

Commercial Passenger Vehicle Inspection Approval Policy

COMMERCIAL
PASSENGER
VEHICLES
VICTORIA



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1 Definitions

In this policy:

‘Commercial passenger vehicle (CPV)’ means any motor vehicle (together with any trailer fore-car, side-car or other vehicle or device, if any, attached thereto) which is used or intended to be used for carrying passengers for hire or reward, but does not include a bus used to provide a bus service.

‘Commercial passenger vehicle inspection process’ means the format for which commercial passenger vehicles will be inspected by a CPVV approved vehicle inspector in accordance with CPV vehicle conditions.

‘Deed’ means the Deed for the provision of approved commercial passenger vehicle inspection services and includes the schedules and any annexures to it or documents incorporated by reference.

‘LVT’ means an accredited tester under the VicRoads administered Licensed Vehicle Testers (LVT) scheme, approved to sign roadworthy certificates.

‘CPVV’ means Commercial Passenger Vehicles Victoria.

‘Vehicle Standards Information 26 (VSI 26)’ means the written directions issued to licensed vehicle testers (LVT) by VicRoads under Regulation 220 of the *Road Safety (Vehicles) Regulations 2009* to ensure a vehicle meets roadworthiness requirements.

Words that are defined in the Act or in Regulations under the Act have the same meaning in this policy as in the Act, unless the context provides otherwise.

2 Introduction

Commercial Passenger Vehicles Victoria (CPVV) regulates the commercial passenger vehicle industry. One of the CPVV's objectives is to improve commercial passenger vehicle driver and passenger safety.

As stipulated in vehicle conditions, and to demonstrate that commercial passenger vehicles are in a safe condition, CPVV requires that all vehicles undergo an annual inspection by either:

- a licensed vehicle tester (LVT) in accordance with VicRoads' *Vehicle Standards Information (VSI) 26 — Roadworthiness Requirements*, or
- a CPVV approved commercial passenger vehicle inspector.

3 Purpose

The purpose of the *CPVV commercial passenger vehicle inspection approval policy* is to:

- establish an administrative scheme allowing the CPVV to approve service providers to undertake commercial passenger vehicle inspections that meet CPVV requirements
- detail the CPVV evaluation criteria for an applicant's commercial passenger vehicle inspection process, and
- ensure that commercial passenger vehicle inspections approved under this policy are carried out in a consistent and professional manner and meet CPVV objectives.

4 Commercial passenger vehicle inspection process

A commercial passenger vehicle inspection process approved under this policy must:

- assess the vehicle against a CPVV approved set of vehicle standards, and
- ensure that the vehicle is in a safe, fit and serviceable condition.

4.1 Vehicle registration or transfer

Commercial passenger vehicle inspections approved under this policy are no substitute for vehicle inspections required for vehicle registration or transfer of vehicle ownership. VicRoads requires those inspections to be undertaken to *Vehicle Standards Information (VSI) 26 Roadworthiness requirements*.

4.2 Wheelchair Accessible Vehicles

CPVV requires licensed vehicle testers (LVTs) to inspect wheelchair accessible vehicles (WAVs) against the VicRoads' *Vehicle Standards Information (VSI) 26*

(roadworthiness requirements) and the CPVV *Specifications for Wheelchair Accessible Vehicles* dated 29 June 2018.

These specifications outline specific requirements relating to wheelchair accommodation, hoists and ramps, and restraint systems to ensure the safe transport of passengers in wheelchairs.

4.3 Qualification requirements for vehicle inspectors

An inspector conducting commercial passenger vehicle inspections approved under this policy must be an accredited Tester for that vehicle category under the VicRoads administered Licensed Vehicle Testers (LVT) scheme.

An applicant is required to provide copies of the authorisation to sign roadworthy certificates as evidence of each individual tester's LVT qualifications and provide consent for CPVV to validate LVT qualifications with VicRoads, as necessary.

4.4 Evidence of inspection

All vehicles must be issued with evidence of inspection (for example, a certificate or report) stating the vehicle has passed / failed a CPVV approved commercial passenger vehicle inspection.

This evidence of inspection must include the:

- business name of the inspection service provider
- name of the person who conducted the inspection
- vehicle's registration number
- vehicle identification number
- date of inspection, and
- CPVV approved inspection process which was undertaken.

