue Requests (members and non-members)
 - File an issue request to suggest changes to inspection related procedures or out-of-service conditions.
 - Provide clarification to specific regulations or current issues
 - CVSA cannot change regulations; can petition FMCSA in some cases



ISSUE NUMBER
23-019-PCC

ISSUE NAME
OOSC, Part II, Item 16. Buses, Motorcoaches, Passenger Vans.....a. Emergency Exits - Difficult to Open/Functional

STATUS
Open

Passenger Carrier Committee

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SUMMARY OF ISSUE
Today I stopped a 27 passenger bus that was being used in an assisted living facility to transport elderly people back and forth from doctor's appointments. During the inspection I asked the driver to open the four emergency windows that were clearly marked as such. The driver clearly struggled to open each window (see the attached video). The amount of force the driver was using literally had the bus rocking back and forth as he attempted to open them. It was apparent that an elderly person being transported on that bus would not have been able to open it. I often stop these buses as they are also used in daycare operations and party bus operations. More often than not the emergency windows are stuck and will not freely open. In these instances, a 9 to 10 year child or an elderly person would not be able to open the emergency exits.

JUSTIFICATION OR NEED
In this instance the driver was a 5ft 10in 230lb male who was attempting to open the window. In looking at previous and current OOS criteria, as long as the exits open and close as designed there is no violation.

REQUEST FOR ACTION
Review attached video and advise on whether or not this should or shouldn't be a OOS violation.

SUPPORTING DOCUMENTS/PHOTOS
• [BUS-EXIT-2.mp4](#)

How can CVSA Help?



- Inspection Bulletins (members and non-members)
 - Provide inspection guidance to inspectors and industry
 - Ensure consistent enforcement practices
 - Can assist with DataQ requests

2 – Passenger Carrier/Motorcoach

- [2022-04 – Passenger Carrier Vehicle Emergency Exit Inspection](#) (Created Sept. 22, 2022) (French) (Spanish)
- [2018-02 – Motorcoach Monocoque Frame/Suspension Inspections](#) (Revised April 1, 2019) (French)
- [2015-09 – Motorcoach Emergency Roof Hatch Inspections](#) (Revised April 27, 2017) (French) (Spanish)
- [2015-08 – Advancement in Motorcoach Air Brake Systems](#) (Revised April 4, 2019) (French) (Spanish)
- [2010-05 – MCI Buses with Detroit Diesel Engines](#) (Revised April 27, 2017) (French)

2022-04 – Passenger Carrier Vehicle Emergency Exit Inspection
Created: Sept. 22, 2022

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Summary

This inspection bulletin provides guidance on the inspection of emergency exits in passenger carrier vehicles.

Background

All manufacturers of commercial passenger-carrying motor vehicles are required to meet the National Highway Traffic Safety Administration's (NHTSA) Federal Motor Vehicle Safety Standards (FMVSS) for emergency egress in the U.S. and the Canadian Motor Vehicle Safety Standards (CMVSS) in Canada. These requirements minimize the likelihood of occupants being ejected from the passenger carrier vehicle in the event of a crash or other emergency and provide a means of readily accessible emergency egress. The Federal Motor Carrier Safety Administration (FMCSA) incorporated the NHTSA FMVSS 217 Standard into the Federal Motor Carrier Safety Regulations (FMCSRs) Part 393, Parts and Accessories Necessary for Safe Operation. Similarly, Canada incorporates CMVSS 217 into its federal, provincial and territorial requirements.

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Inspection Bulletin
North American Standard Inspection Program

How can CVSA Help?



- Passenger Carrier Resource Page and CMV Resource Page (members and non-members)

