



RAWS TEST REPORT REQUIREMENTS

FACTSHEET

Introduction

This factsheet explains that test reports, relied on by a Registered Automotive Workshop (RAW) to seek approval to fit a used import plate, must contain specific information in order for the reports to be accepted as the basis for demonstrating compliance of a vehicle.

Legislation and Guidelines

[The Motor Vehicle Standards Act 1989 \(the Act\)](#) and [Motor Vehicle Standards Regulations 1989 \(the Regulations\)](#) requires used imported vehicles to comply with vehicle standards as determined by the Minister.

The [Motor Vehicles Standards Guidelines 2006 \(No. 1\)](#) (The Guidelines) set out the standards that used imported vehicles must comply with and the acceptable evidence of compliance with each of those standards. If Full Evidence is the basis for compliance, test reports submitted as evidence must follow the testing requirements outlined in the relevant [Australian Design Rules \(ADRs\)](#).

[Motor Vehicle Standards \(Procedures for Inspecting and Testing Used Imported Vehicles\) Determination 2002 \(the Determination\)](#), section 5 sets out the requirements for RAWs to follow when testing is required by the Guidelines. Subsection 5(3) requires that a test report must set out:

- (a) the specifications of the vehicle components or vehicle tested; and
- (b) the test results (taking into account the uncertainties of measurement of the instruments used).

The Determination also lists the records a RAW must keep in respect of every vehicle fitted with a used import plate (section 8).

Test Report layout and document requirements

The Administrator may request access to the original version of the test report. The test report should include:

- The registered Test Facility ID and site.
- The time, date and location of testing.
- The weather observations during testing (if required by the tested ADR).
- The name and signature of the person responsible for testing.

Meeting the ADR requirements

When conducting tests RAWs are required to follow the procedures and test methods outlined in the ADRs. Circulars issued by the Administrator provide step-by-step implementation procedures and interpretations of ADRs.

An acceptable Test Report will:

- List all the relevant ADR requirements, reporting clearly and accurately the result of whether a vehicle successfully passed each applicable requirement.
- Accurately describe the test procedures/method with sufficient detail to allow a third party to replicate the test.
- Include photographs at key stages of testing which show the equipment, set-up and, where applicable, the vehicle's condition prior to, during and post-testing.

Calibration of equipment and uncertainty of measurement

The measurement results should be adjusted to take into account uncertainty of measurement of test equipment. The uncertainty of measurement should be traceable to calibration records of measuring equipment. The adjusted result after uncertainty of measurement should meet the ADR requirements.

To meet these requirements the Test Report should include:

- A description of the testing equipment including the make and serial number.
- The upcoming calibration due date for the testing equipment and calibration certificate number(s) showing compliance to a National Standard.
- The 'accepted true value' of any measurement plus or minus its 'uncertainty of measurement'.
- Provision for the 'uncertainty of measurement' in Test Report calculations.

All equipment used for testing should be in a known state of calibration.

Further information

A [Test Facility Inspection Manual](#) has been prepared with information and a [Test Procedure Circular](#) for each ADR.

For questions related to Test Reports please contact the Vehicle Safety Standards Branch in the Department of Infrastructure, Regional Development and Cities by emailing raws.info@infrastructure.gov.au.