

INSPECTION STATION GUIDEBOOK

LIGHT VEHICLE INSPECTION PROGRAM

VEHICLES WITH G.V.W.R. UNDER 4,500 kg

Release: May 2024

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INTRODUCTION

This information package is for use in vehicle inspection stations by qualified inspection mechanics and station contact persons. It consolidates all applicable regulations and Vehicle Safety operational policies pertaining to the Light Vehicle Inspection Program.

The objective of a safety inspection is to ensure that vehicles meet the standards of safety and repair, as established in The Highway Traffic Act, The Drivers and Vehicles Act, and the applicable regulations.

Vehicles will be inspected:

- In stations meeting requirements established by the Government of Manitoba
- By mechanics, employed by a station, that have qualified as inspection mechanics for the class of vehicle and have been designated as such

Inspection methods and standards will be amended from time to time. When this occurs, Vehicle Safety will forward instructions.

Where Original Equipment Manufacturer (OEM) recommended limits do not match the legislated standards, the OEM limits will be used. Inspection stations must always follow OEM service instructions and specifications for repair and replacement.

For further information, contact MPI's Vehicle Safety department:

Email vsi-stationinfo@mpi.mb.ca

Phone 204-985-0920 (Winnipeg)
1-866-323-0542 (All Offices Toll Free)

Fax 204-954-5319

I. VEHICLE TYPES AND INSPECTION REQUIREMENTS

Dealer Inspections

Licensed dealers are required to inspect all motor vehicles offered for sale to the public according to the standards in the regulations. The certificate issued on vehicles purchased from a dealer is valid for a one-year period commencing from the date of inspection completion. If the vehicle changes ownership within the one-year validity of the certificate, the valid certificate may be transferred to the new owner. If the vehicle does not change ownership after the certificate has expired, there is no requirement to renew the certificate until the next time the vehicle changes ownership or is deemed to be salvageable.

Non-Dealer Inspections

Vehicles purchased from non-dealers require an inspection prior to registration. The certificate issued on vehicles purchased from non-dealers is valid for a one-year period commencing from the date of inspection completion. If the vehicle changes ownership within the one-year validity of the certificate, the valid certificate may be transferred to the new owner. If the vehicle does not change ownership after the certificate has expired, there is no requirement to renew the certificate until the next time the vehicle changes ownership or is deemed to be salvageable.

Any motor vehicle declared salvageable by an insurer must have a post-accident body integrity inspection followed by a new mechanical inspection certificate prior to re-registration.

(Exception: vehicles retained by the owner with a salvage status of “Write Off (Other)”, i.e., hail, vandalism, etc.)

Note: a “multipurpose passenger vehicle” means a passenger vehicle that is designed to carry fewer than 11 persons, including its driver.

II. REQUIREMENTS AND RESPONSIBILITIES

Station Requirements and Responsibilities

1. Maintain a current licence for selling/repairing vehicles within the authorized vehicle class. The station must provide a copy of the licence, occupancy permit, or written municipal approval for the business location.
2. Have authorization to collect taxes and hold valid PST & GST numbers.
3. Forward a completed inspection station application and a \$200.00 cheque payable to Manitoba Public Insurance (as an application fee).
4. Employ one full time person able to qualify as an inspection mechanic. The inspection mechanic must be a full time employee and on site during normal hours of operation at the station. They cannot be employed as an inspector in multiple stations at the same time. The station must also designate a contact person, which can be the inspection mechanic. A station may also designate additional staff to be authorized to order inspection certificates. All staff ordering supplies must be authorized.
5. Have an approved shop space of sufficient size to inspect the largest vehicle of the applicable type, adequate space to work around these vehicles, and a door height that will accommodate the largest vehicle in the authorization class that can be presented for inspection.
6. Have normal garage equipment and tools in safe working condition, including:
 - a. Lifting equipment (hoist) of sufficient capacity to raise the heaviest applicable vehicle to be inspected
 - b. Two adjustable safety stands
 - c. Brake drum diameter gauge capable of measuring in inches or metric (0-14” and 0-40 cm) and accurate within 0.002”
 - d. Micrometers or rotor gauges, capable of measuring from the thinnest to the thickest rotor on applicable vehicles (0” - 2” and 0-57 cm) and accurate to within 0.002”
 - Must have lower jaws that end in 90-degree angle measuring points and not flat lower jaws.
 - e. Headlight aiming equipment capable of aiming all vehicles in the class of vehicle authorized to be inspected
 - Must be approved for regulated inspection programs in the United States and Canada.
 - f. Tire tread depth gauge capable of measuring 1/32”
 - g. Tire pressure gauge (minimum 60 psi)
 - h. Torque wrench capable of measuring torque requirements of applicable vehicles (minimum 200 ft. lbs.)

- i. Dial gauge (accurate to 0.001”), with appropriate means of securing to vehicle during application
- j. Vernier caliper capable of measuring brake lining and accurate to within 0.002”
- k. Window tint meter that is self-calibrating and able to test fixed glass
 - Tint meters must be of 2-piece design or have an attachment that can test fixed glass

NOTE: THESE TOOLS AND EQUIPMENT ARE TO BE OWNED BY THE INSPECTION STATION.

