

# MOT SPECIAL NOTICE



**Issue Number**

**6 - 2010**

**Issue Date**

**August 2010**

**All Authorised Examiners and Designated Councils in Classes**

**All Classes**

**The last Special Notice issued was**

**5 - 2010 All Classes**

Is it mandatory to print this Special Notice?	<b>Printed Copy Not Required</b>
---	----------------------------------

Item	Page	Subject	Relevant to
1	1	Amendments to the MOT Testing Guide	AEs & NTs All Classes
Annex A		MOT Testing Guide Change Table	AEs & NTs All Classes

## **Item 1: Amendments to the MOT Testing Guide**

The MOT Testing Guide has been amended to incorporate policy and procedural changes. The new pages will be available to view via the VTS Device from the 20 September 2010. The attached Annex highlights the main changes.

New hard copy pages will be distributed at the next available opportunity.

A handwritten signature in black ink, appearing to read 'Alan Wilson', is centered on the page.

Alan Wilson

Head of Testing Policy

**All Nominated Testers must acknowledge via the VTS Device that they have read and understood the contents of this Special Notice.**

---

If you have any queries regarding this Special Notice or other testing matters please call the VOSA Contact Centre on 0300 123 9000.

## Annex A - MOT Testing Guide Change Table

Section	Sub Section	Change	Page(s)
Abbreviations and Definitions	ATL and Smart Card Reader	Amend definitions in line with current system functionality and policy.	v & viii
	Written or in writing	Introduce the definition of 'written' or 'in writing' to cover electronic correspondence.	ix
Section A	A4.6	Amend definition of Ambulance in line with current regulations.	7
Section B	B1.3, B4.1 & 8, B5.7	Incorporate changes brought about by the 2009 Requirements for Authorisation.	1, 5, 6 & 10
	B4.9	Align wording for retention of ET Certificates with that in Section N.	7
	B4.17	Introduce availability of VTS Risk Score and Desk Based Assessments.	8
	B6.2a	Remove text related to alert messages being sent when a QC check has not been carried out, in-line with functionality.	14
	B6.2d	Amend text to VT forms produced as part of a QC check.	14
Section E	E2	Amend to clarify driving licence requirements for a new NT.	2
	General	Remove duplicated sections.	
Section H	H2	Update to the SN retention policy.	1
	H4	Update of form names and web links.	2 & 15
Appendix 2	2 & 3	Incorporate changes brought about by the 2009 Requirements for Authorisation.	1
	4.1, 4.4, 4.5, & 4.7g	Add new requirements for motorcycle weighing equipment.	2, 4, 5 & 9
	4.7c	Correction of error in RBT brake weight calibration table.	7
	5.2 & 3	Update of service level agreements for phone lines and additional VTS Devices in line with current policy.	10
Appendix 7	General	Replace all VOSA Service Desk references to VOSA Contact Centre.	
Appendix 8.1	A4g	Amend wording to clarify the sanction for failing to notify a change.	3
Appendix 8.4	D	Incorporate changes brought about by the 2009 Requirements for Authorisation.	3 & 4
Appendix 9	Throughout section	Update contact numbers and web addresses.	

**Note:** Some other minor grammatical errors and standardisation of terms have also been included where appropriate.

If you have any queries regarding this Special Notice or other testing matters please call the VOSA Contact Centre on 0300 123 9000.