





IN-CAB OBSERVATION RESULTS

First Name: _____ Last Name: _____ Truck #: _____

Date: _____ Observed By: _____

Paperwork & Tablet Review	Understands	Coached	Comments
Reading a cover sheet			
Reading a load sheet			
Reading work on tablet			
Identify add ons on tablet			
Resequence work on tablets [Route vs P&D]			
Truck Review	Understands	Coached	Comments
Pre-trip inspection [VCR]			
Check/add truck fluids 			
Air brake checks [or brake fluid check] 			
Check/adjust trailer brakes			
PTO, water box, and other truck controls			
Moving & Cleaning Review	Understands	Coached	Comments
The right chemical for the job 			
Strap/secure units 			
Date sticker procedures 			
Safely load/unload/move units			
Service procedures [Route and P&D]			
Understands unit add-ons [sanitizer, lock kit, etc]			
Misc Procedures Review	Understands	Coached	Comments
Stop completion [unit/auth #'s, site notes, photos]			
Work phone policy [navigation, limits, etc]			
Sink procedures [plugs, o-rings, transport] 			
Work completion (after last stop)			
End of Day Review	Understands	Coached	Comments
Truck clean out procedures			
Post-trip inspections [VCR]			
Completing a cover sheet 			
Where to turn in paperwork			
Weekend/overtime sign up sheet			
Posted schedules			
Restocking work bag			

Notes to Manager