

Driver: \_\_\_\_\_  
Date of completion: \_\_\_\_\_

## Behind-the-Wheel Checklist for Passenger Endorsement

*\*\*Once this training is complete, you must submit it in the TPR by midnight of the second business day since the driver completed the training\*\**

*This training can take place on a range or a public road.*

### Trainer Checklist

First, please confirm that you, the trainer, are eligible to perform this training

- I'm registered in the Training Provider Registry (TPR): <https://tpr.fmcsa.dot.gov/Provider>
- I hold a CDL with a passenger endorsement
- This training is taking place in a vehicle whose operator requires a passenger endorsement

**AND** at least one of the following two options:

- I have at least 2 years of experience driving a CMV that requires a passenger endorsement

**OR**

- I have at least 2 years of experience as a behind-the-wheel CMV instructor

### Training Checklist

#### *Vehicle Orientation*

- Indicated familiarity with basic passenger-carrying CMV physical and operational characteristics including overall height, length, width, ground clearances, rear overhang, gross vehicle weight and gross vehicle weight rating, axle weights, wheels and rims, tires, tire ratings, mirrors, steer wheels, lighting, windshield, windshield wipers, engine compartments, basic electric system, and spare tire storage.
- Demonstrated how to adjust the driver's seat and mirrors

*Pre-Trip, Enroute, and Post-Trip Inspection (Now Referred to as Vehicle Inspection in the CDL Manual)*

- Practiced a pre-trip inspection including:
  - Emergency exits
  - Interior of the vehicle
  - Restrooms
  - Temperature controls
  - Driver and passenger seat belts
  - Any relevant security-related inspections
  - Cycling-accessible lifts and tie-downs (if applicable)

*Baggage and/or Cargo Management*

- Demonstrated how to handle passenger baggage and containers
- Showed how to inspect baggage and containers for prohibited items
- Handled and secured devices associated with ADA compliance including
  - Oxygen
  - Wheeled mobility devices

*Passenger Safety Awareness Briefing*

- Demonstrated ability to brief passengers on safety topics, including
  - seat belts
  - emergency exits
  - emergency phone contact information
  - Fire extinguisher location
  - How to safely walk in the aisle while bus is moving
  - Restroom emergency push button or switch

*Passenger Management*

- Demonstrated ability to safely load and unload passengers
- Showed ability to deal with disruptive passengers

*Railroad-Highway Grade Crossings*

- Demonstrated procedures for safely navigating railroad-highway grade crossings