



## Roads, Vehicles & Equipment

# Operational Safety Instruction

## Vehicles and Equipment Airside - Requirements

05<sup>th</sup> November 2019

ASDRVE\_OSI\_008

V5.1

It is the responsibility of all employers to ensure that relevant OSIs are brought to the attention of their staff. However, individuals remain responsible for their own actions and those who are in any doubt should consult their Supervisor or Manager.

### 1. Introduction

- 1.1** This Operational Safety Instruction (OSI) introduces changes to the application process related to Vehicle Apron Passes (see 3.2 below). These changes have been separately communicated to authorised signatories. There are no changes to the criteria.
- 1.2** Companies wishing to utilise vehicles and equipment, including Ground Support Equipment Airside will require a Heathrow Ground Operations Licence. Further information on who needs to be licenced and how to apply for a licence can be obtained from the Heathrow Licence Managers:
- 1.2.1** Saba Sehgal Prefix's: A-CZZ 07864 801288 or [saba.sehgal@heathrow.com](mailto:saba.sehgal@heathrow.com)
  - 1.2.2** Frank Boateng Prefix's: D-LZZ 07825 735073 or [Frank.boateng@heathrow.com](mailto:Frank.boateng@heathrow.com)
  - 1.2.3** Giovanna Morley Prefix's: M-ZZZ 07747 072714 or [Jo.morley@heathrow.com](mailto:Jo.morley@heathrow.com)
- 1.3** All vehicles, trailers and items of wheeled equipment used Airside must conform to minimum standards for use and serviceability and be fit for the intended purpose, in order to be used on the common user areas of Heathrow.
- 1.4** This Instruction and the GOL sets out these standards, which are mandatory for all vehicle/equipment operators.
- 1.5** Red bars have been added to the left-hand side of this document to draw the reader's attention where changes or clarifications have been incorporated.



- 1.6** Version 5.1 of this OSI adds that all electric/diesel baggage tugs must have wing mirrors fitted. Please read paragraph 3.9 where this is explained
- 1.7** Version 5.0 of this OSI is therefore cancelled and replaced with this version 5.1 with immediate affect

## 2. Definitions

Abbreviation	Description
ATC	Air Traffic Control
CAA	Civil Aviation Authority
cm	Centimetre/s
ft	Feet
GOL	Ground Operations License
GSE	Ground Support Equipment
in	Inches
m	Metre/s
MAM	Maximum Authorised Mass
mm	Millimetre/s
MOT	Ministry of Transport
PCV	Passenger Carrying Vehicle
VAP	Vehicle Apron Pass
LDVAP	Limited Duration Vehicle Apron Pass
ULD	Unit Load Device
VIP	Very Important Person
EVAP	Emergency vehicle apron pass
ULSD	Ultra-Low Sulphur Diesel
UN	United Nations
SLA	Service Level Agreement

## 3. Safety Procedure

### 3.1 Legislation & Regulation

**3.1.1** The Road Traffic Act and Vehicle Construction and Use Regulations will apply Airside under certain circumstances. The major provisions of these Acts and Regulations are included in the Heathrow Byelaws, OSIs & UK Airport (Ground Handling) Regulations 1997.

**3.1.2** All companies must comply with the relevant section of the GOL which has primacy.



**3.1.3** Heathrow's policy is to implement an ultra-low emission zone for airside vehicles by 2025. The aim is to improve air quality through the replacement of the airside vehicle fleet with electric and other alternative clean fuel options. These vehicles must meet the latest and most stringent, relevant emission standards by 2025.

**3.1.4** For more information on points 3.1.2-3.1.3 please refer to Heathrow 2.0 document:

[https://www.heathrow.com/file\\_source/Company/Static/PDF/Communityandenvironment/Detailed\\_Review\\_of\\_Sustainability\\_Progress\\_2017.pdf](https://www.heathrow.com/file_source/Company/Static/PDF/Communityandenvironment/Detailed_Review_of_Sustainability_Progress_2017.pdf)

## **3.2 Vehicle Apron Pass**

**3.2.1** All vehicles used Airside must display a valid VAP.

**3.2.2** With regards to 3.2.1; the following vehicles are exempt:

**3.2.2.1** Certain Embassy and Governmental vehicles transporting VIPs and their luggage to the Terminals, VIP Suites and the Royal Suite under the supervision of Heathrow VIP Services.

**3.2.2.2** Emergency Services vehicles.

**3.2.3** A VAP is a security pass that is readable by a scanner and is affixed to a vehicle or plant equipment. This includes self-propelled motorised equipment, as required under EC Regulation 300/2008.

**3.2.4** All vehicles and self-propelled motorised equipment in Airside areas of the Airport, including the Critical Part of the Security Restricted Area and Other Airside Areas.

**3.2.5** Currently there are two types of VAP those being 'Limited Duration' and 'Permanent'.

**3.2.6** VAP applications must be made online by authorised signatories by using the ID Gateway system. Heathrow will perform a criteria check and if approved the pass can be self-printed by the applicant.

**3.2.7** Applications for Limited Duration Passes are subject to a further level of criteria check by the Heathrow Licence Managers.

**3.2.8** The Licence Managers have a service level agreement to turn around full and Limited Duration VAP's within 5 working days. The SLA of 5 working days, does not include VAP/LDVAP rejections. Failure to provide the correct information/documentation when submitting the application will lead to rejections.



- 3.2.9** Vehicles or plant equipment with either a Permanent or Limited Duration Pass must satisfy the criteria as laid out in this document.
- 3.2.10** Vehicles/plant equipment that operate on the Airside area for a maximum of 30 days within a year are exempt from the requirement to be fitted with a vehicle telematics device
- 3.2.11** Any vehicle/plant equipment that operates more than 30 days within a year will require a Full Vehicle Apron Pass.
- 3.2.12** In the case of emergency, outside the normal approval window the Campus Duty Manager (Alpha 1), can issue an 'EVAP' valid for one overnight period. The issue will be recorded by the individual issuing the permit, e.g. Security Duty Manager, and the information and justification recorded in the appropriate system (ID Gateway).
- 3.2.13** The VAP must be displayed in a prominent position near the driver position so to be easily inspected from outside the vehicle at any time.
- 3.2.14** Failure to display a valid VAP detailing the correct information, will lead to the vehicle being refused admission Airside or, if already Airside, being removed to a Landside location. Any such non-compliance will be treated in accordance with ASGrOps\_OSI\_044 The Handling of Airside Infringements
- 3.2.15** Vehicles or plant equipment that are to be used no longer than a single period of 30 continuous days will be classed as temporary vehicles and will be issued with a limited duration pass.
- 3.2.16** A Limited Duration Pass is intended to satisfy the need for short term hired equipment, sub-contractors, short term lease, emergency repair; breakdowns etc. For further information please contact your Licence Manager.
- 3.2.17** Lost and stolen VAP's must be reported to your Licence Manager. You will need to cancel your VAP and reapply for a new VAP. This can be done via ID Gateway.
- 3.2.18** Any vehicle/plant equipment who's VAP has been lost or stolen, must not be used Airside until a new VAP has been issued.

