



Australian Government

Department of Infrastructure, Transport,  
Regional Development, Communications and the Arts



# ➤ Guide to vehicle type approvals

December 2024

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# Introduction

This guide explains how to apply for a vehicle type approval and describes the supporting information and documentation you will need to retain as a condition of your approval.

This guide may be updated from time to time in response to changing circumstances or feedback or to reflect changes to legislation or policy.

## What is a vehicle type approval and why do I need one?

The *Road Vehicle Standards Act 2018* (RVSA) replaced the *Motor Vehicle Standards Act 1989* (MVSA) on 1 July 2021.

The detail of how the RVSA regulatory framework operates is contained in subsidiary legislation and the Road Vehicle Standards Rules 2019 (the Rules).

The RVSA, the Rules and other related legislation is collectively called the Road Vehicle Standards (RVS) legislation.

Before a vehicle can be provided to another person for road use for the first time in Australia, it must be entered on the [Register of Approved Vehicles](#) (RAV). The only exception is where a vehicle is provided for a purpose identified as an exception in subsection 24(3) of the RVSA.

A vehicle type approval allows a type of vehicle to be provided to the Australian market in unlimited volume.

Essentially, a vehicle type approval may be granted if the applicant can meet the Department of Infrastructure, Transport, Regional Development, Communications and the Arts (the department) eligibility criteria for [deciding an application](#) under section 19 of the Rules and have an appropriate quality management system (QMS) in place to ensure the design, componentry and manufacturing process consistently produces the approved vehicle type.

Exceptions for requiring a vehicle type approval include when a vehicle is provided to another person to:

- have work done on it
- protect it
- store it
- transport it to the importer
- transport it to the exporter.

## What is a 'type' of vehicle?

A vehicle type is generally defined as a particular group of vehicles that share similar characteristics.

The information below will assist with defining a type of vehicle. It reflects how other international regulators define a vehicle type.

An application for a vehicle type approval is required to identify the make and model of the vehicle type.

**Make:** The make should be the trading name or business name associated with the manufacturer.

**Model:** A model is defined differently depending on the vehicles covered by the approval.

## Motor vehicles

The model is the name given to a class or family of vehicles:

- of a particular make, and
- of the same general type or appearance.

Generally, vehicles are not of the same model if they:

- differ significantly in respect of body or cab structure and/or profile
- have a different number of axles
- are of a different vehicle category or subcategory for the purpose of certification, for example, a light goods vehicle with a gross vehicle mass (GVM) not exceeding 3.5 tonnes (category NA) and a medium goods vehicle with a GVM exceeding 3.5 tonnes but not exceeding 12 tonnes (category NB)
- have different design and assembly of the essential parts of the body structure
- are non-standard, where the original model complies with standards (other than minor and inconsequential), or special purpose vehicles that are variants of approved models, for example, dual-control, over-mass or over-dimension
- are supplied or produced by the manufacturer under a different model code or unique model identifier (excluding suffixes or prefixes), or
- are (L group) vehicles that differ significantly in respect of frame structure and/or profile, such as rear suspension mounting (mono-shock/twin shock, side mounted/under-frame mounted shocks) or engine mounting.

Vehicles would be considered to be the same model if they are variants of a model that are covered by the same Australian Design Rule (ADR) evidence (on a worst-case basis). This may include:

- body styles, engine and transmission options, number/type of seats, and/or
- models that are subject to mid-life facelifts that include variations to the approval.

## Trailers with an aggregate trailer mass (ATM) of 4.5 tonnes or less (low ATM trailers)

For a low ATM trailer, the model is the particular name or vehicle category code that trailers of a particular make are identified by. A model will differ depending on the ADR vehicle category (i.e. TA, TB or TC). An approval can include a model that is either a standard or non-standard (minor and inconsequential non-compliance is considered standard for this purpose) vehicle. One approval cannot include both.

## Trailers with an ATM over 4.5 tonnes (high ATM trailers)

For a high ATM trailer, the model is the particular name or vehicle category code that trailers of a particular make are identified by. A model for a trailer of a particular make will differ with:

- trailer type (see trailer types below)
- number of axles, and/or
- vehicle category.

An approval can include a model that is either a standard or non-standard vehicle (minor and inconsequential non-compliance is considered standard for this purpose). One approval cannot include both.

## Trailer types

There are 3 broad trailer types:

- semi-trailer
- pig trailer
- dog trailer.


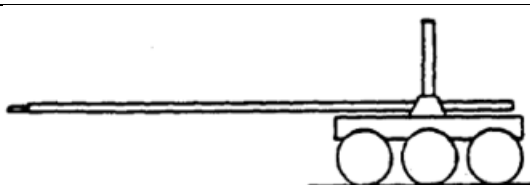
Each of the 3 high ATM trailer categories have been further sub-divided into the following 5 trailer types. This allows the collection of evidence necessary to demonstrate compliance with the relevant national road vehicle standards,

The number of axles in each axle group may vary from that shown in the following drawings.

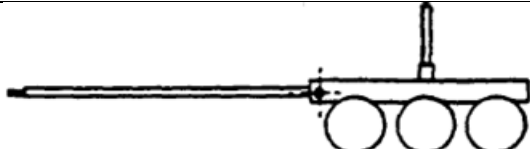
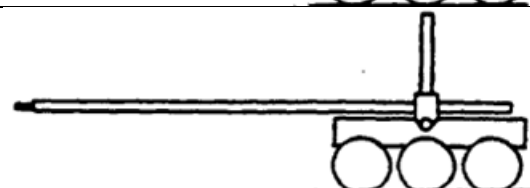
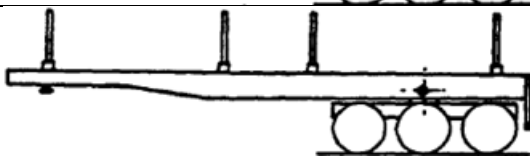
### Semi-trailer

This is a trailer (including a pole-type trailer) with one axle group or single axle towards the rear, and a means of attaching it to a prime mover that would result in some of the load being imposed on the prime mover.

**Type 1: Rigid chassis semi-trailer**

Rigid chassis semi-trailer with conventional twin beam, skeletal or monocoque chassis construction, including rigid chassis semi-trailer with single point suspension.	
Rigid pole semi-trailer without any hinge between pole and pole carrier, including jinker semi-trailers with a folding pole and rigid pole semi-trailers with single point suspensions.	


**Type 2: Hinged chassis semi-trailer**

Hinged pole semi-trailer with pole hinged at front of axle group frame, including hinged pole jinker trailers with a folding pole.	
Hinged pole semi-trailer with pole hinged on top of axle group frame, including hinged pole semi-trailers with a folding pole but excluding Type 1 trailers with single point suspensions.	
Hinged chassis semi-trailer with twin beam, skeletal or monocoque chassis construction with a hinge between the chassis and the top of the axle group frame excluding Type 1 trailers with single point suspensions.	

### Pig trailer


This is a trailer with one axle group near the middle of the length of the goods carrying surface.

**Type 3: Rigid drawbar pig trailer**


Pig trailer with a drawbar rigidly attached to the trailer, including folding drawbars.	
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**Type 4: Hinged drawbar pig trailer**

<p>Pig trailer with a drawbar hinged to the trailer, including folding drawbars.</p>	 A side-view schematic of a pig trailer. It features a long, narrow body with a hinged drawbar at the front. The trailer is supported by three axles, each with a single wheel. The drawbar is shown in a slightly raised position, indicating it can be folded down.
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**Dog trailer****Type 5: Dog trailer**

<p>Trailer has two axle groups. The front axle group is steered by connection to the drawing vehicle.</p>	 A side-view schematic of a dog trailer. It has a long, narrow body supported by two axle groups. The front axle group consists of a single wheel, while the rear axle group consists of two wheels. The front axle is connected to the drawing vehicle, allowing it to be steered.
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## Applying for a vehicle type approval

Vehicle type approvals are granted under section 19 of the Rules. You must submit the online application form in [ROVER](#) and provide or upload the required information before your application can be assessed. The [Checklist for a vehicle type approval application](#) will assist you to make sure you have all the information you need to include.

In your application, you may specify a starting date for the approval. You can choose a starting date that falls within the 60 business days that the department has to assess a vehicle type approval application. If the decision to grant an approval is made after your requested starting date (decision date), then the decision date becomes the starting date as the department cannot grant retrospective approvals. You may also specify a starting date for the approval beyond the 60 business days, allowing you to apply well in advance of the specified date that you would like the approval to become effective.

A decision must be made on your application within [60 business days](#)<sup>1</sup>. If a request for further information or an inspection of premises or vehicles is made, the time needed to decide your vehicle type approval application may be longer. You should note that draft applications older than 12-months that have never been submitted will be automatically deleted regularly. Applications are not complete until the [application fee](#) has been paid through ROVER. Applications will not be considered until your payment has been received.

Vehicle type approval holders can enter into an [agreement with the department](#) to pay RAV entry charges after vehicles have been entered on the RAV.

## Criteria for deciding an application

The Secretary or delegated decision maker (the decision maker) needs to be satisfied that you, the applicant, meet all the eligibility criteria. This means that you:

- can demonstrate that the vehicle complies with the applicable national road vehicle standards, or
  - substantially complies, and any non-compliance is only in minor and inconsequential respects, or
  - substantially complies and is not in minor and inconsequential respects, but complies to an extent that is suitable for use on a public road in Australia (non-standard), and
- either have:
  - control over the design, componentry and manufacturing process, or
  - if you are not the manufacturer, you can demonstrate access to the same controls directly with the manufacturer through a contractual or other arrangement, including control over any changes relating to the design, componentry and manufacturing process
- can ensure the design, componentry and manufacturing process will consistently produce the vehicle type (through a contractual or other arrangement directly with the manufacturer if you are not the manufacturer)
- can allow or arrange inspection of the premises used, or to be used, in the manufacturing process so they can be assessed for compliance with the applicable national road vehicle standards and other requirements under the RVS legislation
- will be able to access the original and subsequent versions of the **supporting information** for the approval and provide any required information about it to the department for the period the approval is in force and for a further 7 years after it expires
- will maintain accuracy and currency of the **supporting information** for the period the approval is in force, and for a further 7 years after it expires
- will comply with all of the conditions placed on the approval, and any other requirements under the RVS legislation.

<sup>1</sup> The definition of a business day under section 5 of the Rules is a day that is not a Saturday, Sunday or a public holiday in the Australian Capital Territory.

**Note:** If you indicate non-standard compliance, ROVER will direct you to apply for a separate vehicle type approval. Standard and non-standard vehicles cannot be on the same approval. You will need to submit separate details on the RAV.

**Supporting information** is defined under section 5 of the Rules. This includes information setting out every aspect of vehicle design and manufacture (including the source material, manufacturing process and equipment used in that process). Supporting information for a vehicle type approval may include, but is not limited to:

- test reports, United Nations (UN) approvals or documents that assure compliance to meet an alternative standard listed in the ADR's certification compliance documentation
- manuals or overviews related to the facility that designs and manufactures the vehicle
- materials, invoices and specification documents for any materials used in the manufacture of the vehicle
- procedures for the manufacture and design of the vehicle
- design drawings and specification documentation for the vehicle.

## Who can apply?

A person (an individual or company) may apply for a vehicle type approval. This can include a company representative or an agent acting on behalf of the applicant. However, they must have the authority to do so.

