
**Vehicle standards — Specification for vehicle roadworthiness —
Part 4: Roadworthiness — Requirements for vehicle examiners**



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Introduction

This standard consists of the following parts under the general title “Specification for vehicle roadworthiness”

Part 1: Roadworthiness of vehicles already in service

Part 2: Roadworthiness of vehicles prior to entry into service and thereafter

Part 3: Roadworthiness — Supporting information

Part 4: Roadworthiness — Requirements for vehicle examiners

Part 5: Roadworthiness — Requirements for testing equipment

Part 6: Roadworthiness — Requirements for combinations of vehicles

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Vehicle standards — Specification for vehicle roadworthiness — Part 4: Roadworthiness — Requirements for vehicle examiners

1 Scope

This Part 4 of the specification contains information intended to aid in the selection and appointment of vehicle examiners, their duties, their training and ongoing updating of vehicle examiners.

2 Normative references

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ARS 1355-1, *Vehicle Standards — Specification for Vehicle Roadworthiness — Part 1: Roadworthiness of vehicles already in use*

ARS 1355-2: *Vehicle standards — Specification for Vehicle Roadworthiness — Part 2: Roadworthiness of vehicles prior to entry into service, and thereafter*

ARS 1355-3: *Vehicle Standards — Specification for Vehicle Roadworthiness — Part 3: Roadworthiness — Supporting information*

ARS 1355-5: *Vehicle Standards — Specification for Vehicle Roadworthiness — Part 5: Requirements for testing equipment*

ARS 1379: *Definitions and classifications of power-driven vehicles and trailers*

FMVSS 115: *Federal VIN Requirements (Title 49, Chapter V, Part 565)*

ISO 3779: *Road vehicles — Vehicle identification number (VIN) — Content and structure*

ISO 3780: *Road vehicles – World manufacturer identifier (WMI) code*

ISO 4030: *Road vehicles – Vehicle identification number (VIN) – Location and attachment*

ISO/IEC 18013-1: *Information technology — Personal identification — ISO-compliant driving licence — Part 1: Physical characteristics and basic data set*

3 Terms and definitions

For the purpose of this standard the following definitions and abbreviations apply.

3.1 Definitions

3.1.1

appointing authority

authority authorised by domestic legislation, inclusive of an authority authorised by the Ministry or Government Institution responsible for Transport and a duly registered and graded vehicle test station in accordance with domestic legislation

3.1.2

registration plate / licence plate / number plate

the appropriately manufactured and embossed plate which is attached to the front and rear of a motor vehicle or the rear of a trailer and a motorcycle

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3.1.3

vehicle category

in accordance with ARS 1379 by application of the UN ECE Regulations included under Parts 2 and 3

3.2 Abbreviations

| | |
|---------------|---|
| COF | Certificate of Fitness issued after a periodic roadworthiness test which is to be displayed on the vehicle to which it relates |
| UN ECE | United Nations Economic Commission for Europe |
| VIN | vehicle identification number issued, affixed to and recorded on a vehicle in accordance with ISO 3779, ISO 3780 and ISO 4030 or FMVSS 115, also included in the definition of chassis number in domestic legislation |
| VTs | vehicle test station |
| WMI | World Manufacturer Identifier in accordance with ISO 3780 |

4 Selection and appointment of vehicle examiners

Vehicle examiners may be selected and appointed provided they satisfy certain of the following criteria as decided by the appointing authority:

4.1 Character

- a) Clearance certificate showing lack of criminal convictions.
- b) References from previous employers provided contact is still possible to obtain direct advice.
- c) Must be amenable and supportive of further training and to periodic checking by others of the quality and accuracy of his or her performance.

