

From: [REDACTED]
Sent: Monday, 4 June 2018 11:05 AM
To: S [REDACTED]
Subject: Final version of circulars 0-4-6 amended as requested [SEC=UNCLASSIFIED]
Attachments: 0-2-13_LPPC_final version.docx; draft 0-4-6 GVM upgrade inclusion v4_final.docx

Hi [REDACTED]

GVM Upgrade Circular amended as requested

Kind regards
[REDACTED]

From: [REDACTED]
Sent: Monday, 4 June 2018 9:29 AM
[REDACTED]
Subject: FW: Final version of circulars 0-4-6 and 0-2-13 attached [SEC=UNCLASSIFIED]

Please fix the formatting and send me the final.

Regards

[REDACTED]
Director Certification and RAWs
Vehicle Safety Standards Branch | Surface Transport Policy Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

From: WHATSON Alison
Sent: Friday, 1 June 2018 6:29 PM

Subject: FW: Final version of circulars 0-4-6 and 0-2-13 attached [SEC=UNCLASSIFIED]

Thanks [REDACTED] – approved, pending correction of the one formatting matter on the GVM upgrade circular.

Alison

Alison Watson
A/g General Manager
Vehicle Safety Standards Branch | Surface Transport Policy Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

e Alison.whatson@infrastructure.gov.au | w www.infrastructure.gov.au

From: [REDACTED]

Sent: Thursday, 31 May 2018 2:37 PM

To: WHATSON Alison <Alison.Whatson@infrastructure.gov.au>

Subject: FW: Final version of circulars 0-4-6 and 0-2-13 attached [SEC=UNCLASSIFIED]

Alison

As discussed, please find attached for your approval the amended guidance material for the industry:

- Circulars 0-2-13 on requirements for certification of vehicles supplied under Low Production Passenger Car Scheme and
- Circular 0-4-6 on requirements for certification of vehicles supplied under Second Stage Manufacture GVM upgrade.

These Circulars are also on Actions list of Management board.

Circular 0-4- 6 has been amended to formalise current business practice for Approvals issued to GVM upgrade suspension manufacturers. The comments received from industry and AMVCB consultation have been included in the Circular.

Circulars 0-2-13 has been amended to formalise current business practice for Approvals issued to boutique manufacturers under LPPC scheme. The Circular grants exemptions from compliance to Pole side impact ADR 85; Esc and AEB requirements. The amended Circular also includes requirements for compliance to new ADRs that have been gazetted since the last issue. There were no comments received from AMVCB in consultation phase.

The Circulars after approval will be posted on RVCS What's new, sent to industry and loaded on our Department's website. We will also include this in the next Compliance update organised by [REDACTED]

Happy to discuss.

Regards

[REDACTED]
Director Certification and RAWS
Vehicle Safety Standards Branch | Surface Transport Policy Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601



Issued by the

Administrator of Vehicle Standards

In consultation with the

Australian Motor Vehicle Certification Board

comprising Commonwealth, State and Territory representatives



Australian Government

Department of Infrastructure, Regional Development and Cities

CIRCULAR 0-4-6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as "Second-Stage-of-Manufacture" (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval).

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the "Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility" as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

2.5 Arrangements for SSM do not apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the "Motor Vehicle Compliance Plate Approval" arrangements as per Circular 0-3-4, or the "Certification of Motor Vehicles Produced in Low Volume" requirements as per Circular 0-2-1.



2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.

3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified "ALPHA Beta", might be designated "ABC ALPHA Beta **Ambulance**", or "ABC ALPHA Beta **Motorhome**" as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, except where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.



- A heavy goods vehicle wheelbase extension.

NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
- Vehicle modified to carry wheel-chair passengers or additional seats.
- Vehicles modified from one ADR vehicle category to another vehicle category.

3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 "Certification of Campervans and Motorhomes".

4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.



4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -

- Full Volume arrangements as per Circular 0-3-4 "Motor Vehicle Compliance Plate Approval", or
- As per Circular 0-2-1 "Certification of Motor Vehicles Produced in Low Volume".

4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as "**Not Applicable**", and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 "Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM" details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

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Department of Infrastructure, Regional Development and Cities

8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM LIGHT VEHICLES THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

10.1 Where a light vehicle is fitted with or is required to be fitted with Electronic Stability Control (ESC) system and a full volume SSM IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use ESC test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

10.2 Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

10.3 For SSM IPAs issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per SSM IPA.

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10.6 The towing capacity of a light vehicle expressed as Gross Combination Mass (GCM) rating or Rated Towing Capacity or Maximum Braked Towing Mass rating must not exceed the value set by the first stage manufacturer. Second stage manufacturers are not permitted to increase the towing capacity as part of an SSM IPA that results in GVM upgrade.

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A/g General Manager
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[REDACTED]

e Alison.whatson@infrastructure.gov.au | w www.infrastructure.gov.au

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[REDACTED]
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CIRCULAR 0-4-6

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1. INTRODUCTION

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2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

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2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the "Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility" as per Circular 0-2-12.

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2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.

Page 1 of 6

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March 2018

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3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

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3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

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- A *heavy goods vehicle* wheelbase extension.

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NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
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- Full Volume arrangements as per Circular 0-3-4 "Motor Vehicle Compliance Plate Approval", or
- As per Circular 0-2-1 "Certification of Motor Vehicles Produced in Low Volume".

4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

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7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

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8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

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10.1 Where a light vehicle is fitted with or is required to be fitted with Electronic Stability Control (ESC) system and a full volume SSM IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use ESC test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

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A/g General Manager
Vehicle Safety Standards Branch | Surface Transport Policy Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601
[REDACTED]

e Alison.whatson@infrastructure.gov.au | w www.infrastructure.gov.au

From: [REDACTED]
Sent: Thursday, 31 May 2018 2:37 PM
To: WHATSON Alison <Alison.Whatson@infrastructure.gov.au>

Subject: FW: Final version of circulars 0-4-6 and 0-2-13 attached [SEC=UNCLASSIFIED]

Alison

As discussed, please find attached for your approval the amended guidance material for the industry:

- Circulars 0-2-13 on requirements for certification of vehicles supplied under Low Production Passenger Car Scheme and
- Circular 0-4-6 on requirements for certification of vehicles supplied under Second Stage Manufacture GVM upgrade.

These Circulars are also on Actions list of Management board.

Circular 0-4-6 has been amended to formalise current business practice for Approvals issued to GVM upgrade suspension manufacturers. The comments received from industry and AMVCB consultation have been included in the Circular.

Circulars 0-2-13 has been amended to formalise current business practice for Approvals issued to boutique manufacturers under LPPC scheme. The Circular grants exemptions from compliance to Pole side impact ADR 85; Esc and AEB requirements. The amended Circular also includes requirements for compliance to new ADRs that have been gazetted since the last issue. There were no comments received from AMVCB in consultation phase.

The Circulars after approval will be posted on RVCS What's new, sent to industry and loaded on our Department's website. We will also include this in the next Compliance update organised by [REDACTED]

Happy to discuss.

Regards


Director Certification and RAWS
Vehicle Safety Standards Branch | Surface Transport Policy Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601




From: [REDACTED]
Sent: Thursday, 31 May 2018 1:50 PM
To: [REDACTED]
Subject: Final version of circulars 0-4-6 and 0-2-13 attached [SEC=UNCLASSIFIED]
Attachments: 0-2-13_LPPC_final version.docx; 0-4-6 GVM upgrade_final version.docx

Hi [REDACTED]

Please find attached the final version of Circular's 0-4-6 and 0-2-13

Kind regards

[REDACTED]
Team Member | Vehicle Safety Standards
Surface Transport Policy Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

www.infrastructure.gov.au

Issued by the

Administrator of Vehicle Standards

In consultation with the

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Department of Infrastructure, Regional Development and Cities

CIRCULAR 0-4-6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as "Second-Stage-of-Manufacture" (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval).

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the "Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility" as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

2.5 Arrangements for SSM do not apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the "Motor Vehicle Compliance Plate Approval" arrangements as per Circular 0-3-4, or the "Certification of Motor Vehicles Produced in Low Volume" requirements as per Circular 0-2-1.

2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.

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Issue 4

March 2018

Reformatted August 2015



3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified "ALPHA Beta", might be designated "ABC ALPHA Beta Ambulance", or "ABC ALPHA Beta Motorhome" as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, except where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A *heavy goods vehicle* wheelbase extension.



NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
- Vehicle modified to carry wheel-chair passengers or additional seats.
- Vehicles modified from one ADR vehicle category to another vehicle category.

3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 "Certification of Campervans and Motorhomes".

4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -



- Full Volume arrangements as per Circular 0-3-4 “Motor Vehicle Compliance Plate Approval”, or
- As per Circular 0-2-1 “Certification of Motor Vehicles Produced in Low Volume”.

4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as “**Not Applicable**”, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 “Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM” details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.



8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM LIGHT VEHICLES THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

10.1 Where a light vehicle is fitted with or is required to be fitted with Electronic Stability Control (ESC) system and a full volume SSM IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use ESC test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

10.2 Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

10.3 For SSM IPAs issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per SSM IPA.

10.4 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an SSM IPA.

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10.5 Existing full volume SSM IPA holders have the choice of converting their full volume SSM IPAs to low volume SSM IPAs. No application processing fees will apply to these SSM IPA conversions.

10.6 The towing capacity of a light vehicle expressed as Gross Combination Mass (GCM) rating or Rated Towing Capacity or Maximum Braked Towing Mass rating must not exceed the value set by the first stage manufacturer. Second stage manufacturers are not permitted to increase the towing capacity as part of an SSM IPA that results in GVM upgrade.

KENNA Allison

From: [REDACTED]
Sent: Wednesday, 30 May 2018 1:35 PM
To: [REDACTED]
Subject: FW: AMVCB226 Agenda 9(e) - Action item 38 [DLM=For-Official-Use-Only]
Attachments: AMVCB226 - Agenda 7(a) Draft 0-4-6 GVM upgrade inclusion v5 with TMR Edits 2018-05-03 (2).docx

[REDACTED]

Please finalise 0-4-6 Circular. The final comments from QLD are attached.

Regards

[REDACTED]

Director Certification and RAWS
Vehicle Safety Standards Branch | Surface Transport Policy Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

[REDACTED]

[REDACTED]

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From: [REDACTED]
Sent: Wednesday, 30 May 2018 12:28 PM


Subject: AMVCB226 Agenda 9(e) - Action item 38 [DLM=For-Official-Use-Only]

[REDACTED]


Apologies for the delay, please see below and attached the responses from AMVCB Members in relation to 0-4-6.
Rgds

[REDACTED]

MVCB226 Agenda 9(e) - Action item 38, [Members](#) to provide any objections or comments on the draft Administrator 4-6 – Certification of vehicles that have undergone a second stage of manufacture. **Due 25 May 2018**


Standards Review and Maintenance
Vehicle Safety Standards | Surface Transport Policy
Department of Infrastructure, Regional Development and Cities
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 w www.infrastructure.gov.au



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CIRCULAR 0 – 4 – 6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as “Second-Stage-of-Manufacture” (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval).

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the “Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility” as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

2.5 Arrangements for SSM do not apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the “Motor Vehicle Compliance Plate Approval” arrangements as per Circular 0-3-4, or the “Certification of Motor Vehicles Produced in Low Volume” requirements as per Circular 0-2-1.

2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.



3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

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3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, except where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

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- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A heavy goods vehicle wheelbase extension.

NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

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3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
- Vehicle modified to carry wheel-chair passengers or additional seats.
- Vehicles modified from one ADR vehicle category to another vehicle category.

3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 "Certification of Campervans and Motorhomes".

4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -

- Full Volume arrangements as per Circular 0-3-4 "Motor Vehicle Compliance Plate Approval", or
- As per Circular 0-2-1 "Certification of Motor Vehicles Produced in Low Volume".



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4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as **"Not Applicable"**, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 "Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM" details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

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9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM LIGHT VEHICLES FITTED WITH ELECTRONIC STABILITY CONTROL (ESC) THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

10.1 Where a light vehicle is fitted with or is required to be fitted with Electronic Stability Control (ESC) system and a full volume IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use ESC test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

10.2 Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

10.3 For IPAs issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per IPA.

10.4 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an SSM IPA.

10.5 Existing full volume IPA holders have the choice of converting their full volume IPAs to low volume IPAs. No application processing fees will apply to these IPA conversions.

10.6 The towing capacity of a light vehicle expressed as Gross Combination Mass (GCM) rating or Rated Towing Capacity or Maximum Braked Towing Mass rating must ~~remain at not exceed~~ the value

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set by the first stage manufacturer. Second stage manufacturers are not permitted to increase the GCM-towing capacity as part of an SSM IPA ~~for that results in~~ GVM upgrade.

KENNA Allison

From: [REDACTED]
Sent: Monday, 7 May 2018 10:17 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Suggested changes to the Draft 0-4-6 Circular... [SEC=UNCLASSIFIED]

[REDACTED]

Comments on second stage Circular.

Regards

[REDACTED]

From: [REDACTED]
Sent: Friday, 4 May 2018 12:24 PM
To: NYAKUENGAMA Sharon <Sharon.Nyakuengama@infrastructure.gov.au>; [REDACTED]
[REDACTED]
Cc: [REDACTED]
Subject: RE: Suggested changes to the Draft 0-4-6 Circular... [SEC=UNCLASSIFIED]

Hi all

Yes thanks Sharon, that's right. I appreciate that I have come into the discussion late (through AMVCB) so I am not sure what the overall policy was and what may have been negotiated with [REDACTED] I have suggested a couple of other yellow highlighted tweaks below for the revised 10.6.

There may be an additional effect happening when looking at Anant's proposed changes. His changes have made the section 10 requirements now apply regardless of whether ESC is fitted and only to "light" vehicles (not sure if that means up to 4.5t). It may be OK but [REDACTED] may want to check any implications – for example the numbers allowance in 10.3.

