

Correct as at 21st May 2019. It may be superseded at any time.

Extract taken from: NZTA Vehicle Portal > PRS & QMS > PRS: Entry certification > Technical part

Technical part

1 Vehicle identification

1-1 Vehicle identification

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
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| 1.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all evidence of vehicle identification and correctly determine whether it complies with all Transport Agency requirements, taking into account technical information provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints and random re-inspections since your last review. |
| 1.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to vehicle identification. This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of vehicle identification • the Transport Agency requirements (including VIRM requirements) relating to vehicle identification and the assessment of vehicle identification • Transport Agency guidelines relating to vehicle identification • the operation of the equipment used for inspecting vehicle identification. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to vehicle identification and the assessment of modifications to vehicle identification • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on vehicle identification and the assessment of vehicle identification.</p> |
| 1.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • a hand-held inspection lamp. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

| | Score | | | |
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| 1.1.1 | Correct technical decisions | | | |
| | You do not thoroughly | You do not thoroughly | You do not thoroughly | You thoroughly inspect all |

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| <p>inspect all evidence of vehicle identification or correctly determine whether it complies with all Transport Agency requirements.</p> <p>The area of non-compliance is significant.</p> <p>For example:</p> <ul style="list-style-type: none"> • a vehicles VIN or chassis number is missing, or has obviously been unlawfully affixed or tampered with. | <p>inspect all evidence of vehicle identification or correctly determine whether it complies with all Transport Agency requirements.</p> <p>The area of non-compliance is somewhat important.</p> <p>For example:</p> <ul style="list-style-type: none"> • a vehicles VIN or chassis number is damaged or obscured beyond recognition • the VIN or chassis number does not match the paper work supplied • you assign a New Zealand VIN to a vehicle with a factory VIN. | <p>inspect all evidence of vehicle identification or correctly determine whether it complies with all Transport Agency requirements.</p> <p>The area of non-compliance is minor.</p> <p>For example:</p> <ul style="list-style-type: none"> • a vehicles VIN or chassis number is damaged or obscured but still readable • you record the VIN or chassis number off the manufacturers plate but fail to confirm the VIN or chassis number matches the number stamped into the separate chassis • you take take the vehicles attributes from the paper work rather than from the vehicle. | <p>evidence of vehicle identification and correctly determine whether it complies with all Transport Agency requirements.</p> <p>For example:</p> <ul style="list-style-type: none"> • you correctly assign and attach a VIN plate to the vehicle. |
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1.1.2 Technical competence

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| <p>You demonstrate:</p> <ul style="list-style-type: none"> • little or no competence in the technical aspects relating to vehicle identification or VIN assignment. <p>This means there are significant gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of vehicle identification and or VIN assignment • the Transport Agency requirements (including VIRM requirements) relating to vehicle identification • Transport Agency guidelines relating to vehicle identification • the operation of the equipment you | <p>You demonstrate:</p> <ul style="list-style-type: none"> • some competence in the technical aspects relating to vehicle identification and VIN assignment <p>This means there are some gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of vehicle identification and the VIN assignment processor • the Transport Agency requirements (including VIRM requirements) relating to vehicle identification | <p>You demonstrate:</p> <ul style="list-style-type: none"> • adequate competence in the technical aspects relating to vehicle identification and VIN assignment. <p>This means there are minor gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of vehicle identification • the Transport Agency requirements (including VIRM requirements) relating to vehicle identification • Transport Agency guidelines relating to vehicle identification, or the VIN assignment process • the operation of the equipment you use | <p>You can demonstrate comprehensive competence in the technical aspects relating to vehicle identification and VIN assignment including their compliance with Land Transport Rules.</p> <p>This means you can demonstrate comprehensive knowledge of, and skills in:</p> <ul style="list-style-type: none"> • the assessment of vehicle identification • the Transport Agency requirements (including VIRM requirements) relating to vehicle identification and the VIN assignment process • Transport Agency guidelines relating to vehicle identification • the operation of the equipment you use for inspecting vehicle identification. |
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| | use for assessing vehicle identification. | <ul style="list-style-type: none"> • Transport Agency guidelines relating to vehicle identification • the operation of the equipment you use for assessing vehicle identification or assigning a VIN. | for assessing vehicle identification or assigning a VIN. | |
| 1.1.3 | Technical equipment | | | |
| | Not all of the specified equipment is available (eg there is no VIN embossing machine on site). Where equipment is available, some or all of it is not in working order. | All specified equipment is available but not in working order. | All specified equipment is available, in working order and in at least adequate condition | All specified equipment is available and in good condition and working order. |

2 Vehicle exterior

2-1 External projections

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|-------|---|---|
| 2.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all documents or vehicles and correctly determine that they comply with all Transport Agency requirements, taking into account technical information provided by the Transport Agency such as the VIRM: Entry certification and the VIRM: In-service certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect the external projections of vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information that staff enter into the Transport Agency's computer system. |
| 2.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to external projections, including their compliance with approved vehicle standards. This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of external projections • legal requirements (including Transport Agency requirements) relating to external projections and the assessment of external projections • Transport Agency guidelines relating to external projections • the operation of the equipment you use for assessing external projections. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to external projections and the assessment of external projections • observe you at work • inspect the vehicles and components which you have certified • inspect your Training record. <p>The Transport Agency may administer a short test on external projections and the assessment of external projections.</p> |
| 2.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • a tape measure. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

| | Score | | | |
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| | 0 | 1 | 2 | 3 |
| 2.1.1 | Correct technical decisions | | | |
| | You do not thoroughly inspect all components or correctly determine whether the external | You do not thoroughly inspect all components or correctly determine whether the external projections comply with all legal | You do not thoroughly inspect all components or correctly determine whether the external | You thoroughly inspect all components and correctly determine whether the external |

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| <p>projections comply with all legal requirements, including approved vehicle standards.</p> <p>The area of non-compliance is likely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • a protruding object or fitting is not securely attached and is likely to fall off the vehicle • an ornamental object or fitting protrudes in such a way that it is likely to injure a person or significantly affect the drivers vision or control • a component of a motor vehicle, including a body panel, is damaged, corroded or exposed such that it is likely to hook a vehicle, or hook or graze a person. | <p>requirements, including approved vehicle standards.</p> <p>The area of non-compliance may compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • a component of a motor vehicle, including a body panel, is damaged, corroded or exposed such that it may hook a vehicle, or hook or graze a person • a vehicle that is required to comply with an approved external projections standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the vehicle was manufactured. | <p>projections comply with all legal requirements, including approved vehicle standards.</p> <p>The area of non-compliance is unlikely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • a protruding object or fitting that has a functional purpose has an unnecessarily wide gap between the object or fitting and the vehicle. | <p>projections comply with all legal requirements, including approved vehicle standards.</p> |
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2.1.2 Technical competence

