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Class A Combination Vehicles

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QUALIFICATION TRAINING PACKAGE

Chapter 1

OVERVIEW

1.1. Overview. This Qualification Training Package (QTP) establishes standardized training requirements and content for all Air Force and Space Force operators of combination and related commercial motor vehicles (CMVs). Designed to ensure consistency and excellence across all installations, this package provides comprehensive guidance for both trainers and trainees throughout the process.

1.1.1. The training standards outlined herein align with Department of the Air Force (DAF) requirements that supplement the federal regulations, found within the *Commercial Driver's License (CDL) Manual* (American Association of Motor Vehicle Administrators (AAMVA)). This package serves as the authoritative source for curriculum development and performance evaluation. Trainers will utilize Chapters 2 through 6 to guide trainee preparation, conduct classroom lectures, provide demonstrations, and administer knowledge and performance evaluations.

1.1.2. Trainees are required to read this entire lesson plan and the CDL Manual (AAMVA) prior to starting lectures and must follow along with these materials during instruction. Successful completion of this training program demonstrates operator proficiency and supports mission readiness by maintaining the highest standards of safety, compliance, and operational effectiveness across both services.

1.2. Applicability. This QTP applies to DAF personnel operating buses or similar CMVs. The testing and evaluation process is dictated by the installation's transition status to the AAMVA model.

1.2.1. Trainees assigned to an installation identified by AF/A4LR that has transitioned to the AAMVA model will complete written tests developed and administered in accordance with (IAW) Department of the Air Force Instruction (DAFI) 24-301, *Ground Transportation*, and QTP24-3-200, *Commercial Motor Vehicle Equivalent Program*. Following completion of the required knowledge tests, trainees must pass the Skills Test, which consists of three components: the Vehicle Inspection, Basic Control Skills, and Road Test.

1.2.2. Trainees assigned to an installation that has not transitioned to the AAMVA model will complete written tests developed locally and administered IAW DAFI 24-301. Subsequently, they will complete a localized Performance Test developed and administered by Training, Validation, and Operations (TVO) staff IAW DAFI 24-301 and this lesson plan.

1.2.3. The Ground Transportation TVO section manages oversight of these tests and updates operator records in the Online Vehicle Interactive Management System (OLVIMS).

1.3. Administrative. Send comments and suggested improvements on DAF Form 847, Recommendation for Change of Publication through Air Force Installation and Mission Support Center (AFIMSC) functional managers via e-mail at: AFIMSC.A34OG.GroundTrans@us.af.mil.

Chapter 2

RESPONSIBILITIES

2.1. Trainer. Provide an overview of training in Chapter 2 and 3. Deliver classroom lectures and conduct trainee preparation using the lesson plans in Section 4. Provide knowledge overview training per Chapter 4 lesson plans. Conduct demonstration, performance, and evaluation activities per Chapter 5. At installations that have transitioned to the AAMVA model, coordinate with the VCO or designated authority and Unit Training Manager (UTM) to schedule trainees for testing at the local E&TS or TCF for those requiring certification to operate tractor-trailers, documented on DAF Form 2293, *U.S. Air Force Motor Vehicle Operator Identification Card*. For installations that have not transitioned to the AAMVA model, coordinate with the Ground Transportation TVO office for testing.

2.1.1. Review this QTP, the Tractor-Trailer Lesson Plan, Sections 1, 2, 3, 5, and 6 of the CDL Manual (AAMVA), and applicable command and local directives with the trainee. Explain the QTP process and the trainee's responsibilities.

2.1.2. Conduct knowledge training with the trainees using this QTP and the CDL Manual (AAMVA).

2.1.3. Conduct performance task explanation and demonstration using this QTP, the CDL Manual (AAMVA), and QTP24-3-200.

2.1.4. Review the "Test Your Knowledge" questions from the CDL Manual (AAMVA) and answer any questions for the trainee to ensure the required task knowledge has been gained to complete the task.

2.1.5. Verify completion of Section I and II on the Trainee's DAF Form 171, *Request for Driver Training and Addition to U.S. Government Driver's License*.

2.1.6. Upon completion of the applicable knowledge tests, ensure Section IV is completed by a certified TVOE on the Trainee's DAF Form 171 prior to executing any hands-on training.

2.1.7. Document and sign-off the task(s) in On-the-Job Training (OJT) records for 2T1X1 personnel.

2.2. Trainee. Read this QTP, *Class A Combination Vehicle*, and Sections 1, 2, 3, 5, and 6 of the CDL Manual (AAMVA) prior to lecture. Complete the required knowledge test and skills or performance test identified in Chapter 1, ensuring all testing is requested through the designated authority. **Note:** Civilian personnel are required to meet local state/country licensing requirements and must review this QTP for Department of the Air Force requirements when operating a tractor-trailer. **Note:** For trainees requiring the ability to transport hazardous materials, read QTP24-3-HAZMAT and other referenced materials**.**

2.2.1. Review applicable command and installation guidance/directives to include state and local traffic laws for the transport of hazardous material on public roadways.

2.2.2. Ensure the trainer explains the QTP process and the trainee's responsibilities. Ask questions if you do not understand the objectives for each section or unit.

