

**NeighborImpact Head Start & Early Head Start
Policy & Procedure**

Section: Program Design & Management	PC Approval Date: 9/6/05, 1/18/18
Title: New Vehicle Inspection	Updated:11/7/17
Policy #: HS-58	NI Board Approval: 9/12/19
Forms Required: New Vehicle inspection Form	
Performance Standards: 1303.71(f)	Page 1 of 1

Policy: All school buses will be inspected to assure that they meet the criteria for school buses in Oregon.

Purpose: To ensure that we receive what we ask for in the bids and to ensure that the vehicles pass all State and Federal guidelines for transporting students.

Procedure:

- A. Bid announcements for school buses and allowable alternate vehicles for use in transporting children in the program include the correct specifications and a clear statement of the vehicle's intended use.
- B. The agency ensures that there is a prescribed procedure for examining such vehicles at the time of delivery to ensure that they are equipped in accordance with the bid specifications and that the manufacturer's certification of compliance with the applicable Federal Motor Vehicle Safety Standards (FMVSS) is included with the vehicle. The procedures for this are:
 - 1. Inspections on new vehicles will be performed by a Certified Mechanic in your School District.