

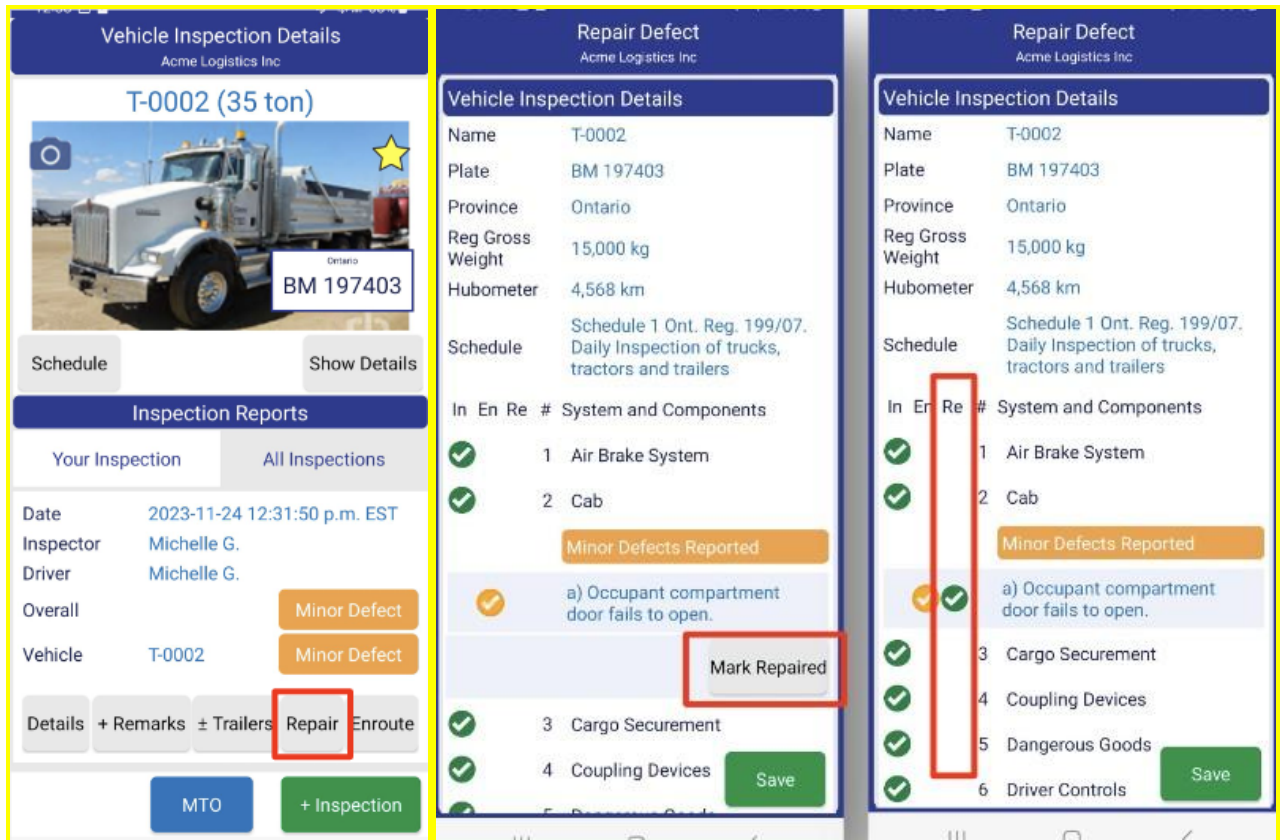
**IMPORTANT INFORMATION REGARDING MINOR DEFECTS**

Once a minor or major defect has been recorded in an inspection for a vehicle, that repair needs to be completed on the vehicle before the vehicle is put on the road again.  
During a facility audit, an operator could be fined if minor defects are reported in multiple daily inspections before being fixed.

**Marking a defect as “Repaired” in the ReadyChek app**

An inspection stays on the app for 14 days. In order to mark a part as fixed/repaired for an inspection in the app, it must be done before the inspection is removed from the app.

