

Manual of Inspection Standards



*Basingstoke
and Deane*

Preface to the Basingstoke and Deane Manual of Inspection Standards

This manual provides a working guide for those who prepare London type taxicabs and private hire cars for inspection prior to being issued with a licence by Basingstoke and Deane Borough Council. It will also give an owner driver an insight into the type of examination his vehicle will be subjected to before it can be issued with a licence.

Every vehicle which is licensed in the Basingstoke and Deane Borough Council area must comply with the "Conditions of Fitness" laid down by Basingstoke and Deane Borough Council. Only manufacturers items fitted as standard will be examined. In addition, the vehicle must comply with any Acts or Regulations relating to motor vehicles in force at the time of the licensing. The contents of this manual must not be regarded as a substitute for these statutory provisions and regulations.

Any owner wishing to alter or modify his taxicab or private hire car including the fitting of extras or alternative parts to those supplied by the manufacturer must consult the Basingstoke and Deane Borough Council before incurring any expense. Only approved fittings may be attached to or carried upon the inside or outside of the vehicle.

Certain modifications may require a special inspection or a field trial before approval is given by Basingstoke and Deane Borough Council. If any unsuitable features arise following the period of any licence issued and, if any defects are found, the owner will be issued with a notice prohibiting him from using the vehicle until the defect has been rectified.

Wherever the word "approved" is used in this manual it refers to approval having been given by Basingstoke and Deane Borough Council.

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THIS MANUAL AND THE ASSOCIATED VEHICLE INSPECTION CHECKLIST ARE ISSUED FREE OF CHARGE.

Manual of Inspection Standards

A

SECTION A - BRAKES

PERFORMANCE OF FOOTBRAKE – ROLLER BRAKE TEST

METHOD OF INSPECTION

1. The test procedure as follows:
 - (a) Have the vehicle positioned so that each axle is in turn positioned over the roller brake test machine.
 - (b) With ONE set of rollers revolving at a time gradually de-press the footbrake pedal to determine maximum braking effort at each front wheel. When maximum braking effort has been determined and noted release the pedal and check for brake bind.
 - (c) Start BOTH rollers together and gradually apply and release the footbrake and check for any time lag in the way the braking effort increases or decreases at each wheel.
 - (d) Hold a steady pedal pressure and check on the dial for brake force fluctuations.
 - (e) Repeat this sequence for the rear wheels.

Note: Tyre pressures to be to vehicle and/on tyre manufactures recommended values.

REASONS FOR REJECTION

1. With footbrake fully applied:
 - (a) There is little or no braking effort at any wheel equipped with a brake operated by the footbrake.
 - (b) The braking effort from any wheel is less than 75% of the effort from another wheel on the same axle.
 - (c) The specified minimum braking effort of 50% is not met.
2. With the footbrake applied and held at a steady pressure the braking effort fluctuates in a regular manner with each revolution of the road wheel to such an extent that it is clear that there is ovality of the brake drum.
3. There is evidence of severe brake grabbing or judder during brake application.
4. Brake mechanism on the wheel sticking, indicated by any time lag before:
 - (a) An increase in the reading is obtained.
 - (b) The reading decreases, on releasing the brakes.
5. A brake on any wheel binding, indicated by a continuous significant reading of brake effort without an application of a brake system.
6. There is any unapproved modification, alteration or part fitted to any part of the footbrake system.

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PERFORMANCE OF FOOTBRAKE – ROLLER BRAKE TEST

METHOD OF INSPECTION

1. The test procedure as follows:
 - (a) With the roller brake test machine driving each wheel in turn, apply the handbrake slowly until each road wheel is just at the point of slip relative to the rollers, or until the handbrake is fully applied, whichever occurs first.
 - (b) Note the braking effort indicated on the dial from the brake of each road wheel.

REASONS FOR REJECTION

1. With the handbrake fully applied:
 - (a) There is little or no braking effort at any wheel equipped with a brake operated by the handbrake.
 - (b) The braking effort from any wheel is less than 50% of the effort from the other wheel on the same axle.
 - (c) The specified braking effort of 16% is not met.
2. There is any unapproved modification, alteration or part fitted to any part of the handbrake mechanism.

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CONDITION OF MECHANICAL BRAKE COMPONENTS

METHOD OF INSPECTION

1. Examine the mechanical components of the brakes which can be seen without dismantling, looking particularly for:
 - (a) Badly chafed rods or levers.
 - (b) Corroded, frayed or knotted cables.
 - (c) Corroded or damaged rods, levers or linkages.
 - (d) Wear in eyes or relay levers or compensator pivots.
 - (e) Wear in clevis joints, stationary pins or pivots.
 - (f) Absence or insecurity of locking devices or split pins.

REASONS FOR REJECTION

1. Brake rods reduced in diameter by more than one third of the original dimensions.
2. Cables knotted or so heavily corroded, or with wires broken to such an extent that its strength is reduced significantly and is likely to fail in service.
3. Serious reduction in strength of any component due to corrosion, wear, fatigue, damage or fracture.
4. The absence or insecurity of any locking device or split pin.
5. Brake pads less an $1/16^{\text{th}}$ (1.5mm) thick at any point.
6. Insecure or fractured brake drum.

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continued

- (h) Insecurity or fractures of brake drums.
- (i) Any restriction of the free movement of the system.
- (j) Any abnormal movement of levers or compensators, indicating maladjustment or excessive wear.
- (k) Insecurity of brake back plates, wheel cylinders or adjusters; broken or absence of return springs.
- (l) Contamination of brake drums or backing plates caused by leaking brake fluid, lubricating oil or

- 7. Any restriction to the free movement of the system.
- 8. Any abnormal movement of levers, compensators, clevis pins, pivots, eyes or yokes indicating maladjustment, excessive wear or absence of anti-rattle washers.
- 9. A brake back plate, wheel cylinder or adjuster securing bolt loose or missing; return springs missing or broken.
- 10. Excessive contamination of a brake drum or backing plate by brake fluid, lubricating oil or grease.

A4

CONDITION OF BRAKE PIPES AND BRAKE HOSES

METHOD OF INSPECTION

- 1. Examine all accessible brake pipes to ensure that they are correctly routed, in a serviceable condition, free from chafing, external corrosion and damage.
- 2. Check that all rigid pipes are securely held by clips or other means and that rigid pipes and flexible hoses are not fouled by moving parts.
- 3. Examine all flexible hoses to ensure that they are not constrained in tight bends, that they have adequate room to move as necessary without fouling any other part of the vehicle and that they are not chafed, stretched or deteriorated or exposed to excessive heat.

REASONS FOR REJECTION

- 1. Pipes or hoses incorrectly routed, chafed, corroded or damaged.
- 2. Pipes or hoses inadequately clipped or otherwise supported.
- 3. Pipes or hoses so positioned as to be liable to be fouled by moving parts or to be exposed to excessive heat.
- 4. Any kinking of pipes or hoses.
- 5. A stretched or twisted hose.

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4. Check whether there are any leaks in the system particularly when the brakes are applied.
5. Examine hoses for signs or weakness under pressure with the footbrake fully applied.

6. Inadequate room for hoses to move resulting in fouling on any other part of the vehicle.
7. Chafing or deterioration of hoses.
8. Any leaks in the system.
9. Any bulging of a flexible hose.

A5

CONDITION OF SERVOS, VACUUM PUMPS AND HYDRAULIC BRAKE COMPONENTS

METHOD OF INSPECTION

REASONS FOR REJECTION

1. Examine servo and vacuum pump for security of mounting, operation and for leaks.
2. Examine servo and vacuum pump for damage, corrosion and for presence and condition of hoses.
3. Examine vacuum pump drive belt for correct tension, condition and pulley alignment.
4. Examine all wheel cylinders, limiter valves, master cylinders and reservoirs for security of mounting and evidence of leaks.
5. Where practical, check that the reservoir cap is fitted.
6. Check the condition and level of the brake fluid in the reservoir.
7. Check the operation of the brake fluid level warning lamp.

1. A servo or vacuum pump that is insecurely mounted, nor operating correctly or leaking.
2. A servo or vacuum pump that is damaged or excessively corroded or has damaged or leaking hoses.
3. A vacuum pump drive belt that is unserviceable, incorrectly tensioned or driver pulley misaligned.
4. A wheel cylinder, limiter valve, master cylinder or reservoir that is insecurely mounted or shows evidence of leaking; a bleed valve broken.
5. Brake fluid reservoir cap missing.
6. Brake fluid contaminated or insufficient.
7. Brake fluid level warning lamp and/or float-controlled switch in reservoir inoperative.

FOOTBRAKE AND HANDBRAKE – CONDITION AND OPERATION – INSPECTION IN DRIVERS CABIN

METHOD OF INSPECTION

1. Check the anti-slip provisions on the pedal pad.
2. Move the pedal from side to side and examine the condition of the pedal bearing.
3. Depress the pedal to check for fouling on parts of the vehicle.
4. Depress the pedal fully and check the position on the pad relative to the floor, and keeping it under steady pressure note whether the pedal tends to creep down.
5. Examine the security of the pedal pad to the pedal and the pedal to the operating lever.
6. Examine the condition of the pedal.
7. Depress the pedal and note whether there is "sponginess".
8. By repeated applications of the footbrake pedal gradually empty the pressure/vacuum braking system. Check that after the warning device has operated there is still enough pressure or vacuum in the system for the brakes to be applied at least twice more with pressure or vacuum assistance. Completely exhaust system and note whether servo is operating satisfactorily by partially depressing pedal, starting the engine and noting whether pedal can be felt to dip.
9. Check that pressure/vacuum visual or audible warning device is fitted.

FOOTBRAKE

REASONS FOR REJECTION

1. Anti-slip provision on the brake pedal pad is missing, loose or worn smooth.
2. Excessive side movement of the pedal at right angles to its normal movement indicating a badly worn pedal pivot. (If this is suspected and cannot be checked from the driver's cabin position it must be inspected from underneath the vehicle or in the engine compartment).
3. The pedal is fouling parts of the vehicle to such an extent that the free movement of the pedal is obstructed.
4. When the pedal is fully depressed, there is insufficient reserve clearance between the back of the pedal and the floor of the pedal creeps down when held at a steady pressure.
5. Insecurity of any attachments to the pedal stalk.
6. The pedal is fractured, excessively corroded or functionally incomplete.
7. There is sponginess when the pedal is depressed in accordance with para. 7 of "Method of Inspection".
8. No dip can be felt when the engine is started, indicating vacuum assistance is not working satisfactorily (see para. 8 of "Method of Inspection").
9. A visual or audible warning device has been removed or is not working correctly.
10. The warning device is not illuminated, or the function of which is not readily visible to the driver during the hours of darkness.
11. Insufficient pressure or vacuum to give assistance to the brakes for at least two or more applications after the warning device has operated.

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FOOTBRAKE AND HANDBRAKE – CONDITION AND OPERATION – INSPECTION IN DRIVERS CABIN

METHOD OF INSPECTION	HANDBRAKE	REASONS FOR REJECTION
<p>11. Note the position of the handbrake lever and its condition.</p> <p>12. With the handbrake lever in the “off” position:</p> <ul style="list-style-type: none">(a) Note the amount of sideplay in the lever pivot by moving the lever from side to side.(b) Check the security and condition of the lever and pawl mechanism pivots and their mountings. <p>13. Without operating the pawl mechanism, apply the brakes slowly and check the effective operation of the pawl mechanism by listening for definite and regular clicks as the pawl moves over the ratchet teeth.</p> <p>14. When the handbrake is fully applied:</p> <ul style="list-style-type: none">(a) Knock the top and each side of the lever and check that the lever is held in the “on” position.(b) Check that the lever is not at the end of its working travel and that there is no fouling of adjacent parts. <p>15. Check for excessive corrosion, fracture or severe distortion of the vehicle structure or panelling adjacent to the handbrake lever mounting.</p>	<p>12. The handbrake is fractured or badly corroded.</p> <p>13. The play in the lever pivot is such that early failure seems likely, or the pawl may inadvertently disengage.</p> <p>14. The condition of the pawl mechanism pivot is such that early failure is likely.</p> <p>15. The pawl spring is not pushing the pawl positively into the ratchet teeth or the ratchet has broken, or has excessively worn teeth.</p> <p>16. When knocked, the lever is not held in the “on” position.</p> <p>17. When the handbrake is fully applied there is no possibility of further movement of the lever because it is at the end of its working travel on the ratchet, or because it is fouling adjacent parts of the vehicle.</p> <p>18. The lever is impeded in its travel.</p> <p>19. The lever is so positioned that it cannot be operated satisfactorily.</p> <p>20. The lever mountings are insecure or there is excessive corrosion, fracture or severe distortion of a load bearing member of the vehicle structure or panelling within 30 cm (11/4 inches) of the handbrake lever mounting (if this is suspected and cannot be checked from the driver’s cabin position it must be inspected from underneath the vehicle.</p> <p>21. The absence of insecurity of any locking or retaining device.</p>	

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B

SECTION B - STEERING

B1

TURNING CIRCLES

METHOD OF INSPECTION

REASONS FOR REJECTION

1. The test procedure is as follows:
 - (a) Have the vehicle positioned so that the off-side tyres are aligned with the edge of the inner turning circle test square, before moving off set steering against lock stops.
 - (b) Carry out a left hand turn through 180 degrees on full lock, keeping within the turning circle test square.
 - (c) Have the vehicle positioned so that the near-side tyres are aligned with the edge of the inner turning circle test square, set steering against lock stops.
 - (d) Carry out a right hand turn through 180 degrees on full lock keeping within the turning circle test square.

- The vehicle is unable to meet the following Conditions of Fitness:
1. Vehicles type approved prior to 1st January 1985, must be capable of being turned on each lock so as to proceed in the opposite direction without reversing within a distance not exceeding 7.62 metres (25 feet) from kerb to kerb.
 2. Vehicles of this type approved on or after 1st January 1985, must be capable of:
 - (a) Being turned on each lock so as to proceed in the opposite direction without reversing within two vertical parallel planes not more than 8.535 (28 feet) apart.
 - (b) The wheel turning circle kerb to kerb on either lock must not be LESS than 7.62 metres (25 feet).

NOTE 1 : The inner lines of the turning circle test square are set at 7.62 metres (25 feet) apart and those of the outer test square are set at 8.535 metres (28 feet) apart. A 1.22 metres (4 feet) square board should be provided to place on the outer line of the square to represent a vertical parallel plane (see para 2, page 5b).

NOTE 2 : Vehicles will only be tested to manufacturers specification.

STEERING LINKAGES

METHOD OF INSPECTION

1. With the road wheels on the ground and the steering wheel rotated clockwise and anti-clockwise against road resistance, examine the steering mechanism from the point where the sector shaft and the drop arm are secured, to the point where the steering arms are secured to their fixings. During this inspection check for:
 - (a) Wear at joints.
 - (b) Fracture of components.
 - (c) Insecurity of components.
 - (d) Presence of approved locking or retaining devices.
 - (e) Condition of steering ball joint gaiters.
2. With the road wheels off the ground, with the suspension in the normal laden position (see NOTE 2), and rotating the steering wheel through its full working range, check for:
 - (a) Fouling of wheels, tyres and steering components with any part of the vehicle.
 - (b) Security and effectiveness of steering overlock stops.
3. Check for any welding repairs and for evidence of excessive heat having been applied to components.

NOTE 1. A vehicle fitted with power steering must be inspected with its engine running.

NOTE 2. The front suspension is maintained in its normal laden position and keeping the road wheels free by means of a suitable beam or supports placed under the lower coil spring pans.

