

The bullet points listed below are to provide transparency and outline the expectations of an individual's knowledge when taking the safety inspector certification written examination. There is no particular order in which the information below is derived from and only serves as guidance for study preparation. Individuals taking the written examination shall not rely on the study guide during the examination and shall study every section of the Safety Inspection Manual to ensure a successful passing score.

19VAC30-70-1. Purpose and Authority.

- The program model is based on the National Highway Traffic Safety Administration Federal Motor Vehicle Safety Standards. Vehicles submitted for inspection must be compliant with Federal Motor Vehicle Safety Standards applicable on the date of manufacture.
- The goal of the Official Motor Vehicle Inspection Program is to assure all Virginia registered vehicles are mechanically safe to operate over the highways of the Commonwealth.

19VAC30-70-2. Corrective action procedures.

- Unacceptable work performance shall be divided into four (4) groups of offenses based on the seriousness as they pertain to vehicle safety.

19VAC30-70-7. General information.

- All suspension or revocation decisions may be appealed. The request must be made in writing to the safety officer within 15 calendar days of receiving the official notice of suspension or revocation.
- For suspension periods of less than six months, inspection stations and safety inspectors will not be required to file an application for reinstatement.
- For suspension periods of six months or more, or revocation periods of one to three years, inspection stations must complete the process as set forth for original appointment. Reapplications may be made 60 days prior to the expiration of suspension periods only, not revocations. An inspection station that has its privilege to perform inspections revoked must complete the application process as set forth for original appointments after the expiration of the period of revocation.
- Safety inspectors who are suspended for suspension periods of six months or more shall contact the appropriate Safety Division Area Office or supervising trooper to request reinstatement. Safety inspectors who have their privilege to perform inspections revoked must complete the application process for initial certification after the expiration of the period of revocation.
- If during the course of an official investigation, station management voluntarily surrenders the station's inspection supplies, particularly after being cautioned not to do so, the station shall not be eligible for reinstatement for a period of 90 days. This voluntary action shall not be the subject of an appeal.
- If during the course of an official investigation, an inspector voluntarily surrenders his inspector's license, particularly after being cautioned not to do so, the inspector shall not be eligible for reinstatement for a period of 90 days. This voluntary action shall not be the subject of an appeal.

19VAC30-70-9. Inspector requirements.

- Each certified inspector shall possess a valid Virginia driver's license with the following exceptions; an inspector who is a resident of an adjoining state holding a valid driver's license in that state and

who commutes regularly to work in Virginia; or a member of the armed forces of the United States on active duty, or a dependent thereof, who holds a driver's license from his home state.

- An inspector whose driver's license is suspended or revoked, including the seven-day administrative suspension for an arrest for driving under the influence (DUI), must immediately notify the station's supervising trooper or the local Safety Division Area Office of the suspension or revocation. The suspension or revocation of an inspector's driver's license shall automatically act as a suspension of his privilege to inspect motor vehicles until such suspension or revocation is terminated, and the reinstatement has been made by the Superintendent of State Police.
- Each licensed safety inspector must have a valid safety inspector's license in his possession at all times while conducting inspections.

19VAC30-70-9.1. Inspector certification.

- The Class A examination will consist of five sections: general information, brakes, suspension, lights, and glass. Each section will contain 20 questions. A minimum score of 75% must be attained for each section and for the practical examination. The Class B and C examinations will consist of 50 questions each. A minimum score of 74 must be attained on the written and practical examination.

19VAC30-70-9.2. Examinations for inspector's license.

- If the applicant desires to test again for the written or practical test, he may do so after 30 days. If the applicant is again unsuccessful in passing either examination, the trooper shall take the application forms and forward them to Safety Division Headquarters, Inspector Files Section. The applicant may contact his assigned Safety Division trooper or the local Safety Division Area Office after six months to reapply.
- Safety inspectors desiring to renew their inspector's license must participate in the recertification written examination.
- A safety inspector's license shall be valid for a period of three (3) years.

19VAC30-70-9.3. Reinstatement of safety inspector license; classification change; recertification.