1. To begin, go to the vehicle that was repaired and find the inspection that has recorded the defect. Select the repair button to go into the inspection and then scroll to the parts list where you will see buttons for the parts that need to be marked as repaired.
2. Select the “Mark Repaired” button for all parts that have been fixed (you may only have \*some\* of the parts fixed, so you can pick ONLY the ones that you want to mark as repaired).
3. Once the “Mark Repaired” buttons are selected, you should see a green circle in the repaired (“Re”) column in the parts list.



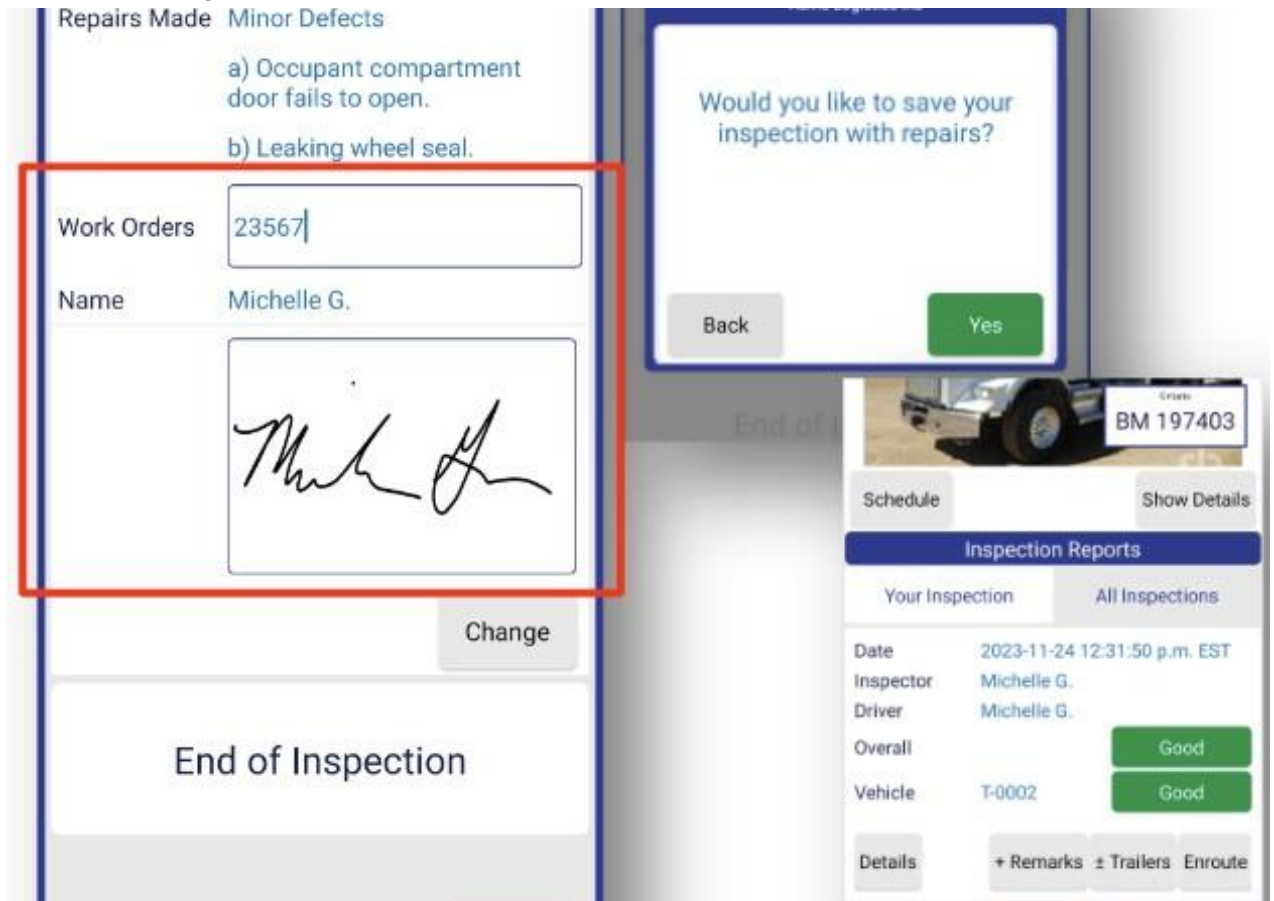
The image displays three sequential screenshots of the ReadyChek app interface, illustrating the process of marking a defect as repaired.

