



# INSPECTIONS NEWSLETTER

WINTER 2016

## SAFETY INSPECTOR RECERTIFICATION



Beginning in spring 2016, PennDOT's vehicle safety inspector recertification is changing. Safety inspection regulations have been updated to expand the period of recertification from three years to five years. Additionally, a new five-year recertification exam is being introduced. PennDOT has worked with the industry associations on the exam and training recertification development. Per 67 Pa. Code §175.28, "A mechanic shall be certified for no more than 5 years.

Mechanics may renew their mechanic certification by passing the required examination within 180 days of notification from the Department that their mechanic card is due to expire." The new recertification will be good for five years. Recertification reminder notices will be sent to the individual safety inspectors 180 days prior to expiration. The online training will be available in spring 2016.

All safety recertification may be done online, using a personal computer, through a standard Internet browser connection. Registration, training materials, and the exam may be completed by accessing an online web portal. Safety inspectors may choose to take the exam only, or may choose the online refresher training option and exam. Optionally, PennDOT-contracted authorized schools may offer the training. Refresher training, either online or with a school, is recommended.

Beginning in spring 2016, safety inspectors will receive specific instruction in their renewal notices regarding access to the exam. A toll-free number will be provided should they have any questions. Safety inspectors who have recently renewed without taking an exam are only renewed for three years, and will be in the rotation to take the exam upon expiration of their recertification.



### Safety Inspector Recertification Pricing Schedule\*

PACKAGES	PRICE TO INSPECTORS
<b>Full Training Package-1:</b> All training materials; Baseline plus one category; On-line exam and scoring and one free retest	\$89.99
<b>Full Training Package-2:</b> All training materials; Baseline plus two categories; On-line exam and scoring and one free retest	\$89.99 + \$9.99
<b>Full Training Package-3:</b> All training materials; Baseline plus three categories; On-line exam and scoring and one free retest	\$89.99 + \$9.99 + \$9.99
<b>Full Training Package-4:</b> All training materials; Baseline plus four categories; On-line exam and scoring and one free retest	\$89.99 + \$9.99 + \$9.99 + \$9.99
<b>One-time "Test-Out" option:</b> Includes all applicable categories; On-line exam and scoring; No option to retest; Failure requires additional Full Training Package purchase at full price	\$59.99
<b>Certified Document Reviewer only:</b> All training materials; On-line exam and scoring; one free retest	\$29.99
<b>Retest Fee:</b> After free retest; includes all categories paid for in initial exam	\$24.99

\* Fees for the refresher training and exams must be paid online, via Visa, MasterCard, and Visa/MasterCard debit.

### Uncertified Inspectors

Regulations require that every inspection shall be performed by a certified inspection mechanic. At no time should a station allow or encourage an uncertified mechanic to perform safety inspections on vehicles, as this practice will result in suspensions for both the station and the mechanic. On-the-job training of an uncertified mechanic requires the mechanic to merely observe the inspection being performed by a certified mechanic who is responsible for the complete inspection.

**HAVE QUESTIONS?** Contact the Inspection Station Operator Hotline at **1-888-265-5909**



## UNSAFE TIRES **E** For ASM Testing

Vehicles subject to ASM testing may not be tested with space-saver spare tires, studded tires or any other tire on the drive wheels that are in an obviously unsafe condition. If a customer seeks an ASM test on a vehicle that has studded tires, the inspector must inform the customer of the safety issue. The vehicle owner may choose to have the studded tires removed, install non-studded tires, and then proceed with the test. Rotating tires from the drive wheels to the non-drive wheels for the purpose of emissions testing, and then reinstalling the tires in their original location, is acceptable. (Stations should discuss any additional charges for this service with their customer before proceeding.)

## OBD-II READINESS ISSUES DURING COLD WEATHER **E**

During extreme cold weather conditions you may find it difficult to make a vehicle ready for testing. Stations that are inspecting a vehicle that is not ready for testing and having issues with making the vehicle ready should contact the Station Operator Hotline at 1-888-265-5909 to have the issue escalated. A member of the PA Emissions Team will contact you for further advisement. Please ensure that you have tried the following prior to your call:

- **Tested the vehicle** (not with a scan tool). We must be able to see a test on file to assist you. Even if you already know that the vehicle is not ready, you should test the vehicle as presented.
- **Driven the vehicle through a vehicle-specific drive cycle** according to the year, make and model of the vehicle.

> Drive cycles are vehicle-specific driving conditions as listed in a drive cycle manual, a drive cycle program on the emissions analyzer or may be available from the vehicle manufacturer.

NOTE: Taking the vehicle out and driving through everyday conditions (general driving) is not a vehicle-specific drive cycle. Be sure to get approval from the vehicle owner before adding any additional costs associated with performing a drive-cycle and/or other efforts at making the vehicle ready.