4.5 Recordkeeping obligations

An approved commercial passenger vehicle inspector (service provider) must:

- maintain accurate and secure electronic records according to the specification at Appendix 4 'Vehicle inspection data specification' and Appendix 5 'Vehicle inspection data specification – fail items'; and
- provide CPVV with a monthly report of those records.

These recordkeeping obligations are detailed in the *Deed for the provision of commercial passenger vehicle inspection services* (the Deed). CPVV will require approved service providers to sign and comply with the provisions in this Deed before a six-month probation or other approval period can proceed.

5 Vehicle inspection approval process

5.1 Content of applications

CPVV requires each applicant to submit the following information in support of their application to provide CPVV approved commercial passenger vehicle inspections:

- the names of each individual employee / contractor to inspect the commercial passenger vehicles and evidence of their qualifications (authorisation to issue roadworthy certificates, as per section 4.3)
- consent for the CPVV to conduct a qualification check with VicRoads (as the agency responsible for administering the LVT accreditation scheme) for each nominated individual tester, as necessary
- company profile demonstrating:
 - commitment to vehicle safety, roadworthiness and quality control, and
 - that the company / inspection premises meet minimum threshold requirements
- proposed commercial passenger vehicle inspection process, including:
 - detailed inspection process document
 - criteria for pass / fail thresholds
 - sample inspection report or evidence of inspection provided to vehicle owner / operator that summarises the inspection findings and outcome
 - quality assurance process, and
 - any other relevant documentation
- evidence that the applicant has implemented a safety management system (SMS) – including assigned safety duties and developed policies and procedures – to ensure that any safety risks arising from providing commercial passenger vehicle inspections are effectively managed, and
- information detailing the suitability of the proposed commercial passenger vehicle inspection premises.

All applications must be made in writing to CPVV's Operational Policy branch. Applications must address the requirements specified above, include all relevant documents supporting the application, and provide a key contact name and details.

CPVV may require the applicant to provide further information on request.

5.2 Assessment process

Once CPVV receives an application for approval under this policy, the Operational Policy branch will:

- validate nominated tester qualifications
- convene the 'CPV inspection evaluation panel', comprised of representatives from the CPVV Operational Policy and Compliance Services branches to review and assess the application for approval against the draft evaluation checklist and report (see **Appendix 1**)

- coordinate correspondence and meetings / inspections between CPVV and the applicant and request any additional supporting information from the applicant, as required
- (once the panel has completed its evaluation) prepare a Commission paper seeking endorsement of the panel's recommendation
- (once the Commission has approved the panel's recommendation) provide a written letter advising whether CPVV has approved or rejected the application under the policy
- notify internal stakeholders of any CPVV approved CPV inspection service providers and provide a sample of that provider's evidence of inspection, and
- publish the approval and service provider details on the CPVV website.

The CPVV may require the applicant to attend an interview and/or provide further information in support of their application.

The CPVV may also inspect the proposed vehicle inspection premises to:

- observe a vehicle inspection, as per the nominated process, and/or
- ensure it is suitable and fit for purpose.

The CPVV will determine the application and notify the applicant in writing of the outcome of the application. If the applicant is successful, the letter will enclose a Deed setting out the terms and conditions of approval which the applicant will be required to execute (see **Appendix 3**).

5.3 Approvals and conditions

CPVV will:

- initially issue an approval for a six-month probation period, and then, subject to the applicant meeting all specified requirements (as determined by the CPV inspection evaluation panel), renew approval for 12-month periods thereafter, or other timeframe, as appropriate
- regularly review and audit an approved provider's performance and compliance with this policy
- require an approved provider to notify CPVV of any new employee / contractor testers, including evidence of their qualifications and consent for CPVV to validate qualifications with VicRoads, as necessary
- require an approved provider to notify CPVV, as soon as it becomes aware, should a tester's accreditation by VicRoads expire, be suspended or cancelled
- require an approved service provider to provide written notification of any change in vehicle inspection premises, including confirmation that the premises is a safe environment in which to inspect vehicles, and
- publish on its website contact details for any approved commercial passenger vehicle inspection and duration of approval.

The following are standard conditions of approval for any commercial passenger vehicle inspection provider. CPVV reserves the right to amend or include conditions of approval at any time.