2.2.3. Complete the recommended training hours for the tractor-trailer.

2.2.4. Must have a DAF Form 171 with Sections I and II completed, a state-issued driver's license, and a valid Common Access Card (CAC) on their person when training. **Note:** Upon completion of the knowledge test, Section IV of DAF Form 171 must be completed by TVOE before hands-on training is conducted.

2.2.5. Pass the required, closed-book Knowledge Checks with an 80% or higher, and the performance test for the tractor-trailer. The knowledge test consists of controlled test materials. Do not capture images, share, or discuss test questions with anyone, to include supervisors, UTMs, or other Airmen. Sharing formal test material is a 'test compromise' and is punishable under the UCMJ.

2.2.6. For installations that have transitioned to the AAMVA model using the E&TS for knowledge testing, submit the certificate of training completion to the unit VCO or designated authority for submission to the local Ground Transportation Operator Records & Licensing.

2.3. TVO Section/Examiner. Track the execution and completion of requirements IAW QTP 24-3-200. Provide certification support IAW DAFI 24-301 and QTP 24-3-200. **Note:** Certification for the tractor-trailer will only be conducted by trained TVO Examiners. Members with a valid Class A CDL and Hazardous Materials endorsement do not require further TVO certification to be licensed on the tractor-trailer.

2.4. Vehicle Control Official (VCO) or Designated Authority.

2.4.1. Coordinate with the UTM to schedule trainees for knowledge tests. Note: In unique circumstances when CMVE electronic testing (e.g., General Knowledge test) is unavailable at E&TS or TCF, coordinate with the Ground Transportation TVO Section for manual testing procedures.

2.4.1.1. For installations that have not transitioned to the AAMVA model, coordinate with the GT TVO Section for knowledge tests and performance tests.

2.4.2. Ensure all test results are documented on DAF Form 171. Note: VCO will obtain a hard copy or electronic copy of test results for verification/record from the UTM or trainer.

2.4.3. Coordinate with the GT TVO Section to schedule Skills Tests once hands-on training is complete.

Chapter 3

INTRODUCTION

3.1. Objectives. Upon completion of lectures and demonstrations, trainees will successfully meet all training requirements outlined in Chapter 4. This training ensures each trainee is a qualified operator for the Class A Combination Vehicle (tractor-trailer), possessing the necessary knowledge and skills for safe and professional operation, preventative maintenance, air brake system operation, and uncoupling/coupling of various tractor-trailers. Trainees must achieve an 80% or higher on all Knowledge Checks and complete all components of the performance test with zero instructor assists and a passing score.

3.2. Desired Learning Outcome.

3.2.1. Understand the safety precautions to be followed pre-, during-, and post-operation of the Class A Combination Vehicle and the air brake system.

3.2.2. Understand the purpose of the Class A Combination Vehicle and its role in the mission.

3.2.3. Know the proper operations and maintenance of the mechanical systems of the Class A Combination Vehicle, IAW the applicable manufacturer's operator's manual, the seven-step inspection process, and the vehicle inspection guide.

3.2.4. Know, understand, and safely demonstrate the steps for coupling/uncoupling the trailer.

3.2.5. Safely and proficiently operate the Class A Combination Vehicle and its air brake system.

3.3. Lesson Duration. Recommended instructional and hands-on training time is 149.25 hours:

Figure 3.1. Recommended Training Time for Training Activities.

Training Activity	Training Time
Trainee's Preparation	10 Hours
Instructor's Lecture	20 Hours
Trainee's Written Evaluation	5 Hours
Instructor's Demonstration	10 Hours
Trainee's Personal Experience (to build confidence and proficiency) • Perform Operator Maintenance • Operating the Vehicle	100 Hours
Trainee's Performance Evaluation	4.25 Hours

3.4. Instructional References.

3.4.1. Class A Combination Vehicle QTP.

3.4.2. CDL Manual (AAMVA). Contact the TVO Section to obtain a copy. **Note:** The material found in this lesson plan was written using resources developed by AAMVA, including AAMVA's CDL Manual, in order to provide all Air Force Class A Combination Vehicle operators with content in-line with the standards of knowledge equivalent to Class A CDL national standards. It has been expanded upon and modified to address the mission and standards required by the Department of War (DoW) and the United States Air Force.

3.4.3. Risk Management (RM) and Safety Principles IAW DAFI 90-802, Risk Management and DAFMAN 90-803 Risk Management (RM) Guidelines and Tools.

3.4.4. Applicable Technical Orders (TOs) or Manufacturer's Operator's Manual(s) (see Vehicle Management for TO number for vehicle being used in training).

3.4.5. Explosives/Hazardous Materials Transport, QTP24-3-HAZMAT.

3.4.6. Pintle Hook Lesson Plan, QTP24-3-PTLHK.

3.4.7. Code of Federal Regulations (CFR), Title 49—Transportation, Subtitle B—Other Regulations Relating to Transportation (Continued), Chapter III—Federal Motor Carrier Safety Administration (FMCSA), US Department of Transportation (USDoT), Parts 300-399; on-line at http://www.access.gpo.gov/nara/cfr/cfr-table-search.html.