- 7. During business hours, allow any person(s) authorized by Vehicle Safety to examine the facilities, records, and documents pertaining to safety inspections. Upon request, supply an applicable vehicle for inspection.
- 8. Have and maintain a valid email address and current phone number.
- 9. Maintain, in good order and secured appropriately, the inspection standards, inspection certificates, and any other documents supplied by Vehicle Safety.
- 10. Ensure that the shop equipment and tools are in safe, good working condition and accessible to the inspection mechanic(s).
- 11. Ensure that the vehicle owner presents a clean vehicle for inspection purposes, which includes the undercarriage.
- 12. Ensure every inspection mechanic completes at least ten inspections and certifications annually.
- 13. Notify Vehicle Safety immediately if any contact person and/or inspection mechanic leaves or enters employment, and submit a completed Station Personnel Update form
- 14. If the inspection station ceases to be in operation for any reason, all certificates, permits, and signage must be returned to Vehicle Safety.
- 15. Ensure that the inspection mechanic performs all inspections in the station where they are employed.
- 16. Since there is no regulated fee or time limit for a Light Vehicle Inspection, ensure that PST is not charged for time to perform a light vehicle inspection. All applicable taxes apply to any authorized repairs performed on the vehicle. Customers are allowed to have vehicles repaired at any location prior to a re-inspection.

Contact Person Requirements and Responsibilities

- 1. Administer and co-ordinate the inspection activities of the station.
- 2. Ensure that certificates are kept in a secure location.
- 3. Ensure the company continues to meet inspection program requirements.
- 4. Process and complete all inspection documentation and keep records as required.
- 5. Participate in an inspection station audit.
- 6. Post inspection station sign, permit, and inspection mechanic certificate(s) clearly visible to the public.
- 7. Issue and file inspection certificates in numerical order.

8. Ensure that the inspection of the vehicle noted on the inspection certificate has been performed on the premises of the inspection station and completed on the date indicated on the inspection certificate.
9. Complete and distribute vehicle inspection certificates as per instructions.
10. Retain records of inspections for a minimum of two years.

Inspection Mechanic Requirements and Responsibilities

1. Due to the variation in size and complexity of vehicles in the inspection program, all inspection mechanics must demonstrate experience and capability of repair in the class of vehicle. Inspection stations are responsible for the quality of inspection being performed on vehicles at their location.

To be able to perform inspections, and qualify as an inspection mechanic, a mechanic must meet the following criteria:

- a. For any vehicle in the Light Vehicle Inspection Program: be a Journeyperson in the Automotive Service Technician trade or be an existing inspection mechanic certified for the applicable class of vehicles prior to April 1, 2022.
 - b. For trucks with GVWR 4,500 – 8,900 kg and buses with an 11-24 passenger capacity: be a Journeyperson in the Automotive Service Technician trade or be an existing inspection mechanic certified for the applicable class of vehicles prior to April 1, 2022.
 - c. Motorcycle inspectors must have certification of qualifications from Marine and Power Equipment or show proof of six years directly related industry training, and successfully pass a competency test.
 - d. Applicants to become qualified mechanics will be required to undergo training from Vehicle Safety, and for motorcycle inspections must demonstrate competence by scoring a minimum of 75% on test materials.
2. Have a set of mechanic's tools and access to the Vehicle Inspection Handbook.
 3. Process and complete all forms required for the inspection program.
 4. Do not inspect a vehicle they own.
 5. Do not sign an inspection certificate or enter their M# unless all items meet or exceed those standards as required in the inspection handbook.
 6. Although inspection mechanics may hold employment at multiple inspection stations at the same time, they must be certified and conduct inspections at **one station only**.

Inspection Station Wall Permits

A Vehicle Safety Inspection Station Permit is issued to every vehicle safety inspection station. It indicates the classification of vehicle the station is authorized to inspect. The station permit must be displayed in a location inside the building that is accessible to the public and can be easily seen if an Appointed station.

An Inspection Mechanic Permit is issued to each authorized inspection mechanic. It indicates the classification of vehicle that can be inspected and must be displayed in a location inside the building that is accessible to the public and can be easily seen if an Appointed station.

III. INSPECTION CERTIFICATE ADMINISTRATIVE PROCEDURES

Initial Inspection Certificate Information

This information is to be completed at the start of each inspection. This section of the Inspection Certificate requires:

- Date Inspection Started
- Type of Vehicle (Classification)
- Station Number and Station Name
- Vehicle Owner and Address
- Licence Number (Plate)
- Vehicle Identification Number (check the registration card for errors and the vehicle status if rebuilt)
- Odometer Reading and Type (km/mi)
- Province
- Make
- Model
- Year

NOTE: Inspectors are allowed to use a photocopy of the certificate while performing the inspection. This copy is for internal shop use only, not for use as an official certificate or issued to the public. If the station is using a photocopy, the inspection mechanic must ensure all information is transferred accurately before signing the inspection certificate. Working copies should be shredded when certificate is completed.

At Time of Inspection

The inspection mechanic will refer to the Light Vehicle Inspection Handbook and inspect each applicable item for the vehicle type. Each applicable item is inspected according to the method described in the standard and must exceed each of the reject criteria to pass inspection.

