



Natural Resources Conservation Service  
375 Jackson St. Suite 600  
St. Paul, MN 55101

Phone: (651) 602-7900  
Fax: (651) 602-7914

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Transmitted via E-mail

MINNESOTA BULLETIN NO. 120-8-4

November 6, 2007

SUBJECT: ADS - VEHICLE MANAGEMENT

Purpose. To request an Annual Visual Safety Checklist Report

Expiration Date. September 30, 2009

**ACTION REQUIRED BY DECEMBER 7, 2007**

Offices are required to perform annual vehicle and ATV inspections using form MN-ADS-012 for vehicle inspections and MN-ADS-014 for ATV inspections. The inspection can be performed by anyone, except the driver of the vehicle or ATV.

A copy of the inspection checklist should be kept with vehicle records and the original sent to ADS through your area office. For record purposes, it is important that the date and signature be completed.

Questions may be directed to Laurie Otte, Management Services Specialist.

/s/

WILLIAM HUNT  
State Conservationist

DIST: AE

