

1 Nov 2014 (WoF only)

**VIRM: In-service certification update –
effective 1 November 2014**

Section	Change description
Introduction	
2 Overview of the manual	<ul style="list-style-type: none"> • New paragraph referring to CoF only inspection organisations.
3-1 Duties and responsibilities	<ul style="list-style-type: none"> • References and requirements added relating to the Notice of Appointment, quality management system (QMS), code of conduct and fit and proper persons guidelines.
3-3 Establishing whether the vehicle requires a WoF or CoF	<ul style="list-style-type: none"> • Section 3.3.3 – a couple of extra items added regarding agricultural trailers not requiring WoF or CoF.
3-6 Checksheets	<ul style="list-style-type: none"> • Links to section 3-7 added.
3-7 Recording the inspection outcome ('determination')	<ul style="list-style-type: none"> • Additional reasons added as to why inspection details must be entered into the system before the vehicle leaves the inspecting organisation's premises • Email now an option as well as fax for when WoF online is down.
3-8 Issuing the WoF or CoF label - 'evidence of vehicle inspection' - or temporary permit	<ul style="list-style-type: none"> • Old WoF label example deleted • New multi-year CoF label added.
3-9 Collecting fees	<ul style="list-style-type: none"> • There is no longer a regulated fee for duplicate labels
4 Complaints	<ul style="list-style-type: none"> • PRS replaced by QMS • Dealing with failed CoF inspections for vehicles subject to the operator rating system.
5 Inspection premises and equipment	<ul style="list-style-type: none"> • Heavily amended to reflect new requirements. Please read carefully. • Includes list of approved brake testers for CoF (light vehicles) • New approved brake tester added.

Section	Change description
6 Appointments	<ul style="list-style-type: none"> Entire section rewritten and now includes new inspector types and classes they can inspect, and experience and qualification requirements. Please read carefully.
7 Definitions and abbreviations	<p>Definitions added for:</p> <ul style="list-style-type: none"> Code of conduct Conflict of interest Controlled document Entry inspecting organisation Notice of appointment QMS Transport Agency VIN issuing agent
8 Sample certification documents	<ul style="list-style-type: none"> LT400 form updated.
General vehicles	
2-1 External projections	<ul style="list-style-type: none"> Table 2-1-1 – link to LPSV 3-3 deleted (LPSV 3-3 PSV roof racks also deleted)
3-1 Structure (incl frontal impact)	<ul style="list-style-type: none"> Table 3-1-1 – link to LPSV 3-3 deleted (LPSV 3-3 PSV roof racks also deleted)
7-5 Seatbelts and seatbelt anchorages	<ul style="list-style-type: none"> Added clarification: Remaining seatbelt components no longer need to be checked for positions where seats and some but not all seatbelt components have been removed.
8-1 Service brake and parking brake	<ul style="list-style-type: none"> New Rfr: “36. The parking brake is unusually difficult to apply or release.” New Rfr: “14.d) reservoir fluid level is below the minimum indicator where this is visible externally.”

Section	Change description
9-1 Steering and suspension systems	<ul style="list-style-type: none"> • New Rfr 14 regarding air bag bellows and external damage • New Rfr 16e – During operation “the vehicle does not self-centre” (copied from GV 10-2 Hubs and axles) • Air suspension included in ‘other suspension component’ • Suspension system definition added in notes • Note 5 - The ride height is measured from the centre of the wheel to the underside of the wheel arch when the vehicle is unladen.
Motorcycles	
8-1 Service brake and parking brake	<ul style="list-style-type: none"> • New Rfr: “15.d) reservoir fluid level is below the minimum indicator where this is visible externally.”
General trailer	
5-1 Service brake, parking brake, emergency brake and breakaway brake	<ul style="list-style-type: none"> • New Rfr: “5.d) reservoir fluid level is below the minimum indicator where this is visible externally.”
6-1 Steering and suspension systems	<ul style="list-style-type: none"> • Rfr 7 Air suspension included in ‘other suspension component’ • Rfr 7e ‘air’ added to excessive leakage reasons for rejection • New Rfr 8 regarding air bag bellows and external damage • Suspension system definition added in notes.
8-1 Light trailer drawbar and kingpin	<ul style="list-style-type: none"> • Updated legal requirements relating to coupling conditions (no effect on Rfrs) • Clarified mounting damage extent, and to include a pin (eg for removal of tongue).