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| <p>You demonstrate:</p> <ul style="list-style-type: none"> • little or no competence in the technical aspects relating to external projections, including their compliance with approved vehicle standards, or • a level of competence that is likely to compromise the safety of vehicle occupants or other road users. <p>This means there are significant gaps in your knowledge of, or skills in:</p> | <p>You demonstrate:</p> <ul style="list-style-type: none"> • some competence in the technical aspects relating to external projections, including their compliance with approved vehicle standards, or • a level of competence that may compromise the safety of vehicle occupants or other road users. <p>This means there are some gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of external projections • the legal requirements (including Transport Agency requirements) | <p>You demonstrate:</p> <ul style="list-style-type: none"> • adequate competence in the technical aspects relating to external projections, including their compliance with approved vehicle standards, or • a level of competence that is unlikely to compromise the safety of vehicle occupants or other road users. <p>This means there are minor gaps in your knowledge of, or skills in:</p> | <p>You can demonstrate comprehensive competence in the technical aspects relating to external projections, including their compliance with approved vehicle standards.</p> <p>This means you can demonstrate comprehensive knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of external projections • the legal requirements (including Transport |
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| | <ul style="list-style-type: none"> the assessment of external projections the legal requirements (including Transport Agency requirements) relating to external projections Transport Agency guidelines relating to external projections the operation of the equipment you use for assessing external projections. | <p>relating to external projections</p> <ul style="list-style-type: none"> Transport Agency guidelines relating to external projections the operation of the equipment you use for assessing external projections. | <ul style="list-style-type: none"> the assessment of external projections the legal requirements (including Transport Agency requirements) relating to external projections Transport Agency guidelines relating to external projections the operation of the equipment you use for assessing external projections. | <p>Agency requirements) relating to external projections</p> <ul style="list-style-type: none"> Transport Agency guidelines relating to external projections the operation of the equipment you use for assessing external projections. |
| 2.1.3 | Technical equipment | | | |
| | Not applicable. | Not applicable. | Not applicable. | Not applicable. |

3 Vehicle structure

3-1 Vehicle structure

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|-------|--|--|
| 3.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all components and correctly determine whether the vehicle structure complies with all Transport Agency requirements, taking into account technical information provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints and random re-inspections since your last review. |
| 3.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to vehicle structures. This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of vehicle structures • Transport Agency requirements (including VIRM requirements) relating to vehicle dimensions and the assessment of vehicle dimensions • Transport Agency guidelines relating to vehicle structures • the operation of the equipment used for inspecting vehicle structures. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to vehicle structures and the assessment of vehicle structures • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on vehicle dimensions and the assessment of vehicle dimensions.</p> |
| 3.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • a hand-held inspection lamp, and • a tape measure. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

| | Score | | | |
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| | 0 | 1 | 2 | 3 |
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3.1.1 Correct technical decisions

You do not thoroughly inspect all components or correctly determine whether the vehicle structure complies with all legal requirements, including approved vehicle standards.

The area of non-compliance is **likely to compromise the safety** of vehicle occupants or other road users.

For example:

- the vehicle structure has been damaged beyond the threshold specified by the Transport Agency and has not been referred to a specialist repair certifier for repair certification. The damage is **likely to compromise the safety** of vehicle occupants or other road users.

You do not thoroughly inspect all components or correctly determine whether the vehicle structure complies with all legal requirements, including approved vehicle standards.

The area of non-compliance **may compromise the safety** of vehicle occupants or other road users.

For example:

- a vehicle that is required to comply with an approved frontal impact standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the vehicle was manufactured
- the vehicle structure has been previously repaired beyond the threshold specified by the Transport Agency and has not been referred to a specialist repair certifier for repair certification. The repair **may compromise the safety** of vehicle occupants or other road users.

You do not thoroughly inspect all components or correctly determine whether the vehicle structure complies with all legal requirements, including approved vehicle standards.

The area of non-compliance is **unlikely to compromise the safety** of vehicle occupants or other road users.

For example:

- you do not use an inspection lamp
- the level of trim removal does not meet the minimum required by Transport Agency.

You thoroughly inspect all components and correctly determine whether the vehicle structure complies with all legal requirements, including approved vehicle standards.

3.1.2 Technical competence

You demonstrate:

- **little or no competence** in the technical aspects relating to vehicle structures, including their compliance with approved vehicle standards, or
- a level of competence that is **likely to compromise the safety** of vehicle occupants or other road users.

This means there are **significant gaps in your knowledge** of, or skills in:

- the assessment of vehicle structures
- the legal requirements (including Transport

You demonstrate:

- **some competence** in the technical aspects relating to vehicle structures, including their compliance with approved vehicle standards, or
- a level of competence that **may compromise the safety** of vehicle occupants or other road users.

This means there are **some gaps in your knowledge** of, or skills in:

- the assessment of vehicle structures
- the legal requirements (including Transport Agency requirements)

You demonstrate:

- **adequate competence** in the technical aspects relating to vehicle structures, including their compliance with approved vehicle standards, or
- a level of competence that is **unlikely to compromise the safety** of

You can demonstrate **comprehensive competence** in the technical aspects relating to vehicle structures, including their compliance with approved vehicle standards.

This means you can demonstrate **comprehensive knowledge** of, or skills in:

- the assessment of vehicle structures, and
- the legal requirements

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| | <p>Agency requirements) relating to vehicle structures</p> <ul style="list-style-type: none"> • the Transport Agency repair threshold relating to vehicle structures • the operation of the equipment you use for assessing vehicle structures. | <p>relating to vehicle structures</p> <ul style="list-style-type: none"> • the Transport Agency repair threshold relating to vehicle structures • the operation of the equipment you use for assessing vehicle structures. | <p>vehicle occupants or other road users.</p> <p>This means there are minor gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of vehicle structures • the legal requirements (including Transport Agency requirements) relating to vehicle structures • the Transport Agency repair threshold relating to vehicle structures • the operation of the equipment you use for assessing vehicle structures. | <p>(including Transport Agency requirements) relating to vehicle structures, and</p> <ul style="list-style-type: none"> • the Transport Agency repair threshold relating to vehicle structures, and • the operation of the equipment you use for assessing vehicle structures. |
| 3.1.3 | Technical equipment | | | |
| | Not all of the specified equipment is available. Where equipment is available, some or all of it is not in working order. | All specified equipment is available and in working order, but some or all of it is in poor condition. | All specified equipment is available, in working order, and in at least adequate condition. | All specified equipment is available and in good condition and working order. |

4 Lighting

4-1 Vehicle lighting equipment

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|-------|---|--|
| 4.1.1 | <p>Correct technical decisions</p> <p>You thoroughly inspect all components and correctly determine whether the vehicle structure complies with all Transport Agency requirements, taking into account all technical information including that provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints and random re-inspections since your last review. |
| 4.1.2 | <p>Technical competence</p> <p>You are competent in all technical aspects relating to vehicle structures. This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of vehicle lighting • Transport Agency requirements (including VIRM requirements) relating to vehicle lighting and the assessment of vehicle lighting • Transport Agency guidelines relating to vehicle lighting • the operation of the equipment used for inspecting vehicle lighting. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to vehicle lighting and the assessment of vehicle lighting • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on vehicle lighting and the assessment of vehicle lighting.</p> |
| 4.1.3 | <p>Technical equipment</p> <p>You have:</p> <ul style="list-style-type: none"> • a tape measure. • a beamsetter for commercial use, and/or • a lightboard. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

