

23 February 2010

TO: Holders of the Vehicle Inspection Requirements Manual:  
In-service certification

**VIRM: In-service (WoF and CoF) version 4**

We are pleased to present you with your copy of the new NZTA-branded VIRM version 4 which includes some changes. Some of the more noteworthy changes are:

- Better quality, environmentally friendly paper and reinforced tab dividers
- Addition of a section for unclassified vehicles (including HMV exempt CoF)
- A number of additions and clarifications to the modification tables
- New legal requirements for winter tyres and visible tread cords on heavy vehicle radial tyres (both in force from 1 April 2010)
- Separate list of brake test equipment approved for CoF

**Please find enclosed:**

- VIRM: in-service certification, version 4, volumes 1, 2 and 3
- List of changes
- One pack of 5 winter tyre leaflets for all WoF issuers
- One pack of 5 noisy exhaust leaflets for all WoF issuers

**Volume 1 and Volume 2 contain the following sections:**

Volume 1

- Introduction
- General Vehicles

Volume 2

- Motorcycles
- Trailers
- Technical Bulletins

Volume 3

- Forklifts
- Tractors (and machines used solely in agricultural, land management and roading operations)
- Unclassified vehicles (all other specialist vehicles requiring a WoF only as far as practicable for their design and type)

**Instruction:**

1. Please discard all previous versions and amendments of the VIRM: In-service certification (WoF and CoF).
2. Briefly read through the list of changes so you are aware of what changes have been made in this version.
3. Update the Technical information record in your PRS manual.

**This manual comes into effect on 1 April 2010.**

All these documents are available on the NZTA website on [www.nzta.govt.nz](http://www.nzta.govt.nz), just enter 'WoF VIRM', 'noisy exhaust' or 'winter tyre' in the search field to find them. If there are any problems with your manuals, please contact Vehicle Certifier Registers on e-mail [dvcupn@nzta.govt.nz](mailto:dvcupn@nzta.govt.nz) or free-phone 0800 -587 287 option 4.

Yours faithfully



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## VIRM: in-service certification (WoF and CoF) Version 4, April 2010

### List of changes from existing VIRM

<i>General changes</i>	
1.	The format has changed from the old LTNZ to the new NZTA format.
2.	Contact details have been updated and we have changed our name from LTNZ to NZTA throughout the manual.
3.	The specialist vehicles (forklifts, tractors and unclassified vehicles) have finally been added to the manual.
4.	The alternative fuels pages have now been incorporated into the "Miscellaneous items", with subsequent sections being renumbered.
5.	The record of amendment and the improvement suggestion form are now at the front of the volume 1 of the manual.
6.	A number of very minor corrections, eg missing/incorrect words, unnecessary duplication, spelling, punctuation and general tidy-up.
7.	The noteworthy changes are listed below.

### Volume 1

Page that has changed	What has changed
<i>Introduction</i>	
2-1 to 2-4	Changes in the wording to reflect the new format and how to use the manual.
3-6	Clause 3.1.4.1: Clarified requirements for inspecting vehicles ordered off the road for excessive noise.
3-8 to 3-13	For definition of class AB vehicle, changed 200 watts to 300 watts.
3-14	Clause 3.3.2.2: Add comma after tractors, ie a tractor of any type does not need a WoF if operated at 30km/h or less.
3-15	Clause 3.3.2: remove temporary vehicle imports from the list (heavy temporary import vehicles require a CoF).
3-17	Clause 3.4: add vehicles on licence exemption.
3-18	Clause 3.5.1: Add reference to Technical bulletin 6 for temporary import vehicles on overseas registration plates.
3-19	Clause 3.6.6: Add note regarding re-inspection and split testing for heavy vehicle brakes.
5-3	Clause 5.1.4: change to table that jack and axles stands are mandatory as backup, but still require a hoist or pit.
5-5, 5-6	5.1.7: Updated list of approved brake test equipment, note added about using a brake tester.
5-7	5.1.8: list of brake test equipment permitted for CoF inspections, note included about when to use them.
6-2, 6-3	Clarify previous work experience requirements for becoming a CoF inspector.
Section 7	A number of definitions have been added, mainly from the Heavy Vehicle Brake Rule. Clarified definition for passenger service vehicle.
8-6	Deleted Figure 20 (VANZ card) as it doesn't exist.