The inspection mechanic must measure and record the brake lining thickness, the drum diameter, and/or rotor thickness at the time of inspection. The inspection mechanic will also enter the brake drum/rotor discard limit and tire tread depth in the space provided on the inspection certificate.

Fail/Unsafe Vehicle

If defects are detected during the inspection, the inspection mechanic will:

1. Place an "X" in the "R" (reject) box of the corresponding section.
2. Circle the item number.
3. Record defects the **Defects** area (Example: "X Item 46, section 4.4(d), drag link bent")

A separate sheet may be needed to record a large number of defects.

4. Place an "X" in the **Fail/Unsafe Vehicle** box of the certificate.
5. If the owner is removing vehicle from station to have repairs made:
 - Do not complete **Date Inspection Completed**.
 - Do not enter **Mechanic Number** or **Mechanic Signature**.
 - Enter the **return date** at the bottom of the certificate.
 - Have the vehicle owner sign and date the inspection certificate indicating they are aware the vehicle is unsafe and must return for re-inspection within 30 days.
 - Issue the owner yellow and pink copies of the inspection certificate.
 - If the owner does not return for re-inspection, the white copy of the Inspection Certificate must be mailed within 5 working days to:

Vehicle Safety
P.O. Box 46064 Regent Postal Outlet
Winnipeg MB R2C 5C7

Fail/Hazardous Vehicle

If a hazardous defect is detected during the inspection, the inspector will:

1. Place an "XX" in the "R" (reject) box of the corresponding section.
2. Circle the item number.
3. Record the defect in the **Defects** area (Example: "XX: Item 53, section 1.3, Level 2 diesel fuel leak").
4. Place an "X" in the **Fail/Hazardous** box of the certificate.
5. If owner is removing vehicle from station to have repairs made:
 - **Do not** complete **Date Inspection Completed**.
 - **Do not** enter **Mechanic Number** or **Mechanic Signature**.
 - In the **Remarks** section, indicate that the vehicle **must not be operated until the hazardous item # is repaired** and that the vehicle has to be re-inspected.
 - Enter the **return date** at the bottom of the certificate.
 - Have the vehicle owner sign and date the inspection certificate.
 - Issue the owner yellow and pink copies of the inspection certificate.
 - If the owner does not return for re-inspection the white copy of the inspection certificate must be mailed within 5 working days to:

Vehicle Safety
P.O. Box 46064 Regent Postal Outlet
Winnipeg MB R2C 5C7

Advisements

If an item cannot be marked as a rejected item but is borderline to the minimum standard and may need to be addressed by the vehicle owner, indicate the item for advisement in the **Defects** section. For example: "**Advise: Item 44, Left front tire tread depth is at 4mm**"

Re-Inspection

When the vehicle returns for re-inspection **within the 30-day time period**, the inspector will:

1. Obtain the pink and yellow copies previously issued to the vehicle owner and align them with the white and green copies of the inspection certificate.
2. Re-inspect items that previously failed.
3. If a new defect is detected during re-inspection, note the defect on the inspection certificate. The vehicle cannot pass inspection until the item is repaired.
4. If the re-inspection is not performed by the original inspection mechanic, indicate in the **Remarks** section: "**Initial inspection performed by M __**".
5. If all items in a section meet the prescribed standards, enter an "**X**" in the **P** (pass) box for the corresponding section.
6. Follow the **Pass/Safe Vehicle** procedure below.

If vehicle is returned for re-inspection **after the 30-day time period**, an inspection mechanic must perform a new inspection.

Pass/Safe Vehicle

If all items in a section meet the prescribed standards, mark an "**X**" in the **P** (pass) box beside the corresponding section(s). **All sections must pass inspection.**

The inspector will then:

1. Enter an "**X**" in the "**Pass/Safe Vehicle**" box.
2. Record date in **Date Inspection Completed**.
3. Calculate and record the **Inspection Expiry Date**.

An inspection is valid on the **Date Inspection Completed**. The **Inspection Expiry Date** is calculated 1 year from the date the inspection was completed.

4. Enter their **Mechanic Number** and sign the inspection certificate.
5. Distribute the inspection certificate copies as follows:
 - **White copy** – Issue to the vehicle owner; the vehicle owner must present this copy to an Autopac agent for any registration requirements.
 - **Green copy** – File at the inspection station in numerical order and retain for two years.
 - **Pink copy** – Issue to the vehicle owner **or** retain as seller's copy (vehicle sale).
 - **Yellow copy** – Issue to the vehicle owner; the vehicle owner must retain this copy.

Voided Certificate

To void a certificate:

1. Ensure your station name and assigned number is recorded on the certificate of inspection. Write "**VOID**" in large letters across all 4 copies of the certificate and the reason why in the **Remarks** section.

2. Distribute copies as follows:
 - **White, Pink, and Yellow** copies – Destroy or shred.
 - **Green** copy – File at the inspection station in numerical order and retain for two years.

Replacement Inspection Certificate

If a valid certificate requires replacement:

1. Transfer all the information from the original inspection station certificate copy to a new certificate.
2. On the replacement certificate, in the **Remarks** section, indicate the reason for the replacement and the original certificate number.
3. Distribute the certificate as per the **Pass/Safe Vehicle** procedure.

