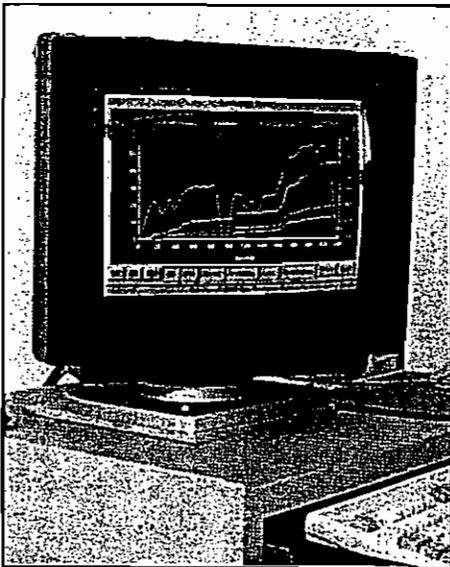
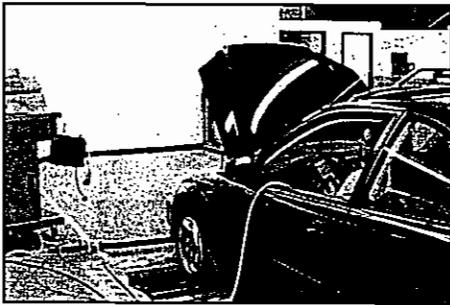


SCANNED

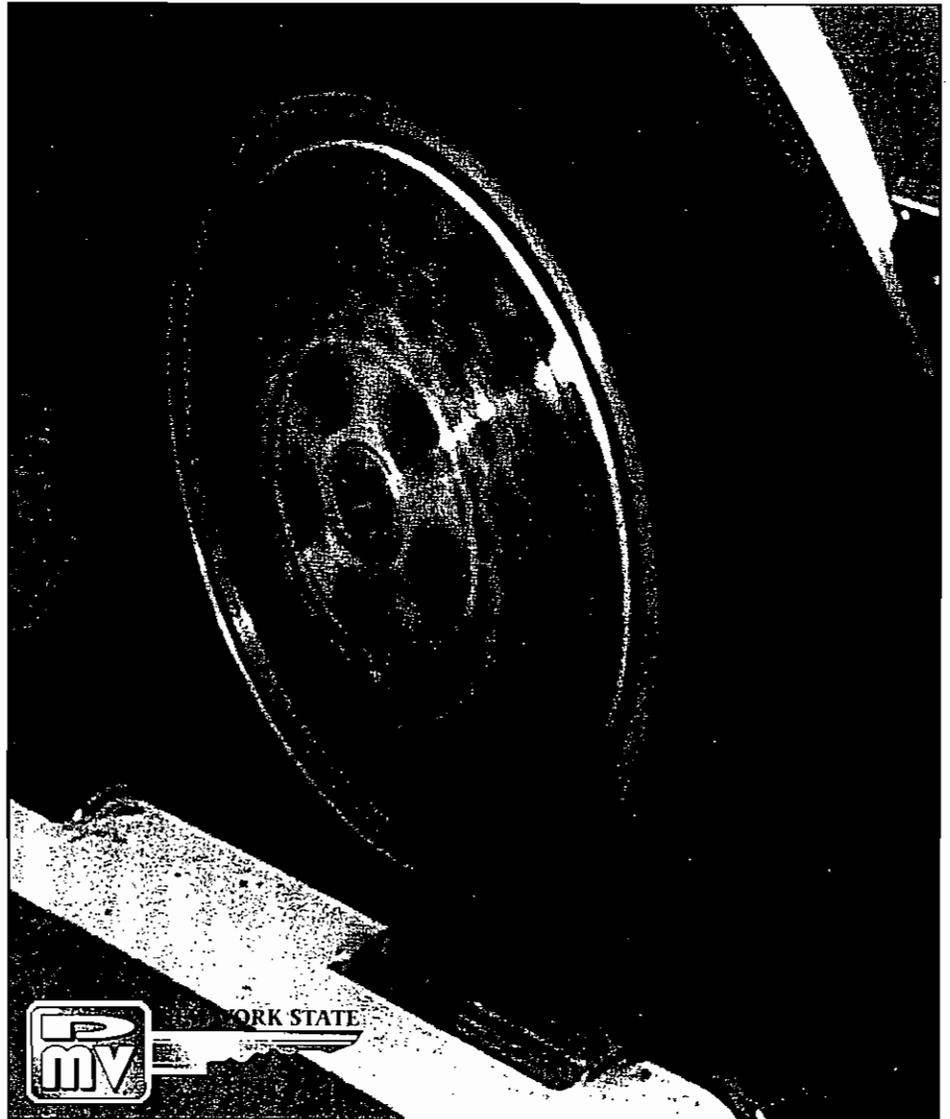
## APPENDIX 7

DMV Emissions Inspection Procedure Manual  
(VS-28, revised November 2002)

# Enhanced Emissions Inspection Procedure



## PHASE 2



New York's Vehicle Emissions Testing Program

# NYS ENHANCED EMISSIONS INSPECTION PROCEDURE (VS-28)

## PHASE 2

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## INTRODUCTION

You should refer to this manual along with the New York State Department of Motor Vehicles Commissioner's Regulations Part 79 (CR-79), TESTCOM Instructions, and the operating manuals provided by your NYTEST equipment vendor. Together, these documents will provide information you need about the operation of the NYTEST unit and the enhanced emissions inspection process.

This manual (VS-28) provides general procedures and information that apply to all NYTEST systems sold in New York. You should consult the operator's manual or contact your equipment vendor if you have questions about any specific component of your system.

The NYTEST equipment you will be operating has been built to specifications that will allow accurate and reliable measurements of pollutants in vehicle exhaust gases. However, the success of using this equipment and performing high enhanced emissions inspections still depends in large part on the level of preparedness of the inspector.

### **BECOME FAMILIAR WITH YOUR NYTEST OPERATIONAL MANUAL AND ALWAYS READ AND FOLLOW THE INSTRUCTIONS ON THE NYTEST SCREEN CAREFULLY !**

#### **Additional Help:**

Any questions concerning the inspection program, DMV Commissioner's Regulations and procedures, or unique situations that arise within your inspection station should be directed to your Regional Vehicle Safety Office or the Technical Services Bureau in Albany.

Region I - Nassau & Suffolk Counties . . . . . (516) 789-2408

Region II - New York, Bronx,  
Westchester, Rockland . . . . . (914) 965-7766

Region VI - Kings, Queens, Richmond . . . . . (718) 481-9239

Technical Services Bureau . . . . . (518) 474-4279

Inspection Sticker Information . . . . . (518) 474-2398

Replacement Sticker Information . . . . . (518) 474- 5282 or 4279

Facility License Information . . . . . (518) 474-0919

Inspector Certification Information . . . . . (518) 474-7998

For questions about connections to the data manager, contact

TESTCOM Help Desk. . . . . 1-800-678-9199

Insert your NYTEST Vendor phone number here : \_\_\_\_\_

## I. NYTEST SYSTEM REQUIREMENTS

### A. NYTEST Components

The emissions inspection testing procedure being used in New York State's Enhanced Emissions Inspection Program is called NYTEST (New York Transient Emissions Short Test). In order to perform high enhanced emissions inspections, inspection facilities must install a NYTEST system certified by the Department of Motor Vehicles (DMV) and the Department of Environmental Conservation (DEC). NYTEST systems contain the following equipment.

- A **computer/communications system** that will operate the equipment and communicate through a data manager to the DMV registration system.
- A **gas cap pressure integrity tester**
- On-board diagnostics (**OBD**) hook-up (to be implemented later in the program)
- A **dynamometer** that will allow the analyzer to test the vehicle's emissions systems under simulated driving conditions.
- **Transient exhaust gas volume sampling equipment** that will measure the entire exhaust volume (VMAS).
- An **exhaust gas analyzer** that will measure hydrocarbons (HC), carbon monoxide (CO), carbon dioxide (CO<sub>2</sub>), oxides of nitrogen (NO<sub>x</sub>), and oxygen (O<sub>2</sub>).
- An operational **video system** for recording inspections.

**An Important Note About Camera Placement and Video Operation:** A station will be in violation of DMV Regulations if the video equipment is not properly installed and capturing images of each inspection. If video equipment is not fully operational, or it becomes necessary to relocate the camera, you must contact your equipment vendor immediately.

### B. Dedicated Phone Line Required

The NYTEST unit must be directly hooked to its own phone line because it will be transmitting data to DMV with every inspection. It is important that the phone line connected to the NYTEST unit be a dedicated line. It cannot be an extension number, a pay phone, or a number that must be transferred from a switchboard. **DO NOT USE** answering machines, fax machines, or a security system on the same line as the NYTEST unit. Also, if the line has call waiting, it will interrupt connections and interfere with your ability to conduct inspections. You should not have your NYTEST unit connected to a phone line using a number provided to the public.

### C. NYTEST Units Will Electronically Link to DMV Through Data Manager

DMV Commissioner's Regulations require stations to maintain a communications link to DMV so inspection information can be updated on DMV files immediately after an inspection is completed. TESTCOM Inc. has been awarded the contract to build and operate the system that will allow your NYTEST unit to update DMV computer files. Your station must have a contract with TESTCOM Inc. in order to make the required inspection data connections with DMV.

#### **D. Data Manager Billing**

Stations will be charged by the data manager for each inspection. An emissions/safety inspection will result in two connection charges, and a safety-only inspection will result in one connection charge.

TESTCOM will bill stations once a month. The bill will show how many emissions/safety connections and safety-only connections were made by the NYTEST unit. It is important that the TESTCOM bill be paid on time to avoid disconnection from the data management system network. Without the data management system, stations will not be able to continue performing inspections. The TESTCOM Enrollment/Agreement covers connection requirements and billing procedures. A sample of this agreement is included as Appendix A.

#### **E. How The Inspection Communication Connection Works**

Your NYTEST equipment will automatically dial TESTCOM during inspections to make connections to the DMV computer. Each emissions inspection will require two connections. One connection will be made as the emissions inspection process begins, and another after the inspection has been completed. The first connection will check DMV files against vehicle information recorded at the station, and will provide your NYTEST unit with additional vehicle information needed to continue the inspection. When the inspection has been completed, NYTEST will automatically make another connection to send inspection result information to DMV and immediately update the DMV vehicle registration file. Safety only inspections will require only the DMV file update connection. See Section IV-G on page 13 for additional information about inspection communication connections to DMV.

Each vehicle must ultimately have a passed inspection on the DMV file to qualify for processing of any registration transaction. If the vehicle passes, your customer will not be delayed in getting their registration processed at DMV.

TESTCOM has a Help Line available to assist stations if the NYTEST unit is having difficulty completing the connection with DMV. The TESTCOM Help Line phone number is **1-800-678-9199**. For problems related to the operation of the NYTEST unit, you need to call your equipment vendor.

Before calling TESTCOM or your vendor for assistance, you should first check to make certain the phone line is properly connected and working. Procedures for checking communications are listed in the NYTEST menus.

## II. ENTERING INFORMATION INTO YOUR NYTEST UNIT

The availability of bar codes on the documents listed below will allow you to enter most information into your NYTEST unit quickly and reliably using the bar code scanner available on your NYTEST unit. Use the bar code scanner whenever possible. At times you will need to enter or change vehicle information using your keyboard. Make certain that you enter information carefully when you have to use the keyboard. Errors can cause your customer's vehicle to be incorrectly denied registration or registration renewal.

