

MOT SPECIAL NOTICE



Vehicle & Operator Services Agency

Issue Number

8-2004

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November 2004

All Authorised Examiners and Designated Councils in Classes :

All Classes

The last Special Notice issued was

7- 2004 All Classes

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Item 1 MOT Seminars “Bringing the Changes”.

Enclosed is information regarding the new series of MOT Seminars covering the theme of “Bringing the Changes”. We hope you will find these seminars informative and that they will increase your understanding of the MOT Scheme. If you would like more information, or to book a place, contact the Credit Card Hotline on 0117 954 3444.

Item 2 Removal of Requirement to Retain VT1

The existing VT1 form Application for Authorised Examiner or Variation has been revised. Any existing copies you hold should be destroyed and the new style form used from the 1st January 2005

All future applications for change of entity, alteration to premises etc. will only be accepted using the new VT01 form.

Copies of the new VT01 form are available from the Internet (www.vosa.gov.uk), your local Area Office or the Enquiry Unit **0845 600 5977**

Steve Tonks

Head of MOT Compliance and Computerisation

All Nominated Testers should sign below to confirm that they have read and understood the contents of this Special Notice relevant to NTs for the classes they test. AEs must keep a copy of the signed SN on their records.

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Item 3 Visitors to your VTS from VOSA or SBS

When admitting VOSA Examiners or Siemens staff to your testing station please remember to verify their identity by checking their warrant or identification cards.

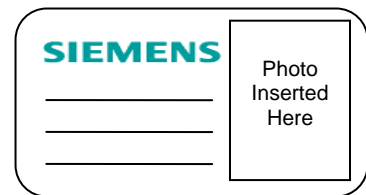
If you are unsure about the validity or identification presented to you please contact your VOSA local Area Office.

VOSA Examiners

All VOSA Examiners carry portrait credit card sized identity cards with the digital photo and signature of the holder on the front of the card. There are two types of card in circulation. The original Vehicle Inspectorate card with the photo at the top of the card and the red 'VI' logo in the centre. The newer version has the VOSA logo at the top of the card and the digital photo in the centre of the card. Both types of card are valid but are not shown here for security reasons.

Installation & Training – VTS Device

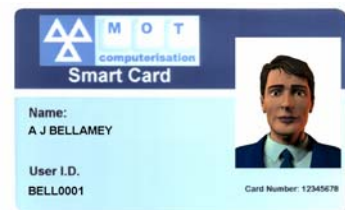
When we come to install a VTS Device for MOT Computerisation and train you on its use this will be carried out by Siemens staff on behalf of VOSA. These Siemens staff will also carry an identity card showing the photograph of the holder on the right hand side of the card and the company name 'Siemens' printed along the top. Holders of these cards should be allowed onto your premises to install the VTS Device and train your staff.



These Siemens staff are not authorised to carry out any other type of work at your site. If you have any concerns over the card holders authenticity please call the MOT Computerisation Service Desk on **Tel: 0845 071 1973**

MOT Computerisation Smart Cards

These VOSA warrant cards should not be confused with the MOT Computerisation Smart Cards which are landscape shaped and have the MOT Computerisation logo and the word 'Smart Card' along the top. Smart Cards also display a digital photo but this is on the right hand side of the card. **These smartcards are issued to testing station staff and provide access to MOT Computerisation. They do not give the holder any authority to enter your garage or carry out any form of inspection.** VOSA and Siemens will not use Smart Cards as proof of identity.



Should anyone try to gain access to your premises by posing as a VOSA or Siemens employee and using a smart card in this way please report this to VOSA immediately by calling your Local Area Office.

Item 4 DVLA Poster

One in three driving licences are inaccurate: VOSA and the Driver and Vehicle Licensing Agency (DVLA) have launched a joint campaign to remind drivers that they are breaking the law if they do not hold an accurate, up to date driving licence and registration certificate.

It is a legal requirement to hold an accurate, up to date driving licence and registration certificate and motorists who fail to notify DVLA of a change in name and/or address could face a £1000 fine if they fail to update their details. This information is used by the police to tackle crime and makes the job of the other emergency services easier.

Please display the enclosed campaign poster (Are you roadworthy?) prominently on our notice board.

