



INSPECTIONS NEWSLETTER

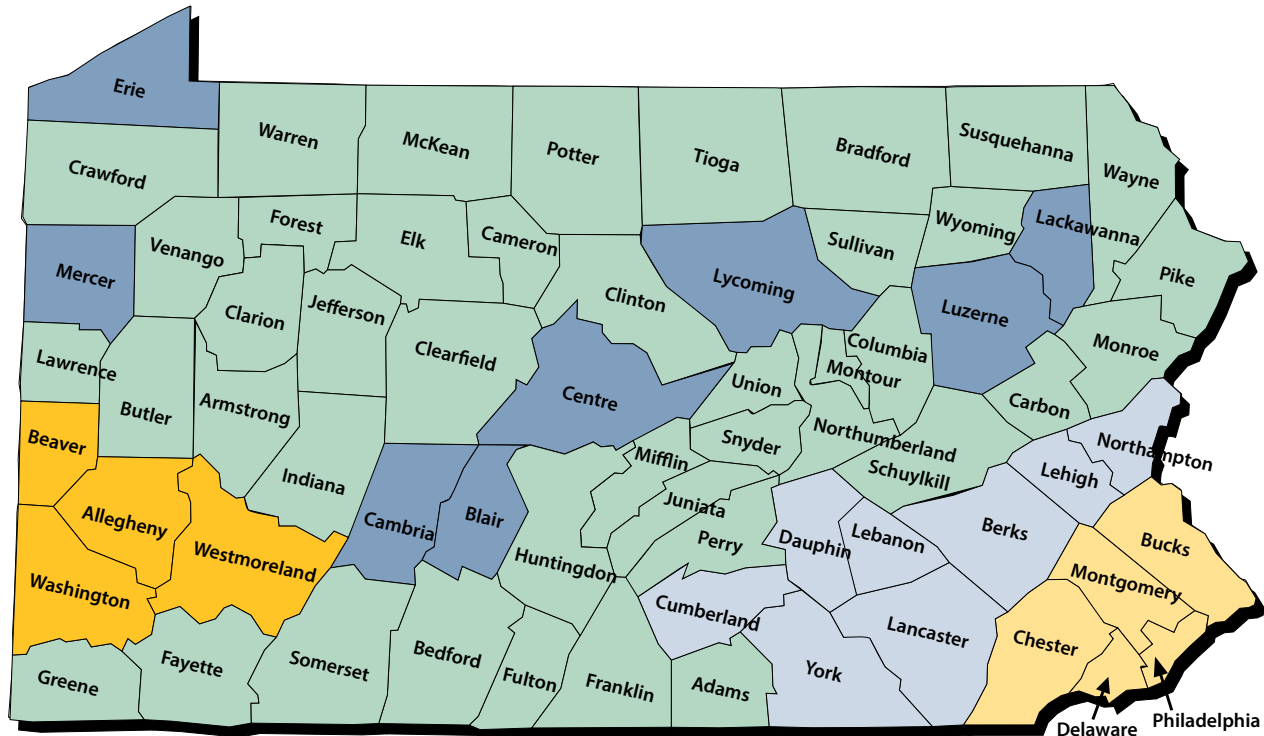
FALL/WINTER 2014

Pennsylvania's Vehicle Inspection Program

Safe vehicles and clean air are our goals. The vehicle inspection program is a part of a statewide plan to keep the public safe and the air clean for future generations, while helping to extend the life of consumers' vehicles.

The Pennsylvania Drive Clean Emissions Program communications newsletter is changing its format. Each issue will have new information, updates, and reminders applicable to both safety and emissions inspections. Topics will be marked so it is easy to quickly read the items that are of interest to your inspection business. The newsletter will continue to be sent to all Emission Inspection stations across the state.

We hope you find this new format valuable.



