

VIRM update previews August 2024

The following VIRMs will have some minor changes. These changes come into effect on Wednesday 21 August 2024. Email VIRMupdates@nzta.govt.nz if you have any queries about the changes.

Click on the VIRM below to be taken to the previews.

[VIRM: Border inspection of used light vehicles](#)

[VIRM: Entry certification](#)

[VIRM: In-service certification \(WoF and CoF\)](#)

[VIRM Light vehicle repair certification](#)

VIRM: Border inspection of used light vehicles

Introduction 2: Contacts

Updated contact information for general queries.

General border and entry queries

borderandentry@nzta.govt.nz

Technical bulletin 3: Vehicles fitted with ITS Connect

Removal of repeated content.

Conclusive evidence of inspection and ITS Connect system removal

To meet the burden of proof of conclusive evidence, it must be shown that the vehicle is not fitted with an ITS Connect system.

For a vehicle that is not fitted with ITS-Connect two photos must be saved to the BIO's vehicle file that show the settings screens for both the Navigation unit and the MID. The vehicle's damage notes (in the vehicle's file) must be updated to show that the vehicle has been inspected for ITS-Connect and ITS-Connect is not fitted, eg 'ITS-Connect not identified'. Note: damage notes cannot be added to BIS as the vehicle does not need a damage flag applied.

~~For a vehicle that is not fitted with the system, two photos must be provided on the BIS system that show the settings screens for both the Navigation unit and the MID. These photos should also be saved with the BIO's vehicle file. These can be loaded manually without applying a damage flag.~~

Reference material 1: Guidelines for the detection of reportable damage

Vehicle fitted with ITS Connect

A vehicle must be reported if there is evidence that the ITS Connect system is fitted to the vehicle. The damage flag is to remain on the vehicle even if the ITS Connect system is disabled in Japan.

Note: Refer to [Technical bulletins 3 Vehicles fitted with ITS Connect](#)

Option - (excluding MD1, MD2 minibus)

~~Vehicle not fitted with~~ Electronic Stability Control

- A vehicle must be reported if there is evidence that an electronic stability control (ESC) system is NOT fitted to a used motor vehicle of class MA, MB, MC, or NA.
- **The vehicle must be reported if the ESC warning light stays illuminated when the engine is running.**

These provisions will not apply to a vehicle manufactured, or first registered outside of New Zealand, 20 years or more at the time of the border inspection.

Notes

- For evidence of acceptable proof that the vehicle is fitted with an ESC system refer to [Entry certification Technical bulletin 37](#)
- For identifying the vehicle class refer to [Entry certification 5-5 Identifying the vehicle class.](#)

VIRM: Entry certification

Introduction

5-9 Checksheets and the LT4085

9.1 Checksheets

The vehicle inspector must use a Waka Kotahi-approved checksheet. Checksheet specification and approval application forms are available from the [Vehicle Standards team \(email: vehicles@nzta.govt.nz\)](mailto:vehicles@nzta.govt.nz) or [Safer Vehicles Technical team \(safervehicletechnical@nzta.govt.nz\)](mailto:safervehicletechnical@nzta.govt.nz). The checksheet must be completed legibly and in full.

5-10 Recording the inspection outcome ('record of determination')

Addition of new text to help make sure inspections are entered in a timely manner.

The vehicle inspector must:

- record the inspection outcome (pass, fail) in the LATIS system (the record of the inspection outcome in LATIS is the 'record of determination'), and
- enter the inspection outcome into the system before the vehicle leaves the premises of the inspecting organisation **or within 24 hours of the initial inspection, whichever comes first.**

6 Complaints

Updating performance review system (PRS) for quality management system (QMS).

Encourage customers to direct any complaints to the inspecting organisation in the first instance.

To ensure that all written complaints are investigated, the inspecting organisation must maintain an effective complaints management process in accordance with the **quality management system (QMS)** manual and provide the following:

Inspection and certification

1-1 Registering a vehicle for the first time in New Zealand

Documentation queries

Any documentation queries for imported used vehicles (including motorcycles) should be sent to safervehicletechnical@nzta.govt.nz

Waka Kotahi NZ Transport Agency
Vehicle Standards team
Operational Standards and Guidelines
Private Bag 6995
Wellington 6141

Email: vehicles@nzta.govt.nz
Fax: 04 894 5011

1-6 Specialist certification

Recording specialist certifiers and certification

Step	Action
12	<p>Note the area of the vehicle covered by the certificate as specifically as possible in the comments field and transmit.</p> <ul style="list-style-type: none">• “Refer to Notes screen” may be recorded if there is insufficient space in the IVCERT comments field, and• the vehicle inspector must record the area of the vehicle covered by the certificate as specifically as possible in the Notes screen.