- An approved commercial passenger vehicle inspection provider must inform the TSC within five (5) business days if any of the following changes in circumstances occur:
 - change to the approved commercial passenger vehicle inspection provider's business or trading name or address
 - any updates to nominated employees / contractors who will inspect commercial passenger vehicles, and
 - change to the information provided to CPVV on which approval was based.
- CPVV may revoke the approval at any time for any reason or if it reasonably believes the approved commercial passenger vehicle inspection provider no longer complies with approval requirements and/or has breached a condition of its approval.

5.4 Alteration of commercial passenger vehicle inspection policy

CPVV reserves the right to revise the *Commercial passenger vehicle inspection approval policy* as deemed necessary in order to promote continuous improvement in commercial passenger vehicle safety, including in any instances where CPVV receives internal or external specialist advice or concerns about a particular item/s on a specific make/model of vehicle.

6 Indemnification and subcontracting

Any approved commercial passenger vehicle inspector must indemnify CPVV and its officers from any claim or expense arising from any action/incident or dispute in relation to any vehicle inspection.

Any approved commercial passenger vehicle inspector will be prohibited from sub-contracting any commercial passenger vehicle inspection to another entity without written CPVV approval.

Appendix 1: Application evaluation checklist and report

Item	Description	Rating (Pass / Fail)	Reason/s for failure	Further comments
<i>Initial six-month probation approval</i>				
1	<p>Applicant has provided a complete written application including:</p> <ul style="list-style-type: none"> names of each employee / contractor nominated to inspect CPVs and evidence of their qualifications (and consent for the CPVV to validate qualifications with VicRoads), as necessary 			
1a	<ul style="list-style-type: none"> company profile demonstrating: <ul style="list-style-type: none"> commitment to vehicle safety, roadworthiness and quality control, and that the company / inspection premises meet minimum threshold requirements 			
1b	<ul style="list-style-type: none"> proposed CPV inspection process, including: <ul style="list-style-type: none"> detailed inspection process document 			
	<ul style="list-style-type: none"> criteria for pass / fail thresholds 			
	<ul style="list-style-type: none"> sample inspection report or evidence of inspection provided to vehicle owner / operator that includes service provider's business name, name of inspector, vehicle registration number, VIN, inspection date, and summarises the inspection findings and outcome 			
	<ul style="list-style-type: none"> quality assurance process 			
1c	<ul style="list-style-type: none"> evidence that the applicant has implemented a safety management system (SMS) – including assigned safety duties and developed policies and procedures – to ensure that any safety risks arising from providing commercial passenger vehicle inspections are effectively managed 			
1c	<ul style="list-style-type: none"> evidence that the applicant has implemented a safety management system (SMS) – including assigned safety duties and developed policies and procedures – to ensure that any safety risks arising from providing commercial passenger vehicle inspections are effectively managed 			
1d	<ul style="list-style-type: none"> information detailing the suitability of the proposed commercial passenger vehicle inspection premises. 			
2	<p>The panel has visited the proposed CPV inspection premises to:</p> <ul style="list-style-type: none"> observe a vehicle inspection, as per the nominated process, and 			

Item	Description	Rating (Pass / Fail)	Reason/s for failure	Further comments
	<ul style="list-style-type: none"> ensure it is suitable and fit for purpose. 			
<i>Follow-up approval (for 12 months or another timeframe, as appropriate)</i>				
	<p>The applicant has provided complete CPV inspection records, as requested by CPVV, including for each vehicle inspection:</p> <ul style="list-style-type: none"> registration, VIN, inspection date, inspector name, inspection outcome, reason/s for failure (if applicable) 			
	The panel has compared relevant CPVV inspection data (as available) against CPVs listed in applicant's inspection records.			
	The applicant has provided safety management system reports to CPVV as relevant for any vehicle inspections undertaken under this policy. Reports show applicant has effectively managed safety risks.			
	Applicant's list of nominated CPV inspectors is current and CPVV has validated inspectors' qualifications with VicRoads.			
	CPVV has conducted an audit of the applicant's records, processes, and premises and is satisfied that the applicant continues to meet CPVV requirements under the policy.			

Compliant application: YES

NO

Conditions of approval: YES

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NO

Appendix 2: Sample commercial passenger vehicle inspection schedule

Items must be checked for wear, damage or any fault, and reported on.

