

## ***Fleet Maintenance Training Series***

### **Federal Annual Inspection Procedures**

Course length – 6 to 8 hours (1 day)

Prerequisites – None

Typical class size – 4 to 6 individuals

Instructors – one

### **Course Summary**

Federal Annual Inspection training includes both lecture (theory) and practical (hands-on) training formats at your location. This one day class is designed to give your technicians the training they need to properly perform and document a Federal annual Inspection per the guidelines set forth in the FMCSA Appendix G to Subchapter B — Minimum Periodic Inspection Standards.

Additionally, participants are shown the differences between the out-of-service criteria (OOS) and the FMCSA's Federal Annual Inspection guidelines. By performing quality Federal Annual Inspections you can ensure the operation of safe, road worthy vehicles and eliminate costly DOT fines and violations. When teamed with a quality Preventive Maintenance program, this ultimately leads to lower maintenance costs by reducing repairs between PMs and vehicle breakdowns.

### **Course Topics**

#### **PMI items that will be covered during the training:**

- FMCSA Appendix G to Subchapter B — Minimum Periodic Inspection Standards
- Out-of-service (OOS) criteria
- The proper inspection tools
- A properly equipped area to perform the inspection
- Safety in the work place
- Inspection work sheet
- Air Brake Basics
- Air System Basics
- Air System Identification
- Air Brake Inspection Items
- In-cab Inspection
- Circle Inspection
- Tire and Wheels Inspection
- Engine Compartment Inspection
- Chassis & Undercarriage Inspection
- Drive Test

### **Course Deliverables**

#### **Training Goals:**

- Familiarize the trainee with FMCSA Appendix G to Subchapter B — Minimum Periodic Inspection Standards
- Familiarize the trainee with the differences between the out-of-service criteria (OOS) and FMCSA's Federal Annual Inspection guidelines
- Have a complete understanding of each inspection item in the procedure
- Attendee is familiarized with the inspection sheet and demonstrates their understanding
- Review and practice documenting follow-ups with clarity
- Attendee will demonstrate the proper use of specialty tools used during the PMI
- Attendee will be made aware of proper safety precautions when performing a Federal Annual Inspection

## **Client Responsibilities**

In order for this training to be effective, the client will need to provide the following powered equipment, basic tools, and an appropriate shop and training environment:

### **Shop Needs:**

- Clean and uncluttered area in the shop with adequate lighting to be utilized during the practical portion of the training.
- Three vehicles to be utilized during the training...

1 Tractor (w/air brakes)  
1 Straight truck (air or hydraulic brakes)

### **Required Tools:**

- Access to basic hand tools
- Workbench located near the training vehicles
- Soap stone marker/nylon tie straps
- Glad Hand Dead Heads
- Brake gauges
- Light cord testers and 7-hole socket cleaners
- Lifting Equipment (Jacks, Jack Stands)
- Safety equipment for all participants
- Safety glasses
- Wheel chocks
- Creepers
- Flash lights
- Rags
- All necessary inspection forms and reminder stickers

### **Desired Tools (not required):**

- Kriket gauges I and II
- Refractometers
- Tire square
- 6" scale
- Coolant test strip kits

### **Class Room:**

Adequate classroom space free of distractions to include:

- Presentation projector (notify Fleet Group in advance if we need to provide the projector)
- Projector screen
- Dry erase board w/markers of various colors (flip chart if dry erase board is not available)
- Seating and table for all participants and trainer
- Catered lunch
- The names of each participant at least 6 days prior to the training session