1-10 Vehicle rechecks

Minor changes to match a change to the [VIRM: Light vehicle repair certification](#) regarding the 21-day recheck period.

Quarantine system for entry-level certification vehicles

An entry certifier can operate a quarantine system for vehicles presented for re-inspection within 90 days of the original inspection. The quarantine system may be applied to vehicles that are immobile awaiting parts or repairs required to rectify defects found during entry-level inspection or is awaiting original documentation. If a vehicle within the quarantine system is presented within 90 days of the original inspection, it will not be required to undergo invasive structural or brake inspections.

A quarantine system operated by an entry certifier must meet the following requirements:

- Vehicles must not leave the premises where the certification process commenced. There must be a designated area for storing quarantined vehicles.
- The entry certifier must have a means of identifying and tracking vehicles within the quarantine system. This may include the use of a quarantine label attached to quarantined vehicles.
- The entry certifier must store all vehicle ignition keys in a secure place.
- The vehicle may only be driven with the approval of the entry certifier on the premises where the vehicle is quarantined for the purposes of obtaining certification.
- A register of all vehicles being held in quarantine must be maintained. This must record the vehicle identification, the reason(s) the initial certification was rejected, the date the vehicle was quarantined, and the name and signature of the person allowing the quarantine.
- Details relating to any vehicle that is quarantined must be recorded in LANDATA by the entry certifier in the vehicle notes screen **including mileage, the dates when the vehicle entered quarantine, and the location of the quarantine.**
- Date of vehicle removal from quarantine **must** be recorded in LANDATA for the purpose of monitoring the 21 working days recheck period.

Once the vehicle has been removed from quarantine for the purpose of repair the 21 working days recheck period will start.

If these requirements are not followed – the vehicle is deemed to have not entered quarantine.

Repair certifier quarantine system for entry-level certification vehicles

A vehicle that has undergone repair certification may be held in quarantine by an Waka Kotahi-appointed repair certifier for up to 180 days or **100km**, whichever is the lesser, from the date and mileage recorded on the check sheet. When the vehicle is re-presented the repair certifier must supply the LT308.

- Details relating to any vehicle that is quarantined must be recorded in LANDATA by the repair certifier in the vehicle notes screen **including mileage, the dates when the vehicle entered quarantine, and the location of the quarantine.**
- The vehicle must be placed into repair certification quarantine within the 21 working days recheck period from the date recorded on the check sheet.

If these requirements are not followed – the vehicle is deemed to have not entered quarantine.

The entry certifier must inspect the vehicle to ensure that any other necessary items have been rectified before completing the remainder of the entry certification process. The inspection needs to be equivalent to an in-service fitness inspection, it will not be required to undergo invasive structural or brake inspections.

8-2 Inspection specifications

Note 7

If you would like information added to this page please email vehicles@nzta.govt.nz or virmupdates@nzta.govt.nz with the following information:

Technical bulletins

29 Declaration for SRS, ABS, ESC, and ADAS inspections

Deleting unused process.

Inspection requirements

Diagnostic checks on electronic control systems, such as SRS, ESC, ABS, or ADAS must be carried out by one of the following:

- a) The manufacturer of the vehicle or the component, or an approved representative proven to be competent in the use of suitable interrogation equipment.
- b) A person or company recognised as reputable and competent by the vehicle inspector, and trained in the interrogation of automotive electronic control systems. This person/company must be proven to have access to and be competent in the use of suitable interrogation equipment.
- c) An entry certifier or border entry certifier, trained in the interrogation of automotive electronic control systems. ~~working under an Transport Agency-approved standard operating procedure (Note 1 ).~~

A [Declaration form for ABS, SRS and/or ESC inspections](#) or a [Declaration form for ADAS inspections](#) must be completed by the person/company carrying out a diagnostic check on an automotive electronic control system.

A copy of the declaration must be retained with the vehicle file.

Note 1

~~A Transport Agency-approved standard operating procedure is developed by the entry certifier and assessed by the Transport Agency to see if it meets requirements including safety and other risk mitigation. For further information on developing a standard operating procedure contact the Transport Agency Vehicles team at vehicles@nzta.govt.nz.~~

41 Entry certification procedures for certain modified vehicles

Motorhomes

Any used imported motor home (previously registered in the USA) that has an FMVSS approval plate (fitted by the motor home manufacturer). If there is any doubt, refer to vehicles@nzta.govt.nz safervehiclestechnical@nzta.govt.nz to get confirmation of acceptance of the certification, providing photos of the VIN, all FMVSS plates/labels (first and second stage) and photos of the vehicle layout and features (beds, seats, tables, cooking and washing facilities).

Any new motor home that has an FMVSS approval plate (fitted by the motor home manufacturer), provided there are original documents confirming the motor home was manufactured for the US market and would be permitted for use on public roads in the US.

