

inspections.

8. Statutory declarations

MBEs are reminded that unless you are a Justice of the Peace or a Commissioner for Declarations you cannot witness a statutory declaration

9. Contract for vehicle modification certification services

You may have heard by now that we are reviewing the Approved Engineering Signatory Scheme (AES) and Approved Seat Fitters Scheme (ASF). It is the Departments intention to introduce Vehicle Modification Certification Services under the terms and conditions of a Contract which will be administered by the AIS Compliance Unit. The Contract will cover all vehicle modifications. It is anticipated this will be introduced September 2016.

Information sessions was held state-wide in April. If you are interested in providing this type of service you may wish to contact AIS Compliance Unit on 6166 3271 in the first instance to discuss.

10. Reminder

AMBRIS Proprietors are reminded that they are responsible for and need to have their MBEs sign the attached "AMBRIS information bulletin" declaration signifying that they fully understand any new requirements or instructions in this bulletin. Sole Proprietors still need to sign off the declaration.

11. Questions

If you have any questions about this bulletin contact the AIS Compliance Unit on 6166 3271

12. Phone Numbers

AIS Compliance Unit

Russell Clark – Assistant Manager AIS Compliance

6166 3271 (W)

0419 313 910 (M)

Karen Sames – AIS Officer

6166 3270 (W)

0419 378 174 (M)

Rebekka Hunter - AIS Support Officer

6166 3272 (W)

Refresher training bookings

6166 3272

ITGCC

1300 135 513

Defect notices

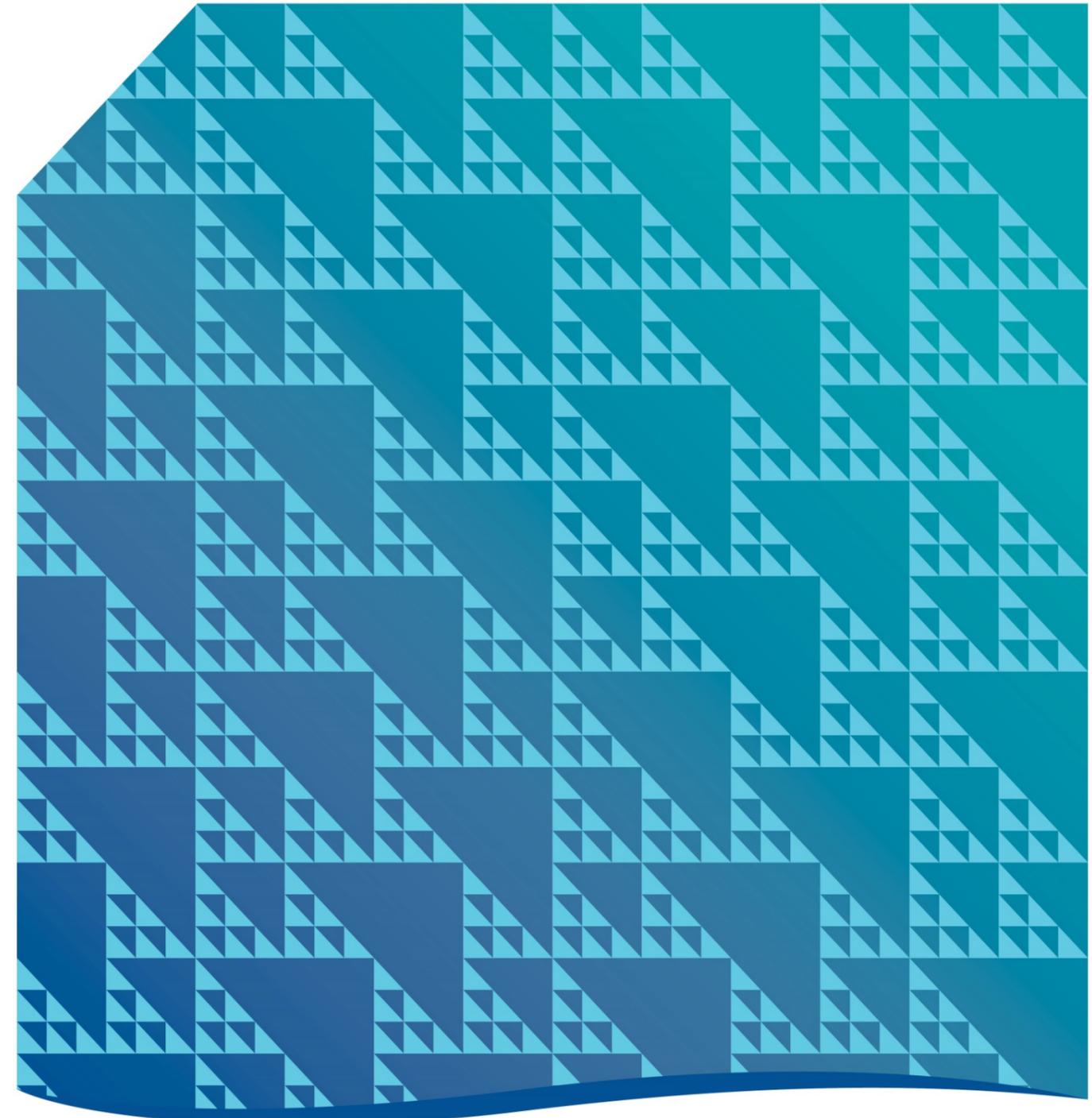
6166 3265

Tas TAFE

Automotive Studies – North West

6421 5521

0419 378 174 (M)



CONTACT DETAILS

If you have any comments or feedback on this issue or suggestions/information for future issues please let us know by emailing the editor, Russell Clark, at ambris@stategrowth.tas.gov.au or telephone (03) 6166 3271.

