



MINISTRY OF TRANSPORT

## Information Alert

30/4/08

Dear Operator

### Vehicle Maintenance

#### ISSUE:

As a result of deficiencies detected during the independent audit process, relating to vehicle maintenance, it has been identified that some operators are not maintaining their vehicles in accordance with the manufacturer's recommended standards.

#### NOTICE:

It is a Condition of Accreditation that operators develop and implement a vehicle maintenance plan which complies with Clause 16 of the Passenger Transport Regulation 2007.

Clause 16 requires that the vehicle maintenance plan must:

- Be consistent with the maintenance standards of the manufacturer of the vehicles used to provide the service;
- Specify the steps taken to ensure that the vehicles are roadworthy;
- Specify the way in which vehicles are maintained;
- Specify the way in which any defects are to be recorded and rectified; and
- Be capable of being audited.

Operators are required to obtain the recommended maintenance standards from the manufacturer of each vehicle within their fleet. If operators wish to continue maintaining their vehicles in accordance with an existing schedule (e.g. "A, B, C and D" maintenance cycles), it must be cross checked against the manufacturer's standards to ensure that it is consistent with, or better than the manufacturer's standard.

Bus Operator Accreditation Scheme (BOAS) Auditors are required to sight the manufacturer's standards at the time of the audit to ensure that vehicles are maintained correctly.

If all reasonable endeavours have been made and an operator is still unable to obtain the manufacturer's recommended standards, a written application must be made to the Ministry for an exemption from this requirement. The written application must outline the proposed maintenance plan, why a copy of the manufacturer's maintenance standards cannot be obtained and the schedule to be used. The Ministry will consider each application based on merit and advise if the extension is to be granted.

Bus operators are reminded that failure to maintain buses in accordance with the manufacturer's maintenance standards is classified as a *Safety Critical Deficiency* and approval will not be granted to adopt an alternative servicing schedule if the manufacturer's maintenance schedule is available.



**Bill Grant**  
**Director, Transport Operations**