Note: Conversion vans (aka day vans) are not motorhomes as they are not a dwelling place. If there is any doubt, refer to vehicles@nzta.govt.nz safervehiclestechnical@nzta.govt.nz to get confirmation of the classification, providing photos of the VIN, all FMVSS plates/labels (first and second stage) and photos of the vehicle layout and features (beds, seats, tables, cooking and washing facilities).

43 Takata airbag recall

Reporting

Please note NZTA requires each KSDP to report weekly, the number and the details of vehicles presented that week with damage flag notes stating 'Open Airbag Recall' noting which had been rectified (and went through certification) and which were sent away. These reports can be sent to vehicles@nzta.govt.nz complianceresponse@nzta.govt.nz

Reference materials

77 VIA and IMVIA Exhaust emission compliance certificate

Reference material to be deleted. Not in use since 28 December 2018.

VIRM: In-service certification

Introduction

3-3 Establishing whether the vehicle requires a WoF or CoF

Addition of a missing clause.

3.3.3 Vehicles that do not require a WoF or CoF

The vehicles listed in the table below do not require a WoF or CoF:

(l) a motor vehicle operated in circumstances where there is a defence to unregistered and unlicensed operation under the Land Transport (Motor Vehicle Registration and Licensing) Regulations 2011

5 Inspection premises and equipment

Newly approved roller brake machines.

5.5 Approved brake test equipment (WoF)

Manufacturer	Models	Gazette notice details
AECS	STT10	15 December 2016, No 118
	STT10e	10 September 2021, 2021-au3935
	STT10w	2024-au2922
Rymw Worldwide SA	FRL	2024-au2412
	FRL 5.5	2024-au2411

5.6 Approved brake test equipment (CoF – light vehicles)

Note The vehicle inspector must use an approved brake tester when carrying out the brake test. Should the tester break down, or a vehicle cannot reasonably be tested with that tester, the vehicle must be tested with another approved brake tester (including a decelerometer listed in [section 5.5](#)) or undergo the brake stopping distance test.

Manufacturer	Models	Gazette notice details
AECS	STT10	15 December 2016, No 118
	STT10e	10 September 2021, 2021-au3935
	STT10w	2024-au2922
Rymw Worldwide SA	FRL	2024-au2412
	FRL 5.5	2024-au2411

5.7 Approved brake test equipment (CoF - heavy vehicles)

Note A decelerometer from the WoF list under 5.1.7 may be used only under special circumstances, such as the roller brake machine breaking down unexpectedly, or being presented with a vehicle that cannot be reasonably tested on the roller brake machine. Refer to [Heavy vehicle brake testing protocol](#) for detailed requirements.

An [approved qualified persons list](#) is also available.

Manufacturer	Models	Gazette notice details
Ryme Worldwide DA	FRU 4	2024-au2413
	FRU P	2024-au2414
Sherpa	BPS Twin-XT-18115	2024-au2924
	BPS-Mobile-18.0	2024-au2924

Technical bulletins (CoF)

8 Factory produced bodies fitted to new imported Heavy Motor Vehicles (first registered in New Zealand)

Two new Foton models added to the list.

Foton	Auman	BJ1126MF11995 – Pantech with/without tail lift
Foton	Auman	BJ1126MF14000 – Pantech with/without tail lift

VIRM: Light vehicle repair certification

3-1 Duties and responsibilities

2b. Unable to key in the NOTES screen

This will occur when the vehicle has not been presented to an entry certifier and is:

- new
- used and has not had a border inspection
- used and has a manufacturer's OE VIN.

When you are unable to key notes, complete the [Repair certification - unable to enter notes](#) form and email it to vehicles@nzta.govt.nz or safervehicletechnical@nzta.govt.nz. The notes will be keyed for you.

3-9 Quarantine

Minor change to match a changes to the [VIRM: Entry certification](#) regarding the 21-day recheck period.

A repair certifier may operate a quarantine system for vehicles which they are undertaking the repair certification of. The quarantine period can be up to a maximum of 180 calendar days or 100km, whichever is the lesser, and will start from the entry certifier's first inspection date and milage as recorded on the check sheet.

The repair certifier must meet the following requirements in order to quarantine a vehicle:

- The vehicle must not be driven or removed from the nominated quarantine site unless for the purposes of repair certification. The maximum distance allowable while in quarantine is **100km** from the mileage recorded on the check sheet. If this mileage distance is exceeded the vehicle must be referred to the KSDP for full entry level inspection.
- Details relating to any vehicle that is quarantined must be recorded on LANDATA by the repair certifier in the vehicle notes screen **including mileage, the dates when the vehicle entered quarantine, and the location of the quarantine.**
- The vehicle must be placed into repair certification quarantine within the 21 working days recheck period from the date recorded on the check sheet.

If these requirements are not followed – the vehicle is deemed to have not entered quarantine.