

It is worth noting that the SSM plate will also have an individual ‘Identification Plate Approval’ (IPA) number, and this will be different to the number on the OEM Identification plate. Both of these numbers can be searched on the Road Vehicle Descriptor site if you are trying to find additional information about the vehicle.

When inspecting a vehicle fitted with a SSM plate you record the information from the SSM plate and not the OEM identification plate. However, if additional modifications have been completed these will require certification via the normal AVC process.

12. Reminder

AIS Proprietors are reminded that they are responsible for and need to have their VEs sign the attached “AIS 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. Bulletins and declarations must be filed in your AIS Information Bulletin folder. If you do not have a red bulletin folder please contact the AIS compliance area and they will send you out a replacement.

13. Questions or Suggestions

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

If you have any suggestions as how to improve the scheme please raise them with myself or via your relevant Reference Group representative.

14. Answering Machine

When leaving a message on the Departments answering machine can you clearly leave your name, return phone number and a brief description of what you would like addressed and we will endeavour to get back to you as soon as possible.

15. 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, John Wilson, at ais@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/ais>

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[Light Vehicle Defect notices](#)

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[Heavy Vehicle Defect Notices](#)

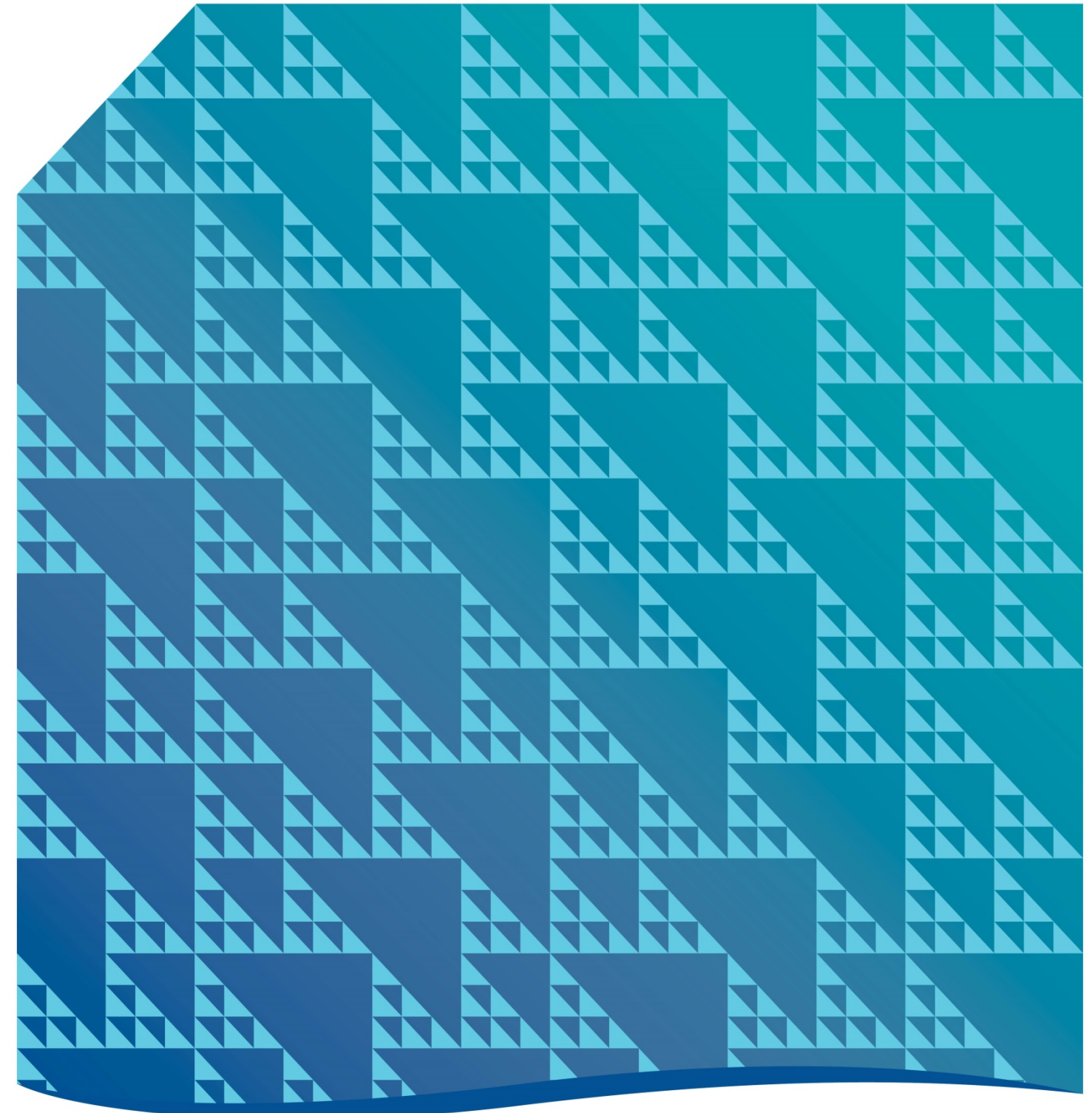
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Information Bulletin
Issue 23 – July 2018

AIS



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1. Introduction

Welcome to the twenty third edition (issue 23) of the AIS 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 3271.