Interior	Pass / Fail	Exterior	Pass / Fail
Seats		Rust	
Seat belts		Panel damage	
Window demisters		Lamps, signals and reflectors	
Washer and wipers		Operation of doors	
Rear view mirror		Windscreens, windows and mirrors	
Horn		Under body parts	
Primary bonnet release		Front suspension (wheel bearings)	
Floor / mats / carpet		Rear suspension	
Dash warning lights and gauges		Steering components	
All interior lights		Engine and transmission mountings	
Handbrake		Exhaust and emission controls	
Steering system (includes free play)		Drive Shafts	
Driver control pedals		Differential	
Door handles (operation)		Oil leak to ground	
<i>Other</i>		Brakes – Hose callipers and pipes Discs and pads Drums and linings	
Under bonnet		<i>Other</i>	
Bonnet catch			
Battery and electrical system		Wheels and tyres	
Oil leaks / Fuel leaks		Tyres (<i>assessed against tread wear depth indicator</i>)	
Fluid levels		Wheel rims	
Brake master cylinder		Side wall damage	
Drive belt and pulleys		Wheels and tyres must meet manufacturer specifications	
Hoses and pipes		<i>Other</i>	
Coolant system (includes water pump and radiator)			
Engine noise (normal)		Vehicle modification compliant (if applicable)	
Fuel system (includes LPG)		Vehicle Identification confirmed (refer compliance plate)	

Appendix 3: Deed for the provision of approved commercial passenger vehicle inspection services

Appendix 4: Vehicle inspection data specification

Field number	Field name	Data type	Format / acceptable values	Definition
1	Inspection date	Date	DD/MM/YYYY	The date on which the vehicle inspection was conducted
2	Pass or fail	Text	'Pass' 'Fail'	Indicates whether a vehicle has passed or failed the inspection
3	Licensed vehicle tester	Text	First and last name of the vehicle tester	The name of the licensed vehicle tester who conducted the vehicle inspection
4	Inspection location	Text	Suburb name Example: Brunswick	The name of the suburb in which the inspection was conducted
5	Vehicle make	Text	Example: Toyota	The make of the vehicle (i.e. the name of the vehicle manufacturer) that has been inspected
6	Vehicle model	Text	Example: Camry	The model of the vehicle that has been inspected
7	Vehicle Identification Number (VIN)	Text	Comprises 17 characters. Example: 6T153BK400X084569	The unique vehicle identification number used to identify a motor vehicle
8	Build year	Date	YYYY Example: 2018	The year in which the vehicle was manufactured
9	Registration	Text	Text	The vehicle registration plate number
10	Odometer reading	Number	Example: 52,010	The number of kilometres recorded on the vehicle's odometer at the time the vehicle inspection was conducted
11	Number of seats	Number	Example: 5	The number of seats in the vehicle including the driver's set
12	Tyre	Text	Example: Bridgestone ECOPIA EP150	Left Front (LF): Brand and Model Left Rear (LR): Brand and Model Right Front (RF): Brand and Model Right Rear (RR): Brand and Model Motorcycle Front (MF): Brand and Model Motorcycle Rear (MR): Brand and Model
13	Inspection fail item 1	Text	Record <u>first fail item and reason for fail</u> using items listed in Annexure 2 Example: 'Seat belts'	The first inspected item that is assessed as a 'fail' (if applicable)
14	Inspection fail item 2	Text	Record <u>second fail item and reason for fail</u> (if applicable) using items listed in Annexure 2 Example: 'Brakes'	The second inspected item that is assessed as a 'fail' (if applicable)
15	Inspection fail item 3	Text	Record <u>third fail item and reason for fail</u> (if applicable) using items listed in Annexure 2 Example: 'Tyres'	The third inspected item that is assessed as a 'fail' (if applicable)
16	Additional fail items	Text	Record any <u>additional fail items and reasons for fail</u> (if applicable) using items listed in Annexure 2 Example: 'Washer and wipers', 'Handbrake', 'Lamps, signals and reflectors'	Any additional items inspected and assessed as a 'fail' (if applicable)
17	Name of Booking Service Provider (BSP)	Text	Examples: Uber, Taxify, Didi, Ola, Independent	The name of the main booking BSP for which the vehicle operates. <ul style="list-style-type: none"> If the vehicle operates for more than one BSP, record the main BSP. If the vehicle is not affiliated with a BSP, record as 'Independent'
18	Australasian New Car Assessment Program (ANCAP) rating	Number	Data source: https://www.ancap.com.au/ Example: 4.5	Safety ratings of vehicles using the ANCAP 5-star rating system