Lost or Missing Certificate

1. Notify Vehicle Safety **immediately** by phone at (204) 985-0920 or toll free 1-866-323-0542.
2. Send in a written report to Vehicle Safety (by mail, fax, or e-mail) indicating the missing inspection certificate number(s).

NOTE: Vehicle Safety will block the use of all missing/lost certificates which have not been used for registration purposes.

3. In the event that the certificate(s) are found after the above step, contact Vehicle Safety for further instructions.

In the event of a customer complaint regarding a blocked certificate, the customer will be directed to the inspection station that issued the certificate. If the inspection station can substantiate from company records (such as an invoice) that the certificate was valid at time of issue, the station may issue a **Replacement Inspection Certificate** (referencing the original certificate number in the remarks section).

IV. ORDER FORMS

To purchase inspection certificates, the applicable certified individual from the station must complete an order form.

One order form is used for all required inspection certificates and decals. New order forms are supplied with filled orders.

Indicate the total number of certificates required. Certificates are issued in packages of 10 and cost \$50.00 (tax included) per package.

The order form must include the Station Signature and Station Signature Number (authorized mechanic and station number). **ALL SALES FINAL.**

Vehicle Safety Certificats/Decals Order Form Bon de commande de certificats et d'autocollants d'inspection		Manitoba	Manitoba Public Insurance Vehicle Safety	Société d'assurance publique du Manitoba Sécurité des véhicules
Date	March 01, 2019	Station Name Nom de la station	Inspection Station	
Mailing Address Adresse postale		Station No. N° de la station	A - - - -	
Customer No. Numéro de client ou de cliente	*****	City/Town Ville/Village	Any Town	
Station Signature Signature de l'employé(e) de la station	Print Name	Station Signature No. N° de la signature de l'employé(e) de la station	M0000 / S0000	
Indicate Number of Certificates / Decals Requested Indiquez le nombre de certificats ou d'autocollants requis				
Body Integrity Inspection Certificate Certificats d'inspection de l'intégrité de la carrosserie \$6.00 per certificate (sold in multiples of 10) 5.00 \$ pour chaque certificat (vendu en groupes de 10)	<input type="checkbox"/>	Inspection Decal Autocollants d'inspection \$1.50 per decal (sold in multiples of 5) 1.50 \$ pour chaque autocollant (vendu en groupes de 5)	<input type="checkbox"/>	
Certificate of Inspection for Vehicles under 4,500 kg Certificats d'inspection de véhicules de moins de 4,500 kg \$6.00 per certificate (sold in multiples of 10) 5.00 \$ pour chaque certificat (vendu en groupes de 10)	10	Periodic Mandatory Vehicle Inspection Certificate Certificats d'inspection périodique et obligatoire des véhicules \$1.50 per certificate (sold in multiples of 20) 1.50 \$ pour chaque certificat (vendu en groupes de 20)	<input type="checkbox"/>	
Make cheque payable to: MANITOBA PUBLIC INSURANCE and mail all copies of this form to: Libeller le chèque de la SOCIÉTÉ D'ASSURANCE PUBLIQUE DU MANITOBA et faire parvenir par courrier toutes les copies du formulaire à la Manitoba Public Insurance Vehicle Safety J.W. Zacharias Physical Damage Research Centre 1981 Plessis Road Box 45064 Winnipeg, MB R2C 5C7 or attend in person at your local Vehicle Safety Office or Manitoba Public Insurance Service Centre to pay by cash, debit, Visa, or MasterCard. Ou encore, présentez-vous en personne à votre bureau local du Service d'inspection des véhicules ou à un centre de services de la Société d'assurance publique du Manitoba, et payez en argent comptant, par carte de débit ou par carte Visa ou MasterCard.				

Send mail orders to:

Vehicle Safety
P.O. Box 46064 Regent Postal Outlet
Winnipeg MB R2C 5C7

Include a cheque, money order, or credit card authorization payable to Manitoba Public Insurance.

Orders are delivered by regular mail. If courier service is required, the inspection stations is responsible for delivery arrangements and payment.

Orders may also be processed at any MPI service centre or at:

Vehicle Safety
J.W. Zacharias Physical Damage Research Centre
1981 Plessis Road, Building A
Winnipeg, MB

V. VEHICLE SAFETY INSPECTION STATION AUDIT

Periodic audits consist of checking tools and equipment, housekeeping, inspection certificates, permits, and manuals, and if possible, the re-inspection of a vehicle that has been recently inspected. During an inspection, a Vehicle Safety Officer completes an audit form and rates the station on:

- Shop condition
- Tools and equipment
- Clerical work
- Cooperation



e. Vehicle re-inspection quality (if applicable)

The Vehicle Safety Officer discusses the completed audit and results with the signing officer / station mechanic, obtains a signature from the station representative and provides a copy of the audit to the station.

VI. CENTRAL FLAGGING POINT SYSTEM

A Vehicle Safety Officer may assess Flagging Points at the time of a station audit, or the Vehicle Safety Head Office may issue points as warranted, such as customer complaint or random call-in findings. The use of the points system during an audit or investigation is an objective means to assign values to various infractions in a consistent manner that is documented for future reference. This serves two purposes: clear communication to the station of the areas in need of improvement, and as a record to monitor the station for accountability.