If an agent or company representative submits the application on behalf of the applicant, they must have the relevant documents, an [authority to act](#), and the information required to satisfy the application's eligibility criteria.

If the approval is granted, the named applicant, not the agent or representative, will hold the vehicle type approval and is responsible for meeting all the conditions in the approval. Penalties may be applied where false or misleading information is submitted or where the conditions of the approval are not met.

## When can I apply?

When you apply for a vehicle type approval you need to make certain declarations. These declarations include that the vehicle type identified in the application complies or substantially complies with the national road vehicle standards, and you are able to provide the supporting information at the time of the application.

If you cannot accurately make those declarations, for example, if a completed vehicle is yet to undergo any necessary testing, then it is too early to apply.

## Information you need to provide in your application

The information you, either as the applicant or a person applying on behalf of the applicant, submit in your application, as required under paragraph 16(2)(a) of the Rules, is reviewed when it is considered for approval.

When applying for a vehicle type approval you must:

- demonstrate that you meet the eligibility criteria
- provide supporting documentation relating to the eligibility criteria
- identify the national road vehicle standards (ADRs) applicable to the vehicle type and variants
- provide supporting information and required documentation demonstrating compliance with the applicable national road vehicle standards.

The information provided in your application enables the department to:

- identify the person who is applying and would be granted the approval
- assess whether you (or any key management personnel) have contravened, or may have contravened, road vehicle legislation
- assess the level of control, or access, you have for the design, componentry and manufacturing processes of the vehicle type and variants
- assess whether you are capable of complying with all of the standard conditions the vehicle type approval will be subject and whether any additional specified conditions should apply if an approval is granted
- if a vehicle type approval is granted, use details provided to publish your vehicle type approval on the department's website, including all previous versions of the approval, the road vehicle descriptor (RVD) and contact details.

See [Appendix 1](#), for details of the application process and the information you must have and are expected to provide if requested. This includes the type of supporting documentation you may need to upload when you submit and pay.

## Identifying ADRs as Not Applicable or Exempt

ROVER displays all ADRs that may be applicable based on the vehicle category selected when making the vehicle type approval application. It is up to you to identify which of those vehicle standards apply and the level of compliance your vehicle type achieves for each ADR. In some cases, an ADR may not be applicable because a vehicle is not required to comply with the ADR until a future date.

ROVER enables you to identify an ADR as being either 'Not Applicable' to your application or as being subject to an 'ADR exemption'. You need to include a satisfactory reason justifying the selection of either option for an applicable ADR when completing your application.

### ADR Not Applicable

An applicant should only identify an ADR as 'Not applicable' if it is not yet applicable to all vehicles. This may be the case where your vehicle type is an existing model as part of a variation application or a second stage of manufacture (SSM) vehicle. (Refer to the [SSM section](#) below for details).

Using this option in other circumstances may result in the automatic suspension of the vehicle type approval when the ADR becomes applicable to all vehicles.

### ADR Exempt

An applicant may identify an ADR as 'Exempt' if the rule applies to the vehicle but there are conditions or exceptions in the ADRs that allows for an exemption. These exemptions typically arise in the following cases:

- Specific exemption conditions: Where the ADR allows an exemption under specific circumstances.
- Optionally fitted features: Where the ADR applies only when certain features are installed on the vehicle.

Following are some examples:

- ADR 62: Exempt if the vehicle does not have a tow bar.
- ADR 52: Exempt if the vehicle does not have rear fog lamps.
- ADR 85: Exempt for NA category vehicles with seating positions outside the scope of ECE Regulation.
- ADR 97: Exempt for articulated omnibuses or vehicles with 4 or more axles.

## ADR 61/03 – Vehicle Marking

[ADR 61/03 Vehicle Marking](#) was introduced for all vehicle type approvals on 1 July 2021 with the commencement of the RAV under the RVS legislation, including opted-in approvals. It requires vehicles covered by a vehicle type approval to have [Secure Vehicle Identification \(SVI\) marking](#) affixed **before** they are entered on the RAV. The SVI marking records the manufacturer's name or trademark and the Vehicle Identification Number (VIN). It is a security measure to deter vehicle rebirthing and to support state and territory registration authorities conducting vehicle checks. The SVI replaced the MVSA requirement to affix an identification plate.

## Additional considerations

Additional considerations and treatments are assessed before granting a vehicle type approval. These vary depending on:

- the type of vehicle
- modifications carried out before provision to the market
- how complete the vehicle is when imported into Australia.

These considerations are explained below with links to relevant guides.

### Low ATM trailers

When applying for a vehicle type approval for a low ATM trailer you will need to provide the required information and declarations. However, while you must have all this supporting information, you may only need to upload it after submitting the application or after an approval is granted, if the department requests it.

Refer to the [Guide to vehicle type approvals for low ATM trailers](#) for more information

### Pre-release evaluation vehicles

Applications for a vehicle type approval for a pre-release evaluation vehicle are only available to existing type approval (or identification plate approval) holders and available to vehicles in the categories:

- MA – passenger vehicle
- MB – forward-control passenger vehicle
- MC – off-road passenger vehicle
- MD – light omnibus (GVM not exceeding 5.0 tonnes)
- NA – light goods vehicle (GVM not exceeding 3.5 tonnes)
- NB – medium goods vehicle (GVM exceeding 3.5 tonnes but not exceeding 12.0 tonnes)
- NC – heavy goods vehicle (GVM exceeding 12.0 tonnes).

**Note:** Pre-production and development prototype vehicles will **not** be considered pre-release evaluation vehicles when applying for vehicle type approval.

Applications for a pre-release evaluation vehicle require specific criteria to be met and have different requirements as outlined under [Different application requirements for specific vehicle types](#).

Compliance information (CI) forms do not need to be completed for certain ADRs. However, you will need to make a declaration that the vehicle type complies, or substantially complies with the applicable national road vehicle standards and you have the relevant supporting information.

You will also need to keep information demonstrating that compliance has been met with all applicable ADRs. For a pre-release evaluation vehicle, the information may be in the form of computer aided engineering analysis or pre-certification testing. Pre-release evaluation vehicles are subject to conditions in the approval notice, including specified conditions to:

- restrict the use and transfer of ownership of the vehicle
- ensure compliance information is submitted to the department within 6 months of the date the approval comes into force, and
- ensure that any vehicles imported under the approval are exported or destroyed if:
  - the compliance information is not supplied within 6 months of the approval date, and/or
  - they were not manufactured in accordance with the final approved design.

You will need to vary the approval and provide supporting information to show the vehicle complies with the national road vehicle standards and remove the pre-release approval conditions.

## Non-compliant chassis cab vehicles

A chassis cab (often referred to as a cab chassis or half truck) is recognised under the RVS legislation as a non-compliant vehicle. It is not eligible to be assessed for a component type approval.

Chassis cab vehicles must be entered on the RAV via the vehicle type approval pathway and may be granted an approval on the basis that it substantially complies with the applicable national road vehicle standards and its non-compliance is only in minor and inconsequential respects.

It remains a non-compliant chassis cab until it is customised and can be provided to a consumer as a completed new vehicle.

A chassis cab can be customised for specific needs vehicles completed under a:

- vehicle type approval for a chassis cab, or
- vehicle type approval for second stage of manufacture (SSM).

Minor and inconsequential non-compliance for cab chassis vehicles can be granted for the following national road vehicle standards and clauses:

- The 'Position' requirements of ADR 13/00 for the following Lighting and Light Signalling devices:
  - Reversing Lamp (ADR 1/00) – as per ADR 13/00 Appendix A clause 6.4.4
  - Rear Direction Indicators (ADR 6/00) – as per ADR 13/00 Appendix A clause 6.5.4
  - Rear Reflex Reflectors (ADR 47/00) – as per ADR 13/00 Appendix A clause 6.14.4
  - Devices for Illumination of Rear Registration Plates (ADR 48/00) – as per ADR 13/00 Appendix A clause 6.8.4
  - Rear Position (Side Lamps) (ADR 49/00) – as per ADR 13/00 Appendix A clause 6.10.4
  - Stop Lamps (ADR 49/00) – as per ADR 13/00 Appendix A clause 6.7.4
- Wheel Guards (mudguards) for the rearmost wheels as per ADR 42/05 clause 17.2
- Provision for rear Registration Plate as per ADR 61/03 clause 9.1.1.1

An application for a vehicle type approval that includes a chassis cab variant(s) that does not meet all applicable national road vehicle standards will be treated as non-compliant in minor and inconsequential respects. In this case, if an approval is granted, the approval notice will include a condition that the approval holder must ensure instructions for completing the vehicle are available to the person completing the work on the vehicle before it is provided to a consumer.

You are responsible for identifying each national road vehicle standard the vehicle is not fully compliant with. (See the extent of compliance section in [Table 2.](#)) If full compliance is selected for all applicable national road vehicle standards, [Table 2. How](#) the vehicle must be fully compliant at the time it is added to the RAV.

You must provide a reason why the non-compliance is considered minor and inconsequential – reference to the vehicle being a cab chassis, items not fitted and specific clauses not met will all assist with assessment. Additionally, the approval holder is expected to supply fitting instructions, guidelines and references against the relevant national road vehicle standards that must be met, to ensure the person responsible for completing the chassis cab vehicle provides a compliant vehicle.

Additional work to complete a chassis cab may be conducted in accordance with the instructions provided by the vehicle type approval holder or under a vehicle type approval for SSM. An application for a vehicle type approval can include multiple variants of differing ‘body-style’ of the same basic type of vehicle.

Applications for a chassis cab vehicle require specific criteria to be met and have different requirements as outlined under [Different application requirements for specific vehicle types](#).

## SSM vehicles

SSM arrangements only apply to new vehicles that have not been used in transport on a public road in or outside Australia, unless they meet an exemption under the Rules – see the note under [What is a vehicle type approval?](#)

An application for a vehicle type approval may include additions to, or modifications undertaken on, a new vehicle (the base vehicle) already added to the RAV (but not yet provided to a person for the first time) under an existing vehicle type approval. Such arrangements are identified as a second stage of manufacture (SSM) vehicle type approval.

**RVDs** for SSM vehicles must include:

- all variants and options to be offered with the SSM
- a brief description of all of the SSM additions/modifications
- identification details of the base vehicle – including the type approval number version date and variants that are being modified as part of the SSM, and
- the reference mass of the modified vehicle.

Multiple SSM activities may be undertaken on a base vehicle. For example, a completed chassis cab may be modified to be dual-steer under one SSM approval. The completed dual-steer chassis cab vehicle may then have its GVM upgraded under a further SSM approval.

An application for a SSM vehicle type approval can only be made using one base vehicle. Therefore, separate applications for SSM are required for each different base vehicle approval. For example, the cab-chassis modified to dual-steer, then the new SSM dual-steer base vehicle modified with a GVM upgrade needs separate SSM applications.

[Tips – Common mistakes in second stage of manufacture vehicle type approval applications](#) gives advice on common errors in applications.

We expect you to have access to required information and support from the vehicle type approval holder of the base vehicle. If you do not have the support of the base vehicle’s approval holder, you must have a detailed system in place to verify that the base vehicle’s design has not changed and any testing performed to demonstrate the SSM still complies with the national road vehicle standards.