More information and relevant forms can be found on the AIS website at http://www.transport.tas.gov.au/vehicles/vehicle_inspections

Inside this information bulletin

1. [Introduction](#)
2. [Version 9 disk](#)
3. [Scheduled audits 2016](#)
4. [Refresher training](#)
5. [MBE knowledge quiz](#)
6. [Repair diaries](#)
7. [AMBRIS investigations](#)
8. [Statutory declarations](#)
9. [Contract for vehicle modification certification services](#)
10. [Reminder](#)
11. [Questions](#)
12. [Phone numbers](#)

1. Introduction

Welcome to the ninth edition (issue 9) of the AMBRIS Information Bulletin. Please take your time to read this bulletin. If you have any questions please feel free to ring AIS Compliance Unit on 6166 31271.

2. Version 9 disk

Enclosed with this information bulletin is the version 9 AMBRIS disk for Proprietors to distribute to their Motor Body Examiners (MBEs). Proprietors are reminded to destroy all version 8 disk/s on receipt of the new disk/s.

Amendments to the disk include:

Chapter 4

- Conducting vehicle inspections away from nominated premises.
- Responsibilities of Proprietor outlined.
- Introduction of knowledge quiz for MBEs in 2015 and every three

years thereafter.

- Relaxation of code of practice clause, no longer mandatory to display code.

Chapter 5

- Amendment to "What if the annual fee is not paid" clause, access to MRS portal denied if not paid.

Chapter 6

- Requirement for Proprietor to be present during audits.

Chapter 8

- Requirements to include AMBRIS 5 and AMBRIS 6 details in structural report.

3. Scheduled audits 2016

You will recall in the last bulletin I advised that I was proposing to undertake scheduled audits. I have so far completed scheduled audits in the North and North West. It is my intention to complete the remainder in the South during May.

As a reminder your AMBRIS information bulletin folders including signed declarations by Proprietors and MBEs signifying that they have read and understood the bulletin will be audited. It is expected that all signed declarations are filed correctly in the rear of the folder. If you are missing any bulletins feel free to contact me and I will forward a copy to you.

4. Refresher training

Refresher training will be held in the second half of this year. Training is compulsory for all MBEs. Training this year will centre around "On line learning" and a knowledge quiz that all MBEs will

be required to sit and pass to remain active. The proposed quiz is detailed further in this bulletin.

5. MBE knowledge quiz

The majority of MBEs would recall that three years ago you would have undertaken mandatory initial MBE training which was conducted by TasTAFE. This was followed by a written knowledge quiz (quiz) to demonstrate your skills and understanding of the AMBRIS scheme as a MBE.

Currently to remain active MBEs must submit a National Police Certificate (NPC) every three years. The majority of MBEs would have submitted their latest NPC in the last twelve months.

It has always been the Departments intention to introduce a quiz similar to VEs, who sit a quiz every three years, in line with their NPC to remain active.

As part of implementation a decision has been made to introduce an on line learning course regarding the AMBRIS scheme followed by a quiz for MBEs.

The platform used is called "Moodle". This platform was introduced by the Department in 2015 and was first used by our Contracted service providers who undertake Passenger Transport Service vehicle inspections and was well received. We are expanding on line learning during 2016 part of which is MBE training.

There will be a time limit of two hours to complete the quiz, it is expected an MBE can successfully complete the quiz well within this time period. MBEs will be given 3 attempts to sit and pass the quiz.

Failure to do so will result in the MBE being placed on hold. There will be a cost for undertaking the quiz, this has not been finalized but will be kept to a minimum.

Regarding on line learning, this will be free of charge. Courses will contain a short video, a PowerPoint presentation and a quiz to confirm understanding of the on line learning. A certificate will be issued to those who pass the training.

An added bonus of on-line learning is that you can undertake the training at a time that suits you.

6. Repair diaries

As part of training this year we are proposing to include as part of the quiz you provide a repair diary of a recent repair. MBEs will be given a month after passing the quiz to provide a diary. On line learning will be provided to assist MBEs on diaries. I see this as important tool to enforce the importance of a good diary. This will be discussed at the next refresher training.

7. AMBRIS investigations

AIS Compliance Unit recently completed two AMBRIS investigations of alleged substandard repairs. Results of the investigations are as follows:-

- An MBE in the north investigated for 2 structural inspections suspended for 12 months.
- An MBE in the north investigated for a substandard inspection. The matter has been adjourned sine die.

This is not suggest in any way of a trend, on the contrary we are more than happy in the professional manner and the way that MBEs undertake structural