



Issue Number

3 - 2014

Issue Date

May 2014

All Authorised Examiners and Designated Councils in Classes

All Classes

The last Special Notice issued was

2 - 2014 All Classes

Is it mandatory to print this Special Notice?	Printing of this Special Notice is Not Required
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Item 1: Change of Agency Name

From the 02 April you will notice a change to the Agency name. Following the recent merger of Driving Standards Agency (DSA) and VOSA to form a single agency, the new joint agency name is the Driver and Vehicle Standards Agency (DVSA). During the transitional period you may see either agency name being displayed on correspondence, applications, test certificates, guides and manuals.

Item 2: Garages Removed from the MOT Scheme to be Made Public

DVSA will be publishing details of Vehicle Testing Stations (VTS) who have been removed from the MOT scheme following formal disciplinary action. DVSA has agreed with Ministers to make the information publically available following the announcement by Justine Greening MP in 2012, of the Government's commitment to the Garage Customer Experience.

Details will be published after the appeal period has lapsed or the appeal has been determined. Email alerts will be sent out monthly so that consumers can find out which MOT garages have been removed from the scheme.

The monthly email alerts will contain VTS name, location, reason for cessation and the cessation period.

To receive these email alerts, sign up to MOT industry news using DVSA Direct using the following link - <http://bit.ly/DVSAalerts>

Item 3: Van Best Practice Guide

DVSA has recently produced a van best practice guide and pocket guide with information on how to look after your vans and the consequences and cost of not doing so.

The guides explain how to keep your vans legal and can save operators money from lost income, fines and fixed penalties. DVSA check more than 10,000 vans each year at roadside inspections losing you and your businesses revenue while your vehicles are off the road.

More than 9 in 10 vehicles DVSA stop are dangerously overloaded while more than 6 in 10 have serious mechanical defects. Both these problems mean you and your van may not be allowed to continue your journey and can lead to an appearance in court and heavy fines.

The guides are aimed at offering you general advice to help you avoid mechanical issues and the subsequent operational, legal and financial difficulties these can cause.

If you are a Class 7 VTS DVSA will send you some copies of the van guide which you can hand out to your customers encouraging them to maintain their vehicles in the best way possible.

Although you will have hard copies to hand out we would ask that you also direct them to the following web addresses for future reference. There is also a video on YouTube which shows a walkaround check being carried out which both van operators and VTS customers will find helpful.

VOSA launches van best practice guide

- <https://www.gov.uk/government/news/vosa-launches-van-best-practice-guide>

Your van: best practice guide

- <https://www.gov.uk/government/publications/your-van-best-practice-guide>

Staying legal: the basics for van drivers

- <https://www.gov.uk/government/publications/staying-legal-the-basics-for-van-drivers>

Van driver's daily walkaround check (includes YouTube video)

- <https://www.gov.uk/government/publications/van-drivers-daily-walkaround-check>

Item 4: Moving Towards MOT Modernisation

You should already be aware of the introduction of MOT Modernisation in 2015 and that it may have an impact on your business.

This item sets out the basic requirements for MOT Modernisation and explains how we will keep you updated on what you need to do to be ready.

What is changing – key requirements

The introduction of MOT Modernisation and its new web-based MOT testing system – currently planned to be by September 2015 - will be deemed to be a mandatory upgrade as defined in the **MOT Testing Guide 6th Edition, Section B4 Premises and Equipment, Section D1 Premises and Equipment of the Requirements for Authorisation**.

The new system will replace the existing VTS device network – MOT Computerisation – as part of our work to modernise and simplify MOT processes and policies and help improve road safety and test quality.

In order to conduct MOT testing using the new system, AEs will need to have internet-connected IT equipment – such as a stand alone PC, laptop or portable device – available and online at their approved VTS premises. Non-testing MOT functions currently conducted on the VTS device will still need internet-connected IT equipment but can be done anywhere.

Any existing VTS devices will be decommissioned and removed following the upgrade to the new system.

The majority of AEs' existing computers and internet access will be compatible with the new system so they will not need to buy any new IT equipment or services.

However, responsibility for IT equipment will move from DVSA (and Atos) to AEs – with a revised emergency testing solution only available where the new web-based system has a substantial failure or widespread internet access is unavailable.

This means there will be a number of changes within the MOT Testing Guide but existing policies around when and how MOT results need to be entered (as defined in the **MOT Testing Guide 6th Edition, Section B5 Testing Responsibilities**) will remain in place.

Keeping up to date

We will be sending out regular email alerts from our Matters of Testing blog to make sure you receive the latest updates about what you need to do for MOT Modernisation. All AEs and VTS staff need to sign up for these alerts with full details on how to do so available under the following link – <http://bit.ly/MOT-alerts>

Signing up for these alerts will make sure you are updated when we publish supporting information – to help prepare you for any changes – on the GOV.UK website. This information will be made available under the following link – <http://bit.ly/MOT-mod>

Further Special Notices over the course of 2014 will bring all this information together providing the details for you and your site to successfully switch over to the new system including:

- what IT equipment and internet connection will be needed
- how existing smart cards will be replaced
- how moving over to the new system will be managed and
- where to go for further help, educational and supporting information if you are unsure of what you need to do

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

Finally, we will make sure MOT trade organisations have access to all the information needed to help you make the right decisions that work for you and your garage.

Feedback and support

Ahead of the switch over to the new system in 2015, we will also be contacting AEs and VTS staff to ask for your feedback on a variety of issues connected to the system.

This will include asking your opinion on a variety of subjects ranging from what you think of the latest system designs through to proposed changes to MOT processes and policies.

These kinds of requests will only be sent through official channels – including the mot.modernisation@vosa.gsi.gov.uk mailbox – with your individual replies treated in the strictest confidence.

However, we will be publishing the overall results of your feedback to help explain the reasoning behind the decisions we have subsequently made.

You may also receive calls from our Customer Service Centre in relation to your readiness for MOT Modernisation. This is part of our work to understand how we can support and provide you with the help you may need in order to switch over to the new system.

If you have any questions about MOT Modernisation – including the feedback and support process outlined above – please email your queries to mot.modernisation@vosa.gsi.gov.uk.



Ian Bartlett

MOT Scheme Manager

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

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