There are two levels of violations, based upon severity and relative risk. These are Nominal and Critical.

A Nominal Violation (minor infraction) is where non-compliance relates to mismanagement and/or weak operational controls. These are indicative of breakdowns in a station's management oversight.

A Critical Violation (major infraction) is where non-compliance is so severe as to require immediate corrective action for a station, regardless of their overall management oversight. These are more akin to deliberate actions attempting to violate the directives contained in the applicable Inspection Station Guidebook.

Points in a specific category (a through p) will be assigned only once during an audit or investigation, but VSO comments will indicate if multiple instances were detected.

A station review is generated by:

- three (3) or more nominal categories have violations
- two (2) or more critical categories have violations
- any combination of violations totaling 20 or more points.

A station review may result in:

- a recommendation to suspend
- imposing a probationary period with conditions
- placing the station on hold for 30 days to remedy deficiencies
- pursuing prosecution (offences outlined in The Highway Traffic Act may result in a fine of up to \$5,000).

In all cases of a station review, the permit holder will be provided written notification of violations found, corrective actions required, and any further sanctions imposed. The communication will be documented in the station's file for continuity.




Any audit that finds violations in the critical category will result in a letter from the Manager – Vehicle Safety to the permitholder. The letter will identify the deficiency and will be placed in the permitholder's permanent file.

A record of all points assessed and deleted will be kept in the station file. Points will be withdrawn on their one-year anniversary dates, providing the same infraction category is not repeated within that one-year period. Cumulative point assessments are therefore based upon a twelve-month sliding window as required.

FLAGGING POINT SCHEDULE		Nominal Violations	Critical Violations
a)	SHOP CONDITION DEFICIENT (e.g.: not enough room to walk around vehicle, tripping hazards, etc.)	2	
b)	CLERICAL WORK DEFICIENT (This includes entry and calculation of inspection dates, omissions including VIN's, mechanic # and signature, identification of defects and failure to maintain station inspection documents and handbooks)	2	
c)	FAILURE TO NOTIFY VEHICLE SAFETY OFFICE IN WRITING OF STATION INSPECTION PERSONNEL OR STATION ADDRESS CHANGES	5	
d)	FAILURE TO COMPLETELY REMOVE OLD DECALS, IDENTIFY INSPECTION EXPIRY DATES ON DECALS OR INSTALL DECALS CORRECTLY.	5	
e)	FAILURE TO NOTIFY IN WRITING THE VEHICLE SAFETY OFFICE OF LOST OR STOLEN DECALS OR CERTIFICATES.	5	
f)	FAILURE TO NOTIFY IN WRITING THE VEHICLE SAFETY OFFICE OF FOUND, PREVIOUSLY REPORTED LOST DECALS OR CERTIFICATES.	5	
g)	TOOLS AND EQUIPMENT DEFICIENT		10
h)	FAILURE TO INSPECT A VEHICLE ON THE PREMISES OF THE INSPECTION STATION.		10
i)	VEHICLE SAFETY REINSPECTION / AUDIT FINDS QUALITY OF ORIGINAL INSPECTION DEFICIENT (Includes out of service items, steering, suspension, brake defects, incorrect brake inspection performed, and total defects per vehicle with consideration given to number of vehicles inspected).		10
j)	ISSUING CERTIFICATES THAT ARE SWAPPED, BORROWED OR PURCHASED FROM ANOTHER STATION.		10
k)	PERFORM INSPECTION ON A VEHICLE NOT WITHIN STATION/QUALIFIED MECHANIC PERMIT CONDITIONS (Examples: perform PMVI when only authorized for light vehicles, or vice versa; inspect vehicles 8900kg+ when restricted to <8900kg)		15

l)	CO-OPERATION DEFICIENT (Includes failure to permit an audit, or aid in audit, unable to be contacted by telephone, failure to aid in vehicle reinspection process, or inform station inspection personnel of changes or directive pertaining to the inspection program).		15
m)	PRESIGNING OF CERTIFICATES BY MECHANIC OR SIGNING OFFICER.		15
n)	ALTERING AN INSPECTION CERTIFICATE, FORGING A MECHANICS SIGNATURE OR PERMITTING UNAUTHORIZED PERSONS TO PERFORM INSPECTIONS. (i.e., blatant change that edits a material fact; does not include Clerical items captured in b above)		20
o)	FAILURE TO CONDUCT AN ACTUAL PHYSICAL INSPECTION OF A VEHICLE SIGNIFIED ON AN INSPECTION CERTIFICATE. (Doing paper inspections)		20
p)	BLATANT MISUSE OF CERTIFICATES TO GENERATE UNNECESSARY REPAIRS OR AVOID REPAIRS. (e.g.: vehicle failed for items not in VESI to generate repair revenue; vague reference to "worn" without measurements as applicable)		20