<i>General vehicles</i>	
GV 2-1-1	RfR 2, 3 and 4 reworded, RfR 5 added to more clearly reflect legal requirements.
GV 2-1-2	LVV modification table: clarified requirements for cosmetic body kits. A-frames added.
GV 2-2	Added requirements for overdimension vehicles.
GV 3-1-1	Clarified RfR 2 (modifications)
GV 3-1-2	Changes and additions to the LVV modification table
GV 3-1-3	
GV 3-1-5	Structure diagrams have been updated to better reflect more modern vehicles.
HV 3-1-1	RfR 2: included cab or monocoque construction body.
GV 4-1-3	New RfR 17.f) inserted.
GV 4-5-1	New SoL 5 and RfR 5 inserted, along with some changes to other SoLs and RfRs relating to lamps fitted to emergency vehicles.
HV 4-6-1	Note 1 text inserted (from page HV 4-9-2).
GV 4-7-1	New SoL 4 and RfR 3 inserted, along with some changes to other SoLs and RfRs relating to lamps fitted to emergency vehicles.
GV 4-8-1	Note 1: words added to clarify requirements for non-complying lamps.
GV 4-9-1	Note 1: words added to clarify requirements for non-complying lamps.
GV 4-10-1	New SoL 3 and RfR 5 inserted, along with some changes to other SoLs and RfRs relating to lamps fitted to emergency vehicles.
GV 4-11-1	New SoL 5 and RfR 5 added (vintage vehicles).
GV 4-13-1	Note 1: clarified definitions to take into account reflective tape.
GV 5-1-4	Removed old table 5-1-4 (glazing codes) combined with other glazing codes in new table 5-1-4.
GV 5-1-10	New Note 5 about perforated overlays.
GV 6-1-2	Addition of modified door handles to the LVV modification table.
LPSV 6-2-2	New RfR 8.c) (child safety lock exemption for MD2 PSVs).
LPSV 6-3-2 HPSV 6-3-2	RfR 8(j): changed to clarify requirement for manual operation of wheelchair hoists.
GV 7-1-1	RfR 3 has been reworded (weakened seat frame/structure).
GV 7-1-2	Clarification of permitted seat modifications. Definition of seat and seat anchorages added.
GV 7-3-1	Aftermarket LCD screens fitted to head restraints added to modification table.
GV 7-5-2	Table 7-5-1: added "tare <2000kg" to MA/MB/MC/LE vehicles.
GV 7-5-5	New RfR 5.h) inserted (seatbelt repairs)
GV 7-5-7	RfR 17 to 20: reference to outer seating positions removed.
GV 7-5-8	Modification Table 7-5-5: requirements for modified seatbelts clarified. Stereo equipment modifications added. Fitting of rear seatbelts to MD1 and MD2 class vehicles before 1/3/1999 added. "Fitting of unmodified seatbelts" has been removed (it's a repair, not a modification). Removal of non-mandatory seatbelts added.
GV 7-5-9	New text added to note 14 (modification and repair of seatbelts). Note 18 added.
HV 7-5-2	Removed Note 1 (non-mandatory seatbelts can now be removed. Added new Note 1 regarding seatbelts on NZ Army Pinzgauers.
GV 7-6-2	Note 2 added (about permitted airbag modifications).

GV 7-7-1	Modification Table 7-7-1: stereo equipment requirements clarified (including rear parcel shelf modifications).
LPSV 7-8-1	RfR 7 deleted (requirements for opening windows for ventilation do not apply to light PSVs).
GV 9-1-3	RfR 12: reworded to include suspension component mounts. RfR 13.a): "missing" added. RfR 13.f): air leakage covered for air suspension.
GV 9-1-4	RfR 15.d) added (about general handling of the vehicle).
GV 10-1-1	Clarified tyre construction. Added requirements for winter tyres New SoL 4. New RfR 3. RfR 8.d) has been reworded (about tyre compatibility with vehicle).
GV 10-1-2	New SoL 15. Replaced existing SoL 19, 20 and 21 (after renumbering) with a new SoL 19. New RfR 9 added (wheel compatibility with vehicle). RfR 12 (after renumbering) has been reworded, and RfR 12.f) added (about tyre damage). RfR 14 amended. RfR 15: Added requirements for winter tyre tread depth
GV 10-1-3	Amended RfR 20: space saver labels no longer require approval.
GV 10-1-3	New RfR 15. Replaced RfR 19 and 20 (after renumbering) with a new RfR 19 and 20.
GV 10-1-5	Definitions added for load index and ply rating.
GV 10-1-6	New winter tyre definition. New note 4 added (about tyre repairs and removal of speed ratings).
GV 10-1-7	New text under Fig. 10-1-2 heading.
GV 10-1-8	New Figure: 10-1-4. How to identify a winter tyre.
HV 10-1-1 HV 10-1-3	Amended RfR 5 (b) and (c) and added new Note 2 for new requirements relating to visible cords in the tread area of heavy vehicle radial tyres. Protective belt definition added New figure: 10-1-5. Cross-sectional representation of a heavy vehicle radial-ply tyre.
GV 11-1-1	RfR 3: flame thrower kit added.
GV 11-1-2	Added Note 5 (vehicles stickered for excessive noise) and Note 6 (regarding wastegates)
LPSV 12-2-1	Table 12-2-3: note added to bottom of the table.
GV 13-1-2	Modification Table 13-1-1: change from 4WD to permanent 2WD added.
GV 13-2-1	RfR 7 reworded to cover capless fuel fillers.
GV 13-3-1	Alt fuels section renamed, renumbered from 14-1 to 13-3 and put under Miscellaneous items tab. Subsequent sections have been renumbered accordingly.
HV 14-3-3	Amended Table 14-3-1 (logging bolsters) by deleting the words 'until 31 March 2005' for long-log logging bolsters.
HV 16-1-1 HV 16-1-2	Sample TSL label and new Note 2 added.
LPSV 16-1-1	Sample TSL label and new Note 3 added.
HPSV 16-1-1	Sample TSL label and new Note 3 added.