In either case, your [quality management system](#) must describe how you will continually monitor the design changes from the base vehicle to ensure the SSM vehicle will meet the applicable national road vehicle standards.

**Note:** Questions in the type approval application about conformity of production, design change and manufacture location/control for a SSM relate to the changes to the vehicle after the base vehicle has been entered on the RAV.

Refer to [Using other approvals to support a vehicle type approval application](#) for further information.

## When don't I need to apply for a vehicle type approval for SSM?

You do not need to apply for a vehicle type approval for a SSM if you intend to modify your vehicle after it has been entered on the RAV and provided to a consumer for the first time in Australia. SSM arrangements do **not** apply to vehicles:

- built on, or based on, a component type approval not yet entered on the RAV
- not yet added to the RAV, for example, an imported vehicle that has not been assessed against compliance with the applicable national road vehicle standards.

**Note:** It is a contravention of the RVS legislation if modifications occur after the vehicle is entered on the RAV and before being provided to a consumer for the first time in Australia, unless the modification is allowable under section 51 of the Rules.

Where state or territory regulations prevent certain modifications being accepted, the use of SSM arrangements under the RVS legislation may provide you with an option to demonstrate compliance. Examples of modified new vehicles that may use SSM arrangements include:

- passenger vehicle cut and stretched to become a limousine or hearse
- ambulance, motorhome or fire tender added to a chassis cab
- vehicle modified to carry wheel chair passengers or additional seats
- vehicle subject to an engine/fuel replacement
- vehicles modified from 1 ADR vehicle category to another vehicle category.

## SSM vehicle make and model details

When completing a vehicle type approval application for a SSM you must use a unique make and model combination different from the base and other approved vehicle types. The make must include a prefix representing the second stage manufacturer.

**Example:** the second stage manufacturer **ABC** is followed by the make of the base vehicle **ALPHA**. The SSM modified **ALPHA**, would be designated as **ABC ALPHA**.

To further define the SSM vehicle type, the model of base vehicle **ALPHA** (for example, **Beta**) could include further qualifications.

**Example:** the SSM modified **ALPHA Beta**, might be designated **ABC ALPHA Beta Ambulance**, or **ABC ALPHA Beta Motorhome** or **ABC ALPHA-Beta Campervan**.

You will also need to provide the type of modification to be performed. Refer to the list of modification types in Table 1 under [Different application requirements for specific vehicle types](#).

## Applicability of national road vehicle standards for SSM vehicles

A vehicle type approval application for a SSM vehicle is expected to demonstrate compliance with all national road vehicle standards applicable on the date of issue of the SSM vehicle type approval. Also, as a condition of approval, the



SSM vehicle must comply with the national road vehicle standards applicable and in force at the time the SSM vehicle is [entered on the RAV](#) (other than any non-compliance specified in the approval notice).

The vehicle model is not considered a 'new model' if the base vehicle is not a new model when applying a particular ADR. The SSM vehicle can continue to comply with the standard against which the original equipment manufacturer (OEM) base vehicle complied with until the 'all vehicles' date applies.

Where your SSM activities change the vehicle category from the original completed base vehicle, the SSM vehicle must comply with all of the national road vehicle standards applicable to the completed SSM's new vehicle category, and at the date of the issued vehicle type approval, subject to the above paragraph.

### Important ADR applicability considerations for SSM

If a vehicle type approval for your SSM vehicle is granted, an approval condition stipulates that the vehicle must comply with the applicable national road vehicle standards in force at the time the vehicle is entered on the RAV (other than any non-compliance specified in the approval).

For the purpose of applying an ADR, the model of the SSM is not considered a 'new model' where you use an existing vehicle type approval to demonstrate compliance. (See [Compliance with applicable national road vehicle standards](#) below).

**Example:** If the base vehicle was not a new model for the purpose of applying an ADR, the SSM vehicle model will not need to meet the updated ADR **until the 'all vehicles' date**.

Where the base vehicle's category changes as a result of the SSM modifications, the ADRs applying to the completed SSM vehicle's category are the applicable national road vehicle standards at the date of the approval.

Alternatively, when a vehicle changes from a passenger vehicle to a goods vehicle, some ADRs that were previously applicable may no longer be applicable.

**Example:** If the base vehicle changes from NB (medium goods vehicle) to MD (light omnibus) the modified vehicle must meet:

- ADR 58 – Requirements for Omnibuses Designed for Hire and Reward, and
- ADR 68 – Occupant Protection in Buses, but would need to meet compliance with
- ADR 3/03 – Seats and Seat Anchorages if the base vehicle only met ADR 3/02.

### Compliance information required against the national road vehicle standards

Where the SSM modification does not affect compliance with a national road vehicle standard, the required compliance information should reflect the base vehicle's type approval.

When submitting the application, you will need to make a declaration that the compliance information carried over from the base vehicle has been subject to appropriate examination, and remains consistent and unaffected by the SSM.

Where the SSM has an indirect effect on the compliance information provided for the base vehicle, you must ensure the compliance information carried over from the base vehicle and applied to the SSM vehicle remains sufficient to demonstrate compliance with the national road vehicle standards.

**Example:** A second stage manufacturer modifies a vehicle's suspension, changing the height of the modified vehicle. This impacts compliance with ADR 13 – Installation of Lighting and Light-signalling Devices on other than L-group vehicles. However, the original information demonstrating compliance with ADR 13 would still be acceptable if justification is also provided.

Modifications changing compliance with the applicable national road vehicle standard will require CI forms to be submitted clearly identifying the information held to show the SSM vehicle complies.

The information may include full or partial testing and an engineering justification.

**Example:** A second stage manufacturer fits tyres designed for a different purpose (off-road where the original tyres were a hybrid or paved surface tyre). The manufacturer could provide calculations or simulations for ADR 83/00 to show the untested tyres comply, supported by testing results for similar vehicles where testing compares the differences between the 2 tyre types on the same vehicle.

## Vehicle emission control

If the reference mass of the vehicle (see [Emission Control ADR 79/04](#) - for the definition) is not changed by the SSM modification, then information required to demonstrate compliance with ADR 79/.. or ADR 80/.. is unaffected by the SSM vehicle. So normal carry-over of compliance information arrangements can continue.

Table 1 of ECE Regulation 83 limits the extension to vehicles having a 'reference mass' not more than 2,840 kg. When seeking a vehicle type approval, the completed second stage vehicle will be considered the same vehicle type as the completed base vehicle, apart from the differences in their reference mass.

The reference mass must be included in a comment on the RVD.

Evidence of compliance with ADR 79 is required for vehicles with a GVM of 3.5 tonnes or less. If the reference mass is less than 2,840 kg, then the extent of compliance remains full compliance.

If the reference mass is over 2,840 kg, the compliance with the ADR will be 'Substantial compliance – Otherwise suitable', and the vehicles may not comply or have not been tested to comply with the ADR.

If the base vehicle was certified to ADR 79 and the SSM vehicle is required to meet ADR 80, full compliance can be identified to ADR 80 using the first stage vehicle's compliance and the extension of approval provision, as long as the reference mass is below 2,840 kg. If the reference mass is over 2840 kg, the compliance with the ADR will be 'Substantial compliance – Otherwise suitable', and the vehicles may not comply or have not been tested to comply with the ADR.

## GVM upgrade

Where a base vehicle is fitted with or is required to be fitted with an Electronic Stability Control (ESC) system, and is subject to modifications under SSM, you can use ESC test reports arranged by other GVM upgrade SSM vehicle type approvals for the same make and model. This is only applicable where the test includes all of the variants to be covered by the approval.

You must have the test results/test report and any information applicable to the specification of the tested vehicle and provide it, if the department requests it. Coverage of variants should be demonstrated using a 'worst-case' assessment.

## Gross combination mass, rated towing capacity and maximum towing mass (braked trailer)

The terms gross combination mass (GCM) and rated towing capacity are commonly used in the automotive industry. In the ADRs, however, these are formally-defined terms and only used in relation to heavy vehicles (vehicles with a GVM greater than 4.5 tonnes).

No ADRs require the GCM of a light vehicle to be certified by testing or require evidence from the manufacturer. Accordingly, GCM is not an element of the light vehicle RVD and we do not assess, approve or endorse any specification of light vehicle GCMs claimed by manufacturers.

However, state or territory laws may impose requirements relating to changes to a vehicle's GCM specifications. Therefore, you will need to ensure you can meet the requirements of all regulators.

The maximum towing mass (braked trailer) is used in the RVD for light vehicles instead of rated towing capacity. It can only be increased above the value determined by the OEM if evidence of compliance with all relevant ADRs, including for towing equipment and the vehicle structure, is provided. This also applies to light vehicles that become heavy vehicles through a GVM upgrade where the SSM vehicle type approval holder wishes to have a rated towing capacity value higher than the OEM's maximum towing mass (braked trailer).

It is not appropriate for a SSM vehicle type approval holder to alter the OEM rating without undertaking testing to ensure compliance with relevant ADRs. Altering an OEM tow rating would typically only be appropriate for more extensively and suitably modified vehicles.

**Note:** Some braking tests also require additional consideration for unbraked trailer masses. The SSM vehicle type approval holder must verify that the maximum towing mass (unbraked trailer) is still accurate.

Applications for a SSM vehicle require specific criteria to be met and different requirements, as outlined in Table 1 under [Different application requirements for specific vehicle types](#).

**Note:** The RAV submission validation will reject a vehicle using the sub-category 'type approval – second stage of manufacture' if the vehicle is not already on the RAV. Therefore, vehicles that have undergone SSM where the base vehicle is not on the RAV should be entered on the RAV as 'type approval – standard' or 'type approval – non-standard' as applicable.

The SSM vehicle type approval holder needs to ensure the requirements of ADR 61/03 have been met. If the base vehicle has been added to the RAV, the SSM must be performed in accordance with an RVSA approval.

## Motorhomes and campervans

A vehicle type approval may be issued for a motorhome, either as an originally built motorhome or a SSM to a completed vehicle. In the context of a vehicle type approval, the term motorhome applies to campervans and motorhomes. A motorhome is a vehicle manufactured to include accommodation space containing at least the following:

- seat and table
- sleeping accommodation that may be by converting seats, and
- cooking facilities.

The vehicle category of a completed motorhome is identified using Vehicle Standard (Australian Design Rule – Definitions and Vehicle Categories) 2005. Seating positions do not include seats only intended for use while the vehicle is stationary.

A motorhome may have additional seats provided for purposes other than use in transport. The manufacturer needs to be clear about which seats are intended to be used in transport.

The 'Make-Model' designation of the motorhome should be unique from all other vehicle type approvals.

## Seating

Generally, motorhomes will be configured to provide a number of seating positions in addition to the driver and front passenger seats. These seats may double as seats for dining or recreation and in some cases, convert to sleeping-berths. They may also be capable of swivelling to better suit their intended multiple use function.

When applying, you will be required to acknowledge that you will comply with the condition of approval, and to fix a durable and permanent label or plaque to the motorhome in a readily visible location (and included in vehicle's owner manual). The content of the label is set out below.

The condition of the approval requires it be in 6 mm high lettering. If multiple seating layout variations are included in the vehicle type approval, then as appropriate, multiple labels/plaques must be provided.