REASONS FOR REJECTION

1. Relative movement exists between the sector shaft and the drop arm.
2. A ball pin shank is loose.
3. A trackrod or drag link end loose or misaligned.
4. A perished, split or displaced steering ball joint gaiter.
5. Excessive wear on a steering joint.
6. Insecurity of any part fixed to the chassis.
7. Relative movement between a steering arm and its fixtures.
8. A component fractured or so cracked, damaged or deformed that it likely to fail.
9. The absence or insecurity of any approved locking or retaining device.
10. A component of the steering linkage, road wheels or tyres fouling any part of the vehicle.
11. Steering lock stops failing to prevent overlock.
12. A component, having been structurally repaired by welding or otherwise showing signs of excessive heat having been applied.
13. The steering geometry is incorrectly aligned through maladjustment or damaged or spurious parts.

B3

STEERING CONTROLS

METHOD OF INSPECTION

STEERING WHEEL

REASONS FOR REJECTION

1. Check steering wheel for alignment in straight ahead position.
2. Rock the steering wheel from side to side at right angles to the steering column and apply a slight downward and upward pressure to the rim of the steering wheel (in line with the column) with both hands, noting the condition of the steering wheel, hub, spokes, rim and any relative movement between the steering column and the steering wheel.

1. Any relative movement between the steering column shaft and the steering wheel which indicates that there is looseness between the two.
2. Absence of a retaining device on the steering wheel hub.
3. Steering wheel hub fractured.
4. Steering wheel rim fractured.
5. Steering wheel spokes fractured.
6. Steering wheel misaligned.
7. Cracks in the plastic covering of the steering wheel rim likely to injure driver's hand.
8. Unapproved steering wheel or steering wheel glove fitted.

METHOD OF INSPECTION

STEERING COLUMN

REASONS FOR REJECTION

1. Attempt to lift the steering wheel in line with the steering column and note the movement at the centre of the steering wheel.
2. Push the steering wheel away and pull it towards the body and note the movement of the steering inner column end float.
3. Examine the universal couplings of the steering column for deterioration whilst the steering wheel is rotated, check the clamp bolts for security and that no coupling or clamp bolt fouls any other part of the vehicle or is likely to foul in service through having insufficient working clearance.

1. Excessive movement of the centre of the steering wheel in line with the steering column (end float).
2. Excessive movement of the top of the steering column radially from the axis of the steering column (side play) indicating a badly worn top bearing, bush or insecure top mounting bracket.
3. A coupling, universal joint or shaft spline which is so worn, insecure or corroded that it is likely to fail or a coupling or clamp bolt fouls any other part of the vehicle or has insufficient working clearance.
4. A coupling clamp bolt loose or missing.

B3

CONTINUED

NOTE : In certain types of steering column there may be a certain amount of movement present which is not due to excessive wear but is a characteristic of the design.

Play at Steering Wheel

With the road wheels in the straight-ahead position, lightly turn the steering wheel to the left and right as far as possible (feeling the resistance due to the steering wheel) without turning the road wheels and note the amount of free play at the steering wheel rim.

NOTE: This inspection is not applicable when the vehicle is fitted with power steering.

5. An approved retaining or locking device missing or insecure.

Play at Steering Wheel

If a point on the rim of the steering wheel moves more than 2 inches without the road wheels moving.

B4

METHOD OF INSPECTION

STEERING MECHANISM

REASONS FOR REJECTION

1. With the road wheels off the ground and the steering wheel rotated from lock to lock examine the steering for smoothness of operation (see NOTES 1 and 2).
2. With the road wheels on the ground and the steering wheel rotated clockwise and anti-clockwise against road resistance:
 - (a) Examine the steering box and steering idler box for wear, securing of mounting and for fractures.
 - (b) Check the sector shaft and bushes for excessive wear.
 - (c) Check the steering box and idler box for oil leaks.
3. Check presence and condition of steering joint gaiters.

1. Roughness, knocking or undue stiffness in the operation of the steering.
2. The sector shaft cracked or twisted.
3. The sector shaft splines worn.
4. Excessive free play within steering box mechanism.
5. Excessive lift and/or end float of the sector shaft.
6. Oil leaks from the steering box or idler box.
7. Steering box or steering idler housing fractured.

B4

CONTINUED

METHOD OF INSPECTION

4. Examine the condition of the structure, panelling or chassis for excessive corrosion or fractures in the vicinity of the steering column upper support, steering box, idler box mounting areas.

NOTE 1 : A vehicle fitted with power steering must be inspected with the engine running when the inspection at item 1 is carried out.

NOTE 2: Vehicles should be checked with the suspension in the normal laden position (NOTE 2, B.2, steering linkages refers).

REASONS FOR REJECTION

8. Steering box or steering idler housing not mounted securely.
9. A steering joint gaiter split, damaged or displaced.
10. Excessive corrosion, severe distortion, fracture or unapproved repair in a load bearing member of the vehicle structure, panelling or chassis within 30 cm, (11/4 ins), of the steering column upper support, steering box or idler box mounting areas.

B5

METHOD OF INSPECTION

1. With the engine running, wheels on the ground and the steering being rocked, check:-
 - (a) By feel at the steering wheel, that the system is operating.
 - (b) For leaks from the system.
 - (c) That the feed pipes are of an approved type, are free from damage and are not chafing other parts of the vehicle.
2. Check for security of the power steering pump and the condition of its drive system.

POWER STEERING

REASONS FOR REJECTION

1. Power steering malfunctioning or inoperative
2. A cracked or damaged steering box or pump.
3. Excessive fluid leak from power steering units.
4. A fluid pipe excessively damaged or fouling other parts of the vehicle.
5. A fluid pipe leaking.
6. Unapproved fluid pipes or equipment fitted
7. Evidence that power steering assistance has been removed or disconnected from the vehicle and where it is known that power steering is a standard fitment on the vehicle concerned.
8. Pump insecure or its drive system moving or defective.
9. Power steering that has been installed in a vehicle whose chassis is not designed to accept it.

STUB AXLES/KING PIN ASSEMBLIES/WHEEL BEARINGS**METHOD OF INSPECTION**

1. With the front suspension raised and supported, check for lift/movement on the king pin assembly.
2. Whilst each wheel is rocked:
 - (a) Note the amount of movement on the king pin assembly.
 - (b) Check for smooth action of the swivel joints and the security of the attachment to the stub axle and suspension arms.
3. Examine the visible parts of the stub axles and king pins for cracks and approved locking devices.
4. Examine the king pin /swivel joint retaining devices for security.
5. Examine the lower trunnion fulcrum joints for wear and ensure the retaining and locking devices are present and secure.
6. Examine the upper trunnion pin and rubber bushes for condition and security.
7. Spin each front road wheel in turn and listen for sound indicating roughness in the hub bearings; and gripping wheel at TDC and BDC rock and the wheel to check for play indicating incorrect adjustment for the bearings.

REASONS FOR REJECTION

1. Undue wear or play of king pin and/or bush.
2. Lift between the stub axle and the king pin assembly such that early failure of the thrust bearing is likely.
3. King pin insecure or its pin retaining device is missing.
4. Excessive wear/movement in lower trunnion fulcrum point.
5. Fulcrum joint/cap insecure in a suspension arm.
6. A lower trunnion fulcrum pin insecure in lower eye of king pin.
7. An upper trunnion fulcrum pin is loose or worn or related rubber bushes are worn or perished.
8. The absence or insecurity of an approved retaining or locking device.
9. A cracked or damaged stub axle.
10. Roughness or tightness in the front hub bearings whilst the wheel is rotated indicating likely failure of the bearings.
11. Excessive play or insufficient clearance in the front hub bearings due to maladjustment or wear.

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C

SECTION C – TYRES/WHEELS

C1

TYRES

METHOD OF INSPECTION

1. With the front and rear wheels supported in the wheel-free position check that all tyres are of an approved type, (see Notes 3 and 4) and note type of structure eg cross-ply or radial-ply (see Notes 2 and 5).
2. Examine each tyre for:
 - (a) cuts
 - (b) lumps, bulges or tears
 - (c) separation of the tread
 - (d) exposure of ply or cord
 - (e) incorrect seating on rim
 - (f) valve condition and alignment and valve caps are fitted
 - (g) nails, stones etc. embedded in tread.
3. Check that each tyre is correctly inflated to manufacturer's specification.
4. Check the tread pattern over the whole breadth of the complete circumference of the tyre. Check the tread depth by using a tread depth gauge.
5. Check if a tyre fouls any part of the vehicle (for front tyres see B2 para 2(a))

REASONS FOR REJECTION

1. Unapproved tyre fitted.
- 1.2 One tyre is of a different structure type from the other on same axle (see note 5).
- 1.3 The vehicle has radial-ply tyres fitted to the front wheels and cross-ply tyres fitted to the rear wheels.
2. A tyre:
 - (a) having a cut $\frac{1}{2}$ inch (12mm) long or more and deep enough to reach the ply or cord
 - (b) with a lump, bulge or tear caused by separation or partial failure of its structure (this includes cracking between treads or lifting of tread) or the tread pattern worn unevenly so as to cause vibration or noise on journey or cracking of tyre walls through being under inflated
 - (c) with a valve badly deteriorated or misaligned
 - (d) with a nail or other sharp object that has penetrated the casing or is likely to cause damage to the ply or cord structure.
3. A tyre is not inflated to manufacturer's specification. (See Note 6).
4. The tread pattern is not at least 1.6mm in depth throughout the complete circumference and thread breadth of the tyre.
5. A tyre is fouling any part of the vehicle.

C1

CONTINUED

METHOD OF INSPECTION

- NOTES:
1. The inspection of tyres fitted to the front axle is carried out concurrently with inspections under section B6.
 2. The spare wheel and tyre is subject to inspection. Where cross-ply and radial-ply tyres are fitted correctly on the same vehicle the spare may be either structure type. The owner or driver must be made aware of its limited use and the checklist will be noted accordingly.
 3. An approved tyre is one that has been manufactured in accordance with ECE regulations 30 or 54.
 4. An approved casing may not be remoulded or retreaded.
 5. Whilst steel and fabric radial ply tyres are to be regarded as the same structure type it is recommended that they are fitted in matched pairs on the same axle.
 6. An incorrectly inflated tyre could affect the meter reading and the alignment of the headlamps. It may also prevent a brake efficiency test being conducted.

METHOD OF INSPECTION

1. With the front and rear wheels supported in the wheel free position examine each for:-
 - (a) damage or distortion (run out)
 - (b) damage or distortion to bead rim
 - (c) cracks
 - (d) general condition (see Note 2)
2. Examine wheel mountings for:
 - (a) security on hub including full complement of retaining nuts
 - (b) condition of studs and stud holes.
3. Check condition and fitment of nave plates, wheeltrims and rimblishers as applicable.

REASONS FOR REJECTION

1. (a) a wheel damaged or distorted so that run out is apparent
- (b) a bead rim so damaged as to affect the fitment of the tyre or present a sharp edge.
- (c) cracked in any part
- (d) wheels not complying with Note 1 may lead to rejection.
2. (a) retaining nuts loose, missing or incorrectly fitted
- (b) wheel mounting studs damaged, waisted or worn; stud holes elongated.
- 3.1 Any nave plate, wheeltrim or rimblisher that is missing, buckled, insecure, rusted, or with peeling chrome.
- 3.2 Any wheeltrim or rimblisher which fouls the tyre valve.
4. Spare wheel missing (see Note 3).
5. Unapproved type wheel fitted (see Note 4).

C2

CONTINUED

METHOD OF INSPECTION

- NOTES:
1. The inspection of wheels fitted to the front axle is carried out concurrently with inspections under B6.
 2. Wheels must be painted in uniform colour and be free from dirt and other deposits on both sides. Paintwork must be in such condition so as not to detract from the overall appearance of the vehicle.
 3. Road wheels and tyres includes the spare wheel which may be removed from the boot compartment for examination.
 4. Only road wheels supplied by the vehicle manufacturer are approved.

C3

ROAD WHEELS

METHOD OF INSPECTION

1. With the front of the vehicle supported in the wheel free position check the front wheel bearings (see Note).
2. With the rear of the vehicle supported in the wheel free position check the rear wheel bearings by:
 - spinning each wheel in turn and listening for roughness in the bearing.
 - gripping each wheel at TDC and BDC and rocking it to check for play indicating a worn bearing or bearing housing.
 - pulling and pushing on each wheel to check for end float indicating a worn bearing, bearing seating or loose locknut or other restraining device.

REASONS FOR REJECTION

1. Refer to B6 para 11.
2. Wheel bearings having:
 - roughness whilst the wheel is rotated indicating likely failure of the bearings or creating noise on road test (see section J3).
 - play due to wear at bearing or bearing housings.
 - end float due to wear at bearing, worn bearing seatings, loose locknut or other retaining device.

NOTE: This inspection on front wheels is carried out concurrently with inspections under B6.

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D

SECTION D – CHASSIS AND UNDERPARTS

D1

CONDITION OF CHASSIS

METHOD OF INSPECTION

1. Examine main and cross members for deformation, cracks – fractures and corrosion.
2. Examine the welding and/or securing bolts – rivets for soundness and security.
3. Examine frame/cross member functions for indications of movement. This check is normally carried out during the inspection of steering linkages at B2.1.

REASONS FOR REJECTION

- 1.1 A fracture, corrosion or cracking of any main or cross member which would reduce its strength.
- 1.2 Deformation of any cross or main member likely to affect control of the vehicle.
- 1.3 Main suspension cross member moving on chassis mountings.
- 2.1 Any welding breaking away.
- 2.2 Any welding of chassis frame not performed by the approved manner (see Note 2).
- 3.1 Insecurity of flitch plates and/or loose or insecure fastenings between frame and cross members.

Note 1. The underside of the vehicle must be free from mud, oil and grease to permit a thorough inspection. It should be adequately protected against corrosion.

Note 2. Only chassis weld repairs executed by the vehicle manufacturer to BS5135: 1984 are permitted. The area surrounding the repair must be stress relieved by needle peening.

D2

UNDERPANELS, SILLS AND BODY MOUNTINGS

METHOD OF INSPECTION

1. Examine the condition of the following for corrosion, cracks and security.
 - (a) Drivers floor and seat mounting panel.
 - (b) Luggage compartment floor panel.
 - (c) Centre partition lower box section.
 - (d) Rear body mounting crossmember.
 - (e) Rear passenger seat panel.
 - (f) Boot floor panel.
 - (g) Security and condition of body support members, body mounting bolts and packings.
 - (h) Passenger compartment floor board retainers.
2. Examine the condition of sill panels for corrosion and security.

REASONS FOR REJECTION

- 1.1 Any item listed in (a) to (g) that is corroded, cracked or insecure. (See Note 1).
- 1.2 Broken, loose or missing body mounting bolts or packings.
- 1.3 The passenger compartment floor boards (h) are insecure and/or sealing strips are displaced or missing.
 - 2.1 Sill panel corroded and holed.
 - 2.2 Securing bolts missing or loose.
 - 2.3 Panel not treated to give adequate protection from elements.

Note 1. With the exception of the driver's seat mounting panel, all other repairs in (a) to (g) will be accepted if plated and welded.

Note 2. Repairs to sills will only be accepted if plated and welded.

D3

EXHAUST SYSTEM

METHOD OF INSPECTION

1. Examine the system for condition – security and leaks.
2. Assess the effectiveness of silencers in reducing as far as is reasonable, the noise or resonance caused by exhaust.
3. Check the system does not foul any part of the vehicle and that it is not likely to contaminate or be a fire hazard.

REASONS FOR REJECTION

- 1.1 Exhaust manifold flange loose, broken and/or nuts missing.
- 1.2 System, or part, insecure and likely to fall from vehicle.
2. Silencer in poor condition so as not to function correctly in reducing noise levels from exhaust.

D3

CONTINUED

METHOD OF INSPECTION

4. Check that the type of exhaust system is compatible to the engine fitted and is positioned and mounted in an approved manner.
5. Check that the tail pipe is placed at the offside rear of the vehicle in such a position as to prevent fumes from entering the vehicle and does not extend beyond the body to cause a danger to pedestrians.
6. Check exhaust emission.

