



THE INDIVIDUAL VEHICLE APPROVAL SCHEME (NI)

A GUIDE TO THE INDIVIDUAL APPROVAL OF BUSES & COACHES

Issued 2011



INTRODUCTION

Background

In October 2007, the European Type Approval scheme for cars (known as European Community Whole Vehicle Type Approval (ECWVTA)) was amended by the implementation of Directive 2007/46/EC. Due to this legislation, ECWVTA will extend to cover other vehicle categories (specifically Trucks, Buses, and Trailers) for the first time. The Directive details the mandatory implementation dates for all categories of vehicles affected, with buses and coaches being phased in between 29 October 2010 and 29 October 2011. The Directive provides the base European legislation for the approval of vehicles that are mass produced, built in small numbers or as individual vehicles. This process provides a mechanism for ensuring that vehicles meet relevant environmental and safety standards. It allows a vehicle of a type to be approved for use across all member states in the EU without the need for further testing in each country. It helps create a single market by ensuring a common standard of vehicle that is secure, safe to use on the road and has a lower impact on the environment. Provision is however, made for differences depending on whether the vehicle is to be used in a country where traffic uses the left or right hand rule of the road. Full ECWVTA won't suit everyone due to the extensive, rigorous, and therefore expensive testing requirement that is necessary to gain approval, particularly for those manufacturing vehicles in low numbers. As a result of this, the Directive provides for three basic routes to approval.

The 3 new routes to approval

a. ECWVTA - European Community Whole Vehicle Type Approval. If you make large numbers of vehicles each year or you plan to sell across Europe, ECWVTA will be the best option for you. If you are a manufacturer for example, under ECWVTA, you can apply for whole vehicle type approval for each type of vehicle you produce. Once each type of vehicle is approved, the manufacturer should have processes in place to produce a Certificate of Conformity (COC) for each vehicle that is manufactured. This then means that vehicles can be sold across Europe without the need for further testing in each country. **For ECWVTA you will have to contact a recognised approval authority.**

b. NSSTA - National Small Series Type Approval If you manufacture small numbers of vehicles and sell only within the UK, NSSTA could be the right approval route for you. NSSTA is also based on the concept of 'type approval' rather than the approval of individual vehicles and uses similar (but sometimes less exacting) technical standards to ECWVTA as well as having less paperwork to submit. This is to help keep cost down for smaller manufacturers. However, the key disadvantage revolves around the fact that you will be limited to the number of vehicles you can manufacture in the year. **For NSSTA you will have to contact the UK Approval Authority (VCA).**

c. IVA - Individual Vehicle Approval IVA is a UK National approval scheme for vehicles imported, assembled, or manufactured in very small numbers or as individual vehicles. It is a means of checking that vehicles broadly meet the technical requirements laid out in European legislation, ensuring that they have been designed and constructed to modern safety and environmental standards. Compared to ECWVTA and NSSTA, the IVA scheme is the least onerous certification route in terms of compliance and is generally less costly but does involve a physical inspection of each individual vehicle requiring approval at a **Driver and Vehicle Agency (DVA)** centre if in Northern Ireland or by the **Vehicle and Operator Services Agency (VOSA)** in Great Britain. Satisfactory completion of an inspection results in the issue of an Approval certificate. Certificates issued under this scheme may be acceptable under the European Mutual Recognition provisions in other EC countries subject to acceptance by the authority of that country.

What this means for manufacturers of minibuses, buses and coaches.

All buses (passenger carrying vehicles with more than 8 passenger seats), will be affected, regardless of their intended use as a Public Service Vehicle, or a vehicle for private use.

Vehicles designed especially for prison transport are **exempt** from **type approval**.

The above routes are available on a voluntary basis, but will be mandatory, at the point of registration, from the dates shown below:-

Mandatory Implementation (registration) dates for Buses & Coaches

Complete (Approved by one manufacturer in a Single Stage) 29th October 2010*

Completed (Approved in more than one stage (multi stage¹)), 29th October 2011*

From the mandatory dates all buses and coaches will need an approval certificate from one of the above new routes to be able to be registered. No approval no registration!

Initial Bus Test

Historically any bus intended for use as a Public Service Vehicle (PSV) in Northern Ireland, would require an Initial Bus Test (IBT) prior to being used for Hire and Reward. From the mandatory dates an approval certificate issued under one of the new approval routes will be required for registration.

Therefore because the vehicle has been approved there will no longer be a requirement for an IBT test. However due to Northern Ireland PSV Licensing Legislation, approved buses that are going to operate for hire and reward will still be required to be licensed and inspected at a DVA test centre **before entering service**. The first time PSV inspection for **new** approved buses will be identical to the current PSV test which is currently conducted.

