

DENMARK'S ROAD SAFETY AND TRANSPORT AGENCY

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Application for authorisation to perform vehicle inspections

1. APPLICANT COMPANY

Name	CVR number
Address	Telephone
	Fax no.
Type of company	E-mail

2. COMPANY'S PROPRIETOR, MANAGING DIRECTOR, ETC.

(for individually run companies this is the owner of the company)

Name	Title
Address	CPR number
	Telephone

3. PERSON WITH TECHNICAL RESPONSIBILITY

Name	Title
Address	CPR number
	Telephone

4. CATEGORY OF VEHICLE

For which category or categories of vehicle does the company wish to be authorised?
(Select at least one category)

- Category 1
Periodic inspection of cars with a permitted gross vehicle weight not exceeding 3500 kg (periodic inspection of general passenger cars and commercial vehicles).
- Category 2
Periodic inspection of cars intended for more than nine people, including the driver, or with a permitted gross vehicle weight exceeding 3500 kg, and of trailers for cars where the trailer has a permitted gross vehicle weight exceeding 3500 kg, as well as of motorised devices which must be registered (periodic inspection of heavy vehicles).
- Category 3
All inspections of cars, tractors, motorised devices and trailers for these devices, all with a permitted gross vehicle weight not exceeding 3500 kg; periodic inspections only for cars intended for more than nine people, as well as all inspections of motorcycles, mopeds and trailers for motorcycles (inspection of light vehicles).
- Category 4
All inspections of cars intended for more than nine people, including the driver, or with a permitted gross vehicle weight exceeding 3500 kg, trailer tractors, motorised devices and trailers for these devices, as well as trailers for cars (inspection of heavy vehicles etc.).

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- Does the company have several inspection sites (addresses)?

Write down the name, address and postcode of the individual inspection sites as well as which category of inspection will be performed at each site.

5. DECLARATIONS

The company (proprietor/owner, managing director, etc.) declares that

- The person at the company with technical responsibility is an employee of the company and has managerial rights which will ensure compliance with the obligations which fall to the person with technical responsibility under Section 13 of Executive Order No 823 of 11 August 2008 on companies which perform vehicle inspections (inspection companies).
- The company has employees who have completed and passed the training referred to in Section 15 of the Executive Order, cf. Annex 1, which corresponds to the category or categories of inspection which the company wishes to be authorised to perform.
- The company's proprietor/owner, managing director, etc. has neither, within the past three years, been found guilty of breaching the regulations in the Act on approval and inspection of vehicles or of regulations issued under this Act, nor been found guilty of offences covered by the Danish Penal Code, including in particular Section 78(2).
- The company (the owner of the company for individually run companies) is not indebted to the State for a significant sum amounting to or exceeding DKK 50,000.
- The company has not entered into bankruptcy proceedings and is not being wound up.
- The company has a valid liability insurance policy, which covers inspection work, and which indemnifies vehicle owners against any losses which may incur as a consequence of an inadequate or incorrectly performed inspection (re-inspection).

The person with technical responsibility declares that

(For individually run companies where the owner of the company is also the person with technical responsibility, the owner of the company declares, as the person with technical responsibility, that – whereas in situations where the managing director is also the person with technical responsibility, the managing director declares, as the person with technical responsibility, that)

- I am a qualified (vehicle) mechanic or have passed another relevant technical training course at an equivalent or higher level, and have completed and passed the training referred to in Section 14 of the Executive Order on companies which perform vehicle inspections, which corresponds to the category or categories of inspection the company wishes to be authorised to perform.

State the name of the training establishment that the course was completed with.

- I am of legal age and am not under guardianship or co-guardianship in accordance with Section 5 and Section 7 respectively of the Danish Guardianship Act.
- I am not indebted to the State for a significant sum amounting to or exceeding DKK 50,000.
- Within the past three years, I have neither been found guilty of breaching the regulations in the Act on approval and inspection of vehicles or of regulations issued under this Act, nor been found guilty of offences covered by the Danish Penal Code, including in particular Section 78(2).
- The company is in possession of the equipment specified in Section 18 of the Executive Order, cf. Annex 2, which corresponds to the category or categories of vehicles for which the company wishes to be authorised to inspect.

