



## Re-issue of LVV Code, LVV Operating Requirements Schedule, & other Forms

The purpose of this LVV Information Sheet is to communicate to LVV Certifiers a number of changes that have been made to the Low Volume Vehicle Code (LVV Code) and the Operating Requirements Schedule (ORS), and to introduce some new Forms that have resulted from the changes to the LVV Code and the ORS.

### Low Volume Vehicle Code:

Agreement has been recently reached between LVVTA and Land Transport New Zealand to allow an LVV Certifier to delegate the function of affixing a LVV certification plate to anyone of his choosing (as opposed to being restricted to just another LVV Certifier or a TSDA) providing that the person can be relied upon to do the job reliably and correctly.

The accompanying LVV Code - Issue 6 July 1 2007 - has been amended to reflect this, via some changes to section 2.10. The principle change is to allow LVV certification plate affixing to be carried out in accordance with the LVV Operating Requirements Schedule.

Additionally, a small change has been made to 2.7 to clarify that the 'record of determination' referred to in the Land Transport Compliance Rule, in relation to LVV certification, is in fact the F001 Statement of Compliance, and not the LVV certification plate.

The LVVTA contact details at the back of the LVV Code have been amended also.

Note that all of the changes are shown in shading, with a vertical stroke in the left-hand margin, to make it easy to quickly identify what changes have been made.

### LVV Operating Requirements Schedule:

A number of changes have been made to the LVV Operating Requirements Schedule. These are:

- Inspection premises

1.1(3) now allows for an LVV certification inspection to be conducted in any (proper) premises without the need for individual approval of the premises by Land Transport New Zealand.

Ensure however that the premises requirements specified in 1.1(2) are always complied with.

- NZ Hobby Car Technical Manual requirement

2.1(1)(d) now clarifies that a copy of the NZ Hobby Car Technical Manual is not required to be held by LVV Certifiers who hold just LVV certifier categories 2A, 2B, 3A, or AC, as the Manual has no relationship with the type of LVV certification work that they do.

- Retention of forms and form-sets

2.2(2) and 3.3(2) records that all forms and form-sets that relate to LVV certification must be kept on file (by LVVTA) for the life of the vehicle.

- LVV certifier geographical location

3.3(6) reinforces the requirement in the LVV Certifiers' Deed of appointment that a LVV Certifier may not relocate to a geographical location different to that for which he has been appointed.

- Return of unaffixed LVV certification plates

4.1(3) is not a new requirement, but is an existing requirement that has been transferred from the LVV Code to the LVV Operating Requirements Schedule.

- Delegation of LVV certification plate affixing

4.1(4) sets out the criteria which must be met if a LVV Certifier chooses to delegate his responsibilities for affixing a LVV certification plate. You should read this paragraph carefully to ensure that you understand the requirements in relation to plate affixing delegation. Please remember that the originating LVV Certifier must still take responsibility for the correct affixing of the plate, even if he delegates out the function.

- Road-testing requirements

A change has been made to section 4.3 regarding road-testing requirements. There is no change to the intent of the requirements as they existed, but rather a clarification of what was originally written to take away some confusion that has resulted from a paragraph that was poorly written and a section that was unnecessarily repetitive.

- Minor amendments

A number of minor changes were made to bring the LVV Code into line with the current Land Transport New Zealand title.

Note that all of the changes are shown in shading, with a vertical stroke in the left-hand margin, to make it easy to quickly identify what changes have been made.

### **F000 Certification Plate Order form:**

A number of small changes of a tidy-up nature have been made to the F000 LVV Certification Plate Order Form. The primary change has been to remove any reference to 'Re-direction' for LVV certification plate affixing, as under the new requirements, any re-direction is looked after by the LVV Certifier.

These two Forms (one for MN and one for L) must replace the existing F005 Forms in your LVV Certifier's Manual.

**F005 LVV Plate Attachment Delegation Form:**

A number of changes have also been made to the F005 LVV Plate Attachment Delegation Form, to reflect the re-direction process that must now be applied.

**Finally:**

If you have any queries or require any further clarification relating to this Information Sheet, please feel free to contact Graham Soal at the Wellington LVVTA office on (04) 477-4373.

Tony Johnson

Chief Executive Officer  
**Low Volume Vehicle Technical Association, Inc**