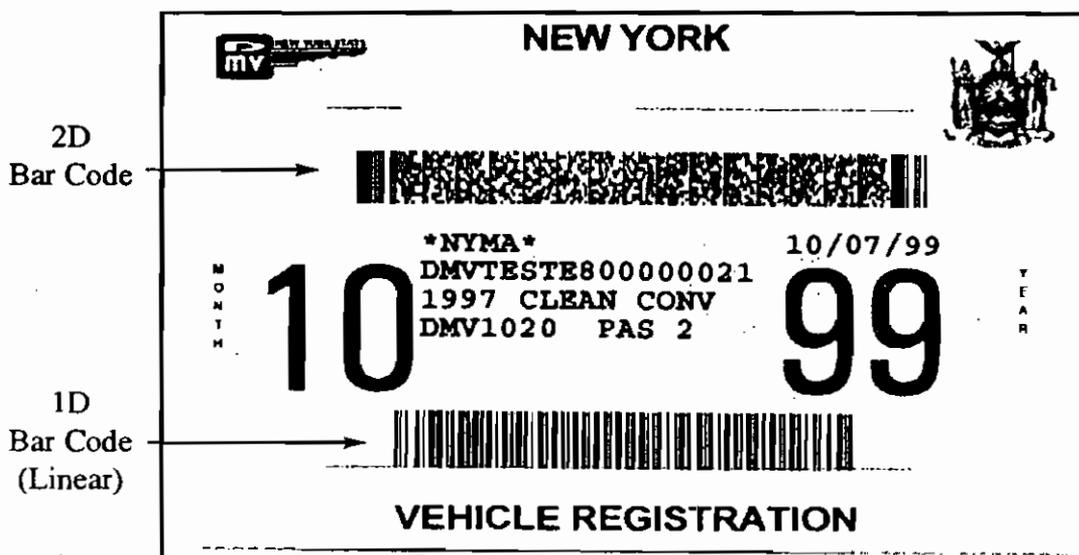
### A. Bar Code Documents

Information from the documents listed below must be entered into the NYTEST unit. Each of these documents displays a 1D (Linear) bar code. Most of the current Vehicle Registration documents will also have a 2D barcode. You should always scan the 2D bar code when it is available on the Vehicle Registration. An Example of a Vehicle Registration with 1D and 2D bar codes is shown below.

<u>Bar Code Document</u>	<u>When Entered into NYTEST</u>	<u>Bar Code Type</u>
1. Official Business Certificate ..... (Inspection Station License wall certificate)	Facility Set-up, license renewal..... and changes	1D
2. Inspector Certification Identification Card.....	Each inspection.....	1D
3. Vehicle Registration .....	Each inspection .....	1D and 2D
4. Inspection Sticker Invoice .....	Entering sticker inventory .....	1D
5. Inspection Sticker Package .....	Loading new package of stickers.....	1D

You will learn more about entering information from these documents as you read through this manual.

Sample Vehicle Registration with 1D and 2D Bar Codes



## B. Scanning The Bar Code Is Required For Some Documents

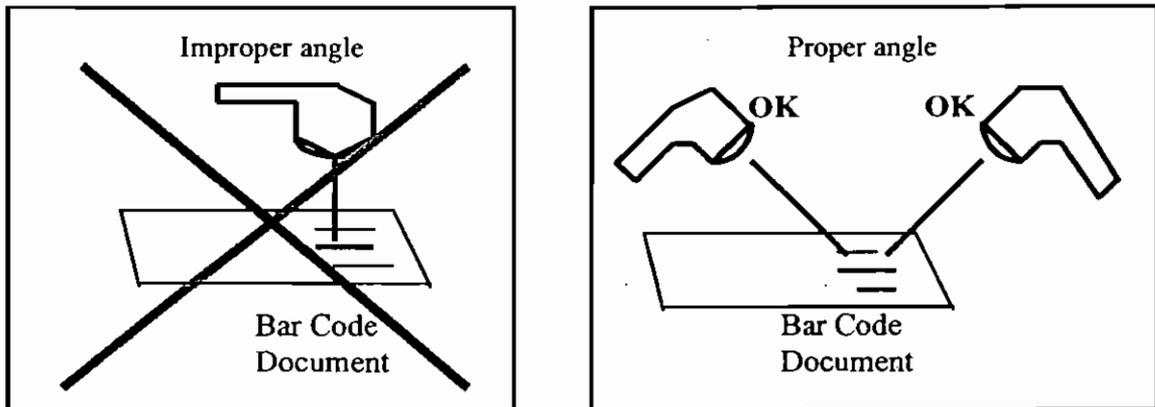
The availability of bar codes not only makes data entry easier and more reliable, it is the "only" method allowed for entering the information from the Inspection Station License, Inspector Certification I.D., and the Inspection Sticker Invoice. You will not be able to enter information from these documents using the keyboard.

Your NYTEST unit will stop you from proceeding with an inspection if you are not successful scanning these documents when required. This is called a Lockout Condition and is explained in Section IX. Refer to page 1 of this manual for the appropriate DMV phone number to call for help if you are not able to successfully scan the bar code from these documents.

If the bar code from the Inspection Sticker Package or the Vehicle Registration is not readable, or not available, you are allowed to enter the information from these documents using the keyboard. The screens on your NYTEST unit will assist you.

## C. Using Your Bar Code Reader

Hold the bar code reader about 3 to 8 inches from the bar code and scan at an angle (see the examples below). This is the most reliable technique for scanning. Attempting to scan a bar code at a right angle (in a direct line above the bar code) sometimes results in a failure to read the bar code. Hold the trigger until the reader "beeps" indicating a successful scan. If the reader does not beep after a second or two, release the trigger and try again.



A successful scan of the bar code will take you immediately to the next step in the process. If you have problems scanning the bar code, the NYTEST screen will display a message to assist you. If your problem continues, you should:

- Make certain you are scanning the correct bar code.
- Check for visible damage to the bar code.
- Test the functioning of the bar code reader (Refer to your NYTEST operational manual).

**D. Using The Keyboard To Enter Vehicle Information**

Situations will arise that will require use of the keyboard to enter vehicle information. For example, the bar-code is not reading, or you need to change information in your vehicle information review screen. Whenever you need to use the keyboard, check your screens carefully to make sure the information is entered accurately. Keyboard data entry mistakes could result in a registrant not getting credit on the DMV file for the inspection, or the printing of a vehicles inspection sticker with errors. These results will lead to unnecessary hardship for the registrant, causing them to return to your shop with a complaint or to contact DMV to investigate. Ultimately, however, the station and inspector will be held responsible for those data entry errors.

### III. NYTEST EQUIPMENT SET-UP AND INTERNAL SYSTEM READY CHECKS

#### A. NYTEST Unit Set-up

Specific set-up procedures have to be performed before you can begin using the NYTEST unit.

##### 1. Initial Unit Set-up

The initial unit set-up will be done by the vendor technician when installing the equipment. One of the set-up steps requires the technician to enter facility identification information into the NYTEST unit, including facility number, license expiration date, and vehicle inspection groups licensed for that facility. The only way this information can be entered is by scanning the bar code on the facility's Official Business Certificate (inspection facility license wall certificate). See the example below. The station information will become part of every inspection conducted on that unit. The NYTEST unit will only allow inspections to be done if the facility has a currently valid license in the appropriate inspection group.

The equipment installer will also program (into your NYTEST unit) a local phone number for making the automatic calls to the data manager, and will perform a communications "test" to make sure the unit is able to properly connect to DMV through the data manager.

Sample of the Official Business Certificate (Inspection Facility License Wall Certificate)

New York State Department of Motor Vehicles  
**OFFICIAL BUSINESS CERTIFICATE**  
THIS CERTIFICATE EXPIRES 01/31/00  
FACILITY IDENTIFICATION NO. ISP

Validation Date and Number: 01/27/98 53758

This person is LICENSED AS A  
PUBLIC INSPECTION STATION  
pursuant to the provisions of the Vehicle and Traffic Law.  
1A-1B-E

DBA [ Facility Name and Address ]

4V-51P (11/99)

This document does not certify that this business complies with zoning and other local laws  
POST IN A CONSPICUOUS PLACE

## 2. Station License Renewal And Amendments

The facility information will have to be re-entered into the NYTEST equipment whenever the station license is renewed or changed. This may be done by the station manager by opening the appropriate NYTEST menu and scanning the bar code from the station license wall certificate.

## 3. Reinitializing After Service/Repair Of NYTEST Unit

At times, service to the NYTEST unit will require an equipment service technician to restore other information or files that your unit needs to perform inspections, such as the Inspector Certificate Number or sticker invoice information. When service such as this is done, the technician will again test the communication system for proper connections to the data manager.

## B. NYTEST System Ready Checks

During the normal course of start-up and operation, the NYTEST system will perform a series of internal diagnostic checks and calibrations. These functions are performed at different times and intervals. If any of the system ready checks or calibrations fail, or needs updating, the NYTEST unit will display a message on the screen. The operator will need to clear the system check or calibration before the unit will allow an inspection to be performed. On-screen instructions will be available to help clear any such "stop". You may have to refer to Section IX: Lockout Conditions, for additional information about corrective action.

If all the internal system checks are passed, the NYTEST unit will display the main menu screen and allow you to access all equipment functions, including the inspection menu.

The internal system checks are:

- Once per day
  - Facility License expiration (must be current)
  - Daily Report (must be printed every working day)
- For each inspection
  - Inspection stickers in the sticker printer
  - Sticker printer ready
  - Video Camera and VCR are operational
  - (Remember, the camera must be properly aimed to capture images of the vehicle being inspected.)
- At intervals to be specified by DEC or NYTEST vendor.
  - Zero Gas Calibration
  - Leak Checks
  - Dynamometer Roll Down

During the process of performing the daily system ready checks, your NYTEST unit will print a "Daily Inspection Report" summarizing inspections done the previous work day (See Appendix G). The daily report printouts must be retained by the stations for at least two years.

## IV. OPERATION OF THE NYTEST UNIT FOR INSPECTIONS

All inspections, except motorcycle and heavy duty diesel inspections, require the use of the NYTEST unit. The vehicle data entered into the NYTEST unit from the bar-code scan and/or use of the keyboard will allow the unit to automatically present you with the proper menus and choices to complete the inspection process required for that vehicle. The inspection information entered into your NYTEST unit will become part of the DMV inspection record for the vehicle you are inspecting, and will be stored in your NYTEST unit as part of your required record keeping. Read your NYTEST screens and follow instructions carefully to avoid errors.

### A. Identify The Registration Status Of Vehicle You Are About To Inspect

It is advisable to first determine if the vehicle you are inspecting is an NYMA registered vehicle. Vehicles registered outside the NYMA and non-registered vehicles will require you to prepare to enter vehicle information into your NYTEST unit using the keyboard (See part E-2 of this section). If the vehicle you are about to inspect is a non-exempt New York vehicle registered outside the NYMA (Upstate vehicle), you must have Low Enhanced inspection stickers available in order to perform the Low Enhanced inspection required of that vehicle. If you do not have low enhanced stickers, advise the customer that the vehicle should be inspected at an Upstate inspection facility. If the customer still requests the vehicle be inspected at your facility, advise the customer that you must perform a high enhanced inspection and issue the same inspection sticker as if the vehicle is registered in the NYMA.

### B. Before You Start An Inspection

You should first determine whether the vehicle has been recently inspected and failed, and if the vehicle meets all pre-emissions inspection safety checks if the vehicle will be subject to an emissions test.

#### 1. Previous Inspection Information

Before accepting a vehicle for inspection, ask the motorist if the vehicle has been inspected and rejected, or repaired, in the past 30 days. Ask the motorist for any repair documentation and the rejection notice. This information is important to you for several reasons.

- The information will help you determine if a safety re-inspection needs to be done before accessing the NYTEST unit.
- You will be required to enter safety inspection results and any emissions related repair information into the NYTEST unit as the inspection process continues.
- Also, repair receipts may include emissions component repairs that qualify toward and emissions inspection waiver if the vehicle fails the emissions re-inspection (See Section VIII: Emissions Waiver Procedure, starting on page 29).