- If the inspector is suspended for less than six months, the safety inspector's license will be held at the local Safety Division Area Office and returned upon the expiration of the suspension period. A check will be made by the supervising trooper with Department of Motor Vehicles (DMV) prior to reinstatement.
- Once a safety inspector's license has been suspended for a period of six months or more, regardless of the cause for suspension, no application Form SP-170B is required for reinstatement; however, Form SP-170D and Form SP-167 must be completed. The supervising trooper checks with DMV, all court jurisdictions, and the Central Criminal Records Exchange. The supervising trooper shall also review a credit report prior to reinstatement of the inspector.
- If the suspended inspector's license expires during the suspension period, the inspector may complete the process for inspector recertification as set forth in this section. The trooper administering the test will retain all documentation. The inspector's license will be returned at the end of the suspension period, if the suspended inspector's records indicate he is suitable for reinstatement, and the appropriate documents forwarded to the Safety Division.
- Inspectors whose safety inspector's licenses have been revoked must complete the application process for initial certification.

19VAC30-70-11. Automated Motor Vehicle Inspection Program (MVIP).

- Passwords or personal identification numbers (PINs) shall only be used by the person to whom they were assigned.
- Once a certified safety inspector completes an inspection, he will be required to immediately enter the inspection information via the MVIP system. In the event there is an MVIP or internet connection failure, inspectors will complete the corresponding receipt provided in the approval or rejection sticker book. A manual copy will be given to the customer or placed in the vehicle, while the original will remain in the book. Inspections performed during such outages shall be entered into MVIP by the inspector performing the inspections and done so by the close of business of the day MVIP connectivity is restored.
- One copy of the official safety inspection approval or rejection receipt shall be printed on 8-1/2 by 11 inch white paper and given to the customer or placed in the vehicle. The size of the print on the receipt shall not be reduced. In the event of MVIP or internet connection failure, the corresponding manual receipt from the book shall take the place of the MVIP generated receipt.
- The printed official inspection receipt number shall correspond with the issued decal.
- The complete vehicle identification number (VIN) shall be verified before submitting the inspection through the MVIP system and printing the official inspection receipt.
- When a station has a voided decal, it must be entered into MVIP by the inspector. Once entered, the receipt shall be printed, attached to the decal, and retained until the supervising trooper's next visit. The supervising trooper will be responsible for destroying the voided sticker and a Form SP-164 will not be required.
- Station management shall ensure that all stickers are accounted for and all information has been entered correctly into the MVIP system. Completed approval or rejection receipts shall be retained by the station for a period of six months. At the end of the six-month period, used receipts shall be destroyed by burning or shredding.

19VAC30-70-20. General inspection requirements.

- Out-of-state vehicles may be inspected, but shall not be approved unless they meet the requirements of the Official Motor Vehicle Safety Inspection Manual.
- When a vehicle is presented for inspection, the previous approval sticker, if any, on the vehicle shall be removed and destroyed before any inspection is conducted (except a rejection sticker). For purposes of the safety inspection program, "destroyed" shall mean that the previous inspection sticker will be disposed of in a manner so it cannot be reused or placed on another vehicle's windshield. After removing the inspection sticker, the safety inspector who is to perform the inspection must drive the vehicle into an approved inspection lane unless the safety inspector is not qualified to operate the vehicle. During the operation of the vehicle, the safety inspector must make application of the service and parking brakes and check for conditions as set forth in the Service Brake Section of the Official Motor Vehicle Safety Inspection Manual applicable to the vehicle being inspected.
- Inspections may be made when it is raining or snowing. Care must be exercised when making inspections in inclement weather. Vehicles covered with ice, snow, mud or other debris to the extent that required parts cannot be inspected, may be refused inspection until the operator removes such debris.

19VAC30-70-25. Exceptions

- Exceptions to motor vehicle inspection requirements can be found in § 46.2-1158.01 of the Code of Virginia.
- <https://law.lis.virginia.gov/vacode/title46.2/chapter10/section46.2-1158.01/>

19VAC30-70-50. Approval stickers and decals.

- If the vehicle meets all inspection requirements, the certified safety inspector performing the inspection shall immediately enter the receipt information via the MVIP system.
- The inspection sticker is not valid unless the rear portion is completed with the vehicle make, year built, license plate number (dealer name if a dealer tag is displayed), body type, and the complete vehicle identification number (VIN). The inspection sticker shall be completed using black indelible ink.
- Extreme care should be used by inspectors when applying inserts. The sticker shall be placed at the bottom left corner of the windshield when viewed from the inside of the vehicle. The left edge of the sticker is to be placed as close as practical, but no closer than one inch to the left edge of the windshield when viewed from the inside of the vehicle. The top edge of the sticker is to be approximately four inches from the bottom of the windshield when viewed from the inside of the vehicle
- The MVIP system approval or rejection printed receipt shall be given to the owner or operator of the vehicle. In the event of an MVIP or internet connection failure, manual receipts from the approval and rejection books shall be utilized.