The company (the owner of the company for personally run companies) or the person with technical responsibility declares that

- The company has the appropriate soft-ware to communicate with the Road Safety and Transport Agency's IT system for the administration of vehicle inspections.
- A copy of the quality management system which the company has had approved or applied for approval of, cf. Section 23 of the Executive Order, has been submitted to the Road Safety and Transport Agency.

A copy of the approval should be submitted to the Road Safety and Transport Agency as soon as it is available. This plays an important role in the issuing of authorisation to perform vehicle inspections.

The above declarations are made pursuant to Section 163 of the Danish Penal Code.

According to Section 163 of the Danish Penal Code, anyone, by writing or by any other readable media, submits a false declaration or witnesses something that the person concerned has no knowledge of for use in legal affairs involving a public authority is liable to a fine or imprisonment of up to four months.

6. DECLARATION OF CONSENT

Signing this form

- confirms that the information in this application has been provided pursuant to Section 163 of the Danish Penal Code (*see Section 163 of the Penal Code in Addendum B*).
- provides consent, in accordance with Section 29 of the Danish Public Administration Act, to collect the information specified in the above mentioned section (information from the appropriate municipality and the customs and tax region on financial status, information from the police on any criminal offences, etc.) (*see Section 29 of the Danish Public Administration Act in Addendum C*).
- also provides consent to the name, address, CVR number and Road Safety and Transport Agency ID number of the authorisation holder, the name of any approved person with technical responsibility and both the authorisation issued to the individual authorisation holder and its number being published on the Road Safety and Transport Agency's website.

Please also see the registered person's rights in accordance with Parts 9 and 10 of the Danish Data Protection Act, including the right to access the information which the Road Safety and Transport Agency possesses on the applicant.

(Date)

(Signature of the proprietor/owner, managing director)

(Date)

(Signature of the person with technical responsibility)

Annex 1

Training of inspection staff and people with technical responsibility

Basic training, category 1 (periodic inspection of general passenger cars and commercial vehicles)

The participant must attain *knowledge of*:

- The organisation of the Danish Ministry of Transport and its Road Safety and Transport Agency, as well as the basis for issuing rules and how they are applied.
- The rules in the Danish Road Traffic Act concerning vehicle devices and equipment, the Executive Order on vehicle devices and equipment, and the detailed regulations for vehicles.
- The structure of regulations for vehicles, including the EU Directive on the periodic inspection of vehicles, as well as the administration of the regulations.
- Relevant regulations for special use vehicles, although not uses which require the completion of certificates, e.g. ADR/dangerous goods.
- The rights and tasks of inspection companies with regard to the execution of periodic inspections.
- Type approvals, additional certificates, registration documents and their use.
- General vehicle technology with the emphasis on steering gears, brakes, electrical systems, environment, stress-bearing components and body, to the extent that this knowledge is important to the inspection task.
- Customer service.
- Parts 2, 4, 5, 6 and 7 of the Danish Public Administration Act.
- Parts 2, 3 and 4 of the Danish Access to Public Administration Files Act.

Participants undergoing training in category 1 should also attain *in-depth knowledge of*:

- The use of Guidelines for vehicle inspections.
- The assessment of faults and defects and issuing of inspection reports.
- Suitable road testing.
- The handling of measuring equipment.

The training course should last at least 10 days and end with a properly formulated written test, of which at least 60% of the answers given should be correct to pass. A practical instruction in carrying out inspections should also be completed in the form of a five-day intensive training course held by the training establishment.