## 2. Perform A Pre-Emissions Inspection Safety Check

Each vehicle subject to a high enhanced emissions inspection must first be visually inspected for the following unsafe conditions:

- Fuel, coolant, and oil leaks (Idle and Transient tests)
- Excessive internal engine noise (Idle and Transient tests)
- Exhaust system leaks or missing exhaust system components (Idle and Transient tests)
- Drive wheel tire condition and tread wear (Transient tests)
- Mismatched tires on drive wheels (Transient tests)

These conditions are described further in Section VI-B, Vehicle Pre-Testing Preparation on page 17 of this manual. Also see DMV Commissioner's Regulations Part 79.24 (b).

A vehicle failing any of the conditions listed above should not be inspected. Your refusal to inspect the vehicle does not constitute an inspection failure, and no fee should be charged to the customer. The customer should be advised that the vehicle must be presented in a repaired condition before it can be inspected.

## C. For An Initial Inspection, Do The Safety Inspection Before Using NYTEST

The safety portion of the inspection should be completed before entering any information into the NYTEST unit. The safety inspection (except brake equalization) and the emissions inspection must be performed within the enclosed inspection area. Commissioner's Regulations allow, if necessary due to dynamometer installation, the non-drive wheel portion of the vehicle to partly extend outside the enclosed inspection area for transient emissions tests only. All inspections must follow the procedure outlined in the DMV Commissioner's Regulations Part 79 (CR-79).

After completing the safety inspection you must access the NYTEST unit "Inspection" menu. Be prepared to enter the safety inspection results into the NYTEST unit as the emissions inspection process proceeds. The NYTEST unit will automatically determine emissions inspection requirements for the vehicle you are inspecting. All emissions testing will be conducted while the NYTEST unit is in operation.

Your screen will display menus and messages that will guide you through the rest of the inspection process. These menus and messages will have the same basic content and sequence on all certified equipment, with only small variations. Remember, follow the directions on the screen and be familiar with the procedures described in the operational manual for your NYTEST equipment.

## D. Scan The Bar Code On Inspector Certification Identification Card

Using the NYTEST Unit to perform inspections is restricted to persons certified by DMV to do inspections. Each certified inspector must have a personal Inspector Certification Identification card (See example on next page).

At the beginning of each inspection, the NYTEST unit will ask you to scan the bar code from the front of your inspector identification. If your ID does not successfully scan, you must try again. You will not be allowed to enter your inspector identification using the keyboard. See Section IX: Lockout Conditions starting on page 31 if the scanning problem continues.

Sample of Inspector Certification Identification Card

Front

 **NEW YORK STATE**  
**Dept. of Motor Vehicles**

**INSPECTOR CERTIFICATION**

This Inspector is qualified to conduct inspections of the vehicle groups specified below pursuant to section 303(a) of the Vehicle and Traffic Law

Name: **TEST,CMD,W**

DATE OF BIRTH: **01/22/33** CERT. NO.: **BJ43**  
EXPIRATION DATE: **12/31/99** GROUPS: **I23E**



Back

**VS-26 (7/97)**

**INSPECTION GROUPS:**

**LIGHT VEHICLES #1 HEAVY VEHICLES #2**  
**MOTORCYCLES #3 EMISSIONS-E**

This card is the property of the NYS Department of Motor Vehicles. Duplication or modification of this card, or use by anyone other than the certified Inspector identified on this card, is a violation of Part 75 of the Commissioner's Regulations.

The NYTEST unit will determine if your inspector identification card is current. If your card is current, you will be permitted to access the inspection routine. If your Inspector card is not current, access to the inspection process will be denied.

**Note:** Inspector Certification cards are a security item. The NYTEST unit will read and record the inspector bar code ID each time the card is used. The inspector will be solely responsible for each of those inspections. **DO NOT** leave this card in a place where others have access to it, and **DO NOT** lend your card to someone else. All information recorded by the NYTEST unit while using your bar code will be entered on the daily and monthly reports reviewed by the DMV.

**E. Entering Vehicle Information Into Your NYTEST Unit**

Accurate entry of information into the NYTEST unit is important. Always use the registration bar code whenever possible.

**1. Using Registration Bar Codes To Enter Vehicle Information**

The NYTEST unit will prompt you to scan the 2D bar code from the windshield Vehicle Registration sticker. A successful scan of the 2D bar code will provide the NYTEST unit with the VIN, make, model year, plate, and other vehicle information that it needs to continue with the inspection process. Using the 2D barcode will greatly reduce the amount of keyboard entry of data required of the inspector.

If the scan of the registration 2D barcode does not read, you will be given the opportunity to scan the linear (1D) bar-code. The 1D bar-code contains less information than the 2D bar-code, and will require the inspector to use the keyboard to complete some of the vehicle information items, such as the entry of the VIN if the information is not returned from the DMV file.

## 2. Using The Vehicle Bar-Code Plate To Enter Vehicle Information

If the vehicle registration 2D and 1D bar-code scan are not successful, or the vehicle does not have a registration, you can try scanning the vehicle bar code plate to obtain the VIN. The vehicle bar code plate, if available, is generally located behind the lower corner of the windshield on the driver's side, or on the driver's side door jam. This is not the same as entering the VIN using the 2D barcode, but it is the next best method if the registration bar codes are not available or not working. If a scan of the vehicle bar code plate is not successful, you will have to use the keyboard to enter the VIN and other vehicle information.

## 3. Using The Keyboard To Enter Vehicle Information

You can also enter the vehicle's VIN using the keyboard. Follow instructions on the NYTEST screen to enter and verify the VIN. This process may require you to enter the VIN several times. The NYTEST screens will continue to guide you in making the proper entries when needed.

Any time you must use the keyboard at the start of the inspection process to enter vehicle information, the NYTEST screen will display a message asking you to select a reason for using the keyboard. The inspector must select one of the following 8 reasons:

- |                                       |   |
|---------------------------------------|---|
| 1 - Dealer Vehicle                    | 6 - Federal Government Vehicle                                      |
| 2 - Unregistered Vehicle              | 7 - New York <u>Registration</u> Barcode(s)<br>unable to be Scanned |
| 3 - Out of State Vehicle              | 9 - Other Vehicle   |
| 4 - Local Government Vehicle          | <b>Note:</b> # 8 is not included in the menu                        |
| 5 - New York State Government Vehicle |   |

A Help menu will be available to provide a description of these items.

**Remember, you should always first attempt to scan the 2D bar code from the Vehicle Registration if it is available.**

## F. After You Have Finished Entering The Vehicle Information

The vehicle information you have entered will automatically be checked against the "exempt" vehicle information stored in the NYTEST unit. High enhanced emissions inspections are not required for vehicles in the following categories.

Vehicles "exempt" from an emissions inspection ("safety only" inspections):

- Vehicles less than two model years old
- All gas powered vehicles older than 25 model years
- Motorcycles, limited use vehicles (SPC class code), farm and historical vehicles
- Diesel and electric vehicles

Refer to Section V: Inspection Components, and Appendix B: Enhanced Emissions Decision Chart, for more information about emissions testing requirements for vehicles inspected in the NYMA. Some Vehicles are exempt from the dynamometer test, but not the idle test. Testing those vehicles on the dynamometer could cause damage to the vehicle.

Safety inspections are required for all vehicles.

#### **G. NYTEST Connections With DMV**

Each emissions inspection will require NYTEST to make a connection to the data manager at the beginning (the vehicle information inquiry to DMV) and at the end of the inspection (the transmittal of inspection results). Safety only inspections will require only the second connection. Connections will be made automatically by your NYTEST unit.

If the NYTEST unit has determined a vehicle is exempt from an emissions inspection, you will be guided through menus to assist you with entering information about results of the safety inspection. The NYTEST unit will then make the necessary connection to the data manager to send the results to DMV.

If an emissions inspection is required, you will be asked if you are ready to contact the data manager. Answer yes only after you make certain the vehicle information displayed on the screen is accurate and complete. The NYTEST unit will then automatically attempt to make the inquiry connection with DMV (via the Data Manager).

##### **1. Connection Made With DMV**

NYTEST will send DMV the facility license information, your inspector certification number, and the customer's vehicle information. The DMV computer will use this information to review its . . . files so it can send your NYTEST unit any additional vehicle information available on the DMV file.

##### **2. No Vehicle Information Found At DMV**

If the inquiry connection to DMV finds no record for your customer's vehicle, you will receive a 'no vehicle found' message. Your vehicle information screen will display only the information provided by your initial vehicle information entry. This may leave your screen with some blank entries and you will be required to select one item from an on-screen menu of possible reasons why the vehicle was not found on DMV files. You will then be allowed to make keyboard entries for blank vehicle information items.

##### **3. Vehicle Information Found On DMV File**

If the vehicle is found on the DMV file, DMV will return vehicle information and the date of the last inspection (and the inspection results). The vehicle data returned to you by DMV will appear in your vehicle information screen. It will include vehicle information (see next paragraph), the date of the last inspection, results of any inspection occurring within the last 30 days, and which initial inspection or re-inspection elements are now required. If the last inspection was performed

within the past 30 days, you will be instructed to perform a re-inspection for that vehicle. Your NYTEST unit will automatically guide you through the required inspection or re-inspection components.

**4. Enter The Proper Fuel Code**

When vehicle information is found on the DMV file, the NYTEST unit will display the fuel code sent back from DMV. However, changes are allowed if the fuel type is not correct. It is important that you always make certain the fuel code entry in your vehicle information screen is correct. Leaving an incorrect fuel type will result in inaccurate emissions inspection results.

C = CNG      P = Propane      D = Diesel  
E = Electric      G = Gasoline      F = Flexible Fuels (methanol, ethanol)

If DMV returns a fuel code "O" (Other), you must change the fuel code before proceeding. Except for trailers, the fuel code cannot stay "Other".

**5. NYTEST Will Search It's Inspection File**

Your NYTEST system also will search its own inspection history file at the beginning of each inspection to see if a previous inspection has been done at your facility within the past 30 days. This will provide you with any inspection results and repair history that you have documented in the NYTEST unit for that vehicle. If inspection history information found in your NYTEST unit files indicates the vehicle has been inspected within the past 30 days, you will be allowed to do a re-inspection. Your NYTEST unit will automatically display the vehicle's repair information when the repair information screen is displayed. Your screens will guide you through completing the required re-inspection components.

**6. If No Inspection History On File, An Initial Inspection Is Required**

If no inspection information is found in your NYTEST unit or from the search of DMV files, or the last inspection activity occurred more than 30 days earlier, you will be required to perform an original inspection.

**7. Connection Difficulties**

If a connection cannot be made to the data manager, the inspector will be asked to try again. After each subsequent attempt the inspector will be asked to "Try the data manager again, or press continue and proceed with the inspection offline." If your connection to Data Manager is successful, but the DMV computer is not available, the data manager will send you back a message that the "DMV computer is not available." Your NYTEST unit will provide appropriate screens for you to continue the required inspection "off-line".

The NYTEST system will be allowed to perform only a small number of offline inspections. After the limit has been reached, The the NYTEST system will need to connect to the data manager before any additional inspections can be performed.

If you experience a failure to connect to the data manager, check your telephone line connection to make sure it is properly connected and working. If the phone line is not the source of your problem, refer to your NYTEST operational manual or contact your equipment vendor. TESTCOM will provide you with a connection troubleshooting help sheet to assist you.

## V. INSPECTION COMPONENTS

This section briefly describes the components of enhanced emissions inspections and which vehicle groups qualify. All non-exempt vehicles you inspect must receive a high enhanced emissions inspection and be issued the appropriate inspection sticker. This requirement includes out-of-state vehicles and other vehicles not registered in New York.

Occasionally, a non-NYMA New York registered (Upstate) vehicle requiring a low enhanced inspection may request an inspection at your facility. These vehicles may be given a low enhanced emissions inspection only if your station has Low Enhanced Stickers (See Section VII: Inspection Certificate Stickers). Otherwise, these vehicles must receive the same high enhanced emissions inspection as required of a NYMA registered vehicle.

### **A safety inspection is required for all vehicles that you inspect.**

Following is information about both high enhanced and low enhanced inspection requirements. You should also refer to Part 79.24 of the Commissioner's Regulations.