### 3.3 Quotas

- 3.3.1** Operators of vehicles and equipment Airside must ensure they have the correct quantity and mix of vehicles and equipment to effectively service their operation.
- 3.3.2** Vehicle quotas are agreed with the appropriate Heathrow Licence Manager at the point at which companies are Licenced. Any additional vehicles can be applied for



via ID Gateway with evidence of the new requirement (gain of Licenced activity). Additional information such as telematics may also be required to confirm that the quota increase is justified.

### 3.4 Age Limits

**3.4.1** No vehicle in use at the Airport is to be older than;

- 3.4.1.1** 5 years for electric powered PCVs (e.g. Buggies) operating inside passenger terminals;
- 3.4.1.2** 10 years for fossil fuelled Standard Vehicles;
- 3.4.1.3** 15 years for fossil fuelled Specialised Vehicles;
- 3.4.1.4** 30 years for vehicles or equipment such as tow-bars, trailers or aircraft engineering steps that do not have power from an engine for propulsion or to drive an ancillary engine; and;
- 3.4.1.5** Where vehicles listed are fuelled by compressed natural gas, liquid petroleum gas, fuel cell, plug in hybrid or electrically powered they have an age limit of 20 year for standard vehicles and 30 years for specialised vehicles.
- 3.4.1.6** For operators that believe they have vehicles or equipment that fall outside the above categories or who wish to operate must submit a request to the HAL Fleet standards and Deilvery Manager:

[Darren-LHR.Smith@heathrow.com](mailto:Darren-LHR.Smith@heathrow.com)

**3.4.2** To gain Airside access for the first time, all vehicles requiring a VAP must;

- 3.4.2.1** Comply with all applicable UK & EU Regulations relating to vehicle and GSE design and construction, and;
- 3.4.2.2** Comply with the current Euro or Stage emission standard as applicable at the time of manufacture or 1st UK registration whichever is the later, and;
- 3.4.2.3** Be less than 5 years old.

**3.5** A specialised vehicle is defined as the following;

- 3.5.1** PCV over 17 seats (Driver and 16 passengers)
- 3.5.2** Large commercial vehicles over 7.5 tonne MAM
- 3.5.3** Purpose built vehicles or equipment such as hi-lift/Aircraft De-Icing vehicles
- 3.5.4** ULD carriers
- 3.5.5** ULD loaders
- 3.5.6** Tugs
- 3.5.7** Toilet trucks
- 3.5.8** Ground power unit



- 3.5.9** Loading elevators and/or where the specialist body or fitments represent over 50% of the new purchase price.
- 3.6** A standard vehicle is defined as the following;
- 3.6.1** Cars,
  - 3.6.2** Vans,
  - 3.6.3** 4X4,
  - 3.6.4** Pick-ups,
  - 3.6.5** PCV up to 17 seats (Driver and 16 passengers),
  - 3.6.6** Light commercial vehicles less than 7.5 tonne MAM fitted with simple bodywork such as flatback or box body, where the value of the new chassis represents less than 50% of the total vehicle price.
- 3.7** Operators that believe they have vehicles or equipment that fall outside the above categories or who wish to operate refurbished vehicles or equipment must, prior to committing to purchase, lease or hire, address their queries to the Heathrow HAL Fleet standards and Delivery Manager: [Darren-LHR.Smith@heathrow.com](mailto:Darren-LHR.Smith@heathrow.com)
- 3.8 Dimensions & Wheel Arrangements**
- 3.8.1** Only vehicles with four or more wheels are permitted to operate Airside; however certain specialist three wheeled vehicles (i.e. some aircraft loading vehicles) may be permitted on the ramp/apron with specific approval.
- 3.8.1.1** Police motorcycles will be admitted in emergency situations and on planned state escort duties only.
- 3.8.2** No vehicle or trailer combination is to exceed a length of 18.45m (60ft.).
- 3.8.3** No standard vehicle or trailer is to be more than 2.55m (8ft. 2½ in) wide, vehicles that do not comply will need prior permission with safe operating procedures.
- 3.8.4** All vehicles and trailers must have a turn radius of not greater than 10.15m (33ft).
- 3.8.5** All vehicles exceeding 3m (9ft. 8in.) in height must have a notice displayed in feet/inches or both feet/inches and metres (but not in metres only) in the driving cabin where it can be easily read by the driver, indicating the overall travelling height of the vehicle and/or the load being carried. Vehicles and trailers with high level equipment also require a visible warning device to alert the driver if the equipment is not stowed.
- 3.9 Electric/Diesel Baggage Tugs**
- 3.9.1** All new electric/diesel baggage vehicles must be fitted with;
- 3.9.1.1** At least one mirror fitted externally on the offside of the vehicle and
  - 3.9.1.2** At least one mirror fitted externally on the nearside of the vehicle



**3.9.2** Where a vehicle requires these mirrors to be retrofitted this must be completed by the 1<sup>st</sup> July 2020.

### 3.10 Trailers

**3.10.1** Trailer trains must not exceed the following lengths:-.

**3.10.1.1** for an individual trailer length of 4.92 metres length (16ft.); maximum 2 trailers.

**3.10.1.2** for an individual trailer length of 3.69 metres length (12ft.); maximum 4 trailers.

**3.10.2** Trailers should be fitted with rear lights. Trailers (generally aircraft tow bars or low speed baggage trailers etc.) not fitted with rear lights due to operational or design constraints must be fitted with red rear reflectors. Trailers over 2.46 metres (8ft.) long must also be fitted with amber side reflectors, or reflective tape.

**3.10.3** Trailers designed for transporting ULDs must be of an individual length that when coupled together are of appropriate overall train length for the baggage facility loading/unloading docks. They must also be designed with robust vertical and lateral (side) restraint devices (finger locks etc.) to prevent ULDs falling from the trailer whilst in motion. It is mandatory that designs include features which help enhance the safety aspects of GSE. Examples include prevention of staff from crossing between coupled trailers and designs that enable operators to control restraint devices from one side of the trailer, thereby reducing the need to cross over to release or activate the restraints.

