

understand any new requirements or instructions in this bulletin. Sole Proprietors still need to sign off the declaration.

13. Questions

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

14. 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)

Narelle Hill - AIS Support Officer

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Refresher training bookings

6166 3272

Telephone Enquiry Service

1300 851 225

Defect notices

6166 3265

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.

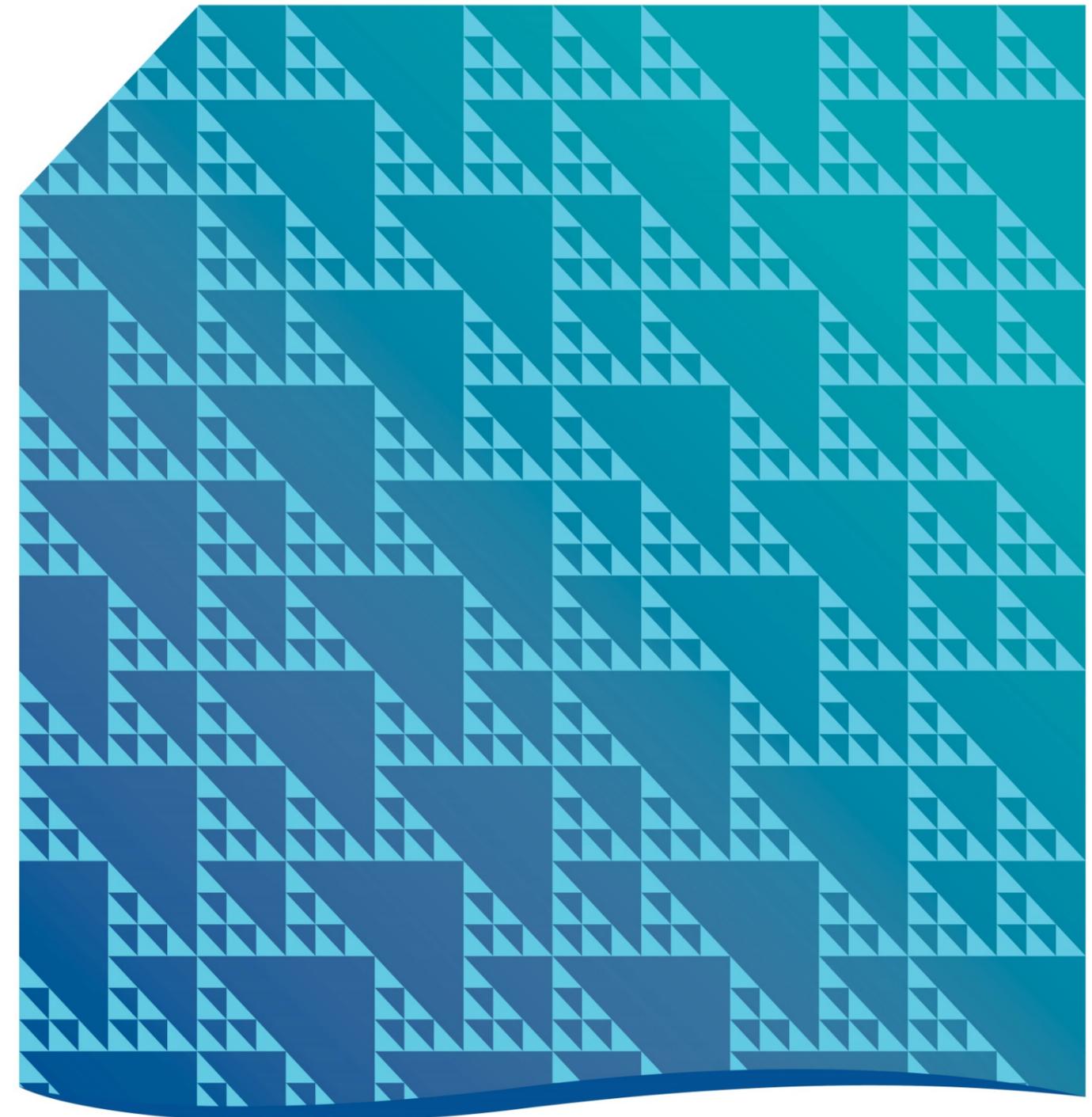
More information and relevant forms can be found on the AIS website at

<http://www.transport.tas.gov.au/vehicleinspections/ambris>

Tas TAFE
Automotive Studies – North West

6421 5521

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1. Introduction

Welcome to the sixth edition (issue 6) of the AMBRIS Information Bulletin.