Appendix 5: Vehicle inspection data specification – fail items

5. 1 Commercial passenger vehicle fail items

Fail item	Reason for fail	Fail item	Reason for fail
Seats	<ul style="list-style-type: none"> - Not affixed correctly - Seat frame - Trim - Seat cover not SRS compliant - Not operating correctly - Other (Please specify) 	Rust	<ul style="list-style-type: none"> - Chassis structural - Floor - Body cosmetic - Other (Please specify)
Seat belts	<ul style="list-style-type: none"> - Frays, tears - Operation, retractor - Buckle, clasp - Anchor point - Missing child restraint anchor point - Missing - Other (Please specify) 	Panel damage	<ul style="list-style-type: none"> - Significant - Minor - Panel missing - Unsafe - Unroadworthy - Other (Please specify)
Windscreens, windows and mirrors and demisters	<ul style="list-style-type: none"> - Cracks, chips, sandblast - Field of view impaired - Window non-operational - Visual display unit, field of view impaired - Demister not operating correctly - Window tint - Missing - Other (Please specify) 	Lamps, signals and reflectors	<ul style="list-style-type: none"> - Headlights <ul style="list-style-type: none"> - Not operating correctly - Not compliant - Tail lights <ul style="list-style-type: none"> - Not operating correctly - Not compliant - Brake Lights <ul style="list-style-type: none"> - Not operating correctly - Not compliant - Indicators <ul style="list-style-type: none"> - Not operating correctly - Not compliant - Parker / spotlights <ul style="list-style-type: none"> - Not operating correctly - Not compliant - Other (Please specify)
Washer and wipers	<ul style="list-style-type: none"> - Blade not serviceable - Not operating correctly - Fluid - Other (Please specify) 	Operation of doors	<ul style="list-style-type: none"> - Condition - Not operating correctly - Missing - Other (Please specify)
Rear view mirror	<ul style="list-style-type: none"> - Cracks, broken, visibility - Not secured - Missing - Other (Please specify) 	Under body	<ul style="list-style-type: none"> - Condition - Unsecured component - Structural damage - Poor / sectional repair - Rust - Other (Please specify)
Horn	<ul style="list-style-type: none"> - Not operating correctly - Non-compliant - Other (Please specify) 	Front suspension	<ul style="list-style-type: none"> - Not operating correctly - Component failure - Damage - Other (Please specify)
Primary bonnet release	<ul style="list-style-type: none"> - Not operating correctly - Other (Please specify) 	Rear suspension	<ul style="list-style-type: none"> - Not operating correctly - Component failure - Damage - Other (Please specify)
Floor / mats / carpet	<ul style="list-style-type: none"> - Safety impairment - Deodorise - Other (Please specify) 	Steering components	<ul style="list-style-type: none"> - Not operating correctly - Component failure - Damage - Other (Please specify)
Dash warning lights and gauges	<ul style="list-style-type: none"> - Not operating correctly - Non-compliant - Other (Please specify) 	Engine and transmission mountings	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Other (Please specify)