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| | | 0 | 1 | 2 | 3 |
| 4.1.1 | Correct technical decisions | <p>You do not thoroughly inspect all vehicle lighting equipment or correctly determine whether it complies with all Transport Agency requirements, including approved vehicle standards</p> <p>The area of non-compliance is likely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> the aim of a head lamp dipped beam is too high a vehicles head lamps pattern dips towards the centre line a class MA vehicle has not been fitted with a high-mounted stop lamp. | <p>You do not thoroughly inspect all vehicle lighting equipment or correctly determine whether it complies with all Transport Agency requirements, including approved vehicle standards</p> <p>The area of non-compliance may compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> a lamp that is required to comply with an approved standard does not comply or cannot be demonstrated to comply with an approved standard a lamp, other than a reversing lamp or registration plate lamp, emits a white light, eg due to damage or significant fading of the lens. | <p>You do not thoroughly inspect all vehicle lighting equipment or correctly determine whether it complies with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance is unlikely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> a lens is damaged in a way that allows dirt or moisture to enter, but the optical properties of the lamp have not yet been affected the light output of a pair of headlamps is not approximately equal the aim of a low beam head lamp is too low when switched on, a fog lamp does not operate. | <p>You thoroughly inspect all vehicle lighting equipment and correctly determine whether it complies with all Transport Agency requirements, including approved vehicle standards.</p> |
| | 4.1.2 | Technical competence | <p>You demonstrate:</p> <ul style="list-style-type: none"> little or no competence in the technical aspects relating to all vehicle lighting equipment, including their compliance with approved vehicle standards a level of competence that is likely to compromise the safety of vehicle occupants or other road users. <p>This means there are</p> | <p>You demonstrate:</p> <ul style="list-style-type: none"> some competence in the technical aspects relating to all vehicle lighting equipment, including their compliance with approved vehicle standards a level of competence that may compromise the safety of vehicle occupants or other road users. <p>This means there are some gaps in your knowledge of, or skills in:</p> | <p>You demonstrate:</p> <ul style="list-style-type: none"> adequate competence in the technical aspects relating to all vehicle lighting equipment, including their compliance with approved vehicle standards a level of competence that is unlikely to compromise the safety of vehicle occupants or other road users. <p>This means there are</p> |

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| | <p>significant gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> the assessment of vehicle lighting equipment Transport Agency requirements (including VIRM requirements) relating to vehicle lighting equipment and the assessment of vehicle lighting equipment Transport Agency guidelines relating to vehicle lighting equipment the operation of the equipment you use for assessing vehicle lighting equipment. | <ul style="list-style-type: none"> the assessment of vehicle lighting equipment Transport Agency requirements (including VIRM requirements) relating to vehicle lighting equipment and the assessment of vehicle lighting equipment Transport Agency guidelines relating to vehicle lighting equipment the operation of the equipment you use for assessing vehicle lighting equipment. | <p>minor gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> the assessment of vehicle lighting equipment Transport Agency requirements (including VIRM requirements) relating to vehicle lighting equipment and the assessment of vehicle lighting equipment Transport Agency guidelines relating to vehicle lighting equipment the operation of the equipment you use for assessing vehicle lighting equipment. | <p>relating to vehicle lighting equipment and the assessment of vehicle lighting equipment</p> <ul style="list-style-type: none"> Transport Agency guidelines relating to vehicle lighting equipment the operation of the equipment you use for assessing vehicle lighting equipment. |
| 4.1.3 | Technical equipment | | | |
| | Not all of the specified equipment is available. Where equipment is available, some or all of it is not in working order. | All specified equipment is available and in working order, but some or all of it is in poor condition. | All specified equipment is available, in working order, and in at least adequate condition. | All specified equipment is available and in good condition and working order. |

5 Vision

5-1 Glazing, sun visors, windscreen wipe and wash, and rear-view mirrors

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|-------|--|---|
| 5.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all components and correctly determine whether the glazing, sun visors, wipe and wash, and rear-view mirrors comply with all Transport Agency requirements, taking into account all technical information including that provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints and random re-inspections since your last review. |
| 5.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to glazing, sun visors, wipe and wash, and rear-view mirrors.</p> <p>This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of glazing, sun visors, wipe and wash, and rear-view mirrors • Transport Agency requirements (including VIRM requirements) relating to glazing, sun visors, wipe and wash, and rear-view mirrors and their assessment • Transport Agency guidelines relating to glazing, sun visors, wipe and wash, and rear-view mirrors • the operation of the equipment you use for assessing glazing, sun visors, wipe and wash, and rear-view mirrors. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to glazing, sun visors, wipe and wash, and rear-view mirrors and the assessment of glazing, sun visors, wipe and wash, and rear-view mirrors • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on glazing, sun visors, wipe and wash, and rear-view mirrors and their assessment.</p> |
| 5.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • a tape measure or other means of assessing the extent of windscreen damage, and • a 35% VLT tint sample or a light transmission meter. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

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| | 0 | 1 | 2 | 3 |
| 5.1.1 | Correct technical decisions | | | |
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| | <p>You do not thoroughly inspect all glazing, sun visors, wipe and wash, and rear-view mirrors and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance is likely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> glazing has damage or defects to the extent that its strength or the drivers vision is compromised a windscreen or front side window has been modified to the extent that it impairs the drivers vision a rear or rear side window has large areas of stickers, very dark tint or opaque overlays applied, and the vehicle does not have an external rear-view mirror on each side of the vehicle an inside or external right-hand side rear-view mirror is not fitted or does not provide a clear view to the rear of the vehicle a drivers-side windscreen wiper is not fitted or working. | <p>You do not thoroughly inspect all glazing, sun visors, wipe and wash, and rear-view mirrors or correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance may compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> glazing that is required to comply with an approved glazing standard or trade name did not comply, or cannot be demonstrated to have complied, with an approved standard or trade name at the time the vehicle was manufactured or the glazing fitted. a vehicle has modified glazing that is not permitted, but vision is not impaired the windscreen wash system does not operate a rear-view mirror cannot be adjusted. | <p>You do not thoroughly inspect all glazing, sun visors, wipe and wash, and rear-view mirrors or correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance is unlikely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> smaller stickers are fitted to a rear side window on the drivers side outside the area where stickers are permitted a rear-view mirror that is required to comply with an approved rear-view mirror standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the vehicle was manufactured or the rear-view mirror fitted. | <p>You thoroughly inspect all glazing, sun visors, wipe and wash, and rear-view mirrors and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> |
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| 5.1.2 | Technical competence | | | |
| | <p>You demonstrate:</p> <ul style="list-style-type: none"> little or no competence in | <p>You demonstrate:</p> <ul style="list-style-type: none"> some competence in the technical aspects | <p>You demonstrate:</p> <ul style="list-style-type: none"> adequate competence in the | <p>You can demonstrate comprehensive competence in the technical aspects</p> |

