

Vehicle Inspection Program Newsletter

June 2010

Say Goodbye to Paper!

The Vehicle Safety Section is eliminating paper. Future newsletters and notices will only be available on our website or via email. To add your email address to your Inspection Facility or Inspection Technician file, please email us.

Our eFacility project is underway and will eliminate the use of carbon copy vehicle inspection certificates. Inspection Facilities that express an interest in participating in testing the new computer system will be contacted in the coming months. If you want to participate in testing this new program, please email us.

Paper copies of Licence Renewal Notices will continue to be mailed out prior to licence expiration. Plans are in the works to have email notification of licence expiration soon.

Make sure you have a method of staying “in the know” about the Vehicle Inspection Program:

Website: www.transportation.alberta.ca/vipinfo

Email: Vehicle.Safety@gov.ab.ca

Note: Add our email address to your address book or “safe senders list” to ensure emails make it to your inbox and are not directed to your Junk Folder or SPAM Blocked.

Penalties for Inspection Technicians Without Proper Inspection Manuals

Our December 2009 and May 2008 newsletters provided information on new manuals required for Inspection Technicians in the Vehicle Inspection Program: Commercial Vehicle Inspection Manual and the Automotive and Light Truck Inspection Manual.

Notices have been sent to Inspection Technicians that require these manuals, but have not purchased and/or registered them with the Vehicle Safety Section.

The following chart indicates the inspection manual required for each Inspection Technician:

Technician Type	Inspection Manual	Current Version
Commercial Vehicle	Commercial Vehicle Inspection Manual	Version 1.1, January 2008
Out of Province and Salvage Vehicles	Automotive and Light Truck Inspection Manual	Version 1.1, December 2009
Motorcycles	Motorcycle and Mopeds Inspection Manual	September 2004

Inspection Technicians are required to obtain, register and use the current version of the inspection manual for the vehicle types they inspect in the Vehicle Inspection Program.

Older versions of inspection manuals may be retained for reference only.

If you are an Inspection Technician that has not purchased and registered the new manual(s) or there is an Inspection Technician working in your facility without the appropriate manual(s), please note the following four options:

1. Order and register the appropriate inspection manual. A list of inspection manuals and how to obtain a copy can be found on our website.
2. Email or call the Vehicle Safety Section and have the appropriate program (Commercial, Out of Province or Salvage) removed from your Inspection Technician licence.
3. Email or call the Vehicle Safety Section and withdraw from the Vehicle Inspection Program.
4. Mail in your manual registration card/form, if you have already obtained the manual by not registered it with the Vehicle Safety Section.

Any Inspection Technician found to be conducting vehicle inspections without the appropriate inspection manual may be subject to an administrative penalty, prohibition or licence suspension.

Vehicle Safety can be contacted at Vehicle.Safety@gov.ab.ca or by calling 780-427-8901, toll free within Alberta by first dialing 310-0000. More information on inspection manuals for the Vehicle Inspection Program can be found on our website at www.transportation.alberta.ca/vipmanuals

New Criminal Record Legislation

Legislation regarding criminal record checks was changed by the Federal Government December 8, 2009.

Private source providers, such as Backcheck or local police, are now unable to provide details of criminal charges and/or convictions. Details of all charges and/or convictions must be provided as part of the technician application review for the Vehicle Inspection Program. **Any technician application submitted without details of criminal charges and/or convictions will be returned.**

Technicians with criminal records must visit a RCMP detachment to have the criminal record details released. This process can take up to 4 months. Technicians with criminal records are encouraged to start this process early, as a technician licence cannot be issued without a complete criminal record check.

Help! I need to add a vehicle or program type to my licence. What do I do?

Facilities or technicians that wish to add a new program type or vehicle type to their licence, will need to upgrade their licence.

Technicians

To upgrade your Inspection Technician licence, a Technician Upgrade Application form must be completed and submitted to Vehicle Safety. Technicians requesting licence upgrades will be required to submit a completed manual registration card or form, if the appropriate manual is not currently registered with vehicle Safety.

