



ROAD VEHICLE STANDARDS

Guide to operating as an approved authorised vehicle verifier—Appendix 1

Undertaking vehicle scope checks in accordance with a Model Report

February 2024

An authorised vehicle verifier (AVV) must check the following items to verify that the Model Report applies to the vehicle.

Information	AVV requirements	Model Report category requiring this information
Vehicle make The original marque or name that a range of vehicles, including the vehicle being verified, is popularly known as.	Confirm the vehicle is the correct make. For second stage manufacture (SSM) vehicles, the vehicle should match both the first and second stage make given on the verification checklist.	<ul style="list-style-type: none">• SEVs• Used 2 or 3 wheeled• SSM
Vehicle model The name of a class or family of vehicles of the same make and of the same general type or appearance that includes the vehicle.	Confirm the vehicle is the correct model.	<ul style="list-style-type: none">• SEVs• Used 2 or 3 wheeled• SSM

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<p>Model Report type</p>	<p>Where applicable, confirm that the model report type matches the intended RAV entry pathway.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Vehicle build date range</p> <p>The period that the model or, if applicable, the variant was produced.</p>	<p>Confirm that the vehicle’s date of original manufacture is within the build date range set out in the scope information.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Vehicle type approval number</p> <p>The approval number of the vehicle type approval that applies to the first stage vehicle.</p>	<p>Confirm that the vehicle type approval number of the first stage vehicle is listed on ROVER and that the approval is in force.</p>	<ul style="list-style-type: none"> • SSM
<p>Photographs or engineering drawings</p> <p>Depending on the type of Model Report, photographs or engineering drawings of the following views:</p> <ul style="list-style-type: none"> • front right view • left rear view • underbody view • interior view • engine compartment view. <p>Multiple photographs or drawings may be needed to display a full underbody, interior or engine compartment view.</p>	<p>Compare the vehicle with each of the photographs, noting any additional features or any missing features.</p> <p>You must assess whether the differences affect compliance with standards.</p> <p>If they do, you must refuse to verify the vehicle.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Description of modifications</p> <p>A summary of modifications made to the vehicle in accordance with the Model Report.</p>	<p>Confirm the vehicle features align to modifications described in the scope information.</p>	<ul style="list-style-type: none"> • SSM

Information	AVV requirements	Model Report category requiring this information
<p>Areas of non-compliance</p> <p>A summary of any respects in which the vehicle modified in accordance with the model report will not comply with applicable standards, and (if applicable) the extent to which it will not comply with those standards.</p>	<p>Confirm that where the vehicle does not comply with applicable standards, that non-compliance corresponds to the areas of non-compliance specified in the Model Report, and to the same extent as specified in the Model Report.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Body shape</p> <p>The style of the vehicle to describe the shape of the vehicle.</p>	<p>Confirm that the vehicle has the same body shape as the Model Report Vehicle Scope. Confirm this by checking that the vehicle matches the photographs or engineering drawings supplied in the Model Report Vehicle Scope.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Door information</p> <p>The number of doors on the vehicle and their location.</p>	<p>Confirm that each vehicle has the correct number of doors in the correct locations by checking that the vehicle matches the photographs or engineering drawings supplied in the Model Report Vehicle Scope.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Vehicle category</p> <p>A 2-character code for each category of vehicle or a subcategory where referenced, designating relevant vehicles in the Australian Design Rules (ADRs) and in related documents.</p> <p>Defined in Vehicle Standard (Australian Design Rule – Definitions and Vehicle Categories) 2005 Determination.</p>	<p>Confirm that each vehicle being verified is in the appropriate vehicle category set out in the checklist. This includes assessing the number of seats, carrying capacity, number of wheels, and any other factors affecting the vehicle category definitions set out in the Vehicle Standard (Australian Design Rule – Definitions and Vehicle Categories) 2005 Determination.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM

Information	AVV requirements	Model Report category requiring this information
<p>Mass details</p> <ul style="list-style-type: none"> • Unladen mass • Gross vehicle mass (GVM) 	<p>You may be able to confirm that the vehicle is of the correct specification by checking documents held by the Registered Automotive Workshop (RAW) or by weighing the vehicle. Document examples include deregistration certificates, previous registration papers, and manufacturers' specifications.</p> <p>For specialist and enthusiast vehicle motorhomes and campervans, the mass of the vehicle must not exceed the gross vehicle mass of the original vehicle as specified by the original manufacturer.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Seating positions</p> <p>The number of seating positions in the vehicle.</p>	<p>Confirm that each vehicle has the correct number of seating positions to be used while the vehicle is in motion.</p> <p>For vehicles meeting the SEVs motorhome and campervan criterion confirm each vehicle has the correct number of designated seating positions.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Maximum motor cycle speed</p> <p>Vehicle Standard (Australian Design Rule – Definitions and Vehicle Categories) 2005 Determination.</p>	<p>For all LA and LB category vehicles, you must ensure the vehicle is not capable of exceeding 50 km/h. You may be able to determine this by:</p> <ul style="list-style-type: none"> • visually inspecting for an engine governor or restrictor • checking the engine control unit or other electrical systems for any signs of tampering • inspecting the exhaust system or intake system for restrictors. 	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled

Information	AVV requirements	Model Report category requiring this information
<p>Engine information (as appropriate to the type of engine)</p> <ul style="list-style-type: none"> • Motive power • Engine model or electric motor • Engine configuration • Engine capacity • Engine induction method 	<p>Confirm that each vehicle has the correct engine type or electric motor.</p> <p>For specialist and enthusiast vehicles to meet the performance criterion, these specifications must be as per the details entered on the SEVs Register.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Transmission information</p> <ul style="list-style-type: none"> • Transmission model • Transmission type • Drivetrain configuration 	<p>Confirm that each vehicle is fitted with the correct transmission and drivetrain as described in the Model Report Vehicle Scope.</p>	<ul style="list-style-type: none"> • SEVs • Used 2 or 3 wheeled • SSM
<p>Specialist and enthusiast vehicles (SEVs) entry identification number (ID)</p> <p>The number assigned to each road vehicle approved as an entry on the SEVs Register.</p> <p>SEVs eligibility criteria</p> <p>The eligibility criterion that was used to assess the make and model, or a variant of make and model of a vehicle for entry on the SEVs Register.</p>	<p>For vehicles listed on the SEVs Register, you must confirm that the vehicle is covered by the SEVs ID listed in the Model Report Vehicle Scope.</p>	<ul style="list-style-type: none"> • SEVs

Information	AVV requirements	Model Report category requiring this information
<p>Performance criterion</p> <p>Applicable only to specialist and enthusiast vehicles in the performance criterion.</p> <p>A variant of a model of vehicle satisfies the performance criterion if the variant, as originally manufactured, is above the required power to weight thresholds.</p> <p>See section 130 of the Road vehicle Standards Rules, 2019 (the Rules) for more information.</p>	<p>Confirm there is no evidence of modifications to the engine and the engine specifications of the vehicle are as described in the Vehicle Scope and align to the SEVs entry.</p>	<ul style="list-style-type: none"> • SEVs
<p>Environmental criterion</p> <p>Applicable only to specialist and enthusiast vehicles in the environmental criterion.</p> <p>A variant of a model of vehicle, as originally manufactured, satisfies the environmental criterion if:</p> <ul style="list-style-type: none"> • it meets or exceeds applicable national road vehicle standards or other comparable standards determined by the Minister, and • it uses an alternative to an internal combustion engine as a means to propel the vehicle or meets other qualifying measurements. <p>See section 131 of the Rules for more information.</p>	<p>Confirm that there is no evidence of modification(s) to the vehicle’s propulsion system.</p> <p>Also confirm that the vehicle’s engine specifications are as described in the Vehicle Scope and align to any information available on the SEVs entry.</p>	<ul style="list-style-type: none"> • SEVs

Information	AVV requirements	Model Report category requiring this information
<p>Mobility criterion</p> <p>Applicable only to specialist and enthusiast vehicles in the mobility criterion and SSM vehicles in mobility type.</p> <p>A variant of a vehicle model satisfies the mobility criterion if it was:</p> <ul style="list-style-type: none"> originally manufactured specifically with features designed to assist people with a disability, or modified with support from the original manufacturer before it was first provided in any market (in the world) including features designed to assist people with a disability. <p>See section 132 of the Rules for more information.</p>	<p>Confirm that the description of the mobility features in the Vehicle Scope matches the vehicle.</p> <p>Also confirm there is no evidence of additional features, apart from those listed as fitted at a later date by, or with, the support of the original manufacturer.</p>	SEVs
<p>Left-hand drive criterion</p> <p>Applicable only to specialist and enthusiast vehicles in the left-hand drive criterion.</p> <p>A variant of a model of vehicle satisfies the left-hand drive criterion if the vehicle was not originally manufactured as a right-hand drive vehicle in any market in the world.</p> <p>See section 133 of the Rules for more information.</p>	<p>Visually check that the vehicle has been converted to right-hand drive, noting more detailed checks of the conversion will be undertaken during the modification checks.</p>	SEVs

Information	AVV requirements	Model Report category requiring this information
<p>Campervans and motorhomes criterion</p> <p>Applicable only to specialist and enthusiast vehicles in the campervans and motorhomes criterion.</p> <p>A variant of a model of vehicle satisfies the campervan and motorhomes criterion if:</p> <ul style="list-style-type: none"> • it was originally manufactured as a campervan or motorhome, or • it is suitable to be modified as a campervan or motorhome. <p>See section 134 of the Rules for more information.</p>	<p>Compare the vehicle to the photographs in the Model Report Vehicle Scope, noting more detailed checks of the vehicle will be undertaken when doing the modifications checks.</p>	<p>SEVs</p>
<p>Rarity criterion</p> <p>Applicable only to specialist and enthusiast vehicles in the rarity criterion. A variant of a model or a make and model, of vehicle, satisfies the rarity criterion if the volumes of vehicle produced per year do not exceed the required thresholds.</p> <p>See section 135 of the Rules for more information.</p>	<p>Confirm that the vehicle is consistent with the specifications listed on the SEVs Register.</p> <p>This can be confirmed by comparing the vehicle to the photographs in the Model Report Vehicle Scope.</p>	<p>SEVs</p>
<p>Major dimensions</p> <ul style="list-style-type: none"> • Length • Width • Height • Wheelbase • Rear overhang • Running clearance 	<p>Measurements may vary from the values set out for these dimensions by up to:</p> <ul style="list-style-type: none"> • 50 mm for a measurement in height • 10 mm for a measurement in length. 	<p>SEVs</p>

Information	AVV requirements	Model Report category requiring this information
Tyres and rim information <ul style="list-style-type: none"> • Tyre designation • Rim size • Rim offset. 	Confirm the specifications for wheels and tyres are consistent with the Model Report Vehicle Scope.	SEVs
Steering location	Confirm that the location of the steering column on the vehicle corresponds to the location specified in the Model Report (i.e. if the Model Report indicates right-hand drive, then the steering column on the vehicle should be located on the right).	SEVs

Further information

For further information, please visit the [department's](#) website or submit an [online enquiry](#).

Details of amended or new ADRs that may impact your vehicle type will be released well before their applicability time. You can [subscribe](#) to receive new or amended ADR notifications.

Quick links

- [Authorised vehicle verifiers](#)
- [Guide to the Register of Approved Vehicles for authorised vehicle verifiers](#)