Learn What's Required In Your County

Pittsburgh Region	Philadelphia Region	Northern Region	South Central Region	42 Non-IM Counties
Emission Inspection Required OBD, Visual & Tailpipe (TSI); all with gas cap check.	Emission Inspection Required OBD, Visual & Tailpipe (TSI/AMS); all with gas cap check.	Emission Inspection Required Visual only; with gas cap check.	Emission Inspection Required OBD & Visual; both with gas cap check.	Emission Inspection Not Required No emission testing, and no gas cap check.
Safety Inspection Conducted <i>without</i> a visual anti-tampering check as part of safety inspection.	Safety Inspection Conducted <i>without</i> a visual anti-tampering check as part of safety inspection.	Safety Inspection Conducted <i>without</i> a visual anti-tampering check as part of safety inspection.	Safety Inspection Conducted <i>without</i> a visual anti-tampering check as part of safety inspection.	Safety Inspection Visual anti-tampering check included in safety inspection for vehicles 11,000 lbs & less.

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



ELECTRONIC PROOF Of Insurance



For safety inspection purposes, no hard copy proof of insurance will be necessary and stations should accept the information electronically, when provided in lieu of a paper financial responsibility card. With the passage of the new insurance law, Act 132 of 2013, Senate Bill 1040, effective February 21, 2014, all agents of the Department (this includes all stations/inspectors) must accept proof of insurance in an electronic format on an electronic device.

If you are concerned about possible damage to the customer's electronic device, the law clearly states that the owner of the device assumes responsibility. The liability rests with the insured, if when recording the insurance information, damage occurs while the station or inspector is in possession of the device:

"the owner of the electronic device assumes liability for any damage to the electronic device containing the financial responsibility identification card while in possession of the police officer or agents of the department."

When no electronic proof of insurance is provided, the requirements for paper proofs of insurance remain the same. The customer must provide a paper financial responsibility card or appropriate binder, given to them by their insurance company, or, it is also acceptable for the inspector to accept a fax, copy or printout directly from the insurance company or agent.

As a reminder, proof of insurance is not required for performing a vehicle emission inspection, exemption or waiver.

Inspection Sticker Updates



Sticker Fee Changes

On July 1, 2014, annual safety inspection stickers purchase price increased from \$2.00 to \$5.00 and semi-annual stickers increased from \$1.00 to \$3.00.

Stations may charge a maximum of \$2.00, plus the cost of the sticker or program management fee (PMF) for each replacement sticker.

There is currently no charge for emission stickers.

Please make sure that your required fee schedule signage has been updated to reflect changes in sticker costs.

An updated sticker order form, MV-436A (7-14), which reflects the new price structure, is available online at http://www.dmv.state.pa.us/pdotforms/mv_forms/mv-436a.pdf. Please discontinue using all previous versions of the sticker order form.

 Emissions

 Safety

Enhanced Inspection Process



When conducting an enhanced inspection for Specially Constructed, Street Rod, Reconstructed, Flood, Recovered Theft, Modified, Collectible, or a vehicle coming in from another State or Jurisdiction, for purposes of titling and registering the vehicle, be sure to check the clarity in the photographs submitted, and ensure adequate details are provided on the actual inspection process.

If the inspector has any questions during the inspection process, then call the Special Services Unit at (717) 705-6991 before the vehicle has passed the enhanced inspection. In the event the photographs submitted show deficiencies and the vehicle needs additional components, the enhanced inspector can be held accountable for a faulty inspection, which may result in suspension.

Emissions

Safety

STATION Appointment Process



PennDOT's appointment process follows for:

1. New stations and enhanced safety stations
2. Change in station ownership
3. Change in station authority
4. Reappointments
5. Suspended stations coming back from suspension over two months
6. Enhanced safety station renewals

The applicant submits all required documentation directly to PennDOT for review. The Quality Assurance Officer performs the site visit at the conclusion of the documentation review. Application packets and checklists of items necessary for the application to be processed are available on the PENNDOT website at http://www.dmv.state.pa.us/inspections/station_owners.shtml.

A valid Employer Identification Number (EIN) or Social Security Number (SSN), a valid Pennsylvania State Sales Tax Number, and proof of insurance with PennDOT listed as the certificate holder, are all required.

Upon completion, applications may be electronically submitted and will be accepted by emailing them to stationappointments@pa.gov. Applications with incorrect information will not be processed.