4.2 Experience and training

- a) Be at least 20 years of age.
- b) Have been issued with a valid driving licence for the vehicle categories he or she is qualified to test.
- c) Have appropriate experience and qualifications relative to what is prescribed by the appointing authority to each country being a balance between practical knowledge of what to look for in vehicle maintenance and roadworthiness, formal training and having undergone periods of mentorship.
- d) Have appropriate training as a vehicle examiner in the application of ARS 1355-1 and ARS 1355-2 where this training has been approved by the appointing authority.
- e) Capability of maintaining the premises, facilities and equipment prescribed in ARS 1355-5 for which the employment position is responsible.
- f) Knowledge of the meaning of the term "calibration" and a proven ability to undertake or commission such work.
- g) Be computer literate and be able to use a handheld mobile computing device specified in ARS 1355-5.
- h) Ability to determine the capacity of goods and of passenger vehicles.
- i) Must be assessed, during a written test, to be able to display adequate knowledge of the judgements and calculations required in Clause 6 when assessing the roadworthiness of a vehicle.

- j) Must be assessed to be able to display adequate knowledge of the national road traffic legislation affecting the operation of vehicles on a public road as demonstrated by a written test and ownership of copies of the relevant legislation and specifications.
- k) Must have completed a minimum of 50 successful vehicle examinations under mentorship.
- l) Must have a working knowledge of the main requirements of the corresponding versions of the UN ECE Regulations in Part 2.

5 Powers and duties of vehicle examiners

Vehicle examiners must conduct themselves in such a way that the following powers are exerted and the duties performed.

5.1 Powers

- a) May refuse to conduct or to complete roadworthiness testing on a vehicle:
 - i) which is dirty to the extent that an examiner will be unable to see certain parts that need to be assessed or where fluids may be dripping excessively;
 - ii) where the vehicle is discovered to be clearly unsafe to move or to drive;
 - iii) the vehicle cannot be identified properly because the VIN is not present, or readable and/or no other permanent and positive identification is available, or
 - iv) the appropriate fees and application details have not been properly completed.
- b) May not refuse to test a vehicle of a type for which the VTS is graded and authorised to test.
- c) Must prohibit any person from entry to the testing area on the grounds of safety or to prevent the examiner from being distracted during the testing, except in the following cases:
 - i) a single person lane operation, or
 - ii) a vehicle adapted for operation by a disabled person is not able to be operated safely by the vehicle examiner.

5.2 Duties

- a) To offer a fair and just roadworthiness testing service and to issue a COF if the results of the roadworthiness inspection warrant the issue.
- b) To portray a customer friendly attitude of willingness to provide a service rather than that of indifference, arrogance or unwillingness to render reasonable advice or assistance.
- c) To encourage customer feedback and suggestions and to maintain records of such.
- d) When opportunities arise must endeavour to educate operators as to the importance of maintaining vehicles in a roadworthy condition.
- e) Must be graded by and register with the appointing authority as an authorised vehicle examiner and advise the appointing authority of any change in contact details or of any appointment at another VTS.
- f) Must attend periodic refresher training courses offered by public or private entities in order to keep up with technical and legislative developments.
- g) Must maintain up-to-date copies of legislation and specifications relative to the roadworthy test.

- h) Must maintain and review a register of testing equipment showing suppliers contact details, calibration records, records of repair or other maintenance or failures including dates of such events.
- i) Must maintain and review weekly reports on the number of vehicles tested and the reasons for any failures, which are to be included in the reporting to the appointing authority by the management of the VTS.
- j) Must provide the presenter of the vehicle with a clear description of any defect found that results in failure of the vehicle to be classified as Roadworthy and issued with a COF.
- k) May not cause physical damage to any part of the vehicle by deliberate mechanical intervention such as removing a wheel or using tools to access parts of the vehicle.
- l) To give written advice to the presenter of the vehicle to remove it, or to have it removed, within a suitable period allowed by the management of the VTS.
- m) To offer the presenter of the vehicle an opportunity to appeal in writing against the findings of a failed roadworthy test and to have the appeal processed within 7 working days.
- n) To issue a "Discontinuation of Use" notice, or equivalent, in the event that the results of the roadworthiness test show that the vehicle constitutes a danger to other road users, provided that the examiner of a private VTS may not issue a "Discontinuation of Use" notice or equivalent. Such notices are not justified in the event that a deficiency is detected that constitutes an administrative deficiency such as the vehicle description is not accurate or constitutes a minor deviation from technical adequacy.
- o) Must enter the odometer reading and complete all the details required in the roadworthiness report.
- p) Must exert control over the safety or threat of loss of equipment.
- q) Must keep written records of activities and to ensure the safekeeping of such records and of documents and forms.
- r) Must appreciate the need for confidentiality and maintain the necessary confidences.
- s) The examiner alone is not empowered to issue a COF. Thus there must be another person employed by the VTS to validate the certificate except where automatic equipment is in use in which case another person may validate the certificate the next day.