### 3.11 Fuel Specification

**3.11.1** All diesel vehicles and equipment permanently based on the airfield must only use ultralow sulphur ULSD/Gasoil.

**3.11.2** Ultra-low sulphur diesel is defined in Her Majesty's Revenue and Tariff Notice HCOTEG12650, as containing sub 50 particals per million sulphur.

**3.11.3** Heathrow may carry out random fuel checks at any time.

### 3.12 Vehicle Emissions Standards

**3.12.1** All vehicles, must meet the current applicable European or Stage emission standard for On Highway or Off Highway (non-road) vehicles, as applicable at the time of manufacture or 1st registration whichever is the later.



**3.12.2** Heathrow will carry out 'spot-checks' of emission standards on all vehicles/equipment. Heathrow will also complete audits of documentation supporting VAP applications.

**3.12.3** Vehicles failing the checks shall be removed from the Airside area until evidence has been provided to your Licence Manager team to reactivate your pass.

### 3.13 Fire Extinguishers

**3.13.1** Vehicles must be fitted with fire extinguishers where these items are part of a vehicle's standard equipment or are recommended by the manufacturer or supplier.

**3.13.2** All operators must take a risk-based approach and complete a suitable risk assessment to judge whether individual GSE should have them fitted.

### 3.14 Jerry Cans

**3.14.1** Jerry Cans must be manufactured to UN Standard metal container meeting the performance requirements for the carriage of petrol/diesel and are no more than a maximum of 10 Litre in size.

**3.14.2** A maximum of 2 Jerry cans can be carried Airside within a vehicle and must be labelled with the UN 1203 flammable diamond.

**3.14.3** If you are carrying jerry can(s) you must also have in place the below requirements:

**3.14.3.1** Driver training in accordance with ADR 1.3 (Dangerous Goods by Road (ADR))

**3.14.3.2** Carry 2 kg fire extinguisher

**3.14.3.3** Stow the jerry cans correctly to avoid damage or loss from the vehicle

## 4. Operating over 10 Meters

**4.1** For any equipment which will operate 10 meters and above on the Airfield, the Works Approval Team must be consulted and a permit must be applied for. The permit must then be provided as part of the LDVAP in ID Gateway. If the equipment is to be used internally or close to terminal buildings, the Works Approval Team must be consulted and an informed decision will be made.

## 5. Vehicle Recognition

**5.1.1** All vehicles operating in Airside areas must be easily identifiable as belonging to the operating company, with permanent livery at a distance of 10m. No other





markings should be more dominating than the livery; Heathrow has the ultimate decision on the suitability of a livery. See Appendix B.

- 5.1.2** All vehicles must display livery which is linked to the companies name as displayed in their GOL and their companies house certificate. No subsidiary company(s) can be displayed on the vehicle.
- 5.1.3** Vehicles or equipment to which it is not possible to permanently fix the company livery require identification signage that identifies the owner company. This signage must be attached to both sides of the vehicle or displayed in the side windows of the vehicle (whilst still retaining a white background). These vehicles will be treated as un-liveried and will only be granted access in exceptional circumstances. They will be issued with a vehicle defect notice and must be rectified with 14 working days.
- 5.1.4** Temporary vehicles are permitted to use magnetic stickers or decals as a last resort. This type of livery must be of sufficient strength to not be easily removable by, speed or weather conditions. Vehicles on the manoeuvring area will require further mitigation agreed with your Licence Manager.
- 5.1.5** The livery must include contact details as stated in 5.3.
- 5.1.6** Whether permanent or temporary, the minimum size of lettering of the company name should be 10cm in height. Temporary identification must be on a white background of a minimum size of 45cm x 20cm. Identification should be displayed either mid centre on each front door or on a rear panel dependant on vehicle type (see examples).
- 5.1.7** All trailers, sets of passenger and engineering steps, and any other item of movable equipment in use Airside is to be permanently marked with the company name, the section to which the item is allocated and a valid contact telephone number.
- 5.1.8** Vehicles and items of equipment not correctly marked may be denied entry to Airside areas, or if found Airside, removed to a Landside location.
- 5.1.9** Certain Government, diplomatic or emergency services may be exempt from these requirements.

## 5.2 Contact Information Signage

- 5.2.1** It is a requirement for vehicles that operate Airside to clearly display a valid 24-hour Heathrow based contact telephone number to facilitate contact in the event of an urgent operational or safety issues.
- 5.2.2** The contact details must be displayed in accordance with the following specifications:



**5.2.2.1** The sign shall be made of a durable non-fading material;

**5.2.2.2** The sign shall use black lettering on a white background;

**5.2.2.3** The sign shall display:

- (a) User section/department name; company name
- (b) Telephone contact number

**5.2.2.4** The sign shall be no less than 125mm x 75mm in size and the lettering must be a minimum of 10mm capital height;

**5.2.2.5** The sign shall be located on (in priority order):

- (a) The driver's door or
- (b) The front wheel arch on the driver's side or
- (c) A clearly visible location within the driver's position;

**5.2.3** Vehicles/equipment holding a temporary VAP shall display contact information on a card/label of the same dimensions described above. However, this must be approved by the Heathrow Licence Managers and a dispensation agreed.

**5.2.4** The sign must be easily readable from 5m away.

### 5.3 Obstacle Lights

**5.3.1** Vehicle obstacle lights are not required for vehicles using Airside roads.

**5.3.2** Vehicles using aircraft stands, uncontrolled crossings or the manoeuvring area are required to have serviceable obstruction lights which must be illuminated at all times. Specifications for obstruction lights are set out in EASA document CS.ADR.DSN.

Intensity	Minimum 40 candelas	Maximum 400
Colour	Yellow	
Beam coverage	360° in azimuth	10° above to 10° below the horizontal.
Flash rate	60 – 90 per minute	Strobe lighting is not allowed
Position	Highest point on vehicle	

**5.3.3** All vehicles operating on the manoeuvring (including uncontrolled crossings) are to display basic 360-degree obstruction light as opposed to the use of strobing lights. This is to differentiate between operations vehicles and managing traffic and hazards airside.