[REDACTED]

From: NYAKUENGAMA Sharon
Sent: Thursday, 3 May 2018 9:49 PM
To: [REDACTED]
Cc: [REDACTED]
[REDACTED]
Subject: FW: Suggested changes to the Draft 0-4-6 Circular... [SEC=UNCLASSIFIED]

Hi [REDACTED]

We discussed this at AMVCB and Anant has provided the attached suggested edits which reflect the discussion.

The heading change and the insertion of the reference to ESC in the first para of section 10 is to take account of the fact that the GCM para at the end is not linked to ESC at all.

After AMVCB, [REDACTED] expressed concern that in 10.6 we were purporting to prohibit something that is not ADR approved anyway and which neither we nor possibly States and Territories have the power to approve. Essentially, we want to prevent SSMs from representing to consumers that the GVM upgrade results in an approved GCM upgrade, so perhaps wording along the following lines would be better

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Sharon

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Sent: Thursday, 3 May 2018 12:31 PM
To: NYAKUENGAMA Sharon <Sharon.Nyakuengama@infrastructure.gov.au>
Cc: [REDACTED] AMVCB <amvcb@infrastructure.gov.au>
Subject: FW: Suggested changes to the Draft 0-4-6 Circular...

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Vehicle Standards & Accreditation
Transport & Main Roads

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Customer Services, Safety and Regulation | Department of Transport and Main Roads

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[REDACTED]

From: [REDACTED]
Sent: Tuesday, 8 May 2018 9:23 AM
To: [REDACTED]
Subject: Draft 0-4-6 Circular with proper dot point numbering [SEC=UNCLASSIFIED]
Attachments: draft 0-4-6 GVM upgrade inclusion v3_no track change.docx

Hi [REDACTED]

My apologies – the attachment on the earlier email sent at 9.08 am had an error in the dot point numbering format at section 10.

Copy attached with correct numbering

Kind regards
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[REDACTED]

Comments on second stage Circular.

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CIRCULAR 0-4-6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as “Second-Stage-of-Manufacture” (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval). A further SSM arrangement should not impact on a completed SSM for that vehicle.

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the “Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility” as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

2.5 Arrangements for SSM do not apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the “Motor Vehicle Compliance Plate Approval” arrangements as per Circular 0-3-4, or the “Certification of Motor Vehicles Produced in Low Volume” requirements as per Circular 0-2-1.

2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.

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Issue 4

March 2018

Reformatted August 2015



3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified "ALPHA Beta", might be designated "ABC ALPHA Beta Ambulance", or "ABC ALPHA Beta Motorhome" as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A *heavy goods vehicle* wheelbase extension.



NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
- Vehicle modified to carry wheel-chair passengers or additional seats.
- Vehicles modified from one ADR vehicle category to another vehicle category.

3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 "Certification of Campervans and Motorhomes".

4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -



- Full Volume arrangements as per Circular 0-3-4 “Motor Vehicle Compliance Plate Approval”, or
- As per Circular 0-2-1 “Certification of Motor Vehicles Produced in Low Volume”.

4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as “**Not Applicable**”, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 “Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM” details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

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8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM VEHICLES THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

10.1 Where a full volume IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use Electronic Stability Control (ESC) test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

10.2 Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

10.3 For IPAs issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per IPA.

10.4 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an SSM IPA.

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10.5 Existing full volume IPA holders have the choice of converting their full volume IPAs to low volume IPAs. No application processing fees will apply to these IPA conversions.

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10.1 1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval). A further SSM arrangement should not impact on a completed SSM for that vehicle.

Commented [SC2]: We would request further elaboration on the chain of responsibility regarding clause 1.2.

When you have multiple SSM IPA holders modifying a vehicle as in their example, SSM 1 carries out a chassis extension with GVM of 3,780 kg, SSM 2 then carries out a further GVM upgrade on vehicle to 3,900 kg. Where does the responsibility of SSM 1 lie, since they have only specified a maximum GVM of 3,780 kg, however SSM 2 who would generally carry out GVM upgrade of 3,900 kg on standard chassis applies their SSM GVM upgrade on a non-standard chassis above that specified by SSM1. Whilst we understand it should be the responsibility of SSM 2 to ensure that the vehicle continues to be capable of their GVM due to the chassis modification, it does not necessarily happen when something goes wrong.

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the "Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility" as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

2.5 Arrangements for SSM do not apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the "Motor Vehicle Compliance Plate Approval" arrangements as per Circular 0-3-4, or the "Certification of Motor Vehicles Produced in Low Volume" requirements as per Circular 0-2-1.

2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.

Page 1 of 6

Issue 4

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3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified "ALPHA Beta", might be designated "ABC ALPHA Beta Ambulance", or "ABC ALPHA Beta Motorhome" as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, **except** where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A *heavy goods vehicle* wheelbase extension.

Commented [MG3]: Should this read "except where the nature of the addition and/or modification has an impact on the ADR certification of the first stage vehicle". Alternatively the word "except" could be removed.

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NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
- Vehicle modified to carry wheel-chair passengers or additional seats.
- Vehicles modified from one ADR vehicle category to another vehicle category.

3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 "Certification of Campervans and Motorhomes".

4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -

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- Full Volume arrangements as per Circular 0-3-4 "Motor Vehicle Compliance Plate Approval", or
- As per Circular 0-2-1 "Certification of Motor Vehicles Produced in Low Volume".

4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as "**Not Applicable**", and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 "Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM" details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

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8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM VEHICLES ~~FITTED WITH ELECTRONIC STABILITY CONTROL (ESC)~~ THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

~~10-110.2~~ Where a full volume IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use Electronic Stability Control (ESC) test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

~~10-210.3~~ Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

~~10-310.4~~ For IPAs issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per IPA.

~~10-410.5~~ 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an SSM IPA.

Commented [DS4]: I believe this heading leaves the intent open to interpretation that the following dot points relate only to vehicles with ESC. Where the intent of the following bullet points relates to ESC equipped vehicles, it is specifically mentioned anyway. The intent of 10.6 is to be inclusive of all vehicles and not just those with ESC installed. I believe it could simply say "ARRANGEMENTS FOR SSM VEHICLES THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE"

The heading implies that an IPA has already been granted, whereas the "arrangements" really refer to an application for approval.

Perhaps the heading could read:-

"For vehicles fitted with Electronic Stability Control (ESC) where approval is sought for a Gross Vehicle Mass (GVM) upgrade"

Commented [DS5]: I don't think it will happen, but there is probably no down side to having it?

We agree with the concept and inclusion of the idea of shared IP is appropriate, in the real world this is not likely to occur.

Commented [DS6]: Provides clarity

Commented [DS7]: Provides clarity

Commented [DS8]: Are 0-4-5 certificates required for Towing capacity upgrades?

It is possible to gain approval for an increase in towing capacity. Is an 0-4-5 certificate submission required for this modification? What effect does this type of modification have on the GCM of a vehicle?

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~~10.5~~10.6 Existing full volume IPA holders have the choice of converting their full volume IPAs to low volume IPAs. No application processing fees will apply to these IPA conversions.

~~10.6~~10.7 A SSM GVM upgrade IPA approval does not change the value of the vehicle towing capacity stated, or not stated, by the first stage manufacturer (whether expressed as Gross Combination Mass (GCM) rating or Rated Towing Capacity or Maximum Braked Towing Mass rating). Second stage manufacturers who upgrade GVM under a SSM IPA should not record any increase in the towing capacity on the Road Vehicle Descriptor (RVD) as part of these approvals. must remain at the value set by the first stage manufacturer. Second stage manufacturers are not permitted to increase the GCM as part of an SSM IPA for GVM upgrade.

Commented [DS9]: Provides clarity

Commented [DS10]: This needs to stop at "Increase the GCM". Alternatively, change wording to "Gross Combination Mass (GCM) must remain at the value set by the first stage manufacturer. Second stage manufacturers are not permitted to increase the GCM as part of any SSM IPA". Otherwise, the rest of the clause only serves to open the door for GCM upgrades as a part of other types of SSM IPA approvals such as braked towing capacity.

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CIRCULAR 0-4-6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as "Second-Stage-of-Manufacture" (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval). A further SSM arrangement should not impact on a completed SSM for that vehicle.

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the "Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility" as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

2.5 Arrangements for SSM do not apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the "Motor Vehicle Compliance Plate Approval" arrangements as per Circular 0-3-4, or the "Certification of Motor Vehicles Produced in Low Volume" requirements as per Circular 0-2-1.

2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.



3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified "ALPHA Beta", might be designated "ABC ALPHA Beta Ambulance", or "ABC ALPHA Beta Motorhome" as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A *heavy goods vehicle* wheelbase extension.



NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
- Vehicle modified to carry wheel-chair passengers or additional seats.
- Vehicles modified from one ADR vehicle category to another vehicle category.

3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 "Certification of Campervans and Motorhomes".

4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -



- Full Volume arrangements as per Circular 0-3-4 “Motor Vehicle Compliance Plate Approval”, or
- As per Circular 0-2-1 “Certification of Motor Vehicles Produced in Low Volume”.

4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as “**Not Applicable**”, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 “Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM” details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

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8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM VEHICLES THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

10.2 Where a full volume IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use Electronic Stability Control (ESC) test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

10.3 Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

10.4 For IPAs issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per IPA.

10.5 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an SSM IPA.

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10.6 Existing full volume IPA holders have the choice of converting their full volume IPAs to low volume IPAs. No application processing fees will apply to these IPA conversions.

10.7 A SSM GVM upgrade IPA approval does not change the value of the vehicle towing capacity stated, or not stated, by the first stage manufacturer (whether expressed as Gross Combination Mass (GCM) rating or Rated Towing Capacity or Maximum Braked Towing Mass rating). Second stage manufacturers who upgrade GVM under a SSM IPA should not record any increase in the towing capacity on the Road Vehicle Descriptor (RVD) as part of these approvals.

[REDACTED]

From: [REDACTED]
Sent: Monday, 7 May 2018 10:17 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: FW: Suggested changes to the Draft 0-4-6 Circular... [SEC=UNCLASSIFIED]

[REDACTED]

Comments on second stage Circular,

Regards

[REDACTED]

From: [REDACTED]
Sent: Friday, 4 May 2018 12:24 PM
To: NYAKUENGAMA Sharon <Sharon.Nyakuengama@infrastructure.gov.au>; [REDACTED]
Cc: [REDACTED] AMVCB <amvcb@infrastructure.gov.au>
Subject: RE: Suggested changes to the Draft 0-4-6 Circular... [SEC=UNCLASSIFIED]

Hi all

Yes thanks Sharon, that's right. I appreciate that I have come into the discussion late (through AMVCB) so I am not sure what the overall policy was and what may have been negotiated with [REDACTED] I have suggested a couple of other yellow highlighted tweaks below for the revised 10.6.

There may be an additional effect happening when looking at Anant's proposed changes. His changes have made the section 10 requirements now apply regardless of whether ESC is fitted and only to "light" vehicles (not sure if that means up to 4.5t). It may be OK but [REDACTED] may want to check any implications – for example the numbers allowance in 10.3.

[REDACTED]

From: NYAKUENGAMA Sharon
Sent: Thursday, 3 May 2018 9:49 PM
To: [REDACTED]
Cc: [REDACTED]; AMVCB <amvcb@infrastructure.gov.au>; [REDACTED]
Subject: FW: Suggested changes to the Draft 0-4-6 Circular... [SEC=UNCLASSIFIED]

Hi [REDACTED]

We discussed this at AMVCB and Anant has provided the attached suggested edits which reflect the discussion.

The heading change and the insertion of the reference to ESC in the first para of section 10 is to take account of the fact that the GCM para at the end is not linked to ESC at all.

After AMVCB [REDACTED] expressed concern that in 10.6 we were purporting to prohibit something that is not ADR approved anyway and which neither we nor possibly States and Territories have the power to approve. Essentially, we want to prevent SSMs from representing to consumers that the GVM upgrade results in an approved GCM upgrade, so perhaps wording along the following lines would be better

10.6 – A SSM GVM upgrade IPA approval is not an approval to change the value of the towing capacity of a light vehicle set by the first stage manufacturer (whether expressed as Gross Combination Mass (GCM) rating or Rated Towing Capacity or Maximum Braked Towing Mass rating). Second stage manufacturers who upgrade light vehicle GVM under a SSM IPA should not record an any increase in the towing capacity on the Road Vehicle Descriptor (RVD) for as part of these approvals. SSM GVM upgrade IPAs.

Happy for [REDACTED] to suggest any refinements.

Let's see if there are any other suggestions and finalise as soon as possible.

Regards
Sharon

From: Anant Z Bellary <Anant.Z.Bellary@tmr.qld.gov.au>
Sent: Thursday, 3 May 2018 12:31 PM
To: NYAKUENGAMA Sharon <Sharon.Nyakuengama@infrastructure.gov.au>
Cc: [REDACTED]; AMVCB <amvcb@infrastructure.gov.au>
Subject: FW: Suggested changes to the Draft 0-4-6 Circular...

This one may be even better.

Regards

Anant Bellary
Vehicle Standards & Accreditation
Transport & Main Roads

From: Anant Z Bellary
Sent: Thursday, 3 May 2018 10:38 AM
To: NYAKUENGAMA Sharon <Sharon.Nyakuengama@infrastructure.gov.au>
Cc: [REDACTED]; 'AMVCB' <amvcb@infrastructure.gov.au>
Subject: Suggested changes to the Draft 0-4-6 Circular...

Hello Sharon,

As discussed at the AMVCB 226 on 1st May 2018, attached please find the amended draft of Circular 0-4-6 on SSM Approval Arrangements.

The suggested changes are tracked and appear in the Section 10 of the circular.