Basic training, category 2 (periodic inspection of heavy vehicles)

The participant must attain *knowledge of*:

- The organisation of the Danish Ministry of Transport and its Road Safety and Transport Agency, as well as the basis for issuing rules and how they are applied.
- The rules in the Danish Road Traffic Act concerning vehicle devices and equipment, the Executive Order on vehicle devices and equipment, and the detailed regulations for vehicles.
- The structure of regulations for vehicles, including the EU Directive on the periodic inspection of vehicles, as well as the administration of the regulations.
- The rights and tasks of inspection companies with regard to the execution of periodic inspections.
- Type approvals, additional certificates, registration documents and their use.
- General vehicle technology with the emphasis on steering gears, brakes, electrical systems, environment, stress-bearing components and body, to the extent that this knowledge is important to the inspection task.
- Customer service.
- Parts 2, 4, 5, 6 and 7 of the Danish Public Administration Act.
- Parts 2, 3 and 4 of the Danish Access to Public Administration Files Act.
- Relevant regulations for special use vehicles, although not uses which require the completion of certificates, e.g. ADR/dangerous goods and Tempo 100 approvals.
- Special vehicle technology for heavy vehicles.

- Approvals and additional certificates.
- Road testing, loading and handling of heavy vehicles.

Participants training in category 2 should also attain *in-depth knowledge* of:

- Use of Guidelines for vehicle inspections.
- Assessment of faults and defects and issuing of inspection reports.
- Use of measuring equipment as well as knowledge of its calibration.

The training course should last at least 15 days and end with a properly formulated written test, of which at least 60% of the answers given should be correct to pass. A practical instruction in carrying out inspections should also be completed in the form of a five-day intensive training course held by the training establishment.

Supplementary training, category 3 (all inspections of light vehicles)

The basic training for periodic inspections of light vehicles must be passed before supplementary training can be commenced, and the participant should have at least one month's experience of carrying out periodic inspections of light vehicles.

The participant must attain *in-depth knowledge* of:

- The Guidelines for vehicle inspections.
- The application of regulations in connection with the inspection of light vehicles, including mopeds (30/45 cc) and motorcycles (solo/with sidecar/trailer), as well as trailers (01/02) and towed equipment.
- Supplementary regulations for light special use vehicles.
- Execution of inspections, including control procedures.
- The issuing of registration documents, including additional certificates.
- The rules on payment of vehicle excise duties.

The training course should last at least 10 days and end with a properly formulated written test, of which at least 60% of the answers given should be correct to pass. A practical instruction in carrying out inspections should also be completed in the form of a two-day intensive training course held by the training establishment.

Supplementary training, category 4 (all inspections of heavy vehicles)

The basic training for periodic inspections of heavy vehicles must be passed before supplementary training can be commenced, and the participant should have at least two months' experience of carrying out periodic inspections of heavy vehicles.

The participant must attain *in-depth knowledge* of:

- Special regulations and their application in connection with all inspections of heavy vehicles.
- Supplementary regulations for heavy special use vehicles.
- The execution of inspections, including control procedures.
- Calculation methods and their application during inspections.
- The issuing of registration documents, including additional certificates and special approvals, e.g. ADR and Tempo 100 approvals.

The training course should last at least 10 days and end with a properly formulated written test, of which at least 60% of the answers given should be correct to pass. A practical instruction in carrying out inspections should also be completed in the form of a five-day intensive training course held by the training establishment.

Annex 2

Equipment

Equipment requirements for inspection companies	Categories 1 and 3 (light vehicles)	Categories 2 and 4 (heavy vehicles)
1. CO lambda meter ("4-gas tester")	√	
2. Opacity meter (smoke density meter)	√	√
3. Compressed air meter with connections and hoses		√
4. Light testing device with associated horizontal measuring site	√	√
5. Roll test bed for measuring brakes of heavy vehicles incl. measuring equipment for brake air		√
6. Roll test bed for measuring brakes of light vehicles incl. measuring equipment for pedal force	√	
7. 1, 2 or 4-pillar lifts	√	
8. Inspection pit		√
9. Sound level meter	√	√
10. Tachometer for petrol engines	√	
11. Tachometer for diesel engines	√	√
12. Deceleration meter, registering (for measurement of deceleration and function time)		√
13. Deceleration meter	√	
14. Plug tester (13 and 7-pole)	√	√
15. Workshop jack	√	√
16. General hand tools and measuring tools	√	√

Measuring equipment which is used in inspections should be accurate to the normal levels approved for workshop equipment and should be maintained and calibrated in accordance with the manufacturer's instructions.