Fail item	Reason for fail	Fail item	Reason for fail
Interior lights	<ul style="list-style-type: none"> - Not operating correctly - Non-compliant - Other (Please specify) 	Exhaust and emission controls	<ul style="list-style-type: none"> - General wear and tear - Component failure - Component missing - Damage - Modification - Noise – EPA compliant - Other (Please specify)
Handbrake	<ul style="list-style-type: none"> - Not operating correctly - Non-compliant - Other (Please specify) 	Drive shafts	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Other (Please specify)
Steering system	<ul style="list-style-type: none"> - Non-operational - Condition - Free play - Other (Please specify) 	Differential	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Other (Please specify)
Driver control pedals	<ul style="list-style-type: none"> - Deteriorated surface - Not operating correctly - Other (Please specify) 	Oil leak to ground	<ul style="list-style-type: none"> - Engine - Transmission - Differential - Brakes - Other (Please specify)
Door handles	<ul style="list-style-type: none"> - Not operating correctly - Sharp protrusion - Missing - Other (Please specify) 	Brakes	<ul style="list-style-type: none"> - General wear and tear - ABS fault - Component failure - Fail to meet manufacturer's specifications (including disc thickness) - Other (Please specify)
Supplementary Restraint System (SRS)	<ul style="list-style-type: none"> - Fault reading - Not operating correctly - Fault – subject to collision damage or repair - Other (Please specify) 	Tyres (assessed against tread wear depth indicator)	**Specify Tyre LF, RF, LR and/or RR <ul style="list-style-type: none"> - Tread wear - Alignment related tread wear - Exposed cording / belts - Inner and / or outer wall damage - Damage - Construction - Incorrect size - Speed rating - Load capacity rating - Pressure - Other (Please specify)
Bonnet catch	<ul style="list-style-type: none"> - Not operating correctly - Missing - Other (Please specify) 		
Battery and electrical system	<ul style="list-style-type: none"> - Not operating correctly - Component failure - Secured - Damage - Other (Please specify) 		
Fuel system (includes LPG)	<ul style="list-style-type: none"> - General wear and tear - Leak - Damage / deterioration - Exceed age limit - LPG does not meet AS 1425 - Filler cap - Other (Please specify) 	Wheel rims	<ul style="list-style-type: none"> - Condition / cracks - Wheel nuts and studs - Modifications - Suitability - Other (Please specify)
Fluid levels	<ul style="list-style-type: none"> - Brake fluid - Power steering - Water - Washer Wipers - Other (Please specify) 	Accessories	<ul style="list-style-type: none"> - Not correctly installed - Risk to occupants and/or others - Sharp protrusion - Other (Please specify)
Brake master cylinder	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Other (Please specify) 	Vehicle modification compliant (if applicable)	<ul style="list-style-type: none"> - Not meeting Vehicle Assessment Signatory Scheme (VASS) specification/approval - Unsafe - Other (Please specify)
Drive belt and pulleys	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Other (Please specify) 	Vehicle Identification confirmed (refer compliance plate)	<ul style="list-style-type: none"> - Unable to confirm - VIN identification missing - Other (Please specify)

Fail item	Reason for fail	Fail item	Reason for fail
Hoses and pipes	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Clamps and fittings - Other (Please specify) 	Other	- Please specify
Coolant system (includes water pump and radiator)	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Other (Please specify) 		
Engine noise (normal)	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Other (Please specify) 		

5.2 Motorcycle fail items

Fail item	Reason for fail	Fail item	Reason for fail
Seat (appropriate for pillion passenger)	<ul style="list-style-type: none"> - General wear and tear - Operation - Not secured - Missing - Other (Please specify) 	Chain / belt chain guard	<ul style="list-style-type: none"> - General wear and tear - Secured - Damage - Other (Please specify)
Foot pegs installed	<ul style="list-style-type: none"> - General wear and tear - Operation - Not secured - Missing - Other (Please specify) 	Instruments - lights and gauges	<ul style="list-style-type: none"> - General wear and tear - Operation - Missing - Other (Please specify)
Suspension - front & back	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Other (Please specify) 	Tyres	<p>**Specify Tyre MF or MR</p> <ul style="list-style-type: none"> - Tread wear - Exposed cording / belts - Inner and/or outer wall damage - Damage - Highway compliant - Pressure - Other (Please specify)
Lamps, signals and reflectors	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Missing - Other (Please specify) 	Steering system	<ul style="list-style-type: none"> - General wear and tear - Not operating correctly - Other (Please specify)
Rear view mirrors	<ul style="list-style-type: none"> - Crack broken - Operation visibility - Not secured - Other (Please specify) 	Oil leaks / fuel leaks	<ul style="list-style-type: none"> - Petrol - Engine oil - Gearbox oil - Shaft drive oil - Other (Please specify)
Horn	<ul style="list-style-type: none"> - Not operating correctly - Non-compliant - Other (Please specify) 	Engine noise (normal)	<ul style="list-style-type: none"> - General wear and tear - Component failure - Damage - Other (Please specify)
Brakes (discs) – refer friction section	<ul style="list-style-type: none"> - Condition - Component failure - Does not meet manufactures specifications (including disc thickness) - Other (Please specify) 	Battery / Electrical system	<ul style="list-style-type: none"> - General wear and tear - Secured - Damage - Other (Please specify)
Exhaust system / emission controls	<ul style="list-style-type: none"> - General wear and tear - Operation - Noise - Emissions - Missing - Other (Please specify) 	Modification compliant (if applicable)	<ul style="list-style-type: none"> - Unsafe - Unapproved - Other (Please specify)
Exhaust shield	<ul style="list-style-type: none"> - General wear and tear - Not secured - Other (Please specify) 	Other	<ul style="list-style-type: none"> - Please specify