IBT will still remain as a valid approval route for previously registered unapproved vehicles that are changing route from private use to hire and reward.

Buses built for private Use

Historically these vehicles have not required any evidence of approval prior to registration. Vehicles first registered from the mandatory dates will need an Approval Certificate, from one of the 3 approval routes, therefore requiring them to meet the same standards as vehicles being used for Public Service. A vehicle registered before the mandatory dates, classed & used for private use would not require an inspection before it enters service. If it were later decided to change the vehicle s use to a Public Service Vehicle, then an IBT for the vehicle would be required.

DVA IVA GUIDANCE

The following is meant as guidance for those manufacturers wishing to obtain an approval certificate through the IVA route.

Current IVA inspection locations

IVA inspections for Buses and Coaches will take place at the two DVA sites listed below:

- 1. Belfast**
- 2. Cookstown**

IVA inspection fees

Vehicle (2 Axle)	Vehicle > 5 tonnes (2 Axle)	Vehicle > 5 Tonnes (3 Axle)
£250	£360	£360

Correct at time of going to print, for up to date information please visit: <http://www.nidirect.gov.uk/iva.pdf>

Conditions applicable at time of inspection.

There are several conditions that relate to the presentation of a vehicle for an IVA inspection. The vehicle must be eligible to the scheme. The vehicle must be presented for examination at the appointed time and place. At the time of the examination, the full fee must have been paid. The vehicle must be able to be driven and the engine run to the extent necessary to complete the examination. The vehicle must be presented in a clean and safe condition for the examination to be carried out. Loose items on the vehicle must be removed or secured as required by the examiner. The doors, tailgate, boot lid, engine cover, fuel cap or other such devices should be able to be opened. The vehicle condition during the examination must not present a risk of;

- injury to any person or,
- damage to the vehicle or any other property

The vehicle identification number must be;

- permanently fixed to the vehicle
- easy to read and in an accessible position
- adequate for the purpose of identifying the vehicle.

The driver, at the time of the examination must remain with the vehicle and operate the controls or remove and refit panels as requested.

IVA Inspection Criteria

In some areas of the inspection, evidence that the vehicle complies with the relevant criteria **must** be submitted in the form of official documentation. This must be satisfactory evidence that the vehicle complies with the requirements of the relevant European Directive or UN ECE regulation. In certain cases test reports, calculations or declarations will be sufficient to prove compliance. For all other areas an inspection will take place. The table below gives a summary of the IVA Inspection Manual sections and an indication of those requiring documentary evidence, some sections do not apply to all vehicle types and those items marked with a * are optional for all buses (although generally, if they are fitted they must comply).

Section	Area of Compliance	Criteria
1	Noise	Documentary Evidence & Inspection
2	Emissions	Documentary Evidence & Inspection
3	Fuel tank & rear under-run	Documentary Evidence & Inspection
4	Rear registration plate space	Inspection
5	Steering effort	Documentary Evidence & Inspection
7	Audible warning	Inspection
8	Indirect vision	Inspection
9	Braking	Documentary Evidence & Inspection
10	EMC	Documentary Evidence & Inspection
13	Anti theft *	Inspection or Documentary Evidence
15	Seat strength	Documentary Evidence & Inspection
17	Speedo & reverse gear	Documentary Evidence & Inspection
18	Statutory plates	Inspection
19	Seat belt anchorages	Inspection or Documentary Evidence
20	Installation of lighting and signalling devices	Inspection
21	Retro reflectors	Inspection
22	End outline, position, stop & side marker lights	Inspection
23	Direction indicators	Inspection
24	Rear registration plate lamp	Inspection
25	Headlights	Inspection
26	Front fog lights *	Inspection
27	Tow hooks (recovery eyes)	Inspection
28	Rear fog lights	Inspection
29	Reverse lights	Inspection
30	Parking lights *	Inspection
31	Seat belts	Inspection
33	Identification of controls	Inspection
34	Defrost / Demist	Inspection
35	Wash / Wipe	Inspection
36	Heater systems	Inspection
45	Safety Glass	Inspection
46	Tyres	Inspection
47	Speed limiter	Inspection
48	Masses & Dimensions	Inspection
50	Couplings *	Inspection
51	Flammability	Declaration
52	Buses & Coaches	Inspection

Even though documentary evidence may be supplied for an item, it will still be inspected for modifications which may invalidate the evidence.