## Volume 2

Page that has changed	What has changed
<i>Motorcycles</i>	
MC 2-1-1	RfR 2,3 and 4 reworded, RfR 5 added to more clearly reflect legal requirements.
MC 2-1-2	Towbars added to Table 2-2-1 (modifications)
MC 2-3-1	Deleted SoL 2 and RfR 2 (regarding modifications, not necessary).
MC 3-1-2	Towbars added to Table 3-2-1 (modifications)
MC 4-1-2	New RfR 13.d) inserted.
MC 4-13-1	Note 1: clarified definitions to take into account reflective tape.
MC 7-1-1	RfR 3 has been reworded (weakened seat frame/structure).
MC 7-6	New section 7-6 inserted (frontal impact airbags on motorcycles). Other interior sections renumbered in line with general vehicles.
MC 9-1-1	RfR 4.a) and 4.c) reworded.
MC 10-1-1	Clarified tyre construction RfR 1(b). RfR 5.d) has been reworded (about tyre compatibility with vehicle). New RfR 7 added (wheel compatibility with vehicle).
MC 10-1-2	New SoL 16. RfR 9 has been reworded, and RfR 9.f) added (about tyre damage).
MC 10-1-3	Replaced RfR 15 and 16 with a new RfR 15 and 16.
MC 10-1-6	New text under Fig. 10-1-2 heading.
MC 11-1-1	RfR 3: flame thrower kit added.
MC 11-1-2	Note 5 added: vehicles stickered for excessive noise.
MC PSV 12-1-1	Table 12-1-1 corrected, note added to the bottom of the table.
MC 13-2-1	RfR 7 reworded to cover capless fuel fillers.
MC PSV 15-1-1	Sample TSL label and new Note 3 added.
<i>General trailers</i>	
GT 2-1-1	RfR 2,3 and 4 reworded, RfR 5 added to more clearly reflect legal requirements.
GT 2-2	Overdimension trailer requirements added.
GT 3-1-2	Figure 3-1-2: body mounts added to description.
HT 3-1-2	New RfR 4 inserted.
HT 4-6-1	New Note 1 inserted (from section 4-9).
GT 4-8-1	Note 1: words added to clarify requirements for non-complying lamps.
GT 4-9-1	Note 1: words added to clarify requirements for non-complying lamps.
GT 4-13-1	Note 1: clarified definitions to take into account reflective tape.
GT 6-1-1	New RfR 1 inserted (moved over from HT page).
GT 6-1-2	Definition for ballrace turntable added (moved over from HT page).
GT 7-1-1	RfR 1(b): clarified regarding tyre construction. RfR 6.d) has been reworded (about tyre compatibility with vehicle).
GT 7-1-2	New SoL 16. New RfR 8 added (wheel compatibility with vehicle). RfR 10 has been reworded, and RfR 10.f) added (about tyre damage).
7-1-3	Replaced RfR 16 and 17 with a new RfR 16 and 17.
GT 7-1-4	Definitions added for load index and ply rating.
GT 7-1-5	New note 3 added (about tyre repairs and removal of speed ratings).
GT 7-1-6	New text under Fig. 10-1-2 heading.