19VAC30-70-60. Rejection stickers.

- Only one rejection sticker shall be issued to any one vehicle. A rejection sticker shall not be issued to any vehicle already bearing such a sticker or to one which bears evidence of previously being issued a rejection sticker. When a vehicle is bearing a valid or expired rejection sticker, it is not to be removed unless the vehicle meets all of the inspection requirements.
- Reinspection of a rejected vehicle by the same station during the 15-day validity of the rejection sticker need include only a check of the items previously found defective, unless there is an obvious equipment defect that would warrant further rejection of the vehicle. Such reinspection will not constitute a complete inspection and a \$1.00 fee may be charged. Furthermore, if a vehicle returns for reinspection within the 15-day period, the rejecting station will reinspect the vehicle without delay or at the reasonable conclusion of the current inspection being performed.
- If additional defects are detected during reinspection of a vehicle previously rejected, the vehicle will not be issued an approval sticker.
- A vehicle rejected by one station may be reinspected by another station if the owner desires to have this done; however, that station shall perform a complete inspection of the vehicle.
- If the vehicle does not meet all the requirements and the owner does not authorize immediate repairs, and if a rejection sticker has not already been issued, a rejection sticker shall be legibly filled out in its entirety with a black ball point pen. The certified safety inspector performing the inspection shall immediately enter the receipt information via the MVIP system. The complete vehicle identification number (VIN), tag number or car dealer name if a dealer tag is attached, mileage, year, make, and model shall be included. A circle to indicate which wheels were pulled to check the brakes and an individual mark shall be placed in each equipment block of the rejection sticker that

was pertinent to the rejection. In addition, information may be written on any blank area as to the exact nature of the rejection (i.e., front brakes vs. rear brakes). The date of issue shall be punched, and the sticker affixed to the same location as indicated in subsections C, E, and G of 19VAC30-70-50. (When affixed to a trailer or motorcycle, the face of the rejection sticker shall be attached to the trailer or motorcycle in order to allow the rejection data on the back side to be read.)

- The operator of the rejected vehicle shall be informed of the following: (1) the rejection sticker is valid for 15 days in addition to the date of inspection; (2) The rejection sticker places no travel restriction on the operation of the vehicle and is issued in lieu of an approval sticker; (3) The vehicle operator is legally responsible for any defect if operated on the highway and may be subject to a traffic summons for any existing equipment violation.

19VAC30-70-340. Motorcycle brakes.

- The inspector, if qualified to operate a motorcycle, must drive it into the inspection lane and test the service brakes. If not qualified to operate motorcycles, the inspector must observe the operator operate the brakes. The inspector is required to observe and inspect the braking system on both wheels if so equipped or required to be equipped.
- Inspectors are required to inspect for and reject if – any motorcycle is not equipped with a brake, or which has a disconnected brake.
- Inspectors are required to inspect for and reject if - levers (foot and hand) do not have at least 1/3 of their travel as reserve after brakes are fully applied.
- Inspectors are required to inspect for and reject if - any motorcycle manufactured after July 1, 1974, is not equipped with either a split service brake system or two independently actuated service brake systems which shall act on the front as well as the rear wheel or wheels.
- Inspectors are required to inspect for and reject if - bonded linings or disc pads are worn to less than 2/32 of an inch in thickness or riveted linings or disc pads are worn to less than 2/32 of an inch over the rivet head(s).

19VAC30-70-350. Motorcycle airbag, seat, steering, and suspension.

- Inspectors are required to inspect for and reject if - any motorcycle designed to carry more than one person is not equipped with a footrest for each passenger.
- Inspectors are required to inspect for and reject if - handlebars are loose, bent, broken or damaged in such a manner as to affect proper steering.
- Inspectors are required to inspect for and reject if - shock absorbers are broken, worn, missing, defective, disconnected or do not function properly.
- Inspectors are required to inspect for and reject if - any part of the air bag system has been disabled or removed from the motorcycle.

19VAC30-70-360. Motorcycle lights: auxiliary, headlamp, rear, signal, warning.

- Inspectors are required to inspect for and reject if – Headlamp - the center of the hot spot is set more than four inches up or down from the horizontal centerline or more than four inches to the left or right from the vertical centerline. The headlamp shall be checked for proper aim by using an optical headlamp aimer.