I have slightly altered the title of Section 10 so all the points (ESC and other things) can sit under that same section heading.

Any queries, happy to answer.

Thanks for the opportunity to comment on this document.

Regards

Anant Bellary

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[REDACTED]

From: [REDACTED]
Sent: Friday, 4 May 2018 12:24 PM
To: NYAKUENGAMA Sharon; [REDACTED]
Cc: [REDACTED] AMVCB
Subject: RE: Suggested changes to the Draft 0-4-6 Circular... [SEC=UNCLASSIFIED]

Hi all

Yes thanks Sharon, that's right. I appreciate that I have come into the discussion late (through AMVCB) so I am not sure what the overall policy was and what may have been negotiated with [REDACTED]. I have suggested a couple of other yellow highlighted tweaks below for the revised 10.6.

There may be an additional effect happening when looking at Anant's proposed changes. His changes have made the section 10 requirements now apply regardless of whether ESC is fitted and only to "light" vehicles (not sure if that means up to 4.5t). It may be OK but [REDACTED] may want to check any implications – for example the numbers allowance in 10.3.

[REDACTED]

From: NYAKUENGAMA Sharon
Sent: Thursday, 3 May 2018 9:49 PM
To: [REDACTED]
Cc: [REDACTED] AMVCB <amvcb@infrastructure.gov.au>; [REDACTED]
Subject: FW: Suggested changes to the Draft 0-4-6 Circular... [SEC=UNCLASSIFIED]

Hi [REDACTED]

We discussed this at AMVCB and Anant has provided the attached suggested edits which reflect the discussion.

The heading change and the insertion of the reference to ESC in the first para of section 10 is to take account of the fact that the GCM para at the end is not linked to ESC at all.

After AMVCB, [REDACTED] expressed concern that in 10.6 we were purporting to prohibit something that is not ADR approved anyway and which neither we nor possibly States and Territories have the power to approve. Essentially, we want to prevent SSMs from representing to consumers that the GVM upgrade results in an approved GCM upgrade, so perhaps wording along the following lines would be better

10.6 – A SSM GVM upgrade IPA approval is not an approval to change the value of the towing capacity of a light vehicle set by the first stage manufacturer (whether expressed as Gross Combination Mass (GCM) rating or Rated Towing Capacity or Maximum Braked Towing Mass rating). Second stage manufacturers who upgrade light vehicle GVM under a SSM IPA should not record an any increase in the towing capacity on the Road Vehicle Descriptor (RVD) for as part of these approvals. SSM GVM upgrade IPAs.

Happy for [REDACTED] to suggest any refinements.

Let's see if there are any other suggestions and finalise as soon as possible.

Regards
Sharon

From: Anant Z Bellary <Anant.Z.Bellary@tmr.qld.gov.au>
Sent: Thursday, 3 May 2018 12:31 PM
To: NYAKUENGAMA Sharon <Sharon.Nyakuengama@infrastructure.gov.au>
Cc: [REDACTED]; AMVCB <amvcb@infrastructure.gov.au>
Subject: FW: Suggested changes to the Draft 0-4-6 Circular...

This one may be even better.

Regards

Anant Bellary
Vehicle Standards & Accreditation
Transport & Main Roads

From: Anant Z Bellary
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To: NYAKUENGAMA Sharon <Sharon.Nyakuengama@infrastructure.gov.au>
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Hello Sharon,

As discussed at the AMVCB 226 on 1st May 2018, attached please find the amended draft of Circular 0-4-6 on SSM Approval Arrangements.

The suggested changes are tracked and appear in the Section 10 of the circular.

I have slightly altered the title of Section 10 so all the points (ESC and other things) can sit under that same section heading.

Any queries, happy to answer.

Thanks for the opportunity to comment on this document.

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Cc: [REDACTED]
Subject: FW: Suggested changes to the Draft 0-4-6 Circular... [SEC=UNCLASSIFIED]
Attachments: AMVCB226 - Agenda 7(a) Draft 0-4-6 GVM upgrade inclusion v5 with TMR Edits 2018-05-03.docx

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CIRCULAR 0 – 4 – 6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as “Second-Stage-of-Manufacture” (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval).

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the “Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility” as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

2.5 Arrangements for SSM do not apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the “Motor Vehicle Compliance Plate Approval” arrangements as per Circular 0-3-4, or the “Certification of Motor Vehicles Produced in Low Volume” requirements as per Circular 0-2-1.

2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.

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3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified "ALPHA Beta", might be designated "ABC ALPHA Beta Ambulance", or "ABC ALPHA Beta Motorhome" as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, except where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A *heavy goods vehicle* wheelbase extension.

NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

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3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hears.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
- Vehicle modified to carry wheel-chair passengers or additional seats.
- Vehicles modified from one ADR vehicle category to another vehicle category.

3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 "Certification of Campervans and Motorhomes".

4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -

- Full Volume arrangements as per Circular 0-3-4 "Motor Vehicle Compliance Plate Approval", or
- As per Circular 0-2-1 "Certification of Motor Vehicles Produced in Low Volume".



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4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as **"Not Applicable"**, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 "Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM" details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

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9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM LIGHT VEHICLES FITTED WITH ELECTRONIC STABILITY CONTROL (ESC) THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

10.1 Where a light vehicle is fitted with or is required to be fitted with Electronic Stability Control (ESC) system and a full volume IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use ESC test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

10.2 Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

10.3 For IPAs issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per IPA.

10.4 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an SSM IPA.

10.5 Existing full volume IPA holders have the choice of converting their full volume IPAs to low volume IPAs. No application processing fees will apply to these IPA conversions.

10.6 The towing capacity of a light vehicle expressed as Gross Combination Mass (GCM) rating or Rated Towing Capacity or Maximum Braked Towing Mass rating must ~~remain at~~ not exceed the value

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set by the first stage manufacturer. Second stage manufacturers are not permitted to increase the ~~GCM-towing capacity~~ as part of an SSM IPA ~~for that results in~~ GVM upgrade.



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CIRCULAR 0 – 4 – 6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as “Second-Stage-of-Manufacture” (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval).

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the “Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility” as per Circular 0-2-12.

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2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.



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4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -

- Full Volume arrangements as per Circular 0-3-4 "Motor Vehicle Compliance Plate Approval", or
- As per Circular 0-2-1 "Certification of Motor Vehicles Produced in Low Volume".

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4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as **"Not Applicable"**, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 "Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM" details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

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9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM LIGHT VEHICLES FITTED WITH ELECTRONIC STABILITY CONTROL (ESC) THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

10.1 Where a light vehicle is fitted with or is required to be fitted with Electronic Stability Control (ESC) system and a full volume IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use ESC test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

10.2 Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

10.3 For IPAs issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per IPA.

10.4 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an SSM IPA.

10.5 Existing full volume IPA holders have the choice of converting their full volume IPAs to low volume IPAs. No application processing fees will apply to these IPA conversions.

10.6 The towing capacity of a light vehicle expressed as Gross Combination Mass (GCM) rating or Rated Towing Capacity or Maximum Braked Towing Mass rating must remain at the value set by the

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first stage manufacturer. Second stage manufacturers are not permitted to increase the GCM-towing capacity as part of an SSM IPA ~~for that results in~~ GVM upgrade.

KENNA Allison

From: lightvehicles@infrastructure.gov.au
Sent: Tuesday, 24 April 2018 4:12 PM
To: [REDACTED]
Subject: RE: GCM ratings [SEC=UNCLASSIFIED]

Thanks, I'll close it off on the email trail

[REDACTED]
Engineering – Vehicle Certification Technical Team
Vehicle Safety Standards - Surface Transport Policy
Department of Infrastructure and Regional Development
GPO Box 594, Canberra ACT 2601
[REDACTED]

e [REDACTED] w www.infrastructure.gov.au

From: [REDACTED]
Sent: Tuesday, 24 April 2018 3:15 PM
To: lightvehicles@infrastructure.gov.au
Subject: RE: GCM ratings [SEC=UNCLASSIFIED]

A follow up email and telephone conversation.

From: lightvehicles@infrastructure.gov.au
Sent: Tuesday, 24 April 2018 3:05 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: GCM ratings [SEC=UNCLASSIFIED]

Hi [REDACTED] was a follow response sent to Joe on this one?

From: joe@customvehicleservices.com.au <joe@customvehicleservices.com.au>
Sent: Thursday, 8 March 2018 11:25 AM
To: [REDACTED]
Cc: lightvehicles@infrastructure.gov.au; [REDACTED]
Subject: RE: GCM ratings [SEC=UNCLASSIFIED]

Hi [REDACTED]

Just to be clear, below when you say manufacturer do you mean the SSM holder, as they are now considered the manufacturer of the vehicle?

Regards

Joe

From: [REDACTED]
Sent: Thursday, 8 March 2018 10:02 AM

To: 'joe@customvehicleservices.com.au' <joe@customvehicleservices.com.au>

Cc: lightvehicles@infrastructure.gov.au; [REDACTED]

Subject: RE: GCM ratings [SEC=UNCLASSIFIED]

Joe

I can confirm that the GCM rating of a vehicle in NB1 or NA category is the responsibility of the manufacturer and is not endorsed by the Department. You may wish to contact your local state or territory in-service regulator to discuss their individual requirements.

I trust this information has been of assistance

Regards

[REDACTED]

.....



Australian Government

**Department of Infrastructure,
Regional Development and Cities**

From: joe@customvehicleservices.com.au [<mailto:joe@customvehicleservices.com.au>]

Sent: Thursday, 8 March 2018 12:53 AM

To: [REDACTED]

Cc: lightvehicles@infrastructure.gov.au; [REDACTED]

Subject: RE: GCM ratings [SEC=UNCLASSIFIED]

Hi [REDACTED]

Thank you for your reply.

I accept you don't want the GCM rating on the RVDS's and I will remove them as requested but I do disagree with this. I think the GCM rating should be on there as I come across many vehicles where the vehicle cannot achieve its max trailer weight when at GVM and many drivers seem to be unaware. Listing it on the RVD, as it is done for NB2 vehicles, would give consumers a definitive indication of their GCM. I think there has been a change in the way consumers use vehicles over the last five to ten years with a lot of larger trailers and caravans now being towed by NB1 and MC category vehicle that in the past would have been towed by NB2 vehicles, like an Isuzu NPS or Fuso Canter. On some SSM approvals we list a higher towed mass. This is again not a regulated weight but does appear on the RVD which seems inconsistent if you are trying to achieve no non regulated weights on the RVD.

At state level certification we have to nominate a GCM for any vehicle modified for weight carrying. This means going back through owners manuals and brochures to find the GCM. It would be good if all that information was available on the RVD. Not such an issue with very new vehicles but for vehicle from the mid 90's to early 2000's it can be difficult.

As the SSM holder is considered the manufacturer of the vehicle does that mean it is up to them to define the GCM, just as it is for the stage one manufacturer?

Are you saying the GCM can't be increased or that it is the responsibility of the SSM holder and not endorsed by the department?

Perhaps we should be looking toward something like SAE J2807 which contains a recommended practice for GCM ratings.

Kind Regards

Joseph Butterworth

From: [REDACTED]
Sent: Tuesday, 6 March 2018 12:45 PM
To: 'joe@customvehicleservices.com.au' <joe@customvehicleservices.com.au>
Cc: Lightvehicles@infrastructure.gov.au; [REDACTED]
Subject: RE: GCM ratings [SEC=UNCLASSIFIED]

Mr Butterworth

Thank you for your recent enquiry regarding Gross Combination Mass (GCM) rating being recorded on RVDs. By way of background, the Department has not endorsed the recording of a GCM on RVDs, as this is not a regulated weight type referred to in the ADRs. In the instance of second stage manufacturers that are fitting suspension upgrade kits, the Department receives no additional test information regarding the GCM of a vehicle, rather it only receives test information regarding the towing vehicle Gross Vehicle Mass (GVM). For this reason it has been decided to request manufacturers to not reference GCM on RVDs as the Department has no assurance that the weights quoted are appropriate for the combination.

Happy to discuss further as required

Regards

[REDACTED]
Team Leader | Certification and RAWs
Vehicle Safety Standards | Surface Transport Policy
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

[REDACTED]
e [REDACTED] w www.infrastructure.gov.au



From: joe@customvehicleservices.com.au [<mailto:joe@customvehicleservices.com.au>]
Sent: Thursday, 8 February 2018 12:03 PM
To: [REDACTED]
Subject: GCM ratings

Hi [REDACTED]

I have recently been asked to remove a GCM rating comment from an RVD on an SSM approval. A copy of the discussion items has been included below. This approval is one of several approvals I have worked on that include

both a GVM and GCM increase. The RVD document for an NB1 vehicle does not include cell to display the GCM, unlike the RVD for an NB2 category vehicle, but rather just shows a max towed mass.

I put this comments on this approval to make it easier for registering authorities to see the GCM increase. As the SSM approval holder is considered the new "Manufacturer" they have taken advantage of being able to assign the GCM at their specifications.

I am looking for clarification on why this comment is to be removed as the GCM increase affects several application I work with, including several SSM approvals I hold myself.

Kind Regards

Joseph Butterworth

Relating To:	General
Document Reference:	None
Contact:	
Action Required:	Essential
Date Raised:	02 February 2018
Discussion Item ID:	229768

Application Number: 49058 Relating to : *General* Contact

Subject: RVD form correction

Message: RVD form no. J2011RVDA3 lists information in the remarks section of the form regarding the Gross Combination Mass (GCM). Please remove any statement relating to GCM.

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[REDACTED]

From: [REDACTED]
Sent: Tuesday, 17 April 2018 3:00 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Light vehicle GVM increases... [SEC=UNCLASSIFIED, DLM=Sensitive]
[SEC=UNCLASSIFIED]

[REDACTED]

Please send to AMVCB only.