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| | <p>the technical aspects relating to glazing, sun visors, wipe and wash, and rear-view mirrors, including their compliance with approved vehicle standards, or</p> <ul style="list-style-type: none"> • a level of competence that is likely to compromise the safety of vehicle occupants or other road users. <p>This means there are significant gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of glazing, sun visors, wipe and wash, and rear-view mirrors • Transport Agency requirements and guidelines (including VIRM requirements) relating to glazing, sun visors, wipe and wash, and rear-view mirrors • the operation of the equipment you use for assessing glazing, sun visors, wipe and wash, and rear-view mirrors. | <p>relating to glazing, sun visors, wipe and wash, and rear-view mirrors, including their compliance with approved vehicle standards, or</p> <ul style="list-style-type: none"> • a level of competence that may compromise the safety of vehicle occupants or other road users. <p>This means there are some gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of glazing, sun visors, wipe and wash, and rear-view mirrors • Transport Agency requirements and guidelines (including VIRM requirements) relating to glazing, sun visors, wipe and wash, and rear-view mirrors • the operation of the equipment you use for assessing glazing, sun visors, wipe and wash, and rear-view mirrors. | <p>technical aspects relating to glazing, sun visors, wipe and wash, and rear-view mirrors, including their compliance with approved vehicle standards, or</p> <ul style="list-style-type: none"> • a level of competence that is unlikely to compromise the safety of vehicle occupants or other road users. <p>This means there are minor gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of glazing, sun visors, wipe and wash, and rear-view mirrors • Transport Agency requirements and guidelines (including VIRM requirements) relating to glazing, sun visors, wipe and wash, and rear-view mirrors • the operation of the equipment you use for assessing glazing, sun visors, wipe and wash, and rear-view mirrors. | <p>relating to glazing, sun visors, wipe and wash, and rear-view mirrors, including their compliance with approved vehicle standards,</p> <p>This means you can demonstrate comprehensive knowledge of, and skills in:</p> <ul style="list-style-type: none"> • the assessment of glazing, sun visors, wipe and wash, and rear-view mirrors • Transport Agency requirements (including VIRM requirements) relating to glazing, sun visors, wipe and wash, and rear-view mirrors • Transport Agency guidelines relating to glazing, sun visors, wipe and wash, and rear-view mirrors • the operation of the equipment you use for assessing glazing, sun visors, wipe and wash, and rear-view mirrors. |
| 5.1.3 | Technical equipment | | | |
| | Not all of the specified equipment is available. Where equipment is available, some or all of it is not in working order. | All specified equipment is available and in working order, but some or all of it is in poor condition. | All specified equipment is available, in working order and in at least adequate condition. | All specified equipment is available and in good condition and working order. |

6 Entrance and exit

6-1 Door and hinged panel retention systems

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|-------|---|--|
| 6.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all door and hinged panel retention systems and correctly determine whether they comply with all Transport Agency requirements, taking into account all technical information including that provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints and random re-inspections since your last review. |
| 6.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to door and hinged panel retention systems.</p> <p>This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of door and hinged panel retention systems • Transport Agency requirements (including VIRM requirements) relating to door and hinged panel retention systems and the assessment of door and hinged panel retention systems • Transport Agency guidelines relating to door and hinged panel retention systems • the operation of the equipment you use for assessing door and hinged panel retention systems. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to door and hinged panel retention systems and the assessment of door and hinged panel retention systems • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on door and hinged panel retention systems.</p> |
| 6.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • a hand-held inspection lamp, and • a tape measure. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

| | Score | | | |
|-------|------------------------------------|---|---|---|
| | 0 | 1 | 2 | 3 |
| 6.1.1 | Correct technical decisions | | | |

| | | | |
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| <p>You do not thoroughly inspect all door and hinged panel retention systems and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance is likely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • a door or hinged panel is not securely attached to the vehicle and is at immediate risk of falling off • a door used for entrance and exit cannot be opened • a door cannot be opened from the inside (unless an original child lock is activated) • a door or hinged panel does not lock securely or does not remain locked securely in service. | <p>You do not thoroughly inspect all door and hinged panel retention systems and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance may compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • a door or hinged panel is insecurely attached, but not at immediate risk of falling off • a door used for entrance and exit requires considerable force to open • a vehicle that is required to comply with an approved door retention system standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the vehicle was manufactured. | <p>You do not thoroughly inspect all door and hinged panel retention systems and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance is unlikely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • a door shows minor wear in its hinge pins, indicated by a slight lowering of the door on opening. | <p>You thoroughly inspect all door and hinged panel retention systems and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> |
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| <p>6.1.2 Technical competence</p> | | | |
| <p>You demonstrate:</p> <ul style="list-style-type: none"> • little or no competence in the technical aspects relating to door and hinged panel retention systems, including their compliance with approved vehicle standards, or • a level of competence that is likely to compromise the safety of vehicle occupants or other road users. <p>This means there are significant gaps in your</p> | <p>You demonstrate:</p> <ul style="list-style-type: none"> • little or no competence in the technical aspects relating to door and hinged panel retention systems, including their compliance with approved vehicle standards, or • a level of competence that is likely to compromise the safety of vehicle occupants or other road users. <p>This means there are some gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of | <p>You demonstrate:</p> <ul style="list-style-type: none"> • some competence in the technical aspects relating to door and hinged panel retention systems, including their compliance with approved vehicle standards, or • a level of competence that may compromise the safety of vehicle occupants or other road users. <p>This means there are minor gaps in your knowledge of, or skills in:</p> | <p>You can demonstrate comprehensive competence in the technical aspects relating to door and hinged panel retention systems, including their compliance with approved vehicle standards.</p> <p>This means you can demonstrate comprehensive knowledge of, and skills in:</p> <ul style="list-style-type: none"> • the assessment of door and hinged panel retention systems • Transport Agency requirements |

| | | | | |
|--------------|--|--|--|---|
| | <p>knowledge of, or skills in:</p> <ul style="list-style-type: none"> the assessment of door and hinged panel retention systems Transport Agency requirements (including VIRM requirements) relating to door and hinged panel retention systems Transport Agency guidelines relating to door and hinged panel retention systems the operation of the equipment you use for assessing door and hinged panel retention systems. | <p>door and hinged panel retention systems</p> <ul style="list-style-type: none"> Transport Agency requirements (including VIRM requirements) relating to door and hinged panel retention systems Transport Agency guidelines relating to door and hinged panel retention systems the operation of the equipment you use for assessing door and hinged panel retention systems. | <ul style="list-style-type: none"> the assessment of door and hinged panel retention systems Transport Agency requirements (including VIRM requirements) relating to door and hinged panel retention systems Transport Agency guidelines relating to door and hinged panel retention systems the operation of the equipment you use for assessing door and hinged panel retention systems. | <p>(including VIRM requirements) relating to door and hinged panel retention systems</p> <ul style="list-style-type: none"> Transport Agency guidelines relating to door and hinged panel retention systems the operation of the equipment you use for assessing door and hinged panel retention systems. |
| 6.1.3 | Technical equipment | | | |
| | Not all of the specified equipment is available. Where equipment is available, some or all of it is not in working order. | All specified equipment is available and in working order, but some or all of it is in poor condition. | All specified equipment is available, in working order and in at least adequate condition. | All specified equipment is available and in good condition and working order. |