2. New look bulletin

With a new departmental name change (see details further in the bulletin) has seen the need to change the layout of the AMBRIS bulletin in line with Government guidelines and procedures.

3. Version 6 disk

Enclosed with this information bulletin is the

version 6 AMBRIS disk for Proprietors to distribute to their Motor Body Examiners (MBEs). Proprietors are reminded to destroy their version 5 disk/s on receipt of the new disk/s.

Amendments to the disk include:

Chapter 2

- Amendments to application forms and notification of change of conditions

Chapter 4

- Amendments to National Police Certificate requirements as per Special bulletin 01/2014
- Amendment to AMBRIS (Approved Inspection Station sign)

Chapter 8

- Preparing your vehicle for a structural inspection sticker" included in Warning notice stickers

AMBRIS Forms

- Amended Notification of change of conditions form
- Amended Checklist order form

Proprietors/MBEs are reminded to make themselves familiar with the amendments in the manual and AMBRIS forms.

4. Departmental change

On 1 July 2014 the Department of Infrastructure Energy and Resources amalgamated with Department of Economic Development to form the new Department of State Growth. The amalgamation has seen no significant changes to the role of Vehicle Operations Branch, and in particular AIS Compliance Unit.

5. Email address changes

With the name change saw the need to change email addresses from "dier" to "stategrowth" as an example ambris@stategrowth.tas.gov.au

This applies across the board for all email addresses associated with the new Department.

AMBRISs are reminded to ensure you amend our email addresses as a matter of priority. Old email addresses will no longer be recognised from 1 October 2014.

6. National Police Certificates

Proprietors and MBEs are reminded of the changes to National Police Certificate (NPC) requirements as detailed in AMBRIS Special Information Bulletin 01/2014 which took effect from 1 July 2014. Please ensure you submit your NPC as detailed in the bulletin. As a reminder most MBEs will need to update their NPC over the next 6 months.

7. AMBRIS sign

With the implementation of the AMBRIS scheme you may recall that an option was made available for AMBRISs to display an AMBRIS sign as depicted in Chapter 8 of your procedures manual.

The need to display a sign was discussed at the AIS Reference Gp in July. Their decision was AIS/AMBRIS metal signs would no longer be made available (which was at a cost to the AIS/AMBRIS), and in future, AIS Compliance Unit would provide all AIS/AMBRIS with an "Approved Inspection Station" label that can be affixed to the front window of reception areas recognising them as an inspection station. There was discussion as to whether there should be a separate sign for AMBRIS's, however it was decided to have one sign only for all inspection stations, at the end of the day AMBRISs are an Approved Inspection Station.

Included with the bulletin is the label that can be affixed in a prominent part of your reception area, preferably the front window/door.

8. AMBRIS investigation

AIS Compliance Unit recently investigated a matter involving a structural inspection of a vehicle where it was alleged the repairs to the

vehicle were substandard resulting in the MBE who conducted the inspection being sanctioned.

MBEs are reminded not to take for granted verbal information provided by the repairer at the time of inspection and rely heavily on the repair diary and your inspection.

9. Refresher training

A decision has been made to delay refresher training till early next year. It is proposed that training will be help in the three respective regions in March 2015.

10. Vehicle checklist inspection books

Audits recently undertaken has highlighted deficiencies with vehicle inspection checklist books completed by MBEs during their structural inspections. This was discussed with offending MBEs at the time. You will recall filling out the checklist book was explained in the last bulletin (issue 5) and must be completed as part of your inspection.

Random checks of checklist books will be undertaken by AIS Compliance Unit officers in the near future, MBEs caught not complying will be sanctioned.

11. Repair diaries

I have received very little feedback since the last bulletin from MBEs or Transport Inspector's regarding issues with diaries. This leads me to believe that diaries meet the requirements and are satisfying both parties. If you see any issues with deficient diaries contact the AIS Compliance Unit in the first instance.

12. 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