

EASTERN MICHIGAN UNIVERSITY

ORV INSPECTION FORM

Date: _____ Operator: _____
Please Print

The vehicle operator must complete this form prior to operation of an ORV.
Please note any deficiencies found with the ORV in the space below the checklist.

- _____ 1. Check for proper tire condition and inflation.
- _____ 2. Check brakes for proper operation.
- _____ 3. Check for any indication of fluid leaks under the ORV.
- _____ 4. Check for proper engine oil level.
- _____ 5. Check fuel level.
- _____ 6. Ensure all warning and operation decals are in place.
- _____ 7. Check headlights and all controls for proper operation.
- _____ 8. Check ORV for any dents, damage or scratches.
- _____ 9. Ensure cargo is properly secured and stored.

Noted Deficiencies:

If the ORV is in need of repair or maintenance, take the vehicle out of service by placing a “Do Not Use” tag on it and notify your supervisor and/or the Physical Plant mechanic.