#### **A. High Enhanced Emissions Inspection**

All non-exempt vehicles which are registered in the NYMA are subject to the following inspection components.

##### **1. On-Board Diagnostic (OBD)**

All 1996 model year and newer vehicles will be checked for the proper operation of the on-board diagnostic malfunction indicator light (MIL). If the MIL fails to light with the ignition key on and engine off, or if the MIL is on with the engine running, the motorist must be notified that the vehicle needs repair. He/She must also be told of any possible warranty coverage available at the dealership. A vehicle that fails this test is NOT rejected, but notification to the motorist is required.

##### **2. Emissions Control Devices**

The following items are included in the high enhanced (and low enhanced) inspection. Remember, it has always been illegal to remove or disable any emission control device.

**pcv valve** - 25 model years old and newer

**catalytic converter** - since model year 1975 and newer

**fuel inlet restrictor** - since model year 1984 and newer

**egr valve** - since model year 1973 and newer

**thermostatic air cleaner** - since model year 1984 and newer

**air injection system** - since model year 1984 and newer

**evaporative emission system** - since model year 1984 and newer

##### **3. Gas Cap Pressure Integrity Test**

All subject vehicles will have the gas cap tested on the NYTEST gas cap tester.

**Note:** Make certain the key is removed from locking gas caps. The presence of a key may allow venting and result in false readings.

#### 4. **Transient Test**

Most NYMA vehicles will receive this test to analyze vehicle exhaust. Subject vehicles include gasoline powered NYMA vehicles 1981 and newer, less than 8501 pounds (vehicle weight group 1), and able to be operated in two wheel drive. The transient test requires exhaust emissions to be tested while the inspector operates the vehicle for 240 seconds through a driving trace which simulates actual driving conditions. Vehicles that lack the ability to disable four wheel drive, all-wheel drive, or traction control are exempt from the transient test (See item 5 below, **Idle Test**).

#### 5. **Idle Test**

Gasoline powered NYMA vehicles which are exempt from the transient test will receive an idle test. This test will be performed on 1980 and older vehicles; vehicles over 8500 lbs.(vehicle weight groups 2, 3, and 4); and any vehicle with a traction control and four wheel (or all-wheel) drive systems that cannot be disabled to operate in two wheel drive.

The idle test requires exhaust gases to be collected and analyzed while the vehicle engine idles in Park or Neutral for 30 seconds.

### **B. Low Enhanced Emissions Inspections**

New York vehicles registered outside the NYMA (Upstate) are subject to the low enhanced emissions inspection. Only facilities with low enhanced stickers may conduct low enhanced inspections. If a motorist presents you with a vehicle requiring a low enhanced inspection but you do not have low enhanced stickers, advise the customer that the vehicle should be inspected at an Upstate inspection facility. If the customer still wants the vehicle inspected at your facility, advise the customer that you must perform a high enhanced inspection and issue the same inspection sticker as if the vehicle is registered in the NYMA. Also see Section IV-A on page 9.

Low enhanced inspection components include

#### 1. **Emissions Control Devices** (Same as High Enhanced)

**pcv valve** - 25 model years old and newer

**catalytic converter** - since model year 1975 and newer

**fuel inlet restrictor** - since model year 1984 and newer

**egr valve** - since model year 1973 and newer

**thermostatic air cleaner** - since model year 1984 and newer

**air injection system** - since model year 1984 and newer

**evaporative emission system** - since model year 1984 and newer

#### 2. **Gas Cap Check**

For vehicles 25 years old and newer, the inspector will reject the vehicle if the gas cap is missing, broken or cracked.

## VI. CONDUCTING THE EMISSIONS TEST

### A. Pre-Inspection NYTEST Equipment Check

Your NYTEST equipment requires routine periodic maintenance and calibration. The NYTEST unit is programmed to remind you when certain checks and calibrations have to be done in order to complete an inspection. To ensure the reliable and safe operation of your emissions testing equipment, all maintenance and calibrations should be performed as specified by your equipment vendor.

**CAUTION:** Inspectors should exercise diligent care before each inspection to make certain the dynamometer is safe to operate (free of tools, debris, etc.) and that nobody is near or approaches the vehicle while the dynamometer is in operation. Also, the operation of the dynamometer generates a high level of noise, so you should take measures to protect your hearing when in the proximity of the dyno operation.

Carefully read and follow the manufacturer's instructions for operation of the dynamometer.

### B. Vehicle Pre-Testing Preparation

Before starting the emissions inspection, make certain the vehicle is ready for testing.

#### 1. For Transient and Idle Tests

The vehicle must be placed in the bay approved for emissions testing, with the vehicle positioned so it is accessible to all emissions inspection equipment and proper video images can be captured.

##### a. Vehicle Accessories

All accessories (air conditioning, heater, defogger, radio, automatic traction control if accessible, etc.) shall be turned off. If traction control can not be disabled, perform an idle test.

##### b. Exhaust Leaks

The vehicle shall be checked for leaks or missing components in the exhaust system. Listening to exhaust noise while blocking the exhaust flow, or gas measurement of CO<sub>2</sub> or other gases, will be acceptable for detecting leaks. Vehicles with leaking exhaust systems must not be tested.

##### c. Operating Condition

The vehicle shall be in proper operating condition prior to the start of the test. Vehicles that pose a safety hazard during testing because of fuel leaks, coolant leaks, oil leaks, or excessive engine noise should not be inspected. The vehicle temperature gauge, if equipped and operating, should be checked to assess engine temperature. Vehicles in an overheated condition shall not be tested. Make sure you also check the engine oil level before testing.

**Reminder about engine warm-up:** It is possible that a properly running vehicle will fail an initial emissions test because the engine is not warmed to operating temperature. You can avoid many of these "false failures," and avoid conducting a preconditioning cycle, if you ALWAYS MAKE SURE THE VEHICLE IS AT NORMAL OPERATING TEMPERATURE BEFORE YOU CONDUCT THE EMISSIONS TEST.

## 2. For Transient Tests

### a. Tire Condition

Vehicles shall be rejected from transient emissions testing if any tire fails to meet the safety inspection requirements contained in Commissioner's Regulations Part 79.21 (c), or if any tire that will be in motion while in contact with the dynamometer rollers has any visible defect. Vehicles shall not be tested if a space saver tire is in use on the drive axle, or if drive tires are not reasonably sized for the vehicle. Vehicles with studded tires on the drive wheels shall not be tested. Under inflated tires shall be inflated to manufacturers recommendation, to tire side wall pressure, or to approximately 30 psi.

### b. Roll Rotation

Prior to starting the test, the vehicle wheels must be rotated on the dynamometer rollers until the vehicle is laterally stabilized on the dynamometer. Drive wheels shall be dried if necessary to prevent slippage. Vehicles that cannot be stabilized shall be rejected from testing.

### c. Cooling System

Testing shall not begin until the supplemental cooling system, if required, is properly positioned and activated. The cooling system shall be directed to blow air at the vehicle cooling system, but not directed at the catalytic converter.

### d. Vehicle Restraint

No transient emissions testing should be done unless the vehicle is restrained. Any restraint system should not impose a vertical force on the drive wheels sufficient to alter the exhaust emissions results. Refer to the manual supplied by your dynamometer manufacturer.

**Important Note:** Your refusal to perform an exhaust test on a vehicle because it violates one or more of these conditions shall not constitute an emissions inspection failure, and shall not result in an emissions inspection fee being charged to the customer. Advise your customer that the car needs to be returned in a repaired condition before you can complete the emissions inspection.

## C. NYTEST Emissions Analyzer Connections

After you determine the vehicle is ready for inspection, the exhaust sampling device/s, RPM sensor, and engine oil temperature probe may be put into place. You may now access your analyzer equipment to start the emissions testing.

## D. Conducting An Idle Test

Any vehicle required to have emissions testing but not subject to the transient emissions test shall undergo an idle emissions test. With the engine exhaust probe inserted into the tailpipe, the engine shall be tested for 30 seconds at an engine idle speed equal to or greater than 350 rpm and equal to or less than 1100 rpm. If the engine idle speed falls below 350 rpm or exceeds 1100 rpm, or the engine stalls, the test shall be aborted. Three such aborts shall be cause for an emissions test failure. Follow the instructions on your NYTEST screen.

## **E. Conducting A Transient Test**

Most vehicles requiring an emissions test will have to undergo the transient emissions test. With the exhaust probe and the "V-mass" gas collector shroud hooked to the tailpipe, you may begin the transient testing.

The transient test requires the inspector to operate the vehicle on the dynamometer while the vehicle exhaust gases are being collected. The inspector will operate the vehicle for 240 seconds while accelerating, decelerating, and coasting the vehicle during a prescribed driving simulation (trace). The inspector will be assisted by a graphic display on the NYTEST screen during the testing. The display will show the inspector

- The vehicle speed (mph) required during each second of the trace
- The actual operating speed during the trace
- The time into the driving trace
- Shift prompts for manual transmissions
- Warning of speed violations outside the driving trace requirements
- Violation indications for speed violations outside the trace requirements
- Augmented "braking active" indication

## **F. Stopping An Emissions Test**

You have the option to stop an emissions test due to the operating condition of the vehicle. There are two different times the NYTEST screen will display a menu choice to end the test; after the vehicle fails the initial emissions test and before the required preconditioning phase for idle tests, and before the second chance test for transient tests; and if the emissions test is stopped before it is completed.

### **1. Stopping The Testing After Failing The Emissions Testing**

If the vehicle has failed an initial idle emissions test, you will be prompted by the NYTEST unit to perform a preconditioning cycle and to re-test the vehicle (see item G of this section). You may stop the test at this time, or continue with the preconditioning. If you stop the test, the system will ask you to select from a list of reasons for stopping the test. After selecting a reason, a rejection notice will be printed. A stop will not be allowed following the post-preconditioning emissions test.

If the vehicle has failed a transient emissions test, you will be asked if you wish to conduct a second chance emissions test. If you select no, choosing to stop the test, the emissions inspection failure will be recorded and a rejection notice will be printed.

### **2. Stopping The Testing Before The Testing Cycle Is Completed**

If the emissions test is stopped before it has been completed, the NYTEST unit will ask you if you would like to continue or stop the emissions testing. If you elect to continue, the system will reset and allow the testing to start over. If you choose to stop, NYTEST will ask you to select one item from a list of reasons for stopping the test. That reason will be recorded and a rejection notice will be completed.

**G. Preconditioning After Emissions Test Failure (Idle Test Only)**

When a 1975 or newer vehicle fails an initial idle emissions test, the current emissions inspection procedure requires a "preconditioning" cycle. There are two reasons for the preconditioning cycle. First, it allows the catalytic converter to warm to operating temperature. Second, it allows the vapor recapture system to purge itself of fuel vapors, thus preventing a rich fuel mixture.

There are two methods for "preconditioning":

1. Maintain engine RPM at 2,500 (+/- 300 RPM) for three minutes with the vehicle in park or neutral. If engine RPM falls out of the required range for even a few seconds, the three minutes must begin again; or
2. Operate the vehicle for 30 seconds on a dynamometer at the following roll speeds and power settings. If the dyno roll speed or brake horsepower vary from the specified ranges three times for a second or more, the 30 second test must begin again.

Vehicle Number of Cylinder	Dyno Roll Speed: MPH	Dyno Brake Horse Power
4 or less	22 - 25	2.8 - 4.1
5 or 6	29 - 32	6.8 - 8.4
7 or more	32 - 35	8.4 - 10.8

At the end of the preconditioning, return the vehicle engine to idle speed. The next idle emissions test shall start within 15 seconds of the end of the preconditioning. If more than 15 seconds elapses before the start of the idle test, the preconditioning procedure will have to be repeated.