If you do not have computer access, you may contact the Vehicle Inspection Division at (717) 787-2895 to request a station application packet. Remember, any changes at your inspection station are to be reported to your Quality Assurance Officer (QAO), to include transfer of ownership, change of insurer, and change of location. If you are unsure if your change will require a station application packet to be completed, please contact your QAO or the Vehicle Inspection Division for clarification.



EMISSION INSPECTION GUIDELINES



Electric And Hybrid Vehicle Emission Inspections

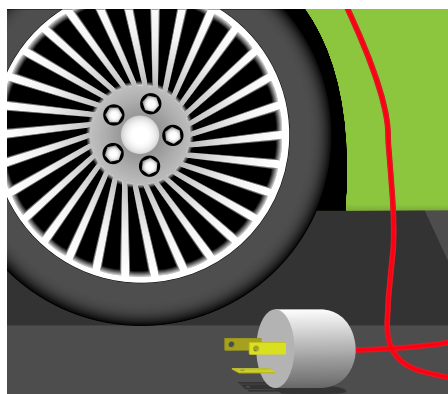
Electric and Hybrid vehicle technologies and configurations change with each new model year. That said, you may have questions about a new vehicle, and whether or not that vehicle requires an emission inspection, if registered in one of the 25 emission testing required counties. The following descriptions and guidelines will help you to understand these vehicles and their testing requirements.

• Hybrid Electric Vehicles

– The term Hybrid implies a combined method or power source. In most cases, vehicles classified as Hybrids are part electrically powered, via a battery array, and part “gasoline-powered” via a combustion engine. While the method of capturing the energy from the combustion engine may vary, it is a necessary component in powering this type of vehicle. Even though there are times when the combustion engine may not be running, it is that engine which generated the power stored in the battery, which in effect makes it a gasoline-powered vehicle and requires an emission inspection.

Example – “Toyota Prius”

- **Plug-In Hybrid Electric Vehicles** – The term “plug-in” added to “hybrid” means the vehicle has a battery power source that has the ability to be charged by an electrical outlet. These vehicles are still basically a Hybrid Electric vehicle



and can still be powered by their gasoline engine. The option to “plug-in” is an alternative to the gasoline, but is not exclusive. Because these vehicles still maintain the option of being powered by gasoline, they do require an emission inspection.

Example – “Chevrolet Volt”

- **Electric Vehicles With “Range Extending” Option** – These vehicles, in their base format, are strictly electric vehicles. However, the manufacturer offers a “Range Extending” option that incorporates a gasoline-powered engine. This option, under the right conditions, will directly or indirectly power the vehicle’s electric motor(s) for a limited range. When

this option exist on such a vehicle, the vehicle will require an emission test because it capable of being gasoline-powered. Testing these types of vehicles will likely involve special procedures in order to make the vehicle capable of being tested. It is recommended that you receive the appropriate vehicle manufacturer training before attempting to test such a vehicle.

Example – “BMW i3” with Range Extending Option

- **Strictly Electric Vehicle** – These vehicles are powered exclusively by electrical energy, typically stored in a large battery array charged via an electrical outlet, and have no gasoline engine of any kind. These vehicles do not require an emission inspection.

Example – “Nissan Leaf”

If while performing a safety inspection on a strictly electric vehicle, you notice the registration card states “Emission Inspection Required / Diesel Exempt,” please direct the vehicle owner to contact PennDOT to correct the registration card. Questions can be directed to 1-800-932-4600.

When a strictly electric vehicle has passed a safety inspection, a safety sticker shall be issued with a non-I/M expiration month insert, and without issuing an emission sticker.

WHERE AND HOW



To Get Vehicle Inspection Regulations Manuals

Regulation manuals are available for sale exclusively through PennDOT's Sales Store. The Vehicle Inspection Division no longer fills orders for these manuals.

Manuals available include:

The "Vehicle Equipment and Inspection Regulations" Manual, (Pub. 45)

The "Emissions Inspection Program" Regulations Manual, (Pub. 763)

Please continue to allow yourself at least 30 days for processing when placing your orders.