3.4.8. USDoT, FMCSA; on-line at http://www.fmcsa.dot.gov/index.htm.

3.4.9. AAMVA website; on-line at http://www.aamva.org/.

3.5. Instructional Training Aids and Equipment.

3.5.1. Class A Combination Vehicle QTP.

3.5.2. Hazardous Materials QTP, if applicable.

3.5.3. Pintle Hook QTP, if applicable.

3.5.4. CDL Manual (AAMVA).

3.5.5. Combination Vehicle. Any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 or more pounds falls in Class A provided the GVWR of the vehicle(s) being towed is more than 10,000 pounds. Most Class A vehicles are trucks such as truck-tractor/semi-trailer or truck and trailer combinations. **Note:** If available, the trainee will train and be evaluated on a tractor-trailer equipped with manual transmission. If they are only able to train on/or with an automatic transmission, the E restriction will be selected on their DAF Form 2293.

3.5.6. Applicable TO or manufacturer's operator's manual.

3.5.7. Suitable training area.

3.5.8. Traffic cones.

Chapter 4

KNOWLEDGE OVERVIEW AND OPERATIONAL REQUIREMENTS

4.1. Knowledge Overview and Testing Protocols. Trainees must successfully pass all required written evaluations with a minimum score of 80% IAW DAFI 24-301 prior to taking the performance test. These knowledge tests are closed book and are developed using this QTP and the CDL Manual (AAMVA) as source documents. Prior to scheduling examinations, the trainer will validate that the trainee is prepared for official testing by conducting a comprehensive review of the "Test Your Knowledge" questions found within the CDL Manual (AAMVA). Upon validation, trainers will coordinate with the VCO or the TVO Section to schedule these examinations. In the event of a test failure, the trainee will undergo remedial training at the discretion of the VCO and trainer before being rescheduled for re-evaluation.

Table 4.1. Knowledge Validation Summary.

Step	Action	Responsibility
1. Preparation	Review QTP & CDL Manual (AAMVA)	Trainee/Trainer
2. Validation	Review “Test Your Knowledge” questions	Trainer
3. Scheduling	Coordinate with VCO or TVO Section for exams	Trainer
4. Examination	Complete applicable knowledge tests (min. 80% score)	Trainee

4.2. Regulatory Compliance and CDL Overview. While the military members operating CMVs for military purposes are exempt from federal CDL requirements IAW 49 CFR Part 383.3, the Department of the Air Force strictly adheres to Department of Defense Manual (DoDM) 4500.36, Acquisition, Management, and Use of DoD Non-Tactical Vehicles. This mandate requires the military to develop and provide training that meets or exceeds the national requirements issued by the Secretary of Transportation. Therefore, the standards established by the FMCSA and AAMVA serve as the foundational curriculum for safe vehicle operations, basic control skills, and air brake systems within this package.

4.3. Tractor-Trailer Overview. Comprehensive information regarding tractor (power unit) configurations, controls, and standard operations is covered extensively in the CDL Manual (AAMVA). There is no additional operational information unique to Air Force power units; however, operators must be aware that DAF tractors may be equipped with specialized military configurations, such as rear-mounted pintle hooks for towing smaller trailers while in a "bobtail" configuration.

4.3.1. Step Deck (Drop Deck) / Flatbed Securement. DO NOT run chains down the side of any trailer as a method to increase tie-down point availability. 49 CFR § 393.104(f)(3) states standards for cargo securement devices and systems. Each tiedown must be attached and secured in a manner that prevents it from becoming loose, unfastening, opening, or releasing while the vehicle is in transit.

4.3.2. Lowboy. Lowboy trailers are essential for hauling oversized/overweight equipment like bulldozers, excavators, staircase trucks, fire trucks, etc. by allowing the front of the trailer to be removed so equipment can be driven directly onto the deck. Cargo may include oversize

loads which require permits, flagging, and in some cases, pilot and chase cars (reference QTP24-3-Cargo Securement for specific requirements).

Table 4.2. Mechanical vs. Hydraulic Goosenecks/Lowboys

Feature	Mechanical Detachable	Hydraulic Detachable
Mechanism	Uses manual locking systems (pins, levers) and truck ramps to roll the neck off.	Uses hydraulic cylinders to lift/lower the deck and detach the neck.
Power Source	Physical effort/Tractor movement.	"Pony Motor" (small internal engine) or Tractor "Wet Kit".
Pros	Lighter Weight: Allows higher payloads within legal limits. Simpler Maintenance: No hydraulic leaks or hoses to fail.	Speed: Much faster to attach/detach (up to 40% faster). Adjustable Height: Can raise/lower the deck for road clearance.
Cons	Higher Effort: Slower and more physically demanding to operate. Surface Dependent: Best on smooth, hard surfaces for rollers.	Heavier: Reduces total payload capacity slightly. Maintenance: Requires engine & hydraulic upkeep.

4.1.3. Tanker. All tank trailers will not be utilized without the T or N CDL endorsement on the operator's DAF Form 2293. Additional certification might be required per applicable QTP for this trailer type.

4.1.4. Rollerized bed. Designed specifically for 463L pallet and ISU transport. **Note:** NEVER walk on the rollers, ensure the trailer bed is clear prior to pushing a pallet down the roller surface, and never load unpalletized rolling stock onto the trailer.