- **Understanding the North American Standard Inspection Program** – This CVSA brochure describes the North American Standard Inspection Program, the levels of inspections, CVSA decals, the out-of-service criteria, along with a helpful chart outlining the steps in the various inspection levels.
- **North American Standard Roadside Inspection Vehicle Cheat Sheet** – Download this flyer detailing the components of the commercial motor vehicle that the inspector will inspect when conducting a Level I Inspection.
- **State Mandated Inspection Programs** – This list includes all the states that have implemented a mandatory state inspection program. Vehicle inspections conducted under this program are equivalent to a periodic inspection because they meet the requirements in Appendix A. Additionally, FMCSA recognizes the equivalency of inspections conducted in Alberta, British Columbia, Manitoba, New Brunswick, Newfoundland, Nova Scotia, Ontario, Prince Edward Island, Quebec, Saskatchewan and the Yukon Territory.
- **Passenger-Carrier Resources** – Visit this page for links to helpful resources for passenger-carrier motor carriers and drivers.
- **Automated Commercial Motor Vehicle Working Group Report** – This report – created by the Automated CMV Working Group, part of CVSA's Enforcement and Industry Modernization Committee – recommends approaches for inspecting ADS-equipped commercial motor vehicles.
- **International Registration Plan (IRP) Resources** – IRP offers an **overview** for jurisdiction staff and officials new to IRP; find the answers to **frequently asked questions** on topics that include registration cost, record keeping and IRP registration; view IRP's **carrier training video**; and view **jurisdiction data** information for all IRP jurisdictions on cab cards, credits/refunds, cross border requirements, fee schedules, maximum weights, registration periods, restricted plates, trip permits, wreckers, etc.
- **COVID-19 Links** – CVSA consolidated links to important COVID-19 information from organizations, associations and agencies that commercial motor vehicle law enforcement personnel, motor carriers and professional drivers need to know.

Passenger Carrier Resources

- **Map of Jurisdictions that Require Buses Enter Weigh Stations** – Download this helpful map identifying U.S. and Canadian jurisdictions that do or do not require motorcoaches/buses to enter permanent weight station locations when in operation.
- **FMCSA Bus/Passenger Carrier Safety Information for Carriers** – This FMCSA webpage provides informational resources and educational and technical assistance to the passenger carrier industry to foster an understanding of applicable regulations and requirements.
- **ABA Bus Industry Safety Council** – The mission of the ABA Bus Industry Safety Council (BISC) is to continually raise the level of safety in the intercity bus and motorcoach industry through collaborative efforts of professionals in a workshop and educational environment.
- **United Motorcoach Association** – The purpose of the United Motorcoach Association is to protect and promote the interests and welfare of privately owned common carriers of passengers by motorcoach.
- **ABC/Van Hool Tech Tips** – ABC's Tech Tips provide helpful information for shop personnel performing maintenance on products sold by ABC Companies. These tips are provided by field techs and manufacturers and can be as simple as identifying electrical components or brief descriptions of diagnostic functions. Grab and Go training videos. Trainers can request University Information by calling 877-427-7278.
- **MCI Coach and Tech Support** – MCI is there for you with emergency roadside assistance (ERSA) 24 hours a day. It's not just about fixing mechanical problems and getting coaches back on the road quickly, it's also about skilled, friendly professionals going the extra mile for you, whatever the circumstance.
- **Prevost / Volvo Tech Support** – Prevost has provided technical information for Prevost H3, X3, and Volvo 9700 motorcoaches.
- **Temsa Tech Support** – Temsa has provided technical information for Temsa motorcoaches, customer support and many other valuable resources.
- **Technical Support Manuals and Contact Information (*Don't forget to get the last five of the VIN*)**
 - ABS/Van Hool – 877-427-7278, Option 3 / Customer Care (after 5 p.m. reserved for emergencies)
 - MCI – 800-241-2947
 - Temsa – 833-628-3672
- **Motor Carrier Safety Planner** – The Motor Carrier Safety Planner is provided by FMCSA and contains regulatory information and resources for motor carriers. Chapters 4, 5, 6 and 7 are helpful for motor carriers to better understand the regulatory requirements. The website also contains a "Resources and Forms" tab with free downloadable forms to use within a company.
- **CVSA Inspection Bulletins** – CVSA has numerous inspection bulletins that are specific to passenger-carrying vehicles. There are passenger carrier/motorcoach bulletins for emergency exits, monocoque frames, brakes and much more.
- **State Mandatory Inspection Program** – This link outlines the inspection requirements for commercial motor vehicles. It includes a list of the states that participate in a mandatory inspection program.
- **Busing on the Lookout** – The bus industry has a key role to play in combating human trafficking, particularly as frontline employees may be coming into contact with victims of human trafficking in the course of their everyday jobs. Visit the website to learn more about human trafficking and how you can get involved in fighting this heinous crime.

How can CVSA Help?