Follow the link below to access the current Sales Store price list and order form:

<ftp://ftp.dot.state.pa.us/public/PubsForms/Publications/PUB%2012.pdf>

For further information, or assistance in preparing your order, you may call the store directly at 717-787-6746.

Alternatively, you may choose to download these manuals in electronic format at the links below.

Link to "Vehicle Equipment and Inspection Regulations" manual:

http://www.dmv.state.pa.us/pdotforms/pub_45/PUB-45.pdf

Link to "Emission Inspection Program Regulations" manual:

http://www.dmv.state.pa.us/pdotforms/inspections/pub_763.pdf

Adding Or Deleting Technicians On Your Station's Emission Analyzer



When adding inspectors to your emission analyzer, you must fax the following documents to your regional office:

1. A cover sheet and all other sheets clearly indicating:
 - Your station name
 - Your station number
 - Your contact name
 - Your contact number
2. A photocopy of the Certified Emission Inspector's License for each inspector being added.
3. A photocopy of the Certified Inspector's Driver's License for each inspector being added.
4. A photocopy of the updated emission technician list or MV-516 that lists all Certified Inspector(s).

When deleting inspectors from your emission analyzer, you must fax a photocopy of the updated emission technician list or MV-516 and clearly note which inspector is to be removed.

Once you have completed these steps, wait until the end of the day and perform a Data File Refresh (DFR) on your analyzer. This will update your inspectors.



MONTHLY

ACH Billing - Important Information



Emission and e-SAFETY invoices are usually posted to your online account by the end of the first normal business day each month. If that day is a holiday, they will be posted by the end of the next business day.

In order to avoid late fees and/or the risk of being locked out for failure-to-pay, please make sure that by the 21st of each month, you have sufficient funds in the account you have registered with Parsons (PennDOT's Emission Program Manager) for ACH withdrawal.

Depending on your bank, the withdrawal could take up to five days to process, so please make sure the funds are available for an appropriate period of time. If the 21st falls on a Sunday or holiday, the draw will occur on the next business day.

Should you have the need to change your bank account information, please contact the Station Operator Hotline (1-888-265-5909) to request an ACH Change form. This form must be completed and received by Parsons by the 15th of the month in order to properly process the ACH to a new account by the 21st of the month.

If starting a new bank account, please make sure that Parsons is authorized to draw on the account, in order to avoid any delays in payment.

Should you have any billing related questions, or are having difficulty accessing your online invoice, please contact the Station Operator Hotline (1-888-265-5909) for assistance.

Emission Testing For Vehicles With A GVWR Over 8500 Pounds



Vehicles registered in the four county (Allegheny, Beaver, Washington, Westmoreland) Pittsburgh area, or the five county (Bucks, Chester, Delaware, Montgomery, Philadelphia) Philadelphia area with a GVWR between 8501 and 9000 pounds should receive a Two-Speed Idle (TSI) tailpipe test which includes a gas cap and visual anti-tampering check. Regulations do not allow for OBD II or ASM testing on vehicles between 8501 and 9000 pounds.

Note: Based on model year guidelines in the emission regulations, there are vehicles registered in the Pittsburgh and Philadelphia area counties that only require a visual anti-tampering and gas cap test.

Vehicles registered in the eight county (Berks, Cumberland, Dauphin, Lancaster, Lebanon, Lehigh, Northampton, York) South Central area with a GVWR between 8501 and 9000 pounds should receive a visual anti-tampering and gas cap test. Regulations do not allow for OBD II testing on vehicles between 8501 and 9000 pounds.

Emission Inspectors With Expired License



Once an inspector's license has expired, they will automatically lose the ability to perform emission inspections. The emission analyzer will no longer allow them access to the testing menu. When their license has been recertified and updated in PennDOT's database, the analyzer will restore access to the testing menu.

Inspectors have the ability to recertify as early as 6-months prior to the time their license expires. There are no extensions given to an expired license, so please make sure that you plan to attend and pass an Emission Inspector Re-Certification (EIR) course well in advance of your emission inspector license expiration.

Prefer An Electronic Version, Or Want To Print More Copies?