4.4. Heavy-Duty Trailer (non-fifth wheel) Overview.

4.4.1. Heavy-duty trailers are coupled to vehicles exclusively by pintle hook or hitches instead of a fifth wheel.

4.4.2. Have a Gross Vehicle Weight Rating (GVWR) of 10,001 pounds or greater.

4.4.3. Are secured with a pintle hook rated 10,000 pounds or higher.

4.4.4. Will have safety chains and breakaway cables and will have either electric or air brakes.

4.5. Air Brakes and Vehicle Inspection.

4.5.1. See the CDL Manual (AAMVA) for detailed, testable information on the Air Brake System, proper operation, and pre-trip/en-route/post-trip vehicle inspections.

4.5.2. Discrepancy Reporting: If any defects or discrepancies are found during any inspection, the operator must immediately report them to the Vehicle Control Official (VCO), their supervisor, and/or Vehicle Management.

4.6. Coupling and Uncoupling. The trainee will be required to demonstrate his/her knowledge and understanding of coupling/uncoupling of the trailer, following the walk-around inspection, during the performance test. **Note:** Vehicle types may vary in components in accordance with the step-by-step guidance found in CDL Manual (AAMVA) Section 6. Always reference the manufacturer's operator's manual for vehicle-specific guidance.

4.7. Vehicle Safety, Equipment, and Documentation.

4.7.1. Cargo Load Weights. Ensure cargo load weights are within the tractor-trailer's GVWR and GCWR as explained in the Cargo Securement QTP.

4.7.2. Safety clothing and personal protective equipment (PPE):

4.7.2.1. Safety footwear will be sturdy and have an impact-resistant toe. Only footwear certified by the manufacturer to meet or exceed the requirements found in ASTM F2412 and F2413 international standards are approved for the DAF. Refer to 29 CFR § 1910.136, Foot Protection, for additional guidance.

4.7.2.2. Gloves will be worn during cargo loading and unloading (remove rings/jewelry first).

4.7.2.3. Warning triangles or flares.

4.7.2.4. Hearing protection and coveralls, if required by the operational environment.

4.7.2.5. Inclement weather gear.

4.7.3. DAF Form 1800. A separate DAF Form 1800 will be used for the tractor (power unit) and the trailer, respectively. **Note:** For day-to-day operations and normal use, the DAF Form 1800 will be used to document any discrepancies found during the vehicle pre-inspection, during-use inspection, and post-operation inspection. Any critical safety component discrepancy will be turned into Vehicle Management or GSA immediately.

4.8. Additional Class A Combination Vehicle Operations.

4.8.1. Driving Hours (Hours of Service). IAW CFR 395.3(a)(3)(i) and DAF dispatching procedures, a driver may drive a total of 11 hours during a 14-hour period only after coming on-duty following 10 consecutive hours off-duty.

4.8.2. Winches. If equipped, winches will be inspected and operated IAW QTP24-3-C104.

4.8.3. Flightline Operations. For flightline rules and regulations (when applicable), refer to DAFI 13-213 and local installation flightline driving procedures.

4.8.4. Fire Extinguisher. Tractor-trailers will be equipped with a properly charged and secured 10 B:C or higher rated fire extinguisher, especially when transporting placarded cargo.

4.8.5. Workplace Policies and Procedures. Operators must understand local policies and

procedures in regard to Class A Combination Vehicle operations. At a temporary duty (TDY) location or deployed environment, operators must take the time to learn the specific host-installation policies and procedures.

Chapter 5

TRAINING EXPLANATION AND DEMONSTRATION

5.1. Trainer Preparation and Safety Protocols. Prior to beginning practical instruction, the trainer must establish a safe training location, reserve an appropriate vehicle combination, obtain the manufacturer's operator's manual(s), and ensure the trainee has a properly documented DAF Form 171. Both trainer and trainee must adhere to strict safety protocols, including the removal of jewelry and identification tags, the use of wheel chocks when parked, and the mandatory use of seatbelts.

5.1.1. Personal Protective Equipment (PPE) and Risk Management. Trainers and trainees must ensure proper safety equipment is available: first aid kits, warning triangles, approved safety footwear, gloves, and (if required by local conditions) reflective belts, hearing protection, and inclement weather gear. Throughout the demonstration, the trainer will model the five-step Air Force Risk Management (RM) process: identify hazards, assess hazards, develop controls and make decisions, implement controls, and supervise/evaluate.

5.2. Operator Maintenance and Vehicle Pre-Trip Inspection. The trainer will conduct a comprehensive walk-around vehicle inspection alongside the trainee to familiarize them with all warning labels, capacities, and vehicle controls for both the tractor and the trailer. The trainer will demonstrate the mandated inspection method—including the proper execution of the air brake system test—and properly document the inspections on separate DAF Form 1800s for the power unit and the trailer.

5.2.1. Memory Aid Usage: The trainer will introduce the appropriate vehicle inspection guide/memory aid. Depending on the installation's transition status to the AAMVA model, this will be either the memory aid provided in the CDL Manual (AAMVA) or the locally developed TVO memory aid. The trainer must ensure the trainee understands how to use it, as they will be permitted to reference a clean copy of their location's specific memory aid during the official evaluation.

5.3. Operational Demonstration. The trainer will demonstrate the safe operation of the Class A Combination Vehicle, emphasizing reference-point driving, managing trailer off-tracking, proper air brake application, and the step-by-step procedures for safely coupling and uncoupling the trailer.