VII. VEHICLE INSPECTION CERTIFICATE SAMPLES

CERTIFICATE OF INSPECTION FOR VEHICLES UNDER 4,500 KG		J.W. Zacharias Physical Damage Research Centre 1981 Plessis Road Box 45064 Winnipeg, R3C 5C7		 XXXXXXX																																																																																																																												
Date Inspection Started: DAY <u>01</u> MO. <u>03</u> YR. <u>19</u> Date Inspection Completed: DAY <u> </u> MO. <u> </u> YR. <u> </u> Inspection Expiry Date: DAY <u> </u> MO. <u> </u> YR. <u> </u>		TYPE OF VEHICLE: <input type="checkbox"/> Passenger Vehicle <input type="checkbox"/> Motorcycle <input checked="" type="checkbox"/> Truck under 4,500 kg																																																																																																																														
Station Number: <u>A, 8, 8, 8</u>		Inspection Station: <u>Any Town</u>																																																																																																																														
Mechanic Number: <u> </u>		Mechanic Signature: <u> </u> Station Phone Number: <u> </u>																																																																																																																														
Vehicle Owner: <u>Manitoba Public Insurance</u>		Address: <u>Any Town</u> City: <u> </u> Province: <u> </u> Postal Code: <u> </u> Phone: <u> </u>																																																																																																																														
License Number: <u>197435</u>		VIN / Serial Number: <u>1C6RD7FP0CS267079</u>																																																																																																																														
Odometer Reading: <u>197435</u> <input checked="" type="checkbox"/> km <input type="checkbox"/> mi		Make: <u>Dodge</u> Model: <u>Ram</u> Year: <u>12</u>																																																																																																																														
Mark the "R" box with a "X" when an item is rejected, "XX" if Hazardous. Mark the "P" box with an "X" when corrected or no defects found in the section.																																																																																																																																
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DEFECTS: X - item #10 - Sec. 8.7(a) windshield cracked. X - item #50 - Sec. 2.10(a) both front shock have a level 2 leak X - # 65 - Sec. 3.8(b) caliper pins seized.																																																																																																																																
REMARKS:																																																																																																																																
To determine if this vehicle has an open safety recall issued by the vehicle manufacturer, please search the Motor Vehicle Safety Recalls database on Transport Canada's website at http://www.tc.gc.ca/ or contact Transport Canada at 1-800-333-0510.																																																																																																																																
<p style="text-align: center;">- THIS INSPECTION IS NOT A WARRANTY -</p> <p>I am aware that this vehicle is unsafe and that this inspection addresses Standards of Safety and repair as prescribed by the Vehicle Equipment and Safety Inspection Regulation but does not guarantee these components will comply with the standards for any unspecified future period of time. If this vehicle is not returned repaired by the return date of <u>3 1 0 3 2 0 1 9</u> for re-inspection, a complete new inspection will be required.</p> <p style="text-align: right;">Signature <u>Customer</u> Date <u>Mar. 2/2019</u></p>																																																																																																																																
1323-05-89 MG-3682(R01/19) PV50004																																																																																																																																
Ce document peut être obtenu en français sur demande																																																																																																																																
PRESENT THIS COPY WHEN REGISTERING VEHICLE																																																																																																																																



**CERTIFICATE OF INSPECTION
FOR VEHICLES UNDER 4,500 KG**

J.W. Zacharias Physical Damage
Research Centre
1981 Plessis Road
Box 45064
Winnipeg, R3C 5C7



XXXXXXXX

Date Inspection Started: 01 03 19
DAY MO YR
Date Inspection Completed: / /
DAY MO YR
Inspection Expiry Date: / /
DAY MO YR

Inspection Result:
☐ Pass/Safe Vehicle
☐ Fail/Unsafe Vehicle
☒ Fail/Hazardous

TYPE OF VEHICLE: ☐ Passenger Vehicle ☐ Motorcycle ☒ Truck under 4,500 kg

Station Number: A, 8, 8, 8, 8 Inspection Station: Any town

Mechanic Number: / / / / / / / /
Station Name: / / / / / / / /
Station Phone Number: / / / / / / / /

Vehicle Owner: / / / / / / / /

License Number: / / / / / / / /
VIN/Serial Number: 1, C, 6, R, D, 7, F, P, 0, C, S, 2, 6, 7, 0, 7, 9
Odometer Reading: 197435
Make: Dodge Model: Ram Year: 12

Mark the "R" box with a "X" when an item is rejected, "XX" if Hazardous. Mark the "P" box with an "X" when corrected or no defects found in the section.

P	X	R	Item	Ref #
			01 Vehicle Identification Number	Sec 1.1, M 1.1
			02 Neutral Safety Switch	Sec 3.2
			03 Accelerator Pedal	Sec 1.2
			04 Sun Visors	Sec 8.12
			05 Horn Operation	Sec 5.3, M 5.2
			06 Mirrors	Sec 8.10-11, M 8.5
			07 Windshield Wipers & Washers	Sec 8.9
			08 Defroster	Sec 8.13
			09 Speedometer, Odometer	Sec 5.1, M 5.3
			10 Windshield and Windows	Sec 8.7, 8.8, M 8.4
			11 Switches	Sec 5.8, M 7.3
			12 Clutch and Brake Pedal Pad	Sec 3.4, 5.4, M 3.2
			13 Parking Brake, Transmission	Sec 3.1, M 1.5
			14 Power Brake Operation	Sec 3.4
			15 Brake Failure Indicators	Sec 3.3, M 3.4
			16 Brake Pedal Reserve	Sec 3.8, M 3.6
			17 Steering Lash and Travel	Sec 4.1-2, M 4.2
			18 Clutch Disengagement	Sec 5.4, M 1.6
			19 Handbrake	Sec M 4.1
			20 Anti-lock Brake Indicator	Sec 3.3, M 3.3
			21 Stability Control Indicator	Sec 4.8
			22 Lamps	Sec M 6.1
			23 Seats and Restraint Systems	Sec 8.14-15, M 8.2
			24 Supplemental Restraint Systems	Sec 8.16-17, M 5.4-5