**THIS MOTORHOME IS DESIGNED FOR THE CARRIAGE OF ( insert number of passengers ) PERSONS**

{ Insert the seating plan showing all provided seats, with an " X " shown on all seating positions that are NOT intended for use while the vehicle is in motion }

**WARNING : THE SEATING POSITION(S) SHOWN BY " X " ON THIS LABEL  
MUST NOT BE OCCUPIED WHILE THE VEHICLE IS IN MOTION**

When applying, you are required to acknowledge that you will comply with the following conditions of approval:

- any seats provided that are intended for use solely while the vehicle is stationary must not be provided with seatbelts, child-restraint anchorages or any other equipment that may imply they are for use in transport
- if a swivelling seat is a seat (or seating position) that is intended for use in transport, then:
  - it must be easily lockable without the use of tools in position(s) as intended for use in transport and ADR compliance must be appropriate to that locked position(s)
  - a durable and permanent label is to be provided in a visible position adjacent to the seat (and included in the vehicle owner's manual), in 6 mm high lettering as below.

**WARNING : THIS SEAT IS ONLY TO BE USED IN THE ( FORWARD/ REARWARD/ etc \* – as appropriate)  
FACING POSITION WHILE THE VEHICLE IS IN MOTION**

## Appropriate GVM for a motorhome

The department expects that in an application for a vehicle type approval for a motorhome, the vehicle will have a GVM appropriate for its purpose. In determining whether the vehicle's GVM is appropriate for its purpose, the motorhome must have a GVM that includes the following allowances within the vehicle's laden mass, regardless of the determined vehicle category:

- all supplied equipment such as a toilet, refrigerator, shower, gas-bottle etc. including the mass of full fluids/gas. Where waste (grey and black) water tank(s) are provided, their mass may be reduced by the mass of the water stored in any fresh water tank(s).
- a personal effects allowance, to cover cooking utensils, bedding, luggage and other such items, of 60 kg for each of the first 2 sleeping berths, and 20 kg for each sleeping berth more than 2.

You should confirm that the laden mass is distributed appropriately for the build of the motorhome. The personal effects allowance must be distributed 50/50 per axle group. The gross axle load rating must not be exceeded when the vehicle is loaded.

## ADR applicability

The ADR applicability for a motorhome is consistent with the standard ADR applicability rules unless the SSM applicability rules apply.

## Specific ADR requirements

The following specific ADRs apply to motorhomes and must be taken into consideration.

### ADR 8/xx – Safety Glazing Material

Specifies certification requirements for all glazing material used in the external and internal construction of a motor vehicle.

Other than for all vehicle windows, glazing material outside the head impact area may be considered minor and inconsequential non-compliance if it is restricted to glazing that is essential to the vehicle's use or where separated from all seats (or seating positions) that are intended for use in transport by room or cupboard doors, and must be identified within the ADR 8/xx form.

It is your responsibility to provide appropriate justification that the non-compliance is minor and inconsequential respects.

### ADR 34 – Child Restraint Anchorages

Must be provided and certified if required by the applicable version of ADR 34 for the vehicle category.

If additional child restraint anchorages are provided (whether required or not for the vehicle category) they must also be included within the CI forms.

### ADR 42/xx – General Safety Requirements

Covers various general safety requirements relevant to motorhomes, with certification requirements determined by vehicle category above.

In addition to the tyre placard requirements of ADR 42/xx the approval holder will acknowledge the additional condition that the tyre placard (or an additional supplementary placard) must display the gross axle load rating of each axle or axle group.

### ADR 44/xx – Specific Purpose Vehicle Requirements

Specifies certification requirements for LPG used both as a fuel for motor vehicles and for installed equipment, such as stoves and refrigerators.

Motorhome manufacturers should also establish any additional requirements regarding LPG installations with the relevant state and territory registration authorities.

The requirement for doors in clause 44.8.1 of ADR 44/xx does not mandate dimensions, however you may use ADR 58/00 clauses 58.5.3 and 58.5.4, and for access steps clauses 58.7.2.3, 58.7.2.4, 58.7.3 and 58.7.4, as a best practice guide.

You should also establish whether the relevant state and territory registration authorities have other requirements.

You should also continue to monitor for any new information about electrical power systems and remote connections, smoke detectors, fire blankets and similar types of equipment.

### Supporting information and documentation

Your application must provide information demonstrating the accuracy of the declarations you make, including the following mass and load details attached to the RVD form:

- details of the declared GVM, as detailed above, for each RVD variant
- calculations of the individual axle group loads and the corresponding gross axle load rating and GVM for each variant
- information to show that all tyre ratings and manufacturer's axle ratings are suitable for the gross axle load rating and GVM for each variant
- the motorhome's unladen mass
- a copy of a weigh bridge certificate showing axle loads of each motorhome variant at its unladen mass
- a copy or example of the tyre placard including information about the gross axle load ratings of each axle or axle group for each variant.

You must also provide additional information with the ADR 44/xx CI form:

- a motorhome floor/ seating plan, including drawings or sketches supported by photographs, showing all seating positions and provided seats, identifying type/ purpose of seat, whether being a seat (or seating position) that is intended for use in transport or not, and if so, type of seatbelt assembly provided. This plan drawing should also show fitment position of label(s) below.
- a copy or example of the label(s) identifying seating capacity and positions of all seats (or seating positions) that are intended for use in transport, as required as a condition of approval.
- a copy or example of label(s) regarding swivelling seats as required by conditions of approval, if fitted.

Applications for a motorhome or campervan will require specific criteria to be met and different requirements as outlined under **Different application requirements for specific vehicle types** (below).

**Note:** RVDs for motorhomes must include:

- a description of the motorhome
- for a SSM motorhome, a description of the SSM modifications
- the individual axle group ratings for each variant (if not the same)
- calculations confirming the vehicle category covering each variant and the number of seats intended for use in transport.

## Cranes

Industry has traditionally provided cranes in Australia via the concessional RAV entry approval pathway, meeting the special purpose vehicle eligibility criteria.

For new cranes, a vehicle type approval may be an alternative pathway option for some applicants (see [criteria for deciding an application and Table 4](#)).

Many cranes, owing to their special operational purpose, may not be able to fully meet all applicable ADRs. If a crane substantially meets an ADR, please refer to the [extent of compliance in Table 2](#) for more information.

Please note that you must provide compliance information for all applicable ADRs irrespective of whether you select substantial or full compliance in your application.

## Exhaust Emissions

The engine cycles for some cranes may not be compatible with diesel particulate filters and will be unable to comply with [ADR 80/04 – Emission Control for Heavy Vehicles](#). The department will accept engines that comply with EU Stage V or US Tier 4 Final emission requirements as being substantially compliant to ADR 80/04 and suitable for use on a public road in Australia.

**Note:** When applying for a crane under the vehicle type approval pathway, the national road vehicle standards that apply to the crane will be the ‘new models’ ADR applicability dates.

## Different application requirements for specific vehicle types

Vehicle type approval applications for specific vehicle types or processes, i.e. a chassis cab vehicle, will have different requirements. Depending on the details selected, ROVER will direct the required information and specific declarations for submission and generate the associated application fee. Table 1 provides more detail about the different vehicle types and application requirements.

**Table 1. Different application requirements for specific vehicle types**

Vehicle type	Criteria	Additional or specific application requirements
Low ATM trailer	A trailer with an ATM of 4.5 tonnes or less. See also <a href="#">Treatment of trailers with an ATM of 4.5 tonnes or less</a> above.	<p>We expect you to read guidance material (<a href="#">Vehicle Standards Bulletin (VSB) 1 – Building trailers with an ATM of 4.5 tonnes or less</a>), make acknowledgments or declarations, and pay the application fee.</p> <p>The application must confirm that:</p> <ul style="list-style-type: none"> <li>You have: <ul style="list-style-type: none"> <li>control over all stages of the design, componentry and manufacturing process, or</li> <li>are able to access information, including information about any changes, relating to the design, componentry or manufacturing process for the trailer type that may affect compliance with the applicable national road vehicle standards</li> </ul> </li> <li>You can ensure the design, componentry and manufacturing process will consistently produce the type of trailer</li> <li>the trailer type covered by the approval, complies or substantially complies with the applicable national road vehicle standards, and the non-compliance is only in minor and consequential respects.</li> </ul> <p>There is no requirement to upload supporting documents when the application is made. However, you must declare that you will comply with all of the conditions of the approval.</p>

Vehicle type	Criteria	Additional or specific application requirements
<p><b>Pre-release evaluation vehicle</b></p>	<p>Only available to applicants already holding a vehicle type approval or a full volume IPA under the MVSA, but <b>not</b> for a development prototype vehicle.</p> <p>Allows an approval with extra conditions so the evaluation is performed in Australia.</p> <p>Not available to motorcycles or ME category vehicles.</p> <p>See also <a href="#">Pre-release evaluation vehicles</a> above.</p>	<p>At any time, if requested by the department, you must have the relevant documents available and provide them when requested.</p> <p>More detail can be found on the <a href="#">Low ATM trailers</a> webpage.</p> <p>You are required to indicate that the vehicle type is being used for pre-release evaluation at the time the vehicle details are provided in the application.</p> <p>You are then required to make a declaration that:</p> <ul style="list-style-type: none"> <li>the vehicle type fully complies with the applicable national road vehicle standards, or</li> <li>the vehicle type complies with applicable ADRs and has information available, if requested, to support the declaration. However, the information does not need to be in respect of subsection 19(2), but must be sufficient to support the declaration.</li> </ul> <p>You will not be required to complete the associated CI form(s) at the time the application is made.</p> <p>You must declare you will meet additional specified conditions of the approval, including to:</p> <ul style="list-style-type: none"> <li>limit the use and transfer of ownership</li> <li>submit vehicle compliance information to support your declaration of compliance within 6 months of the date the approval becomes effective</li> <li>export or destroy any imported vehicle where the compliance information demonstrating compliance has not been supplied to the department within 6 months of the approval date.</li> </ul>
<p><b>Chassis cab</b></p>	<p>Manufactured as a partially completed vehicle requiring additional work to be performed before the vehicle can be provided to a consumer as a completed vehicle.</p> <p>See also <a href="#">Non-compliant chassis cab vehicle</a> above.</p>	<p>You are required to indicate that the vehicle type approval is intended to be added to the RAV as a non-compliant chassis cab vehicle when providing details about the vehicle.</p> <p>By indicating 'Yes', the approval would reflect that it is a vehicle type approval for a non-compliant chassis cab with minor and inconsequential non-compliance.</p> <p>The applicant is required to declare that they will comply with additional specified conditions of the approval relating to a non-compliant chassis cab vehicle. This includes supplying instructions, guidance and references to the relevant ADRs that must be met, to whoever will be responsible for doing the work to complete the chassis cab vehicle(s).</p>
<p><b>Second stage of manufacture (SSM)</b></p>	<p>A new vehicle type that has been approved and added to the RAV, that has not already been used in transport on a public road (base vehicle) with the intention making additions and/or modifications to it, is known as a SSM.</p>	<p>You are required to apply for a vehicle type approval SSM based on 1 base (first stage) vehicle type approval. Separate SSM vehicle type approval applications will be required for each different base vehicle type approval.</p> <p>You are required to provide:</p> <ul style="list-style-type: none"> <li>unique make and model details for the SSM, including variant details, if applicable</li> </ul>



