

CHAPTER 65

SAFETY INSPECTOR CERTIFICATION

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- 19 VAC 30-65-10. Purpose.

This regulation sets forth the procedures for the certification of safety inspector applicants.

The procedures outlined in the following sections are applicable to the processing of applications for initial certification, reclassification of safety inspector's licenses and reinstatement of suspended or revoked safety inspector's licenses.

- 19 VAC 30-65-20. Definitions.

"Safety Inspector" or *"inspector"* means an individual who has successfully completed all requirements for appointment and is certified by the Department of State Police to perform motor vehicle safety inspections pursuant to Virginia's Annual Motor Vehicle Inspection Program.

"Test Site" means any Department of Motor Vehicles branch office for applicants for initial inspector Class A certification. Test sites for initial Class B and C certifications and all recertification applicants are designated by the Department of State Police. A list of test sites is maintained at each State Police Safety Division Office.

19 VAC 30-65-30. Application for Initial Appointment.

A. Upon request, a Mechanics Certification Application, Form SP 170-B, will be provided to individuals desiring appointment as certified safety inspectors.

1. The application package will include instructions to help guide the applicant through the process.
2. Applicants may be certified in any of the following classes after completing the necessary requirements and the appropriate exam.
 - a. Class A - May inspect any motor vehicle, motorcycle, or trailer.
 - b. Class B - May inspect trailers only.
 - c. Class C - May inspect motorcycles only.

B. Applicants should immediately prepare for the examination by studying the Motor Vehicle Safety Inspection Rules and Regulations (19 VAC 30-70-10 et. seq.) as contained in the Official Inspection Manual.

1. When sufficiently prepared for the examination, the applicant should visit a testing site in his/her area to complete the appropriate examination.
2. The applicant will present his/her completed application form along with a valid driver's license at the testing site. The applicant's identity will be verified by comparing the driver's license to the application form. The application will be reviewed for proper notarization.

The application shall include the applicant's name, address, date of birth, social security number, driver's license number, physical, personal and employment data.

3. If the applicant's driver's license is expired, suspended, or revoked, the applicant will be advised and the application will be destroyed.

The applicant may reapply after his/her driver's license is reinstated.

C. The Class A Inspector examination will consist of five (5) sections containing twenty (20) questions each. The minimum score of 75% must be attained for each section. The Class B and C Inspector Examinations will consist of 50 questions each. A minimum score of 74% must be attained.

A notation will be made on the face of the application "Disqualified - Failed Test" and the date for those applicants failing to attain the minimum score for a specific examination. The application will be returned to the applicant. Applicants failing to attain the minimum score will not be allowed to test again for thirty (30) days. Applicants failing a second or subsequent examination will not be allowed to test again for six (6) months.

D. The Mechanics Certification Application (Form SP 170-B) for applicants who achieve a minimum score or greater will be forwarded to Safety Division Headquarters.

1. The applicant's record will be checked against safety inspector and Central Criminal Records Exchange (CCRE) files.
2. Inspection and criminal record information along with the applicant's driver transcript will be forwarded with the application to the appropriate Safety Division Area Office for investigation.

E. A background investigation will be conducted consisting of the following:

1. Verification that the applicant is at least 18 years of age.
2. Verification that the applicant has not less than one year's practical experience as an automotive mechanic or has satisfactorily completed a training program in the field of automotive mechanics approved by the Department of State Police. The following training programs in the field of automotive mechanics have been approved as a substitute for the one year's practical experience requirement:

- a. The two-year Associate Degree or diploma programs in automotive technology offered by the Virginia Community College System consisting of the following minimum curriculum:
 - (1) Automotive Electrical Systems
Semester Hours - Three (3)
 - (2) Braking Systems
Semester Hours - Three (3)
 - (3) Emissions Control Systems
Semester Hours - Three (3)
 - (4) Suspension and Steering Systems
Semester Hours - Three (3)
 - (5) Vehicle Safety Inspection
Semester Hours - Two (2)
- b. The 1,080-hour Vocational Automotive Mechanics Course offered by the Division of Vocational Education, State Department of Education, in the various technical schools located throughout the State.
- c. The 1,500-hour Course #1 entitled "Auto-Diesel Technician Course" offered by the Nashville Auto Diesel College, Inc., 1524 Gallatin Road, Nashville, Tennessee 37206.
3. A determination of applicant's mechanical ability through interviews with employers and customers.
4. An examination of the applicant's current driving record on file with the Department of Motor Vehicles (DMV) will be utilized in determining applicant's suitability for certification.