HT 7-1-1	New SoL 4. Amended RfR 5 (b) and (c)
HT 7-1-3	Added new Note 2 for new requirements relating to visible cords in the tread area of heavy vehicle radial tyres. Protective belt definition added New figure: 7-1-3. Cross-sectional representation of a heavy vehicle radial-ply tyre.
GT 8-1-1	SoL 3 reworded (twin safety chains). RfR 3 deleted (about agricultural trailers which don't need a WoF).
HT 10-1-3	Amended Table 10-3-1 (logging bolsters) by deleting the words 'until 31 March 2005' for long-log logging vehicles
<i>Technical Bulletins</i>	
TB 1	Page 1-4: Note added to step 2 under testing the noise output.
TB 6	New TB 6 added (inspection requirements for temporary vehicle imports).
TB 7	New TB 7 added (previously issued as a separate guidance document on measuring tyre tread depth)
TB 8	New TB 8 added (previously issued as a separate guidance document on assessing clearly visible exhaust smoke).

### Volume 3

Page that has changed	What has changed
<i>Forklifts</i>	
2-1-1	RfR 2 and 3 reworded, RfR 4 and 5 added to more clearly reflect legal requirements.
2-2	Add overdimension requirements.
4-5-1	Some RfRs deleted to correctly reflect legal requirements.
4-8	Side marker lamp requirements added.
4-13-1	Note 1: clarified definitions to take into account reflective tape.
4-15	Cosmetic lamp requirements added.
8-1-2	New RfR 10.g) (about hose end fittings).
8-1-5	New Notes 3 and 4 added.
9-1-3	RfR 13: reworded to include suspension component mounts. RfR 14.a): "missing" added.
9-1-4	RfR 16.d) added (about general handling of the vehicle).
10-1-1	New SoL 12 added Clarified RfR 1(b) regarding tyre construction. New RfR 8 added (wheel compatibility with vehicle).
10-1-2	RfR 10 has been reworded, RfR 10 (b) and (c) amended relating to visible cords in the tread area of heavy vehicle radial ply tyres and RfR 10.f) added (about tyre damage). New RfR 15 inserted.
10-1-3	Definition of Protective belt added
10-1-4	New Note 3, Note 4 and Note 5 added (load index, speed rating, retreaded tyres and visible cords. Figure 10-1-1 added.
11-2-1	Added visible exhaust smoke requirements.
12-1-1	RfR 2 added (coupling mechanism).
13-3	Alternative fuel renamed to LPG/CNG and renumbered from 14-1.

<i>Tractors</i>	
1-1	Clarified new requirements, ie this section now applies to all tractors, not just those for agricultural, land management and roading operations.
2-1-1	RfR 2 and 3 reworded, RfR 4 and 5 added to more clearly reflect legal requirements.
2-2	Overdimension requirements clarified.
4-5-1	Some RfRs deleted to correctly reflect legal requirements.
4-8-1	Some RfRs deleted to correct requirements.
4-9-1	Some RfRs reworded to correctly reflect legal requirements.
4-13-1	Note 1: clarified definitions to take into account reflective tape.
4-15	Cosmetic lamp requirements added.
5-1-1	Some RfRs reworded to clarify requirements.
7-1-1	RfR 3 reworded, RfR 7 added.
8-1-2	New RfR 14.g) (about hose end fittings).
8-1-5	New Notes 3 and 4 added.
9-1-3	RfR 13: reworded to include suspension component mounts. RfR 14.a): "missing" added.
9-1-4	RfR 16.d) added (about general handling of the vehicle).
10-1-1	New SoL 12 added Clarified RfR 1(b) regarding tyre construction. RfR 5 reworded (tyre compatibility with vehicle). New RfR 6 added (wheel compatibility with vehicle).
10-1-2	RfR 8 has been reworded. RfR 8 (b) and (c) amended relating to visible cords in the tread area of heavy vehicle radial ply tyres New RfR 11 inserted.
10-1-3	Definition of protective belt added
10-1-4	New Note 3, Note 4 and Note 5 added (load index, speed rating, retreaded tyres and visible cords. Figure 1-1-1 added.
11-2	New visible exhaust smoke requirements added.
12-1-1	Requirements for towing connection certification removed. RfR 4 added. Previous section 12-2 has been removed.
13-3	Alternative fuel renamed to LPG/CNG and renumbered from 14-1.
<i>Unclassified vehicles</i>	
	New section covering mainly unusual vehicles, including heavy vehicles exempt from CoF (generally similar to forklift requirements).