Note 1. The exhaust system includes pipes clips, mounting brackets, straps or rubbers, deflectors and extension pipes.

Note 2. Two parts of the exhaust gas will be checked, carbon monoxide (CO) and Hydrocarbons (HC). The HC check is not primarily a pollution control in itself, but will help to ensure that engines are running properly when their CO is checked.

2a: Exhaust Emissions- Petrol

New Limits from 1 September 1995

For vehicles first used between 1 August 1973 and 31 July 1986
(M suffix to C prefix registrations)

CO: 4.5% (previously 6.0% before 1/8/83 and 4.5% after 1/8/83)

HC: 1200ppm

For vehicles first used from 1 August 1986
(D and later prefix registrations)

CO: 3.5% (previously 4.5%)

HC: 1200ppm

The limits applied to vehicles first used from 1 August 1992
(K and later prefix registrations) and fitted with a catalytic converter
will be reduced for tests carried out from 1 January 1996.

REASONS FOR REJECTION

- 3.1 System leaking or positioned so that fumes may enter the driver's or passengers' compartment.
- 3.2 System is so corroded, holed, damaged or incorrectly positioned and likely to create a fire or fume hazard.
- 3.3 Undue noise, resonance or vibration noted during the road test.
4. Exhaust system fitted has not been approved or is incompatible to the type of engine fitted.
5. Incorrect length or type of tail pipe fitted.
6. Exhaust emission above permitted limit (see Note 2.).

2b Exhaust Emissions – Diesel

New limits will apply from 1 September 1995 to all vehicles
subject to the annual MOT test and first used on or after
1 August 1979 (V suffix registrations onwards)

Non-turbocharged (naturally aspirated)

2.5m⁻¹ (was 3.2m⁻¹)

Turbocharged

3.0m⁻¹ (was 3.7m⁻¹)

D4

METHOD OF INSPECTION

ENGINE UNDERPARTS

REASONS FOR REJECTION

1. Examine the condition and security of engine mountings and associated bearer brackets.
2. Check engine for oil leaks.
3. Check for engine coolant leaks.
4. Where an alternative engine and/or associated components have been fitted, check and examine that these comply with approved Council specifications.

- 1.1 Engine mountings and/or bearer brackets perished, incomplete, insecure, oil saturated, misaligned or fractured.
- 1.2 Bolts loose or missing.
2. Engine oil leaks from any part including cracked sump, loose or missing sump bolts etc (see Notes 1 and 2).
3. Engine coolant leaking from radiator, lower hose connections, core plugs or cracked cylinder block.
4. Alternative gearbox/automatic transmission and associated components fails to comply with approved Council specification.

D4

CONTINUED

Note 1. Oil must not leak at a rate which will leave a deposit on the roadway when stationary (e.g. when awaiting a hiring).

Note 2. Oil must not leak from the vehicle when in motion at a rate which deposits a coating on the underside of the bodywork, exhaust or braking system so as to create fumes or a danger to the vehicle itself.

NB. Notes 1 and 2 equally apply to oil leaks from gearboxes, automatic transmissions and oil coolers, (see D5) power assisted steering (see B5) and rear axles (see D6).

D5

CLUTCH, GEARBOX/AUTOMATIC TRANSMISSION UNDERPARTS

METHOD OF INSPECTION	REASONS FOR REJECTION
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1. Examining the condition and security of gearbox/automatic transmission mountings and associated bearer brackets.
2. Check gearbox/automatic transmission, oil cooler and associated pipes and filter, where fitted, for oil or fluid leaks.
3. Check that oil cooler pipes are of an approved type and are correctly routed and secured.
4. Check condition of inhibitor switch and control linkage connections on automatic transmission.

- 1.1 Gearbox/automatic transmission flexible mountings perished, oil saturated, incomplete, insecure or collapsed.
- 1.2 Bolts loose or missing.
- 1.3 Insecure, badly deteriorated or fractured mountings or brackets.
- 1.4 Bearer brackets insecure, fractured or misaligned.
2. Gearbox/automatic transmission, oil cooler, associated pipes or filter leaking oil or fluid (see Notes to D4).
- 3.1 Unsuitable pipes fitted of non-approved type.
- 3.2 Pipes incorrectly routed or insecure.

D5

CONTINUED

METHOD OF INSPECTION

5. Check condition of clutch slave cylinder, flexible hose, pipelines and associated mechanical connections including bell housing, attachment bolts and security of starter motor.
6. Check and examine alternative gearbox/automatic transmission and associated components for compliance with approved Council specification.

REASONS FOR REJECTION

4. Inhibitor switch or control linkage connections inoperative, loose or maladjusted.
 - 5.1 Clutch slave cylinder leaking, loose, misaligned.
 - 5.2 Flexible hose perished, leaking or twisted or steel pipe incorrectly routed, chafed or insecure.
 - 5.3 Associated mechanical connections worn or loose.
 - 5.4 Bell housing cracked; bolts loose or missing.
 - 5.5 Starter motor loose.
6. Alternative gearbox/automatic transmission and associated components fails to comply with approved Council specification.

D6

METHOD OF INSPECTION

1. Examining axle casing for cracks or defective welds.
2. Examining rear axle assembly for oil leaks (see Notes to D4).
3. Check pinion flange for condition and security.
4. Check assembly for security and alignment.

REAR AXLE

REASONS FOR REJECTION

- 1.1 Axle casing cracked.
- 1.2 Defective or cracked welds at casing or saddle mountings.
- 1.3 Axle breather missing or ineffective through congealed dirt.
2. Oil leak from bearing seals, banjo joint flange.
3. Pinion flange loose on spline or damaged.
- 4.1 Assembly misaligned 'U' bolts loose, broken, or of incorrect type (see D10).
- 4.2 Nearside saddle packing not fitted (where applicable).

D7

PROPSHAFT

METHOD OF INSPECTION

REASONS FOR REJECTION

1. Examine universal couplings for :-
 - 1.1 Alignment of yokes.
 - 1.2 Wear in needle roller bearings.
 - 1.3 Loose bearing cups in yoke eyes.
 - 1.4 Condition and security of circlips.
 - 1.5 Security of coupling flange bolts.
2. Check sliding spine for wear.
3. For MetroCabs only :
 - 3.1 Check condition of centre bearing.
 - 3.2 Check there is sufficient clearance between the gearbox end casing dust shield and the face of the propshaft nose.
4. Where an alternative engine and/or gearbox have been fitted, check that the propshaft is compatible and complies with Council specification.

- 1.1 Universal coupling yokes misaligned.
- 1.2 Needle roller bearings rusted or worn.
- 1.3 Bearing cups loose in yoke eyes.
- 1.4 Bearing cup retaining circlips missing, broken or incorrectly located.
- 1.5 Coupling flange bolts loose, missing, not locked in an approved manner or flange bolt holes worn.
2. Sliding joint spline worn to extent where it is likely to cause vibration or fail in service.
 - 3.1 Centre bearing worn or noisy; mounting bracket cracked, distorted or insecure; bearing rubber mounting deteriorated.
 - 3.2 Insufficient clearance between the gearbox end casing dust shield and face of propshaft nose.
 - 3.3 Locking grub screw loose or missing.
4. Incorrect type propshaft fitted.

Note 1. Where applicable, grease nipples should be fitted and serviceable.

FUEL TANK AND PIPELINE**METHOD OF INSPECTION**

1. Examine fuel tank for security of mounting and leaks.
2. Check that an approved type fuel tank cap is fitted and that the hose connection (see H4) from filler to tank is in good condition and free from leaks and that fuel tank neck grommet is correctly fitted.

Where applicable check condition and security of breather hose.
3. Check fuel feed and return pipelines for :-
 - 3.1 leaks;
 - 3.2 correct routeing and security of attachment to chassis;
 - 3.3 free from kinks and dents (causing restriction) or wear through chafing.
4. Check condition of wiring to fuel gauge tank unit.
5. Check for any accumulation of spilt fuel through bleeding the system or from past fuel leaks.
6. On petrol engined vehicles check for pressure and security of carburettor drip tray and drain tube; assess the effectiveness of the installation to drain any spilt fuel away from adjacent hot parts.

REASONS FOR REJECTION

- 1.1 Fuel tank insecure or leaking.
- 1.2 Fuel tank mounting or supports insecure, fractured and/or securing bolts loose or missing.
 - 2.1 Unapproved fuel filler cap fitted.
 - 2.2 Fuel filler cap loose or fails to seal.
 - 2.3 Filler neck loose, perished or leaking.
 - 2.4 Fuel tank filler grommet missing or incorrectly located as to prevent filler cap being securely fitted.
 - 2.5 Breather hose missing or incorrectly fitted.
- 3.1 Fuel leaking from cracked or worn pipelines or from any connecting union.
- 3.2 A pipeline that is of an unapproved type, incorrectly routed or not securely clipped to the chassis or is fouled by a moving part of the vehicle.
- 3.3 Any pipeline that is kinked, dented or worn to such an extent that either a restriction could be caused or it could fail in service.
4. Tank unit wiring insulation in poor condition or not adequately protected.
5. Any accumulation of spilt fuel that may generate fumes or present a fire hazard.
6. Carburettor drip tray and/or tube not fitted or tube loose or not fitted flush in the base of tray so as to effectively drain away spilt fuel.

D8

CONTINUED

METHOD OF INSPECTION

7. Where applicable, check heat shield on exhaust pipe.
8. Check accessibility and operation of emergency fuel cut off device (see Notes and Section E).
9. Check that the emergency fuel cut off instructions are correctly placed and legible.

REASONS FOR REJECTION

7. Exhaust pipe heat shield not fitted or in an unserviceable condition.
- 8.1 Emergency fuel cut off device inaccessible, seized leaking or lever/push button broken.
- 8.2 Electrical emergency fuel cut off device fails to operate.
9. Emergency fuel cut off instructions illegible, missing or incorrectly placed.

Notes

1. Diesel engined vehicles with a locking bonnet must have an external fuel cut off device or switch.
2. Petrol and/or L.P.G. engined vehicles must have both petrol and gas taps or switches externally fitted irrespective of a bonnet lock.
3. L.P.G. engined vehicles are subject to additional installation and safety regulations.

D9

METHOD OF INSPECTION

FRONT SUSPENSION

REASONS FOR REJECTION

1. With the vehicle supported as in Section B2.2 check the correct type of shock absorbers and/or arms are fitted.

1. Incorrect type of shock absorbers or arms fitted.

D9

CONTINUED

METHOD OF INSPECTION

2. Check for :-
 - 2.1 Leaks.
 - 2.2 Absence of end float at cross-shaft.
 - 2.3 Security of arms on cross-shaft.
 - 2.4 Security on mounting platform.
 - 2.5 Presence and condition of rubber buffers.
3. With the vehicle as in B2.1, check :
 - 3.1 Shock absorber damping action by exerting pressure on each corner and noting the rebound.
 - 3.2 Coil springs for breaks or weakness.
 - 3.3 Coil spring pans for distortion, cracks and security.
4. Check lower suspension wishbone arms for : security; distortion; wear in bush eyes and condition of rubber bushes. (See Note 2).
5. Check lower suspension wishbone fulcrum shaft for security and distortion.
6. Check for presence, security and correct fitment of any approved locking or retaining device.

REASONS FOR REJECTION

- 2.1 Leaks.
- 2.2 End float at cross-shaft present.
- 2.3 Arms loose on cross-shaft at splines or pinch bolt.
- 2.4 Insecure on mounting platform; lug broken; retaining bolt missing or broken.
- 2.5 Rubber buffers broken or missing.
- 3.1 Shock absorber damping action weak or ineffective.
- 3.2 Coil spring broken or weak.
- 3.3 Coil spring pan distorted, cracked, insecure or bolts incorrectly fitted (See Note 1).
4. Lower wishbone arm insecure, distorted, bush eyes worn or inner rubber bushes collapsed or perished.
5. Lower suspension wishbone fulcrum shaft insecure, distorted or incorrectly fitted on main cross member.
6. The absence or incorrect fitment of any approved locking or retaining device.

Note 1 Lower spring pan bolts must have plain washers fitted under bolt heads with nuts uppermost.

Note 2. Lower and upper trunnion bushes are examined at B6.5 and 6 respectively.

D10

METHOD OF INSPECTION

REAR SUSPENSION

REASONS FOR REJECTION

1. Check security and condition of :-
 - 1.1 Rear road spring mounting brackets.
 - 1.2 Anti-roll bar and linkages.
 - 1.3 Rear shock absorbers.
2. Check condition of multi-leaf road springs.
3. Examine single leaf composite road spring for :-
 - 3.1 Longitudinal and transverse cracks.
 - 3.2 Impact damage.
 - 3.3 Condition of eye ends and centre area for corrosion.
4. Check condition of spring anchor brackets, shackles, shackle pins and bushes.
5. Check condition of bump rubbers.
6. Check the carriage entry step height does not exceed the required 15 inches (38 cms) above ground level when the vehicle is unladen.

SEE NOTES OVERLEAF

- 1.1 Rear road spring mounting brackets worn or insecure on chassis.
- 1.2 Anti-roll bar broken, distorted or detached. Mounting and/or linkages worn or insecure.
- 1.3 Rear shock absorber loose on chassis, lug broken, linkage broken, detached or unserviceable. End float, lift at shaft, arm loose on shaft or fluid leaking. Damping action weak or ineffective. Incorrect type of shock absorber or linkage fitted. See Note 1.
- 2.1 Incorrect type road springs fitted. See Note 2.
- 2.2 Rear road spring leaf broken, or leaves worn, misaligned or weak.
- 2.3 Rebound clips loose, broken or missing.
- 2.4 'U' bolts or spring centre bolt loose or broken.
- 2.5 Packing piece not fitted at nearside rear spring saddle (where applicable).
- 2.6 Main leaf eye broken or worn.
3. A composite spring leaf that has :-
 - 3.1 Cracks of any length along the longitudinal spring axis either in a vertical or horizontal plane or transverse cracks propagating into the body of the spring.
 - 3.2 Localised surface damage extending more than 25% of the spring width and more than 2mm in depth.
 - 3.3 Loose or badly corroded eye ends or centre area.

D10

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

NOTE 1. **It is essential to check the step height when replacement road springs have been fitted.**

- 4.1 Any shackle pin or bush worn or loose in anchor bracket, swinging shackle or the spring eye.
- 4.2 Absence or incorrect fitment of any approved locking device.
5. Bump rubbers deteriorated or missing.
6. Carriage entry step height exceeds requirement.

Manual of Inspection Standards

E

SECTION E – ENGINE COMPARTMENT

E1

COOLING SYSTEM

METHOD OF INSPECTION

Check the cooling system within the engine compartment to ensure that:-

1. The correct type radiator, compatible with the engine, is fitted. See Note.
2. The radiator is securely mounted within its frame; there is sufficient clearance between frame and any steering connection; all joints are sound and free from leaks.
3. A serviceable radiator cap of the correct type is fitted.
4. The expansion tank is securely mounted, free from leaks and serviceable. A filler cap of the correct type is fitted.
5. The expansion tank hoses are serviceable. (where applicable).
6. All engine to radiator hoses and all engine to heater hoses, their connections and clips are in good condition, free from leaks, chafing or fouling any part of the engine or engine compartment.
7. The bulkhead mounted heater unit is free from leaks.
8. The heater control tap is serviceable and free from leaks.
9. The fan cowl is an approved type, securely fitted and not fouled by fan blades.
10. The correct type fan is fitted with all blades intact and free from damage.