5. Determination of the character and reputation of the applicant through previous associates, employers and records.
 6. Determination of the applicant's attitude towards the inspection program and receptiveness to State Police supervision through a personal interview.
 7. The investigating trooper shall administer a practical examination to determine the applicant's ability to conduct a safety inspection. The applicant will conduct a complete inspection including the use of the optical and/or mechanical headlight aimer(s).
- F. Any applicant whose application is rejected or withdrawn may not reapply sooner than six (6) months from the date he/she is notified of the rejection of their application or their application is withdrawn.
- G. When a safety inspector is certified, the bottom of Form SP 170-B will be completed by the certifying trooper. The classification for which the safety inspector is being certified must be entered on Form SP 170-B (Mechanics Certification Application) under the date of certification. Form SP 170-B shall then be forwarded to the Area Office.
- H. Upon certification, the supervising trooper will fill out the temporary license in triplicate, forwarding the original (white copy) to Safety Division Headquarters, issuing the canary copy to the inspector, and retaining the pink copy at the Area Office for six (6) months. Once the safety inspector has been issued his/her temporary license, he/she will be eligible to begin inspecting.
- I. All safety inspector licenses shall be valid for a period of three years.
- 19 VAC 30-65-40. Reinstatement of Safety Inspector's Licenses Following a Period of Suspension or Revocation.

A. Once a safety inspector's license has been suspended, regardless of the cause for suspension, he/she may request reinstatement up to 60 days prior to the expiration of the suspension period.

1. No application Form SP 170-B is required for reinstatement. The safety inspector's license will be held at the local Safety Area Office and returned upon the expiration of the suspension period. In all cases, Safety Division Headquarters must be notified forthwith by electronic means of the reinstatement of the license. Form SP 164 will be filed to indicate the date the inspector was reinstated.
2. The inspector shall contact his/her supervising trooper or nearest Safety Office to initiate the reinstatement process.
3. The inspector's records on file at DMV and CCRE will be reviewed to determine his/her suitability for reinstatement. If the suspended inspector's records indicate he/she is suitable for reinstatement, at the end of the suspension period or other appropriate time, the original inspector's license will be returned. A temporary license may be issued if the original is not available.

If the suspended inspector's license expires during the suspension period, the inspector may complete the process for inspector recertification as outlined in 19 VAC 30-65-60. The trooper administering the test will retain all documentation. The inspector's license will be returned at the end of the suspension period and the appropriate documents forwarded to the Safety Division.

B. Inspectors whose safety inspector's licenses have been revoked must complete the application process for initial certification as set forth in 19 VAC 30-65-30 after the expiration of the period of revocation.

19 VAC 30-65-50. Change in Classification.

Safety inspectors who desire to change their license classification must complete the knowledge and practical examinations as outlined in 19 VAC 30-65-30, paragraphs C and E.7.

19 VAC 30-65-60. Recertification Process.

Safety inspectors desiring to renew their inspector's licenses must participate in the recertification process. The process will require:

- A. Review of training materials as may be presented at the recertification testing site by State Police Personnel.
- B. Completion of the appropriate examination for the class license the inspector holds.
A minimum score must be attained as outlined in 19 VAC 30-65-30, paragraph C.
- C. An inspector holding an expired inspector license may be tested as long as his/her license has not been expired more than one (1) month. (During the period of expiration he/she will not be permitted to perform inspections.)

An inspector holding an expired inspector license which has not been expired more than one (1) month, who fails the recertification examination the first time during this one-month grace period may be retested one additional time not sooner than thirty (30) days from the date of the last recertification examination. Inspectors failing this subsequent examination will not be retested for six (6) months and must complete the application process as set forth for initial certification.

19 VAC 30-65-70. Non-compliance.

Failure to comply with the provisions of this Chapter shall be grounds for the termination of the application process and/or cancellation of the safety inspector's license.

Applicants having applications terminated and/or safety inspectors' licenses canceled may not reapply for a period of one (1) year.