Vehicle type	Criteria	Additional or specific application requirements
	<p>You must have access to the base vehicle details, or have a detailed system of verification in place to ensure any changes to the base vehicle's design or that any testing performed to support the SSM is still valid.</p> <p>See also <a href="#">SSM vehicles</a> above.</p>	<ul style="list-style-type: none"> <li>• the type of addition or modification being performed, including (but not exhaustive): <ul style="list-style-type: none"> <li>– campervan or motorhome conversion</li> <li>– GVM upgrade</li> <li>– conversion to an emergency vehicle</li> <li>– heavy vehicle to special purpose conversion</li> <li>– omnibus with modified seating or accessibility modifications</li> <li>– omnibus conversion</li> <li>– passenger vehicle cut and stretched to become a limousine or hearse</li> <li>– engine/fuel/motive power upgrade</li> <li>– performance modifications</li> <li>– 2WD to 4WD or 4WD to 2WD conversion</li> </ul> </li> <li>• CI forms demonstrating compliance against applicable national road vehicle standards, where modification has changed the ADR compliance or resulted in a change to the vehicle category</li> <li>• declarations confirming the SSM vehicle still complies with applicable national road vehicle standards, where appropriate examination confirms the compliance status of the base vehicle is unaffected. This compliance carries over to the SSM declaration of compliance with a specified condition that they comply with the applicable national road vehicle standards when the SSM is entered on the RAV (other than any non-compliance specified on the approval).</li> </ul>
<p><b>Motorhomes and campervans</b></p>	<p>A vehicle type manufactured to include accommodation space and equipment such as:</p> <ul style="list-style-type: none"> <li>• seats and table</li> <li>• sleeping accommodation</li> <li>• cooking facilities.</li> </ul> <p>See also <a href="#">Motorhomes and campervans</a> above.</p>	<p>You are required to either:</p> <ul style="list-style-type: none"> <li>• select that the vehicle type approval is SSM and has the characteristic of a motorhome and campervan, or</li> <li>• indicate the vehicle has an additional characteristic of being a motorhome and campervan when providing the vehicle details.</li> </ul> <p>The applicant is required to demonstrate compliance with ADR 3/xx, ADR 4/xx and ADR 5/xx for all seating positions which have been used to determine the motorhome vehicle category.</p> <p>The applicant is required to provide:</p> <ul style="list-style-type: none"> <li>• details about the unique make and model in accordance with SSM requirements</li> <li>• declarations covering additional specified conditions of approval, if granted, including conditions about: <ul style="list-style-type: none"> <li>– permanent labels affixed to the vehicle, identifying seating positions not to be used while the vehicle is in motion</li> <li>– labelling of swivelling designated seats</li> </ul> </li> <li>• additional information covering;</li> </ul>

Vehicle type	Criteria	Additional or specific application requirements
		<ul style="list-style-type: none"> <li>- mass and load details</li> <li>- details of the GVM, for each <a href="#">RVD</a> variant</li> <li>- calculations of the individual axle group, loads and the corresponding gross axle load rating and GVM for each variant</li> <li>- details that all tyre ratings and manufacturer's axle ratings are suitable for the gross axle load rating and GVM for each variant</li> <li>- unladen mass details</li> <li>- upload a copy of a weigh bridge certificate showing axle loads at its unladen mass for each variant.</li> </ul>
<b>Cranes</b>	A crane is a machine for raising and lowering heavy weights.	<p>You are required to provide:</p> <ul style="list-style-type: none"> <li>• a letter of support from the National Heavy Vehicle Regulator for the vehicle's use on a public road in Australia</li> <li>• justification for not fully complying to ADR(s) for which substantial compliance is sought</li> <li>• information demonstrating compliance against all applicable national road vehicle standards</li> </ul>

## Supporting documents that demonstrate control

To meet the eligibility criteria, you must be able to demonstrate that you have either:

- full control over all stages of the design, componentry and manufacturing process, or
- access to information about the design, componentry and manufacture of the vehicle.

The application process requires you to upload supporting documentation demonstrating the type of control you have indicated. Where an approval holder is using an approved component, covered by a component type approval or United Nations (UN) ECE approval, the requirements of the control or access to information about control do not apply.

Your quality system will still need to ensure each component you fit or vehicle you modify continues to be covered by the approval and the approval is still in force.

### If you indicate you have full control

If you indicate that you have full control, we expect you to be able to provide documented processes that demonstrate your control over all stages of the design, componentry and manufacturing process. The processes may be documented as part of a QMS accredited by the relevant international certification body. This means you would hold a valid ISO 9001 series certificate (or other quality system certification) with relevant scope covering the design and manufacture of vehicles.

#### **Important:** Relevant accreditation certificate

The ISO 9001 series provides the quality assurance framework for the design and manufacturing processes within an organisation to operate effectively and ensure all vehicles meet requirements, including design change control.

An ISO 9001 certificate is not a requirement under the RVS legislation, however where an ISO 9001 certificate is held and relied upon, you must ensure that it is current and the scope of the certification is relevant to the design and manufacture of the vehicle.

Other quality system certification may also be provided as evidence of having an appropriate system in place. Similar to an ISO 9001 certificate, we may still request a full QMS.

If you do not have an ISO 9001 series certificate (or other quality system certification), we expect you to support your claim of having full control over the design, componentry and manufacture of the vehicle by having a full QMS with documentation incorporating all of the measures, stages, actions, methodologies, operating instructions and other operating practices and processes that ensure full control over the design, componentry and manufacture.

For details about the expected content of a full QMS, please see [Appendix 2](#) noting that, although we expect you to have a full QMS, it is not required when submitting your application.

You should read the [quality management system checklist for vehicle type approvals](#) and indicate whether your QMS include all elements identified in the checklist? However, the department may request you to submit the full QMS.

## If you indicate you have control through access to information

If you are not the design owner or manufacturer, you will need to upload a copy of the commercial agreement allowing you access to information about the design, componentry and manufacturing process for the vehicle.

You will also need to upload a copy of the commercial agreement, contract or written advice confirming your agreed level of access with the manufacturer.

The department expects a written agreement to access the required information to include:

- the vehicle that the vehicle type approval will cover
- the relevant parties to the agreement
- confirmation that the vehicle will be manufactured by the other entity
- confirmation that you have access to the design and manufacturing information, and the inclusion of design and manufacture change management oversight
- confirmation that you have access to information and can arrange physical inspection of the design, componentry and manufacturing processes to support record keeping and to satisfy requests for information or inspection by the decision maker
- confirmation that you have access to QMS documentation, engineering documentation, results of testing, change management processes and procedures that demonstrate (and ensure ongoing) compliance with the applicable ADRs
- confirmation that you have access to documentation demonstrating that the vehicle will consistently comply with the applicable ADRs.

The decision maker may request further information, seeking clarification of information in the written agreement.

**Note:** All the documents you are required to upload with the application, requested by the department after submitting the application or that must be retained under the record keeping condition after the approval is granted, must be in English.

## Compliance with applicable national road vehicle standards

Under paragraph 19(1)(a) and subsection 19(3) of the Rules, the decision maker must be satisfied that the type of vehicle complies, or substantially complies, with the applicable national road vehicle standards in force at the time the approval is granted. If you nominate a future start date for the approval, compliance must be demonstrated against the nominated ADRs applicable at that date.

To demonstrate compliance with the applicable national road vehicle standards, we expect you to address requirements in [ROVER](#) when the application is made, or in the specific [CI form](#) for each ADR. Details of the compliance information requirements are covered in [Table 2](#).

## Using an IWVTA to show compliance with national road vehicle standards

The Rules allow you to use an International Whole Vehicle Type Approval (IWVTA) to demonstrate compliance with relevant ADRs. If you are using an IWVTA to demonstrate compliance to the maximum extent (i.e. that a vehicle complies with all applicable ADRs that the IWVTA is capable of demonstrating compliance with), you should indicate this in the application form and include the relevant IWVTA number.

The Rules set a separate fee for applications using an IWVTA to demonstrate compliance to the maximum extent possible. Only universal IWVTAs (U-IWVTA) attract a lower fee. If you use a limited IWVTA (L-IWVTA) you are not using the IWVTA to the maximum extent possible and will therefore need to pay the full application fee to reflect the additional assessment required.

You may still use a L-IWVTA, or a U-IWVTA that does not demonstrate compliance to the maximum extent possible. The IWVTA can be entered in the CI form for each ADR the IWVTA is capable of demonstrating compliance with.

## ADR harmonisation – alternate standards

In 2000, Australia agreed to the United Nations Economic Commission for Europe (UNECE) Agreement concerning the Adoption of Uniform Technical Prescriptions for Wheeled Vehicles, Equipment and Parts which can be Fitted and/or be Used on Wheeled Vehicles and the Conditions for Reciprocal Recognition of Approvals Granted on the Basis of these Prescriptions, March 1958 (the 1958 Agreement).

Australia applied 29 UN regulations under the 1958 Agreement in 2010 and further standards have been applied since. A list of the applied UN regulations and their corresponding ADRs is included at [Appendix 4](#).

The Harmonisation ADR (ADR 0) provides certainty to manufacturers that the latest versions of UN regulations that have been adopted as alternative standards within the ADRs and have been applied by Australia under the 1958 Agreement will be accepted in Australia.

The Harmonisation ADR does not increase the stringency of any other ADR, as its provisions are optional for manufacturers to use. The Harmonisation ADR came into effect on 18 February 2012.

Where an ADR references a UN regulation as an alternative standard, and that UN regulation has been applied by Australia, manufacturers may meet the technical requirements of either:

- the referenced UN regulation, or
- a later version of the referenced UN regulation.

Where standards have not been applied, it is up to the you to provide information that a vehicle complying with a later version of the ECE regulation would also meet the requirements of the ADR.

Refer to Table 2 and Table 3 below for how to enter this information using a declaration.