5.3.1. Basic Control Skills and Road Operations. The trainer will demonstrate the basic control skills and road course maneuvers. These maneuvers will align with either the CDL Manual (AAMVA) or the locally developed TVO requirements, depending on the installation's status. This includes various backing maneuvers (e.g., straight-line, offset, and alley dock), navigating intersections, turning to avoid curb strikes, managing upgrades/downgrades, and crossing railroad tracks.

5.3.1.1. Air Force Specific Mandate: The trainer must explicitly emphasize that DAF regulations always require the use of a spotter when backing a Class A Combination Vehicle, except when conducting training or certification in a secured location with no traffic. The operator must maintain visual contact with the spotter; if visual contact is lost,

the operator must stop the vehicle immediately.

5.3.2. Cargo Operations and Post-Operation. The trainer will demonstrate or thoroughly explain safe load distribution, cargo securement procedures, and adherence to GVWR/GCWR limits. Finally, the trainer will demonstrate post-operation procedures, including proper engine shutdown, stowing cargo securement straps, draining air tanks, refueling, and properly securing the vehicle by applying tractor and trailer parking brakes, chocking wheels, and placing the transmission in neutral.

Chapter 6

TRAINER PERFORMANCE DEMONSTRATION

6.1. Performance Evaluation Framework. Following the trainer's demonstration, the trainee will transition to behind-the-wheel operation to build proficiency. The performance/skills test administered will be dictated by the installation's testing model:

6.1.1. AAMVA Model Installations: The official Air Force Skills Test, developed and administered in accordance with AAMVA standards, is the sole evaluation used to license the individual on Commercial Motor Vehicle Equivalent (CMVE) assets.

6.1.2. Non-AAMVA Model Installations: A localized Performance Test, developed and administered by the TVO staff, will be utilized.

6.2. Trainee Preparation, Safety, and RM. The instructor must verify the training location, vehicle reservation, operator's manual, and DAF Form 171. The trainee is responsible for mirroring the safety protocols established in Chapter 5. This includes removing snag hazards (jewelry/tags), donning required PPE (such as safety footwear and gloves), utilizing seatbelts, adjusting mirrors/seats before moving, and actively applying the five-step Air Force Risk Management (RM) process throughout their driving execution.

6.3. Trainee Vehicle Inspection Execution. The trainee will independently accomplish the pre-trip vehicle inspection for both the tractor and the trailer. During standard training and daily operations, the trainee must document this inspection on the two separate DAF Form 1800s. However, during the official Performance Test, the trainee will not be required to complete the DAF Form 1800s. They will be evaluated purely on their physical inspection, execution of the in-cab air brake test, and verbal explanations, utilizing a clean copy of the applicable memory aid (either the AAMVA CDL Manual version or the locally developed TVO version).

6.4. Trainee Operational Execution. The trainee will demonstrate their ability to safely operate the Class A Combination Vehicle within the training area and on a road course. The trainee must effectively explain vehicle capacities, tractor and trailer parking brakes, air brake controls, and warning systems. The trainee must also successfully demonstrate the step-by-step procedures for safely coupling and uncoupling the tractor and trailer.

6.4.1. Maneuvers and Safety Adherence. The trainee will perform the required basic vehicle control skills as defined by their installation's specific testing criteria (AAMVA or local TVO), such as straight-line, offset, and alley dock backing. The trainee must utilize a spotter during all backing maneuvers. On the road course, the trainee must safely navigate turns (actively managing trailer off-tracking), intersections, expressways, urban areas, varying grades, and railroad crossings while maintaining proper reference points, following distance, and speed control.

6.4.1.1. At all times during the test, the trainee must drive in a safe and responsible manner; they must wear their safety belt, obey all traffic signs, signals, and laws, and complete the test without an accident or moving violation. Any violation of these areas will result in an automatic No-Go for the performance test.

6.4.2. Post-Operation. The trainee will independently execute all post-operation responsibilities: conducting a walk-around inspection of both units, cleaning the interior, stowing cargo securement equipment, refueling, draining air tanks, and executing proper manufacturer shutdown and parking procedures (including applying both tractor and trailer parking brakes and chocking the wheels).

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AAMVA, *Commercial Driver's License (CDL) Manual*
AFPAM 90-803, *Risk Management (RM) Guidelines and Tools*, 11 February 2013
DAFI 13-213, *Airfield Driving*, 1 June 2011
DAFI 24-301, *Ground Transportation*, 9 January 2026
DoDM 4500.36, *Acquisition, Management, and Use of DoD Non-Tactical Vehicles*, 7 July 2015
QTP 24-3-200, *Training, Validation and Operations Examiner's Manual*, 25 March 2026
Title 49 CFR Parts 300-399, *Federal Motor Carriers*, 23 August 2013

Adopted Forms

DAF Form 171, *Request for Driver's Training and Addition to U.S. Government Driver's License*, 26 March 2026
DAF Form 847, *Recommendation for Change of Publication*, 22 September 2009
DAF Form 1800, *Operator's Inspection Guide and Trouble Report,* 18 February 2026
DD Form 518, *Accident Identification Card*, October 1978
SF 91, *Motor Vehicle Accident Report*, February 2004