If you have not already submitted notarized copies of your journeyman's certificate(s) for each of your trade types you will be required to do so prior to an upgrade being authorized.

No fee is charged to upgrade a technician's licence.

Facilities

To add a vehicle type, a Facility Upgrade Application must be completed and submitted to Vehicle Safety. A Vehicle Inspection Program Specialist will contact the facility to verify if any additional tooling is required.

Facilities are responsible for the cost of new tools, but no fee will be charged for upgrading the Facility licence.

To add a new program type (Commercial, Out of Province or Salvage), a Facility Upgrade Application and Audit Request Application form must be completed and submitted to Transtrue Vehicle Safety. Facilities will be required to undergo an upgrade audit to ensure there is sufficient space and tooling for vehicle inspections in the new program.

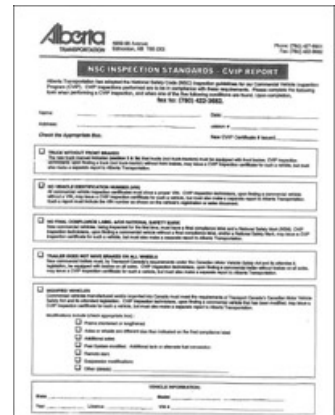
Facilities are responsible for the cost of the upgrade audit and new tools (if required) but no fee will be charged for upgrading the facility licence.

For additional information please visit our website at www.transportation.alberta.ca/vipinfo.

No Longer Using the NSC Inspection Standards CVIP Report

The NSC Inspection Standards-CVIP Report was used for a period of time to gather information regarding the number of vehicles affected by the conditions identified in this form. This information was used to guide the changes in the Commercial Vehicle Safety Regulation (AR 121/2009).

Please discontinue using the NSC Inspection Standards CVIP Report as the Vehicle Safety Section will not be tracking any future submissions.

The image shows a sample of the NSC Inspection Standards CVIP Report form. The form is titled "NSC INSPECTION STANDARDS CVIP REPORT" and includes sections for "Vehicle Information", "Inspection Details", and "Inspection Results". It contains various checkboxes and text boxes for recording inspection data.

Our Inspection Facility is moving. Can we keep inspecting?

Any facility that changes locations must undergo a facility audit to ensure the new location is compliant with the *Vehicle Inspection Regulation* (AR 211/2006).

All facilities must stop inspecting until the audit has been completed and you have received a new facility licence.

Contact Transtrue Vehicle Safety at 1-800-756-3400 to schedule a location change audit. This may take up to two months to complete and audits should be booked as soon as you know your facility is relocating. If you are required to have an AMVIC licence, you must also have that licence updated to show the new facility location.

Inspecting vehicles with missing seats?

Inspection Technicians must record the correct seating capacity on Commercial Vehicle Inspection Certificates. The seating capacity is found on the Original Equipment Manufactures label/plate. Please do not rely solely on the registration seating capacity. The vehicle owner is responsible to ensure the registration is the same as on the Original Equipment Manufactures label/plate.

Note: Removing a seat does not change the seating capacity when the vehicle is still in use as a school bus or a commercial bus.

Do I always have to do a 4-wheel alignment?

A 4-wheel alignment is required for all Salvage vehicle inspections. A 4-wheel alignment is required for all Out of Province vehicle inspections that exhibit specific indicators. For a list of specific indicators and more information on 4-wheel alignments, consult Section 8 of the Automotive and Light Truck Manual.

Clarification: Recall Information Provided in the December 2009 Newsletter

Information regarding recalls was provided in the December 2009 newsletter. The intent of the Vehicle Safety Section was to inform Inspection Facilities and Inspection Technicians that Transport Canada had launched a new website where vehicle owners could check for safety recalls.

The recall check is **NOT** a part of the Out of Province or Salvage Vehicle Inspection but Inspection Facilities are encouraged to take advantage of the information to provide “value added customer service”.

Transport Canada's Recall website:

<http://www.apps.tc.gc.ca/saf-sec-sur/7/vrdb-bdrv/search/Search.aspx?lang=eng>