**Left Screenshot:** Shows the "Vehicle Inspection Details" for vehicle T-0002 (35 ton) at Acme Logistics Inc. The vehicle image shows a white truck with Ontario license plate BM 197403. The "Inspection Reports" section shows a "Your Inspection" for 2023-11-24 12:31:50 p.m. EST by Inspector Michelle G. and Driver Michelle G. The overall status is "Minor Defect". A red box highlights the "Repair" button in the bottom navigation bar.

**Middle Screenshot:** Shows the "Repair Defect" screen for the same vehicle. The "Vehicle Inspection Details" are listed. The "System and Components" list includes: 1 Air Brake System, 2 Cab, a) Occupant compartment door fails to open, 3 Cargo Securement, and 4 Coupling Devices. A "Minor Defects Reported" banner is visible. A red box highlights the "Mark Repaired" button next to the "Occupant compartment door fails to open" defect.

**Right Screenshot:** Shows the "Repair Defect" screen after the "Mark Repaired" button has been selected. A green circle now appears in the "Re" column of the "System and Components" list for the "Occupant compartment door fails to open" defect. A red box highlights this green circle.

4. Scroll to the bottom and then list work order details if applicable and sign.
5. Once saved, if all defects were repaired, the status of the vehicle/inspection should change to green/good. You will also notice that when all parts are marked as repaired, that the "Repair" button is no longer available.



The screenshot displays the 'Repairs Made' section of the ReadyChek mobile app. Under the heading 'Minor Defects', two items are listed: 'a) Occupant compartment door fails to open.' and 'b) Leaking wheel seal.'. Below this, a red box highlights the 'Work Orders' field containing '23567' and the 'Name' field containing 'Michelle G.'. A signature of Michelle G. is visible in the field below the name. A 'Change' button is located to the right of the signature field. At the bottom of the main form, the text 'End of Inspection' is displayed. To the right, a modal dialog asks 'Would you like to save your inspection with repairs?' with 'Back' and 'Yes' buttons. Further right, a vehicle card shows a photo of a truck with license plate 'BM 197403' and buttons for 'Schedule' and 'Show Details'. Below this is an 'Inspection Reports' section with tabs for 'Your Inspection' and 'All Inspections'. The 'Your Inspection' tab is active, showing a table with the following data:

Your Inspection	
Date	2023-11-24 12:31:50 p.m. EST
Inspector	Michelle G.
Driver	Michelle G.
Overall	<input type="button" value="Good"/>
Vehicle	T-0002 <input type="button" value="Good"/>

At the bottom of the reports section are buttons for 'Details', '+ Remarks', '± Trailers', and 'Enroute'.