Abbreviations and Acronyms

AAMVA—American Association of Motor Vehicle Administrators
ABS—Antilock Brake System
AFI—Air Force Instruction
AFIMSC—Air Force Installation Mission and Support Center
CDL—Commercial Driver's License
CFR—Code of Federal Regulations
CMV—Commercial Motor Vehicle
DAF—Department of the Air Force
DAFI—Department of the Air Force Instruction
DoD—Department of Defense
DoDM—Department of Defense Manual
DOT—Department of Transportation
DoW – Department of War
FMSCA—Federal Motor Carrier Safety Administration
FMCSR—Federal Motor Carrier Safety Regulation
GMV—Government Motor Vehicle
GVWR—Gross Vehicle Weight Rating
HAZMAT—Hazardous Materials

IAW—In Accordance With
MPH—Miles per Hour
PSI—Pounds per Square Inch
QTP—Qualification Training Plan
RM—Risk Management
TBA—Training Business Area
TDY—Temporary Duty
TO—Technical Order
TVO—Training Validation and Operations
USAF—United States Air Force
UTM—Unit Training Manager
VCO—Vehicle Control Official

Attachment 2

PERFORMANCE TEST CHECKLIST

PERFORMANCE TEST CHECKLIST

Instructions to Certifier and Trainee:

Pre-Test Briefing: The Certifier will review this entire checklist with the trainee and brief the intended road course route. The trainee must understand that all driving directions will be provided in sufficient time to execute maneuvers safely.

Scoring Awareness: The Certifier will make various marks on this checklist during the evaluation. These marks do not inherently indicate a "No-Go"; the trainee must focus exclusively on safe vehicle operation.

Conduct of Test: No Trainer or Certifier assists are permitted during the evaluation. Results will be explained to the trainee upon the conclusion of the test.

Safety: The Certifier will stop the test immediately if unsafe operations occur or health concerns arise.

SECTION I. TRAINEE AND CERTIFIER INFORMATION

1.Trainee Name (Last, First MI)	**2. Unit/Office Symbol**
3. Certifier Name (Last, First MI)	**4. Unit/Office Symbol**

SECTION II. PERFORMANCE TEST INFORMATION

5. Vehicle Management Code for Vehicle Tested	**6. Date**

SECTION III. SCORESHEET

7. Equipment & Posture	Go	No Go
Verifies vehicle required forms & personal protective equipment	☐	☐

8. Pre-Operational & General Safety:	Go	No Go
Conducts 360 degree safety inspection when approaching veh	☐	☐
Inspects items identified on DAF1800, documents discrepancies	☐	☐
If equipped, Air Brake Check	☐	☐
Conducts ops check of controls & instruments	☐	☐
Sign DAF1800	☐	☐
Performs post trip inspection,reports any discrepancies to Veh Mgt	☐	☐

9. On-Road Operational Compliance:	Go	No Go
Obeys all traffic signs, signals, local/military traffic laws.	☐	☐
Completes course without accidents/moving violations.	☐	☐
Regular traffic/mirror checks/safe following distances.	☐	☐
Uses proper signals/smooth, safe lane changes.	☐	☐

10. Maneuvers (Turns and Curves):	Go	No Go
Turns: Checks traffic in all directions/signals properly.	☐	☐
Turns: Decelerates smoothly/proper gear for the turn.	☐	☐
Turns: Checks mirrors/avoids drifting into oncoming traffic.	☐	☐
Curves: Reduces speed/proper gear prior to entry	☐	☐
Curves: Maintains lane positioning/360-degree traffic checks	☐	☐

11. Intersections and Hazards:	Go	No Go
Int.: Decelerates gently/brakes smoothly on approach.	☐	☐
Int: Stop (no coasting) behind stop lines/signs/sidewalks.	☐	☐
R/R: Decelerates and shifts gears before the crossing.	☐	☐
R/R: Does not stop, shift, or change lanes while crossing.	☐	☐
Signs: Identifies height clearance signs on route	☐	☐

12. General Vehicle Control and Cargo Safety:	Go	No Go
Understands GVW, weight balance, and effects of overloading	☐	☐
Uses seat belts; follows safe loading/unloading and light protocols	☐	☐
Verifies surroundings; uses mirrors and spotters; controls speed	☐	☐
Monitors cargo/cargo area for shifting load or sign of	☐	☐

13. Remarks:

SECTION IV. CERTIFIERS ENDORSEMENT

I, the undersigned, do attest and certify that the trainee named herein has successfully completed all required training and is deemed proficient in the operation of the vehicle(s)/equipment listed in **Section II**. This certification is made to the best of my knowledge and belief, based on training conducted pursuant to the approved qualification training package.

14. Signature	**15. Date**

Attachment 3

SEVEN-STEP VEHICLE INSPECTION GUIDE

SEVEN-STEP VEHICLE INSPECTION GUIDE

Step 1: Vehicle Overview

Review Last Vehicle Inspection Report. Drivers may have to make a vehicle inspection report in writing each day. The motor carrier must repair any items in the report that affect safety and certify on the report that repairs were made or were unnecessary. Only sign the previous report after verifying that any noted defects have been repaired or certified as not needing repair..

Step 2: Check Engine Compartment

Parking Brakes Are On and/or Wheels Chocked.

