

# Commercial Motor Vehicle Driver Performance Evaluation Form

## DRIVER IDENTIFYING INFORMATION

\_\_\_\_\_  
Name of Employer

\_\_\_\_\_  
Driver Name

\_\_\_\_\_  
Evaluation Date

\_\_\_\_\_  
Driver License # and State of Issue

\_\_\_\_\_  
Expiration Date

**Check each item that driver performs in a satisfactory manner.  
All un-checked items require additional driver training.**

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### **PRE-TRIP INSPECTION (Checks by the Driver)**

- Fully evaluates condition of vehicle
- Checks for oil, water, fuel leaks
- Checks fuel, oil, and water levels
- Checks tires, lights, reflectors
- Checks air hoses, electrical connections
- Checks suspension points, steering linkage
- Checks service and parking brakes; hand valve
- Checks wipers, mirrors, horn, and gauges
- Checks emergency equipment
- Cleans windows, mirrors, lights
- Uses DVIR

### **PLACING VEHICLE IN MOTION**

- Checks mirror adjustment
- Puts transmission in neutral
- Shifts gears smoothly
- Starts motor without difficulty
- Allows proper warm-up
- Builds full air pressure before starting
- Checks brakes within 100 ft. of starting
- Checks and understands instruments
- Uses clutch properly
- Maintains proper engine RPM
- Times gearshift properly
- Uses proper gear sequence
- Uses seat belt

### **BRAKING AND SLOWING**

- Brakes as soon as need is recognized
- Avoids sudden stops
- Stops smoothly without rolling back
- Tests brakes at top of hills
- Gears down to descend grades
- Uses brake properly on grades
- Keeps check on air gauges

### **CONTROLS AND EQUIPMENT**

- Knows proper use of parking brake
- Knows proper use of hand valve
- Understands "low air" warning
- Understands use of 4-way flashers
- Uses proper headlight beam
- Dims lights when following others
- Dims lights when meeting others
- Adjusts speed to range of lights
- Knows how to replace fuses
- Knows how to use fire extinguisher
- Knows placement of warning devices
- Knows placement position of chocks
- Knows operation of engine brake (if equipped)

### **OPERATING IN TRAFFIC**

#### ***Intersections and Turning***

- Enters intersections prepared to stop
- Checks for cross traffic
- Yields to others
- Signals direction changes in advance
- Gets in proper lane well in advance of turn
- Turns only when way is clear
- Blocks traffic from curb side of turn

#### ***Signs and Signals***

- Starts slowly from stopped position
- Looks ahead for signs and signals
- Comes to a complete stop at stop signs
- Approaches signs and signals prepared to stop
- Slows vehicle gradually

#### ***R.R. Grade Crossings***

- Adjusts speed to crossing conditions
- If required, comes to a complete stop
- Stops required distance from crossing
- Avoids shifting gears while crossing

**Over ...**

**BACKING AND PARKING**

**Backing**

- Avoids backing from blind side
- Avoids unnecessary backing
- Warns others when backing
- Checks area before backing
- Uses mirrors to advantage
- If in doubt, gets out and looks
- Proper backing maneuvers

**Vehicle Parking**

- Selects safe area to park
- Parks to avoid backing when leaving
- Parks correct distance from curb or roadway
- Turns on warning flashers
- Secures unit:
  - Turns wheels
  - Sets brakes
  - Puts in gear
  - Shuts off engine
  - Uses chocks
  - Locks unit
- Checks traffic when pulling out

**OPERATING IN TRAFFIC (continued...)**

**Passing**

- Allows sufficient space for passing
- Passes only when there is long-term advantage
- Passes only in safe location
- Signals when changing lanes
- Signals before passing
- Proceeds in proper lane

**Speed**

- Observes posted speed limit
- Uses timed interval following distance
- Observes speed limit consistent with conditions
- Maintains steady speed on open road
- Adjusts speed for curves, other danger zones

**General**

- Grips steering wheel properly
- Good driving posture
- Centers vehicle in driving lane
- Reads traffic lights in advance
- Evaluates traffic patterns early
- Aware of traffic around unit
- Frequent use of mirrors
- Avoids being boxed in
- Makes eye contact with others
- Alert to live parking
- Makes good driving decisions

## Driver Performance Evaluation Results

Based on this examination, is this driver qualified to operate commercial motor vehicles for this company? ( ) Yes ( ) No

If "No", explain additional training planned for this driver:

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Name of examiner: \_\_\_\_\_

Signature of examiner: \_\_\_\_\_

Date of examination: \_\_\_\_\_