- Operations Manual (members only)
 - Inspection Bulletins
 - Inspection Procedures
 - Inspection Procedure Schematics
 - Operational Policies
 - #5 – Inspection Guidance and CVSA decals
 - #14 – Inspection and Data Uniformity
 - #15 – Inspection and Regulatory Guidance



Operational Policy

North American Standard Inspection Program

Inspection Procedure
North American Standard Passenger Carrier Vehicle

For Levels II and V, omit steps that do not apply.
For more detailed information, see the procedures contained in the CVSA Operations Manual.

1

Jurisdictions should adopt safety procedures based on the number of inspectors present. Multiple inspectors are recommended when using inspection ramps. Steps are marked with "Team Leader" for use during a two or three-person inspection. The team leader should determine at what step to position the passenger carrier vehicle over the inspection pit or on inspection ramps. If an inspection pit is used, ignore references to inspection ramps. When conducting a North American Standard (NAS) Level V Vehicle-Only Inspection, begin with step 10. When conducting a NAS Level II Walk-Around Driver/Vehicle Inspection, omit steps 16 through 18. Ignore the areas referring to passengers when none are present.

- 1 Inspection Preparation (Team Leader)**
 - Select vehicle and direct it to the inspection location.
 - Gather preliminary information from the vehicle for the inspection report, including the license plate number and state/province/territory and country, company name as shown on the vehicle, company number, appropriate USDOT, PUC/PSC identifiers, etc., and the time the inspection began. Verify the company operator, not the tour company or leasing company.
Note: Communication is paramount between the inspector(s) and the driver.
- 2 Greet and Prepare the Driver and Passengers (Team Leader)**
 - Identify yourself.
 - Explain the inspection procedure.
 - Place chock blocks on the driver's side, have the driver put the transmission in neutral, release all brakes, ensure the air pressure is at maximum, turn engine off and ensure the key is in the "on" position (consider multiplex timeout function).
 - Check driver's seat, and seat belt usage and condition.
 - Observe the driver's overall condition for illness, fatigue or other signs of impairment.
- 3 Collect the Driver's Documents (Team Leader)**
 - Collect commercial driver's license (CDL) and record of duty status.
 - Collect Medical Examiner's Certificate and Skill Performance Evaluation (SPE) Certificate (if applicable).
 - Collect periodic inspection certificates, commercial vehicle inspection program (CVIP).
 - Collect supporting documents: bills of lading, receipts, other documents used to verify record of duty status, trip information, tour itinerary, trip envelope and charter order.
- 4 Interview the Driver (Team Leader)**
 - Ask the driver for starting location, final destination, load description, time traveled, most recent stop and fueling location(s).
 - Ask the driver what other jobs he/she has worked in the past week.
 - Check for presence of hazardous materials/ dangerous goods.
- 5 Identify the Carrier (Team Leader)**
 - Identify the carrier by using vehicle identification, vehicle registration, insurance and driver interview.
 - Check interline agreements/operating authority.
- 6 Examine CDL (Team Leader)**
 - Check the expiration date, class, endorsements, restrictions and status.
 - Verify the driver is not prohibited in the Drug/Alcohol Clearinghouse (U.S. only)
- 7 Check Medical Examiner's Certificate and SPE Certificate (If Applicable) (Team Leader)**
 - Check certificate(s) date, which may be valid for up to 24 months.
 - Check corrective lens requirement.
 - Check hearing aid requirement.
 - Check physical limitations.
Note: The medical qualifications may be contained in the driver's license. Proper class indicates adequate medical requirements.
- 8 Check Record of Duty Status (Team Leader)**
 - Verify hours of service.
 - Check accuracy of record.