Regards

[REDACTED]

From: [REDACTED]
Sent: Tuesday, 17 April 2018 2:57 PM
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: Light vehicle GVM increases... [SEC=UNCLASSIFIED, DLM=Sensitive] [SEC=UNCLASSIFIED]

Righto thanks [REDACTED] I will circulate to AMVCB Members for comments only (i.e. Not TLG - Industry).

From: [REDACTED]
Sent: Tuesday, 17 April 2018 2:52 PM
To: [REDACTED]
Subject: FW: Light vehicle GVM increases... [SEC=UNCLASSIFIED, DLM=Sensitive] [SEC=UNCLASSIFIED]

[REDACTED]

This is exactly what we are proposing in Circular that SSMs should not be allowed to upgrade GCM set by first stage manufacturers.

I would request you to circulate amended circular 0-4-6 including new requirements for GVM upgrade to AMVCB members for comment.

Regards

[REDACTED]
Director Certification and RAWS
Vehicle Safety Standards Branch | Surface Transport Policy Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

[REDACTED] www.infrastructure.gov.au

From: Hunter, Peter <Peter.Hunter@act.gov.au>
Sent: Tuesday, 17 April 2018 1:52 PM
To: [REDACTED]
Subject: FW: Light vehicle GVM increases... [SEC=UNCLASSIFIED, DLM=Sensitive]

From: Smith, Rickman (DPTI) [<mailto:Rickman.Smith@sa.gov.au>]
Sent: Tuesday, 17 April 2018 11:20 AM
To: Bill Muirhead <Bill.Muirhead@nt.gov.au>; Anant Z Bellary <Anant.Z.Bellary@tmr.qld.gov.au>; Basuki SURATNO - NSW Centre for Road Safety RTA (basuki.suratno@transport.nsw.gov.au) <basuki.suratno@transport.nsw.gov.au>; Chris JONES <chris.jones@roads.vic.gov.au>; Davey UPRICHARD <davey.uprichard@nzta.govt.nz>; David BECK (David.Beck@transport.nsw.gov.au) <David.Beck@transport.nsw.gov.au>; David BLACK <david.black@transport.nsw.gov.au>; David HOSIE <david.hosie@transport.wa.gov.au>; Patron, Francois <Francois.Patron@act.gov.au>; Gregory DIKRANIAN <Gregory.dikranian@transport.nsw.gov.au>; [REDACTED] <[REDACTED]>; John MARCOLINA <john.marcolina@dpi.wa.gov.au>; john.wilson@dier.tas.gov.au; Michael CHAN <Michael.X.Chan@roads.vic.gov.au>; NSW Technical Enquiries (Technical.Enquiries@rms.nsw.gov.au) <Technical.Enquiries@rms.nsw.gov.au>; Hunter, Peter <Peter.Hunter@act.gov.au>; Sanan, Sandeep (DPTI) <Sandeep.Sanan@sa.gov.au>; Stuart WORDEN <stuart.worden@nzta.govt.nz>; Park, Sunwoong (DPTI) <Sunwoong.Park@sa.gov.au>; Thurley, Brent (StateGrowth) <Brent.Thurley@stategrowth.tas.gov.au>; Wayne Lo <Wayne.Lo@nt.gov.au>; Uprichard, Davey (NZTA) <davey.uprichard@nzta.govt.nz>
Cc: Anton Pretorius <Anton.Pretorius@nt.gov.au>; Anton McIntyre <Anton.McIntyre@nt.gov.au>; Scott Smith <Scott.Smith@nt.gov.au>; Dennis Wakefield <Dennis.Wakefield@nt.gov.au>; Glenda Thornton <Glenda.Thornton@nt.gov.au>; Whitaker, Alan (DPTI) <Alan.Whitaker@sa.gov.au>
Subject: RE: Light vehicle GVM increases...

Bill,

Your summary of the SA position is correct.

In regard to the GCM increases, following the recent round of email discussion with this group, we decided to stop accepting them. Not surprisingly we (a) got some push back from our Light Vehicle Engineering Signatories (LVES) and (b) found that we had accepted rather more than we thought.

Consequently, we temporarily reversed our decision and then had a meeting with the LVES and agreed that we would accept GCM upgrades provided there was sufficient engineering support. They made the points that people do modify light vehicles in such a way that a GVM/GCM increase is justified (larger engine, etc) and that some manufacturers provide essentially the same vehicle with varying ratings.

In regard to SSM GCM upgrades, our position is that, unless the SSM holder has done the work and is willing to provide the LVES and/or DPTI with the reports, we will not accept SSM packages as we did with GVM upgrades.

We (DPTI) will put out a draft set of criteria as soon as possible, but my thinking is that the GCM of a vehicle should **not** be upgraded unless:

- (a) It can be shown, by reference to manufacturer's specifications, that all critical components are capable of withstanding the increased loads;
- (b) All critical components have been replaced or strengthened; or
- (c) A combination of (a) and (b) has taken place.

We will keep you all updated from now on.

Rickman Smith

Senior Vehicle Engineer
Vehicle Operations Section
Regulation Directorate
Safety & Services Division

Department of Planning, Transport and Infrastructure

T 08 8348 9676 • M [REDACTED] • E rickman.smith@sa.gov.au

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We acknowledge and respect Aboriginal peoples as South Australia's first peoples and nations, we recognise Aboriginal peoples as traditional owners and occupants of land and waters in South Australia and that their spiritual, social, cultural and economic practices come from their traditional lands and waters; and they maintain their cultural and heritage beliefs, languages and laws which are of ongoing importance; We pay our respects to their ancestors and to their Elders.

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From: Bill Muirhead [<mailto:Bill.Muirhead@nt.gov.au>]

Sent: Tuesday, 17 April 2018 10:10 AM

To: Anant Z Bellary <Anant.Z.Bellary@tmr.qld.gov.au>; Basuki SURATNO - NSW Centre for Road Safety RTA (<basuki.suratno@transport.nsw.gov.au> <basuki.suratno@transport.nsw.gov.au>); Chris JONES <chris.jones@roads.vic.gov.au>; Davey UPRICHARD <davey.uprichard@nzta.govt.nz>; David BECK (<David.Beck@transport.nsw.gov.au> <David.Beck@transport.nsw.gov.au>); David BLACK <david.black@transport.nsw.gov.au>; David HOSIE <david.hosie@transport.wa.gov.au>; Francois PATRON (<Francois.Patron@act.gov.au> <Francois.Patron@act.gov.au>); Gregory DIKRANIAN <Gregory.dikranian@transport.nsw.gov.au>; [REDACTED]; John MARCOLINA <john.marcolina@dpi.wa.gov.au>; John Wilson <John.Wilson@dier.tas.gov.au>; Michael CHAN <Michael.X.Chan@roads.vic.gov.au>; NSW Technical Enquiries (<Technical.Enquiries@rms.nsw.gov.au> <Technical.Enquiries@rms.nsw.gov.au>); peter.hunter@act.gov.au; Smith, Rickman (DPTI) <Rickman.Smith@sa.gov.au>; Sanan, Sandeep (DPTI) <Sandeep.Sanan@sa.gov.au>; Stuart WORDEN <stuart.worden@nzta.govt.nz>; Park, Sunwoong (DPTI) <Sunwoong.Park@sa.gov.au>; Thurley, Brent (StateGrowth) <Brent.Thurley@stategrowth.tas.gov.au>; Wayne Lo <Wayne.Lo@nt.gov.au>; Uprichard, Davey (NZTA) <davey.uprichard@nzta.govt.nz>
Cc: Anton Pretorius <Anton.Pretorius@nt.gov.au>; Anton McIntyre <Anton.McIntyre@nt.gov.au>; Scott Smith <Scott.Smith@nt.gov.au>; Dennis Wakefield <Dennis.Wakefield@nt.gov.au>; Glenda Thornton <Glenda.Thornton@nt.gov.au>

Subject: RE: Light vehicle GVM increases...

Thanks very much to all those who have responded.

As most of you know – I prefer to tour by motorbike. Traveling light is good for the soul.... ☺

People in Australia carry far too much baggage these days... ☹

I've attempted to summarise from responses received (feel free to correct me if I've misinterpreted):

TAS:

- SSM
- SSM kits on SSM related make / model – by SSM approval holder businesses only.
- Non-SSM considered subject to appropriate engineering certification.

NSW:

- SSM only.
- Non-SSM considered subject to appropriate engineering certification.

QLD:

- SSM,
- SSM kits on SSM related make/model – by SSM approval holder businesses only.
- Non-SSM considered providing not exceeding 10% of OEM GVM.

SA:

- SSM
- SSM kits only on SSM related make/model by SSM approval holder businesses only.
- Non-SSM considered subject to appropriate engineering certification.

WA:

- SSM
- SSM kit – only by approved SSM holder on SSM related make / model by SSM approval businesses only.
- Non-SSM subject to engineering certification per follows.

Option 1 GVM upgrade packages that do not exceed the OE manufacturer's maximum axle loads.

- Evidence to confirm the GVM rating assigned has not resulted in the manufacturer's individual component/sub-assemblies ratings being exceeded, split axle weights at the loaded mass will be required to be submitted.
- Evidence to show the tyre load capacity is capable of the carrying the revised GVM, both in total and across individual axles.
- Evidence including test reports to confirm that the vehicle's chassis is within the component manufacturer's rated capacities at the higher mass.
- Evidence to confirm the braking system has been recertified to the higher GVM including full brake test reports to verify compliance with *ADR 35/05 Commercial Vehicle Brake Systems*.
- If the vehicles are fitted with any form of Electronic Stability control, evidence will be required that the system has not been affected by the increase in mass. (VSB14 requirements)
- Vehicles modified where the total lift is more than 50mm beyond the original manufacturer's standard height will require a *Lane Change Test* as VSB14 Section LT *Test Procedures* (Code LT2). (VSB14 requirements)
- Where an increase in loaded mass changes the vehicle's category from NA to NB1, there is a requirement in Australian Design Rule (ADR) 13/00 for all NB1 vehicles to be fitted with "Category 6" side indicators, and these must also be fitted to the vehicle to remain compliant with the ADR.
- A list of all the components required to be fitted to the vehicle to obtain a higher GVM.

Option 2: GVM upgrade packages that exceed the OE manufacturer's maximum axle loads.

- The re-rating must address the compatibility of the entire vehicle and in particular must check that the chassis, suspensions, axles and drive train components are used within the manufacturer's rated capacities.
- Evidence that the axles have been suitably tested and are capable of the extra mass.
- Evidence to confirm that the manufacturer's mass rating of the front and rear suspension and steering components has not been exceeded.
- Frame strength and calculations of chassis strength will be required.

NT takes a similar approach to WA, SA and TAS however we have no specific written guidance – other than what we include in our Approval in Principle letter sent to each applicant.

Attached (to better explain the NT position) is a copy of a template AIP letter relating to requests for GVM increase. Being a "mail merged" template – sections are amended depending on application – however it gives an idea of what we seek.

We also have in place – (or are working towards) type-approval arrangements with companies like ARB, Lovells, Pedders to fit SSM kits to SSM related make and model.

We have one local NT business / modifier, approved via our type approval arrangements and the approval is based on a master (engineering) report they commissioned. The type approval allows them to provide a specific kit to specific make / model etc.

GCM / Braked towing capacity:

Compounding the above GVM increase issues (and as discussed previously) is an increasing number of requests for braked towing capacity increases.

Again – this seems to be as a result of people choosing the wrong vehicle for the wrong job – and then seeking a modification option to solve their oversights issues.

In keeping some semblance of national uniformity / consistency, it would be preferable (to my mind) to develop some nationally agreeable guiding boundaries to better frame these types of modification requests.

An addendum to VSB14 would seem the obvious one.

Any takers?

Thanks again for your prompt responses.

Regards,
Bill.

Bill Muirhead

Senior Engineering Officer – Vehicle Standards
Road Safety & Compliance, Transport Safety & Services
Department of Infrastructure, Planning and Logistics
Northern Territory Government

Level 2, Energy House, 18-20 Cavenagh Street, Darwin.
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e ... bill.muirhead@nt.gov.au
w ... www.nt.gov.au

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From: Anant Z Bellary [<mailto:Anant.Z.Bellary@tmr.qld.gov.au>]

Sent: Monday, 16 April 2018 4:11 PM

To: Bill Muirhead <Bill.Muirhead@nt.gov.au>; Basuki SURATNO - NSW Centre for Road Safety RTA (basuki.suratno@transport.nsw.gov.au) <basuki.suratno@transport.nsw.gov.au>; Chris JONES <chris.jones@roads.vic.gov.au>; Davey UPRICHARD <davey.uprichard@nzta.govt.nz>; David BECK (David.Beck@transport.nsw.gov.au) <David.Beck@transport.nsw.gov.au>; David BLACK <david.black@transport.nsw.gov.au>; David HOSIE <david.hosie@transport.wa.gov.au>; Francois PATRON (Francois.Patron@act.gov.au) <Francois.Patron@act.gov.au>; Gregory DIKRANIAN <Gregory.dikranian@transport.nsw.gov.au>; [REDACTED]; John MARCOLINA <john.marcolina@dpi.wa.gov.au>; john.wilson@dier.tas.gov.au; Michael CHAN <Michael.X.Chan@roads.vic.gov.au>; NSW Technical Enquiries (Technical.Enquiries@rms.nsw.gov.au) <Technical.Enquiries@rms.nsw.gov.au>; peter.hunter@act.gov.au; Rickman SMITH <rickman.smith@sa.gov.au>; Sandeep SANAN (sandeep.sanan@sa.gov.au) <sandeep.sanan@sa.gov.au>; Stuart WORDEN <stuart.worden@nzta.govt.nz>; Sunwoong PARK (Sunwoong.Park@sa.gov.au) <Sunwoong.Park@sa.gov.au>; Thurley, Brent (StateGrowth) <Brent.Thurley@stategrowth.tas.gov.au>; Wayne Lo <Wayne.Lo@nt.gov.au>; Uprichard, Davey (NZTA) <davey.uprichard@nzta.govt.nz>

Cc: Anton Pretorius <Anton.Pretorius@nt.gov.au>; Anton McIntyre <Anton.McIntyre@nt.gov.au>; Scott Smith <Scott.Smith@nt.gov.au>

Subject: RE: Light vehicle GVM increases...