- Aiming the Headlamp - All headlamps that do not comply with subdivision 19VAC30-70-360 (A-7) shall be aimed straight ahead. (Zero inches up or down and zero inches to the right or left.)
- Signal lamp lenses installed on the front of the motorcycle shall be amber and be located on each side of the vertical centerline of the motorcycle and as far apart as practicable and not closer than nine inches, measured from the optical centerline of the lamps, and to be located on the same level and not less than 20 inches above the ground level. The optical centerline of the lamp shall not be less than four inches from the retaining ring of the headlamp unit.
- Inspectors are required to inspect for and reject if – motorcycle, except an antique vehicle not originally equipped with a stop lamp, is not equipped with at least one stop lamp of an approved type that automatically exhibits a red or amber light to the rear when the brake control foot pedal or hand grip brake control device is activated. (On motorcycles manufactured prior to January 1, 1972, the activation of the front wheel brake control device is not required to activate the stop lamp.)
- Inspectors are required to inspect for and reject if – the high beam indicator does not burn when the high beam is on or does not go off when the low beam is on.
- Signal devices are not required on motorcycles; however, if installed, they must operate and be inspected.
- Inspectors are required to inspect for and reject if - any motorcycle lights, headlamp, rear lamp, signal or warning lamp has any wire, unapproved lens or plastic covers, any other materials that are not original equipment or any colored material placed on or in front of lamp or lens.
- Motorcycles may be equipped with means of modulating the high beam of their headlights between high and low beam at a rate of 200 to 280 flashes per minute, provided they are equipped with a switch or device that prevents flashing of headlights when headlights are required to be lighted.
- Head lamp inspections are to be performed with the high beam on.
- Inspectors are required to inspect for and reject if - the signal lamp is not of an approved type (SAE-D) or does not flash.
- Inspectors are required to inspect for and reject if - lens in brake lamp or signal lamp has a piece broken from it. (Lens in brake lamp or signal lamp may have one or more cracks provided an off-color light does not project through the crack or cracks.)
- Motorcycles may be equipped with a means of varying the brightness of the vehicle's brake light upon application of the vehicle's brakes.
- Inspectors are required to inspect for and reject if - the rear license plate is not illuminated by an approved license plate bulb.
- Inspectors are required to inspect for and reject if – Any lighted advertising sign is present.

19VAC30-70-370. Motorcycle mirror.

- Inspectors are required to inspect for and reject if – Motorcycle Mirror - operator does not have a view of the road 200 feet to the rear.
- Inspectors are required to inspect for and reject if – motorcycle is not equipped with a mirror.
- Inspectors are required to inspect for and reject if – mirror is not mounted securely.

19VAC30-70-380. Motorcycle horn.

- Inspectors are required to inspect for and reject if - motorcycle is not equipped with a horn in good working order capable of emitting sound audible under normal conditions for a distance no less than 200 feet.

19VAC30-70-390. Motorcycle muffler and exhaust system.

- Inspectors are required to inspect for and reject if – leakage of gases is noted at manifold gaskets, muffler and muffler connections, or at any point in the exhaust line.
- If a vehicle is inspected that does not have a muffler, the inspector should explain to the customer that although the vehicle will pass inspection without a muffler, it is a violation of state law for the vehicle to be operated on the highway without it.

19VAC30-70-400. Motorcycle tires, wheels, rims.

- Inspectors are required to inspect for and reject if – directional tires or wheels designed and manufactured to go in a certain direction or rotation are not installed in the proper direction of rotation.
- Inspectors are required to inspect for and reject if - any motorcycle tire has been recut or regrooved.
- Inspectors are required to inspect for and reject if - any motorcycle is equipped with a tire that has a tread depth measuring less than 2/32 of an inch when measured in accordance with the instructions set forth in subdivisions 6, 7, and 8 of [19VAC30-70-130](#).
- Inspectors are required to inspect for and reject if - bonded linings or disc pads are worn to less than 2/32 of an inch in thickness or riveted linings or disc pads are worn to less than 2/32 of an inch over the rivet head(s).
- Inspectors are required to inspect for and reject if - any tire has knots or bulges in any side wall or if there is evidence of a broken belt under the tread or of the tread separating from the fabric.
- Inspectors are required to inspect for and reject if - wheel bearings are excessively worn or out of adjustment.

19VAC30-70-410. Motorcycle windscreen and glazing.

- Inspectors are required to inspect for and reject if - Motorcycle Windscreen and Glazing – (1) any windscreen is not of an approved type; (2) any windscreen obstructs the driver's vision; (3) any decal, support, or installation component interferes with the driver's vision.