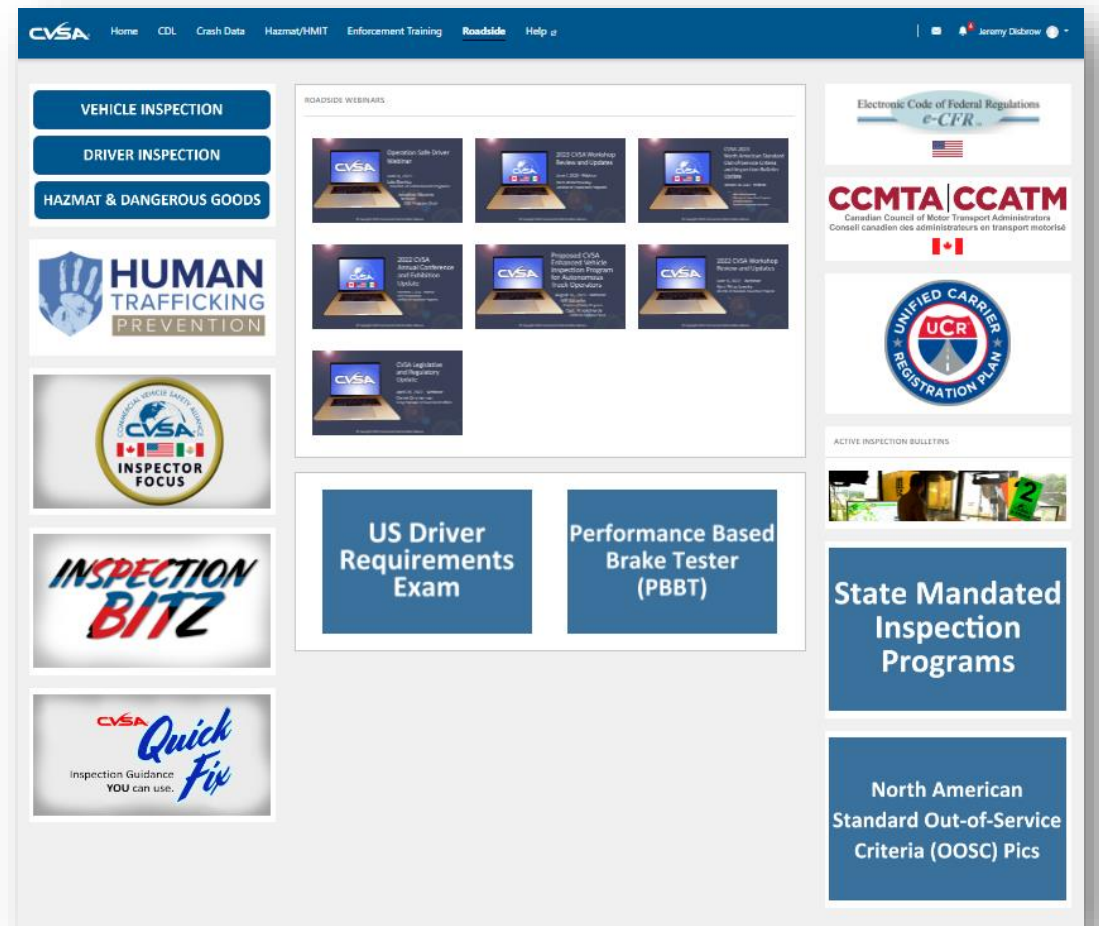
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How can CVSA Help?



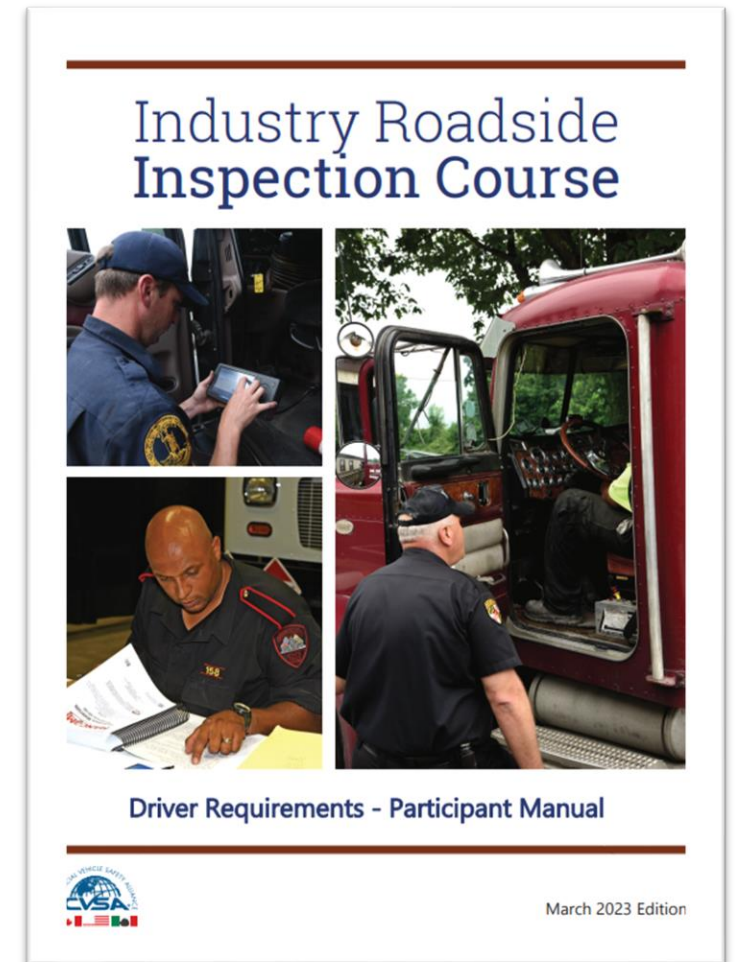
- Learning Management System (members only)
 - Inspector Focus Training Modules
 - Inspection Bitz Videos
 - Quick Fix Trainings
 - Webinars
 - Certificates of Completion and Badges