Thanks Bill.

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I offer following additional comments.

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Regards

Anant Bellary

Vehicle Standards & Accreditation

Transport & Main Roads

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Sent: Monday, 16 April 2018 4:20 PM

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Cc: Anton Pretorius <Anton.Pretorius@nt.gov.au>; Anton McIntyre <Anton.McIntyre@nt.gov.au>; Scott
Smith <Scott.Smith@nt.gov.au>
Subject: Light vehicle GVM increases...

Hello all,
A discussion
n issue, I'd appreciate your thoughts...

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These are obviously outside of SSM arrangements, but in some cases utilise identical SSM components on in-service vehicles that would be acceptable under SSM (ie prior to first supply) – which is relatively easy to deal with.

However, we're also seeing applications where none-SSM related components are being utilised and requests for significant increases occurring.

An increase of around 10% over the OEMs GVM seemed to be a common figure people were seeking and this figure reflects the QLD allowance under their LS11 code (which I think is a pretty good thing).
<https://www.tmr.qld.gov.au/Safety/Vehicle-standards-and-modifications/Vehicle-modifications/Light-vehicle-modifications#qcop>

But more recently, we're seeing requests for GVM increases beyond that (up to nearly 17% increase!!).

We're mindful of trying to maintain national consistency in this space, and would welcome feedback. Specifically, I'm interested in your viewpoints about this new "must have" modification and am interested in how are you currently dealing with / assessing modification requests for light vehicle GVM increases?

Do you generally agree (in principle) with the QLD approach setting a light vehicle GVM modification limit of up to 10% and would, (or do) you allow increases beyond 10% subject to appropriate engineering certification?

Any feedback welcome.
Regards
Bill.

Bill Muirhead

Senior Engineering Officer – Vehicle Standards
Road Safety & Compliance, Transport Safety & Services
Department of Infrastructure, Planning and Logistics
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From: [REDACTED]
Sent: Tuesday, 17 April 2018 2:52 PM
To: [REDACTED]
Subject: FW: Light vehicle GVM increases... [SEC=UNCLASSIFIED, DLM=Sensitive]
 [SEC=UNCLASSIFIED]
Attachments: draft 0-4-6 GVM upgrade inclusion v3.docx

This is exactly what we are proposing in Circular that SSMs should not be allowed to upgrade GCM set by first stage manufacturers.

I would request you to circulate amended circular 0-4-6 including new requirements for GVM upgrade to AMVCB members for comment.

Regards

Director Certification and RAWS
 Vehicle Safety Standards Branch | Surface Transport Policy Division
 Department of Infrastructure, Regional Development and Cities
 GPO Box 594, Canberra ACT 2601
www.infrastructure.gov.au

From: Hunter, Peter <Peter.Hunter@act.gov.au>
Sent: Tuesday, 17 April 2018 1:52 PM
To: [REDACTED]
Subject: FW: Light vehicle GVM increases... [SEC=UNCLASSIFIED, DLM=Sensitive]

From: Smith, Rickman (DPTI) [<mailto:Rickman.Smith@sa.gov.au>]
Sent: Tuesday, 17 April 2018 11:20 AM
To: Bill Muirhead <Bill.Muirhead@nt.gov.au>; Anant Z Bellary <Anant.Z.Bellary@tmr.qld.gov.au>; Basuki SURATNO - NSW Centre for Road Safety RTA (<basuki.suratno@transport.nsw.gov.au> <basuki.suratno@transport.nsw.gov.au>; Chris JONES <chris.jones@roads.vic.gov.au>; Davey UPRICHARD <davey.uprichard@nzta.govt.nz>; David BECK (<David.Beck@transport.nsw.gov.au> <David.Beck@transport.nsw.gov.au>; David BLACK <david.black@transport.nsw.gov.au>; David HOSIE <david.hosie@transport.wa.gov.au>; Patron, Francois <Francois.Patron@act.gov.au>; Gregory DIKRANIAN <Gregory.dikranian@transport.nsw.gov.au>; [REDACTED] <[REDACTED]>; John MARCOLINA <john.marcolina@dpi.wa.gov.au>; john.wilson@dier.tas.gov.au; Michael CHAN <Michael.X.Chan@roads.vic.gov.au>; NSW Technical Enquiries (<Technical.Enquiries@rms.nsw.gov.au> <Technical.Enquiries@rms.nsw.gov.au>; Hunter, Peter <Peter.Hunter@act.gov.au>; Sanan, Sandeep (DPTI) <Sandeep.Sanan@sa.gov.au>; Stuart WORDEN

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Subject: RE: Light vehicle GVM increases...

Bill,

Your summary of the SA position is correct.

In regard to the GCM increases, following the recent round of email discussion with this group, we decided to stop accepting them. Not surprisingly we (a) got some push back from our Light Vehicle Engineering Signatories (LVES) and (b) found that we had accepted rather more than we thought.

Consequently, we temporarily reversed our decision and then had a meeting with the LVES and agreed that we would accept GCM upgrades provided there was sufficient engineering support. They made the points that people do modify light vehicles in such a way that a GVM/GCM increase is justified (larger engine, etc) and that some manufacturers provide essentially the same vehicle with varying ratings.

In regard to SSM GCM upgrades, our position is that, unless the SSM holder has done the work and is willing to provide the LVES and/or DPTI with the reports, we will not accept SSM packages as we did with GVM upgrades.

We (DPTI) will put out a draft set of criteria as soon as possible, but my thinking is that the GCM of a vehicle should **not** be upgraded unless:

- (a) It can be shown, by reference to manufacturer's specifications, that all critical components are capable of withstanding the increased loads;
- (b) All critical components have been replaced or strengthened; or
- (c) A combination of (a) and (b) has taken place.

We will keep you all updated from now on.

Rickman Smith

Senior Vehicle Engineer
Vehicle Operations Section
Regulation Directorate
Safety & Services Division

Department of Planning, Transport and Infrastructure

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We acknowledge and respect Aboriginal peoples as South Australia's first peoples and nations, we recognise Aboriginal peoples as traditional owners and occupants of land and waters in South Australia and that their spiritual, social, cultural and economic practices come from their traditional lands and waters; and they maintain their cultural and heritage beliefs, languages and laws which are of ongoing importance; We pay our respects to their ancestors and to their Elders.

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Subject: RE: Light vehicle GVM increases...

Thanks very much to all those who have responded.

As most of you know – I prefer to tour by motorbike. Traveling light is good for the soul.... ☺
 People in Australia carry far too much baggage these days... ☹

I've attempted to summarise from responses received (feel free to correct me if I've misinterpreted).:

TAS:

- SSM
- SSM kits on SSM related make / model – by SSM approval holder businesses only.
- Non-SSM considered subject to appropriate engineering certification.

NSW:

- SSM only.
- Non-SSM considered subject to appropriate engineering certification.

QLD:

- SSM,
- SSM kits on SSM related make/model – by SSM approval holder businesses only.
- non-SSM considered providing not exceeding 10% of OEM GVM.

SA:

- SSM
- SSM kits only on SSM related make/model by SSM approval holder businesses only.
- Non-SSM considered subject to appropriate engineering certification.

WA:

- SSM
- SSM kit – only by approved SSM holder on SSM related make / model by SSM approval businesses only.
- Non-SSM subject to engineering certification per follows.

Option 1 GVM upgrade packages that do not exceed the OE manufacturer's maximum axle loads.

- Evidence to confirm the GVM rating assigned has not resulted in the manufacturer's individual component/sub-assemblies ratings being exceeded, split axle weights at the loaded mass will be required to be submitted.
- Evidence to show the tyre load capacity is capable of the carrying the revised GVM, both in total and across individual axles.

- Evidence including test reports to confirm that the vehicles chassis is within the component manufacturer's rated capacities at the higher mass.
- Evidence to confirm the braking system has been recertified to the higher GVM including full brake test reports to verify compliance with *ADR 35/05 Commercial Vehicle Brake Systems*.
- If the vehicles are fitted with any form of Electronic Stability control, evidence will be required that the system has not been affected by the increase in mass. (VSB14 requirements)
- Vehicles modified where the total lift is more than 50mm beyond the original manufacturer's standard height will require a *Lane Change Test* as VSB14 Section LT *Test Procedures* (Code LT2). (VSB14 requirements)
- Where an increased in loaded mass changes the vehicles category from NA to NB1, there is a requirement in Australian Design Rule (ADR) 13/00 for all NB1 vehicles to be fitted with "Category 6" side indicators, and these must also be fitted to the vehicle to remain compliant with the ADR.
- A list of all the components required to be fitted to the vehicle to obtain a higher GVM.

Option 2: GVM upgrade packages that exceed the OE manufacturer's maximum axle loads.

- The re rating must address the compatibility of the entire vehicle and in particular must check that the chassis, suspensions, axles and drive train components are used within the manufacturer's rated capacities.
- Evidence that the axles have been suitably tested and are capable of the extra mass.
- Evidence to confirm that the manufacturer's mass rating of the front and rear suspension and steering components has being not been exceeded.
- Frame strength and calculations of chassis strength will be required.

NT takes a similar approach to WA, SA and TAS however we have no specific written guidance – other than what we include in our Approval in Principle letter sent to each applicant.

Attached (to better explain the NT position) is a copy of a template AIP letter relating to requests for GVM increase. Being a "mail merged" template – sections are amended depending on application – however it gives an idea of what we seek.

We also have in place – (or are working towards) type-approval arrangements with companies like ARB, Lovells, Pedders to fit SSM kits to SSM related make and model.

We have one local NT business / modifier, approved via our type approval arrangements and the approval is based on a master (engineering) report they commissioned. The type approval allows them to provide a specific kit to specific make / model etc.

GCM / Braked towing capacity:

Compounding the above GVM increase issues (and as discussed previously) is an increasing number of requests for braked towing capacity increases.

Again – this seems to be as a result of people choosing the wrong vehicle for the wrong job – and then seeking a modification option to solve their ~~oversight~~ issues.

In keeping some semblance of national uniformity / consistency, It would be preferable (to my mind) to develop some nationally agreeable guiding boundaries to better frame these types of modification requests.

An addendum to VSB14 would seem the obvious one.

Any takers?

Thanks again for your prompt responses.

Regards,
Bill.

Bill Muirhead
Senior Engineering Officer – Vehicle Standards
Road Safety & Compliance, Transport Safety & Services
Department of Infrastructure, Planning and Logistics
Northern Territory Government

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CIRCULAR 0 – 4 – 6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as “Second-Stage-of-Manufacture” (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval).

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the “Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility” as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

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2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.



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3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified "ALPHA Beta", might be designated "ABC ALPHA Beta Ambulance", or "ABC ALPHA Beta Motorhome" as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, except where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
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- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A *heavy goods vehicle* wheelbase extension.

NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

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3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
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4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

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4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -

- Full Volume arrangements as per Circular 0-3-4 "Motor Vehicle Compliance Plate Approval", or
- As per Circular 0-2-1 "Certification of Motor Vehicles Produced in Low Volume".



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4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as **"Not Applicable"**, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 "Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM" details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

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9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

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[REDACTED]

From: [REDACTED]
Sent: Thursday, 12 April 2018 2:06 PM
To: [REDACTED]
Subject: Corrected paragraphs in Circular 0-4-6 [SEC=UNCLASSIFIED]
Attachments: draft 0-4-6 GVM upgrade inclusion v3.docx

Corrected

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CIRCULAR 0 – 4 – 6

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[REDACTED]

From: [REDACTED]
Sent: Thursday, 12 April 2018 11:21 AM
To: [REDACTED]
Subject: draft 0-4-6 GVM upgrade inclusion v3 [SEC=UNCLASSIFIED]
Attachments: draft 0-4-6 GVM upgrade inclusion v3.docx

[REDACTED]

New version with Sharon's changes incorporated.

Sorry for the delay.

[REDACTED]

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CIRCULAR 0 – 4 – 6

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3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 "Certification of Campervans and Motorhomes".

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4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

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4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -

- Full Volume arrangements as per Circular 0-3-4 "Motor Vehicle Compliance Plate Approval", or
- As per Circular 0-2-1 "Certification of Motor Vehicles Produced in Low Volume".



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4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as “**Not Applicable**”, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 “Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM” details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

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9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM VEHICLES FITTED WITH ELECTRONIC STABILITY CONTROL (ESC) THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

10.1 Where a full volume IPA is being sought, a GVM upgrade SSM IPA holder will be permitted to use ESC test reports owned by other GVM upgrade SSM IPA holders for the same make and model, provided the test covers the variants to be supplied. Coverage of variants is to be demonstrated using a 'worst case' assessment and selection of fleet forms. Use of any test report must also be permitted by the test report owner.

10.2 Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

10.3 For IPAs issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per IPA.

10.4 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an IPA.

10.5 Under transitional arrangements, full volume IPA holders will have the choice of converting their full volume IPAs to low volume without financial penalty.

10.6 Gross Combination Mass (GCM) must remain at the value set by the first stage manufacturer. Second stage manufacturers are not permitted to increase the GCM as part of an SSM IPA for GVM upgrade.

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CIRCULAR 0 – 4 – 6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as “Second-Stage-of-Manufacture” (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval).