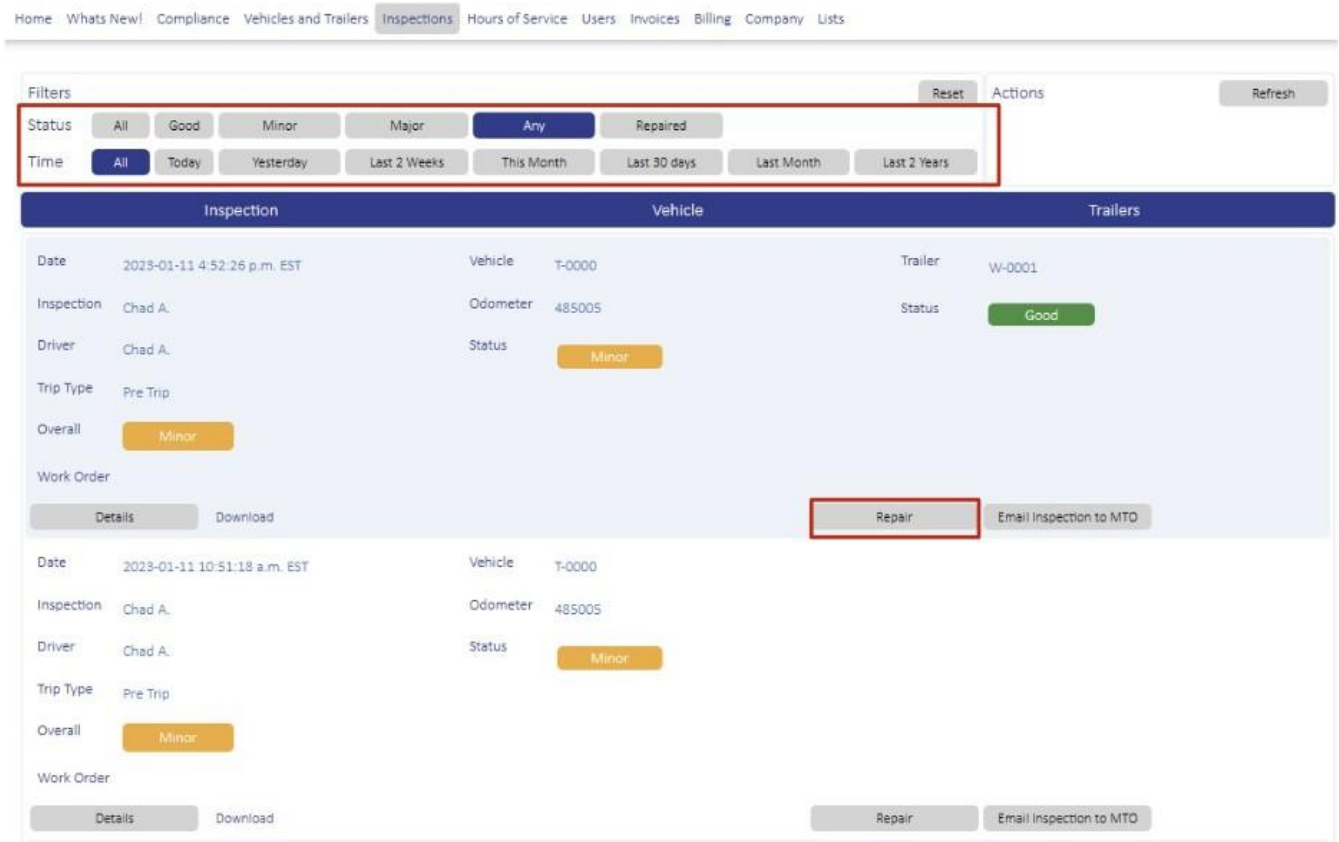
Go to the next page to see web portal repairs...

## Marking a defect as “Repaired” in the web portal

Users that are able to log into the web portal may update inspections for vehicles to show where repairs were made. Getting to the inspection where the parts need to be marked as repaired can be done in more than one way.

Using the “Inspections” link.

- Go to “Inspections” and filter for “Minor”, “Major”, or “Any” for a list of all inspections where defects are not yet marked as repaired. (Make sure to have your second filter to “All” or whatever filter meets your needs.)
- Select the “Repair” button



The screenshot shows the 'Inspections' page in the ReadyChek web portal. The navigation bar includes links for Home, Whats New!, Compliance, Vehicles and Trailers, Inspections, Hours of Service, Users, Invoices, Billing, Company, and Lists. The 'Inspections' tab is active. Below the navigation bar, there are filter options for Status (All, Good, Minor, Major, Any, Repaired) and Time (All, Today, Yesterday, Last 2 Weeks, This Month, Last 30 days, Last Month, Last 2 Years). The 'Any' status filter is selected. The main content area displays a table of inspection records. The first record is highlighted, showing details for a 'Minor' defect on a vehicle with ID T-0000. The 'Repair' button is highlighted with a red box. The second record is also visible, showing a 'Minor' defect on the same vehicle.

Inspection	Vehicle	Trailers
<p>Date: 2023-01-11 4:52:26 p.m. EST Inspection: Chad A. Driver: Chad A. Trip Type: Pre Trip Overall: Minor Work Order: Details Download</p>	<p>Vehicle: T-0000 Odometer: 485005 Status: Minor</p>	<p>Trailer: W-0001 Status: Good Repair Email Inspection to MTO</p>
<p>Date: 2023-01-11 10:51:18 a.m. EST Inspection: Chad A. Driver: Chad A. Trip Type: Pre Trip Overall: Minor Work Order: Details Download</p>	<p>Vehicle: T-0000 Odometer: 485005 Status: Minor</p>	<p>Repair Email Inspection to MTO</p>

Using the “Vehicles and Trailers” link to find the vehicle repaired first, and then look at that vehicle’s inspections. Once you find the inspection, select the repair button.