You may have to raise the hood, tilt the cab (secure any loose items to prevent them from falling and causing damage), or open the engine compartment door.

Check the following:

- Engine oil level.
- Coolant level in radiator; condition of hoses.

Check That the

- Power steering fluid level; hose condition (if so equipped).
- Windshield washer fluid level

Battery fluid level, connections, and tie downs (battery may be located elsewhere)

- Automatic transmission fluid level (may require engine to be running).
- Check belts for tightness and excessive wear (alternator, water pump, air compressor) --learn how much "give" the belts should have when adjusted right and check each one.
- Leaks in the engine compartment (fuel, coolant, oil, power steering fluid, hydraulic fluid, battery fluid).
- Cracked, worn electrical wiring insulation.
- Lower and secure hood, cab, or engine compartment door.

Step 3: Start Engine and Inspect Inside the Cab

Get In and Start Engine

Make sure parking brake is on.

Put gearshift neutral (or "park" if automatic).

Start engine; listen for unusual noises.

If equipped, check the Anti-lock Braking System (ABS) indicator lights. Light on dash should come on and then turn off. If it stays on the ABS is not working properly. For trailers only, if the yellow light on the left rear of the trailer stays on, the ABS is not working properly.

Look at the Gauges

Oil pressure. Should come up to normal within seconds after engine is started. See Figure 2.5

Air pressure. Pressure should build from 50 to 90 psi within 3 minutes. Build air pressure to governor cut-out (usually around 120 – 140 psi. **Know your vehicle's requirements.**

Ammeter and/or voltmeter. Should be in normal range(s).

Coolant temperature. Should begin gradual rise to normal operating range.

Engine oil temperature. Should begin gradual rise to normal operating range.

Warning lights and buzzers. Oil, coolant, charging circuit warning, and antilock brake system lights should go out right away.

Check Condition of Controls. Check all of the following for looseness, sticking, damage, or improper setting:

- Steering wheel.
- Clutch.
- Accelerator ("gas pedal").
- Brake controls.
- Foot brake.
- Trailer brake (if vehicle has one).
- Parking brake.
- Retarder controls (if vehicle has them).
- Transmission controls.
- Interaxle differential lock (if vehicle has one).
- Horn(s).
- Windshield wiper/washer.
- Lights.
- Headlights.
- Dimmer switch.
- Turn signal.
- Four-way flashers.
- Parking, clearance, identification, marker switch(es).

OIL PRESSURE

- Idling 5-20 PSI
- Operating 35-75 PSI
- Low, Dropping, Fluctuating: **STOP IMMEDIATELY!** Without oil the engine can be destroyed rapidly

Figure 2.5

Check Mirrors and Windshield. Inspect mirrors and windshield for cracks, dirt, illegal stickers, or other obstructions to seeing clearly. Clean and adjust as necessary.

Check Emergency Equipment

Check for safety equipment:

Spare electrical fuses (unless vehicles have circuit breakers).

Three red reflective triangles, 6 fuses or 3 liquid burning flares.

Properly charged and rated fire extinguisher.

Check for optional items such as:

- Chains (where winter conditions require).
- Tire changing equipment.
- List of emergency phone numbers
- Accident reporting kit (packet).

Check Safety Belt. Check that the safety belt is securely mounted, adjusts; latches properly and is not ripped or frayed.

Step 4: Turn Off Engine and Check Lights

Make sure the parking brake is set, turn off the engine, and take the key with you. Turn on headlights (low beams) and four-way emergency flashers and get out of the vehicle.

Step 5: Do Walk-around Inspection

- Go to front of vehicle and check that low beams are on, and both of the four-way flashers are working.
- Push dimmer switch and check that high beams work.
- Turn off headlights and four-way emergency flashers.
- Turn on parking, clearance, side-marker, and identification lights.
- Turn on right turn signal and start walk-around inspection.

General

- Walk around and inspect.
- Clean all lights, reflectors, and glass as you go along.

Left Front Side

- Driver's door glass should be clean.
- Door latches or locks should work properly.
- Left front wheel.
- Condition of wheel and rim--missing, bent, broken studs, clamps, lugs, or any signs of misalignment.
- Condition of tires--properly inflated, valve stem and cap OK, no serious cuts, bulges, or tread wear.
- Use wrench to test rust-streaked lug nuts, indicating looseness.
- Hub oil level OK, no leaks.
- Left front suspension.
- Condition of spring, spring hangers, shackles, U-bolts.
- Shock absorber condition.
- Left front brake.
- Condition of brake drum or disc.
- Condition of hoses.

Front

- Condition of front axle and steering system.
- No loose, worn, bent, damaged or missing parts.
- Must grab steering mechanism to test for looseness.
- Condition of windshield.
- Check for damage and clean if dirty.
- Check windshield wiper arms for proper spring tension.
- Check wiper blades for damage, "stiff" rubber, and securement.
- Lights and reflectors.
- Parking, clearance, and identification lights clean, operating, and proper color (amber at front).
- Reflectors clean and proper color (amber at front).
- Right front turn signal light clean, operating, and proper color (amber or white on signals facing forward).