7 Vehicle interior

7-1 Seats, seat anchorages, head restraints, seatbelts, seatbelt anchorages, front airbags, interior impact measures, speedometers and audible warning devices

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|-------|--|--|
| 7.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all vehicle interior components and correctly determine whether they comply with all Transport Agency requirements for seats, seat anchorages, head restraints, seatbelts, seatbelt anchorages, front airbags, interior impact measures, speedometers and audible warning devices, taking into account technical information provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints and random re-inspections since your last review. |
| 7.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to seats, seat anchorages, head restraints, seatbelts, seatbelt anchorages, front airbags, interior impact measures, speedometers and audible warning devices.</p> <p>This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of all vehicle interior components • Transport Agency requirements (including VIRM requirements) relating to interior components and the assessment of interior components • Transport Agency guidelines relating to vehicle interior components • the operation of the equipment you use for assessing vehicle interior components. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to seats, head restraints, seatbelts, seatbelt anchorages, front airbags, interior impact measures, speedometers and audible warning devices • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on vehicle interior components.</p> |
| 7.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • a hand-held inspection lamp, and • a tape measure. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

| | Score | | |
|--|-------|--|--|
| | | | |

| | 0 | 1 | 2 | 3 |
|-------|---|---|---|--|
| 7.1.1 | Correct technical decisions | | | |
| | <p>You do not thoroughly inspect all seats, seat anchorages, head restraints, seatbelts, seatbelt anchorages, front airbags, interior impact measures, speedometers and audible warning devices and correctly determine whether they comply with all Transport Agency requirements.</p> <p>The area of non-compliance is likely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> the drivers seat is insecure or does not adjust, a seat belt has damaged or frayed webbing, a front head restraint is missing an airbag has been removed from the vehicle. | <p>You do not thoroughly inspect all seats, seat anchorages, head restraints, seatbelts, seatbelt anchorages, front airbags, interior impact measures, speedometers and audible warning devices and correctly determine whether they comply with all Transport Agency requirements.</p> <p>The area of non-compliance may compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> a seat or seat anchorage, seatbelt or seatbelt anchorage that is required to comply with an approved standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the vehicle was manufactured a head restraint that is required to comply with an approved standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the vehicle was manufactured or the head restraint fitted a vehicle that is required to comply with an approved interior impact standard did not comply, or cannot be | <p>You do not thoroughly inspect all seats, seat anchorages, head restraints, seatbelts, seatbelt anchorages, front airbags, interior impact measures, speedometers and audible warning devices and correctly determine whether they comply with all Transport Agency requirements.</p> <p>The area of non-compliance is unlikely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> a horn is not audible from 100m a front head restraint, although fitted, cannot be adjusted a lap belt can not be adjusted a speedometer flickers or does not read accurately. | <p>You thoroughly inspect all seats, seat anchorages, head restraints, seatbelts, seatbelt anchorages, front airbags, interior impact measures, speedometers and audible warning devices and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> |

demonstrated to have complied, with an approved standard at the time the vehicle was manufactured

- an airbag warning lamp does not function or remains activated, indicating a fault.

7.1.2 Technical competence

You demonstrate:

- **little or no competence** in the technical aspects relating to vehicle interior components, including their compliance with approved vehicle standards, or
- a level of competence that is **likely to compromise the safety** of vehicle occupants or other road users.

This means there are **significant gaps in your knowledge** of, or skills in:

- the assessment of vehicle interior components
- Transport Agency requirements (including [VIRM](#) requirements) relating to vehicle interior components
- Transport Agency guidelines relating to vehicle interior components
- the operation of the equipment you use for assessing vehicle interior components.

You demonstrate:

- **some competence** in the technical aspects relating to vehicle interior components, including their compliance with approved vehicle standards, or
- a level of competence that **may compromise the safety** of vehicle occupants or other road users.

This means there are **some gaps in your knowledge** of, or skills in:

- the assessment of vehicle interior components
- Transport Agency requirements (including [VIRM](#) requirements) relating to vehicle interior components
- Transport Agency guidelines relating to vehicle interior components
- the operation of the equipment you use for assessing vehicle interior components.

You demonstrate:

- **adequate competence** in the technical aspects relating to vehicle interior components, including their compliance with approved vehicle standards, or
- a level of competence that is **unlikely to compromise the safety** of vehicle occupants or other road users.

This means there are **minor gaps in your knowledge** of, or skills in:

- the assessment of vehicle interior components
- Transport Agency requirements (including [VIRM](#) requirements) relating to vehicle interior components
- Transport Agency guidelines relating to vehicle interior components
- the operation of the equipment you use for assessing vehicle interior components.

You can demonstrate **comprehensive competence** in the technical aspects relating to vehicle interior components, including their compliance with approved vehicle standards,.

This means you can demonstrate **comprehensive knowledge** of, and skills in:

- the assessment of vehicle interior components
- Transport Agency requirements (including [VIRM](#) requirements) relating to vehicle interior components
- Transport Agency guidelines relating to vehicle interior components
- the operation of the equipment you use for assessing vehicle interior components.

