

Vehicle Inspection and Standards
NOTICE
To Designated Inspection Facilities

Re: New VIP eForm System

This notice applies to **ALL** Designated Inspection Facilities which are authorized to conduct inspections of commercial and private vehicles under the *Motor Vehicle Act Regulation, Division 25*.

New Vehicle Inspection Program eForm system

The Commercial Vehicle Safety and Enforcement Branch (CVSE) of the Ministry of Transportation will replace its current eform application with a new *VIP eForm System* in May 2008. The new application will offer significant improvements and increased reliability.

The launch of the new application will result in the current CVSE Eform System being **unavailable on one weekend (Friday pm to Sunday pm) in May 2008**. For specific dates and times please visit the website listed below.

Manual Inspection Form submissions to end on July 1, 2008

Effective June 1, 2008, all Designated Inspection Facilities and Preventative Maintenance Programs, including facilities that have been unable to use the current Eform System, must submit inspection forms electronically. The grace period, in effect since July 31, 2007, will end July 1, 2008. Manual inspection forms received after this date will be returned to you for electronic submission.

PM Facilities and Businesses with multiple Designated Inspection Facilities

PM facilities and businesses with multiple facilities must ensure that each facility eForm user has its own BCeID User ID. The User ID **MUST** be associated with the facility for which the inspection is being conducted and must be used when logging onto the VIP eForm System. Sharing of BCeIDs is **not permitted**. Without a USERID associated to the specific facility licence, inspection reports will not be able to be entered. As USERIDs often take days to obtain, please address this issue immediately to ensure a smooth transition. More information is contained on our web site.

Please visit the CVSE website often at <http://www.cvse.ca> and click on the *Vehicle Inspections and Standards* link in the left-hand menu. More information will become available as we approach the release date of the new eForm system. A detailed training guide and video will be available on the website approximately one week prior to the release.

If you prefer to contact us by phone, please call 250 952-0577 (Monday to Friday, 8:30am to 4:30pm)

If you are outside of the greater Victoria area, you may call Enquiry BC toll free at 1-800-663-7867 and request to be transferred to the Vehicle Inspection Program.



Suzanne Watson
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NSC/Vehicle Inspection Program