REASONS FOR REJECTION

1. Incorrect type radiator fitted.
2. Radiator frame insecure or cracked; insufficient clearance between frame and moving steering connections; broken or deteriorated joints forming any part of the radiator construction; radiator leaking.
3. Incorrect type radiator cap fitted; cap leaking or unserviceable.
4. Expansion tank insecure or leaking; cap leaking or unserviceable.
5. Expansion tank hose perished or chafed; an overflow hose not fitted or of incorrect length.
6. Water hose connection leaking or is so deteriorated that it is likely to fail in service; any hose incorrectly routed, chafed, perished or fouling any part of the engine or engine compartment.
7. Heater unit leaking.
8. Heater control tap inoperative, leaking or bypassed.
9. Unapproved fan cowl fitted, fan cowl insecure or fouled by fan blades.
10. Incorrect type fan fitted, blades damaged or missing.

E1

CONTINUED

COOLING SYSTEM

METHOD OF INSPECTION

REASONS FOR REJECTION

11. The viscous coupling type fan (where applicable) is operating correctly.
12. Any approved proprietary cooling fan is fitted in an approved manner.
13. The water pump is free from leaks and the bearings are serviceable.
14. The water pump drive pulley is secure and the drive belt correctly tensioned and in serviceable condition.
15. The thermostat housing is free from leaks; the water temperature sender unit and its wiring are serviceable.

11. Viscous coupling type fan not operating correctly.
12. Unapproved fan fitted; an approved fan installed incorrectly.
13. Water pump leaking, bearings noisy or worn.
14. Water pump drive pulley loose or buckled; drive belt slack, worn or split.
15. Thermostat housing leaking; water temperature sender unit inoperative, broken or disconnected; wiring to unit perished, chafed or insecure. (See G3).

NOTE: Where an alternative engine has been installed a modified radiator and hoses may have been fitted.

E2

METHOD OF INSPECTION

DRIVE BELTS

REASONS FOR REJECTION

1. Check that all drive belts are correctly tensioned, all pulleys are secure, correctly aligned, and free from buckle or damage. See Note.
2. Check crankshaft pulley for security and condition.
3. Check pulley guard or warning notices.

1. Drive belt that is incorrectly tensioned, split, frayed or worn; pulley that is insecure, incorrectly aligned, buckled or damaged.
2. Crankshaft pulley insecure or buckled, centre boss loose or, where applicable, damper defective.
3. Pulley guard or pulley warning notice missing or incorrectly sited.

NOTE: For water pump drive (see E1 para 14)
alternator (see E7 para 4)
vacuum pump (see A5 para 3)
P.A.S. pump (see B5 para 2)

FLUID RESERVOIRS**METHOD OF INSPECTION****REASONS FOR REJECTION**

Check the fluid reservoirs, as applicable:-

1. Brake and clutch fluid, for condition and level. (see also A5).
2. Power assisted steering level with engine running. (see also B5).
3. Check associated pipelines and hoses, paras 1 and 2 above.
4. Check dip sticks present in automatic transmission and engine.
5. Check oil filler cap present and serviceable.
6. Check for engine oil leaks. (see D4).
7. Check security of screen washer reservoir and fluid level.
8. Check pump and jet pipelines for leaks, routeing and security.

- 1.1 Reservoir caps missing.
- 1.2 Fluid contaminated or insufficient.
2. Reservoir over or under filled, cap or dip stick missing.
- 3.1 Pipeline or flexible hose incorrectly routed, chafed, corroded, damaged, damaged, inadequately clipped otherwise supported.
- 3.2 Pipe or hose, so positioned as to be fouled by moving parts or exposed to excessive heat.
- 3.3 Presence or any leaks.
4. Dip stick missing.
5. Oil filler cap missing or defective.
6. Oil leaking from upper parts of engine.
7. Screenwasher reservoir missing, insecure or fluid level low (for operation see G6).
8. Screenwasher pipelines incorrectly routed, inadequately clipped or otherwise supported.

E4

METHOD OF INSPECTION

Examine battery and leads to ensure that:-

1. An approved battery is fitted (see note 1).
2. Terminals are in good condition and securely fitted.
3. Earth lead is not frayed and insulation of live leads is in good condition.
4. Leads are secure and correctly routed.
5. Battery mounting and retaining devices are secure and in good condition.
6. A full complement of battery stoppers is present.
7. The battery is sufficiently charged.

NOTE 1: Proprietors wishing to install two batteries should seek advice from Council before incurring any expense.

BATTERY

REASONS FOR REJECTION

1. Unapproved type battery fitted.
2. Battery terminals loose or corroded.
3. Earth or live lead in such a condition that it could create a fire hazard or fail in service.
4. Earth or live lead incorrectly routed, inadequately clipped or supported, insulation damaged by clips or chafing on any part of the vehicle.
5. Battery loose, battery mounting or retaining device insecure corroded or missing.
6. Battery stopper(s) missing.
7. Battery discharged sufficiently to prevent operation of starter motor (see note 2).

NOTE 2: A battery with insufficient charge will result in the inspection being terminated.

E5

METHOD OF INSPECTION

Within the engine compartment:-

1. Check condition of wiring and associated connections to all electrical components.
2. Check routing and security of loom and all other wiring.

WIRING AND FUSES

REASONS FOR REJECTION

1. Wiring, so deteriorated, perished or contaminated to present a fire hazard or which could fail in service; electrical connection or terminal loose or incorrectly fitted.
2. The loom or other wiring is incorrectly routed, strained, insufficiently clipped or supported, or so positioned as to be fouled by moving parts, chafed, or exposed to excessive heat. (See Note).

E5

CONTINUED

METHOD OF INSPECTION

3. Check security of mounting of all electrical components.
4. Check fuse boxes and line fuses for condition of fuse holders and fuse ratings.

REASONS FOR REJECTION

3. Components insecure or mounted in an unapproved manner or position.
4. Fuse holder corroded or weak; fuse or incorrect rating fitted; fuse box cover broken or missing or cover retaining clip missing.

NOTE: Electrical wiring must be encased in a sleeve or protected so that the insulation is not in direct contact with the fuel lines.

E6

METHOD OF INSPECTION

1. Check operation of bonnet release mechanism, main bonnet catch and safety catch.
2. Check operation and security of bonnet prop.
3. Examine bonnet hinge for wear and security.
4. Examine bonnet bracing for security and cracks.
5. Check condition of under bonnet insulation.
6. Check bonnet panel for alignment, presence of anti-rattle pads along wing channels and rubber buffers on lower adjustment stops.
7. Check condition of bonnet panel, grille and grille surround finisher (See Note 4).

BONNET SECURITY

REASONS FOR REJECTION

1. Bonnet fails to release mechanism jammed. (See Note 1).
- 1.2 Exterior release lever or interior release handle broken or missing.
- 1.3 Bonnet fails to hold on main or safety catch.
- 1.4 Any part of the release mechanism, main or safety catch that is worn, missing or fails to operate correctly.
2. Bonnet prop:
 - 2.1 Loose on chassis mounting or front panel.
 - 2.2 Retaining device missing or broken.
 - 2.3 Catch (telescopic type) fails to hold.
3. Hinges worn, partially seized, insecure or with fixing bolts missing.
4. Bracing insecure, cracked or fractured.

E6

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

8. Radiator muff fitted must be of an approved type and in good condition (See Note 5).

5. Insulation is torn, oil soaked, inadequately retained. Unapproved insulation material used (See Note 2).
6. Bonnet panel misaligned or maladjusted to foul wings or bulkhead panel; bonnet loose on catch, anti-rattle pads missing, adjustment stops loose or missing, stop rubber buffers not fitted.
- 7.1 Bonnet panel cracked or corroded (See Note 3).
- 7.2 Bonnet grille insecure, damaged, broken, heavily tarnished or of an unapproved type.
- 7.3 Grille surround finisher insecure, finisher clips missing or presenting sharp projections.
- 7.4 Approved badge or motif insecure or broken.
8. Unapproved or defective muff fitted.

- NOTES:
1. Where a bonnet cannot be opened the inspection will be terminated.
 2. Under bonnet insulation must meet fire retardancy requirements before approval may be considered.
 3. Particular attention should be paid to the lower section of the grille surround panel, bonnet match mechanism and hinge mountings.
 4. For bonnet paintwork refer to Section H2.
 5. Cardboard, discarded tip seat advertisements, etc are not acceptable.

E7

METHOD OF INSPECTION

BONNET SECURITY

REASONS FOR REJECTION

Check that:

1. A correct type of alternator is fitted.
2. The plastic end cover is fitted.
3. The terminal block spring clip is fitted.
4. The alternator is secure on its mounting, the drive pulley is secure and correctly aligned and the drive belt correctly tensioned.
5. The rotor bearings are serviceable.

1. Incorrect type or unapproved alternator is fitted.
2. Plastic end cover broken or missing.
3. Terminal block spring clip missing.
4. Alternator insecure on mountings; drive pulley insecure, buckled or misaligned, drive belt slack or unserviceable, belt adjustment strap broken or missing (See E2).
5. Rotor bearings worn or noisy.

E8

INJECTOR PUMP, INJECTORS AND CARBURETTORS

METHOD OF INSPECTION

1. Examine the injector pump body.
2. Examine all pipe unions on pump and injectors for fuel leaks.
3. Check injector leak off pipes for leaks.
4. Check condition of heater plugs and associated wiring.
5. Check the throttle pedal control cable and/or mechanism and, where applicable, the engine stop control cable operates correctly.
6. Check carburettor for security and fuel leaks. (see also D8.6)

REASONS FOR REJECTION

1. Fuel leaking from injector pump body.
2. Fuel leaking from any union at the injector pump or injectors.
3. Fuel leaking at injector leak off pipe connections. Incorrect leak off pipe fitted.
4. Heater plug broken or disconnected, wiring in poor condition (See E5).
5. Frayed, kinked or incorrectly routed cable which prevents the throttle control mechanism or engine stop control from operating correctly (See G3).
6. Carburettor insecure or leaking.

E9

FUEL LIFT PUMP

METHOD OF INSPECTION

1. Examine fuel lift pump and filter for security and leaks.
2. Check all fuel pipes and unions are free from leaks and correctly routed.

REASONS FOR REJECTION

1. Fuel lift pump and / or filter insecurely mounted or leaking.
2. Fuel pipes incorrectly routed, corroded or leaking.

E10

FUEL CUT OFF DEVICES AND SIGNS

METHOD OF INSPECTION

1. Check the emergency fuel tap or electronic fuel cut off device to ensure it functions correctly and that the location notice and operating instructions are affixed in the prescribed positions and are legible (See Note below and D8).

NOTE: An externally located fuel tap, or the control of an electronic fuel cut off device, must be fitted where vehicles have a locking bonnet or are propelled by petrol or L.P.G.

REASONS FOR REJECTION

- 1.1 No fuel tap or electronic fuel cut off device fitted, bypassed, seized, inoperative or the operating level or button is missing or broken.
- 1.2 Fuel tap, electronic fuel cut off device or pipe union leaking.
- 1.3 Unapproved fuel tap or electronic fuel cut off device fitted.
- 1.4 The location notice and operating instructions of the fuel tap or electronic fuel cut off device are not affixed in the prescribed position or are illegible.

E11

AIR FILTER

METHOD OF INSPECTION

Check and examine engine air filter to ensure:

1. An approved type compatible with the engine is fitted.
2. It is clean and securely fitted.
3. The support brackets are secure and sound.
4. The air intake trunking is in good condition, securely clipped and supported.

REASONS FOR REJECTION

1. Incorrect type air filter fitted, air filter incomplete or missing.
2. Air filter in dirty or unserviceable condition, insecure on inlet manifold or carburettor.
3. Support bracket loose, cracked, broken or missing.
4. Air intake trunking missing, torn or holed; insecure or inadequately supported.

E12

BULKHEAD

METHOD OF INSPECTION

Examine bulkhead panel for:

1. Cracks or corrosion particularly at bonnet hinge mountings.
2. Presence of steering column, control cable and wiring loom grommets.
3. The security of the heater unit and absence from leaks.
4. The security of the windscreen wiper motor.
5. The legibility of the body number where applicable.
6. The operation of engine compartment inspection lamp where fitted.

REASONS FOR REJECTION

1. Bulkhead panel cracked or corroded, bonnet hinge mountings cracked or broken.
2. Grommet(s) missing or condition deteriorated to allow a control cable or any wiring to become chafed or cut in service or permit fumes to enter the driver's cabin.
3. Heater unit insecure or leaking.
4. Windscreen wiper motor insecure.
5. Body number illegible or defaced.
6. Inspection lamp inoperative or wiring unsatisfactory (See E5); unapproved inspection lamp fitted.

E13

FRONT INNER PANELS

METHOD OF INSPECTION

Examine front inner panels and cross bracing or bonnet locking panel for:

1. Security, cracks and corrosion particularly at cross brace mountings.
2. Presence of all securing bolts.
3. The security and operation of approved extras eg additional engine oil filter, battery charging facility, alarm system etc. (See Notes).
4. The presence and legibility of chassis number.

REASONS FOR REJECTION

1. Front inner panels, cross bracing or bonnet locking panel insecure, cracked or corroded.
2. Securing bolts loose or missing.
3. Any approved item that is broken or incomplete or any unapproved item fitted (See Notes overleaf).
4. Chassis number plate missing, chassis number defaced or illegible.

E13

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

- NOTES:
1. All equipment must be well maintained and in good working order and items which fall into disrepair must be replaced or removed.
 2. Before fitting any additional equipment the advice of the Council must be sought before any expense is incurred.

E14

METHOD OF INSPECTION

HORN

REASONS FOR REJECTION

1. Operate the horn.
2. Check the horn for security, condition of mounting and wiring.

- 1.1 Horn not fitted, does not function or has insufficient volume.
- 1.2 Unapproved horn fitted. See Note.
2. Horn insecure on mounting, mounting cracked or broken, wiring is in an unsatisfactory condition (See E5).

NOTE: Only one single note electric horn may be fitted.

Manual of Inspection Standards

F

SECTION F – LIGHTING

F1

OBLIGATORY FRONT AND REAR SIDELAMPS AND OBLIGATORY FOG LAMP

METHOD OF INSPECTION

With the front and rear obligatory lamps (sidelamps) switched on, check:

- 1.1 Both front side/head lamp units for condition and security (see also Section 4 para 5).
- 1.2 That both lamps are illuminated and show a white diffused light of equal intensity which must be visible from a reasonable distance from the front of the vehicle.
- 1.3 With the engine running or the ignition switched on, as applicable, that current is being automatically supplied to the dipped filament of both headlamps (applies to dim-dipped equipped vehicles only, see Note 1).
- 1.4 That both rear lamps are illuminated and show a red diffused light of equal brilliance which must be visible from a reasonable distance from the rear of the vehicle.
- 1.5 The rear lamp lenses for condition, security, protection from the elements and for Approval Marks.
- 1.6 That the rear index plate lamp or lamps are illuminated and efficient; examine lamp or lamps for condition, security and protection from the elements.
- 1.7 That the lamps do not flicker when tapped lightly by hand.

REASONS FOR REJECTION

- 1.1 Front side/head lamp unit deteriorated or insecure.
- 1.2 Either or both front side lamps inoperative, fail to show a white diffused light of equal intensity or dims through a poor electrical connection.
- 1.3 Either one or both headlamps fail to illuminate in the dim-dipped mode.
- 1.4 Either one or both rear lamps inoperative, fail to show a red diffused light of equal intensity or dims through a poor electrical connection.
- 1.5 A rear lamp lens faded, discoloured, cracked, broken, insecure or missing. A lamp unit or lens not adequately protected from the elements, lens gasket displaced or missing, lenses not a matched pair, lens not Approval Marked (See Note 2).
- 1.6 Rear index plate lamp or lamps inoperative or of insufficient intensity to illuminate the registration mark, lamp lens missing, insecure, displaced, damaged or not adequately sealed for protection from the elements.
- 1.7 A lamp flickers when tapped lightly by hand.