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| 7.1.3 | Technical equipment | | | |
| Not all of the specified equipment is available. Where equipment is available, some or all of it is not in working order. | All specified equipment is available and in working order, but some or all of it is in poor condition. | All specified equipment is available, in working order and in at least adequate condition. | All specified equipment is available and in good condition and working order. | |

8 Brakes

8-1 Vehicle brakes

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|-------|---|---|
| 8.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all components and correctly determine whether the vehicle brakes comply with all Transport Agency requirements, taking into account technical information provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints, random re-inspections and mystery shopper exercises since your last review. |
| 8.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to vehicle brakes.</p> <p>This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of vehicle brakes • Transport Agency requirements (including VIRM requirements) relating to vehicle brakes and the assessment of vehicle brakes • Transport Agency guidelines relating to vehicle brakes • the operation of the equipment you use for assessing vehicle brakes. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to vehicle brakes and the assessment of service brakes and park brakes • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on vehicle brakes.</p> |
| 8.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • an Transport Agency-approved brake testing device, and • a hand-held inspection lamp. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

| | Score | | | |
|-------|------------------------------------|---|---|---|
| | 0 | 1 | 2 | 3 |
| 8.1.1 | Correct technical decisions | | | |
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| <p>You do not thoroughly inspect all components or correctly determine whether the service brakes and park brakes comply with all legal requirements, including approved vehicle standards.</p> <p>The area of non-compliance is likely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • a brake that is required to comply with an approved brake standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the vehicle was manufactured • a brake drum or a brake disc is fractured or otherwise damaged, seriously compromising the ability to safely brake the vehicle • brake friction material is separated from the brake pad backing pad or brake shoe, or is contaminated, cracked or otherwise damaged. | <p>You do not thoroughly inspect all components or correctly determine whether the service brakes and park brakes comply with all legal requirements, including approved vehicle standards.</p> <p>The area of non-compliance may compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • brake friction material is worn below the Transport Agency's specifications, but the backing plate is not yet exposed • brake drum ovality or diameter, or brake disc runout or thickness, is just outside the vehicle or brake manufacturer's service limits • a brake fluid sample shows signs of dirt or contamination • a brake that is required to comply with an approved brake standard has brake friction material that cannot be demonstrated to have been manufactured by a recognised vehicle or brake friction material manufacturer, or supplied by a recognised supplier. | <p>You do not thoroughly inspect all components or correctly determine whether the service brakes and park brakes comply with all legal requirements, including approved vehicle standards.</p> <p>The area of non-compliance is unlikely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • You do not take a brake fluid sample, flexible brake lines are not inspected under pressure. | <p>You thoroughly inspect all components in accordance with Transport Agency instructions and correctly determine whether the service brakes and park brakes comply with all legal requirements, including approved vehicle standards.</p> |
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| <p>8.1.2 Technical competence</p> | | | |
| <p>You demonstrate:</p> <ul style="list-style-type: none"> • little or no competence in the technical aspects relating to service brakes and park brakes, including their compliance with | <p>You demonstrate:</p> <ul style="list-style-type: none"> • some competence in the technical aspects relating to service brakes and park brakes, including their compliance with approved vehicle standards, or | <p>You demonstrate:</p> <ul style="list-style-type: none"> • adequate competence in the technical aspects relating to service brakes and park brakes, | <p>You can demonstrate comprehensive competence in the technical aspects relating to service brakes and park brakes, including their compliance with approved vehicle standards.</p> <p>This means you can</p> |

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| | <p>approved vehicle standards, or</p> <ul style="list-style-type: none"> • a level of competence that is likely to compromise the safety of vehicle occupants or other road users. <p>This means there are significant gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of service brakes and park brakes • the legal requirements (including Transport Agency requirements) relating to service brakes and park brakes • Transport Agency guidelines relating to service brakes and park brakes • the operation of the equipment you use for assessing service brakes and park brakes. | <ul style="list-style-type: none"> • a level of competence that may compromise the safety of vehicle occupants or other road users. <p>This means there are some gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of service brakes and park brakes • the legal requirements (including Transport Agency requirements) relating to service brakes and park brakes • Transport Agency guidelines relating to service brakes and park brakes • the operation of the equipment you use for assessing service brakes and park brakes. | <p>including their compliance with approved vehicle standards, or</p> <ul style="list-style-type: none"> • a level of competence that is unlikely to compromise the safety of vehicle occupants or other road users. <p>This means there are minor gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of service brakes and park brakes • the legal requirements (including Transport Agency requirements) relating to service brakes and park brakes • Transport Agency guidelines relating to service brakes and park brakes • the operation of the equipment you use for assessing service brakes and park brakes. | <p>demonstrate comprehensive knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of service brakes and park brakes • the legal requirements (including Transport Agency requirements) relating to service brakes and park brakes • Transport Agency guidelines relating to service brakes and park brakes • the operation of the equipment you use for assessing service brakes and park brakes. |
| 8.1.3 | Technical equipment | | | |
| | Not all of the specified equipment is available. Where equipment is available, some or all of it is not in working order. | All specified equipment is available and in working order, but some or all of it is in poor condition. | All specified equipment is available, in working order and in at least adequate condition. | All specified equipment is available and in good condition and working order. |

9 Steering and suspension

9-1 Steering and suspension systems

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|-------|---|--|
| 9.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all steering and suspension systems and correctly determine whether they comply with all Transport Agency requirements, taking into account technical information provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints and random re-inspections since your last review. |
| 9.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to steering and suspension systems.</p> <p>This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of steering and suspension systems • Transport Agency requirements (including VIRM requirements) relating to steering and suspension systems and the assessment of steering and suspension systems • Transport Agency guidelines relating to steering and suspension systems • the operation of the equipment you use for assessing steering and suspension systems. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to steering and suspension systems and the assessment of steering and suspension systems • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on steering and suspension systems.</p> |
| 9.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • jacks or other suitable equipment to lift steered wheels off the ground • a leverage bar • a hand-held inspection lamp. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

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| | | 0 | 1 | 2 | 3 |
| 9.1.1 | Correct technical decisions | <p>You do not thoroughly inspect all steering and suspension systems and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance is likely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> a component or mechanism is excessively worn, loose, damaged or missing, seriously compromising the ability to safely drive and steer the vehicle. | <p>You do not thoroughly inspect all steering and suspension systems and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance may compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> a component or mechanism is worn, loose, damaged or missing, but the ability to drive and steer the vehicle, although potentially compromised, is not yet affected a vehicle that is required to comply with an approved steering system standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the vehicle was manufactured. | <p>You do not thoroughly inspect all steering and suspension systems and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards</p> <p>The area of non-compliance is unlikely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> a component or mechanism does not meet legal requirements, but the ability to drive and steer the vehicle is unlikely to be affected a left-hand drive vehicle does not comply with the requirements of the left-hand drive exemption. | <p>You thoroughly inspect all steering and suspension systems and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> |
| | 9.1.2 | Technical competence | <p>You demonstrate:</p> <ul style="list-style-type: none"> little or no competence in the technical aspects relating to steering and suspension systems, or a level of competence that is likely to compromise the safety of vehicle occupants or other road users. <p>This means there are significant gaps in your knowledge of, or skills in:</p> | <p>You demonstrate:</p> <ul style="list-style-type: none"> some competence in the technical aspects relating to steering and suspension systems, or a level of competence that may compromise the safety of vehicle occupants or other road users. <p>This means there are some gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> the assessment of steering and | <p>You demonstrate:</p> <ul style="list-style-type: none"> adequate competence in the technical aspects relating to steering and suspension systems, or a level of competence that is unlikely to compromise the safety of vehicle occupants or other road users. <p>This means there are minor gaps in your knowledge of, or skills in:</p> |

