

**From:** [SOS, Third Party Testing](#)  
**To:** [SOS, Third Party Testing](#)  
**Subject:** Notice to CDL testers: new manual and memory aid (10/14/16)  
**Date:** Friday, October 14, 2016 3:52:53 PM  
**Attachments:** [Updated CDL manual and memory aid 10-14-16.pdf](#)

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The attached document provides important information about the Michigan CDL Manual and CDL test procedures.  
--Driver Testing Section



STATE OF MICHIGAN  
RUTH JOHNSON, SECRETARY OF STATE  
DEPARTMENT OF STATE  
LANSING

October 14, 2016

**NOTICE TO CDL TESTERS: NEW CDL INSPECTION MEMORY AID**

The Michigan CDL Manual (TS-004) has been reprinted. The new manual has several updates, including a new introduction and a completely new Vehicle Inspection Memory Aid, which is in Appendix C of the manual.

The new memory aid meets the test standards prescribed by Federal Motor Carrier Safety Regulations. Old versions of the manual have been removed from the warehouse and MDOS branch offices were instructed to immediately order the new manual and stop distributing the old version of the manual.

**CDL testing businesses should discard old copies of the memory aid and distribute only the new version of the memory aid. Customers who come to the test site without a memory aid should be offered a copy of the new memory aid. Examiners and other employees of testing businesses may not offer the old version.**

Some test applicants who were issued their CLP prior to October 1 will not have the latest version of the memory aid. Applicants who bring the old memory aid may use it for their vehicle inspection on the CDL skills test. **Examiners are not required to determine whether an applicant should or should not have received the new memory aid and may continue allowing use of the old memory aid at this time.**

Use of the old memory aid will be allowed for six months, which is the eligibility period of the CLP issued to applicants who have the old version of the manual and memory aid. Driver Testing Section expects to notify CDL testing businesses in early 2017 that examiners must stop allowing use of the old memory aid, beginning May 1, 2017.

Please email any questions to [thirdpartytesting@michigan.gov](mailto:thirdpartytesting@michigan.gov) or call Driver Testing Section.

APPENDIX C: VEHICLE INSPECTION MEMORY AID

ALL VEHICLES			
Engine Components	Cab Check/Engine Start		Lights/Reflectors
leaks/hoses/belt oil level coolant level power steering fluid water pump/fan alternator air compressor	clutch/gear/ft oil pressure gauge temperature gauge ammeter/voltmeter mirrors, windshield stroc equip (F-E-I) (fa-f) steering play	wipers/washes lighting indicators horn heater/defroster park/hydraulic brake ck air brake ck (loss/warn/locks) safety belt	clearance/strobe head tail turns 4-ways (add-red-arr) brakes reflectors
SCHOOL BUS/TRUCK/TRACTOR	TRAILER	COACH/TRANSIT BUS	
Steering Suspension steering box/hoses steering linkage	*Rear spring/air/torque shocks mounts	Trailer Front air/electric connectors header board	Passenger Items passenger entry/lifts emergency exits seating
Front Suspension springs/air mounts shock	*rear brakes slack adjusters chambers hoses/lines	Side of Trailer landing gear doors, ties, lift frame tandem release arm (locking pins)	Entry/Exit doors/mirrors
Front Brake discs/drums/linings slack adjuster chamber hose/line discs/drums/linings	*rear wheels rims tires Axle seals lug nuts spacers	*Wheels rims tires axle seal lug nuts spacers	Front Suspension level/air leaks
Front Wheel in hub oil seal lug nuts	rear of vehicle splash guards doors, ties, lift	*Suspension springs/air/torque mounts shocks	Front Wheel rim tires hub oil seal lug nuts
Side of Vehicle Door, mirror, stop arm Area Fuel tank Battery/box Drive shaft Exhaust system Frame	Tie/Coupling air/electric lines catwalk	*Brakes slack adjusters chambers hoses/lines discs/drums/linings	Side of Vehicle fuel tank compartments battery/box
School/Other Bus Passenger entry/lifts Emergency exits Seating	Coupling mounting bolts Locking jaws kingpin apron/gap platform release arm sliding 5 <sup>th</sup> wheel (locking pins)	Rear of Trailer doors, ties, lift splash guards	*Rear Wheels rims tires axle seal lug nuts spacers
			*Rear Suspension level/air leaks

\*If there is more than one axle, you must inspect each one.

Appendix C  
Vehicle Inspection Memory Aid

CDL Vehicle Inspection Memory Aid

Combination Vehicles



Straight Truck or Bus

