

Worksheet 7: Vehicle Readiness Checklist

South Carolina's subtropical heat, hurricane season, and long inter-city corridors require year-round vehicle readiness. AC maintenance is not optional here.

DAILY PRE-SHIFT CHECK

- ☐ Fuel level — minimum half tank (inter-city SC runs are long; gas stations sparse on some corridors)
- ☐ AC functioning — non-negotiable April through October in South Carolina
- ☐ Waze loaded and updated — check for I-26, I-85, I-77 incidents
- ☐ Phone fully charged + car charger connected
- ☐ Proof of insurance accessible (glove box)
- ☐ COI (Certificate of Insurance) PDF saved on phone
- ☐ Weather check — hurricane season (June-November): check NHC ([nhc.noaa.gov](https://www.nhc.noaa.gov)) daily
- ☐ Water and snacks for long inter-city runs

WEEKLY CHECK

- ☐ AC system functioning — refrigerant level, compressor, cabin filter
- ☐ Tire pressure (heat expands tires — check cold pressure in SC summer)
- ☐ Coolant / radiator fluid level (SC heat stresses cooling systems)
- ☐ Waze and mapping apps updated
- ☐ Vehicle interior clean and professional
- ☐ COI / insurance documents current and accessible

HURRICANE SEASON CHECKLIST (June 1 – November 30)

- ☐ NHC ([nhc.noaa.gov](https://www.nhc.noaa.gov)) bookmarked — check daily during active storm periods
- ☐ SC Emergency Management Division app downloaded ([scemd.org](https://www.scemd.org))
- ☐ Emergency kit in vehicle: water, non-perishable food, first aid, flashlight, phone charger
- ☐ Client communication plan ready — know who to call if a storm delays deliveries
- ☐ Fuel tank full when storm watch issued — gas sells out fast in SC before hurricanes
- ☐ Business interruption reserve funded — budget for 3-5 days of potential downtime
- ☐ Important documents (insurance cards, COI, registration) in waterproof bag

SUMMER HEAT PROTOCOL (May – September)

- ☐ Personal hydration — minimum 1 gallon water per operating day
- ☐ Temperature-sensitive cargo: pharmaceuticals / biologicals need active cooling in SC summers
- ☐ Schedule outdoor stops for early morning or late afternoon when possible
- ☐ Know signs of heat exhaustion — dizziness, nausea, heavy sweating

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