**CAUTIONS about preconditioning:**

Running a vehicle at 2,500 RPMs for three minutes may place additional strain on vehicles that are not operating properly, and this may cause the exhaust system to become extremely hot during this procedure. Therefore, you should take the following precautions when preconditioning a vehicle:

- Make sure engine oil is at an adequate level.
- Be sure to watch the catalytic converter to identify converter overheating before any damage occurs.
- Abort the emissions test if vehicle damage may occur.

TRANSMISSION FAILURE may occur on certain vehicles equipped with the ZF Automatic Transmission. These vehicles should NOT be pre-conditioned if they fail the initial emissions test. Included among these vehicles are;

- 1984 - 86 BMW equipped with a four speed automatic and 1987 635CSI, 735I, and L7 models,
- 1984 - 88 Volvo's with the shift quadrant having the positions P-R-N-D-3-2-1, as distinct from those having positions P-R-N-D-2-1 and overdrive switch on the gear selector, and
- 1986-87 Peugeot 5055 with a four speed automatic.

Select "YES" for these vehicles and anytime you are not sure which transmission is being used.

## H. Inspection Results

After you have completed the required inspection components, the results of all portions of the inspection will be displayed on the screen.

### 1. Failed Vehicles

#### a. Initial Inspection

A rejection notice will be printed for vehicles failing any inspection item, or stopping the emissions portion of the inspection. See Appendix C for a sample Rejection Notice.

#### b. Re-Inspection

If the vehicle passes the safety, tamper check, and gas cap inspection items and fails only the emissions testing during a re-inspection, one of two things will happen:

- If before the emissions re-inspection you have entered enough emissions related repair information into the NYTEST to qualify the vehicle for a waiver, the NYTEST unit will ask if a waiver is to be issued. If you select "yes", you will be prompted to review the repair information screen to confirm the entries, and a "SAFETY/EMISSIONS WAIVER" sticker will be printed. If you select "no", a rejection notice will be printed.
- If before the emissions re-inspection you have not entered sufficient emissions repair information to qualify the vehicle for a waiver, a rejection notice will be printed. Any additional emissions repair information will have to be entered prior to the next re-inspection to qualify toward a waiver. See Section VIII: Emissions Waiver Procedure.

**NOTE:** If a vehicle needs repairs to pass inspection, you must obtain authorization from the motorist before doing the work!

After repairs are made, another inspection may be performed.

### 2. Passed Vehicles

When a vehicle passes all required inspection items or it is determined that an emissions inspection waiver will be issued, the NYTEST unit will automatically begin the process to issue the vehicle the appropriate sticker (See item I: Issuing A Sticker).

## **I. Issuing A Sticker**

For vehicles passing a high enhanced inspection, the NYTEST unit will automatically print a two part form that includes 1.) the inspection sticker with the proper inspection designation and 2.) an inspection receipt indicating the proper fee. See Appendix D for an example. It is important that you make certain that the sticker and the receipt have printed properly, and that the preprinted serial number on the lower left matches the computer printed number on the lower right of the white center of the inspection sticker.

"Exempt " vehicles require only a safety sticker. In those situations the NYTEST unit will ask if you want to print the sticker, or assign a sticker. If you choose to "assign" a sticker, you must use a pre-printed "safety" sticker. You are required to enter the sticker number into the NYTEST unit. Remember, the pre-printed "safety" stickers may only be used for vehicles exempt from the emissions inspection requirement.

Low-enhanced "Safety/Emissions" and "Heavy Vehicle Safety" sticker numbers that you issue must also be entered into the NYTEST unit.

**Attention Heavy Vehicle Inspection Stations:** Gasoline powered HEAVY VEHICLES will display BOTH the EMISSIONS and HEAVY VEHICLE INSPECTION CERTIFICATE.

See Section VII, Inspection Certificate Stickers for additional information about stickers.

Examples of all the inspection stickers can be found in Appendix E.

## **J. Sending Inspection Data To DMV**

When the inspection process is complete, you will be asked if you are ready to connect to the data manager. The NYTEST will call the data manager and transmit the inspection data. If a connection cannot be made to the data manager, you will be prompted to re-try or store the data for later transmittal. Inspection data stored in the NYTEST unit will be sent to the data manger at the next successful inspection connection. Also see Section IX: Lockout Conditions for more information about inspections done without connecting to the data manager.

When the inspection results are not transmitted to DMV immediately after the inspection, you should tell your customer that the Emissions Inspection Receipt can be presented at a DMV office if they need their vehicle registration processed immediately after passing the inspection.

## VII. INSPECTION CERTIFICATE STICKERS

THE EMISSIONS STICKERS (VS-1082E) THAT YOU PURCHASE FOR USE IN THE NYTEST WILL:

- be in packages containing 100 valid stickers
- be packaged in plastic shrink wrap
- have sticker numbers and a bar code on the top
- have "VOIDED" stickers at the beginning, and at the end of the package for use in feeding and aligning the stickers in the printer

The inventory of these stickers must be entered into the NYTEST unit and the packages loaded sequentially into the NYTEST sticker printer as they are used. Instructions for doing this are presented later in this section. The NYTEST unit will print pertinent vehicle and inspection information on the sticker as they are issued and will keep records of each sticker issued.

Orders of SAFETY INSPECTION STICKERS (VS-1082), Low-Enhanced SAFETY/EMISSIONS STICKERS (VS-1082SE), and HEAVY VEHICLE SAFETY INSPECTION STICKERS (VS-1082HV) will be sent to you in pads of twenty (20) stickers. These stickers are totally preprinted and can be used only for the type of inspection designated on the sticker. You are required, however, to enter the sticker number being assigned to the vehicle into the NYTEST unit whenever one of these stickers is issued. **Note for Exempt "New" vehicle Safety only:** The initial Safety only sticker issued to a vehicle sold as "New" or "Demonstrator" (as defined in Section 78.2 of the Commissioner's Regulations) must be recorded on a VS-1074-form if it is not recorded into the emissions analyzer equipment.

### A. NYTEST Sticker Inventory

Each emissions sticker order you receive will include a sticker order invoice. The bar code on that sticker order invoice must be scanned to enter the invoice information into the NYTEST unit before the unit will allow you to load and use any of those stickers.

When you receive your sticker order, immediately go to the invoice loading option displayed on the main menu of your NYTEST unit. You will be instructed to scan the invoice bar code. This will enter the sticker information for your sticker shipment into the NYTEST unit sticker inventory. Scanning the invoice bar code on the sticker package is the only way to record the invoice. You will not be able to use the keyboard to enter this information. If your sticker order invoice is damaged, missing, or not reading into your NYTEST unit, you should call the appropriate DMV help number listed in the introduction of this manual

The pre-printed SAFETY stickers are not inventoried into the NYTEST unit. However, you must retain the SAFETY sticker invoice with your inspection records.

## **B. Proper Sticker Loading**

The NYTEST unit will allow you to load only one package of stickers at a time. Each package includes 100 stickers. If you receive more than one package in a sticker order, you must load the sticker packages in numerical sequence.

You will not be able to load new stickers until the package currently in the printer is completely used. When you are ready to load a new package of stickers, the NYTEST unit will ask what sticker numbers are being loaded. At this point, scan the pre-printed bar code on the sticker package you are about to use (this can be keyboard entered if necessary). This process will enter the starting and ending sticker numbers for the new sticker package. Always be sure that the package of stickers you are loading is the same one you have scanned, and that the correct sticker numbers are indicated on the NYTEST screen.

**Step 1:** To load the stickers, you must insert the first sticker of the package into either the bottom or back of the printer (depending on the type of printer you have). The holes in the edges of the sticker paper should be placed over the corresponding pin feeds on the inside of the printer so that the paper will roll through properly. The "VOID" stickers must be rolled through before a sticker print can be performed. Roll the void stickers through the printer by turning the paper rolling knob on the side of the printer until the first blank "PROPERLY NUMBERED" sticker is ready to print.

**Step 2:** You must now align the sticker for proper printing. To make sure that all the printed material fits into the designated white print area on the sticker, you must align the sticker very carefully as follows: On the left edge of the sticker paper there is a black mark which will be used to align the paper. Roll the sticker through until the black mark is even with the black shaded transparent printer visor. If this mark is even with the printer visor, the sticker should print properly. It is very important that the first properly numbered sticker is aligned, or the rest of the package will not print properly until this alignment is made. If for some reason, a sticker later in the package is not aligned to print properly, check to make sure that the black mark is still even with the visor, and make any necessary adjustments.

**NOTE:** Your equipment manufacturer should go over the sticker loading and alignment procedure when the equipment is installed.

## **C. Sticker Storage**

The sticker printer is located in a secured compartment within your NYTEST unit. Therefore, you may find it convenient and safe to store your extra sticker packages in the secured printer compartment. You can ask your equipment vendor to show you exactly where the extra stickers can be stored.

When storing the extra stickers, be sure not to remove the shrink wrapper until you are ready to load the stickers into the printer. This will help ensure that the stickers do not get damaged and will prevent them from absorbing moisture.

## **D. Stickers Printed By NYTEST (VS-1082E)**

The "Inspection Certificate" (VS-1082E) used in the NYTEST unit is a two part form. Part I is the Inspection Certificate, and Part II is the motorist copy of the Inspection Receipt. See Appendix D for an example.

### **1. When The NYTEST Sticker Is Printed**

If the vehicle has passed the safety and emissions portions of the inspection, or the safety inspection was passed for a vehicle receiving an emissions waiver, the inspection sticker will be printed by the NYTEST unit when you are ready. After the sticker has been printed, your screen will display "Has the sticker printed properly?" You must remove and examine the sticker before answering the question. The sticker is acceptable if:

- All information printed on the sticker by the NYTEST printer is included in the white box, and should be clear and readable from a distance of 3 feet.
- The NYTEST printed inspection sticker number at the bottom right of the sticker matches the pre-printed number on the bottom left of the sticker.
- The vehicle description and mileage on the certificate matches the inspected vehicle.

NOTE: If you notice that the sticker information is incorrect after the inspection process is complete, you will have to inspect the vehicle again to obtain a corrected sticker. This problem can be avoided by closely reviewing your vehicle information screen before making the inspection results connection to the data manager. Keep the improperly printed sticker and attach it to that day's daily report.

- The printed inspection station number must match the number on the station's license.

If the sticker information is correct, you should answer the question "YES", and the screen will return to the Inspection Menu.

### **2. Types Of Stickers Printed By NYTEST**

The following types of stickers will be printed by the NYTEST unit: SAFETY ONLY, SAFETY/NEW CAR EXEMPT, SAFETY/EMISSIONS, SAFETY/EMISSIONS WAIVER, and TRAILER. Examples of these stickers can be found in Appendix E.

- "**SAFETY ONLY**" - In the NYMA, vehicles that do not require the high enhanced emissions testing (vehicles 26 model years and older, historical vehicles, diesel and electric vehicles, etc.) may be issued a NYMA safety only sticker printed by the NYTEST unit, or the pre-printed SAFETY sticker used statewide.
- "**SAFETY/NEW CAR EXEMPT**" - Vehicles two model years old or less are exempt from the emissions test and are only required to pass a safety inspection. Exempt vehicles will receive this sticker or the pre-printed safety sticker used statewide.

- **"SAFETY EMISSION"** - Issued to vehicles passing both safety and high enhanced emissions inspection requirements.
- **"SAFETY/EMISSION WAIVER"** - Stickers with this designation are issued to only vehicles if the safety inspection has been passed, but the vehicle fails emissions testing and re-testing even after proper repairs and adjustments have been made and documented costs to the customer are at least \$450. The vehicle is waived from further emission repair and is in compliance with the law. See Section VIII, Emissions Waiver Procedure.
- **"TRAILER"** - Issued to trailers passing the required safety inspection. The NYTEST unit will give you the option to print a sticker or assign a pre-printed safety sticker.

#### **E. Pre-Printed "Assigned" Stickers**

Following are descriptions of stickers which are not printed by the NYTEST unit and that you might issue to a vehicle. They are totally pre-printed and sold to stations by DMV in pads of 20 stickers each.