5.3 Circumstances where the competence or veracity of an examiner will be questioned, and which may lead to a disciplinary hearing or possible suspension or dismissal

A vehicle examiner must agree to be investigated in the event that any of the following situations are under question by the appointing authority.

The following are not considered to amount to a comprehensive list. There are many circumstances which may result in a conclusion by the appointing authority of incompetence or dishonesty which are not covered below.

- a) When measures to expose fraud or some form of corruption are being used at the VTS and their results indicate that fraud, corruption or incompetence are prevalent.
- b) When a roadside roadworthy test is conducted and various defects are found on a vehicle which records show that it has been subjected to a roadworthiness recently and issued with a COF and yet it is highly improbable or clearly impossible for the defects that are present at the

roadside roadworthiness test – or subsequent confirmatory test at a VTS to have developed in the intervening period.

- c) When analysis of the weekly reports by the appointing authority indicate failure rates and reasons for failure which are outside the national norms or which are clearly unreasonable and technically unjustifiable.
- d) An observed test where a vehicle is submitted for examination by a 'mystery shopper' (a person posing as a customer) in order to check the VTS's testing methods and standards (an 'incognito' test) and those methods or standards appear to be inadequate. This is also known as the submission of a "ghost vehicle" with known defects so as to assess the competence of the examiner and in some cases the veracity of the examiner.
- e) Other more involved investigations in cases where the appointing authority considers there may be significant abuses, which may include covert surveillance of sites offering roadworthy tests or at sites where potentially testable vehicles are present.

6 Judgements, calculations and determinations required of a vehicle examiner

6.1 General

A vehicle examiner must be able to judge:

- a) whether the performance or life of the vehicle or its parts has been rendered unroadworthy as a result of:
 - i) Wear and tear having become excessive;
 - ii) Corrosion in evidence to the extent of risk of metal failure and danger to other road users or likely to reduce performance required for safety;
 - iii) Parts or equipment missing which are important to safety and which would have been present when the vehicle was new.
- b) Whether equipment or adjustment or tampering of certain mechanisms has occurred to enable the roadworthy test requirements to be met but would very soon in service be unable to provide the performance necessary to meet the roadworthy test requirements. (e.g. brake adjustments systems on busses and heavy goods vehicles).

6.2 Ability to perform calculations.

A vehicle examiner must be able to perform the following calculations:

- a) to calculate the overall braking efficiency of a vehicle using brake roller or road test results, and
- b) to establish the stopping distances from differing speeds.

6.3 Ability to make judgements or determinations or to source information.

6.3.1 A vehicle examiner must have knowledge and be competent on many technical issues, including but not limited to, the following matters:

- a) the position of the VIN or other vehicle identification on different vehicle brands;
- b) the structure of the VIN and its WMI and the meaning of some of the VIN content;
- c) how to establish the load carrying capacity of tyres, and
- d) the brands and trade names of acceptable retro-reflective equipment.

6.3.2 A vehicle examiner must have knowledge or be able to source information including but not limited to the following matters:

- a) the meaning and benefit of having E-marked components;
- b) the forces exerted during vehicle accidents affecting safety belts, rear underrun etc;
- c) the purpose of the rear underrun protective equipment;
- d) the purpose and benefits of various designs of rear view mirrors, and
- e) how to access certain vehicle design safety standards (Regulations) of the UN ECE.

NOTE Advice is provided in ARS 1355-3 on much of the above requirements.

7 Grading of a vehicle examiner

A vehicle examiner complying with the following requirements shall be graded as prescribed in Table 1:

- a) minimum training requirements for the Grade relative to the Vehicle Categories specified in ARS 1379; and
- b) valid driving licence code(s) compliant with ISO/IEC 18013-1 relative to the Vehicle Categories specified in ARS 1379 as follow:
 - i) Grade A: both codes CE and DE driving licences for manual transmission, as well as a code A driving licence;
 - ii) Grade B: code BE driving licence for manual transmission, as well as a code A driving licence, and
 - iii) Grade C: code A driving licence.