A copy of the IVA manual can be downloaded free of charge and will give detailed guidance to each of the section requirements. www.businesslink.gov.uk/ivainspectionmanuals

SUMMARY of CHANGES

This section gives a brief insight into the changes compared to a vehicle obtaining an IBT prior to the relevant mandatory dates. For full requirements you would need to refer to the IVA Inspection Manual.

Application process

This will inevitably require more documentary evidence than that required for a IBT application as Directive compliance is required for a greater number of items; all evidence will need to be specific to the vehicle being applied for ie relate to the particular vehicle by chassis/VIN. If you take up the option in some of the requirements to have a test to the required standards rather than hold a full approval, you will need to be aware these can only be carried out by an authorised technical service (test laboratory). Application forms and the associated guidance notes are available on the DVA web site: <http://www.nidirect.gov.uk/index/information-and-services/motoring/owning-a-vehicle/mot/what-other-test-do-driver-vehicle-agency-carry-out/individual-vehicle-approval.htm>

Vehicle Terminology

Present NI regulations categorise vehicles above 8 passenger seats as either a;

Bus	A motor vehicle which is constructed or adapted to carry more than eight seated passengers in addition to the driver;
Large Bus	A vehicle constructed or adapted to carry more than sixteen seated passengers in addition to the driver;
Minibus	A motor vehicle which is constructed or adapted to carry more than eight but not more than sixteen seated passengers in addition to the driver;
Coach	A large bus with a maximum gross weight of more than 7.5 tonnes and with a maximum speed exceeding 60mph.

The new classification is M2 / M3 (see glossary of terms) and then further broken down into classes:-

For vehicles having a capacity **exceeding 22 passengers** in addition to the driver, there are three classes of vehicle

Class I	Vehicles constructed with areas for standing passengers, to allow frequent passenger movement.
Class II	Vehicles constructed principally for the carriage of seated passengers, and designed to allow the carriage of standing passengers in the gangway and/or in an area which does not exceed the space provided for two double seats.
Class III	Vehicles constructed exclusively for the carriage of seated passengers.

For vehicles having a capacity **not exceeding 22 passengers** in addition to the driver, there are two classes of vehicle.

Class A	Vehicles designed to carry standing passengers; a vehicle of this Class has seats and shall have provision for standing passengers.
Class B	Vehicles not designed to carry standing passengers; a vehicle of this Class has no provision for standing passengers.

You will need to understand which class your vehicle fits into, as there are differing requirements in the IVA Inspection applicable to the different classes.

SPECIFIC TECHNICAL CHANGES

The table below gives an indication of changes compared to the current IBT criteria for each section of the IVA Inspection Manual. For full requirements you would need to refer to the Inspection Manual.

Manual section number	Area of Compliance	Change compared to COIF/IBT
1	Noise	No change to base approval/ test required, however modified exhaust systems will require metered noise check.
2	Emissions	No change
3	Fuel tank & rear under-run	Fuel tank, vent and cap have to be approved/ tested, cap has to be tethered or lockable, metal fuel tanks require static electricity protection. Rear of vehicle or separate under-run device will be required to meet the standards.
4	Rear registration plate space	New Item Covers required space, position, and angles of visibility of the number plate.
5	Steering effort	New Item Requires evidence of compliance with a test for steering effort in normal and failed power assistance conditions
7	Audible warning	No change
8	Indirect vision	Includes approval marking requirements and field of view requirements.
9	Braking	No change
10	EMC	New Item Requires evidence of compliance for base vehicle and declaration for any alterations
13	Anti theft *	New Item If fitted, some systems require documentary evidence and installation by approved persons
15	Seat strength	IBT focused on seats with seat belts. Now all forward and rearward facing seats need evidence of compliance. Certain vehicles are required to meet standards for head restraints.
17	Speedo & reverse gear	Basically the same but some speedos may require proof of accuracy.
18	Statutory plates	This section goes into more detail concerning the information on the manufacturers plate + stamped - in chassis number and its size and layout. For vehicles built in multi stage additional manufacturers plates are required for each stage.
19	Seat belt anchorages	There is no visual criteria as an alternative to a tested system / vehicle.

