

Working To Save Lives



Circular RSA VI 01/11

9th February 2011

To all Vehicle Testing Authorised Officers and HGV Authorised Test Centres:

Bus safety belt verification

The safety belt verification exercise commenced as part of the roadworthiness test for buses on 29th October 2010. Before this commencement date clear instruction was given to test centres and testers on how the verification exercise should be undertaken (Circulars RSA VI 03/10 and RSA VI 07/10 and a training module in the 2010 HGV Testers CPD).

Since the commencement date the RSA have surveyed a number of test centres and identified some areas where correct procedure for carrying out the verification exercise is not being followed. Therefore, we have attached the detailed handout circulated at this year's HGV CPD course on the correct procedures to be followed for carrying out the verification exercise. In particular, we would remind you of the correct procedure for completing the owner declaration form;

- The authorised tester must ensure that the owner declaration form and the safety belt certification relate to the vehicle presented for testing.
- If satisfied that this documentation applies to the vehicle in question, the authorised tester will complete the owner declaration form.
- A copy of the completed owner declaration form and the safety belt certification will be kept on file with the vehicles test report. The original documentation must be given back to the vehicle owner.
- The vehicle owner should be advised to retain the completed owner declaration form for use at subsequent roadworthiness tests as proof of the vehicle having completed the verification exercise.

To facilitate bus owners, we recommend that each test centre have a supply of owner declaration forms that an owner can complete if they arrive for test without a declaration form – we have attached a blank form to be printed for this purpose. Also, where a bus is presented for test without safety belts fitted it should be noted on the vehicle checklist that the vehicle was tested without safety belts. This allows for a thorough record to be kept of the vehicles test history which may be queried at a future date.

The RSA intends to produce a frequently asked questions document in the near future to assist test centres to implement the safety belt verification exercise in a consistent manner. If you have any queries in relation to this circular, please contact the safety belt verification helpline (096-25043) or the RSA Vehicle Inspector in your area.

Yours Sincerely,

Seán Breathnach

Senior Vehicle Inspector