## 5.4 Radio Equipment

- 5.4.1** A vehicle that is to be driven on the Manoeuvring Area must be equipped with radio(s) capable of transmitting and receiving all relevant Heathrow ATC frequencies and channels (see ASDRVE\_OSI\_010 ATC Radio Frequencies - Control of Vehicles on the Manoeuvring Area').

## 5.5 Maintenance Requirements

- 5.6** To comply with the requirement of Schedule 3 of the GOL. Any company vehicle that requires a Vehicle Apron Permit to allow their vehicles to be driven or operated airside must carry out at least two full safety inspections per year (i.e. one every six months) using either the Heathrow safety inspection sheet (found in the below annex) or a safety inspection sheet that is either equivalent or better. The company must maintain documentary records of these inspections. These checks are required on ALL vehicles irrespective of usage of vehicles and mileage recorded (See Appendix A).
- 5.7** All Airside users are required to provide evidence of a valid safety inspection sheet when applying for any VAP. Vehicles/Plant equipment for which this documentation cannot be provided must be removed from Airside.
- 5.8** The safety inspection sheet can be no older than 6 months when applying for a full VAP or LDVAP and has to be completed and signed by a technically competent person (technician, technician supervisor) and a representative of the owning company.
- 5.9** Vehicles not designed to travel on public highways will be required to produce a safety inspection for all VAP applications.
- 5.10** No safety inspection sheet is required within the first 12 months from registration of a new vehicle (vehicle presented for first licensing in UK) for the initial application of a VAP. Thereafter, all vehicles and plant requiring a VAP will be required to produce a valid safety inspection sheet on all VAP applications.
- 5.11** MOT certificates will no longer be accepted from 30th March 2019. HAL will only accept either the Heathrow safety inspection sheet (found in the below annex) or a safety inspection sheet that is either equivalent or better.
- ## 5.12 Condition & Serviceability
- 5.12.1** The driver of any vehicle driven Airside is personally responsible for the serviceability and safe operation of that vehicle. Drivers will be assumed to have inspected their vehicle before driving off and will therefore be aware of the condition of their vehicle. If the vehicle, trailer or load becomes unserviceable in use, the



driver is to follow their company procedures which are to ensure a safe conclusion/resolution.

Action may be taken under Heathrow byelaws against drivers of vehicles which do not meet MOT standards. Action may also be taken against companies whose vehicles, when inspected, fail to meet MOT test minimum standards.

**5.12.2** Vehicle check points will be set up at random on Airside locations by Heathrow. Those vehicles which fail the check are to be removed from service by the operator and repaired. Should a vehicle be found to have serious faults which, in the opinion of the Heathrow examiner, make the vehicle dangerous to drive, it will not be permitted to proceed. The operator will be required to have the vehicle towed or transported to a suitable workshop for repair.

**5.12.3** Companies are required to have a daily inspection and fault reporting and rectification process for all vehicles issued with a VAP, and this process will be auditable by Heathrow.

**5.12.4** All Companies operating vehicles Airside need to ensure they have suitable arrangements in place for any breakdown and/or recovery. Such arrangements are to ensure response times of no more than 15 minutes for breakdowns and/or recovery when airside including Control Posts.

## 6. Telematics and Vehicle Tracking and/or Safety Monitoring devices

All vehicles which drive airside must be fitted with a suitable tracking device which meets HAL's minimum requirements in Appendix C. Any vehicle not meeting this requirement may have its VAP removed until evidence is provided. If already Airside, the vehicle(s) will be removed to a Landside location. See 3.2.10 and 3.2.11 for further details on vehicle/plant equipment that fall outside of this requirement.

**6.1** All companies must regularly review (not less than quarterly) telematic data for safety related events such as: speeding, utilisation and vehicle emissions.

**6.2** Companies are required to submit vehicle data to HAL for review and analysis when requested.

## 7. Enquiries

**7.1** Any enquiries regarding this Instruction should be made to the Heathrow Ramp Assurance Manager, Airside Operations Facility, Building 16887, email [Robert.Derr@heathrow.com](mailto:Robert.Derr@heathrow.com) 07712433386



## 8. References

The Road Traffic Act and Vehicle Construction and Use Regulations

Heathrow Byelaws, OSIs & UK Airport (Ground Handling) Regulations 1997

EC Regulation 300/2008

UK & EU Regulations relating to vehicle and GSE design and construction

Euro or Stage emission standard

Her Majesty's Custom and Excise Tariff Notice HCOTEG12650

European or Stage emission standard for On Highway or Off Highway (non-road) vehicles

CAA publication Licensing of Aerodromes (CAP 168)

ASDRVE\_OSI\_010 ATC Radio Frequencies - Control of Vehicles on the Manoeuvring Area

ASGrOps\_OSI\_044 The Handling of Airside Infringements

EASA Document CS ADR DSN

Heathrow 2.0 Our plan for sustainable growth



## Appendix A

### Inspection sheets

**Safety Inspection MTV10071**  
**Cars, Van & light Vehicles**  
**Under 3.5 tonnes Gross Vehicle Weight**  
**(Including Mini-buses 15 seats or less)**  
 REFER TO VEHICLE TESTING MANUAL FOR GUIDANCE

Owners Name: \_\_\_\_\_ Miles/Kms: \_\_\_\_\_

Technician Name: \_\_\_\_\_ Fleet No: \_\_\_\_\_

Technician's Company: \_\_\_\_\_ Job No: \_\_\_\_\_

Registration No: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Type of Equipment: \_\_\_\_\_

	TESTABLE ITEMS	TM No.	Initial	COMMENTS
	<b>BRAKE PERFORMANCE CHECK</b>			
1	Brake performance tests and record reading. (Attach printout).	3.7/3.8		
2	Test carried out YES/NO (If NO, state reason).			
	<b>LIGHTING EQUIPMENT</b>	<b>Section 1</b>		
1	Obligatory front lamps.	1.1		
2	Obligatory rear lamps	1.1		
3	Obligatory headlamps	1.2		
4	Headlamp aim.	1.6		
5	Stop lamps	1.3		
6	Rear reflectors	1.4		
7	Direction indicators & Hazard lamps	1.5		
8	ACW light (if fitted)	N/A		
	<b>STEERING &amp; SUSPENSION</b>	<b>Section 2</b>		
9	Steering controls	2.1		
10	Steering mechanism & linkages	2.1		
11	Power steering	2.3		
12	Transmission shafts	2.5		
13	Stub axle assemblies	2.5		
14	Wheel bearings	2.5		
15	Suspension	2.4/2.6		
16	Shock absorbers	2.7		



