

# 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: \_\_\_\_\_