SITE survey. APP

SITE SURVEY REPORT

Vehicle Inspection Checklist

Prepared for	Brightwell Heating Ltd
Date	14 Oct 2026
Site	Brightwell Heating fleet
Prepared by	K. Byrne

FORM

Vehicle Inspection Checklist

1. Vehicle and driver

Project	Brightwell Heating fleet: daily van check (completed example)
Client	Brightwell Heating Ltd
Depot or site	Brightwell depot, Reading
Depot or site address	Unit 2, Kennet Side Trading Estate, Reading
Date of the check	14 Oct 2026
Driver	K. Byrne
Registration number	BW71 HTG
Vehicle	Panel van (up to 3.5 tonnes)
Make and model	Ford Transit Custom
Odometer reading	48212
Fuel or charge level	3/4

DVSA van walkaround check. These are the 19 checks in the DVSA van drivers' daily walkaround check. Record the registration, the date, each defect, your assessment of it, your name and who you reported it to. Record nil defects if you find none. DVSA can ask for the record at a roadside check.

2. Walkaround checks

1. Front view, mirrors, cameras and glass: nothing blocking the view, windscreen not damaged	OK
2. Windscreen washers and wipers work and are in good condition	OK
3. Dashboard warning lights working, including ABS, airbag (SRS), EBS, EPS, ESC, full beam and parking brake	OK
4. Steering moves properly, no excessive play	OK
5. Horn works	OK
6. Footwell clear; service brake and parking brake work without excessive travel	OK

7. Seats secure; seat belts undamaged, latch and retract	OK
8. Lights and indicators work; lenses fitted, clean and the right colour	OK
9. Fluids, fuel and oil: levels correct, fuel filler cap secure, no leaks or puddles	OK
10. Battery secure, in good condition, not leaking	OK
11. Bodywork and doors: doors shut and secure, no sharp edges or loose panels	OK
12. Tyres and wheels: legal tread, inflated, no deep cuts or visible cord, wheels secure	Defect
What is wrong?	Cut in the nearside front sidewall.
13. Load secure, right securing system, doors and tailgate lock	OK
14. AdBlue (diesel exhaust fluid) topped up	OK
15. Exhaust not leaking, no excessive smoke or noise	OK
16. Alternative fuel system: isolation switch located, no leaks	Not applicable
17. Number plates correct, secure and readable	OK
18. Tow bar and trailer secure, electrics working, breakaway cable fitted	Not applicable
19. Other equipment, such as a tail lift or other loading equipment, secure, undamaged and working	OK
Lowest tread depth measured (mm)	3.1
Checks OK	16
Checks with a defect	1
Not applicable	2

3. Defects

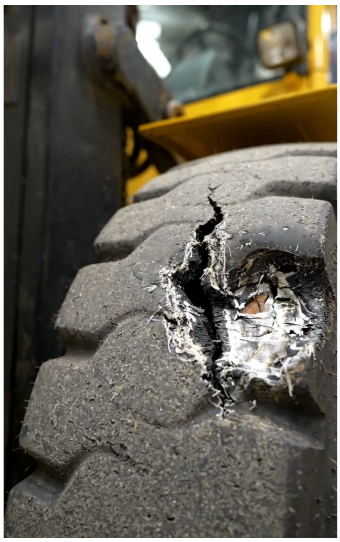
Did you find any defects?	Yes

Defects 1: Nearside front tyre: cut in the sidewall, cords not showing.

What is the defect and where?	Nearside front tyre: cut in the sidewall, cords not showing.

Can the vehicle be driven?	Dangerous: do not drive

Photos



Reported to	T. Hale, fleet manager
Dangerous defects	1
Result	Dangerous defect: do not drive

4. Sign-off

Driver name	K. Byrne

Driver signature



Fleet manager or supervisor	T. Hale
Repair carried out and by whom	Tyre replaced by Reading Tyre Centre, mobile fitter.
Date repaired	14 Oct 2026

Supervisor signature

