

## So why do I have to do a daily defect report?

	<p><b>DVSA Guide to Maintaining Roadworthiness Section 3.</b></p> <p><i>“A responsible person must undertake a daily walk around check before a vehicle is used. As a driver, DVSA recommend this check is carried out before you first drive the vehicle on the road each day.”</i></p> <p><i>“It is also common practice to use a composite form that includes a list of the items checked each day. Where practicable the system should incorporate ‘Nil’ reporting when each driver makes out a report sheet - or confirms by another means that a daily check has been carried out and no defects found. Electronic records of reported defects are acceptable and must be available for 15 months along with any record of repair.”</i></p>
	<p><b>Office of the Traffic Commissioner June 2015</b></p> <p><i>“Having an effective way to report defects should be a key part of your vehicle maintenance regime. It’s also a good way to make sure your drivers know which defects to look for. This could include locked emergency exits or missing break-glass hammers on buses and coaches. It’s estimated that 85% of roadworthiness infringements could be avoided if the driver does a walkaround check before starting the journey. Operators are often called to public inquiries because drivers have missed defects during their walkaround checks, or in some cases haven’t done checks at all. If you audit your drivers regularly, you’ll know how well they’re keeping on top of this vital work.”</i></p>
	<p><b>Section 16 - Undertakings and Declaration on Good Vehicle Operators Licence</b></p> <p><i>“I understand that by signing the application I am accepting the undertakings below; that they will be recorded on the licence; that failure to comply with the conditions or undertakings recorded on the licence may result in the licence being revoked, suspended or curtailed; and that failure to comply with these conditions is also a criminal offence.</i></p> <ul style="list-style-type: none"> <li>• Drivers report promptly any defects or symptoms of defects that could prevent the safe operation of vehicles and/or trailers, and that any defects are recorded in writing;</li> <li>• Records are kept (for 15 months) of all driver reports which record defects, all safety inspections, routine maintenance and repairs to vehicles, and that these are made available on request;”</li> </ul>
	<p><b>HSE Vehicles at Work Guidelines</b></p> <p><i>“By law, every employer must make sure that work equipment is maintained in an efficient state, in efficient working order and in good repair.</i></p> <p><i>Inspections could range from drivers carrying out start-up safety checks before using the vehicle”</i></p>
	<p><i>“Daily defect checks are vital, and the results of such checks should be recorded.</i></p> <p><i>If you are the user of the vehicle, it is your responsibility to ensure that any hired, leased or borrowed vehicle is in roadworthy condition and has all the necessary certification when used on the road. Therefore, it is essential that you do a daily walk-round check before any such vehicle is used. It is your responsibility to be able to provide maintenance records covering the period of use. Any defects found during the daily check must be the subject of a written report by the person responsible for recording defects.</i></p>
	<p><b>DVSA Enforcement and sanction policy example</b></p> <p>Tyre tread below 1mm - £200 Fixed Penalty Notice and 3 points on driver’s licence. Operator referred to Further Investigation Unit. OCRS almost certainly set to Red.</p>