| | | | | |
|--------------|--|--|---|---|
| | <ul style="list-style-type: none"> the assessment of steering and suspension systems, and approved vehicle standards Transport Agency requirements (including VIRM requirements) relating to steering and suspension systems Transport Agency guidelines relating to steering and suspension systems the operation of the equipment you use for assessing steering and suspension systems. | <p>suspension systems</p> <ul style="list-style-type: none"> Transport Agency requirements (including VIRM requirements) relating to steering and suspension systems and approved vehicle standards Transport Agency guidelines relating to steering and suspension systems the operation of the equipment you use for assessing steering and suspension systems. | <ul style="list-style-type: none"> the assessment of steering and suspension systems and approved vehicle standards Transport Agency requirements (including VIRM requirements) relating to steering and suspension systems Transport Agency guidelines relating to steering and suspension systems the operation of the equipment you use for assessing steering and suspension systems. | <ul style="list-style-type: none"> Transport Agency requirements (including VIRM requirements) relating to steering and suspension systems Transport Agency guidelines relating to steering and suspension systems the operation of the equipment you use for assessing steering and suspension systems. |
| 9.1.3 | Technical equipment | | | |
| | Not all of the specified equipment is available. Where equipment is available, some or all of it is not in working order. | All specified equipment is available and in working order, but some or all of it is in poor condition. | All specified equipment is available, in working order and in at least adequate condition. | All specified equipment is available and in good condition and working order. |

10 Tyres, wheels and hubs

10-1 Tyres, wheels, hubs, axles and mudguards

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|--------|--|---|
| 10.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all tyres, wheels, hubs, axles and mudguards and correctly determine whether they comply with all Transport Agency requirements, taking into account technical information provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints, and random re-inspections since your last review. |
| 10.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to tyres, wheels, hubs, axles and mudguards.</p> <p>This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of tyres, wheels, hubs, axles and mudguards • Transport Agency requirements (including VIRM requirements) relating to tyres, wheels, hubs, axles and mudguards and their assessment • Transport Agency guidelines relating to tyres, wheels, hubs, axles and mudguards, and • the operation of the equipment you use for assessing tyres, wheels, hubs, axles and mudguards. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to tyres, wheels, hubs, axles and mudguards and the assessment of tyres, wheels, hubs, axles and mudguards • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on tyres, wheels, hubs, axles and mudguards.</p> |
| 10.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • a tyre tread depth gauge • jacks or other suitable equipment to lift wheels off the ground. <p>The equipment is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

| | Score | | | |
|--------|--|--|--|---|
| | 0 | 1 | 2 | 3 |
| 10.1.1 | Correct technical decisions | | | |
| | You do not thoroughly inspect all tyres, wheels, | You do not thoroughly inspect all tyres, wheels, | You do not thoroughly inspect all tyres, wheels, hubs, axles | You thoroughly inspect all tyres, wheels, hubs, |

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| <p>hubs, axles and mudguards and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> <p>The area of non-compliance is likely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • a tyre or wheel is badly damaged • a tyre has no tread • a hub is not securely attached to the vehicle • the tyres on the same axle are of different sizes. | <p>hubs, axles and mudguards and correctly determine whether they comply with all Transport Agency requirements including approved vehicle standards.</p> <p>The area of non-compliance may compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • one incorrect tyre is fitted (eg a space-saver tyre) • there is damage to a tyre or wheel that could compromise the safe operation of the vehicle • two or more tyres have non-complying tread depth (but are not bald) • a new tyre that is required to comply with an approved tyre standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the tyre was manufactured • a retreaded tyre that is required to comply with an approved retread tyre standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the tyre was retreaded. | <p>and mudguards and correctly determine whether they comply with all Transport Agency requirements including approved vehicle standards.</p> <p>The area of non-compliance is unlikely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> • one tyre has non-complying tread depth (but is not bald) • the tyres on the front axle, although matched, are not of the same construction as the tyres on the rear axle • a temporary-use (space-saver) tyre that is required to comply with an approved temporary-use tyre standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the tyre was manufactured • the tyre load ratings are more than two load indexes different. | <p>axles and mudguards and correctly determine whether they comply with all Transport Agency requirements, including approved vehicle standards.</p> |
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10.1.2 Technical competence

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| <p>You demonstrate:</p> <ul style="list-style-type: none"> • little or no competence in the technical aspects relating to tyres, wheels, | <p>You demonstrate:</p> <ul style="list-style-type: none"> • some competence in the technical aspects relating to tyres, wheels, hubs, axles and | <p>You demonstrate:</p> <ul style="list-style-type: none"> • adequate competence in the technical aspects relating to tyres, wheels, hubs, axles and mudguards, | <p>You can demonstrate comprehensive competence in the technical aspects relating to tyres, wheels, hubs, axles and mudguards, including</p> |
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| | <p>hubs, axles and mudguards, including their compliance with approved vehicle standards, or</p> <ul style="list-style-type: none"> • a level of competence that is likely to compromise the safety of vehicle occupants or other road users. <p>This means there are significant gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of tyres, wheels, hubs, axles and mudguards • Transport Agency requirements (including VIRM requirements) relating to tyres, wheels, hubs, axles and mudguards and their assessment • Transport Agency guidelines relating to tyres, wheels, hubs, axles and mudguards • the operation of the equipment you use for assessing tyres, wheels, hubs, axles and mudguards. | <p>mudguards, including their compliance with approved vehicle standards, or</p> <ul style="list-style-type: none"> • a level of competence that may compromise the safety of vehicle occupants or other road users. <p>This means there are some gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of tyres, wheels, hubs, axles and mudguards • Transport Agency requirements (including VIRM requirements) relating to tyres, wheels, hubs, axles and mudguards and their assessment • Transport Agency guidelines relating to tyres, wheels, hubs, axles and mudguards • the operation of the equipment you use for assessing tyres, wheels, hubs, axles and mudguards. | <p>including their compliance with approved vehicle standards, or</p> <ul style="list-style-type: none"> • a level of competence that is unlikely to compromise the safety of vehicle occupants or other road users. <p>This means there are minor gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> • the assessment of tyres, wheels, hubs, axles and mudguards • Transport Agency requirements (including VIRM requirements) relating to tyres, wheels, hubs, axles and mudguards • Transport Agency guidelines relating to tyres, wheels, hubs, axles and mudguards • the operation of the equipment you use for assessing tyres, wheels, hubs, axles and mudguards. | <p>their compliance with approved vehicle standards.</p> <p>This means you can demonstrate comprehensive knowledge of, and skills in:</p> <ul style="list-style-type: none"> • the assessment of tyres, wheels, hubs, axles and mudguards • Transport Agency requirements (including VIRM requirements) relating to tyres, wheels, hubs, axles and mudguards • Transport Agency guidelines relating to tyres, wheels, hubs, axles and mudguards • the operation of the equipment you use for assessing tyres, wheels, hubs, axles and mudguards. |
| 10.1.3 | Technical equipment | | | |
| | Not all of the specified equipment is available. Where equipment is available, some or all of it is not in working order. | All specified equipment is available and in working order, but some or all of it is in poor condition. | All specified equipment is available, in working order and in at least adequate condition. | All specified equipment is available and in good condition and working order. |