Right Side

- Right front: check all items as done on left front.
- Primary and secondary safety cab locks engaged (if cab-over-engine design).
- Right fuel tank(s).
- Securely mounted, not damaged, or leaking.
- Fuel crossover line secure.
- Tank(s) contain enough fuel.
- Cap(s) on and secure.
- Condition of visible parts.
- Rear of engine--not leaking.
- Transmission--not leaking.
- Exhaust system--secure, not leaking, not touching wires, fuel, or air-lines.
- Frame and cross members--no bends or cracks.
- Air-lines and electrical wiring--secured against snagging, rubbing, wearing.
- Spare tire carrier or rack not damaged (if so equipped).
- Spare tire and/or wheel securely mounted.
- Spare tire and wheel adequate (proper size, properly inflated).
- Cargo securement (trucks).
- Cargo properly blocked, braced, tied, chained, etc.
- Header board adequate, secure
- Side boards, stakes strong enough, free of damage, properly set in place
- Canvas or tarp properly secured to prevent tearing, billowing, or blocking of mirrors.
- If oversize, all required signs (flags, lamps, and reflectors) safely and properly mounted and all required permits in driver's possession.
- Curbside cargo compartment doors in good condition, securely closed, latched/locked and required security seals in place.

Right Rear

- Condition of wheels and rims--no missing, bent, or broken spacers, studs, clamps, or lugs.
- Condition of tires--properly inflated, valve stems and caps OK, no serious cuts, bulges, tread wear, tires not rubbing each other, and nothing stuck between them.
- Tires same type, e.g., not mixed radial and bias types.
- Tires evenly matched (same sizes).
- Wheel bearing/seals not leaking.
- Suspension.
- Condition of spring(s), spring hangers, shackles, and U-bolts.
- Axle secure.
- Powered axle(s) not leaking lube (gear oil).
- Condition of torque rod arms, bushings.
- Condition of shock absorber(s).
- If retractable axle equipped, check condition of lift mechanism. If air powered, check for leaks.
- Condition of air ride components.
- Brakes.
- Brake adjustment.
- Condition of brake drum(s) or discs.
- Condition of hoses--look for any wear due to rubbing.
- Lights and reflectors.
- Side-marker lights clean, operating, and proper color (red at rear, others amber).
- Side-marker reflectors clean and proper color (red at rear, others amber).

Rear

- Lights and reflectors.
- Rear clearance and identification lights clean, operating, and proper color (red at rear).
- Reflectors clean and proper color (red at rear).
- Taillights clean, operating, and proper color (red at rear).
- Right rear turn signal operating, and proper color (red, yellow, or amber at rear).
- License plate(s) present, clean, and secured.
- Splash guards present, not damaged, properly fastened, not dragging on ground, or rubbing tires.
- Cargo secure (trucks).
- Cargo properly blocked, braced, tied, chained, etc.
- Tailboards up and properly secured.
- End gates free of damage, properly secured in stake sockets.
- Canvas or tarp (if required) properly secured to prevent tearing, billowing, or blocking of either the rearview mirrors or rear lights.
- If over-length, or over-width, make sure all signs and/or additional lights/flags are safely and properly mounted and all required permits are in driver's possession.
- Rear doors closed, latched/locked.

Left Side

- Check all items as done on right side, plus:
- Battery(ies)
- Battery box(es) securely mounted.
- Box has secure cover.
- Battery(ies) secured against movement.
- Battery(ies) not broken or leaking.
- Fluid in battery(ies) at proper level (except maintenance-free type).
- Cell caps present and securely tightened (except maintenance-free type).
- Vents in cell caps free of foreign material (except maintenance-free type).

Step 6: Check Signal Lights

- Get In and Turn Off Lights
- Turn off all lights.
- Turn on stop lights (apply trailer hand brake or have a helper put on the brake pedal).
- Turn on left turn signal lights.
- Get Out and Check Lights
- Left front turn signal light clean, operating and proper color (amber or white on signals facing the front).
- Left rear turn signal light and both stop lights clean, operating, and proper color (red, yellow, or amber).

Get In Vehicle

- Turn off lights not needed for driving.
- Check for all required papers, trip manifests, permits, etc.
- Secure all loose articles in cab (they might interfere with operation of the controls or hit you in a crash).
- Start the engine.

Step 7: Start the Engine and Check

Test for Hydraulic Leaks. If the vehicle has hydraulic brakes, pump the brake pedal three times. Then apply firm pressure to the pedal and hold for five seconds. The pedal should not move.

If it does, there may be a leak or other problem. Get it fixed before driving. If the vehicle has air brakes, do the checks described in Sections 5 and 6 of this manual.

<u>Brake System</u>

Test Parking Brake(s)

- Fasten safety belt
- Set parking brake (power unit only).
- Release trailer parking brake (if applicable).
- Place vehicle into a low gear.
- Gently pull forward against parking brake to make sure the parking brake holds.
- Repeat the same steps for the trailer with trailer parking brake set and power unit parking brakes released (if applicable).
- If it doesn't hold vehicle, it is faulty; get it fixed.

Test Service Brake Stopping Action

- Go about five miles per hour.
- Push brake pedal firmly
- "Pulling" to one side or the other can mean brake trouble.
- Any unusual brake pedal "feel" or delayed stopping action can mean trouble.
- If any defects are found during the inspection, they must be repaired before operating the vehicle. Federal and state laws prohibit driving an unsafe vehicle.