Home Whats New! Compliance **Vehicles and Trailers** Inspections Hours of Service Users Invoices Billing Company Lists

Filters  
State: All **Active** Removed  
Type: **All** Vehicles Trailers  
Search: \_\_\_\_\_ Go Clear

Actions: Add Vehicle or Trailer Refresh

Picture	Name	Status	Brake Type / RGW	Odometer	Plate	Annual	Make / Model / VIN
	A0001	Good	Hydraulic Brakes 4591	55	AB98765 Ontario	2023-01-07	Ford 450 Truck VIN123456
	T-0000 Chads eTruck	Minor	Hydraulic Brakes 3000	485005	AM 37381 Ontario	2022-11-30 J-123456	Ford F-150 Lightning Truck VIN1234567890
	T-0001 75 ft	Good	Air Brakes 12000	259883	AM 74734 Alberta	2022-12-31 H-1234567	International HX620 Truck VIN12345678912

Once you find the inspection, select the repair button.

Details **Inspections** Remove Edit

Vehicle Inspection Reports for T-0000 (AM 37381)

Filters: Status: All Good Minor Major **Any** Repaired  
Time: All Today Yesterday Last 2 Weeks This Month Last 30 days Last Month Last 2 Years

Inspection	Vehicle	Trailers
Date: 2023-01-11 4:52:26 p.m. EST Inspection: Chad A. Driver: Chad A. Trip Type: Pre Trip Overall: <b>Minor</b>	Vehicle: T-0000 Odometer: 485005 Status: <b>Minor</b>	Trailer: W-0001 Status: <b>Good</b>
Work Order: <b>Repair</b> Email Inspection to MTO		
Date: 2023-01-11 10:51:18 a.m. EST Inspection: Chad A. Driver: Chad A. Trip Type: Pre Trip Overall: <b>Minor</b>	Vehicle: T-0000 Odometer: 485005 Status: <b>Minor</b>	
Work Order: <b>Repair</b> Email Inspection to MTO		

Just like in the app, scroll down to the part that should be repaired and select “Repair.”

✓	20	Suspension System	
✓	21	Tires	
		Minors	
✓		a) Damaged tread or sidewall of tire.	Repair
✓	22	Wheels, Hubs and Fasteners	
✓	23	Windshield Wiper/Washer	

Initial: The minor defects found do not need to be corrected for the safe operation of this vehicle

Once the “Repair” button is selected, you should see a green circle in the repaired (“Re”) column in the parts list.

✓	20	Suspension System	
	21	Tires	
		Minors	
✓		a) Damaged tread or sidewall of tire.	✓


Scroll to the bottom and then list work order details if applicable and sign.

Repairs

Date 2023-01-12 10:46:58 p.m.

Work Orders 12345

Repaired By Michelle G.

Signature 

Sign

Save


Repairs

Date 2023-01-12 10:55:40 p.m. EST

Repaired Items 1. Damaged tread or sidewall of tire.

Work Orders 12345

Name Michelle G.

Signature 

Once reviewed and saved, if all defects were repaired, the status of the vehicle/inspection should change to green/good. You will also notice that when all parts are marked as repaired, that the “Repair” button is no longer available.

Vehicle Inspection Reports for T-0000 (AM 37381)

Filters

Status        Actions

Time

Inspection	Vehicle	Trailers
Date: 2023-01-11 4:52:26 p.m. EST	Vehicle: T-0000	Trailer: W-0001
Inspection: Chad A.	Odometer: 485005	Status: <input checked="" type="button" value="Good"/>
Driver: Chad A.	Status: <input checked="" type="button" value="Good"/>	
Trip Type: Pre Trip		
Overall: <input checked="" type="button" value="Good"/>		
Work Order: 12345		
<input type="button" value="Details"/> <input type="button" value="Download"/>		<input type="button" value="Email Inspection to MTO"/>