

## Commercial Vehicle Safety & Enforcement

# National Safety Code

## NOTICE

### To All National Safety Code Applicants

## RE: Online Knowledge Test Required for Applications Submitted as of April 7, 2021

Please be advised that beginning with applications submitted on April 7, 2021, the NSC program office will be requiring all applicants to pass an online knowledge test during the application review process.

### Background

Ensuring all new carriers demonstrate sufficient knowledge of the relevant regulations is part of our commitment to road safety and is a direct response to Recommendation # 4 from the B.C. Auditor General's 2018 [Independent Audit of Commercial Vehicle Safety](#).

- On March 18<sup>th</sup>, 2020, in-person knowledge tests required during the application process were suspended due to COVID-19 physical distancing requirements.
- On April 2, 2020, CVSE introduced a condition on new certificates requiring a passed knowledge test by a specified date in order to continue operating commercial motor vehicles.
- An online knowledge test has been developed and launched on September 16, 2020.
- Carriers approved since April 2020 have been completing their knowledge test and demonstrating they have sufficient knowledge of the relevant regulations.

Unlike the previous in-person knowledge test, the updated process applies to all applicants regardless of location in the province, or the type and size of operations. The test will cover obligations and responsibilities of an NSC carrier and is designed to assess a carrier's knowledge of the Division 37 of the Motor Vehicle Act Regulations (MVAR) and their ability to apply that knowledge.

### Next Steps for Applicants

A business BCeID is required to access the online knowledge test. After an NSC application has been submitted, **applicants are directed to obtain a business BCeID account for the same legal entity that applied for the safety certificate.** This will help avoid any additional delays in application processing.

- Please be aware **only** a business BCeID account can be used to access the knowledge test. A personal or basic BCeID **cannot** be used to access the knowledge test.

Business BCeIDs can be obtained by creating an account at <https://www.bceid.ca/>.

- A visit to a ServiceBC office or a mailed activation code may be required to complete enrolment and verify the legal entity obtaining the BCeID.
- For questions about obtaining a BCeID, please contact the BCeID helpdesk: 1-888-356-2741.

If an applicant believes they may have applied under the wrong legal entity (e.g. applying as a sole applicant when there is a limited or incorporated company), please email the NSC office ([NSC@gov.bc.ca](mailto:NSC@gov.bc.ca)) with the details, including the application number and what the correct legal entity should be. Identifying this before an NSC team member begins processing the application helps ensure efficiency in reviewing the application and avoids potential issues as NSC certificates, once issued, are not transferable between legal entities.

During the application review process, an NSC team member will contact the applicant to confirm that the person listed as having overall responsibility is either a director, officer or principal of the legal entity applying for the certificate or someone who has been given signing authority by a director, officer or principal.

Once any required documentation has been completed, the NSC team member will provide detailed instructions on how to log in to complete the online knowledge test. The person with overall responsibility will have 30 days to complete and pass the knowledge test. If the knowledge test is not passed within that timeframe, the application will be refused, and a new application will need to be submitted.

*Please note:* a passed knowledge test does **not** guarantee that a certificate will be issued. The knowledge test is one of **many criteria** reviewed during the application process.

### **How to Prepare for the Knowledge Test**

We strongly recommend studying [MVAR Division 37](#) and the [Carrier Safety Guide](#). The test is “open book” but has a 90-minute time limit, and familiarity with these resources will help the applicant succeed.

- MVAR Division 37 is the primary source for regulations related to B.C. National Safety Code program.
- Carrier Safety Guide is designed to help carriers and drivers understand the regulations in practical terms so that carriers can operate in compliance with the regulations and ensure on-road safety.

If you have any questions about the knowledge test please contact the NSC office at [NSC@gov.bc.ca](mailto:NSC@gov.bc.ca) or 250-952-0576.

Thank you,



Karen Coverett  
Manager, National Safety Code  
Commercial Vehicle Safety and Enforcement