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the “Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility” as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

2.5 Arrangements for SSM do not apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the “Motor Vehicle Compliance Plate Approval” arrangements as per Circular 0-3-4, or the “Certification of Motor Vehicles Produced in Low Volume” requirements as per Circular 0-2-1.

2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.



3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified "ALPHA Beta", might be designated "ABC ALPHA Beta Ambulance", or "ABC ALPHA Beta Motorhome" as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, except where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A *heavy goods vehicle* wheelbase extension.

NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

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3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
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4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

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5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

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6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

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8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

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9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

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[REDACTED]

From: [REDACTED]
Sent: Monday, 9 April 2018 10:51 AM
To: [REDACTED]
Cc:
Subject: 0-4-6 update [SEC=UNCLASSIFIED]
Attachments: draft 0-4-6 GVM upgrade inclusion v2.docx

[REDACTED]

Please find draft of amended 0-4-6 attached.

Thanks,

[REDACTED]

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CIRCULAR 0 – 4 – 6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as “Second-Stage-of-Manufacture” (SSM) IPA.

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2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the “Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility” as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

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- A *heavy goods vehicle* wheelbase extension.

NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.

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5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

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7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

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8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

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10.2 Under transitional arrangements, full volume IPA holders ~~as at 30 March 2018~~ will have the choice of converting their full volume approvals to low volume without financial penalty.

10.3 For approvals issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category and 100 vehicles per annum per Identification Plate Approval (IPA):-

10.4 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an approval.

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Department of Infrastructure, Regional Development and Cities

From: NYAKUENGAMA Sharon
Sent: Friday, 23 March 2018 10:44 AM
To: [REDACTED]
Subject: FW: GCM Upgrading Questions [SEC=UNCLASSIFIED]
Attachments: Enkelman GCM Letter to Administrator.pdf

And another one

From: Jackie Chan
Sent: Friday, 23 March 2018 10:10 AM
To: NYAKUENGAMA Sharon
Subject: GCM Upgrading Questions

Hi Sharon,

Please find a letter regarding our queries around Gross Combination Mass Upgrades attached.

Regards,

Jackie Chan

Development Engineer
A. Enkelman & Associates Pty Ltd
Consulting Automotive and Mechanical Engineers

Phone: [REDACTED]
Mobile: [REDACTED]
Fax: +61 3 9587 1268

Web: www.enkelman.com.au
General Mail: info@enkelman.com.au

*** Please consider the environment before printing this e-mail.*

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20 March 2018

General Manager
Vehicle Safety Standards | Surface Transport Policy
Department of Infrastructure and Regional Development
GPO Box 594
Canberra ACT 2601

Attention: Sharon Nyakuengama

Dear Sharon,

As a delegate for a registered test facility and agent for RVCS we have multiple enquiries on the practice of Gross Combination Mass (GCM) upgrades both on a Federal and State level. There are currently conflicting practices and thought processes throughout the Second Stage Manufacturer's (SSM) community. Our Company has significant concerns to the lack of stringent testing requirements for achieving such a re-rating of the GCM on a Second Stage Approval and the impact that it may have on the safety of road users and the industry as a whole.

The current definitions as set out in the ADR define the following:

"Gross Combination Mass – value specified for the vehicle by the 'Manufacturer' as being the maximum sum of the 'Gross Vehicle Mass' of the drawing vehicle plus the sum of the 'Axle Loads' of any vehicle capable of being drawn as a trailer."

"Manufacturer – the name of the person or company who accepts responsibility for the compliance with the Australian Design Rules and to whom the 'Compliance Plate' approval certificate is issued."

Currently any SSM who wishes to state an increase in GCM has no additional requirements to provide substantial evidence that their vehicle has been tested and complied with to achieve this new GCM rating. It leaves consumers unaware of the potential safety issues which may arise from having a potentially overloaded and unsafe vehicle and open to possible litigation.

It is considered that there is currently a lot of confusion in the industry, especially from consumers of GVM upgrade and their final GCM and tow capacity. Unfortunately due to the ambiguity in the current GCM rating processes at the SSM level, even engineering signatories who are not proficient in the intricacies of GVM upgrades are struggling to maintain conformity of GCM ratings with the wishes of individual SSM holders.

It is our respectful request that you consider the inclusion of the addition of the proposed clause below as an amendment to the current administrative circular O-4-6:

"2.7 Arrangements for SSM are not available for an increase of Gross Combination Mass above that of any specification provided by the First Stage Manufacturer for vehicles of category MA, MC, NA, NB or NC."

It is also kindly requested that provisions be made in future revisions of the Motor Vehicle Standards Act and the rules to administer it to provide proper regulatory framework and certification procedures around this practice.

By eliminating the ability of re-rating the GCM through the SSM process, it will bring uniformity to the industry and minimize confusion. In the event that it is not possible to prevent the re-rating of the GCM through the SSM process, we expect that a more stringent process will be applied which includes significant testing in various conditions and configurations to ensure that the consumer can be assured that they have a safe vehicle in which to tow.

It is important that consideration should also be giving to vehicle towing dynamics. The towing dynamics of a 4 Tonne gooseneck trailer with a fifth wheel setup on a medium light truck is vastly different to that of a long 4 Tonne caravan or boat trailer being towed behind a short wheelbase passenger SUV using a ball coupling system.

Driver and consumer education on this topic is also necessary to ensure the safety of all road users.

We thank you for your consideration and deliberation on the matter.


J Chan

[REDACTED]

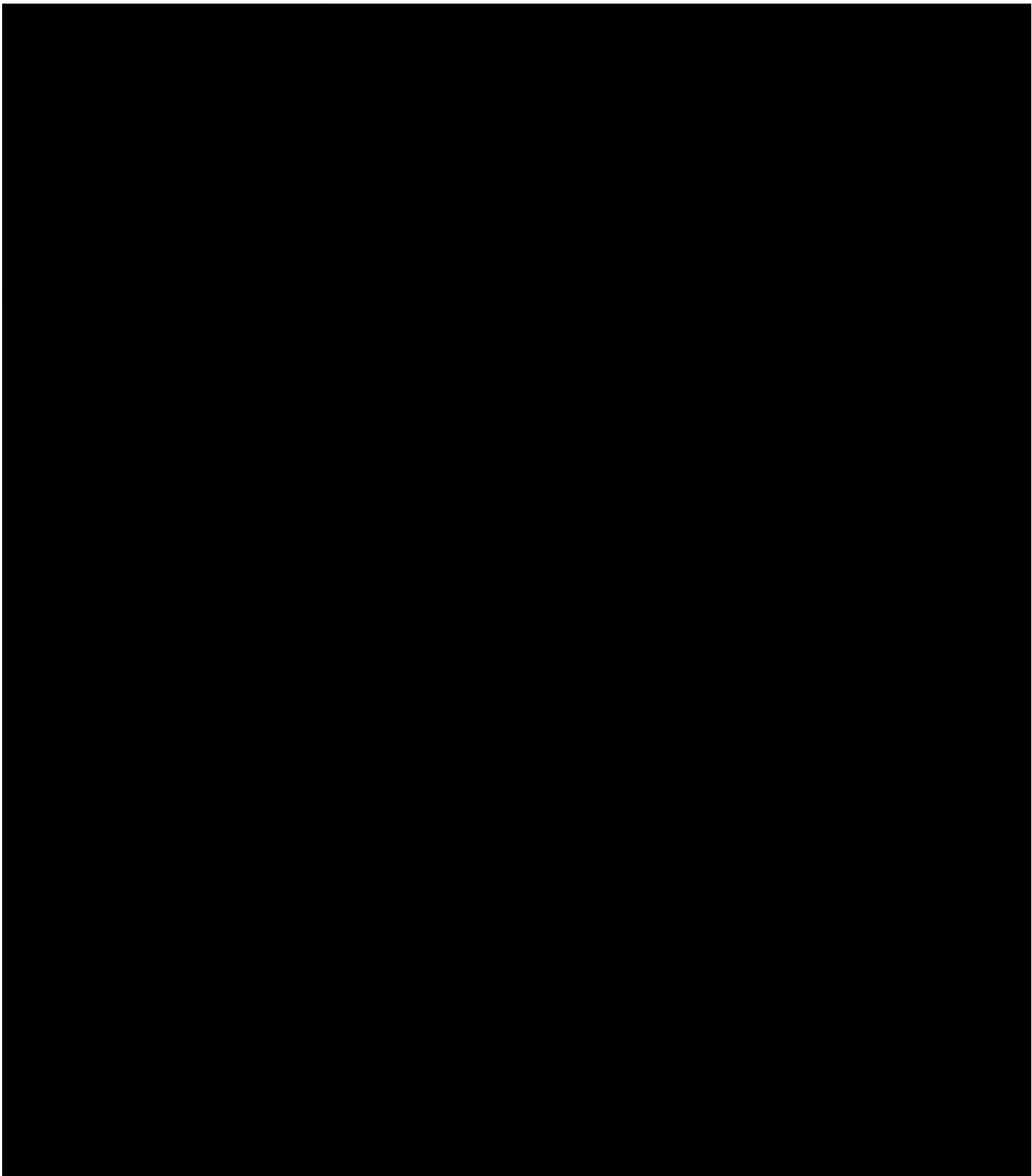
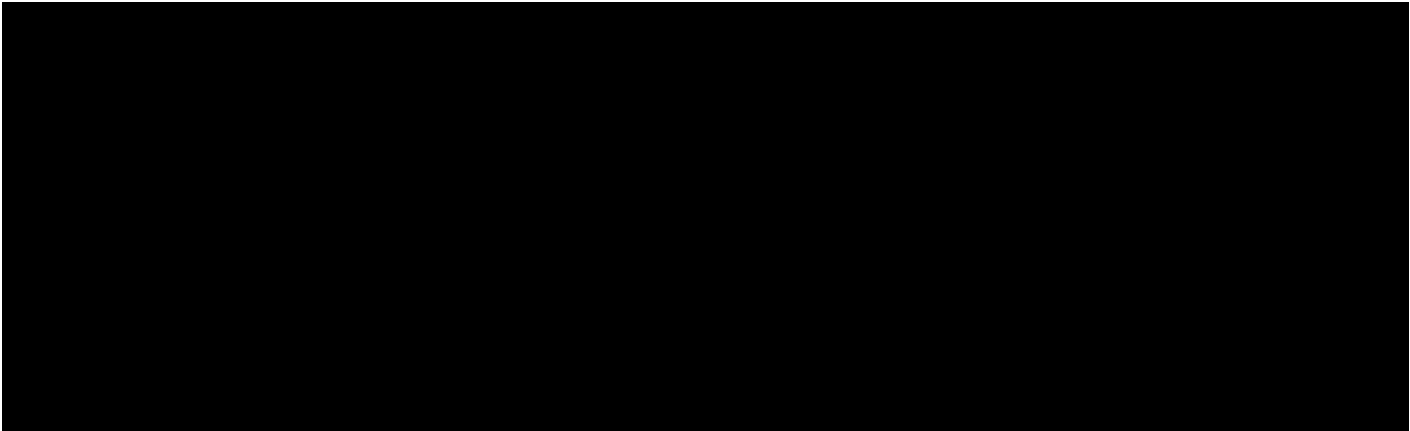
From: NYAKUENGAMA Sharon
Sent: Friday, 23 March 2018 10:44 AM
To: [REDACTED]
Subject: FW: Letter to Canberra [SEC=UNCLASSIFIED]
Attachments: GCM Letter.pdf

Looks like we have a [REDACTED] encouraged campaign on this one

[REDACTED]

[REDACTED]





[REDACTED]

From:

Sent:

[REDACTED]
Wednesday, 21 March 2018 12:43 PM

To:

Subject:

[REDACTED]
RE: Update to circular 0-4-6 for GVM upgrade [SEC=UNCLASSIFIED]

Hi [REDACTED]

As discussed, do we need to mention the requirements set out in the New Low Volume Evidence Manual in section 10 of the Circular? I am not sure what was agreed when the initial meeting regarding this Circular was conducted. Happy to be guided by those who were there.

Regards

[REDACTED]
Director A/g | Certification and RAWS
Vehicle Safety Standards | Surface Transport
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

[REDACTED] | www.infrastructure.gov.au



From:

[REDACTED]
Sent: Tuesday, 20 March 2018 2:30 PM

[REDACTED]
Subject: Update to circular 0-4-6 for GVM upgrade [SEC=UNCLASSIFIED]

All,

Attached is a draft of changes to 0-4-6 to include specifics dealing with GVM upgraders. It is at the end in section 10. Please send feedback to me if you have any.

Thanks,

KENNA Allison

From: [REDACTED]
Sent: Tuesday, 20 March 2018 4:32 PM
To: [REDACTED]
Subject: RE: Update to circular 0-4-6 for GVM upgrade [SEC=UNCLASSIFIED]

UNCLASSIFIED

[REDACTED]
Thanks for circulating the draft.

I have some minor comments for your consideration:

- processing fee concession of \$500 for conversion from full to low has already been granted for some manufacturers so we can consider avoid putting date of 30 March 2018.
- for low volume besides 300 per vehicle category there is also restriction on 100 per Approval. Please check [REDACTED] reissue of Approvals for wording.

Regards
[REDACTED]

Sent with BlackBerry Work
(www.blackberry.com)

UNCLASSIFIED

From: [REDACTED]
Date: Tuesday, 20 Mar 2018, 11:29 am
To: [REDACTED]
Subject: Update to circular 0-4-6 for GVM upgrade [SEC=UNCLASSIFIED]

All,
Attached is a draft of changes to 0-4-6 to include specifics dealing with GVM upgraders. It is at the end in section 10.
Please send feedback to me if you have any.
Thanks,
[REDACTED]

[REDACTED]

From:

Sent:

[REDACTED]
Tuesday, 20 March 2018 2:30 PM

To:

Subject:

[REDACTED]
Update to circular 0-4-6 for GVM upgrade [SEC=UNCLASSIFIED]

Attachments:

draft 0-4-6 GVM upgrade inclusion.docx

All,

Attached is a draft of changes to 0-4-6 to include specifics dealing with GVM upgraders. It is at the end in section 10. Please send feedback to me if you have any.