- **"SAFETY INSPECTION CERTIFICATE" (VS-1082):**  
These stickers may only be issued to trailers or vehicles "exempt" from the emissions inspection. For these vehicles, NYTEST unit will give you the option to assign this sticker, or to print a "SAFETY ONLY" or "TRAILER" sticker from your NYTEST unit.
- **LOW ENHANCED "SAFETY/EMISSIONS INSPECTION CERTIFICATE" (VS-1082SE):**  
Occasionally, you may be requested to inspect a New York registered non-NYMA (Upstate) vehicle. If you have received a supply of low enhanced stickers from DMV, you may perform a Low Enhanced inspection. See Section V-B on page 17 for information about Low-Enhanced Emissions Inspection components.

If you do not have low enhanced stickers, advise the customer that the vehicle should be inspected at an Upstate inspection facility. If the customer still requests the vehicle be inspected at your facility, advise the customer that you must perform a high enhanced inspection and issue the same inspection sticker as if the vehicle is registered in the NYMA.

- **"HEAVY VEHICLE SAFETY INSPECTION CERTIFICATE" (VS-1082HV):**  
This sticker is issued only to vehicles weighing over 18,000 pounds (weight class 4) passing the Heavy Vehicle Safety inspection.

Whenever you issue one of these pre-printed stickers, you must enter the identification number of the assigned sticker into the NYTEST unit (see Section X: Record Keeping). Examples of these stickers can be found in Appendix E.

## F. NYTEST Stickers That Are Damaged

If any of the printed information on the inspection sticker is not readable, improperly printed, or the sticker is damaged, you should answer "NO" to the question "Has the sticker printed properly".

The NYTEST unit will instruct you to "Clear the damaged sticker(s)" from the printer and keep it with the "Daily Inspection Report." Carefully align the next sticker in the printer as described in Section VII, paragraph B of the manual. Enter the reason for the Unusable Sticker. You should carefully follow the directions on the screen to enter information about the "damaged sticker(s)".

The information you enter about damaged stickers will become part of the permanent record stored in your NYTEST unit. Those records will be reviewed by a state representative during an audit, and all issued and damaged stickers will have to be accounted for. You are entitled to request a refund from DMV for stickers that are damaged. See Section X: Record Keeping for information about requesting a refund.

### EXAMPLES:

- Sticker Number Does Not Match - The pre-printed sticker number must match the printed number printed on the sticker by the NYTEST unit printer. If these numbers do not match, answer "no" and follow the instructions on the screen.
- Printing is Illegible - If the printed inspection information on the inspection sticker is not able to be easily read, you must answer "NO" when asked if the sticker was properly printed.
- Sticker is Physically Damaged - If the sticker is ripped or damaged in any other way, you must answer "NO" when asked if the sticker was printed properly.

After entering the information to explain the reason for the damaged [or missing sticker(s)], you will be asked to enter the number of the next available sticker to be used.

## VIII. EMISSIONS WAIVER PROCEDURE

The NYTEST inspection system is able to grant an emissions inspection waiver certificate to certain vehicles failing an emissions re-inspection. A vehicle must meet each of the following criteria before your NYTEST unit will allow you to issue a waiver.

- It must have passed the safety inspection, gas cap test, emission control device check (tampering check).
- The cost of emissions related repairs (**not including** replacement of missing or warranty . . . . . emissions control components) must meet or exceed the waiver amount limit, and those repairs must have been completed no more than 30 days prior to the re-inspection. Stations will be . . . notified and NYTEST files automatically updated at any time the waiver amount limit is adjusted.
- At least two emissions tests for the vehicle shall have been recorded as failed within the past 30 days.

As required of any motor vehicle registered in this State, a vehicle receiving an emissions waiver is required to be inspected again at its next required annual inspection interval. See Section 79.3 and Section 79.25 of the Commissioner's Regulations for additional information.

### A. Determining Which Vehicles Require A Re-Inspection

Whether the vehicle qualifies for a re-inspection, and what type of re-inspection is required, will be determined by your NYTEST unit using inspection history data received from a successful connection with DMV. When you are not able to connect to DMV, your NYTEST unit will review its own inspection history file for prior inspection information. If no inspection history is available through these processes, the vehicle must receive an initial inspection and does not qualify for a waiver.

### B. Entering Repair Information Into NYTEST

When conducting a re-inspection, the NYTEST unit will require you to enter information about emissions repairs performed to fix the failed vehicle, including the facility number of the station completing the repair. Occasionally an individual may present you with repair documentation for emissions related repairs completed on their own, or as a result of work done at a repair shop not registered in the state of New York (e.g. out-of-state). In those situations, and after determining the repairs were actually completed as claimed, you may enter only the costs of the qualifying emissions repair **parts**. The NYTEST menu will allow you to select/enter "self" rather than entering the facility number where repairs were performed.

After entering repair data into the waiver repair data collection screen, you will have to save that repair information in your NYTEST unit. The data will be displayed again prior to any further re-inspections of the vehicle, and prior to the actual issuing of a waiver. Whenever this data collection screen is displayed, you will be prompted to review the existing repair information and to update the screen.

Your NYTEST unit will display only repair data entered directly into your local station's NYTEST unit by an inspector. If a vehicle was initially inspected (or re-inspected) and failed at another station

prior to coming to your station, you must ask the motorist for documentation of any emissions repairs and costs so you can enter the information into your station's NYTEST unit prior to the start of the re-inspection.

### **C. Issuing An Emissions Waiver**

When the re-inspection emissions test results in a failure, while all other inspection components have passed and the calculated total of emissions repair costs meet or exceed the waiver cost limit, the NYTEST will display a message advising you that the vehicle is eligible for a waiver. You will be asked if you wish to issue a waiver.

Selecting "no" will result in the unit generating a rejection notice.

Selecting "yes" will open the repair data collection screen for updating. Once the screen entries are completed, you will be allowed to print the "SAFETY/EMISSIONS WAIVER" certificate and Waiver Form (See Appendix F for an example). Review the forms to make certain all the entries are correct. The Waiver form must be signed by the inspector and the motorist.

### **D. Waiver Documentation And Record Keeping**

All waivers will create a separate record in the DMV files, and will be reviewed by DMV Vehicle Safety Services. You must keep copies of all repair (parts and labor) documentation to verify that the claimed repairs have been performed. Remember, the inspection station is responsible for providing DMV with waiver repair documentation during audits.

Attach the copies of the repair invoices to the signed waiver certification form. These documents must be retained by the station for two years.

The daily report will list all waivers granted. The column indicating the results of emissions test will print "Waived" in place of "Failed". It should be noted that the inspection sticker for a "Waived" vehicle looks the same as that of a "Passed" vehicle except the word **WAIVER** is also printed on the face of the sticker. See Appendix E for an example of the sticker.

## IX. LOCKOUT CONDITIONS

Each day when the NYTEST is turned on, it will go through a series of internal checks before displaying the Main Menu. If the system fails any of these tests, a message will be displayed on the screen. The following items provide you with some of the messages you will see on the NYTEST screen that mean you will be "locked out" of the inspection process until the suggested corrective action has been taken.

### 1. "You must perform a leak check"

This message will appear if the system has not had a leak check in the last 24 hours. If the leak check is not done, or the check indicates an air leak, entry to the inspection mode will not be allowed.

**ACTION:** Perform the leak check. If the system fails, repair the leak or call your equipment vendor for service.

### 2. "No calibration within X days"

This message will appear if the system has not been calibrated in the time period specified by the manufacturer.

**ACTION:** Calibrate using on-board calibration gas, and follow manufacturer's procedure. If unable to calibrate, call the vendor for service.

### 3. "Inspection station license expired"

If the station license has expired, the NYTEST will not allow entry to the inspection mode.

**ACTION:** If you have renewed your license, make certain you have scanned the bar code from your new wall certificate to enter the license renewal information into the NYTEST system memory. If you have not renewed your inspection station license, you must renew your license and scan the bar code of your renewed license document into the NYTEST memory before you will be able to do inspections.

### 4. "Exceeds Off-Line capacity"

The NYTEST unit has the capability to do inspections "Off-Line". This means you will be allowed to conduct inspections when telephone service or the data manager connection is not available. The data for these inspections will be transmitted to the data manager with the next successful inspection connection to the data manager.

The number of successive off-line inspections you are allowed is limited. Once the limit is reached, the NYTEST unit will not allow any inspections to occur until the off-line inspection data stored in the NYTEST unit are transmitted to the data manager.

**ACTION:** Make sure the phone line used by your NYTEST unit is working. Go to the UTILITY menu and select "Test Connection to the Data Manager". If problems exist in the phone line or the NYTEST unit, call for service. When a connection to the data manager is established, select the choice to do a "DATA REFRESH". This will transmit the inspection data to the DMV and clear the LOCKOUT.

5. **"Are stickers available in the printer"**

The system will not allow entry to the inspection mode if the inspection sticker printer is empty.

**ACTION:** The LOCKOUT will automatically clear when the printer is properly loaded with stickers. See Section VII, paragraph B, for correct sticker loading procedures.

6. **"Inspector certification expired"**

The NYTEST will not allow an expired inspector certification to have entry to the inspection mode.

**ACTION:** The inspector must renew his/her certification.

7. **"Station or inspector not certified"**

A station or an inspector that is not appropriately licensed/certified for the class of vehicle being inspected will not be allowed to proceed with the inspection.

**ACTION:** If the station is not licensed to inspect the class of vehicle, the vehicle will have to be taken to another facility. If the inspector is not certified, another inspector certified for that vehicle class must perform the inspection.

8. **"Daily Report not printed"**

The Daily Report should print automatically each day after the NYTEST unit completes its initial checks. Entry to the inspection mode will not be allowed unless the Daily Report from the previous day is printed.

**ACTION:** If the report does not print, call for service.

9. **"Internal clock failure"**

If the NYTEST unit's internal clock fails, entry to the inspection mode will not be allowed.

**ACTION:** Call vendor for service.

10. **"Unauthorized access to the I/M software" or "Unauthorized access to the sticker printer"**

If there is an unauthorized attempt to gain access to the area where the system's software or inspection stickers are kept, a LOCKOUT will occur.

**ACTION:** Call vendor for service.

11. **"Your video equipment is not connected"**

The NYTEST equipment will detect if the video equipment is not connected or not in a "ready" mode. The NYTEST unit will lockout the inspection process if the video unit is not connected or not functioning properly.

**ACTION:** Make sure the video cable is connected to the NYTEST unit. If this does not correct your problem, you must contact your equipment vendor for assistance.

## X. RECORD KEEPING

You must maintain complete records of all stickers issued by your facility, damaged stickers, and emissions waiver documentation.

### A. NYTEST Inspection/Sticker Records

Your NYTEST unit maintains records of all inspection stickers it prints and all "assigned" pre-printed stickers (Safety, Low Enhanced Emissions/Safety, and Heavy Vehicle Safety) that you keyboard enter during the inspection process. Your NYTEST unit provides you with a Daily Inspection Report summarizing vehicle information, inspection results, and the stickers that have been issued. These Daily Inspection Reports are an important part of your record keeping. The station must keep these reports for two (2) years in date order for review by authorized state representatives.

### B. Sticker Invoices, Damaged NYTEST Stickers, Waiver Documentation

Sticker invoices must be held by the inspection station for two years.

A record of damaged stickers is stored in your NYTEST unit. Those records will be reviewed by a state representative when an audit of your station records is performed. Stations may request a refund for damaged stickers after the beginning of each calendar year. Damaged stickers must be held with the Daily Inspection Reports until the stickers are submitted to DMV for a refund.

Emissions waiver backup documents must also be held for two (2) years. See Section VIII: Emissions Waiver Procedure (pages 29 and 30) for more information.

