

1 Nov 2014 (WoF and CoF)

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

Section	Change description
Introduction	
<u>2 Overview of the manual</u>	<ul style="list-style-type: none"> • New paragraph referring to CoF only inspection organisations.
<u>3-1 Duties and responsibilities</u>	<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.
<u>3-3 Establishing whether the vehicle requires a WoF or CoF</u>	<ul style="list-style-type: none"> • Section 3.3.3 – a couple of extra items added regarding agricultural trailers not requiring WoF or CoF.
<u>3-6 Checksheets</u>	<ul style="list-style-type: none"> • Links to section 3-7 added.
<u>3-7 Recording the inspection outcome ('determination')</u>	<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.
<u>3-8 Issuing the WoF or CoF label - 'evidence of vehicle inspection' - or temporary permit</u>	<ul style="list-style-type: none"> • Old WoF label example deleted • New multi-year CoF label added.
<u>3-9 Collecting fees</u>	<ul style="list-style-type: none"> • There is no longer a regulated fee for duplicate labels
<u>4 Complaints</u>	<ul style="list-style-type: none"> • PRS replaced by QMS • Dealing with failed CoF inspections for vehicles subject to the operator rating system.
<u>5 Inspection premises and equipment</u>	<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.
Heavy 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)
8-1 Service brake, parking brake and heavy vehicle emergency brake	<ul style="list-style-type: none"> • New Rfr: “40. The parking brake is unusually difficult to apply or release.”
9-1 Steering and suspension systems	<ul style="list-style-type: none"> • Definitions of Steering system and Suspension system added in notes.
12-5 Heavy vehicle fifth wheel or ball coupling (for towing a semi-trailer)	<ul style="list-style-type: none"> • Permitted fifth wheel standards updated and added.
14-1 Load anchorages	<ul style="list-style-type: none"> • J-hooks used for the retention of demountable body assemblies, for example produce or fertilizer bins, must be certified to NZS5444. Also see new Technical bulletin (CoF) 6.
Light PSVs	
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).
3-2 Stability	<ul style="list-style-type: none"> • Fitting of a roof rack no longer requires LVV certification.

Section	Change description
3-3 PSV roof racks	<ul style="list-style-type: none"> Deleted, no specific requirements for roof racks fitted to light PSVs.
6-2 PSV doors and doorways	<ul style="list-style-type: none"> Updated Note 3 regarding driver's view of door and when to refer to Technical bulletin (CoF) 5.
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."
Heavy PSVs	
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)
3-3 Heavy PSV	<ul style="list-style-type: none"> Roof rack sign or plate must be rated by vehicle manufacturer or HVS certifier.
6-2 PSV doors and doorways	<ul style="list-style-type: none"> Updated Note 3 regarding driver's view of door and when to refer to TB CoF 5.
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	

Section	Change description
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).
Heavy trailer	
6-1 Steering and suspension systems	<ul style="list-style-type: none"> • Definitions of Steering system and Suspension system added in notes.
8-6 Heavy vehicle fifth wheel or ball coupling (for towing a semi-trailer)	<ul style="list-style-type: none"> • Permitted fifth wheel standards updated and added.
10-1 Load anchorages	<ul style="list-style-type: none"> • J-hooks used for the retention of demountable body assemblies, for example produce or fertilizer bins, must be certified to NZS5444. Also see new Technical bulletin (CoF) 6.
Technical bulletins	
4 Taximeter compliance	<ul style="list-style-type: none"> • Included requirements for taxi meters that cannot be sealed.
5 Power-operated door test procedure (PSV)	<ul style="list-style-type: none"> • Re-titled • Updated Note 1 regarding driver’s view of door.
6 Anchorage of demountable body assemblies	<ul style="list-style-type: none"> • New Technical bulletin that applies to the vehicles fitted with bin type demountable body assemblies (other than stock crates) that are restrained using J-hook lashing systems.