Thanks,

[REDACTED]

Issued by the

Administrator of Vehicle Standards

in consultation with the

Australian Motor Vehicle Certification Board

comprising Commonwealth, State and Territory representatives



Australian Government

Department of Infrastructure, Regional Development and Cities

CIRCULAR 0 – 4 – 6

CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE

1. INTRODUCTION

1.1 This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as “Second-Stage-of-Manufacture” (SSM) IPA.

1.2 A further SSM arrangement can also apply to completed SSM vehicles. (For example, a completed *cab-chassis* may be modified to be dual-steer under SSM approval, and then that completed dual-steer *cab-chassis* vehicle may then have its GVM upgraded under a further SSM approval).

2. APPLICABILITY

2.1 SSM arrangements only apply to *New Vehicles* as defined in the *Motor Vehicle Standards Act 1989*, and do not apply to vehicles that have already been used in transport.

2.2 SSM arrangements apply to vehicle make/model types seeking IPA under the Full Volume arrangements, and also the concessionary evidence Low Volume arrangements.

2.3 Vehicles under the SSM IPA Low Volume arrangements are not subject to an eligibility ruling under the “Specialist and Enthusiast Vehicle Scheme (SEVS) Eligibility” as per Circular 0-2-12.

2.4 Arrangements for SSM do not apply to vehicles that are built on, or based on vehicle sub-assemblies/chassis that have been approved under Sub-Assembly Registration Number (SARN) arrangements as set out in Circular 0-4-23.

2.5 Arrangements for SSM do not apply to vehicles without an Identification Plate, such as a vehicle imported from overseas which has yet to be brought up to the National Standards. Such vehicles are subject to either the “Motor Vehicle Compliance Plate Approval” arrangements as per Circular 0-3-4, or the “Certification of Motor Vehicles Produced in Low Volume” requirements as per Circular 0-2-1.

2.6 Arrangements for SSM do not need to be used where the proposed modification can be done under the provisions of Vehicle Standards Bulletin (VSB) 6. However, where the proposed modifications are not within the scope of VSB6, SSM must be used.



3. APPLICATION FOR IDENTIFICATION PLATE APPROVAL

3.1 Applications for SSM IPA will only be accepted from a legal entity (Company or Individual, and not a business or trading name) that must first register as a Licensee on the Road Vehicle Certification System (RVCS), and have both the Production Facility and Design Facility similarly registered on RVCS thus being subject to "Conformity of Production" arrangements as per Circular 0-13-1.

3.2 Make and Model designation shall generally be in accordance with Circular 0-3-3 "Motor Vehicle Make and Model Designation".

3.2.1 The "Make-Model" designation must be unique from all other Identification Plate Approvals.

3.2.2 The "Make" of the SSM should comprise a prefix, representing the second-stage manufacturer, followed by the "Make" of the completed first-stage vehicle. For example:-

- A SSM modified "ALPHA", might be designated "ABC ALPHA".

3.2.3 The "Model" of the SSM should include qualification as to the SSM vehicle type. For example:-

- An SSM modified "ALPHA Beta", might be designated "ABC ALPHA Beta Ambulance", or "ABC ALPHA Beta Motorhome" as appropriate.

3.3 The SSM IPA arrangements are available to new vehicles subject to addition and/or modification, except where the nature of the addition and/or modification does not impact on the ADR certification of the first-stage vehicle, or when the impact is considered to be minor, and readily examined by the State/Territory registration authorities. Examples of additions/modifications considered to be of State/Territory responsibility are:-

- Where the original rearward facing lamp units of a new *chassis-cab* are relocated with the adding of an otherwise non-ADR impacting goods carrying body.
- Where the original external rear vision mirrors of a new *chassis-cab* are relocated to accommodate added goods carrying bodies of variable width.
- Where additional Side-Marker lamps are added to a commercial vehicle *chassis-cab*.
- Non-ADR-relevant body added to a commercial vehicle *chassis-cab*.
- A *heavy goods vehicle* wheelbase extension.

NOTE: Vehicle Standards Bulletin VSB.6, Heavy Vehicle Modifications, applies to modifications to heavy vehicles with a GVM greater than 4.5 tonnes, or heavy trailers with an ATM greater than 4.5 tonnes.



3.4 Typical examples of modified new vehicles that should access these SSM arrangements are: -

- Light and Medium Goods vehicles subject to a Gross Vehicle Mass upgrade and/or a reduction in Lightly Laden Test Mass.
- Passenger vehicle cut and stretched to become a Limousine or Hearse.
- Vehicle subject to an engine/fuel type replacement or modification.
- Ambulance, Motorhome or Fire Tender body added to a *chassis-cab*.
- Vehicle modified to carry wheel-chair passengers or additional seats.
- Vehicles modified from one ADR vehicle category to another vehicle category.

3.5 There are specific requirements for campervans and motorhomes, including when certified under SSM arrangements. These requirements are set out in Circular 0-4-12 "Certification of Campervans and Motorhomes".

4. AUSTRALIAN DESIGN RULE EVIDENCE

4.1 Applications for SSM IPA must include an Application for Compliance Approval (Motor Vehicle) form, a Road Vehicle Descriptor, relevant Selection of Fleet submissions (SF forms) and resultant ADR evidence via RVCS, providing evidence of compliance with all ADRs applicable to the completed added to, or modified vehicle, and not solely evidence applicable to the second-stage work.

4.1.1 "Compliance Demonstrated Using SARN(s) (MV)" forms may be submitted to carry over evidence already provided within the first-stage completed vehicle Approval, if that evidence remains unaltered by the second-stage manufacture's additions and/or modifications. Certification responsibility for any carry-over ADR evidence remains with the holder of the first-stage IPA.

4.1.2 In submitting a "Compliance Demonstrated Using SARN(s)(MV)" form, the SSM makes a declaration that the ADR evidence to be carried over has been subject to appropriate examination attesting that it remains unaffected by the second-stage manufacture.

4.1.3 Where the second-stage manufacture has an indirect effect on the first-stage evidence, but the second-stage manufacturer can demonstrate that the tests conducted by the first-stage manufacturer would also cover the second-stage work satisfactorily, then for the purposes of seeking SSM IPA this ADR evidence can also be carried over.

4.2 Any additions and/or modifications to the original vehicle must be supported by evidence of ADR compliance, as appropriate, and in the form provided by: -

- Full Volume arrangements as per Circular 0-3-4 "Motor Vehicle Compliance Plate Approval", or
- As per Circular 0-2-1 "Certification of Motor Vehicles Produced in Low Volume".



Australian Motor Vehicle Certification Board

comprising Commonwealth, State and Territory representatives

4.3 Application for SSM IPA can only be based on one first-stage IPA, with a separate SSM application required for each different first-stage vehicle Approval. Accordingly, any carry over evidence, as per 4.1.1 above, can only reference the one first-stage Approval.

4.4 A SSM IPA can include multiple vehicle variants and multiple engines and other options included in the SSM RVD, as supported by the evidence of ADR compliance provided.

4.5 Applications for SSM IPA are expected to demonstrate compliance with all ADRs applicable as of the date of issue of the SSM IPA. However if a completed first-stage vehicle IPA does not yet include a new ADR introduced under transitional implementation arrangements, then the SSM may submit an SE blank-form, and make application for an exemption from that ADR by referencing this Circular 0-4-6 clause 4.5. If exemptions are granted, then the SE blank-form will be noted as **"Not Applicable"**, and details of the exemption will be included in Schedule 5 of the Approval. Where such exemptions are provided the applicability date of the ADR will be noted, and the Approval issued will be restricted to the due date of that ADR. When the exempted evidence is subsequently provided, the Approval will be reissued without this date restriction.

4.6 Circular 79/00-1-1 "Second-Stage-of-Manufacture Emissions Evidence where there is an increase in GVM" details the arrangements that apply for emissions ADRs.

5. CHANGE IN VEHICLE CATEGORY

5.1 Where a SSM IPA application changes the ADR Vehicle Category from the original completed first-stage vehicle, then the SSM IPA must comply with all the ADRs applicable to the completed SSM Vehicle Category, as at the date of the issue of the SSM IPA, subject to 4.5 above.

6. ROAD VEHICLE DESCRIPTOR

6.1 Road Vehicle Descriptors (RVDs) are required for all SSM IPAs and should include all variants and options to be offered. The remarks section should include a brief description of the SSM additions/modifications, identifying the IPA and variant information of the completed first-stage vehicle.

7. VEHICLE IDENTIFICATION NUMBER

7.1 The Vehicle Identification Number (VIN) of the SSM vehicle shall be the same as the VIN of the first-stage vehicle.

8. DATE OF MANUFACTURE

8.1 The *Date of Manufacture* of the SSM vehicle shall be the date that it is completed and is in Australia in a condition that will enable it to be made available to the market.

Issued by the

Administrator of Vehicle Standards

inconsultation with the

Australian Motor Vehicle Certification Board

comprising Commonwealth, State and Territory representatives



Australian Government

Department of Infrastructure, Regional Development and Cities

9. IDENTIFICATION PLATES

9.1 Following issue of an SSM IPA, the second-stage manufacturer will be able to affix a Second-Stage-of-Manufacture Identification Plate in addition to, and adjacent to the existing first-stage Identification Plate, as demonstration that the vehicle complies with the conditions of the SSM IPA.

9.2 SSM Identification Plates must be as per Circular 0-3-2. All SSM Identification Plates will be made available from a Contractor authorised to manufacture and supply Identification Plates, unless the second-stage manufacturer is authorised by the Administrator to supply their own Identification Plates. The SSM Identification Plate will include both VIN and *Date of Manufacture* as per 7.1 and 8.1 above respectively.

9.3 There is a prescribed fee payable to the Commonwealth for each SSM Identification Plate that is affixed to a vehicle. This fee is included within the supply of Identification Plates from the Contractor 9.2 above. Where the Administrator has authorised the SSM to supply their own Identification Plates the prescribed fee is to be paid directly to the Commonwealth. As at 1 November 2003 the prescribed fee is \$7.50 for each Identification Plate to be affixed to a SSM vehicle.

10. ARRANGEMENTS FOR SSM VEHICLES FITTED WITH ELECTRONIC STABILITY CONTROL (ESC) THAT HAVE BEEN SUBJECT TO A GROSS VEHICLE MASS (GVM) UPGRADE

10.1 Where a full volume approval is being sought, a GVM upgrade SSM approval holder will be permitted to use test reports owned by other GVM upgrade SSM approval holders for the same make and model, provided the test covers the variants to be supplied and use of the report is permitted by the test report owner.

10.2 Under transitional arrangements, full volume IPA holders as at 30 March 2018 will have the choice of converting their full volume approvals to low volume without financial penalty.

10.3 For approvals issued under the low volume scheme, numbers per Licensee for GVM upgrade are capped at 300 vehicles per annum per vehicle category.

10.4 0-4-5 certificate submissions will not be required on low volume GVM upgrades where GVM upgrade is the only modification being undertaken under an approval.

10.5 Low volume GVM upgrades on vehicles with suspension lifts less than or equal to 50mm will not require testing of the ESC system. For suspension lifts exceeding 50mm, full ESC testing will be required.

[REDACTED]

From: vssmanagementboard
Sent: Tuesday, 20 March 2018 1:14 PM
To: STP - VSS Section Heads; [REDACTED]
Cc: vssmanagementboard
Subject: VSS Management Board Minutes and Action Item Register from Friday 16 March 2018 [SEC=UNCLASSIFIED]
Attachments: VSSB Meeting Minutes - Re-Draft for 16 March 2018.docx; SEVS 2018 mysa submission - Rob Ogilvie Letter.docx

Good afternoon,

Please find attached the VSS Management Board Meeting Minutes from 16 March 2018. If you have any changes could you please notify me, and provide the changes.

