

# Approved Vehicle Certifiers



## Introduction

This bulletin is to provide information relating to certifying Passenger Side Pedal Control (PSPC) modifications for light vehicles.

## Background

Previously PSPCs were a modification that did not require certification however, changes to legislation require the certification and fitment of a modification plate to vehicles fitted with PSPC.

Certification of PSPC will involve issuing of a modification plate and modification certificate.

The modification codes for PSPC are as follows:

- LC1 - for the design, manufacture and the installation of vehicle specific passenger side pedal controls.
- LC2 – for the Installation of passenger side pedal controls.

Further information regarding the requirements of PSPC is available from the Light Vehicle Inspection Manual available from the link copied below or by contacting Vehicle Standards on 61663263.

[https://www.transport.tas.gov.au/vehicles/vehicle\\_inspections/ais](https://www.transport.tas.gov.au/vehicles/vehicle_inspections/ais)

## Actions

Effective from 1 July 2018

A vehicle with a compliance date of or after 1 July 2018 that has passenger PSPC fitted must be certified and a modification plate affixed to the vehicle.

A vehicle with a compliance date before 1 July 2018 that is fitted with new PSPC or has had additional controls fitted to their existing controls, must be certified and a modification plate affixed to the vehicle.

A vehicle that is under a current Approved Inspection Station (AIS), Type 5 inspection program is not required to have a modification plate fitted (unless it has new or additional controls fitted).

A MRS manual certification is required with a \$50 certification submission fee applicable.

When an AVC is required to certify PSPC they must contact AIS Compliance on 6166 3265 to request a copy of the “AVC Manual Input Modification Certification Submission” form.

**Important note:** AVC's are only to use the manual process if they have been instructed to do so by AIS Compliance. This is to ensure there is someone within AIS Compliance on hand to process the manual certification within a reasonable time frame.

### Manual Process:

- The AVC sends email to: [avc@stategrowth.tas.gov.au](mailto:avc@stategrowth.tas.gov.au) TITLED - MANUAL certification PSPC – VIN/Chassis – Mod Plate then attaches all VMCM certification docs

1. Completed AVC report

2. Completed AVC Photos
  3. Completed Manual Certification Submission form
  4. Any other supporting documents for Certification – Manufacturers Manual, Installation Manual/Parts ect.
- AIS Compliance will respond to AVC with manual Input Templates for modification plate for engraving and Light Vehicle Modification Certificate, ready for AVC's signature.

Once the Mod Plate has been affixed to the vehicle the AVC must then complete the declaration that the modification plate has been affixed to the vehicle (bottom portion of page 2 of the *AVC Manual Input Modification Certification Submission*” form and send via email to [avc@stategrowth.tas.gov.au](mailto:avc@stategrowth.tas.gov.au) at this time, mod certification data will be manually loaded to MRS, an Invoice will be requested and all documents for submission recorded.

Ensure you sign and provide the Light Vehicle Modification Certificate to the customer.

## Questions?

Any further questions regarding this Special Information Bulletin should be directed to Vehicle Standards on [vehicle.standards@stategrowth.tas.gov.au](mailto:vehicle.standards@stategrowth.tas.gov.au)

Or Ph. 6166 3263.