	TESTABLE ITEMS	TM	Initial	REMARKS
		<b>No.</b>		
	<b>BRAKES</b>	<b>Section 3</b>		
17	Service brake control	3.3		
18	Parking brake lever mechanism	3.1		
19	Hand operated brake control valves	3.2		
20	Anti-lock braking system	3.4		
21	Mechanical brake components	3.5		
22	Hydraulic air and vacuum systems	3.6		
	<b>TYRES AND WHEELS</b>	<b>Section 4</b>		
23	Tyre type	4.1		
24	Tyre condition	4.1		
25	Road wheels	4.2		
26	Tyre size and ply ratings	4.1		
	<b>SEAT BELTS</b>	<b>Section 5</b>		
27	Security of mountings	5.1		
28	Condition of belts	5.1		
29	Operation.	5.1		
	<b>GENERAL ITEMS</b>	<b>Section 6</b>		
30	Drivers view of road (Glass)	6.1		
31	Audible warning (horn)	6.2		
32	Exhaust system	6.3		
33	Exhaust emissions	6.4		
34	General condition of vehicle	6.5		
35	Mirrors	6.6		
36	Fuel system/fuel tank cap	6.7		
37	Registration plates & VIN details	6.8		

On completion of inspection, exhaust emission print out must be attached to completed Service Sheet.

Technicians Signature: ..... Date: .....

I certify that the final road test/inspection has been carried out, the job is complete/incomplete. The unit is roadworthy and serviceable.

Supervisors Signature: ..... Date: .....

Signature of Owners Representative (Authorised Signatory): .....

Print Name: ..... Date: .....





## Safety Inspection MTV10073 Passenger Carrying Vehicles (16 Seats or more)

**REFER TO PASSENGER CARRYING VEHICLE TESTING MANUAL FOR GUIDANCE**

Owners Name: \_\_\_\_\_ Registration No: \_\_\_\_\_

Technician Name: \_\_\_\_\_ Fleet No: \_\_\_\_\_

Seating Capacity: \_\_\_\_\_ Job No: \_\_\_\_\_

Technicians Company: \_\_\_\_\_ Miles/Kms: \_\_\_\_\_

Date of Inspection: \_\_\_\_\_

	TESTABLE ITEMS	TM No.	Initial	COMMENTS
	<b>BRAKE PERFORMANCE CHECK</b>			
	Carry out full brake performance test and record readings.	35, 36, 37, 38		
	Test Carried out YES/NO			
	If 'NO' give reason			
	<b>CAB</b>			
1	Check condition of drivers accommodation and steps	17		
2	Check operation of demister.	17		
3	Check operation and condition of drivers seat.	18		
4	Check operation of drivers signalling window.	17		
5	Check view to front.	23		
6	Check condition of glass or other transparent material.	24		
7	Check operation and condition of windscreen wipers	25		
8	Check operation of windscreen washers	25		
9	Check condition and illumination of speedometer	26		
10	Check operation, condition and seals of tachograph	29		
11	Check operation and security of audible warning (horn).	27		
12	Check function of driving controls	28		
13	Check play at steering wheel	30		
14	Check condition and security of steering wheel	31		
15	Check condition and security of steering column	32		
16	Check brake warning devices	34		
17	Check build up of brake pressure vacuum.	35		
18	Check mechanical brake hand levers	36		
19	Check service brake pedal	37		
20	Check service brake operation	38		
21	Check hand operated brake control valves	39		





	TESTABLE ITEMS	TM No	Initial	COMMENTS
	<b>VISUAL INSPECTION INTERIOR</b>			
22	Check interior body condition, including treads, handrails, floor traps, parcel racks, barriers, panels, floor covering and floor markings.	21		
23	Check condition, security and cleanliness of seats.	21		
24	Check ventilators and opening windows.	21		
25	Check condition of glass	24		
26	Check operation and condition of drivers blinds	21		
27	Check operation and condition of saloon lighting	21		
28	Check fire extinguisher for condition, type and marking	21		
29	Check first aid kit.	21		
30	Check operation of bells and warning buzzers.	21		
31	Check all warning notices are intact and legible	16		
32	Check operation of saloon heaters.	21		
33	Check engine cover	21		
34	Check condition and operation of seat belts	3		
35	Check presence of tools for braking emergency glass.	16		
	<b>VISUAL INSPECTION EXTERIOR</b>			
36	Check for correct legal markings	20		
37	Check and record exhaust emission using smoke meter.	5		
38	Check security and condition of road wheels and hubs.	6		
39	Check for mis-matching of tyre size and type	7		
40	Check for condition of tyre size and type.	8		
41	Check security and condition of bumper bars	9		
42	Check security of spare wheel carrier.	10		
43	Check trailer coupling	11		
44	Check security and condition of wings and wheel arches	14		
45	Check passenger doors, drivers door and emergency doors	16		
46	Check condition and security of access door and flaps.	20		
47	Check condition of baggage compartment.	20		
48	Check condition of exterior bodywork.	20		
49	Check condition and security of body	20		
50	Check operation and marking of fuel cut-off device	28		
51	Check condition and security of mirrors.	22		
52	Check obligatory front lamps	63		
53	Check AVW light (if fitted)	42		
54	Check rear fog and No plate lamps	64		
55	Check obligatory rear lamps.	64		



	TESTABLE ITEMS	TM No	Initial	COMMENTS
	<b>VISUAL INSPECTION EXTERIOR (Continued)</b>			
56	Check direction indicators & hazard lamps	66		
57	Check headlamps and aim	67, 68		
58	Check reflectors	65		
59	Check rear markings (articulated buses only).	62		

	TESTABLE ITEMS	TM No	Initial	COMMENTS
	<b>PIT</b>	<b>46</b>		
60	Check condition of chassis	41		
61	Check electrical wiring and battery for security	42		
62	Check engine and transmission mountings	43		
63	Check for oil, fuel and coolant leaks.	44		
64	Check fuel tanks and systems.	45		
65	Check condition of exhaust (including ancillaries)	46		
66	Check security of body.	19		
67	Check springs, pins and bushes.	48		
68	Check condition of suspension.	49		
69	Check attachment of spring units, linkages and sub frame.	50		
70	Check shock absorbers.	51		
71	Check stub axles and wheel bearings	53		
72	Check steering linkages	54		
73	Check steering gear.	55		
74	Check power steering	56		
75	Check transmission	57		
76	Check mechanical brake components	59		
77	Check brake actuators	60		
78	Check braking systems and components	61		
79	Additional braking devices (including retarder).	58		

On completion of inspection, exhaust emission print out must be attached to completed Service Sheet.