The Action Item Register is included in the same document after the Minutes. I have as mentioned in the Minutes, attached the letter from [REDACTED] s22

Kind regards,

[REDACTED]
Recalls Support Officer | Regulatory Policy, Risk and Compliance
Vehicle Safety Standards Branch | Surface Transport Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

[REDACTED] | w www.infrastructure.gov.au

VSS MANAGEMENT BOARD MEETING

16 March 2018

Attendees:	Sharon Nyakuengama (SN), [REDACTED] [REDACTED]
Secretariat:	[REDACTED]

MINUTES – DRAFT

Agenda Item 1: Review of Action Items

S. Nyakuengama

- Action Item 241117 – 2: AAGVM Upgrades - Draft is complete and ready to go to SN next week.

section 22

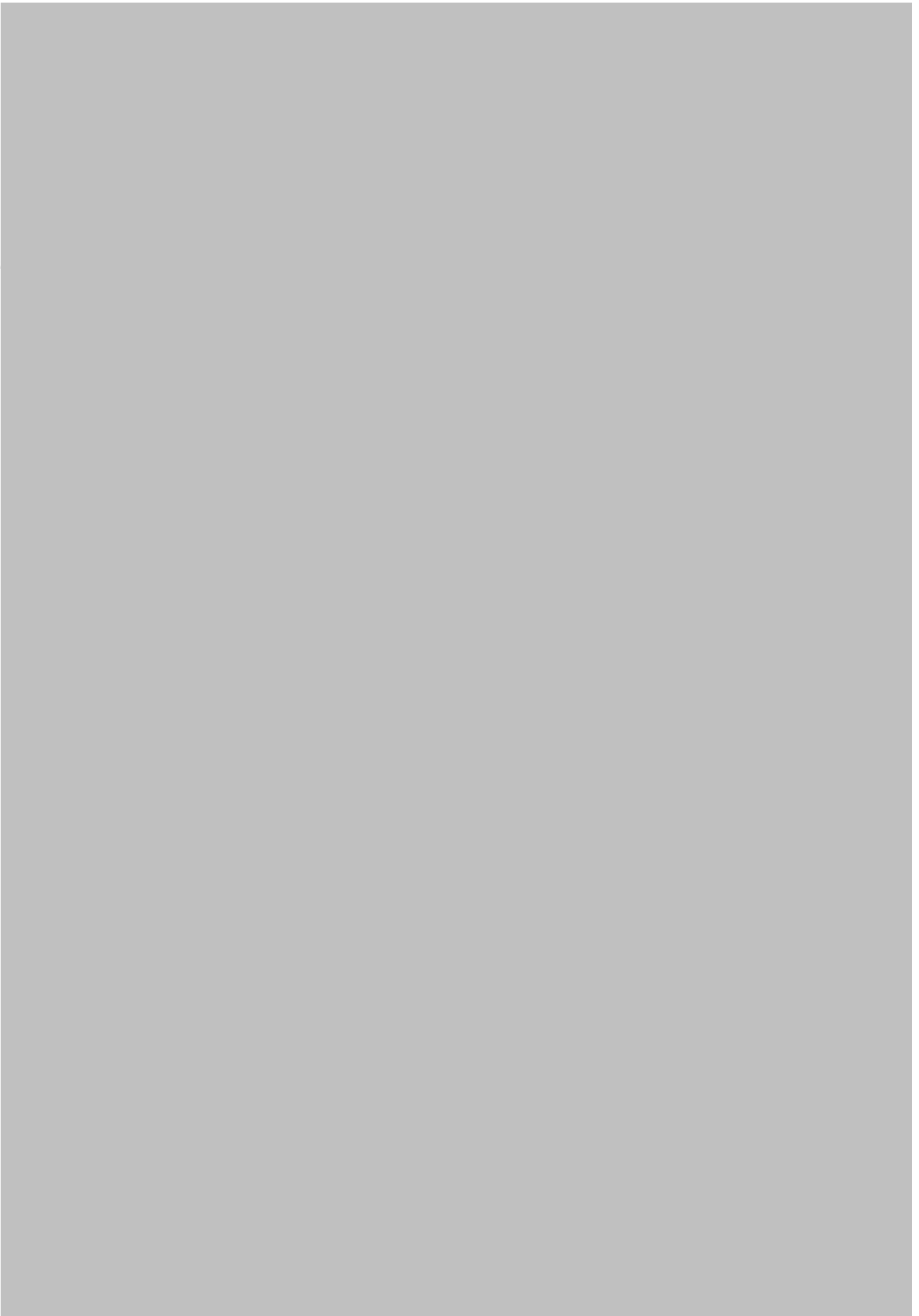
Agenda Item 4: Other business

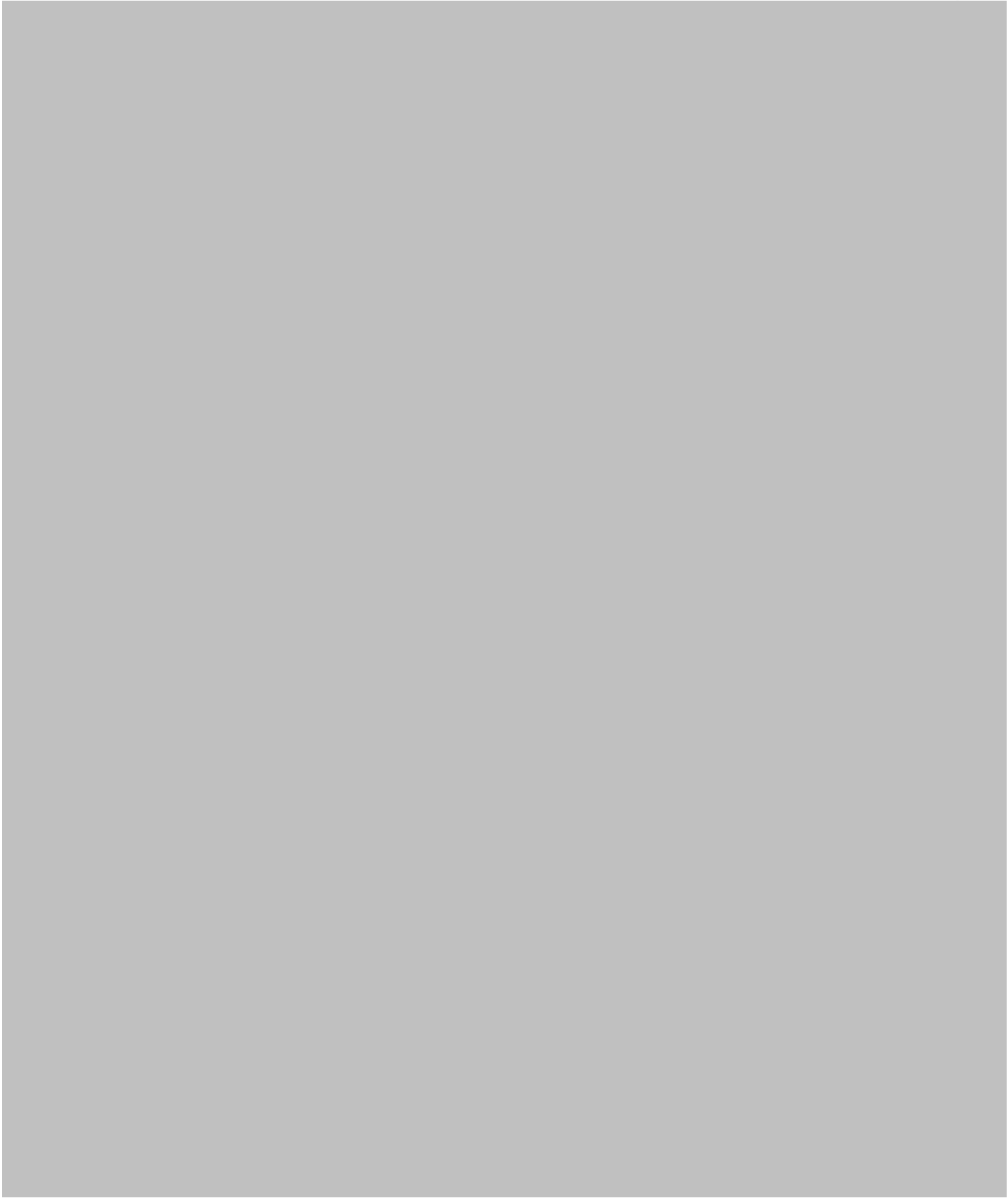
S. Nyakuengama

- None reported.

Meeting close: 4:55pm

[illegible]





KENNA Allison

From: [REDACTED]
Sent: Monday, 26 February 2018 3:39 PM
To: 'RK Findlay - Clifford.'
Subject: RE: "Manufacturer" definition with regards to Second Stage Manufacturers and ADRs [SEC=UNCLASSIFIED]

Clifford, the manufacturer has been requested to update the RVD to remove this reference.

[REDACTED]
 Engineering – Vehicle Certification Technical Team
 Vehicle Safety Standards - Surface Transport Policy
 Department of Infrastructure and Regional Development
 GPO Box 594, Canberra ACT 2601

e [REDACTED] | w www.infrastructure.gov.au

From: RK Findlay - Clifford. [mailto:clifford@findlay.net.au]
Sent: Monday, 26 February 2018 8:48 AM
To: [REDACTED]
Subject: RE: "Manufacturer" definition with regards to Second Stage Manufacturers and ADRs

Hi [REDACTED]

It's Clifford here from R. K. Findlay Consulting Engineers.

We have previously been in contact regarding GCM notes on RVDs for our client Lovells Springs (L7545).

From our previous correspondence it has been noted that NO GCM notes are to be put onto RVDs; as it would be seen that RVCS/VSS has approved a GCM increase when in actual fact only a GVM has been approved under SSM. The GCM is altered as part of the GVM increase at the discretion of the Manufacturer, in this case the SSM manufacturer Lovells Springs.

We had tried to make notes in the remarks section of the RVDS with GCM but were told to remove all notes regarding GCM.

It has come to our attention that approval 49058 for TJM Products vehicle TJM TOYOTA LANDCRUISER 200 SER HD that this RVD has GCM details in the remarks section.

Could you please seek clarification (from senior management) to whether this RVD for 49058 should be altered to remove comments regarding GCM.

If the policy of RVCS/VSS has changed and GCM notes are allowed could you please advise what the current policy is and if GCM notes are allowed on RVDs.

REGARDS

Clifford Bollen

Engineer

R. K. FINDLAY PTY LTD

Consulting Engineers

3/17 Pembury Rd, Minto NSW 2566

(PO Box 1052, Campbelltown NSW 2560)

E. clifford@findlay.net.au

From: RK Findlay - Clifford. [<mailto:clifford@findlay.net.au>]

Sent: Monday, 28 August 2017 10:57 AM

To: [REDACTED]

Subject: "Manufacturer" definition with regards to Second Stage Manufatcurers and ADRs

Hi [REDACTED]

With regards to the phone call on Monday 28/8/17.

We require clarification with regards to the definitions listed in the document *Vehicle Standard (Australian Design Rule – Definitions and Vehicle Categories) 2005* dated 14/5/2016.

Firstly the definition of "Manufacturer". The above document states the following

MANUFACTURER - the name of the person or company who accepts responsibility for compliance with the Australian Design Rules and to whom the 'Compliance Plate' approval certificate is issued.

Does this definition of "Manufacturer" encompass Second Stage Manufacturer?

The circular 0-4-6 *CERTIFICATION OF VEHICLES WHICH HAVE UNDERGONE A SECOND-STAGE-OF-MANUFACTURE* uses the term "Manufacturer" throughout. In particular it states the following in Clause 1.1

This Circular sets out the requirements for *Manufacturers* making application for Identification Plate Approval (IPA) for additions to, or modifications undertaken on a *New Vehicle* that already has affixed a completed vehicle Identification Plate. Such arrangements are identified as "Second-Stage-of-Manufacture" (SSM) IPA.

Secondly, if the definition of "Manufacturer" incorporates Second Stage Manufacturer how does this impact other definitions which are related to "Manufacturer"? Is it to be read that wherever the term "Manufacturer" is used, that this is taken to be the Second Stage Manufacturer, with regards to Second Stage Manufacturer IPAs?

An example of this is the following

The definition of Gross Vehicle Mass (GVM) is defined as follows

GROSS VEHICLE MASS (GVM) - the maximum laden mass of a motor vehicle as specified by the 'Manufacturer'.

Does the definition of GVM, and the fact that the definition of "Manufacturer" incorporates Second Stage Manufacturers, mean that the Second Stage Manufacturer can state a GVM above that of the First Stage Manufacturer? Does this mean that the Second Stage Manufacturer is ultimately responsible for the vehicles compliance to the relevant affected ADRs for a higher GVM?

Similarly the definition of Gross Combination Mass (GCM) is defined as follows:

GROSS COMBINATION MASS - value specified for the vehicle by the 'Manufacturer' as being the maximum of the sum of the 'Gross Vehicle Mass' of the drawing vehicle plus the sum of the 'Axle Loads' of any vehicle capable of being drawn as a trailer.

Does this definition mean that Second Stage Manufacturers can state a GCM above that of First Stage Manufacturers?
Does this mean that the Second Stage Manufacturer is ultimately responsible for the vehicles compliance to the relevant affected ADRs for a higher GCM?

If you could please provide assistance with sourcing timely responses to these questions it would be greatly appreciated.

REGARDS

Clifford Bollen

Engineer

R. K. FINDLAY PTY LTD

Consulting Engineers

3/17 Pembury Rd, Minto NSW 2566

(PO Box 1052, Campbelltown NSW 2560)

E. clifford@findlay.net.au

s22

From: [REDACTED]
Sent: Friday, 23 February 2018 5:20 PM
To: [REDACTED]
Subject: FW: VSS Management Board Meeting - Wednesday 28 February at 10-11am. [SEC=UNCLASSIFIED]
Attachments: VSS Management Board Agenda for 28 February 2018 .docx; VSS Management Board - Action Item Register -28 February 2018.docx; Agenda Item 2 - End Period Review v01.0.docx

[REDACTED]

Please update me on the Action Items status and we need to put in papers for:

- [REDACTED]
- [REDACTED]

s22

Regards

[REDACTED]

From: vssmanagementboard
Sent: Friday, 23 February 2018 5:13 PM
To: STP - VSS Section Heads
Cc: vssmanagementboard ; CONNELL Erik
Subject: VSS Management Board Meeting - Wednesday 28 February at 10-11am. [SEC=UNCLASSIFIED]

Good afternoon,

Please find attached the agenda for the meeting next week with an agenda item and the action item register.

Please note the Attachment A for the agenda item will be circulated in the meeting.

If there are any updates to the action item register please let me know.

Kind regards,

[REDACTED]
Recalls Support Officer | Regulatory Policy, Risk and Compliance
Vehicle Safety Standards Branch | Surface Transport Division
Department of Infrastructure, Regional Development and Cities
GPO Box 594, Canberra ACT 2601

[REDACTED] w www.infrastructure.gov.au



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Department of Infrastructure
and Regional Development

VSS Management Board Action Item Register (Open Items)

Meeting Date	Agenda Items	Action	Status	Comments	Responsibility
24/1/2017	AAGVM upgrades (17#133741DOC)	Update procedures to reflect approach in paper.	Expected to be completed early January 2018.	2016. Circular complete & to be supplied to AAAA. Procedures for upgrading GVM to be completed. Still in progress.	

compliance changes
into future.

*** Always insert column breaks to begin next page this will assist in pagination.
Go to Page Layout > Breaks > Column**