P	X	R	Item	Ref #
			25 Headlamp Operation	Sec 6.1, M 6.1
			26 Driving Lamps	Sec 6.1, M 6.1
			27 Fog Lamps/Auxiliary Lamps	Sec 6.1-2, M 6.1, 6.3

BRAKE LINING THICKNESS	
FRONT	REAR
9.92 mm	8.28 mm
9.60 mm	8.09 mm

DRUM / ROTOR MEASUREMENT	
FRONT	REAR
28.36 mm	23.01 mm
28.00 mm	21.88 mm

P	X	R	Item	Ref #
			57 Trailer Hitch	Sec 5.7, M 5.6
			58 Aux Equipment	Sec 5.6, M 5.7-8

P	X	R	Item	Ref #
			59 Front and Rear Disc Brakes	Sec 3.8, M 3.6
			60 Front Brake Drums	Sec 3.7
			61 Rear Brake Drums	Sec 3.7, M 3.5
			62 Front Brake Lining	Sec 3.7-8
			63 Rear Brake Lining	Sec 3.7-8
			64 Wheel Cylinders	Sec 3.7, M 3.5
			65 Mechanical Components	Sec 3.7, M 3.1

P	X	R	Item	Ref #
			66 Hood and Safety Catch	Sec 6.1
			67 Wiring and Battery	Sec 7.1-2, M 7.1-3
			68 Vacuum/Hydraulic System	Sec 3.5-6
			69 Brake Master Cylinder	Sec 3.2, M 3.4
			70 Power Steering	Sec 4.3, M 4.2

P	X	R	Item	Ref #
			71 All applicable items identified by the National Safety Code Standard 11.8	Appendix A

TIRE TREAD DEPTH	
FRONT	REAR
8.49 mm	10.00 mm
8.76 mm	10.11 mm

DEFECTS: XX - #51 - Sec 3.2 Right front brake hose swells under pressure.

REMARKS: This vehicle must not be operated until item #51 is repaired.

To determine if this vehicle has an open safety recall issued by the vehicle manufacturer, please search the Motor Vehicle Safety Recalls database on Transport Canada's website at <http://www.tc.gc.ca/> or contact Transport Canada at 1-800-333-0510.

- THIS INSPECTION IS NOT A WARRANTY -
I am aware that this vehicle is unsafe and that this inspection addresses Standards of Safety and repair as prescribed by the Vehicle Equipment and Safety Inspection Regulation but does not guarantee these components will comply with the standards for any unspecified future period of time. If this vehicle is not returned repaired by the return date of 3 1 0 3 2 0 1 9 for re-inspection, a complete new inspection will be required.

Signature: Customer Date: Mar 02/19

1903-01-88-MD-3802/REV 1.0, 1/1/2004

De document peut être obtenu en français sur demande

(PERF)

PRESENT THIS COPY WHEN REGISTERING VEHICLE

(PERF)



**CERTIFICATE OF INSPECTION
FOR VEHICLES UNDER 4,500 KG**

J.W. Zacharias Physical Damage
Research Centre
1981 Plessis Road
Box 45064
Winnipeg, R3C 5C7



XXXXXXXX

Date Inspection Started: 01/03/19
Date Inspection Completed: 01/03/19
Inspection Expiry Date: 01/03/20

Inspection Result:
☒ Pass/Safe Vehicle
☐ Fail/Unsafe Vehicle
☐ Fail/Hazardous

TYPE OF VEHICLE: ☐ Passenger Vehicle ☐ Motorcycle ☒ Truck under 4,500 kg

Station Number: A, 8, 8, 8, 8 Inspection Station: Any Town

Mechanic Number: M, *, *, *, * Mechanic: Manitoba Superior Station Phone Number:

Vehicle Owner: Manitoba Public Insurance

Address: Any Town City: Province: Postal Code: Phone:

License Number: V.I.N./Serial Number: 1, C, 6, R, D, 7, F, P, 0, C, S, 2, 6, 7, 0, 7, 9

Odometer Reading: 197435 km/mi ☒ km ☐ mi Make: Dodge Model: Ram Year: 12

Mark the "R" box with a "X" when an item is rejected, "XX" if Hazardous. Mark the "P" box with an "X" when corrected or no defects found in the section.