Technicians Signature: ..... Date: .....

I certify that the final road test/inspection has been carried out, the job is complete/incomplete. The unit is roadworthy and serviceable.

Supervisors Signature: ..... Date: .....

Signature of Owners Representative (Authorised Signatory): .....

Print Name: ..... Date: .....



**Safety Inspection MTV10072**  
**Powered Vehicles**  
**Over 3.5 tonnes Gross Vehicle Weight**  
**REFER TO VEHICLE TESTING MANUAL FOR GUIDANCE**

Owners Name: \_\_\_\_\_ Miles/Kms: \_\_\_\_\_

Technician Name: \_\_\_\_\_ Fleet No: \_\_\_\_\_

Technician's Company: \_\_\_\_\_ Job No: \_\_\_\_\_

Registration No: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Type of Equipment: \_\_\_\_\_

	TESTABLE ITEMS	TM No.	Initial	COMMENTS
	<b>BRAKE PERFORMANCE CHECK</b>			
	Carry out full brake performance test and record readings	35, 36, 37, 38		
	Test Carried out YES/NO			
	If 'NO' give reason.			
	<b>CAB</b>			
1	Check position and details of ministry plate.			
2	Check condition of drivers accommodation and step	17		
3	Check condition and security of drivers seat	18		
4	Check condition, and position of mirrors.	22		
5	Check view to front.	23		
6	Check condition of glass or other transparent material	24		
7	Check operation and condition of windscreen wipers	25		
8	Check operation of windscreen washers.	25		
9	Check condition and illumination of speedometer	26		
10	Check operation, condition and seals of tachograph	29		
11	Check operation and security of audible warning (horn)	27		
12	Check function of driving controls	28		
13	Check play at steering wheel.	30		
14	Check condition and security of steering wheel.	31		
15	Check condition and security of steering column.	32		
16	Check speed limiter plate, wiring and tamper proof device.	33		
17	Check operation of pressure/vacuum warning	34		
18	Check pressure/vacuum build up time.	35		
19	Check operation, condition, travel and wear on hand levers controlling mechanical braking.	36		
20	Check condition and operation of service brake pedal.	37		



	TESTABLE ITEMS	TM	Initial	REMARKS
		No.		
21	Check service brakes for operational leaks.	38		
22	Check condition and operation of hand operated brake control valves.	39		
23	Check condition of electrical wiring and equipment	42		
24	Check condition and security of front bumper.	9		
25	Check condition and security of front wings.	14		
26	Check security of cab (inc tilt mechanism)	15		
27	Check condition of cab doors, hinges and locks.	16		
28	Check condition of cab floor and steps	17		
29	Check condition and security of mirrors and arms.	22		
30	Check function and condition of front side lamps	63		
31	Check function, condition and aim of headlamps	67/68		
32	Check rear markings for position, condition, & security	62		
33	Check condition and operation of all rear lamps	64		
34	Check condition of side and rear reflectors.	65		
35	Check condition and operation of direction indicators & hazard warning lights.	66		
36	Check condition and operation of stop lamps.	69		
37	Check operation of ACW light.	N/A		
	<b>ENGINE COMPARTMENT</b>			
38	Check condition and security of engine mountings.	43		
39	Check for oil leaks	44		
40	Check fuel system for leaks.	45		
41	Check condition, security and leads on exhaust system.	46		
42	Check exhaust emissions and record readings.	5		
	<b>GROUND LEVEL</b>			
43	Check condition and security of road wheels and hubs.	6		
44	Check size and type of tyres.	7		
45	Check condition of tyres.	8		
46	Check sideguards, rear under-run device and bumper bars.	9		
47	Check condition and security of spare wheel carrier	10		
48	Check tractor to trailer coupling	11		
49	Check condition and security of rear wings.	14		



50	Check condition ad security of body.	19/20		
	<b>PIT</b>			
51	Check condition of chassis and security of components.	41		
52	Check condition and security of electrical wiring and equipment.	42		
53	Check for oil leaks.	44		

	TESTABLE ITEMS	TM	Initial	COMMENTS
		<b>No</b>		
54	Check condition and security of fuel tank and system.	45		
55	Check exhaust for condition, security and leaks.	46		
56	Check suspension pins and bushes for wear and security	48		
57	Check condition of suspension spring units and linkages	49		
58	Check attachment of spring units, linkages and sub frames.	50		
59	Check condition and security of shock absorbers.	51		
60	Check condition and play of stub axles and wheel bearings.	53		
61	Check steering linkage for movement, condition and security.	54		
62	Check steering gear for operation, wear & security.	55		
63	Check power steering for operation, leaks and security.	56		
64	Check transmission for condition, wear and security	57		
65	Check operation and condition of mechanical brake components	59		
66	Check brake actuators for security damage corrosion and leaks.	60		
67	Check operation of trailer parking brake.	70		

On completion of inspection, Exhaust Emission print out must be attached to completed Service Sheet.

Technicians Signature: ..... Date: .....

I certify that the final road test/inspection has been carried out, the job is complete/incomplete. The unit is roadworthy and serviceable.

Supervisors Signature: ..... Date: .....

Signature of Owners Representative (Authorised Signatory): .....

Print Name: ..... Date: .....



**Safety Inspection MTV10085  
Waste Disposal Compaction Vehicle and Skip Loaders  
To be used in conjunction with Inspection Sheet MTV10071 or  
MTV10072**

Owners Name: \_\_\_\_\_ Miles/Kms: \_\_\_\_\_

Technician Name: \_\_\_\_\_ Fleet No: \_\_\_\_\_

Technicians Company: \_\_\_\_\_ Job No \_\_\_\_\_

Registration No: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Type of Equipment: \_\_\_\_\_

	INSPECTION ITEMS	TM No.	Initial	COMMENTS
1	Check condition and security of mountings/structure			
2	Check condition and security of side doors, roof doors and port holes.			
3	Check condition and security of scatter guard/cab guard			
4	Check condition and security of body ladders.			
5	Check condition, security and distortion of all arms, members and links			
6	Check pivot pins and bushes for wear, damage and security.			
7	Check condition and security of locking pins and security devices.			
8	Check condition, security and operation of support jacks.			
9	Check condition, security and operation of ejector plat assembly.			
10	Check condition, security and operation of loading doors and tail gate assemblies.			
11	Check compliance and condition of compactor assembly.			
12	Check condition and operation of hopper			
13	Check condition and operation of paladin bin lifts			
14	Check condition and security boom rail guards			
15	Check condition and security of tip/bale hooks			
16	Check lift chains for wear, damage and security			
17	Check condition and security of lift arms and tilt forks.			
18	Check rams and cylinders for leaks and security			
19	Check condition and security of hoses and seals.			
20	Check condition and security of hydraulic reservoir.			