### C. Other Assigned Stickers Not Recorded In The NYTEST Unit

The following stickers are not recorded into your NYTEST unit and must be recorded on a VS-1074 form:

- Motorcycle
- Exempt "New" vehicle Safety only: The initial Safety only sticker issued to a vehicle sold as "New" or "Demonstrator" (as defined in Section 78.2 of the Commissioner's Regulations) must be recorded on a VS-1074 form if it is not recorded into the emissions analyzer equipment.

And, after June 1, 1999

- Diesel Emissions
- Heavy Vehicle Safety stickers issued to vehicles also subject to Diesel emissions

A separate VS-1074 form must be kept for each series of inspection stickers. The form must be retained by the station for two (2) years from the date of the latest entry on the form. See Commissioner's Regulations Part 79.12 (a); and page 30, Section VIII-D of this manual (Waiver Documentation and Record Keeping) for more information about required records.

## **APPENDICES:**

- A. EIDMS Enrollment Form/Agreement
- B. Enhanced Emissions Inspection Decision Chart
- C. Rejection Notice
- D. Inspection Certificate/Inspection Receipt
- E. Sample Safety and Emission Inspection Stickers
- F. Emission Inspection Certificate and Waiver Form
- G. Daily Inspection Report

APPENDIX A

TESTCOM Inc.                      25 Walker Way Albany, NY 12205                      Tel:800-678-9199  
**New York State**

**Enhanced Inspection Data Management System (DMS)**

THESE INSTRUCTIONS ARE NUMBERED AND CORRESPOND TO EACH PORTION OF THE ENROLLMENT FORM/AGREEMENT. USE THEM TO ENSURE THAT YOUR FORM IS FILLED OUT CORRECTLY. PLEASE PRINT OR TYPE CLEARLY. INCOMPLETE OR ILLEGIBLE FORMS WILL DELAY PROCESSING.

**Instructions for Completing Enrollment Form/Agreement**

1. Check the appropriate box. New DMS Service OR Additional NY-TEST Unit OR Change of Station Information.
2. Enter the NAME OF YOUR BUSINESS. (As it is listed on your inspection facility documentation with DMV).
3. Enter your INSPECTION FACILITY NUMBER. (Assigned by DMV).
4. Enter your BUSINESS TELEPHONE NUMBER.
5. Enter your FAX NUMBER, if any.
6. Enter your INTERNET ADDRESS, if any.
7. Enter the COMPLETE STREET ADDRESS of your business.
8. Enter the CITY and STATE where the business is located.
9. Enter the COUNTY where the business is located.
10. Enter the ZIP CODE (PLUS FOUR DIGIT POSTAL CODE, IF KNOWN) where your business is located.
11. Identify the TAS number for each NY-TEST UNIT.
12. Enter the TELEPHONE NUMBER dedicated to each NY-TEST UNIT.
13. Enter the name of the person who is the billing contact for User.
14. Enter the PHONE NUMBER for the person who is the billing contact for User.
15. Enter the COMPLETE STREET ADDRESS of the BILLING CONTACT.
16. Enter the CITY and STATE of the BILLING CONTACT.
17. Enter the COUNTY where the BILLING CONTACT is located.
18. Enter the ZIP CODE (PLUS FOUR DIGIT POSTAL CODE, IF KNOWN) where the BILLING CONTACT is located.
19. Enter a name of an ALTERNATE CONTACT.
20. Enter the PHONE NUMBER for the ALTERNATE CONTACT.
21. Only a person who is legally authorized to bind the user should sign.
22. Print the name of the AUTHORIZED PERSON who has signed in area 21.
23. Enter the TITLE OF THE AUTHORIZED PERSON (e.g., OWNER, PRESIDENT).
24. Enter the DATE the document was signed.
25. RETURN TOP WHITE COPY TO YOUR NY-TEST EQUIPMENT PROVIDER OR MAIL TO TESTCOM. RETAIN BOTTOM COPY FOR YOUR RECORDS.

APPENDIX A

TESTCOM Inc. 25 Walker Way Albany, NY 12205 Tel:800-678-9199

New York State

Enhanced Inspection Data Management System (DMS)

Enrollment Form/Agreement

Please check one: (1)  New DMS Service  Additional NY-TEST Unit  Change of Facility Information

This Agreement must be completed and returned to TESTCOM prior to the initiation of DMS services, and anytime thereafter if there is a change in Facility information. Please complete this document and return it to your NY-TEST equipment provider representative or mail it to TESTCOM at the address indicated above. As of January 2, 1998, retrieval of NY-91 inspection data and commencement of DMS service cannot be provided until this Agreement, completed and properly executed, has been received by TESTCOM.

PLEASE PRINT CLEARLY:

Facility Name: (2) _____ ("User")	
Facility Number (3) _____	Business Telephone ( _____ ) _____
FAX Number (if any): (5)_( ) _____	Internet Address (if any) (6) _____
Facility Address: (7) _____	
City/State: (8) _____	County: (9) _____ Zip Code:(10) _____

NY-TEST UNITS

For your facility, list each NY-TEST unit followed by the unit's dedicated telephone number. List any additional NY-TEST units on an attached sheet.

TAS # 1: (11) \_\_\_\_\_ Telephone #: (12) ( \_\_\_\_\_ ) \_\_\_\_\_

TAS # 2: (11) \_\_\_\_\_ Telephone #: (12) ( \_\_\_\_\_ ) \_\_\_\_\_

TAS # 3: (11) \_\_\_\_\_ Telephone #: (12) ( \_\_\_\_\_ ) \_\_\_\_\_

The Monthly Invoice will be sent to the billing contact listed below:

Billing Contact: (13) \_\_\_\_\_ Telephone #: (14) ( \_\_\_\_\_ ) \_\_\_\_\_

Address: (15) \_\_\_\_\_

City/State (16) \_\_\_\_\_ County: (17) \_\_\_\_\_ Zip Code: (18) \_\_\_\_\_

Alternate Contact: (19) \_\_\_\_\_ Telephone #: (20) ( \_\_\_\_\_ ) \_\_\_\_\_

I have reviewed this Agreement on behalf of User and believe all information to be true and correct. By submitting this signed Agreement, User understands that he, she or it is responsible to pay, by the required date, all charges incurred for use of DMS services provided by TESTCOM and hereby accepts and agrees to abide by the Terms and Conditions on the reverse side of this form.

Authorized Signature: (21) \_\_\_\_\_ Print Name: (22) \_\_\_\_\_

Title: (23) \_\_\_\_\_ Date:(24) \_\_\_\_\_

QUESTIONS: Call TESTCOM at 1-800-678-9199

White Copy for TESTCOM Yellow Copy for Inspection Facility

## APPENDIX A

TESTCOM Inc.

25 Walker Way Albany, NY 12205

Tel:800-678-9199

### TERMS AND CONDITIONS

#### Authority

Pursuant to Section 301(a) of the New York Vehicle and Traffic Law and Rules promulgated thereunder, the New York State Department of Motor Vehicles ("NYSDMV") has entered into a contract with TESTCOM Inc. wherein TESTCOM shall offer the DMS services provided for by this Agreement.

#### Business Agreement

User (as defined on the reverse side) assumes full responsibility for all Connection Charges incurred by User's NYTEST unit(s) connecting with the DMS. User shall, at its expense, provide the telephone line connection to the DMS. Entering into this agreement shall in no way affect User's relationship with User's current telecommunications provider.

#### Terms and Conditions

1. User understands, agrees and consents that, should User fail to abide by the terms of this agreement, TESTCOM shall have the right to deactivate User access to the DMS.
2. The per call amount (the "Connection Charge") to be charged the User by TESTCOM is set pursuant to a contract between NYSDMV and TESTCOM, and may be adjusted upward or downward in accordance with such contract. **Notice of any change in the charge per call and the effective date for such change shall be provided by NYSDMV either directly or through TESTCOM.**
3. Effective January 2, 1998, TESTCOM has been authorized by NYSDMV to retrieve, from any NY-91 test units remaining in operation for as long as such unit(s) remain in operation, all inspection data of the type previously retrieved by NYSDMV through periodic dial-up by NYSDMV to NY-91 units. TESTCOM shall charge User at the rate of two (2) Connection Charges per inspection for such retrieval service. User is responsible for insuring that all unretrieved inspection data remains available for retrieval prior to deactivation of the NY-91 unit(s). Payment for such retrieval services shall be made in accordance with the terms set forth herein. Nonpayment for such retrieval services shall result in denial of access to the DMS.
4. Should any unauthorized user obtain access to User's NY-TEST units, User will notify the TESTCOM Help Desk immediately. Until such notification is made, User understands and agrees that User will continue to be responsible to pay for all calls made by the NY-TEST unit(s).
5. User understands and agrees that User is responsible for any DMS access control procedures that may be associated with access to the DMS. Access procedures should not be shared and must be kept secure. TESTCOM is in no way liable for DMS Connection Charges fraudulently incurred by the NY-TEST units. User is responsible to pay these Connection Charges.
6. Connection Charges will be due and payable upon receipt by the User of the billing statement (invoice) by the User. **TESTCOM will bill monthly and the invoice will include all Connection Charges. The amount set forth on any invoice which is not paid within thirty (30) days of the invoice date shall be considered late, and will be subject to late charges of 1.5% per month. TESTCOM shall notify User in writing fifteen (15) days prior to disconnection due to nonpayment. Disconnection of the User from the DMS may occur forty-five (45) days after the payment due date. Failure to pay the invoice by the required date may result in User being unable to access the DMS.**
7. In the event of disconnection of the User from the DMS, the User may request reconnection, and will be reconnected provided the User has paid all outstanding amounts including an interest charge of 1.5% per month on overdue balances, such interest charge beginning thirty (30) days from the invoice date, plus a reconnect fee of \$50.00. If User is disconnected more than once for late payment, TESTCOM may require a security deposit from the User prior to reconnection.
8. In the event of a dispute concerning an invoice, User shall notify TESTCOM in writing at the address listed above. If User does not give TESTCOM written notice of a dispute with respect to TESTCOM's charges within fifteen (15) days from the date of invoice, such invoice shall be deemed to be correct and binding on the User. User shall be responsible for paying any undisputed invoice amounts by the required date.
9. User agrees that there will be a \$25.00 fee for any payment dishonored due to insufficient funds or otherwise. Failure to pay the outstanding amount plus the \$25.00 fee within ten (10) days of notification by TESTCOM to User may result in disconnection to the DMS.
10. User shall notify TESTCOM in writing immediately upon any address change or departure from the address listed above. Changes to the User account can only be made by an authorized representative of the User.
11. User understands that NYSDMV may deactivate a NY-TEST unit(s) as a result of administrative action, which deactivation will prevent connection with the DMS.
12. Overdue accounts may be sent to a collection agency
13. **Instruction of User on how to connect to, and use, the DMS shall be provided by the User's NY-TEST equipment provider. Questions should be directed to the TESTCOM Help Desk at 800-678-9199.**
14. If any provision of the Agreement or the application of this Agreement to any person or circumstances shall be adjudged by any court of competent jurisdiction to be invalid, that judgment shall not affect, impair or invalidate the remainder of this Agreement, unless so provided by the court or unless the severance of the invalid provision alters the basic intent or purpose of this Agreement, or prevents compliance with an applicable statute, regulation, limitation, guideline or policy.
15. This Agreement shall terminate upon payment to TESTCOM by User of all amounts due TESTCOM and the sooner of: (a) termination of participation by the User in the Enhanced Inspection Program (the "Program"), or (b) termination of the Program by NYSDMV, or (c) termination of the DMS contract between NYSDMV and TESTCOM.