Table 1: Vehicle Examiner Grading relative to VTS Grade

| Vehicle Testing Station | | | | Grade of Vehicle Examiner that may conduct Roadworthiness Testing at a VTS | | |
|-------------------------|---|--|---|--|--|--------------------|
| Grade of VTS | | Vehicle Categories that may be tested per Class of Test Lane | | A | B | C |
| A | All vehicle classes | I | Code L1 & L3 | Minimum Driving Licence Codes of Examiner | | |
| | | II | Codes L1, L2, L3, L4, L5, L6, L7, M1, N1, O1 and O2 | A, CE ⁽¹⁾ & DE ⁽¹⁾ | A & BE ⁽¹⁾ | A |
| | | III | Codes L1, L2, L3, L4, L5, L6, L7, M1, M2, M3, N1, N2, N3, O1, O2, O3 and O4 | All Codes | All Codes | All Codes |
| B | Light vehicles (incl. tri-/quadricycles) with a GVM (or GCM in the case of articulated motor vehicles) NOT exceeding 3 500 kg | I | Code L1 & L3 | All Codes | All Codes | Codes L1 & L3 only |
| | | II | Codes L1, L2, L3, L4, L5, L6, L7, M1, N1, O1 and O2 | All Codes | All Codes, excluding M2, M3, N2, N3, O3 & O4 | Codes L1 & L3 only |
| C | Motorcycles and mopeds | I | Code L1 & L3 | All Codes | All Codes | All Codes |
| | | | | NOTE: (1) Driving licence without restrictions for a manual transmission. | | |

Annex A
(normative)

Driving Licence (DL) Codes for Vehicle Examiners

| DL Code | Description | Capacity | GVM | Seats | Trailer | GCM | Codes Authorised |
|---|---|--------------------|------------------------|------------|---------|-----------|------------------|
| AM | Moped (16 yrs) | ≤ 45km/h | | | | | AM |
| A1 | Light motorcycle (16 yrs) | ≤ 125cc/ ≤ 11kW | | | | | A1; AM |
| A2 | Medium motorcycle (18 yrs) | ≤ 35kW | | | | | A2; A1; AM |
| A | Motorcycle (18 yrs) | > 125cc | | | | | A* |
| B1 | Tri- / Quadricycle (18 yrs) | | | | | | B1 |
| B | Light motor vehicle (18 yrs) | | ≤ 3500kg | ≤ 9 | ≤ 750kg | ≤ 3500kg | B; B1 |
| BE | Light articulated motor vehicle (18 yrs) | | ≤ 3500kg | ≤ 9 | > 750kg | ≤ 3500kg | B* |
| C1 | Medium goods vehicle (18 yrs) | | 3500kg < x ≤ 7500kg | | ≤ 750kg | | C1; B; B1 |
| C1E | Articulated medium goods vehicle (18 yrs) | | 3500kg < x ≤ 7500kg | | > 750kg | ≤ 12000kg | C1*; B* |
| C | Goods vehicle (21 yrs) | | > 7500kg | | ≤ 750kg | | C; C1; B; B1 |
| CE | Articulated goods vehicle (21 yrs) | | > 7500kg | | > 750kg | | C*; B* |
| D1 | Medium passenger vehicle (21 yrs) | | | 9 < x ≤ 17 | ≤ 750kg | | D1; B; B1 |
| D1E | Articulated medium passenger vehicle (21 yrs) | | | 9 < x ≤ 17 | > 750kg | ≤ 12000kg | D1*; B* |
| D | Passenger vehicle (24 yrs) | | | > 17 | ≤ 750kg | | D; D1; B; B1 |
| DE | Articulated passenger vehicle (24 yrs) | | | > 17 | > 750kg | | D*; B* |
| NOTE: (*) Denotes "All Categories" i.e. B* means B, BE and B1; C* means C, CE, C1 and C1E; D* means D, DE, D1, and D1E. | | | | | | | |

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