F1

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

2. With the headlamps in the dipped mode and the rear fog lamp/s illuminated (see Note 3), check that:
 - 2.1 the fog lamp shows a diffused red light and the "tell tale" on the switch or instrument panel is illuminated.
 - 2.2 the lamp/s is/are correctly and securely mounted
 - 2.3 the lens is Approval Marked
 - 2.4 the lamp/s cannot be illuminated by an application of the braking system
 - 2.5 the lamp/s do not flicker when tapped lightly by hand
- NOTE 1 Vehicles first registered after 31 March 1987 must be equipped with a dim dipped device.
- NOTE 2 These lenses incorporate both rear and stop lamps.
- NOTE 3 Vehicles first used after 1 April 1980 must be fitted with an Approval Marked rear fog lamp at the offside. Where a pair of rear fog lamps are fitted they must be matching and symmetrically mounted.

2. Rear fog lamp missing
 - 2.1 Rear fog lamp is inoperative or operates other than with headlamps in the dipped mode, fails to emit a diffused red light and/or "tell tale" lamp is inoperative or missing.
 - 2.2 The lamp is not mounted securely in the approved position ie a single lamp must be mounted at the offside.
 - 2.3 A lens that is not Approval Marked.
 - 2.4 A lamp is operated by application of the braking system.
 - 2.5 A lamp flickers when tapped lightly by hand.

F2

OBLIGATORY AND ADDITIONAL STOP LAMPS

METHOD OF INSPECTION

With the ignition switched on and the footbrake applied observe:

1. The functioning of the stop lamps (see Note)
2. The functioning of the stop lamps and rear lamps with the obligatory lamps (side lamps) illuminated.
3. Check that the lamps do not flicker when tapped lightly by hand.

NOTE : Any additional stop lamp must be of an approved type, fitted in an approved position and must function correctly.

REASONS FOR REJECTION

1. One or both obligatory stop lamps:
 - 1.1 does not illuminate when the footbrake is applied.
 - 1.2 does not remain steady when the footbrake is applied.
 - 1.3 remains illuminated after the footbrake has been released.
 - 1.4 fails to show a red diffused light of equal intensity
- 2.1 stop lamp that fails when the side lamps are illuminated
- 2.2 an illuminated rear lamp that fails together with the stop lamp when the footbrake is applied.
- 2.3 Lamp flickers when tapped lightly by hand.

F3**OBLIGATORY AND ADDITIONAL RED REFLECTORS****METHOD OF INSPECTION**

1. Examine the condition of obligatory red reflectors incorporated in the lamp cluster.
2. Examine the condition and fixing of any additional approved red reflectors. See Notes.

NOTE 1 Reflective tape is not approved and may not be regarded as a rear reflector.

NOTE 2 Triangular shaped reflectors must not be fitted.

REASONS FOR REJECTION

1. A reflector that is missing, broken, cracked, faded or not Approval Marked.
- 2.1 A pair of reflectors that are not approved or Approval Marked, fitted in an unapproved position, not symmetrically or squarely mounted, or broken, cracked or one missing or incorrectly matched.
- 2.2 Reflective tape affixed.

F4**OBLIGATORY HEADLAMPS****METHOD OF INSPECTION**

1. Switch on headlamps to main beam and observe that blue indicator lamp on instrument panel illuminates.
2. Operate the dip switch and check both headlamps dip to the nearside in unison.
3. Check, by alternately switching from main beam to dipped beam, that the respective filaments of both headlamps illuminate.
4. Check that headlamps, when illuminated, show a white diffused light of equal brilliance and do not flicker when tapped lightly by hand.

REASONS FOR REJECTION

1. Blue indicator lamp fails to operate or lens is missing.
2. One or both headlamps fail to dip to the nearside in unison.
3. Headlamp fails to illuminate in the main or dipped beam position.
4. Headlamps fail to show a white diffused light of equal intensity, dim through a poor electrical connection, or flickers when tapped lightly by hand (see Note 1).

5. Check headlamps for:
 - a) condition
 - b) security
 - c) correct mounting
 - d) matching (see note 2)
 - e) protection from the elements
 - f) Approval Marks
6. Check condition and security of headlamp rims and bezels
7. Check headlamp aim on main or dipped beam as necessary. Diagrams A and B, see overleaf.

5.
 - a) headlamp lens is cracked or broken; reflector has deteriorated or tarnished.
 - b) headlamp assembly is insecure
 - c) headlamp incorrectly located in housing
 - d) headlamps not a matched pair
 - e) headlamp sealing rings deteriorated or missing
 - f) a headlamp lens not Approval marked.
6. Any rim or bezel is missing, damaged, insecure, incorrectly fitted, rusted, tarnished or with chrome peeling.
7. A headlamp fails to meet the aiming requirements. Diagrams A and B, see overleaf.

NOTE 1 Headlamps emitting a yellow light are not approved.

NOTE 2 Headlamps from different manufacturers having the same performance characteristics may be fitted.

DIAGRAM A
Principal Reasons for Failure

- A1 The "hot spot" centre is above the horizontal 0% line.
- A2 The "hot spot" centre is to the right of the vertical 0% line, or to the left of the vertical 2% line.
- A3 For headlamps whose centre is not more than 850 mm from the ground the "hot spot" centre is below the horizontal 2% line.
- A4 For headlamps whose centre is more than 850mm from the ground, the "hotspot" centre is below the horizontal 2.75% line.

DIAGRAM B
Principal Reasons for Failure

- B1 For headlamps with centres not more than 850 mm from the ground the beam image horizontal cut-off is not between the horizontal 0.5% and 2% lines, ie the Red tolerance band.
- B2 For headlamps with centres more than 850mm from the ground, the beam image horizontal cut off is not between the horizontal 1.25% and 2.75% lines, ie the Blue tolerance band.
- B3 The beam image "brake point" is to the right of the 0% vertical line or to the left of the vertical 2% line.

DIAGRAM TO BE INSERTED

F5

DIRECTION INDICATORS AND HAZARD WARNING LIGHTS

METHOD OF INSPECTION

REASONS FOR REJECTION

1. With the ignition switched on and the direction indicators operated in turn, check that they are flashing within the required rate of 60 to 120 flashes per minute.
2. Check that the indicators are correctly wired to flash for the direction indicated.
3. While operating the flashing indicators see that the "tell tale" lamp is recording the correct operation of the indicators.
4. Check all lenses for colour, condition, security, protection from the elements and Approval Marks.
5. With the ignition switched off turn on the hazard warning device switch and check that all direction indicators flash in phase together with the closed circuit "tell tale" flashing lamp on the instrument panel or control switch.

1. A direction indicator lamp or repeater lamp inoperative or has a flashing rate of less than 60 or greater than 120 flashes per minute (see Note 1).
2. Direction indicator lamp, repeater lamp or switch incorrectly wired to flash direction indicated.
3. Direction indicator "tell tale" lamp inoperative or missing.
4. Any indicator lens not amber in colour, faded, missing, insecure, cracked, broken, not adequately sealed for protection from the elements or Approval Marked (See Note 2).
5. Hazard warning device fails to operate or will only operate with the ignition switched on or the engine running; the "tell tale" lamp fails to illuminate or is missing. (See Note 3).

NOTE 1 In some cases, the rate of flashing of the indicators may be affected by the condition of the vehicle's battery. It may, therefore, be necessary to run the engine whilst checking the indicator flashing rate.

NOTE 2 Only amber direction indicator lenses are approved for licensed taxicabs.

NOTE 3 Hazard warning devices become obligatory on all new vehicles on 1 April 1986. Any hazard warning device fitted, as manufacturer's original equipment or as additional equipment to vehicles manufactured before 1 April 1986, must be in efficient working order.

F6

ADDITIONAL LAMPS

METHOD OF INSPECTION

REASONS FOR REJECTION

Reversing Lamp/s, where fitted (See Notes 1 & 2 below)

1. With the ignition switched on, check:-
 - 1.1 the reversing lamp/s emit/s a diffused white light when reverse gear is selected.
 - 1.2 the lamp/s extinguish/es when neutral or a forward gear is selected.
 - 1.3 the lamp/s is/are correctly mounted and Approval Marked.
 - 1.4 the lamp/s do not flicker when tapped lightly by hand.

Front fog and long range driving lamps, where fitted (see Note 3)

2. Check operation as follows:-
 - 2.1 A single fog lamp emitting a white or yellow diffused light should only illuminate when the headlamps are in the dipped mode.
 - 2.2 a pair of matched fog lamps both emitting a white or yellow diffused light should illuminate together.
 - 2.3 a pair of long range driving lamps, matched and both emitting a diffused white light should illuminate together.
 - 2.4 where the fog and long range driving lamps are fitted each must be switched independently to operate only when the headlamps are in the correct mode.

1.
 - 1.1 Reversing lamps/fail to operate or do/does not emit a white diffused light.
 - 1.2 Lamp/s remain/s on when neutral or forward gear is selected.
 - 1.3 Lamp/s is/are insecurely mounted and/or mounted in an unapproved position or is/are not Approval Marked.
 - 1.4 Lamp/s flicker when tapped lightly by hand.
2.
 - 2.1 Lamp inoperative or operates in other than dipped mode.
 - 2.2 Lamps operate incorrectly.
 - 2.3 Lamps operate incorrectly.
 - 2.4 Lamps operate incorrectly.

F6

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

Check that:-

- 2.5 a) any lamp fitted illuminates
 - b) any pair of lamps fitted are matched and emit light of equal intensity and colour.
 - c) Any lamp fitted is not aimed so as to dazzle other road users.
- 2.6 Check any lamp lens or body for:-
- a) condition
 - b) security, and
 - c) Approval Markings
- 2.7 Check that the lamps do not flicker when tapped lightly by hand.
- 2.8 Check any lens cover for advertising logo

- 2.5 a) A lamp fails to illuminate
 - b) Lamps are not a matched pair or fail to emit light of equal intensity or colour.
 - c) A lamp is so aimed to dazzle other road users.
- 2.6 a) Lamp lens cracked or broken or lamp body damaged or deteriorated.
- b) Lamp lens or body insecure
 - c) Lamp or lens not Approval Marked (see Note 4)
- 2.7 A lamp flickers when tapped lightly by hand.
- 2.8 See Note 5

NOTE 1 Where a pair of reversing lamps are fitted they must be matching and symmetrically mounted in an approved position. The position for mounting depends on the shape and type of lamp. When fitted, either singly or a pair, to vehicles first used after 1 April 1986 the lamps must be Approved Marked. Reversing lamps fitted to vehicles first used before 1 April 1986 do not require an Approval Mark but a lamp must not exceed 24 watts.

NOTE 2 Not more than two reversing lamps may be fitted.

NOTE 3 Only approved fog and long range driving lamps may be fitted.

NOTE 4 Additional front lamps fitted to vehicles first used on or after 1 April 1986 must bear an Approval Mark.

NOTE 5 Lens cover are normally approved with the lamps and are generally plain in colour.

GENERAL NOTE

The wiring to all lamps, whether obligatory or additional, must be correctly routed, securely clipped and adequately fused. Grommets must be used where wiring passes through panels and all wiring must be properly insulated.

Manual of Inspection Standards

G

SECTION G – DRIVER'S COMPARTMENT

G1

DRIVER'S SEAT BELT

METHOD OF INSPECTION

REASONS FOR REJECTION

- 1.1 Check that the driving seat is provided with an approved type seat belt which is Approval Marked.
- 1.2 Pull the seat belt webbing against its anchorages and check they are properly and securely fixed to the vehicle structure.
- 1.3 As far as is practicable without dismantling, check the condition of the vehicle structure in the vicinity of the seat belt anchorage points. The condition of floor mounted anchorage points may best be inspected from underneath the vehicle.
- 1.4 Pull the seat belt fully from the retracting unit and examine the webbing for signs of deterioration.
- 1.5 With the seat belt webbing fully exposed, check that it winds back automatically into the retracting unit upon release.
- 1.6 Check that the seat belt buckle mechanism cannot be pulled apart when fastened and the release mechanism operates correctly.
- 1.7 Examine the buckle flexible stalk for deterioration.
- 1.8 Grasp the webbing and snatch away from the reel to check that the automatic reel locking mechanism is functioning correctly.

- 1.1 Unapproved seat belt installed or seat belt missing.
- 1.2 Any seat belt anchorage that is incorrectly or insecurely fixed to the vehicle structure.
- 1.3 Excessive corrosion, serious distortion or a fracture in any load bearing member of the vehicle structure or panelling within 30cm (12") of a seat belt anchorage.
- 1.4 Seat belt webbing is cut, frayed or deteriorated.
- 1.5 The retracting unit mechanism fails to operate or the belt fails to return freely.
- 1.6 The buckle locking and release mechanism does not operate correctly.
- 1.7 Flexible stalk deteriorated.
- 1.8 Automatic reel locking mechanism fails to lock or release correctly.

NOTE : With certain inertia reel type belts it may be necessary to wear the belt, drive the vehicle slowly forward and then apply the brakes sharply to check operation of the locking mechanism.

METHOD OF INSPECTION**REASONS FOR REJECTION**

Check:-

- 1.1 security and condition of driver's seat floor panel (see D2).
- 1.2 that an approved seat is installed (see Note 1).
- 1.3 security and condition of seat runners and operation and condition of adjustment and locking mechanism.
- 1.4 operation of seat height adjustment mechanism.
- 1.5 condition of seat frame and springs.
- 1.6 condition of upholstery (See Notes 2 and 3).

- 1.1 Seat floor panel insecure, bolts missing, panel corroded or cracked.
- 1.2 Unapproved seat installed.
- 1.3 Seat runner is loose on floor panel or seat frame; any part of the adjustment or locking mechanism is seized, worn, broken or missing.
- 1.4 Any part of the height adjustment mechanism seized, worn, broken or missing.
- 1.5 Seat frame fractured, strained, buckled or damaged or springs weak, broken or missing.
- 1.6 Cushion or backrest upholstery collapsed, holed, split or temporarily repaired. Material dirty, stained or unapproved.

NOTE 1: An alternative seat must conform to National Type Approval requirements before being presented for Council approval.

NOTE 2: The material used to re-upholster, repair or pad the seat must meet the requirements of BS 5852 part 1 (1979) in respect of fire retardancy. In addition the seat covering must satisfy the requirements of the Martindale test in respect of wear.

DRIVER'S CONTROLS

NOTE : Constant design improvements made to controls, instrumentation, switches, warning and “tell tale” lamps are too numerous to list individually. The general principle to be followed, irrespective of the age of the vehicle is that any item installed within the driver’s cabin as manufacturers original equipment or as an approved accessory must be maintained in good working order.

METHOD OF INSPECTION

1. Check steering wheel (see B3).
2. Check footbrake pedal (See A6).
3. Clutch pedal :
 - 3.1 check the anti-slip provisions on the pedal pad and where applicable, the security of the pad to the stalk and the stalk to the operating arm.
 - 3.2 move the pedal from side to side and examine the condition of the pedal bearing.
 - 3.3 depress the pedal fully to check for fouling on parts of the vehicle paying particular attention to brake and fuel lines and their retaining clips.
4. Gear lever:
 - 4.1 manual – when placed in each gear in turn check the lever does not foul any part of, or equipment installed in, the vehicle.
 - 4.2 automatic – when placed in each indicated drive position with the handbrake fully applied, check the effectiveness of the inhibitor switch by attempting to start the engine.
 - 4.3 manual and automatic – check the reverse gear stop is effective.
 - 4.4 manual – check the security of the gear level pivot.