**Table 2. Applicable ADRs and extent of compliance**

In ROVER	What supporting information is expected?
<p><b>Applicable ADRs</b></p> <p>In the application, you must provide vehicle details. This generates a list of applicable ADRs. You can add or delete ADRs from the list.</p>	<p>You must provide information demonstrating compliance against each ADR you select in the application, the information provided and the CI form for each ADR.</p> <p>The type of information you provide will depend on the complexity of each ADR.</p> <p>You may need to provide detailed and specific information, such as formulas, calculations, uploads and mandatory fields.</p>

In ROVER	What supporting information is expected?
Information demonstrating compliance must be added for each ADR.	Where ADRs are marked as not applicable, a reasonable justification for each ADR must be provided.  This may be that 'the vehicle is not a new model and therefore the ADR is not yet applicable' or 'the feature is not fitted to the vehicle therefore the ADR not applicable'.
<p><b>Extent of compliance</b></p> <p>You must select the extent of compliance with the ADR, whether the vehicle is:</p> <ul style="list-style-type: none"> <li>fully compliant, or</li> <li>substantially compliant and the non-compliance is minor and inconsequential, or</li> <li>substantially compliant and the non-compliance is not minor and inconsequential but is suitable for use on a public road in Australia (non-standard).</li> </ul> <p>For specific types of vehicles, you may also be able to select compliance options, for example 'Substantial compliance declared with supporting information pending'</p>	<p>If you selected substantially compliant, you must upload documents supporting your case that the non-compliance is either:</p> <ul style="list-style-type: none"> <li>in only minor and inconsequential respects, or</li> <li>the non-compliance is suitable for use on a public road in Australia (non-standard), which will require a separate ROVER application for a vehicle type approval.</li> </ul> <p>You need to consider the following:</p> <ul style="list-style-type: none"> <li>information directly relating to the specifics of the ADR and where the non-compliance has been identified</li> <li>detailed reasons or circumstances supporting that the non-compliance is minor and inconsequential, or</li> <li>references to precedents about the nature of the minor and inconsequential consideration, or</li> <li>detailed reasons or circumstances that support the use of the vehicle on a public road in Australia, including an in-principle support letter from state and territory registration authority or the National Heavy Vehicle Regulator, and</li> <li>any other relevant information.</li> </ul> <p>If you do not provide relevant and sufficient information the:</p> <ul style="list-style-type: none"> <li>assessment process may be extended because a request for further information is required</li> <li>application may be refused to be considered, or</li> <li>approval may be refused to be granted.</li> </ul>

Table 3. How to demonstrate compliance against ADRs

In ROVER	What supporting information is expected?
<p><b>Results of testing</b></p> <p>Results of testing must be from an RVS approved testing facility if you are testing to meet a requirement in the ADR, or a technical requirement identified as an alternative in the ADR.</p> <p>See also <a href="#">Use of results of testing to demonstrate compliance</a>.</p>	<p>If there are multiple variants of the vehicle, results of testing must:</p> <ul style="list-style-type: none"> <li>cover all of the variants, or</li> <li>provide separate results of testing for each variant, or</li> <li>ensure results of testing have followed the worst-case testing guidance</li> </ul> <p>Guidance on ways to select the worst-case that has previously been acceptable to the department is contained in the <a href="#">specific ADR circulars</a>.</p> <p>You may use other means to select the worst-case but must be able to demonstrate how you selected that worst-case.</p>
<p><b>Approval or other document</b></p> <p>Within each CI form, you can <b>select</b> that an approval under the 1958</p>	<p>You must have a valid copy of the extract relevant to the vehicle type from the approval issued by a contracting party under the 1958 Agreement.</p>

In ROVER	What supporting information is expected?
<p>Agreement is being used to demonstrate compliance.</p> <p>You should upload an extract of the approval document demonstrating the UN approval number and the relevance of the approval to the vehicle type.</p> <p>You do not need to upload an ECE approval if it is on the Database for the Exchange of Type Approval documentation (DETA).</p> <p>The legislation also allows the decision maker to consider an 'other document' that has been issued by the government of a foreign country that is a contracting party to the 1958 Agreement (or a competent authority of such a government for the purposes of the 1958 Agreement).</p> <p>The document must indicate that the vehicle or component complies with a requirement applying under the 1958 Agreement and that the requirement is the equivalent to the applicable ADR.</p>	<p>The extract must indicate the vehicle complies with standards equivalent to the applicable national road vehicle standard.</p> <p>An extract of the UN approval may also be used to demonstrate partial compliance:</p> <ul style="list-style-type: none"> <li>• where the ADR selected is fully harmonised with a UN approval — the approval may demonstrate compliance for some variants, while the other variants will rely on results of testing (using worst-case where applicable) to demonstrate compliance.</li> <li>• where the ADR is not fully harmonised with UN regulations, compliance information will need to be provided in accordance with the specific ADR requirements.</li> </ul> <p>If the ECE approval is for a later amendment to the regulation that has not been applied by Australia, you need to provide a declaration that 'complying with the later version of ECE would also comply with the version of ECE accepted in the ADR', before it can be accepted.</p> <p>ECE approvals can be supplied with a component and submitted as part of an application, commercially sensitive information may be redacted from these documents but sufficient information must remain in the ECE approval to identify the component.</p> <p>If the document shows the vehicle or component complies with a standard that is not identified as an alternative standard in an ADR, then you must also demonstrate that the tested standard is equivalent to the ADR requirements.</p> <p>This information can be entered into ROVER using the declaration option on the CI form and uploading a copy of the document showing compliance with the relevant standards to support the declaration.</p>
<p><b>Declaration</b></p> <p>For some ADRs it may be more appropriate to seek a declaration that the vehicle complies by completing the minimum fields required by the ADR and making a declaration that the details are correct.</p>	<p>If you are providing a declaration for an ADR, you must have supporting information or required documentation to support your declaration.</p> <p>The decision maker may request you provide certain information or documentation, either after submitting your application, or after the approval is granted</p> <p>You should use the declaration option if the ECE approval is for a later amendment to the regulation and the regulation has not been applied by Australia.</p> <p>You will need to provide a declaration that 'complying with the later version of ECE would also comply with the version of ECE in ADR', before it can be accepted.</p>
<p><b>Component type approval</b></p> <p>Where components are used in the manufacture of the vehicle, you can demonstrate compliance for the ADRs associated with the component by using the RVS component type approval number.</p>	<p>If you use an approved component type approval number to demonstrate compliance for ADRs in a vehicle type approval, you should ensure it is relevant and in force.</p>
<p><b>Vehicle type approval</b></p> <p>Where a vehicle has been added to the RAV under a vehicle type</p>	<p>Refer to the section above for more information about <a href="#">SSM</a> vehicles and when the base vehicle compliance information continues to apply.</p>

In ROVER	What supporting information is expected?
<p>approval and is undergoing SSM, you can refer to the base vehicle approval to show compliance where the modification has not affected compliance.</p> <p>You may also refer to another approval you hold to show compliance with an ADR.</p>	<p>Referring to another vehicle type approval is only appropriate where you either hold the approval or the vehicle is already on the RAV.</p> <p>You should not refer to components fitted to other vehicles if you do not have control over the design and manufacture.</p>
<p><b>Approved Model Report</b></p> <p>For high ATM trailer vehicles, vehicle category TD, or SSM vehicles, you may reference an approved Model Report to demonstrate compliance for all applicable ADRs.</p>	<p>If you use a Model Report approval number to demonstrate compliance with ADRs in a high ATM trailer (TD) or SSM vehicle type approval, you will need to ensure the approved Model Report is in force and the vehicle has been manufactured in accordance with the Model Report's work instructions.</p>
<p><b>Any matter or thing specified in an applicable national road vehicle standard</b></p> <p>In each CI form, you can select that the ADR specifically allows for something (for example, other information or approval) to be used as the basis for compliance.</p> <p>You must upload documentation supporting the claim.</p>	<p>You must have relevant documents supporting the requirement specifically listed in the ADR.</p> <p>Uploading all the relevant information ensures the assessor does not need to pause the assessment to request further information.</p> <p>This is only applicable where the ADR refers to something that is acceptable such as the calculations identified in ADR 38/05 – Trailer Brake Systems and ADR 62/02 – Mechanical Connections between Vehicles. If testing to the technical requirements of an alternative standard then this will be entered as test results from an approved testing facility.</p>

## Using results of testing to demonstrate compliance

One option for demonstrating compliance is results of testing. As detailed in Table 3 above, you can choose from a number of options to demonstrate compliance with the applicable national road vehicle standards.

## Compliance with ADRs using acceptable prior rules

Some ADRs allow certain vehicle categories to demonstrate compliance using previous versions of the ADRs. Where ADRs are mandatory for a vehicle category, the application must include the applicable ADR. Information in the CI form can refer to testing to a prior acceptable rule.

The approval may be automatically suspended if you do not update an approval to include mandatory ADRs by the date in the applicability section of an ADR specifying when all vehicles must be compliant.

Approval holders who opted-in to their vehicle type approval can continue to use the evidence of compliance used for their MVSA approval during the 5-year period of their opt-in approval.

Where the testing performed under the MVSA approval is still valid and applicable to the current variants, the testing does not need to be performed again by an RVSA approved testing facility if it is only being resubmitted to show that the vehicle complies to an acceptable prior rule.



## How we manage test results conducted under an MVSA approval

As described above, one form of information you may provide to demonstrate compliance with applicable national road vehicle standards is with test results conducted by an RVS approved testing facility.

The result of testing and UN approvals are the primary methods, set out in the Rules, for demonstrating a vehicle's compliance with the national road vehicle standards.

In deciding whether or not to grant an approval, the decision maker may also be satisfied that a vehicle complies with the national road vehicle standards based on declarations made by the applicant.

Some test facilities registered under the MVSA may not have applied to become approved testing facilities under the RVS legislation.

Applicants seeking to cover vehicles with long model lifespans, and unable to provide test results from an RVS approved testing facility, may find difficulty, and incur high costs, to seek re-testing of vehicles by an RVS approved testing facility.

Any allowance to accept an alternative form of testing information to demonstrate compliance with the applicable ADR requires detailed justification to be approved.

We will consider requests to use this information demonstrating compliance. To have your application considered you must meet the following criteria:

- that you are/were the holder of a MVSA approval under 10A(1), 10A(2) or 14A
- you hold a vehicle type approval taken to be granted under the opt-in arrangements
- you are seeking to re-apply for a vehicle type approval **after** the 5-year opt-in period has ceased.

**Important:** your application will **not** be considered under this arrangement if you are re-applying for a vehicle type approval to cover a new vehicle model, or you did not opt-in to a vehicle type approval

In both cases, you will need to provide the required test results from a RVS approved testing facility, (or by a person who did not have a RVS testing facility approval when the original test was conducted, but now does), to demonstrate compliance with the applicable national road vehicle standards.

Once the 5-year opt-in approval ends, you can submit required information as directed by the relevant CI forms, using MVSA registered test facility details. ROVER will recognise the details are not valid as an RVS approved testing facility, which will require you to do the following:

- submit a signed declaration with your application that the test results from the previous MVSA test facility meets the required information to demonstrate compliance, and that:
  - the original test evidence is still applicable and continues to demonstrate the vehicle's compliance with the national road vehicle standards
  - the original test results are accurate
  - retesting for compliance with the applicable national road vehicle standards will impose a significant and unreasonable financial burden on your business
  - retesting would not provide any additional safety, environmental, or anti-theft benefits to the Australian community
- accept responsibility for the accuracy of the test evidence and the vehicle's compliance with the applicable national road vehicle standards, and upload the following supporting documentation:
  - a copy of the original test report/evidence
  - a quote for the cost of retesting provided by an RVS approved testing facility
  - a statement about the financial burden of retesting



- a statement about why retesting does not provide the community with any additional safety, environmental, or antitheft benefits.

The decision maker will consider all of the information provided and decide if the vehicle complies, or substantially complies, with the national road vehicle standards. If a decision maker is not satisfied on the basis of the information and declaration provided, they may:

- request further information to assist in deciding whether to grant a vehicle type approval – this may be a request to provide results of testing from an RVS approved testing facility or additional information relevant to the matters declared, or
- refuse to grant a vehicle type approval.

If the decision maker is satisfied with the information and declaration provided, the vehicle type approval will be granted and will remain in force for 7 years, unless revoked earlier.

To re-apply for a vehicle type approval granted under the above arrangements when it expires, you must only submit test results from an RVS approved testing facility, regardless of any continuing imposition or financial burden to satisfy this criterion.

## Can I change details in my application?

When you start an application, you can save it, exit and return to your saved application at any time before you submit it. If you need to amend your application after it has been submitted, but before you've paid the fee, you can withdraw, amend and resubmit it, or delete it.