2. Version 20 Manuals

As discussed in the last newsletter we will no longer be publishing disks for new versions of the manuals as all of the information is now accessible online. Version 20 of the manuals can be accessed online at: https://www.transport.tas.gov.au/vehicles/vehicle_inspection/ais/ais_inspection_manuals I suggest that you save this in your favourites or place a short cut to it on your desktop to make it quick and easy to access the current online information.

Please destroy your version 19 disk/s as they now contain out of date information.

3. Summary of Changes

A full list of all of the amendments to each manual has been provided as a summary of changes which is available at the above link.

You are reminded to make yourself familiar with the amendments in the manuals and forms and complete the declaration attached to this newsletter.

4. AIS fees

From the 1st July 2018 we ceased to invoice the \$143 annual station fee. Those stations that have been invoiced in the 17/18 FY are still required to pay the invoices however no new invoices for this FY will be sent. This has been updated in Chapter 5 of LV and HV AIS Procedure manuals.

The initial application fee to become an AIS will reduce to \$165 and the \$88 site inspection fee will remain.

With regards to inspection fees, whilst we do not set the fees it is a requirement that clients are provided with an estimate of costs for the initial and any subsequent inspections required to complete an inspection report. This estimate is to be provided prior to the commencement of the initial inspection.

When the inspection fees were de regulated the intent was that market forces would set the price and that stations would calculate the inspection fees taking into consideration the hourly rate charged for the workshop associated with the AIS and any additional costs associated with completing the inspection.

5. Heavy Vehicle Defect Notices

As of 1 July this year the National Heavy Vehicle Regulator (NHVR) took over the administration of defects issued to heavy vehicles (GVM exceeding 4500Kg). Whilst the forms have changed the AIS process for inspecting and signing off on defect notices has not. Chapter 9 of the HV AIS Procedure Manual has been updated to reflect the new HV defect notices and labels.

Additional information has been provided in relation to the new address that the vehicle operator will now need to send the defect notices to for the defect to be cleared on the Motor Registry System.

6. Refresher training 2018

Refresher training courses will continue in the 2nd half of 2018. I encourage all VE's take the time to attend training. The intent of the training is to update VEs on any new procedure changes and areas of inspections highlighted during the course of the year by VEs worthy of discussion.

If any Proprietor or VE wishes to make suggestions

as to what they consider should be covered in the refresher training, your suggestions will be gratefully accepted and considered.

7. Light Trailer Identity

We have recently had a significant increase in the number of used light trailers that have been presented to an AIS for a pre-registration inspection and the VE has identified the trailer as a new trailer which has effectively rebirthed the trailer.

All VEs are reminded to follow the process outlined in Chapter 8 of the LV AIS procedure manual to ensure that trailers are not inappropriately re identified.

If you are not sure of the identity of a trailer you must fail it and seek the assistance of the Vehicle Standards area on 6166 3263 or vehicle.standards@stategrowth.tas.gov.au to correctly identify the trailer before it is passed for registration.

8. National Police Certificates

Just a reminder that every three years all VE's and Proprietors are required to submit a National Police Certificate. The Certificate must not be more than 90 days old when it is submitted to the Department and they must be obtained via Tasmania Police. The application process including a link to the relevant section of the Tasmania Police website is contained in Chapter 4 of the AIS Procedure Manual. Please note: The Registrar of Motor Vehicles does not recognise or accept other versions of Police checks that can be accessed from online sites, it MUST be a **National Police Certificate** issued by Tasmania Police.

You need to provide the original or a certified copy of the original and these can either be dropped into 76 Federal Street North Hobart or alternatively posted to AIS Compliance at GPO Box 536 Hobart Tas 7001.

We do not keep or even copy the certificate, however, we do need to sight and assess the information on it before considering renewal of your VE or Proprietor status. The National Police Certificate is returned to the person identified on the certificate.

9. Audits

Each year Karen Sames conducts a range of audits of Approved Inspection Stations. The four key non-compliance areas identified in the past 12 months have been:

- Non certified vehicle hoists,
- Unable to produce Public Liability insurance certificate of currency,
- Non notification of changes of conditions when the station contacts and/or personnel have changed,
- Non completion of vehicle checklists

All of the above are requirements set out in the AIS scheme rules and it is expected that these things are in order at all times. It is worth noting that sanctions may be applied for identified areas of non-compliance.

10. Sanctions & Penalties

The AS Review Panel has recently made a number of recommendations to the Registrar of Motor Vehicles in relation to applying sanctions to VE and Proprietors that have been found guilty of not complying with the AIS scheme rules.

In considering the level of penalty applied the Panel takes into consideration to the severity of the breach, the potential road safety implications and any prior convictions under the scheme rules.

In recent times the penalties that have been applied range between one month suspensions which is wholly suspended subject to no further breaches within the next 12 months; through to 5 years suspended with a requirement to reapply to enter the scheme after the full penalty period has been served.

11. Let's Torque

Second Stage Manufacture (SSM)

It is not uncommon for new vehicles such as motor homes, ambulances and some light commercial vehicles to be fitted with what appears to be two identification /compliance plates. It is highly likely that one of the plates will be a second stage manufacture (SSM) plate. SSM plates and OEM ID plates look very similar and are very different to and should not be confused with modification plates.

SSM is applied when a vehicle is modified by a second party between leaving the original manufacture and prior to being presented for first registration. There may be variations between the seating capacity, GVM, date of certification or other fields on the original identification plate and the SSM plate.