REASONS FOR REJECTION

1. (See B3).
2. (See A6).
- 3.1 Anti-slip provision on the clutch pedal pad is missing, worn smooth or loose; pedal pad loose on stalk or stalk loose on operating arm.
- 3.2 Excessive side movement of the pedal at right angles to its normal movement indicating a worn pivot. (If this is suspected and cannot be checked from the driver’s cabin it must be inspected from underneath the vehicle or in the engine compartment).
- 3.3 The pedal, stalk or operating arm fouls parts of the vehicle to such an extent that the free movement of the pedal is obstructed or the operating arm fouls any pipeline or retaining clip (See 3.2 above).
- 4.1 The lever fouls any part of, or equipment installed in, the vehicle.
- 4.2 Inhibitor switch ineffective as the engine can be started with forward or reverse gear selected; switch defective as the engine cannot be started when neutral or parked is selected.
- 4.3 The lever over-rides the reverse stop.
- 4.4 Pivot retaining device worn or insecure.

METHOD OF INSPECTION

REASONS FOR REJECTION

- 4.5 automatic – check the security of selector lever mechanism assembly.
- 4.6 Check an approved type knob is fitted.
- 5. Throttle pedal.
- 5.1 Check action of throttle pedal control through full range of travel for smooth and free operation in both directions.
- 5.2 Move the pedal from side to side to check condition of pedal pivot and security of mounting.
- 6. Check handbrake lever (see A6).
- 7. Direction indicator control (see also F5).
- 7.1 Check to ensure that the self cancelling mechanism operates when returning from left and right turns.
- 7.2 Check the switch assembly for operation, wear and security, and
- 7.3 where applicable, the operation of headlamp flash control.
- 8. Switches, warning and “tell tale” lamps.
- 8.1 Operate each switch and check for security, damage, positive operation, correct function and where appropriate, the illumination of respective warning or “tell tale” lamp.
- 8.2 Check operation of steering lock, and
- 8.3 Engine stop control.

- 4.5 Selector level mechanism assembly worn or insecure.
- 4.6 Knob missing or unapproved knob fitted.
- 5.1 Pedal action stiff, fails to operate freely when opened or closed or fails to open or return fully.
- 5.2 Pedal pivot worn or mounting insecure.
- 6. (See A6).
- 7.1 Self cancelling mechanism fails to operate when returning from either one or both turns.
- 7.2 Switch fails to hold in direction indicated; switch or mechanism insecure; control arm so worn or loose in switch body it could fail in service.
- 7.3 Headlamp flash control inoperative.
- 8.1 Any switch, warning or “tell tale” lamp inoperative, insecure, damaged, broken, not positive in operation or operates a component other than that indicated by logo. Floor mounted dip switch insecure.
- 8.2 Steering lock inoperative.
- 8.3 Engine stop control ineffective and, where applicable, fails to lock when ignition key is removed.

G3

CONTINUED

METHOD OF INSPECTION

- 8.4 With obligatory lamps on, check that the speedometer and other instruments are illuminated, where applicable.
- 8.5 Check brake fluid level indicator (See A5.7).
- 8.6 Brake servo warning indicator (See A6.9).
9. Gauges.
Check operation of fuel, temperature, oil pressure, charge rate gauges, as applicable, and speedometer.
- NOTE:** These items may be checked on road test.
10. Heating, demisting and ventilation.
- 10.1 Check the effective operation of all demister/heater/and ventilation controls, as appropriate.
- 10.2 Check independent switch for passenger heater blower.
11. Alarm systems.
Where an approved alarm system is installed check that it functions correctly.
- NOTE:** Details of approved alarm systems for London taxicabs may be obtained from the Public Carriage Office.
12. Cabin lamp.
Check operation and condition of cabin lamp.
- NOTE:** Approval may be given to reposition the lamp or fit an additional lamp on application to the Council.

REASONS FOR REJECTION

- 8.4 Speedometer or instruments fail to illuminate where applicable, gear selector indicator panel dirty, broken, missing or fails to illuminate.
- 8.5 (See A5.7).
- 8.6 (See A6.9).
9. Any gauge that is defective, insecure or broken. Speedometer inoperative, needle wavers or is obviously recorded incorrectly. Unapproved gauge or speedometer fitted.
- 10.1 Controls inoperative, maladjusted, broken or insecure; blower motor inoperative or ineffective; a vent ineffective or insufficient air flow directed to the front compartment. Side mounted facia ventilators ineffective, inoperative or broken. Fresh air vent hinge seized, broken or operating lever missing, where applicable.
- 10.2 Independent blower switch inoperative.
11. Unapproved alarm system installed.
12. Cabin lamp inoperative, broken or missing.

G4

FIRE EXTINGUISHER

METHOD OF INSPECTION

REASONS FOR REJECTION

- 1.1 Check that a fully charged, approved type fire extinguisher is installed. (See Note).
- 1.2 Check the condition of the holder and that it is mounted in the approved position, retains the fire extinguisher securely and the retaining clip releases easily.

- 1.1 Unapproved fire extinguisher installed; extinguisher installed; extinguisher not fully charged or missing.
- 1.2 Fire extinguisher holder mounted in an unapproved position, insecure, damaged; retaining device ineffective or difficult to release.

NOTE: Approved type extinguishers, in addition to complying to the requirements of BS 5423: 1987 must also meet Council requirements in respect of capacity, design and operation of the discharge control.

G5

WINDSCREEN AND INTERIOR MIRROR

METHOD OF INSPECTION

REASONS FOR REJECTION

1. Check windscreen.
 - 1.1 is an approved type and carries an Approval Mark (See Note).
 - 1.2 glass is fitted correctly with the safety zone to the driver's side.
 - 1.3 is of clear glass free from scratches, scores or cracks.
 - 1.4 Check condition of glazing rubber and interior surround for evidence of water leaks.

NOTE: Laminated replacement windscreens must be fitted to Metrocab and L.T.I. Fairway vehicles. Toughened glass installed on earlier models may be replaced with Approved Marked laminated glass.

- 1.1 Unapproved type windscreen fitted; glass not Approval Marked.
- 1.2 Windscreen glass reversed.
- 1.3 Windscreen glass so scratched, scored or cracked that it could impair the driver's vision under adverse light or weather conditions, or it could fail in service. Tinted glass installed or self adhesive tinting material affixed to any part of the glass.
- 1.4 Glazing rubber split or perished to cause windscreen to leak.

G5

CONTINUED

METHOD OF INSPECTION

2. Check interior mirror.
- 2.1 is an approved type and carries an Approval Mark (See Note).
- 2.2 Stalk is secure on mounting and the adjustment pivot holds the mirror securely.

REASONS FOR REJECTION

- 2.1 Unapproved mirror fitted or mirror missing.
- 2.2 Stalk insecure on mounting; mirror fails to remain in set position under normal driving conditions.

NOTE: Suction type mirrors or larger clip-on mirrors are not approved.
One interior mirror only is permitted.

G6

WINDSCREEN WASHERS AND WIPERS

METHOD OF INSPECTION

1. Operate the windscreen washer control and check that an adequate supply of liquid is emitted from both jets.
2. Check the jets are correctly set to direct liquid on the area of the windscreen swept by the blades.
3. With liquid on the windscreen operate the wipers and check they both clear an adequate area of the windscreen.
4. Check the wiper arms and blades for condition and correct fitment.

REASONS FOR REJECTION

1. Windscreen washer control missing; fails to operate or provide sufficient liquid to clean windscreen.
2. Windscreen washer jet missing, ineffective or incorrectly set.
3. Wipers inoperative or fail to sweep an adequate area of the windscreen; arms incorrectly set on spindles; a wiper blade deteriorated to such an extent that it fails to clear the windscreen.
4. Blade attachment to arm connection worn; blade assembly worn or rubber split to such an extent it could score the glass in service; wiper arm spring weak or hinge pin worn; attachment splines loose or worn; arms incorrectly fitted (See Note); unapproved arms or blades fitted.

NOTE: L.T.I. FX4 cabs have handed wiper arms.

G7

RADIO AND MOBILE DATA EQUIPMENT

METHOD OF INSPECTION

1. Check that any approved personal radio, radio/cassette player, two way radio, mobile data terminal or aerial is securely installed in the manner approved.

REASONS FOR REJECTION

- 1.1 Unapproved personal radio, radio/cassette player, two-way radio or data terminal installed.
- 1.2 Approved equipment or its associated parts which are insecure or installed in an approved manner. (See Notes).

NOTES: Portable radio equipment or any radio/cassette player using one or a pair of headphones is not permitted. Only electrically operated aerials may be installed in the front wings or boot surround panel.

Equipment must be maintained in good working order. Items which have fallen into disrepair or disuse must be removed. (see Section H).

G8

VEHICLE EXCISE LICENCE AND INSURANCE

METHOD OF INSPECTION

1. Check that a current Vehicle Excise Licence is displayed in a protective holder in the nearside lower corner of the windscreen.
2. Check that the insurance certificate is valid and correctly displayed in a holder mounted in the approved position.

REASONS FOR REJECTION

1. Licence not current, bears incorrect details, is defaced, illegible or missing. Licence incorrectly affixed to the windscreen. (See also Note 1).
- 2.1 Valid insurance certificate not displayed. (See Note 2).
- 2.2 Insurance certificate holder missing or mounted in an unapproved position; insecure or with transparent cover missing, broken or of unsuitable material.

NOTE 1: A Vehicle Excise Licence may, for security, be contained in a separate holder affixed to the nearside lower part of the windscreen surround panel.

NOTE 2: An insurance cover note not within the holder but correctly endorsed will be accepted.

G9

DRIVER'S AND LUGGAGE COMPARTMENT TRIM

METHOD OF INSPECTION

REASONS FOR REJECTION

1. Check condition of headlining.
2. Where applicable, check condition and operation of approved sun roof panel.
3. Check condition of sun visor.
4. Check condition of approved floor coverings and floor panels in the driver's and luggage compartment.
5. Where applicable, check taximeter drive sealing aperture cover.
6. Where applicable, check the condition and security of:-
 - 6.1 driver's / luggage partition panel.
 - 6.2 centre console.
 - 6.3 approved arm rest, map or tidy box.
 - 6.4 luggage retaining strap, and nearside door pull cord.
 - 6.5 trim beneath dash panel.

1. Headlining dirty, stained, torn, sagging, detached at edge or poorly repaired. (See Note). Unapproved headlining material used or headlining painted.
2. Sun roof panel cracked or broken, panel fails to close fully or can be easily removed. Sliding panel fails to hold on the catch when in open position. Unapproved sun roof panel fitted.
3. Sun visor missing, insecure, damaged or fails to remain in position set. Unapproved visor fitted.
- 4.1 A floor covering holed, unsuitably painted or of an unapproved material.
- 4.2 Any accumulation of water or dirt beneath floor coverings. Floor panels rusted.
5. Taximeter drive sealing aperture cover is insecure, missing or cannot be readily removed for seal inspection.
- 6.1 Partition panel is insecure or split.
- 6.2 Console insecure, split or taximeter sealing aperture cover (where applicable) missing or cannot be readily removed for seal inspection.
- 6.3 Unapproved arm rest, map or tidy box installed, or an approved item which is insecure, broken or deteriorated. Arm rest split to expose padding.
- 6.4 Luggage retaining strap or door pull cord detached, missing or of an unapproved type.
- 6.5 Trim materials is split, torn, insecure or likely to interfere with the driver's control pedals, Material encroaches into the luggage area.

NOTE: Repairs to headlinings must be neatly stitched. Patches are not permitted.

Manual of Inspection Standards

H

SECTION H – BODY / PAINTWORK

H1

BODYWORK CONDITION

METHOD OF INSPECTION

REASONS FOR REJECTION

1. Examine main body shell and all body panels (see Note 1) for corrosion, cracks, distortion, damage, security, correct fitment and alignment (see Note 2).
2. Check, where applicable, condition and security of body mouldings (see Note 4).
3. Check, where applicable :-
 - 3.1 condition and security of mudflaps and;
 - 3.2 splash guards.

NOTE 1. Body panels include all wings, doors, door reveals, bonnet, boot lid, rear quarter light window frames, wheel arches, outer sills, roof panel and 'Taxi' sign canopy.

- NOTE 2. Gaps between
- (a) fixed and all hinged panels should be parallel to within 1mm.
 - (b) leading edge of front door and wing edge must not exceed 9mm.
 - (c) trailing edge of rear door and wing edge must not exceed 8mm.
 - (d) boot lid and all adjacent panels must not exceed 7mm and the gap difference between left and right hand sides must not exceed 3mm.
 - (e) bonnet, wing edges and bulkhead must not exceed 10mm and the gap difference between left and right hand sides must not exceed 3mm.

- 1.1 Door hinge pillar, centre pillar, entrance step or body panel corroded, cracked, distorted, damaged, insecure, incorrectly fitted or misaligned (see Note 3).
- 1.2 Unapproved panel fitted.
2. A moulding damaged, misaligned, insecure, missing or of an unapproved type.
 - 3.1 Mud flaps not a matched pair, torn, missing, insecure or of an unapproved type. Reflectors affixed.
 - 3.2 Splash guard missing, corroded or insecure.

H1

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

NOTE 3. All repairs must be soundly executed using the correct materials and procedures for the job being undertaken. The finished repair must not detract from the overall appearance of the vehicle.

Where an aerial or an additional lamp has been permanently removed the mounting hole must be suitably sealed from the elements.

NOTE 4. Where a door advertisement is displayed the moulding and/or clips must be removed. The moulding must not be refitted over an advertisement.

H2

METHOD OF INSPECTION

PAINTWORK CONDITION

REASONS FOR REJECTION

1. Examine the body paintwork for cleanliness, finish and lustre.
2. Where applicable, examine approved vinyl roof covering for cleanliness, condition and security.

- 1.1 Exterior of vehicle so dirty that the overall finish of the paintwork cannot be assessed.
- 1.2 Paintwork so deteriorated, damaged, rust blistered or stone chipped, that it detracts from the overall appearance of the vehicle.
- 1.3 Renovations to paintwork which produce runs, flat or uneven finish or of non matching colour, i.e. not compatible with adjacent panels. Repairs incomplete in primer or undercoat.
- 1.4 Vehicle resprayed in unapproved colour or colours (see Notes 1 and 2).
- 1.5 Overspray on glass or other fittings.
- 2.1 Vinyl roof covering dirty, stained, discoloured, painted (other than with vinyl refurbishment product), torn or becoming detached.
- 2.2 Roof covered in unapproved material.
- 2.3 Finisher moulding insecure, incorrectly fitted or missing.

H2

CONTINUED

METHOD OF INSPECTION

3. Where applicable, check condition of coachlines and fleet operators logo.

NOTE 1. New make cabs, approved from January 1985, which are resprayed must be finished in manufacturer's approved colour.

NOTE 2. Where there has been a change of colour the interior parts must match. The DVLA must be notified of the colour change.

NOTE 3. Permanently painted coachlines are preferred but there is no objection to good quality self adhesive coachlines being affixed. They must only be painted or affixed to the sides of the cab and not exceed two in number. A single coachline must not exceed 10mm in width, where two lines are painted or affixed their total width must not exceed 16mm excluding the gap between.

NOTE 4. Fleet operators wishing to display a company logo on the rear doors and boot lid should first seek Council approval.

REASONS FOR REJECTION

- 3.1 Coachline(s) incomplete, not matching both sides of vehicle, becoming detached or affixed other than in the approved manner (see Note 3).
- 3.2 Unapproved fleet operators logo affixed (see Note 4).

H3

METHOD OF INSPECTION

DOOR LOCKS, HINGES, HANDLES & TRIM PANELS

REASONS FOR REJECTION

1. With each door in open position :
 - 1.1 Examine the door hinges and check strap for condition and security.

- 1.1 Door hinge or hinges worn, partially seized, sprung, insecure or any fixing screw missing. Check strap is worn, ineffective, insecure, missing or manufactured in an unapproved material.