You can also [withdraw an application](#) and then amend and resubmit or delete it after you have submitted it and paid the fee if its status in ROVER is 'Paid—Awaiting Assessment', or 'Assessment in progress'.

The process for withdrawing, amending and resubmitting, or deleting an application after the fee has been paid is explained in the guide [How to withdraw, amend and resubmit or delete an application in ROVER](#). As you progress through the ROVER application process you can view the [status of your application](#) at various stages.

## How do I re-apply when my vehicle type approval expires?

When the vehicle type approval expires, the approval holder must no longer provide the vehicle or enter a vehicle type covered by the expired approval on to the RAV. It is an offence under the RVSA to enter a vehicle while a vehicle type approval is not in force.

If you are a vehicle type approval holder and your approval is due to expire, you will be sent a notification and can re-apply for a vehicle type approval through ROVER.

If a subsequent vehicle type approval is granted for a previously approved vehicle type, it will keep the same RVS approval number. The approval notice will confirm the date it comes into force and the updated expiry date.

You will still have the option to request a date of effect of the vehicle type approval. The date must be at least 60 business days after the date the application is submitted.

This approach provides a streamlined process and reduces the burden on approval holders re-applying for a vehicle type approval before the 7-year expiry period.

# How will we assess your application?

## What will we consider?

The information in your application will be assessed against the eligibility criteria set out in the Rules. Then a recommendation on whether or not to grant an approval will be provided to the decision-maker.

The assessment will consider:

- who is seeking the approval and any previous MVSA approvals
- the vehicle type
- the level of compliance with the applicable standards (fully complies or substantially complies as either minor and inconsequential or non-standard)
- the level of control over the design and manufacture of the component (full control or access to information through an agreement), and
  - if the manufacturing processes will consistently produce the same vehicle type
  - whether, on request, you will be able to ensure access or arrange access to information or premises
  - whether you will be able to comply with the conditions the approval is subject to, if it is granted.

Providing insufficient or incorrect information in your application, or not complying with a request made by the department under section 17 of the Rules, may result in the application being refused to be considered.

## What do we expect to assess?

To ensure the decision maker is satisfied whether or not to grant a vehicle type approval, a consistent approach is taken to assessing:

- the declarations you have made in the application
- all the required information and supporting documents submitted with the application
- technical information provided in the CI forms to demonstrate compliance with the applicable ADRs
- any additional information you provide if requested by the department

**Note:** The assessment focuses on the information, declarations and supporting documents submitted with the application. It is therefore important that your application provides enough detail for the decision maker to grant an approval.

## Testing to cover each vehicle or variant

When you provide test results in your application, we expect the extent of testing to establish compliance for all variants covered by the vehicle type approval. We also expect that guidelines regarding selection of fleet will be followed. For example, at least one worst-case vehicle must have been physically tested for compliance with the applicable ADRs. The results of testing should be able to demonstrate the same compliance for each vehicle produced.

Also, where there are multiple variants and each is different across a range of respects, more than one worst-case test may need to be done. All the results will need to be provided to demonstrate compliance for each variant.

## Expectations against eligibility criteria

The department expects you to have placed controls across all stages of the vehicle's design, componentry and manufacture either directly through your own controls, or indirectly through arrangements allowing you to have the appropriate processes in place.

The ability to control all stages, or have access to information, ensures that the design, componentry and manufacturing process will consistently produce the vehicle type covered by the approval. More details about what we expect an you to have in place to address all of the eligibility criteria and assessment considerations are in Table 4.

**Table 4. Expectations against eligibility criteria and other considerations**

Eligibility criterion	What do you need to have in place?
<p><b>Compliance with the applicable national road vehicle standards, as in force at the time the Secretary decides the application is fully compliant.</b></p>	<p>Fully compliant would require you to have:</p> <ul style="list-style-type: none"> <li>• evidence demonstrating the component complies with each of the applicable national road vehicle standards</li> <li>• provided the relevant information. This may require uploading documents including:               <ul style="list-style-type: none"> <li>– results of testing from approved <a href="#">testing facilities</a>.</li> <li>– a valid extract of a 1958 Agreement (UN) approval, noting that this will be afforded a more streamlined assessment approach. However, there may be occasions when additional scrutiny is applied to ensure the validity and appropriateness of the UN approval</li> <li>– if you base compliance on a specified requirement listed in the ADR, you must provide relevant documentation</li> </ul> </li> </ul> <p>See <a href="#">Table 2, How to demonstrate compliance against ADRs</a>.</p>
<p><b>Compliance with the applicable national road vehicle standards, as in force at the time the Secretary decides the application is:</b></p> <ul style="list-style-type: none"> <li>• <b>substantially compliant and the non-compliance is in minor and inconsequential respects</b></li> <li>• <b>substantially compliant and the non-compliance is not minor and inconsequential but is suitable for use on a public road in Australia (non-standard).</b></li> </ul>	<p>Substantially compliant would require you to have:</p> <ul style="list-style-type: none"> <li>• information available that supports the non-compliance being considered minor and inconsequential, for example, documentation provided by an engineering expert or other form of justification to demonstrate:               <ul style="list-style-type: none"> <li>– the non-compliance is due to a version of an alternative standard not accepted by the ADR at the time of the application, but there is an intention to update an ADR that will include the standard in the future</li> <li>– any exemptions or limits to the requirements under a specific clause of the ADR that have been exceeded or not met</li> <li>– test results from an RVS approved testing facility demonstrating that the intent of the test has been achieved, but was subject to minor environmental or technology variance preventing certain test requirements</li> <li>– the component's design specifications cannot meet all of requirements of the applicable road vehicle standard.</li> <li>– why a non-compliant vehicle is suitable for use on a public road in Australia, including any support from a state or territory registration authority, where appropriate.</li> </ul> </li> </ul> <p>Substantially compliant (non-standard) would, in addition to the above, require you to have justification or supporting documentation to demonstrate that:</p> <ul style="list-style-type: none"> <li>– despite the non-compliance, the vehicle is suitable for use on a public road in Australia</li> </ul>

Eligibility criterion	What do you need to have in place?
	<ul style="list-style-type: none"> <li>- a relevant registering authority has provided support for the vehicle's use on a public road in Australia.</li> </ul> <p>More information on the treatment of different vehicle types can be found under <a href="#">Additional considerations</a>.</p>
<p><b>Control of all stages of the design, componentry and manufacturing processes of the component, by having full control.</b></p>	<p>Documents demonstrating you have full control do not need to be uploaded. You will be asked to read the <a href="#">Quality management system checklist for vehicle type approvals</a> and select Yes or No to the question, 'Does your quality management system include all elements identified in the checklist?'</p> <p>To demonstrate that you have full control you need either:</p> <ul style="list-style-type: none"> <li>• an ISO 9001 or other quality system accreditation certificate, or</li> <li>• a full quality management system. A certificate showing compliance with IATF 16949 can be used in place of a QMS summary, the scope must be relevant to the design and manufacture of a vehicle.</li> </ul> <p>In limited circumstances, you may be required to provide a full QMS to further support an accreditation certificate.</p> <p>See <a href="#">If you indicate you have full control</a>.</p>
<p><b>Control of all stages of the design, componentry and manufacturing processes of the component, by having access to information, including about any design changes.</b></p>	<p>You should have a copy of the written commercial agreement or contract with the vehicle manufacturer. It should outline the type of information you can access that ensures they have control over all stages of the design, componentry and manufacturing of the vehicle, including:</p> <ul style="list-style-type: none"> <li>• the manufacturer's QMS</li> <li>• engineering documentation covering any design change control procedures and how they may affect compliance with the applicable national road vehicle standards</li> <li>• test results</li> <li>• documentation outlining the process in place to ensure you can identify when a change in design or manufacture has occurred and how the change is assessed to ensure ongoing compliance with the applicable national road vehicle standards.</li> </ul> <p>See <a href="#">If you indicate you have control through access to information</a>.</p>
<p><b>Conformity of production system to ensure the design, componentry and manufacturing processes will consistently produce the type of vehicle.</b></p>	<p>You must have a conformity of production system available. To support this system, it would be expected you have either:</p> <ul style="list-style-type: none"> <li>• A full QMS (see <a href="#">Appendix 2</a>), or</li> <li>• ISO 9001 (or other quality system) accreditation certificate, issued by an authorised authority and which includes the scope relevant to the design and manufacture of a vehicle. Where an accreditation certificate is provided, generally a QMS would not be required to be provided.</li> </ul> <p>A certificate showing compliance with IATF 16949 can be provided in place of a QMS summary, the scope must be relevant to the design and manufacture of a vehicle. In limited circumstances, you may be required to provide a full QMS to further support an accreditation certificate.</p>
<p><b>Location details of design and manufacturing facilities to enable access and</b></p>	<p>You must provide valid and updated details of the location of the primary design and manufacturing facilities.</p> <p>This may include the locations where the design, manufacture or where other components are used in the design and manufacture of the vehicle.</p>

Eligibility criterion	What do you need to have in place?
<b>inspection by the department.</b>	You will also need to indicate the type of commercial arrangement you have with the manufacturer, if you are not the manufacturer of the vehicle. For example, you purchase completed vehicles through a wholesaler.
<b>Record keeping</b>	<p>You are expected to have:</p> <ul style="list-style-type: none"> <li>• Access to the original and all subsequent versions of the supporting information while the approval is in force, and for 7 years after the approval expires</li> <li>• An ability to make all information available when requested in writing by the Secretary, including the vehicle's design and componentry documentation, test reports, engineering documentation, source materials and manufacturing processes</li> <li>• An ability to keep all of the information up to date throughout the period the approval is in force.</li> </ul>
<b>Ability to comply with all of the conditions in an approval</b>	<p>You are expected to demonstrate:</p> <ul style="list-style-type: none"> <li>• An ability to comply with all of the standard and specified conditions within the approval</li> <li>• An ability to meet all other requirements of the RVSA, the Rules or any instrument under the RVSA that apply to the you or the vehicle.</li> </ul>

## Requests for further information or inspection

During the assessment, you may be asked to provide more specific information to help decide whether an approval is granted. You may also receive a request to inspect:

- vehicles of the type identified in the application
- premises where the vehicle is designed or manufactured
- components used in the design or manufacture of the vehicle type.

You will be notified of any request for further information (RFI) or inspection including details explaining what information needs to be provided and when. We will contact you to arrange a suitable time to inspect.

If you receive a request for further information or inspection, you will be given 30 business days, or a longer time as specified in the request, to respond.

Examples of where a longer period may be allowed are where the RFI is complex or detailed, or where the inspection may be at premises located overseas.

When an RFI is requested, the application's status in ROVER will be updated to 'on hold-query pending'. The assessment will resume once the request for additional information or an inspection has been completed and the application status will be updated to 'in progress'.

**Example:** A request may be made for further information seeking a copy of the full QMS.

## Deciding an application for a vehicle type approval

The decision maker will consider, and must be satisfied with, specific criteria when deciding your application for a vehicle type approval. These are set out in sections 19 and 20 of the Rules.

You will be informed of the decision via an appropriate notice. Where refusal decisions are made, the notices include how you can seek a review of the decision.

The notice of the decision to grant a vehicle type approval will include the type of vehicle, applicable standards and extent of compliance the approval applies to, with the information and documents used to demonstrate compliance.