How can CVSA Help?



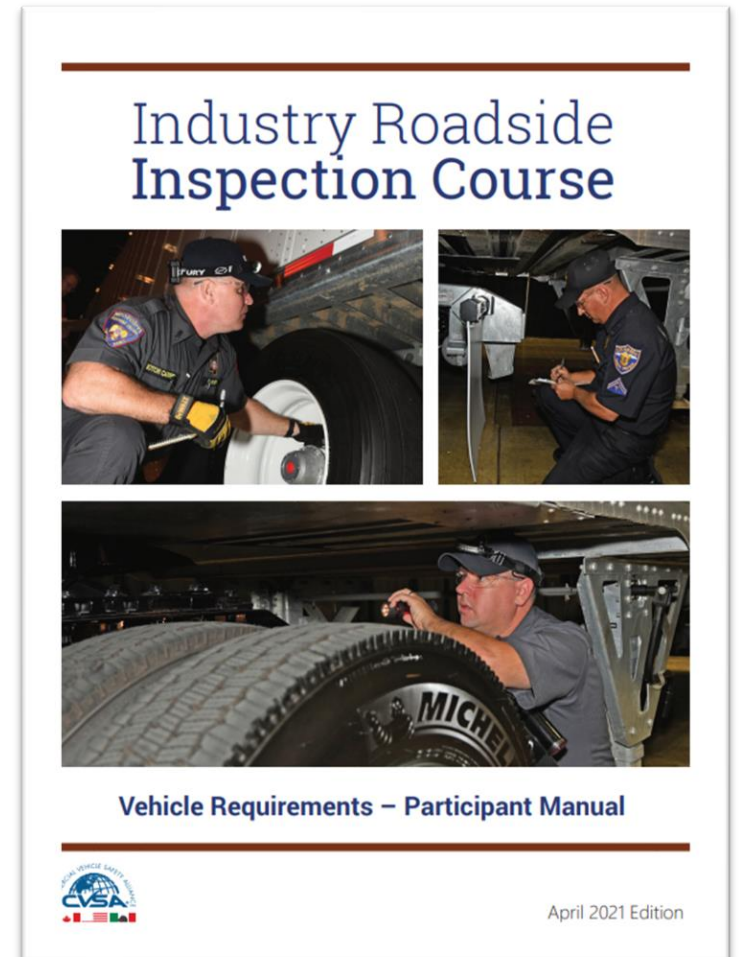
- In-Person Courses (members and non-members)
 - Industry Driver Inspection Course (40 hours)
 - General inspection and safety guidelines
 - Vehicle marking and USDOT registration requirements
 - CDL requirements
 - Medical certifications
 - Hours-of-Service and ELDs
 - Inspection reports
 - Out-of-Service defects
 - DataQ process
 - Human Trafficking



How can CVSA Help?



- In-Person Courses (members and non-members)
 - Industry Vehicle Inspection Course (40 hours)
 - Brake systems
 - Cargo securement
 - Coupling devices
 - Driveline
 - Exhaust
 - Fuel systems
 - Lighting devices
 - Steering mechanisms
 - Suspension components
 - Tires
 - Wheels, rims, and hubs



Request for Data Review (DataQ)



DataQ Tips:

- Used for violation data accuracy, reportable crash data, registration data, etc.
- Not for SMS ratings or CSA points
- Inspectors make mistakes too – Drivers can politely ask for clarification of violations
- Knowledge is critical – Review CVSA inspection bulletins, policies, and regulations
- Submit timely evidence – Include policies, regulatory language, and supporting documents
- Photos should be taken as soon as possible with date/time and vehicle identifiers
- Do not abuse the system or “cry wolf”



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