H3

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

- 1.2 Check that the doors open within prescribed limits.
- 1.3 Examine the interior door lock and pull handles or cord, as applicable, for condition and security.
- 1.4 Examine the door locking mechanism (excluding ADLS) and striker plate for condition and security.
- 1.5 Check the operation of carriage door warning/courtesy lamps and, where applicable, warning buzzers. Check where applicable, the operation of front door courtesy lamps.
- 1.6 Examine the condition and security of interior door trim panels.
- 1.7 Examine the condition and security of door frame and door panel draught excluders.
2. With each door in the closed position check :-
 - 2.1 the outer handle for security and condition and the push release button for operation.
 - 2.2 the main catch holds the door securely. With pressure applied to the door partially operate the push button to ensure, as the door opens, it is held by the safety or secondary catch.

- 1.2
 - (a) a rear door which fails to open to a minimum of 21 inches or fouls the leading edge of the rear wing;
 - (b) a nearside rear door of an approved wheelchair facility conversion which fails to open to a minimum angle of 90 degrees;
 - (c) either rear door of a new make cab, approved from January 1985, which fails to open to a minimum angle of 90 degrees;
 - (d) a front door check strap that permits the door to foul the trailing edge of the front wing;
 - (e) a defect in an approved device fitted to a wheelchair facility conversion that is used to retain the door in the open position or an approved open door retainer fitted.
- 1.3 Interior door lock handle, door pull handle or cord missing, insecure, unapproved type. Door handle is sharp or rough to the touch; an escutcheon or fixing screw is missing. Handle guard missing, broken, insecure or warning decal missing.
- 1.4 Door lock mechanism, remote control mechanism and/or striker plate worn or insecure. Lack of or excessive lubrication. Any fixing screw, guide or buffer stop missing.
- 1.5 Any warning/courtesy lamp or buzzer inoperative including driver's 'tell-tale' lamps.
- 1.6 Door trim panel is split, crudely repaired, dirty, stained or discoloured, insecure or retaining clips missing or secured in an unapproved manner. (See Note 1).
- 1.7 Draught excluder missing, insecure, too short, perished or unapproved type.
- 2.1 Outer handle insecure, sharp or rough to the touch, release button loose, stiff or fails to release locking mechanism, key aperture presents a sharp projection.
- 2.2 Door loose or fails to hold on main catch through wear or maladjustment, fails to hold on safety or secondary catch.

H3

CONTINUED

METHOD OF INSPECTION

- 2.3 the door opens and closes correctly.
- 2.4 where applicable, the operation of approved central door locking system.

REASONS FOR REJECTION

- 2.3 Door drops when opened, hinges sprung or defective (see 1.1) door misaligned with striker plate.
- 2.4 Central door locking system inoperative or defective, unapproved central locking system installed. (See Notes 2 and 3).

- NOTE 1. Any repairs to ABS plastic trim panels must be executed on the reverse side.
- NOTE 2. Mortice type locks may be fitted to the front doors. Under no circumstances may they be fitted to the passenger compartment doors.
- NOTE 3. Owners intending to install a central door locking system must consult Council before incurring expense.

H4

METHOD OF INSPECTION

BOOT LID AND COMPARTMENT

REASONS FOR REJECTION

- 1. Boot lid, check :-
 - 1.1 the adjustment of the catch;
 - 1.2 the fitment of an approved lockable handle;
 - 1.3 the condition of support straps;
 - 1.4 the condition of the hinges;
 - 1.5 there is provision to mount the licence plate in the approved position.

NOTE: Mortice type locks may be fitted to the boot lid. (See also Section H1).

- 1.1 Boot lid locking mechanism or striker plate loose, worn, maladjusted or difficult to operate.
- 1.2 Unapproved handle fitted; security lock defective; handle missing.
- 1.3 Support strap(s) missing, broken, frayed, unequal length or of an unapproved type.
- 1.4 Hinge(s) worn, sprung, partially seized or insecure.
- 1.5 Inadequate provision made for the mounting of the licence plate.

H4

CONTINUED

METHOD OF INSPECTION

2. Boot compartment check :-
 - 2.1 the condition and security of weatherstrip;
 - 2.2 the security of spare wheel, tools and wheelchair ramps as applicable;
 - 2.3 the condition of the boot floor;
 - 2.4 for any materials presenting a fire or fume hazard.
 - 2.5 the condition of fuel tank filler;
 - 2.6 the condition and security of electrical wiring and, where applicable, radio or telephone equipment.

NOTE: Radio or telephone equipment must not be installed in the boot of a cab propelled by petrol or L.P.G.

REASONS FOR REJECTION

- 2.1 Weatherstrip is missing, perished, split or of insufficient length. Evidence of water leaking into boot compartment.
- 2.2 Spare wheel, tools or wheelchair ramps insecure. Spare wheel mounting broken.
- 2.3 Boot floor cracked or corroded. Blanking plates or grommets missing.
- 2.4 Materials or containers presenting a fire or fume hazard.
- 2.5 See Section D8.
- 2.6 Wiring not secured, adequately insulated or so positioned it could be damaged by chafing. Any radio or telephone equipment insecure or installed in an unapproved manner. Unapproved equipment installed.

H5

METHOD OF INSPECTION

1. Check all windows :-
 - 1.1 are of clear glass carrying an Approval Mark;
 - 1.2 are well cleaned and free from chips, scratches, scores or cracks;
 - 1.3 for correct security etching, where applicable. Marking must be legible on all windows, in an approved position and must not impair the strength of the glass.

WINDOW GLASS

REASONS FOR REJECTION

- 1.1 Unapproved glass fitted. Tinted glass installed (see Note 1) or self adhesive tinting material affixed to any part of the glass.
- 1.2 Glass so dirty or stained, over sprayed, scratched, scored or cracked that it could impair the driver's or passengers vision under adverse light or weather conditions. Glass chipped to present a sharp edge.
- 1.3 Etched index mark incorrect or illegible, marked in other than an approved position or depth of etching impairs the strength of the glass. (See Note 2).

METHOD OF INSPECTION

2. Check glazing rubber of fixed windows for condition, security of glass and evidence of water leaks.
3. Where applicable, check :-
 - 3.1 condition and fitment of opening quarter light windows;
 - 3.2 operation and condition of hinges and catches;
4. Check all opening windows for :-
 - 4.1 operation;
 - 4.2 condition and security of window channels;
 - 4.3 operation of window locks where applicable;
 - 4.4 condition and security of window control lift or push/pull handles or knobs and warning decals as applicable;
 - 4.5 condition and fitment of inner and outer window aperture finishers, where applicable.
5. Check interior partition windows for :-
 - 5.1 security and operation of opening section;
 - 5.2 condition and security of sliding window stop and control.
6. Check that any notice, sticker or decal affixed to the glass has been approved.

NOTE 1. The transfer of the tinted rear window from early FX4's to later models is not approved as the glass does not meet the clear glass Approval Mark requirements.

REASONS FOR REJECTION

2. Glass/glazing rubber insecure within frame, glazing rubber split, perished or not watertight.
- 3.1 Quarter light window frame damaged, misaligned in main aperture or fails to close correctly.
- 3.2 Hinges and/or catches seized or broken; catches fail to hold or lock.
- 4.1 Window difficult to operate, fails to close or open fully (see Note 3). Electrically operated window operates incorrectly or an unapproved electrically operated window installed.
- 4.2 Window channels insecure, worn, dropped or missing.
- 4.3 Window lock missing, insecure, fails to hold or difficult to operate.
- 4.4 Window control missing, insecure or presents a sharp edge. Warning decal missing or defaced.
- 4.5 Window aperture finisher missing, damaged or insecure. Joint clip missing to expose finisher ends to present sharp projection.
- 5.1 Upper or lower glazing channels insecure or window assembly insecure in main frame. Sliding section loose in channels or stiff in operation. Unapproved partition window installed.
- 5.2 As applicable, sliding stop missing or too short permitting window to open in excess of 11.5cms. Rubber buffer and/or wooden stop split or missing. Driver or passenger window control damaged, missing or reverse fitted.
6. Unapproved advertisement, notice, sticker or decal affixed. (See Note 4).

H5

CONTINUED

- NOTE 2. Owners wishing to security mark windows must consult Council before incurring expense
- NOTE 3. The rear door windows of the FX4 'Fairway' are provided with a stop which prevents them from opening fully.
- NOTE 4. Approved stickers may only be affixed to the lower section of the offside bulkhead window on the driver's side of the glass. Tariff change labels must be affixed as directed. Advertisements or stickers promoting fund raising, advertising services or products are not permitted.
- 'Thank you for not smoking' signs must be an approved type and must not be affixed to the bulkhead window glass.

H6

ADVERTISEMENTS AND CORPORATE IDENTITY LIVERY

METHOD OF INSPECTION	REASONS FOR REJECTION
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1. Check exterior door, interior bulkhead and tip seat base advertisements, as applicable, for condition and security.
2. Corporate door vinyls and internal stickers must be displayed correctly.
3. Vehicle Council licence plate(s) must be displayed correctly (unless vehicle exempted from displaying exemption certificate must be presented).

NOTE : All advertisements must be approved by the Council and must be affixed only in approved positions.

- 1.1 An exterior door advertisement torn, blistered, mis-aligned, becoming detached or affixed over defective bodywork.
- 1.2 Any advertisement defaced, damaged, insecure or unapproved. (See Note).
- 1.3 Internal stickers/door vinyls are not displayed correctly or are in unsatisfactory condition.
- 1.4 The Council's licence plate(s) are not correctly displayed or are obstructing the vehicle registration index number plates

H7

METHOD OF INSPECTION

BADGES AND MOTIFS

REASONS FOR REJECTION

1. Check vehicle for condition of badges, motifs and decals as applicable.

NOTE 1. Only one approved badge may be fitted in addition to the vehicle manufacturer's badge or motif. It must be fitted to the front grille and may either be the badge of a motoring organisation offering a 24 hour breakdown or recovery service or the badge of the Owner Drivers Association.

NOTE 2. Only vehicles manufacturers' motifs or decals or those approved by the Council (e.g. Perkins, FX4Q) are permitted. Motifs for early model cabs, where no longer obtainable, may be omitted providing their **absence** does not detract from the overall appearance of the vehicle.

- 1.1 Unapproved badge, motif or decal affixed. More than one front grille badge fitted. (See Note 1).
- 1.2 Badge, motif or decal damaged, broken. Missing or fitted in an unapproved position. (See Note 2).

H8

METHOD OF INSPECTION

BUMPERS AND OVER-RIDERS

REASONS FOR REJECTION

1. Examine front and rear bumper bars, over-riders, mounting brackets and valances, as applicable, for condition, security and alignment.

- 1.1 Mounting bracket/s insecure on chassis; bumper bar insecure on mounting brackets; over-rider/s insecure on bumper bar.
- 1.2 Bumper bars and/or over-riders not a matched pair. (See Note 1 overleaf).
- 1.3 Bumper bar or over-rider missing, damaged or presents a sharp edge. Bolt head incorrectly located to present a projection or incorrect type bolts fitted. End capping missing or insecure.

H8

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

NOTE 1. Only approved bumper bars and over-riders may be fitted. FX4 cabs with chrome bumper bars may fit, as an alternative, the later type black bumper bars and over-riders. Those fitted with black bumper bars and over-riders may retro-fit the chrome bumper bars. In either instance both bumper bars must be changed together with their mounting brackets and front valance.

NOTE 2. Reflective tape or other embellishment must not be affixed to bumper bars or over-riders. (See Section F3).

- 1.4 Chrome peeling, rusted or deteriorated. Black finish deteriorated to detract from overall appearance of vehicle.
- 1.5 Bumper bar misaligned or end fouls body panel or wing. Rear mounting brackets foul underside of body.
- 1.6 Front valance damaged, rusted or insecure. Valance mounting brackets insecure, fractured or missing.

H9

METHOD OF INSPECTION

INDEX PLATES

REASONS FOR REJECTION

1. Check both index plates :-
 - 1.1 display the number shown on the Vehicle Registration Document;
 - 1.2 are of an approved type, are marked BS AU 145a and the white and yellow reflective plates are correctly fitted to the front and rear of the vehicle respectively.
 - 1.3 for condition, security and fitment.

- 1.1 Incorrect index plate(s) fitted.
- 1.2 Unapproved type index plate(s) fitted. Incorrect reflective colour plate(s) fitted.
- 1.3 Index plate insecure, damaged or dirty. Reflective surface crazed or discoloured. Digits missing, broken or loose. Mounting screw heads not compatible with colour of plate. (See Notes overleaf).

H9

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

NOTES : Index plate mounting screws or caps must match the colour of the plate. The use of black headed screws to join or alter digits on personalised index plates is not permitted. Digits must conform to Road Vehicles (Registration and Licensing) Regulations 1971.

Personalised index plates will only be accepted where the Vehicle Registration Document has been amended by the D.V.L.A.

Owners changing an index number must produce the Cab Licence and the amended Vehicle Registration Document immediately for Council records to be amended.

H10

METHOD OF INSPECTION

EXTERNAL MIRRORS

REASONS FOR REJECTION

1. Check all external mirrors for condition, security and Approval Mark. (See Note).

NOTE : Approval has been given to fit certain additional and blind spot mirrors. Owners must consult Council for details before incurring expense.

- 1.1 Mirror cracked, broken or reflective surface deteriorated. Casing deteriorated, mirror missing or mounted in an unapproved position.
- 1.2 Mirror insecure on its mounting or fails to remain in set position. Manual adjustment seized or broken. Electrical adjustment inoperative.
- 1.3 Unapproved mirror or unapproved blind spot mirror fitted. (See Note).
- 1.4 Mirror arm reinforcing plate inadequate or not fitted. (Applies to Metrocab only – see Note).

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SECTION I – CARRIAGE COMPARTMENT

I.1

PASSENGER SEAT BELTS

METHOD OF INSPECTION

1. Cabs manufactured from 1st April, 1987, must be fitted with seat belts for forward facing passengers. (See Notes 1, 2 and 3).
- 1.1 Check, where applicable, that the seatbelts are fitted and are Approval Marked and approved for use in licensed cabs.
- 1.2 Pull each seat belt's webbing against its anchorages and check they are properly and securely fixed to the vehicle structure.
- 1.3 As far as is practicable without dismantling, check the condition of the vehicle structure in the vicinity of the seat belt anchorage points (See Note 4).
- 1.4 Pull each seat belt fully from the retracting unit and where applicable expose the centre lap belt. Examine the webbing for signs of deterioration.
- 1.5 With the seat belt webbing fully exposed, check that it winds back automatically into the retracting units upon release.
- 1.6 Check that each seat belt buckle mechanism cannot be pulled apart when fastened and that the release mechanism operates correctly.
- 1.7 Grasp the webbing and snatch away from the reel to check that each automatic reel locking mechanism is functioning correctly.

REASONS FOR REJECTION

- 1.1 Seat belt missing or unapproved seat belt installed.
- 1.2 Any seat belt anchorage that is incorrectly or insecurely fixed to the vehicle structure.
- 1.3 Excessive corrosion, serious distortion or a fracture in any load bearing member of the vehicle structure or panelling within 30 cm. (12") of a seat belt anchorage.
- 1.4 Seat belt webbing is cut, frayed, deteriorated or dirty.
- 1.5 The retracting unit mechanism fails to operate or the belt fails to return freely.
- 1.6 A buckle locking or release mechanism does not operate correctly.
- 1.7 Automatic reel locking mechanism fails to lock or release correctly.

NOTE 1. Cabs licensed to carry 4 persons must be fitted with 2 inertia reel type seat belts.

An additional lap type seat belt must be fitted to cabs licensed to carry 5 persons.

NOTE 2. Cabs manufactured prior to 1st April 1987, may be fitted with approved type seat belts.

NOTE 3. Where there is provision for a wheelchair passenger, either in a manufacturer's model or in approved conversion, an approved type seat belt must be fitted.

NOTE 4. The condition of the floor mounted anchorage points may best be inspected from underneath the vehicle and in the boot compartment (FX4) and by removing the rear seat cushion (Metrocab and FX4).