If the approval includes minor and inconsequential or non-standard compliance, the approval notice will outline the extent and nature of the non-compliance that is in minor and inconsequential, or where it is a non-standard approval.

A non-standard approval requires a separate application for a vehicle type approval. This may also include specified conditions to address the nature of the non-compliance or the specific conditions associated with the vehicle type.

## What happens if we refuse to consider your application?

Under section 18 of the Rules, the department may [refuse to consider](#) an application if an applicant does not provide the relevant information or if our requests are not met within the time allowed.

This means the application is not assessed and no decision made to either grant or refuse an approval. You will be notified if the decision is to refuse to consider your application.

Where a request for further information or an inspection is made, you can submit relevant details or allow an inspection, to support your application.

The department may refuse to consider a vehicle type approval application if:

- it is not in the approved form, while ROVER automates this process, the required documents may not have been submitted with the application (an upload may have been made but it may not contain the relevant information)
- the application fee has not been paid (if no payment is made within 60 business days of submission)
- you have not complied with a request for further information or inspection within 30 business days, or a longer period if allowed.

Throughout these processes ROVER will prompt you with email notifications and you can monitor the status of your applications in ROVER at any time. See [ROVER application statuses and notifications](#) for further explanation.

If you disagree with a decision to refuse to consider your application, you may apply for the decision to be reviewed. This is explained in the refuse to consider application notice.

## Publishing vehicle type approvals

Under section 223 of the Rules, the details for each vehicle type approval that is in force, will be published on [ROVER](#), including:

- the name and contact details of the vehicle type approval holder
- a copy of the current approval
- a copy of each previous version of the approval, if applicable, and
- the vehicle descriptor for the type of vehicle covered by the approval.

## Approval numbering

If an approval is granted, ROVER will automatically generate your unique vehicle type approval number allocated sequentially commencing from VTA-060000.

# Approval holders' responsibilities

As a vehicle type approval holder, you have important responsibilities. These will appear as standard and specified conditions detailed in the approval notice. Conditions relating to a vehicle type approval fall under section 25 of the Rules. These conditions ensure legislative requirements can be controlled. If these conditions are not met, it is an offence under the RVS legislation and penalties may apply. For further information please see [Your responsibilities as an approval holder](#).

## Summary of responsibilities

Vehicle type approval holders have responsibilities to ensure the following requirements are met:

- the vehicle complies with the applicable road vehicle standards in force at the time it is entered on to the RAV, unless approved in respects, or to the extent that the vehicles covered in the approval are not required to comply
- conformity of production systems are maintained
- requested information or inspections are responded to appropriately
- records of the original and any subsequent versions of supporting information are kept up to date for the period the vehicle type approval is in force and for 7 years after it expires, or is revoked.

As an approval holder, you must comply with all of the conditions within your approval. In addition to standard conditions, you may also need to satisfy any specified conditions under paragraph 25(a) of the Rules. These may appear separately on the approval notice and relate to your specific or unique circumstances. All vehicle type approvals are subject to specified conditions related to vehicle recall actions. You must [report to the department](#) any:

- recall action you become aware of that is being undertaken outside of Australia to the department
- systemic safety or non-compliance issues.

More details about the department's expectations for each of the standard and specified conditions are listed in [Appendix 3](#).

## Can I change details in a vehicle type approval?

You can change details of an approval, including:

- updating administrative details, such as contact name and details
- updating the approval to include additional variants or options for the vehicle type
- updating the approval in response to a change to the national road vehicle standards
- updating information about the supporting information or versions of documents previously submitted
- seeking to have a specified condition varied, removed or added
- correcting information relating to other aspects of the approval.

To make changes, you can [apply to vary](#) your approval through ROVER. An application to vary your approval may need to be assessed and may incur an application fee.

A variation fee will be charged where the approval holder is increasing the scope of the approval. This may include:

- adding a variant, including adding engine or braking options
- removing a condition or restriction on the approval.
- variations to include new national road vehicle standards

Variations to reduce the scope of an approval will not be charged a variation fee.

## Request to suspend or revoke an approval

You may request to have your [approval suspended or revoked](#). You might request a suspension if you are making substantial changes to your business operations.

If you request to suspend an approval, you can specify the timeframe of the suspension or select a date when the suspension should start and end. You can make further edits to the suspension timeframe. However, the decision maker may specify a different timeframe for the suspension to your request.

The approval is not in force while the list of vehicle type approvals shows the approval as being 'Suspended'. If you request to revoke an approval, it ceases. The list of vehicle type approvals in ROVER will show it as no longer in force. A new application must be submitted if operations start again after an approval is revoked.

There is no fee for suspending or revoking an approval.

## Automatic suspension of a vehicle type approval

A vehicle type approval will be automatically suspended in certain circumstances. You will be notified well in advance of them being applied. These circumstances are listed in section 202 of the Rules, and include where:

- an ADR is amended
- a new ADR is made
- the amended or new ADR would affect the requirements that apply to the vehicle covered by a vehicle type approval
- the decision maker has not approved a variation of the approval (on application by the approval holder), or decided that a variation to the vehicle type approval is not necessary.

Details of amended or new ADRs that may impact your vehicle type will be released well before their applicability time. You can [subscribe to receive new or amended ADR notifications](#).

To ensure your approval is accurate and current, you will need to:

- provide required information demonstrating compliance with the amended or new ADR, or
- apply to vary the vehicle type approval in response to the change to the ADR, demonstrating that the vehicle covered by the approval already complies with the new or amended ADR (see also [Can I change details to a vehicle type approval?](#)).

You will be notified in writing of the suspension, including the suspension start date. You will be notified again when the variation is approved, or it is considered not necessary to vary the approval on the basis that the vehicle type approval already complies with the new or amended ADR. If an automatic suspension occurs, the vehicle type approval will be marked as 'Suspended' on the publicly available list of vehicle type approvals in ROVER, until it is varied or revoked.

## Recalling a vehicle

The RVS legislation sets out the framework for voluntary or compulsory vehicle recalls due to safety issues, or where non-compliance with the applicable national road vehicle standards is identified. A recall's main objective is to ensure safety or non-compliance issues are resolved effectively and in a timely manner. Circumstances for compulsory and voluntary vehicle recalls are covered in Table 4 below.

In a recall action, the **supplier** of a vehicle is generally identified as:

- the vehicle type approval holder, or
- the Original Equipment Manufacturer, or
- their Australian representative.

It is important to consider the entity best placed in the supply chain to undertake recall action.



**Table 4. Reasons for voluntary and compulsory vehicle recalls**

Recall type	Action	Reasons for recall
<b>Voluntary</b>	The supplier must notify the department within 2 days of taking recall action	<ul style="list-style-type: none"> <li>• a vehicle will or may cause injury to any person, or</li> <li>• a reasonably foreseeable use of a vehicle may or will cause injury to a person, or</li> <li>• the vehicle does not, or is likely that it does not meet the applicable national road vehicle standards.</li> </ul>
<b>Compulsory</b>	The department must issue a compulsory notice	<ul style="list-style-type: none"> <li>• a vehicle will or may cause injury to any person, or</li> <li>• a reasonably foreseeable use of a vehicle will or may cause injury to a person, or</li> <li>• the vehicle does not, or it likely does not meet applicable national road vehicle standards, <b>and either</b></li> <li>• it appears that one or more suppliers of vehicles or components have not taken satisfactory action to prevent the vehicles or components from causing injury to a person, or</li> <li>• it appears suppliers have not taken action to rectify any non-compliance with the national road vehicle standards when it has been identified that the vehicle does not, or it likely does not meet applicable national road vehicle standards.</li> </ul>

## Electronic records and physical vehicle marking

Vehicle type approval holders are responsible for generating their own [Vehicle Identification Number](#) (VIN), which must be in accordance with international VIN structure, generally 17 characters in length, and allowing selected characters only.

Vehicle type approval holders must obtain a unique world manufacturer index (WMI) for the first 3 digits and also comply with other requirements of the VIN structure.

The National Exchange of Vehicle and Driver Information Service (NEVDIS) can assist manufacturers that meet the production requirements outlined in section 4.3 of ISO 3780:2009. Vehicles produced overseas may need to source a WMI from the vehicle's country of origin.

Before a vehicle can be registered for road use, it must be granted a vehicle type approval on the [RAV](#) and on the NEVDIS VIN database.

## Entering vehicles on to the RAV

A record for each vehicle approved for road use must be entered on the RAV – an online publicly searchable database of vehicles that have met the requirements of the RVS legislation and been approved for provision to the Australian market.

The RAV replaced the need to fit vehicles with identification plates containing compliance information and a certification statement from the manufacturer.

A vehicle is only taken to be on the RAV if all of the information is submitted as set out under section 8 of the Rules and as specified in the determination made under section 12 of the Rules.

Importantly, an entry on the RAV for vehicles with a vehicle type approval can only occur when the:

- vehicle is in Australia (except when the type approval specifically allows the vehicle to be outside of Australia at the time it is entered on the RAV)
- vehicle complies with the requirements of the RVS legislation
- VIN submission has occurred.

For more information, please see the [Guide to the RAV for vehicle type approval holders](#).

## Fees

A [charge is applicable](#) for each vehicle entered on the RAV under your vehicle type approval. More information is available in the [Cost Recovery Implementation Statement](#). The RAV entry charge can be paid after a vehicle has been entered on the RAV if the approval holder has entered into a [written agreement](#) for payment of RAV entry charges.

## Your responsibilities as an approval holder

The department monitors and enforces compliance with the RVS legislation under both the RVSA (applying penalties) and the Rules (obligations of an approval holder).

We encourage voluntary compliance and undertake informed risk-based compliance activities to confirm compliance with RVS legislation. This may involve:

- asking you to provide information in writing to assess whether you are complying with the RVS legislation
- appointed inspectors physically entering premises to confirm compliance with the RVS legislation (monitoring powers).

Appointed inspectors may also physically enter your premises to gather material that is evidence of a contravention of the RVS legislation (investigation powers).

Under the RVS legislation, offences and civil penalty provisions cover when a person (individual or company):

- breaches a condition of their approval
- breaches an obligation to provide records after an approval ceases to be in force
- provides a false or misleading declaration
- provides false or misleading information.

If we identify non-compliance, our response will be proportionate to the risk being managed. Our response may include issuing infringement notices, applying for civil penalty orders or injunctions, or entering into enforceable undertakings.

## Further information

For further information, visit the [department's website](#) or submit an [online enquiry](#).

Details of amended or new ADRs that may impact your vehicle type will be released well before their applicability time. You can [subscribe](#) to receive new or amended ADR notifications.

## Quick links

- [RVS legislation and determinations](#)
- [How to create a user account in ROVER](#)
- [What are the RVS fees and charges?](#)
- [What are the RVS decision-making timeframes?](#)
- [How is my personal and commercial information in ROVER managed?](#)
- [Checklist for a vehicle type approval application](#)
- [Guide to vehicle type approvals—Appendix 1—Information required in an application](#)
- [Guide to vehicle type approvals—Appendix 2—Details expected in a quality management system](#)
- [Guide to vehicle type approvals—Appendix 3—Expectations for the conditions applied to a vehicle type approval](#)
- [Guide to vehicle type approvals—Appendix 4—ECE Regulations that have been applied](#)

Refer to the [RVS Glossary of terms](#) on our website for a comprehensive list of RVS terms and their definitions.