

Vehicle & Operator Services Agency Operations Manual

20/05/08

Section 3 Vehicle Testing Scheme

Operating Instructions

28 – Education & Advice - MOTEDA

28

Education & Advice

The giving of advice and or counselling to an AE or NT on all aspects of the MOT Scheme. This activity may also be claimed in conjunction with another code.

28.1

Purpose

Advice and/or guidance given by VOSA to shortcomings found during an audit check of the documentation or practical assessment of a NT. Similarly, advice and/or guidance may be sought by an AEP or any system user during the VTS visit. Where an NT receives significant (more than 5 minutes) advice on test procedures and/or standards following an MOTVT6, this should also be recorded as MOTEDA.

28.2

Trigger

Advice or guidance needed or asked for. Follow up visits following Mystery Shopper checks with minor shortcomings should only require this activity without any VT6. [Alert 43](#) specifically advises VTS staff to expect a counselling visit within 2 weeks of their receipt of the alert:

28.3

Documentation

Any advice and/or guidance given must be recorded on a MOTDSA form or VT56 Part B SAR and submitted to the Area Office for filing on the VTS master file.

Note: No database inputs are required.