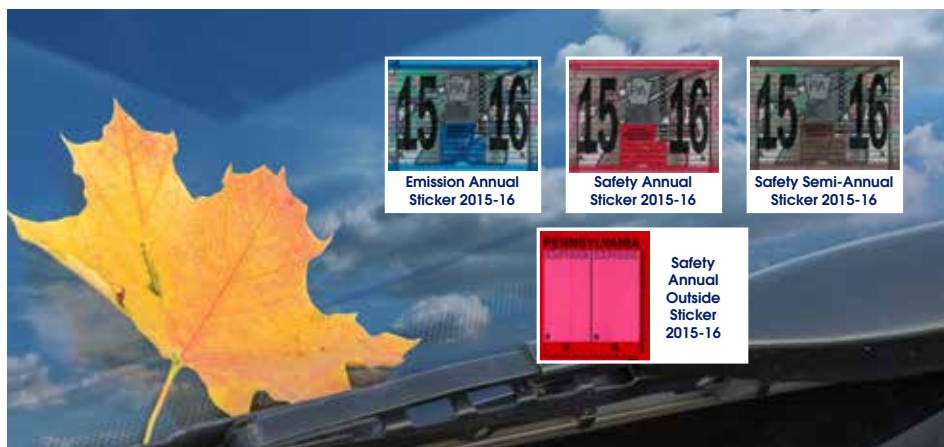
You can download an electronic copy of this newsletter at either of the sites listed below...

<https://www.padrivecleanportal.com>
<https://www.penndotesafety.pa.gov>

Click on the link under the NEWS banner.

Interested in becoming an e-SAFETY station, or just want to learn more? Visit the site below to watch an informational video.

<http://www.youtube.com/watch?v=zDeNv9DiG34>



ORDERING Inspection Stickers:



On September 17, 2014, the Department began issuing the new 2015-16 safety and emissions inspection stickers.

The 2015-16 stickers may be used simultaneously with the 2014-15 stickers. The 2014-15 stickers may be used for inspections on vehicles with registration expiry dates up to December 2014. The 2015-16 stickers are needed by November 1st for vehicles with registration expiry dates of January 2015 and later. Once you begin to use the new 2015-16 stickers, a separate MV431 or MV480 must be started. For e-SAFETY or Emissions inspections, the software will categorize the stickers automatically.

PennDOT Sticker Counter Closure

Effective December 1, 2014, certificates of inspection (inspection stickers) and inserts are no longer available for immediate pick-up through the dealer services counter at PennDOT's Riverfront Office in Harrisburg.

Certificates of inspection and inserts may be ordered through the mail or messenger service, or a sticker order may be placed in the drop box at PennDOT's Riverfront Office dealer services counter. Orders are payable by check only, and should include a shipping fee of \$5.00. To order safety or emission inspection stickers, you must complete an MV-436A Inspection Sticker and Insert Order Form; follow the link below to download the most current version. Please allow at least 14 business days for your sticker orders.

MV-436A Inspection Sticker and Insert Order Form (7-14)

http://www.dmv.state.pa.us/pdotforms/mv_forms/mv-436a.pdf

If you have any questions, please contact PennDOT's Vehicle Inspection Division at (717)787-2895.

Pennsylvania's Vehicle Inspection Program

As PennDOT's contracted Emissions Program Manager, Parsons is working to provide all emission inspection stations across the state with information they need to know about vehicle inspection requirements.

Have a Suggested Topic for Next Issue?

Contact the Inspection Station Operator Hotline
888-265-5909

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Harrisburg, PA 17112

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A large graphic with a dark blue background and two vertical yellow stripes. On the left, a white rounded rectangle contains the Drive Clean Pennsylvania logo. To the right, the text 'Important Vehicle Inspection Information' is written in large yellow font, followed by 'Pennsylvania's Vehicle Inspection Program' in white. Below that, 'Learn What's Required In Your County' is in yellow, and a paragraph of white text follows. At the bottom right is the Pennsylvania Department of Transportation logo.

Important Vehicle Inspection Information

Pennsylvania's Vehicle Inspection Program

Learn What's Required In Your County

We're working to provide all emission inspection stations across the state with information they need to know about vehicle inspection requirements.