20	Installation of lighting and signaling devices	No significant changes compared to NI lighting Regulations used in current IBT testing.
21	Retro reflectors	No change
22	End outline, position, stop & side marker lights	Side marker lights are mandatory on some vehicles and will be checked for compliance
23	Direction indicators	No change
24	Rear registration plate lamp	No change
25	Headlights	Check for angles of visibility for dip beam headlights.
26	Front fog lights	No change
27	Tow hooks (recovery eyes)	New Item. Requires vehicles to have a suitable recovery eye at the front of the vehicle.
28	Rear fog lights	No change
29	Reverse lights	No change
31	Seat belts	No change
33	Identification of controls	Has brought in specified symbols/ tell tales including colour for some functions
34	Defrost / Demist	No change
35	Wash / Wipe	Adds minimum of 2 sweep frequencies for wipers and minimum of 1 litre capacity for washer bottle
36	Heater systems	No Change
45	Safety Glass	Adds plastic safety glazing to the requirement for approval including e or E marks
46	Tyres	Brings in more detail for tyre markings including manufacturer s name, and also includes any spare tyre on the vehicle
47	Speed limiter	Check for calibration plate.
48	Masses & Dimensions	Introduces a check for calculated laden axle and gross weights using the passenger weights from the regulation.
50	Couplings	Brings in requirements for tow-ball type couplings.
51	Flammability	Requires evidence of compliance for materials inside the passenger compartment of certain vehicles.
52 (a to z, 26 sub sections)	Buses & Coaches including Interiors	Compared to NI regulations this section contains the most changes, some of the major changes are:- Tilt testing is only required to 28 deg, however the weight of persons in the vehicle has increased. Strength of superstructure (R66) roll over now applies to more vehicles. The area for standing passengers calculation will allow more per area than current IBT. Main difference in legal marking is the need to show the weight of luggage that can be carried in certain vehicles. There are more requirements around materials in the engine bay area.

		<p>There are greater requirements for batteries and electrical equipment. For fire extinguishers and first aid kits the requirement only looks for space to fit the equipment.</p> <p>For exits including service doors and emergency exits, there are differences in the number, location, sizes, operation, access to and markings. There are different sizes for gangways, and a check on the maximum gangway slope. There are different requirements for the step size, height (introduces maximum height for steps at emergency doors). Different requirements for retractable steps. Different requirements for passenger handrails /holds. Different requirements for the width, depth, and height of seat cushions. Requirements for minimum space for passengers occupying seats. Different requirements for passenger communication devices.</p>
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FURTHER HELP AND ADVICE

This document is designed to give a brief overview of the IVA scheme for buses. If you need general advice or if you do not have internet access and would like a copy of this information guide, please telephone our Contact Centre on:

0845 601 4094

Monday to Friday – 9.00 am until 5.00pm

All calls are charged at the local rate within the UK.

Our address details for IVA application forms and IVA enquiries is:

IVA/SVA Section
 Driver & Vehicle Agency
 Balmoral Road
 Belfast BT12 6QL
 Northern Ireland

Tel: 0845 601 4094

E-mail: dva.ivaqueries@doeni.gov.uk

www.dvani.gov.uk

ADDITIONAL CONTACT DETAILS FOR FURTHER INFORMATION AND HELP

General advice on European Type Approval and Mutual Recognition of National Type Approvals issued in the European Union
The Vehicle Certification Agency (VCA)
1 The Eastgate Office Centre
Eastgate Road
Bristol
BS5 6XX

Tel: 0117 952 4235
Fax: 0117 952 4146

E-mail: enquiries@vca.gov.uk
Website: <http://www.vca.gov.uk>

General advice about vehicle Import Procedures, Licensing and Registering vehicles
Customer Enquiry Section at:
Driver and Vehicle Licensing Division
County Hall
Castlerock Road
Coleraine
County Londonderry
BT51 3TA

Tel: 0845 402 4000

E-mail: dvlni@doeni.gov.uk
Website: www.dvani.gov.uk

Enquiries about Policy and Legislation on Individual Vehicle Approval (IVA)
Department for Transport
Great Minster House
76 Marsham Street
London
SW1P 4DR

Tel: 020 7944 8300
Fax: 020 7944 9643

E-mail: FAX9643@dft.gsi.gov.uk
Website: <http://www.dft.gov.uk>

GLOSSARY of TERMS

M2

Vehicles used for the carriage of passengers, comprising more than eight passenger seats in addition to the driver's seat, and having a maximum weight not exceeding 5 metric tonnes.

M3

Vehicles used for the carriage of passengers, comprising more than eight passenger seats in addition to the driver's seat, and having a maximum weight exceeding 5 metric tonnes.

VCA

The Vehicle Certification Agency, UK Approval Authority.

DVA

Driver and Vehicle Agency, appointed Technical Service for Northern Ireland.

VOSA

Vehicle and Operator Services Agency, appointed Technical Service for Great Britain.

Complete Vehicle

A vehicle built by one manufacturer, approved in a Single Stage.

Completed Vehicle

A vehicle built by more than one manufacturer, approved in Multiple Stages (A single manufacturer may build vehicles using multi-stage approval, as long as the first stage of the build is accompanied by a CoC).

CoC

Certificate of Conformity.

IBT

Initial Bus Test