No.	Item	Ref #
01	Vehicle Identification Number	Sec 1.1, M 1.1
02	Neutral Safety Switch	Sec 5.2
03	Accelerator Pedal	Sec 1.2
04	Sun Visors	Sec 8.12
05	Horn Operation	Sec 5.3, M 5.2
06	Mirrors	Sec 8.10-11, M 8.5
07	Windshield Wipers & Washers	Sec 8.9
08	Defroster	Sec 8.13
09	Speedometer, Odometer	Sec 5.1, M 5.3
10	Windshield and Windows	Sec 8.7, 8.8, M 8.4
11	Switches	Sec 5.8, M 7.3
12	Clutch and Brake Pedal Pad	Sec 3.4, 5.4, M 3.2
13	Parking Brake, Transmission	Sec 3.1, M 1.5
14	Power Brake Operation	Sec 3.4
15	Brake Failure Indicators	Sec 3.3, M 3.4
16	Brake Pedal Reserve	Sec 3.6, M 3.4
17	Steering Lash and Travel	Sec 4.1-2, M 4.2
18	Clutch Disengagement	Sec 5.4, M 1.6
19	Handlebars	Sec M 4.1
20	Anti-lock Brake Indicator	Sec 3.3, M 3.3
21	Stability Control Indicator	Sec 4.8
22	Lamps	Sec M 6.1
23	Seats and Restraint Systems	Sec 8.14-15, M 8.2
24	Supplemental Restraint Systems	Sec 8.16-17, M 5.4-5

No.	Item	Ref #
25	Headlamp Operation	Sec 6.1, M 6.1
26	Driving Lamps	Sec 6.1, M 6.1
27	Fog Lamps/Auxiliary Lamps	Sec 6.1-2, M 6.1, 6.3

No.	Item	Ref #
28	Headlamp/Aux Lamp Aim	Sec 6.4, M 6.4
29	Turn Signal Lamps	Sec 6.1, M 6.1
30	Park, ID & Ctr Lamps	Sec 6.1
31	Side Marker Lamps	Sec 6.1
32	Reflex Reflectors	Sec 6.3, M 6.2
33	Back Up Lamps/Lic Plate Lamp	Sec 6.1, M 6.1
34	Tail Lamps	Sec 6.1, M 6.1
35	Stop Lamps	Sec 6.1, M 6.1
36	Hazard Lamps	Sec 6.1
37	Day Time Running Lamps	Sec 6.1
38	Body & Bumpers	Sec 8.2-4, 2.1
39	Trunk	Sec 8.5
40	Doors and Door Latches	Sec 8.5
41	Kickstand	M 8.6

No.	Item	Ref #
42	Flooring	Sec 8.2-4
43	Kingpins	Sec 4.6
44	Tires, Wheels & Clearance	Sec 9.1-2, M 9.1-2
45	Ball Joints	Sec 4.7, M 4.2
46	Steering Linkage	Sec 4.4, M 4.2
47	Steering Column Coupler	Sec 4.5, M 4.2
48	Frame & Unibody	Sec 8.2-3, M 8.1
49	Spring and Attachments	Sec 2.1-8, M 2.2
50	Shock Absorbers	Sec 2.10, M 2.2
51	Brake Lines & Hoses	Sec 3.2, M 2.2
52	Wheel Bearings	Sec 2.11, M 2.1
53	Fuel System	Sec 1.3, M 1.3
54	Exhaust System	Sec 1.4-5, M 1.4
55	MacPherson Strut	Sec 2.9
56	Constant Velocity Joints	Sec 1.7

No.	Item	Ref #
57	Trailer Hitch	Sec 5.7, M 5.6
58	Aux Equipment	Sec 5.6, M 5.7-8

No.	Item	Ref #
59	Front and Rear Disc Brakes	Sec 3.8, M 3.6
60	Front Brake Drums	Sec 3.7
61	Rear Brake Drums	Sec 3.7, M 3.5
62	Front Brake Lining	Sec 3.7-8
63	Rear Brake Lining	Sec 3.7-8
64	Wheel Cylinders	Sec 3.7, M 3.5
65	Mechanical Components	Sec 3.7, M 3.1

No.	Item	Ref #
66	Hood and Safety Catch	Sec 8.1
67	Wiring and Battery	Sec 7.1-2, M 7.1-2
68	Vacuum/Hydraulic System	Sec 3.5-6
69	Brake Master Cylinder	Sec 3.2, M 3.4
70	Power Steering	Sec 4.3, M 4.2

No.	Item	Ref #
71	All applicable items identified by the National Safety Code Standard 11 B	Appendix A

TIRE TREAD DEPTH	
FRONT	REAR
8.49 mm	10.00 mm
8.76 mm	10.11 mm

BRAKE LINING THICKNESS	
FRONT	REAR
9.92 mm	8.28 mm
9.60 mm	8.09 mm

DRUM / ROTOR MEASUREMENT	
FRONT	REAR
28.38 mm	23.01 mm
28.00 mm	21.88 mm

DRUM / ROTOR DISCARD LIMIT	
FRONT	REAR
26.4 mm	20.4 mm

DEFECTS:

REMARKS:

To determine if this vehicle has an open safety recall issued by the vehicle manufacturer, please search the Motor Vehicle Safety Recalls database on Transport Canada's website at <http://www.tc.gc.ca/> or contact Transport Canada at 1-800-333-0510.

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Signature _____ Date _____