	INSPECTION ITEMS	TM No	Initial	COMMENTS
21	Check condition and security of pump drivers and guards			
22	Check condition and operation of PTO and Pump controls			



23	Check condition and operation of the tail gate controls			
24	Check condition and operation of compaction controls			
25	Check condition and operation of ejector controls			
26	Check condition and operation of tipping controls			
27	Check condition and operation of emergency stop controls			
28	Check condition and operation of start controls.			
29	Check condition and operation of wiring and switches			
30	Check operation of warning beacons			
31	Check operation of audible reverse warning			
32	Check all warning and safety signs are in place and are legible.			
33	Check that all operating control labels are in place and are legible.			
34	Carry out function test on unit			

Technicians Signature: ..... Date: .....

I certify that the final road test/inspection has been carried out, the job is complete/incomplete. The unit is roadworthy and serviceable.

Supervisors Signature: ..... Date: .....

Signature of Owners Representative (Authorised Signatory): .....

Print Name: .....



## Safety Inspection MTV10083 Trailers

**REFER TO GOODS VEHICLE TESTING MANUAL FOR GUIDANCE**

Owners Name: \_\_\_\_\_ D/Bar or Semi: \_\_\_\_\_

Technician Name: \_\_\_\_\_ Fleet No: \_\_\_\_\_

No. of Axles: \_\_\_\_\_ D No: \_\_\_\_\_

Technicians Company: \_\_\_\_\_ Make & Type: \_\_\_\_\_

Type of Equipment: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Job No: \_\_\_\_\_

	TESTABLE ITEMS	TM No.	Initial	COMMENTS
<b>BRAKE PERFORMANCE TEST</b>				
1	Carry out full brake performance test and record readings	35, 36, 37, 38		
2	Check condition and operation of mechanical brake components	39		
3	Check brake actuators for security damage, corrosion and leaks	60		
4	Check brake system components.	61		
5	Check condition and operation of load sensing device.	61		
6	Check operation of trailer parking brake.	70		
7	Check operation of trailer emergency brake.	12		
<b>STEERING CHECK</b>				
8	Check condition and play of stub axles and wheel bearings	53		
9	Check condition, security and play in steering linkage	54		
10	Check condition and operation of turntable.	11		
<b>UNDER/ALONGSIDE TRAILER</b>				
11	Check position and details of Ministry Plate.			
12	Check condition and security of road wheels and hubs	6		
13	Check size and type of tyres	7		
14	Check condition of tyres	8		
15	Check sideguards, rear under-run device and bumper bars.	9		

	TESTABLE ITEMS	TM No	Initial	COMMENTS
16	Check condition and security of spare wheel carrier.	10		
17	Check trailer to tractor coupling	11		
18	Check condition, security and wear of drawbar and eye or ball socket.	11		
19	Check condition and security of wings	14		
20	Check condition and security of trailer landing legs	13		
21	Check security of body	13		





22	Check condition of body.	20		
23	Check security and condition of chassis.	41		
24	Check condition and security of electrical wiring and equipment	42		
25	Check for oil leaks (components and ancillaries)	44		
26	Check condition and security of suspension pins and bushes	48		
27	Check suspension units for condition and leaks	49		
28	Check attachment of spring units, linkages and sub-frames	50		
29	Check condition and security of shock absorbers	51		
30	Check rear markers for position, condition and security.	62		
31	Check condition and operation of all lamps	63/64		
32	Check condition of side and rear reflectors.	65		
33	Check condition and operation of direction indicators and hazard warning lamps.	66		
34	Check condition and operation of stop lamps	69		

Technicians Signature: ..... Date: .....

I certify that the final road test/inspection has been carried out, the job is complete/incomplete. The unit is roadworthy and serviceable.

Supervisors Signature: ..... Date: .....

Signature of Owners Representative (Authorised Signatory): .....

Print Name: ..... Date: .....



**Safety Inspection MTV10082  
Ground Power Unit/Airstart Unit  
To be used in conjunction with Inspection Sheet MTV10071, MTV10072  
or MTV10083**

Owners Name: \_\_\_\_\_ Miles/Kms: \_\_\_\_\_

Technician Name: \_\_\_\_\_ Fleet No: \_\_\_\_\_

Technicians Company: \_\_\_\_\_ Job No \_\_\_\_\_

Registration No: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Type of Equipment: \_\_\_\_\_

	<b>INSPECTION ITEMS</b>	<b>TM</b>	<b>Initial</b>	<b>COMMENTS</b>
		<b>No.</b>		
1	Check condition and security of engine mountings	43		
2	Check for oil leaks	44		
3	Check fuel system for leaks	45		
4	Check condition, security and leaks on exhaust	46		
5	Check exhaust emissions and record readings	5		
6	Check operation of all safety circuits (Cable and hose lockers).			
7	Check sound deadening material is intact.			
8	Check condition of ground power cables for damage or perishing.			
9	Check air start hose scuffing jacket for damage.			
	<b>PIT</b>			
10	Check condition of chassis and security of components	41		
11	Check condition and security of electrical wiring and equipment			

Technicians Signature: ..... Date: .....

I certify that the final road test/inspection has been carried out, the job is complete/incomplete. The unit is roadworthy and serviceable.

Supervisors Signature: ..... Date: .....

Signature of Owners Representative (Authorised Signatory): .....

Print Name: ..... Date: .....



