



HAULIER'S TRUCK/TRAILER INSPECTION CHECKLIST

To ensure the safety of the port and its users, all trucks and trailers are subject to inspection on the port compound, (including the lay-by) prior to, and after loading. Any vehicle which is not in compliance, may have its transaction cancelled and be escorted off the compound. These inspections will be randomly conducted by the HSE Department.

Truck Registration Number:		Date:	
Trailer Registration Number:		Company Name:	

NOTE: Prior to offloading, the driver is to ensure all locking pins are unlocked | After loading, the driver must ensure all locking pins are locked, before proceeding

DOCUMENTATION	Tick appropriate box			Follow-up Inspection	
	YES	NO	Remarks / Action Taken	YES	NO
Driver's license <i>(valid & without signs of tampering)</i>					
Inspection and Insurance certificates <i>(valid & without signs of tampering)</i>					
TRAILER					
Trailer in overall good condition, including landing gear <i>(No visual structural damage)</i>					
Air Brakes lines connected					
Required signs clear & in good condition					
Tail, brake, signal and plate lights are functional					
Tyres in good condition <i>(No canvas/wire showing, no visible tread, no visible under inflation)</i>					
All locking pins functional					
TRUCK					
Operative Horn					
Any sign of excessive fluid leaks <i>(refers to constant flow of fluid)</i>					
Indicator lights functional					
Head lights functional					
Tyres in good condition <i>(No canvas/wire showing, no visible tread, no visible under-inflation)</i>					
Reverse alarm functional					
Mirrors are properly affixed & in good condition					
LOAD - CONTAINERISED & GENERAL CARGO					
Load is secured and weight even					
All containers fully secured <i>(all locking pins secured)</i>					
All general cargo fully secured <i>(chains & binders, fabric straps present & firmly securing cargo)</i>					
Load does not obscure view of driver <i>(load not too wide)</i>					
Load is secured & covered to avoid spillage, if warranted <i>(bulk salt, sugar, feed, aggregate etc)</i>					
Load complies with size/width guidelines <i>(refer to Regulation 28 of the Motor Vehicle and Road Traffic Regulations)</i>					
OTHER ITEMS & COMMENTS					

I certify that I have personally examined this trailer, truck and associated documentation.

Please tick appropriate Box: Allow Entry Do Not Allow Entry Re-inspection Date: _____

HSE Officer Name: _____ Driver Name: _____

Signature: _____ DP Number: _____

Date: _____ Signature: _____

NOTE: A Duplicate Copy Must Be Issued to the Driver of the Truck.

FOLLOW-UP INSPECTION - COMMENTS	Tick appropriate box		
	Remarks / Action Taken	YES	NO

I certify that I have personally examined this trailer, truck and associated documentation.

Please tick appropriate Box: Allow Entry Do Not Allow Entry Re-inspection Date (Due in 2 weeks): _____

HSE Officer Name: _____ Driver Name: _____

Signature: _____ DP Number: _____

Date: _____ Signature: _____

NOTE: A Duplicate Copy Must Be Issued to the Driver of the Truck.



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Pass/Fail Criteria guidelines.

The following items will warrant the cancellation of a transaction,

1. Any item missing from the Documentation Section
2. Non-functional locking pin
3. Tyres not in good condition (Canvas/ wire showing, visible thread, visible under inflation)
4. Any sign of excessive fluid leaks (Truck - refers to constant flow of fluid)
5. Load is not secure/ obscures view of driver/ does not comply with size and width guidelines
6. Obvious signs of a structurally defective trailer (crack on main beam, trailer twisted, landing gear damaged)
7. No headlights (applies for night operations)