11 Exhaust system

11-1 Exhaust system and visible smoke

Requirements

| | What the Transport Agency expects of you | How the Transport Agency will assess your performance |
|--------|---|---|
| 11.1.1 | Correct technical decisions | |
| | <p>You thoroughly inspect all components and correctly determine whether they comply with all Transport Agency requirements for exhaust systems and visible smoke, taking into account technical information provided by the Transport Agency such as the VIRM: Entry certification.</p> | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • observe you at work • inspect vehicles which you have certified • inspect inspection and certification documents you use and complete • inspect information you enter into the Transport Agency computer system. <p>The Transport Agency may:</p> <ul style="list-style-type: none"> • take into account outcomes from complaints, and random re-inspections since your last review. |
| 11.1.2 | Technical competence | |
| | <p>You are competent in all technical aspects relating to exhaust systems and visible smoke.</p> <p>This means you are competent in:</p> <ul style="list-style-type: none"> • the assessment of exhaust systems and visible smoke • Transport Agency requirements (including VIRM requirements) relating to exhaust systems and visible smoke and the assessment of exhaust systems and visible smoke • Transport Agency guidelines relating to exhaust systems and visible smoke • the operation of the equipment you use for assessing exhaust systems and visible smoke. | <p>The Transport Agency will:</p> <ul style="list-style-type: none"> • talk to you • ask questions to check your competence relating to exhaust systems and visible smoke and the assessment of exhaust systems and visible smoke • observe you at work • inspect inspection and certification documents you use and complete • inspect your Training record. <p>The Transport Agency may administer a short test on exhaust systems and visible smoke.</p> |
| 11.1.3 | Technical equipment | |
| | <p>You have:</p> <ul style="list-style-type: none"> • a hand-held inspection lamp. <p>The lamp is in good condition and working order.</p> | <p>The Transport Agency will inspect your technical equipment.</p> |

Scores

| | Score | | | |
|--------|------------------------------------|-----------------------|-----------------------|----------------------------|
| | 0 | 1 | 2 | 3 |
| 11.1.1 | Correct technical decisions | | | |
| | You do not thoroughly | You do not thoroughly | You do not thoroughly | You thoroughly inspect all |

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| <p>inspect all components and correctly determine whether they comply with all Transport Agency requirements for exhaust systems and visible smoke.</p> <p>The area of non-compliance is likely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> the exhaust system and silencer, or part of the exhaust system and silencer, is seriously damaged or has deteriorated or is liable to fall off when the vehicle is in operation a vehicle emission system required to comply with an approved emission standard did not comply, or cannot be demonstrated to have complied, with an approved standard at the time the vehicle was manufactured. | <p>inspect all components and correctly determine whether they comply with all Transport Agency requirements for exhaust systems and visible smoke.</p> <p>The area of non-compliance may compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> the exhaust system and silencer, or a part of the exhaust system and silencer, is not properly mounted but there is no immediate danger of the system or part falling off the vehicle emits excessive visible smoke the vehicle does not meet the required metered emission test specifications. | <p>inspect all components and correctly determine whether they comply with all Transport Agency requirements for exhaust systems and visible smoke.</p> <p>The area of non-compliance is unlikely to compromise the safety of vehicle occupants or other road users.</p> <p>For example:</p> <ul style="list-style-type: none"> the noise output is higher than when the vehicle was fitted with its original exhaust system, and the exhaust noise is either well above the noise limit or has not passed an objective noise test the vehicle emits some visible smoke the vehicle has not undergone a metered emission test. | <p>components and correctly determine whether they comply with all Transport Agency requirements for exhaust systems and visible smoke, including approved vehicle standards.</p> |
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11.1.2 Technical competence

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| <p>You demonstrate:</p> <ul style="list-style-type: none"> little or no competence in the technical aspects relating to exhaust systems, emission standards and visible smoke, or a level of competence that is likely to compromise the safety of vehicle occupants or other road users. <p>This means there are significant gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> the assessment of exhaust systems, emission standards, and visible smoke | <p>You demonstrate:</p> <ul style="list-style-type: none"> some competence in the technical aspects relating to exhaust systems, emission standards and visible smoke, or a level of competence that may compromise the safety of vehicle occupants or other road users. <p>This means there are some gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> the assessment of exhaust | <p>You demonstrate:</p> <ul style="list-style-type: none"> adequate competence in the technical aspects relating to exhaust systems, emission standards and visible smoke, or a level of competence that is unlikely to compromise the safety of vehicle occupants or other road users. <p>This means there are minor gaps in your knowledge of, or skills in:</p> <ul style="list-style-type: none"> the assessment of exhaust systems, emission standards and visible smoke | <p>You can demonstrate comprehensive competence in the technical aspects relating to exhaust systems, emission standards and visible smoke.</p> <p>This means you can demonstrate comprehensive knowledge of, and skills in:</p> <ul style="list-style-type: none"> the assessment of exhaust systems, emission standards and visible smoke Transport Agency requirements (including VIRM requirements) relating to exhaust systems, emission standards and |
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| | | | | |
|---------------|---|--|---|---|
| | <ul style="list-style-type: none"> • Transport Agency requirements (including VIRM requirements) relating to exhaust systems, emission standards and visible smoke and the assessment of exhaust systems, emission standards and visible smoke • Transport Agency guidelines relating to exhaust systems and visible smoke • the operation of the equipment you use for assessing exhaust systems, emission standards and visible smoke. | <p>systems, emission standards and visible smoke</p> <ul style="list-style-type: none"> • Transport Agency requirements (including VIRM requirements) relating to exhaust systems, emission standards and visible smoke and the assessment of exhaust systems and visible smoke • Transport Agency guidelines relating to exhaust systems, emission standards and visible smoke • the operation of the equipment you use for assessing exhaust systems, emission standards and visible smoke. | <ul style="list-style-type: none"> • Transport Agency requirements (including VIRM requirements) relating to exhaust systems, emission standards and visible smoke and the assessment of exhaust systems, emission standards and visible smoke • Transport Agency guidelines relating to exhaust systems, emission standards and visible smoke • the operation of the equipment you use for assessing exhaust systems, emission standards and visible smoke. | <p>visible smoke and the assessment of exhaust systems, emission standards and visible smoke</p> <ul style="list-style-type: none"> • Transport Agency guidelines relating to exhaust systems, emission standards and visible smoke • the operation of the equipment you use for assessing exhaust systems, emission standards and visible smoke. |
| 11.1.3 | Technical equipment | | | |
| | Not all of the specified equipment is available. Where equipment is available, some or all of it is not in working order. | All specified equipment is available and in working order, but some or all of it is in poor condition. | All specified equipment is available, in working order and in at least adequate condition. | All specified equipment is available and in good condition and working order. |