## Safety Inspection MTV10081 Vehicle Mounted Lifting Equipment

(Access Platforms-Hoists-Manlifts-Deicers-Cranes-Steps-Elecators-Towers-TSU's-Tailifts)  
To be used in conjunction with Inspection Sheet MTV10071 or  
MTV10072

Owners Name: \_\_\_\_\_ Miles/Kms: \_\_\_\_\_

Technician Name: \_\_\_\_\_ Fleet No: \_\_\_\_\_

Technicians Company: \_\_\_\_\_ Job No \_\_\_\_\_

Registration No: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Type of Equipment: \_\_\_\_\_

	INSPECTION ITEMS	TM	Initial	COMMENTS
		No.		
1	Check structure for corrosion and damage			
2	Check security and condition of all attached mountings and fixings.			
3	Check stabilizers, jacks, legs and supports for security condition and leaks.			
4	Check interlocks for correct operation.			
5	Check tracks, runners and rollers for wear, damage and security.			
6	Check platform for corrosion and damage.			
7	Check condition and security of toe plates, guards, hand rails and grab handles.			
8	Check all hinges, torsion bars and catches.			
9	Check all electrical controls and switches.			
10	Check audible warning system.			
11	Check electrical wiring.			
12	Check power unit.			
13	Check hydraulic controls			
14	Check hydraulic pump, pipework, hoses, fluid level for damage, leaks, routing and security.			
15	Check hydraulic power rams.			
16	Check track stops/ram stops.			
17	Check wire ropes, chains, hooks and lings.			
18	Check pulleys and sprockets.			
19	Check fail safe devices and limit switches			
20	Check load jibs, masts gantry, lifting arms and booms.			
21	Check pivot pins and locking devices, etc.			
22	Check all markings and Safety signs are in place and are legible.			
23	Check emergency lowering system			
24	Check fluid spray system for leaks and damage.			



25	Check all pipe and flexible connections for leaks and chafing.			
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	INSPECTION ITEMS	TM No	Initial	COMMENTS
	<b>AUXILARY ENGINE (if fitted)</b>			
26	Check condition and security of engine mountings	43		
27	Check for oil leaks	44		
28	Check fuel system for leaks	45		
29	Check condition, security and leaks on exhaust system.	46		
30	Check exhaust emissions	5		

<b>LOAD TEST RESULT</b>
<b>CREEP IN 10 Mins ..... IMPOSED LOAD ..... KG/LBS .....</b>

It is strongly recommended that the following tests and certifications be carried out on a 12 monthly basis:-

		TM No	Initial	COMMENTS
1	<b>Relief valve(s) setting.</b>			
2	Pressure switch(es) setting.			
3	Pipe failure safety circuit.			
4	Stabiliser non-return valves.			
5	Pilot check valves			
6	Main cylinder condition (corrosion – leaks)			
7	Stabiliser cylinder condition (corrosion – leaks)			
8	Emergency hand pump operation.			
9	Hydraulic oil condition.			
10	General condition of system.			
11	Scissor gear condition.			
12	Pin and bearing condition.			
13	General structure condition.			
14	Electrical wiring.			
15	All safety and limit switches			
16	Toe plates, guards and hand rails			
17	Legal and advisory markings.			

A recognised Test Certificate must be affixed to the inspection sheet on completion.

Technicians Signature: ..... Date: .....

I certify that the above equipment complies with all safety an functional tests and is safe to use..

Supervisors Signature: ..... Date: .....

Signature of Owners Representative (Authorised Signatory): .....

Print Name: .....



**Safety Inspection MTV10080**  
**Suction and Tractor Mounted Sweepers**  
**To be used in conjunction with Inspection Sheet MTV10071 or**  
**MTV10072**

Owners Name: \_\_\_\_\_ Miles/Kms: \_\_\_\_\_

Technician Name: \_\_\_\_\_ Fleet No \_\_\_\_\_

Technicians Company: \_\_\_\_\_ Job No \_\_\_\_\_

Registration No: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Type of Equipment: \_\_\_\_\_

	TESTABLE ITEMS	TM	Initial	COMMENTS
		No.		
	<b>ENGINE COMPARTMENT</b>			
1	Check condition and security of engine mountings	43		
2	Check for oil leaks.	44		
3	Check fuel system for leaks	45		
4	Check condition, security and leaks on exhaust system	46		
5	Check exhaust emissions and record readings			
	<b>SWEEPERS</b>			
6	Check condition and connections of hoses			
7	Check condition of pump belts			
8	Check suction fan drive belts and hydraulic tensioner.			
9	Check condition of lift cables and pulleys			
10	Check condition and wear of plates			
11	Check all sealing rubbers for damages			
12	Check condition and adjustment of control cables			
13	Check condition and security of control lever mountings.			
14	Check condition, security and leaks on crawler box/brush drive box.			
15	Check hydraulic tank for leaks.			
16	Check operation of PTO.			
17	Check security of PTO drive shafts and UJ's			



18	Check castor wheels and tyre condition on suction box.			
19	Check all linkage points on frame and drive chains to brush.			
20	Check operation of bevel drive gearbox.			
21	Check condition and tension and security of drive chains and tension springs.			

	TESTABLE ITEMS	TM No	Initial	COMMENTS
	<b>GRITTERS</b>			
22	Check condition and security of chassis/structure.			
23	Check condition of hydraulic pipes			
24	Check hydraulic pipes for leaks.			
25	Check condition and operation of conveyor belt.			
26	Check operation and security of drive boxes			
27	Check drive shafts and bearings.			
28	Check operation of feed door.			
	<b>GULLY EMPTIER</b>			
29	Check operation of PTO			
30	Check security of PTO drive shafts and UJ's			
31	Check operation and security of vacuum pump.			
32	Check condition of breathers.			
33	Check boom tensions.			
34	Check condition and security of stowage brackets/straps.			
35	Check condition of rear door seal and locking bolts			
36	Check operation of vacuum gauge.			
	<b>DE ICER</b>			
37	Check all pipe connections for leaks and chafing of flexible hoses.			
38	Check spray booms and jets for damage.			
39	Check security of boom stowage.			
40	Check marker lights for operation.			

On completion of inspection, exhaust emission print out must be attached to completed Service Sheet.

Technicians Signature: ..... Date: .....

I certify that the final road test/inspection has been carried out, the job is complete/incomplete. The unit is roadworthy and serviceable.

Supervisors Signature: ..... Date: .....

Signature of Owners Representative (Authorised Signatory): .....

Print Name: ..... Date: .....



## Appendix B Livery

### Livery layout – minimum acceptable livery



### Contact Information

Must be produced on durable, non-fading material with black lettering on white background NO SMALLER THAN 125mm x 75mm with 10mm cap height.



## Appendix C

### Telematics data requirements

Data Type	Importance
Position	Essential
Accelerometer (collision/impact)	Essential
Speed – Average	Desirable
Speed – instantaneous	Essential
Driver identification	Desirable
Driver Training Verification	Desirable
Journey start/end time	Essential
Journey Distance	Essential
Engine Running Time	Essential
Emissions	Desirable