1.2

METHOD OF INSPECTION

1. Check condition of carriage headlining.

HEADLINING

REASONS FOR REJECTION

- 1.1 Headlining dirty, stained, torn, sagging, detached at edge or poorly repaired (See Note).
- 1.2 Unapproved headlining material used or headlining painted.

NOTE: Up to two repairs, neatly stitched and not exceeding 10 cms. (4") in length will be accepted. Patches are not permitted.

1.3

METHOD OF INSPECTION

1. Check as applicable, the security and condition of the:-
 - 1.1 door and pillar grab handles;
 - 1.2 fare table and cover;
 - 1.3 mounting for the cab licence plate;
 - 1.4 rear parcel shelf;
 - 1.5 kick panels and tread plates;
 - 1.6 floorboards and floor covering;

INTERIOR FITTINGS

REASONS FOR REJECTION

- 1.1 Grab handle missing, insecure, broken, plastic covering cut or spilt; non matching handle fitted. Escutcheon missing or incorrectly located.
- 1.2 Fare table not current, defaced, or size incompatible with cover (see Note 1). Fare table cover missing, broken, insecure or stained.
- 1.3 No provision to secure interior licence plate. 'THE NUMBER OF THIS CAB IS' notice missing, broken or insecure.
- 1.4 Shelf insecure, buckled, dirty or stained.
- 1.5 Kick panel or tread plate missing, insecure or deteriorated.
- 1.6 Floorboards insecure or incorrectly located. Unapproved floor covering fitted, floor covering not secured under entrance tread plate, bulging, holed, worn smooth or slippery. Painted or treated with other than a recognised renovation product. Floor covering sticky.

I.3

CONTINUED

INTERIOR FITTINGS

METHOD OF INSPECTION

REASONS FOR REJECTION

1.7 armrests and wheel arch trim panels;

1.8 ashtrays;

1.9 carriage lamps and switch;

1.10 carriage heater and switch;

1.11 bulkhead and tip seat adverts;

1.12 passenger telephone.

2. Check valeting of carriage interior and fittings.

1.7 Arm rest or wheel arch trim insecure, split or poorly renovated (see Note 2).

1.8 Ashtray missing, damaged, rusty or not emptied.

1.9 Lamp, lamp lens or rim missing, broken or insecure; lamp inoperative or lens dirty. Two-way switch defective; switch notice missing or defaced.

1.10 Heater inoperative, leaking, defective or noisy in operation. Grill panels missing or damaged. Two-way switch defective; switch notice missing or defaced.

1.11 Advert (s) insecure, broken, stained, defaced or unapproved (see Note 3).

1.12 Telephone installation insecure; door or hinge(s) broken or mounting box door fails to remain closed when telephone is replaced. Unit fitted in an unapproved manner or unapproved telephone installed.

2. Carriage interior and fittings dirty. Polish or renovation materials not completely removed from upholstery or trim panels. Accumulation of dirt etc under edges of carriage mat. Door reveals not cleaned or paintwork showing rust. Obnoxious odour in carriage.

NOTE 1 Current fare tables are available from Council. The small size fare tables are solely for early type FX4 cabs and must not be used with the large cover.

NOTE 2 Any repairs to ABS plastic trim panels must be executed on the reverse side.

NOTE 3 Any advertisement must be approved by the Council. Interior advertisements must be encapsulated in clear non-flammable plastic.

1.4

SEATS

METHOD OF INSPECTION

1. Check the condition of all passenger seat cushions and backrests. (See Notes 2 and 3 of Section G.2).
2. Check condition and operation of tip seats.
3. Where applicable, check plinth between tip seats for condition and security.

REASONS FOR REJECTION

1. Cushion or backrest upholstery collapsed, holed, split or temporarily repaired. Material dirty, stained, non-matching or unapproved.
1. Seat fails to rise automatically, return spring(s) weak or broken, seat fails to maintain horizontal position, when occupied. Cushion retaining screws missing, loose or heads raised to present projection. Bulkhead or cushion framework rusted, sharp or rough to the touch.
2. Plinth insecure, split, torn or covering becoming detached.

AUTOMATIC DOOR LOCKING SYSTEM (ADLS)

1.5

The functioning of the ADLS must be checked before road test (Section J). Its operation can be observed when the vehicle is driven in or out of the workshop or when raised in the wheel free position.

METHOD OF INSPECTION

1. Where applicable, (see Note 1) and prior to road test, check the operation of the ADLS.
 - 1.1 With the cab in forward motion, check that ADLS, operates not before 31 cms. (12" approx.) and not more than 46 cms. (18" approx.) distance has been travelled.
 - 1.2 When the cab is stopped, without use of the footbrake, check there is 2 seconds delay before ADLS releases, (see Note 2).
 - 1.3 With the cab stationary and held by the footbrake, check that the ADLS is effective and
 - 1.4 again with the handbrake applied and the footbrake released, check to ensure that the ADLS releases.

REASONS FOR REJECTION

- 1.1 ADLS not fitted, fails to operate, operates too early or too late.
- 1.2 ADLS releases before the delay period has expired. System fails to release or exceeds the delay period.
- 1.3 ADLS ineffective with footbrake applied or
- 1.4 fails to release when footbrake is released.

I.5

CONTINUED

AUTOMATIC DOOR LOCKING SYSTEM (ADLS)

METHOD OF INSPECTION

2. Check operation of driver's, ADLS warning lamp and, where applicable, the operation of passenger's ADLS warning lamp(s).
3. Check presence and condition of ADLS warning notices.
4. Check security of control box and condition of associated wiring and connections.

REASONS FOR REJECTION

2. Driver's ADLS failure warning lamp missing or inoperative when cab is stationary. Passenger's ADLS warning lamp missing or inoperative when cab is in motion.
3. Warning notice missing or defaced.
4. Control box insecure, wiring deteriorated or terminal (s) loose or corroded so as to cause the ADLS to fail in service.

NOTE 1. All cabs manufactured on and after 1st March 1983, are fitted with ADLS.

NOTE 2. Items 1.2. and 1.3. (MOI) are manufacturer's safety features to prevent the doors being opened from the inside when travelling in slow moving, stop/start traffic or waiting at traffic lights etc. The rear doors must, at all times, be able to be opened from the outside whether the cab is in motion or not and the system must be disabled by turning off the ignition or in the event of a wiring failure.

Manual of Inspection Standards

J

SECTION J – TAXIMETER & ROAD TEST

J.1

TAXIMETER AND ROAD TEST TAXIMETER AND ASSOCIATED FITTINGS

METHOD OF INSPECTION

REASONS FOR REJECTION

1. Examine the taximeter and check that,
 - 1.1 an approved type taximeter bearing current Council security seals is securely installed (see Notes 1 and 2).
 - 1.2 the meter is programmed with the current fare tariff, (see Note 3).
 - 1.3 the Council sealing provision is complete and secure, (see Note 4).
2. Check, with the meter set in the,
 - 2.1 appropriate test made that all the 'FARE' and 'EXTRAS' digits illuminate and are complete.
 - 2.2 'FOR HIRE' mode that the yellow 'FOR HIRE' panel of the integral or independently mounted lamp box is illuminated and the words are clearly legible.
 - 2.3 'FOR HIRE' mode that the roof sign is illuminated and the word 'TAXI' is clearly legible, (see Note 5).
 - 2.4 'HIRED' mode that the blue panel of the integral or independently mounted lamp box is illuminated, then switch off the power supply and check that the blue panel remains illuminated.
3. Examine the drive for the taximeter and as applicable check that the,
 - 3.1 transducer and/or splitter box (see Note 6) is/are sealed with the Council's security seals (see Note 7) and is securely and correctly mounted and fitted with the appropriate sealing device (see Note 4).
 - 3.2 Sealing device at the gearbox output drive is secure and undamaged.

- 1.1 Unapproved type taximeter installed, taximeter and/or its associated mounting bracket insecure; taximeter installed in an unapproved manner; Council security seals not current or loose, defaced or missing.
- 1.2 Fare tariff programme not current.
- 1.3 Sealing provision missing, incomplete, damaged, insecure; incorrect retaining screw fitted or thread stripped.
- 2.1 Meter fails to operate in test mode, digit/s incomplete or fail to illuminate.
- 2.2 Meter fails to engage in 'FOR HIRE' mode; 'FOR HIRE' panel of lamp box fails to illuminate in part or completely; lettering faded, incomplete or illegible, yellow backing faded or deteriorated.
- 2.3 Roof sign fails to illuminate; the word 'TAXI' not legible or back lighting dim.
- 2.4 Meter fails to engage in 'HIRED' mode; blue panel fails to illuminate or can be switched off with meter in the 'HIRED' mode; blue panel faded or deteriorated.
- 3.1 Transducer and/or splitter box not Council sealed, seals defaced, loose or missing. Units insecure or incorrectly mounted, Council sealing device missing, damaged or insecure.
- 3.2 Gearbox sealing claw is missing, insecure or damaged. Securing screw incorrectly located, thread bound or stripped.

J.1

CONTINUED

TAXIMETER AND ROAD TEST TAXIMETER AND ASSOCIATED FITTINGS

METHOD OF INSPECTION

REASONS FOR REJECTION

<p>3.3 flexible drive cable, electronic pulse cable and any other associated wiring is in good condition, correctly routed and supported, grommets and not fouling or chafing any other part of the vehicle.</p> <p>4. With the meter set in the 'STOPPED' mode conduct a road test over a pre-measured distance and check the meter is recording correctly within the authorised distances and tolerances (see Note 8).</p>	<p>3.3 Flexible drive or electronic pulse cable or associated wiring incorrectly routed, inadequately supported; grommets missing or defective; cable or wiring fouling any part of the vehicle. Flexible drive cable outer casing defective.</p> <p>4. Meter fails to engage in 'STOPPED' mode; fails to record any incremental increase or records an incremental increase before (fast) or after (slow) the authorised distances or tolerances.</p>
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NOTE 1. Taximeter includes the lamp box whether integral or independently mounted.

NOTE 2. Security seals bear the Council's marking.

NOTE 3. Taximeters, transducers, splitter boxes or any other device accepting Council plastic insert security seals must be fitted with the correct type mushroom headed screw and/or sealing device.

NOTE 4. With the taximeter in the 'FOR HIRE' mode the 'TAXI' roof sign may be permanently illuminated. Where the roof is controlled by an independent switch it must be illuminated during the hours of darkness.

NOTE 5. The mounting position of a transducer or splitter box will vary with the make and model of cab and taximeter.

NOTE 6. Providing the Council security seals in the transducer and/or splitter box are legible and secure they may remain in the situ irrespective of the date shown unless directed otherwise by the Licensing authority. The FX4 'Fairway' transducer, fitted as manufacturer's original equipment, is not Council sealed.

NOTE 7. Precise measurements of taximeter tolerances on rolling road test may be obtained from the Council.

J.1
CONTINUED

ROAD TEST

NOTE Whether or not the taximeter is tested prior to presentation at the Council, a road test of 1.1/2 to 2 miles should be conducted with a responsible mechanic riding in the passenger compartment. This provides an opportunity to detect any defect, which may have been overlooked or manifests itself only when the vehicle is driven. In addition to the items dealt with in this section, attention should be given when on a road test to those listed below.

- A.1 Brakes - Squeal, judder or grabbing
- B.1 Steering - Alignment of steering wheel, wandering, free play, over correction
- G.3 Indicators - Action of self cancelling mechanism, warning and ‘tell tale’ lamps and gauges – check operation as applicable
- I. Carriage Compartment - Check interior as applicable

Council examiners are authorised to drive vehicles presented for inspection if they consider it necessary.

J.2

SMOKE/FUME EMISSION

METHOD OF INSPECTION

REASONS FOR REJECTION

- 1. Road test the vehicle to check.
- 1.1 Smoke or fume emission.
- 1.2 Engine performance.

- 1.1 Engine emits excessive smoke and/or fumes when idling, moving off from rest or during a prolonged pull under load.
- 1.2 Engine performance sluggish, lacks power or unduly noisy.

J.3

TRANSMISSION

METHOD OF INSPECTION

REASONS FOR REJECTION

1. Road test the vehicle to check, as applicable.
 - 1.1 operation of clutch,
 - 1.2 manual gearbox,
 - 1.3 automatic transmission,
 - 1.4 transmission for noise, harshness or vibration.

- 1.1 Clutch slips under load; judders on take off or fails to fully disengage making gear engagement difficult.
- 1.2 Jumps out of any gear under drive or over-run; selection of any gear difficult other than through defective clutch; synchromesh ineffective.
- 1.3 Automatic transmission clonks when engaged; judders, slips or fails to change up and/or down correctly as specified by the manufacturer; kick down control ineffective.
- 1.4 Undue noise, harshness or vibration from transmission or clonk when moving off from the rest (see Note).

NOTE: Where rejection results from noisy transmission, attention should also be paid to the propeller shaft, rear axle differential, hub bearings and tyres as well as the manual gearbox or automatic transmission.

J.4

RIDE/KNOCKS & RATTLES

METHOD OF INSPECTION

REASONS FOR REJECTION

1. Road test the vehicle to check,
 - 1.1 the ride,
 - 1.2 for knocks and/or

- 1.1 Ride affected by weak or defective suspension, vibration or resonance.
- 1.2 Knocks from beneath vehicle, eg from loose or defective shock absorbers; loose, defective or collapsed body mounts; defective road springs and/or shackles and pins; misaligned exhaust system or from any other cause.

J.4

CONTINUED

METHOD OF INSPECTION

REASONS FOR REJECTION

1.3 rattles.

1.4 the door security warning lamps.

1.3 Rattles from beneath or within vehicle, eg from exhaust system; loose spare wheel or tools in boot compartment; division bulkhead; door loose in aperture or noise from within the door itself, etc (see Note).

1.4 Door warning lamp/s flicker or remain on when vehicle in motion.

NOTE: Passenger doors must fit within their apertures and not gape at the lower edge (see H.1).

J.5

SPEEDOMETER

METHOD OF INSPECTION

REASONS FOR REJECTION

1. Road test the vehicle to check operation of speedometer

1. Speedometer defective

Manual of Inspection Standards

K

SECTION K – WHEELCHAIR FACILITIES

K1

WHEELCHAIR FACILITIES

METHOD OF INSPECTION

1. Check condition and operation of wheelchair restraints.
2. Check disabled persons seat belt in accordance with Section I.1.
3. Where moveable centre partition conversion is installed, check that:
 - 3.1 the conversion has been Council approved;
 - 3.2 all pivoted sections operate freely and are free from undue wear;
 - 3.3 the pivoted section retaining locks and floor locating bolts operate freely and hold the partition secure in both normal and forward positions.

REASONS FOR REJECTION

- 1.1 Wheelchair restraint/s missing, anchorage/s insecure, webbing frayed, electrical or mechanical locking device ineffective.
2. See I.1.
- 3.1 Unapproved conversion installed.
- 3.2 Moveable sections of bulkhead do not pivot freely, rattle or are insecure.
- 3.3 Bulkhead retaining locks and/or floor locating bolts ineffective, missing or seized.

NOTE:

A small number of converted cabs offering wheelchair facilities have been approved and the general principle to be followed, irrespective of the type of conversion, is that it must be maintained in good working order.

K2

RAMPS

METHOD OF INSPECTION

1. Check that appropriate approved ramps are securely installed in the boot compartment.
2. Examine the ramps for damage, sharp edges or corners.
3. Check, as applicable, the non-slip provision and locating dowel pins.
4. Ensure that the ramps are permanently marked with the Vehicle Registration Mark.

REASONS FOR REJECTION

1. Unapproved ramps installed; retaining device missing, or ineffective. Ramps missing.
2. Ramps damaged or present a sharp edge or corner.
3. Non-slip provision worn, missing or ineffective. Locating dowel pins damaged, loose or missing.
4. Vehicle Registration Mark not permanently marked, missing, defaced, illegible or does not refer to the vehicle.