

AE	Authorised Examiner - the organisation that operates and manages one or more VTSs and is responsible for controlling the quality of testing carried out. Except in the case of a 'sole trader' the AE is not a person but a legal entity (e.g. a company or partnership)
ATL	Automated Test Lane - These are lanes authorised by VOSA for use in the automated mode
Bodied vehicles	A bodied vehicle is defined as 'a vehicle with a structure consisting/comprising of a floor pan and panels which, with a roof fully encloses the vehicle occupants and without a roof encloses them other than where the roof would be' As a guide, if the driver sits in the vehicle with surrounding structure it would be classed as bodied.
Catch Up	The process by which testing test data recorded while testing under Emergency Testing is subsequently entered via the VTS Device.
DGW	Design Gross Weight - i.e. the maximum gross weight that the vehicle was designed to operate at within the UK. This is normally found on a plate fixed to the vehicle by the manufacturer or in the case of older or heavier vehicles by a 'Ministry Plate'. Such plates are not required on all vehicles
ET	Emergency Testing, the process by which testing may continue when the computerised system is not available due to a wide scale failure affecting a significant number of VTSs
Fallback	The process by which testing may continue when the computerised system is not available at a VTS, for example, following the breakdown of the VTS Device
Fallback Review	The process by which test data recorded while testing under Fallback is subsequently confirmed on the MOT computer database.
Immediately	Taking place without delay.
MoI	Method of Inspection
NT	Nominated Tester - a person nominated by an AE to carry out tests, Inspectors appointed by Designated Councils to carry out tests, all of which are approved by VOSA. Also VOSA staff appointed under section 66A of the Road Traffic Act 1988
Password	Personal Identification, used in conjunction with a Smart Card to access the MOT database via the VTS device. Can be numbers or letters, or a combination of both
QC	Quality Control
RfR	Reason for Rejection
Replacement manual pages	Replacement pages are normally sent out under a Special Notice. They must be inserted into the manual immediately. Superseded pages should be removed and Manual Appendix A completed
SBS	Siemens Business Services Ltd – Service provider for MOT Computerisation

Smart Card	A card issued to an authorised user to access the MOT database via the VTS Device
SN	Special Notice - an official notice issued from time to time by VOSA to inform AEs, NTs and other system users of changes to the testing scheme SNs may also be used to highlight areas of concern and to advise of developments of the scheme
Unladen Weight	The weight of a vehicle inclusive of the body and all parts which are ordinarily used with the vehicle when working on a road. Unladen weight does not include the weight of water or fuel used for the propulsion of the vehicle, or of loose tools and loose equipment
VOSA	The Vehicle and Operator Services Agency
VSI	Vehicle Specific Information, provided to NTs to aid the correct assessment of a vehicle under test
VT20	An MOT Test Certificate which includes the English/Welsh dual language version (VT20W)
VT20 ET	An MOT Test Certificate for issue during a period of Emergency Testing
VT30	A notice of refusal of a MOT Test Certificate including the Welsh counterpart (VT30W)
VT32	An Advisory Notice – issued to advise of items of concern identified during the test that do not justify the refusal of a test certificate
VT40	MOT Inspection Check List used by a NT during a test for vehicles other than motor bicycles (see VT40M)
VT40M	Motor bicycle MOT Inspection Check List used by a NT during a test
VTS	Vehicle Test Station
VTS Device	The Computer device installed at each VTS on which each test must be registered, from which MOT documentation is produced and to perform certain administrative functions
V5/V5C	Vehicle log book/registration certificate. Issued by the Driver and Vehicle Licensing Agency.