- **Model Years 1996-2000 are allowed (2) readiness monitors not set and will still continue through with testing.**
- **Model Years 2001+ are allowed (1) readiness monitor not set and will still continue through with testing.**

**When escalating a readiness issue, the following information must be provided: VIN, year, make & model of the vehicle in question.**

**E** Emissions    **S** Safety

## SHOP SAFETY TIP

- **Especially during winter months, when garage bay doors are closed, remember to connect proper exhaust ventilation to prevent breathing in harmful fumes.**
- **Vehicles brought into the garage with snow or ice on them can make floors wet and slippery when the snow starts to melt. So take the time to clean off the vehicle before bringing it in to the shop.**





## 2016-17 Inspection Stickers

As of January 1, only 2016-17 safety and emissions inspection stickers should be used. Once you begin to use the new 2016-17 stickers, a separate MV431 or MV480 must be started. For e-SAFETY or Emissions inspections, the software will categorize the stickers automatically.

If you need additional 2016-17 inspection stickers, you can find the latest version of the MV-436A inspection sticker order form at the link indicated below. Please allow at least 14 business days for your sticker order to be delivered. If you have any questions, please contact PennDOT's Vehicle Inspection Division at 717-787-2895.

MV-436A Inspection Sticker and Insert Order Form (7-15)  
<http://www.dot.state.pa.us/Public/DVSPubsForms/BMV/BMV%20Forms/MV-436A.pdf>

### New Year Brings Model Year Testing Changes

As of January 1st, 2016, most **1991**-1995 MY cars and light trucks, registered in the four-county Pittsburgh and five-county Philadelphia, emission designated regions, are required to receive a Two-Speed Idle (TSI) emission test, or a Dynamometer (ASM) emission test, depending on their county of registration. These tests also include a Gas Cap Test and Visual Anti-Tampering Check. In these same counties, most **1975-1990** MY cars and light trucks are only required to have a Visual emissions test, which consist of a Gas Cap Test and Visual Anti-Tampering Check.

# INSPECTION STATION OPERATOR HOTLINE



The Inspection Station Operator Hotline is available to answer your questions Monday through Friday from 8:00 a.m. to 5:00 p.m. Our support representatives have compiled answers to some of the most frequently asked questions.

## Frequently Asked Questions

### Why are we required to change our passwords on the PA Drive Clean Portal ([padrivecleanportal.com](http://padrivecleanportal.com)) so often?

As a vendor to PennDOT, Parsons is required to have certain IT security measures in place in order to protect sensitive online data. Regularly changing passwords is one of the IT security requirements. Portal users are required to change passwords every three months and must use 10 unique passwords before it can repeat.

### I've taken my recertification exam, but the analyzer is not updating. Why not?

Be aware that it normally takes three to six weeks after completion of recertification to receive confirmation and have your license updated. If you are having issues, do a data file refresh on your analyzer. If your license is still not updated after a successful data file refresh, please try the following:

1. Contact the school where you took your class/test and ensure that your information has been sent to Delphi.
2. Contact Delphi at 1-877-550-8324 to see if they have received your information and processed your license.
3. Call the Station Operator Hotline at 1-888-265-5909 for assistance.

### The technician access code that I received with my license is not activated.

All technicians must enter all 1s for their access code. Technician access codes are unable to be changed.

### What do I need to do if the billing contact or billing email address has changed?

If your billing contact has changed, please call the Station Operator Hotline at 1-888-265-5909. You will be contacted and provided (by fax or email) with a Billing Contact Change form to complete and return.

If your billing email address has changed and you still have access to your account through the PA Drive Clean Portal, you can update the email address information yourself. If you no longer have access to the Portal or require assistance, please call the Station Operator Hotline at 1-888-265-5909.

### I need to change my ACH billing information. What do I need to do?

If you need to change any account billing information, you can download an ACH change form from the home page of the PA Drive Clean Portal. Complete the form and mail or fax it to Parsons. If you have questions about completing the form, click on the "watch videos" link on the portal under the "How To Videos" section.

<https://www.youtube.com/user/ParsonsPaVIC>

## Notification of Station Changes

Regulations state that inspection stations are obligated to notify the Department when changes occur in their business, such as change of ownership, change of location, discontinuance of business, whenever a certified inspector or persons authorized to purchase stickers changes, whenever stickers are lost, damaged or stolen, a change in post office address, change in company name, and when the person who signed the MV-427 who is in charge of the station is no longer in charge or has been replaced. Notification of any change should be immediately reported to your assigned Quality Assurance Officer.

***Please be advised: Failure to Notify the Department of a change could result in a four-month suspension for a station's first offense.***

## Helpful Online Videos

**Have questions?** Check out Parsons' YouTube channel, which has helpful "how-to" videos including: getting started, adding a user, password lockout and more. **To view the videos go to:** <https://www.youtube.com/user/ParsonsPaVIC>



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# Important Vehicle Inspection Information

## Pennsylvania's Vehicle Inspection Program

### Inspections Newsletter – In This Issue

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