## APPENDIX B

### INSPECTION REQUIREMENTS FOR HIGH ENHANCED EMISSIONS INSPECTION PROGRAM

VEHICLE TYPE	SAFETY	IDLE	TRANSIENT	GAS CAP	TAMPER CHECK	OBD	COMMENTS
<b>NYMA:</b>							
• Vehicles 2 model years old or less	Y	N	N	N	N	N	Exemption formula is calendar year -1
• Vehicles 26 model yrs. old & older	Y	N	N	N	N	N	Exemption formula is calendar year -26
• Vehicle Classes: HIST,SPC, FAR, TRL, MOT	Y/N <sup>1</sup>	N	N	N	N	N	<sup>1</sup> Farm & SPC are exempt from safety
• Diesel, electric powered vehicles	Y	N	N	N	N	N	
• Alternate Fueled Vehicles	Y	Y	Y	Y	Y	Y	Dual fueled tested under gas but may be tested within alternative fuel
• Two Cycle Engines	Y	N	N	N	N	N	No known vehicles on file
• Vehicles requiring DOT safety inspection	DOT	N	N	N	N	N	These vehicles include buses, school buses, etc.
• Vehicles weighing 8500lbs and less	Y	Y/N <sup>2</sup>	Y	Y	Y	Y	<sup>2</sup> Vehicles with full time 4 wheel drive or full time traction control get Idle Test, unless model year exempt. 1981 and newer non-exempt vehicles get Transient Test. 1980 and older vehicles get the Idle Test.
• Vehicles weighing 8501lbs and more	Y	Y	N	Y	N	N	May select heavy duty safety for interstate commerce- if so, see heavy duty
• Vehicles requiring heavy duty inspection	Y	Y	N	Y	N	N	These vehicles are usually over 18,000 lbs.
• Custom & Home-mod. yr. 96 & older	Y	Y	N	Y	N	N	Tested to lowest standard
• Custom & Home-mod. yr. 97 & newer	Y	Y	N	Y	N	N	Tested to lowest standard

APPENDIX C

**N. Y. S. Department of Motor Vehicles**

**\*VOID\***

Inspection Rejection Notice - Idle Test

Vehicle Year 1994                      Vehicle Make CHEVR                      Plate Number DMV1020                      Mileage 30000

Vehicle Identification Number DMVTESTE800000021

Inspection Station No. 7054137

Inspector No. AU56

Inspection Date 01/07/99

Your Vehicle Failed its Annual Inspection for the Reasons Listed Below.

Gas Cap Test Result: PASS

Emissions Control Devices Result: PASS

Emissions Test Result: FAIL

Vehicle Reading	HC	312 PPM	CO	0.97 Pct.	C02	6.0 Pct.
Test Limits	HC	220 PPM	CO	1.20 Pct.	C02	6.0 Pct.

Safety Inspection: PASS

**Message Area:**

YOUR VEHICLE HAS FAILED THE EMISSIONS TEST, THE MODEL YEAR IS WITHIN FIVE (5) OF THE CURRENT YEAR AND THE MILEAGE IS LESS THAN 50,000. IT MAY BE ELIGIBLE FOR EMISSIONS RELATED WARRANTY REPAIRS. FOR MORE INFORMATION SEE YOUR OWNER'S MANUAL OR CONTACT YOUR DEALER.

THE INSPECTION FEE IS \$35.00.

ATTENTION MOTORIST - Present this rejection notice to the facility performing your vehicle's reinspection. Failure to notify the inspector your vehicle has previously failed part of it's annual inspection could result in your vehicle receiving a full safety and emission inspection, and require you to pay the FULL inspection fee.

APPENDIX D

Inspection Certificate and Inspection Receipt (VS-1082E)



NEW YORK STATE INSPECTION RECEIPT

MOTORIST COPY

1981 CHRYS WBB811 01/12/00 \$35.00  
Year Make Plate No Exp. Date Fee

81000 7079593 BJA3 OFF  
Mileage Station Insp. No. **\*\* VOID \*\***

Emissions HC CO  
Test Limits 220 1.20

Emissions HC CO  
Test Results 150 0.97

Certificate No. 00000000 EIR No. 049100

KEEP THIS RECEIPT FOR YOUR RECORDS

APPENDIX E

Sample Stickers Printed by the NY-TEST Unit (VS-1082E)



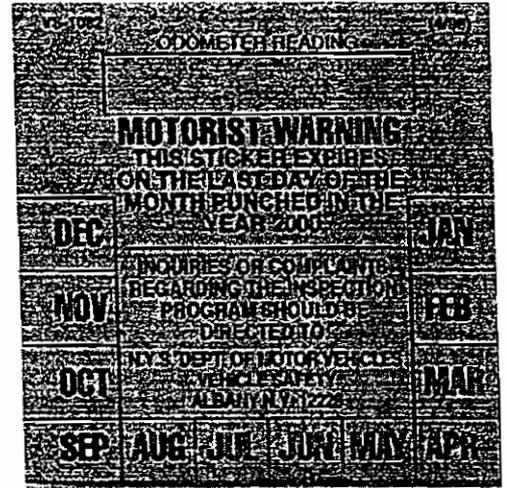
APPENDIX E.

Pre-Printed Stickers

Front

Back

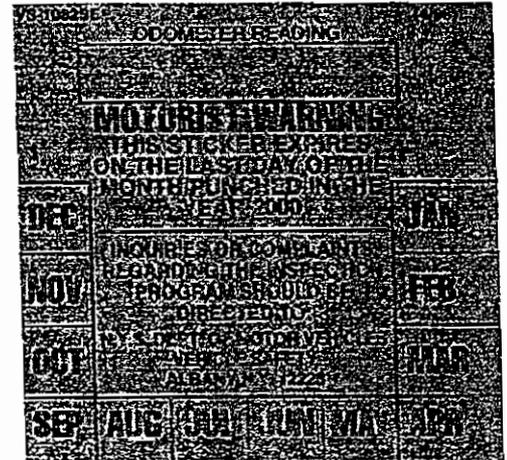
"Safety" only  
Inspection  
Sticker  
(VS-1082):



Front

Back

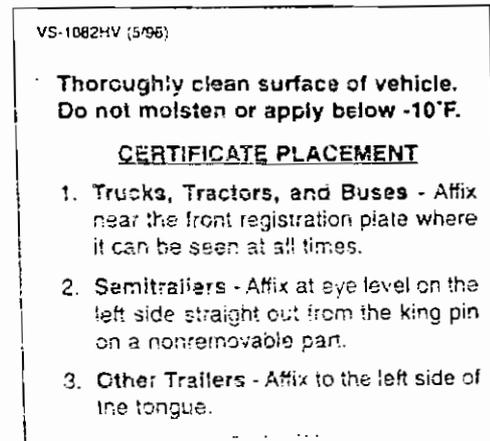
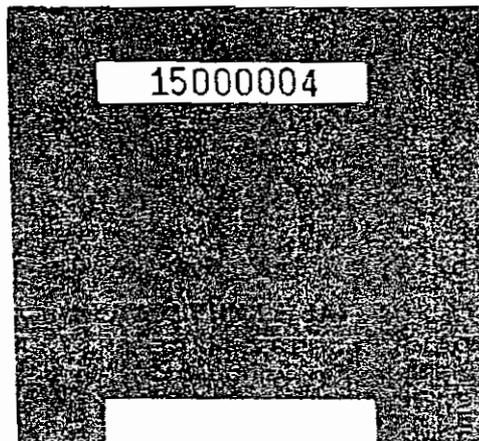
Low Enhanced  
"Safety/  
Emissions"  
Inspection Sticker  
(VS-1082SE):



Front

Back

"Heavy  
Vehicle  
Safety"  
Inspection  
Sticker  
(VS-1082HV):



APPENDIX F

**EMISSION INSPECTION CERTIFICATION AND WAIVER FORM**

UNDER CERTAIN CIRCUMSTANCES, A WAIVER OF THE EMISSION INSPECTION MAY BE OFFERED. FOR A STATION TO GRANT A WAIVER, ALL THE FOLLOWING CONDITIONS MUST HAVE BEEN MET.

1. THE VEHICLE PASSED THE SAFETY INSPECTION, GAS CAP TEST AND EMISSION CONTROL DEVICES CHECK.
2. THE COST OF ALL EMISSION RELATED REPAIRS, EXCLUDING REPLACING MISSING EMISSION CONTROL DEVICES, MEETS OR EXCEEDS THE WAIVER LIMIT.
3. THE REPAIRS HAVE BEEN RECORDED ACCURATELY, ON THIS FORM.
4. THIS FORM, COMPLETED BY BOTH THE PERSON WHO PERFORMED THE REQUIRED DIAGNOSTIC AND REPAIR WORK AND THE MOTORIST, MUST BE RETAINED BY THE STATION GRANTING THE WAIVER.
5. COPIES OF INVOICES AND RECEIPTS FOR ALL DIAGNOSTIC AND REPAIR WORK DONE TO ENABLE THE VEHICLE TO QUALIFY FOR AN EMISSIONS WAIVER, REGARDLESS OF WHO PERFORMED THE WORK, MUST BE RETAINED BY THE STATION GRANTING THE WAIVER.

**Vehicle and Facility Description**

*Vehicle Year* 1984    *Vehicle Make* FORD    *Plate Number* 123 456    *Mileage* 85002

*Vehicle Identification Number* IFTHE34Y2EHB7600X    *Certificate Number* 04900320

*Inspection Station No.* 7054137    *Inspector No.* AU56    *Waiver Date* 19991106

**Emission Test Readings:**

*HC* 312    *CO* 0.97    *C02* 8.00    *NOx* (if applicable)

APPENDIX F

**Repair Items Claimed**

NOTICE: ALL REPAIRS LISTED BELOW MUST BE DOCUMENTED ON REPAIR RECEIPT AND INVOICES. THE DOCUMENTS MUST BE ATTACHED TO THIS FORM AND KEPT BY THE INSPECTION STATION FOR REVIEW BY THE STATE.

**Item (s) Repaired:**

Repair Cost: 690

Electronic Ignition Control Module  
Primary or Reference  
Coil(s) /Secondary  
Spark Plug Wires  
Spark Plugs  
Ignition Timing  
Air Filter  
Hot/Cold Intake Air System and Controls  
Intake Manifold and Gaskets  
Other Vacuum Leaks  
Tire Size

**INSPECTOR'S CERTIFICATION**

I CERTIFY THAT COPIES OF INVOICES AND/OR RECEIPTS SUPPORTING THE REPAIR ITEMS LISTED ABOVE ARE ATTACHED TO THIS DOCUMENT. TO THE BEST OF MY KNOWLEDGE THE INDICATED WORK HAS BEEN PERFORMED ON THE DESCRIBED VEHICLE.

\_\_\_\_\_  
(INSPECTOR'S SIGNATURE)

**MOTORIST'S CERTIFICATION**

I CERTIFY THAT, TO THE BEST OF MY KNOWLEDGE, THE DIAGNOSTIC AND REPAIR WORK LISTED ON THIS FORM HAS BEEN PERFORMED. COPIES OF INVOICES AND/OR RECEIPTS ARE ATTACHED.

\_\_\_\_\_  
(MOTORIST'S SIGNATURE)

## APPENDIX G

07-49:01

07-Nov-1999

**Daily Inspection Report**

For Station Number 7054137

Report Date:

06-Nov-1999

Inspector Number	Plate Number	Vehicle Year	Vehicle Make	Vehicle Mileage	Safety Items	Emissions Test	Sticker Number
AU56	K258GF	1987	TOYOT	50000	Pass		04900324
AU56	K258GF	1987	TOYOT	50000	Pass		04900323
AU56	K258GF	1987	TOYOT	50000	Pass	Fail	00000000
AU56	K258GF	1987	TOYOT	55000	Pass	Pass	04900322
AU56	K258GF	1987	TOYOT	55000	Pass	Pass	04900321
AU56	B978AY	1984	FORD	55002	Pass	Waiver	04900320
AU56	B978AY	1984	FORD	55000	Pass	Waiver	04900319
AU56	B978AY	1984	FORD	55000	Pass	Pass	00000000
AU56	B978AY	1984	FORD	55000	Fail	Pass	00000000
AU56	B978AY	1984	FORD	52030	Pass	Pass	04900318
AU56	B978AY	1984	FORD	52020	Pass	Fail	00000000
AU56	B978AY	1984	FORD	52010	Fail	Fail	00000000
AU56	B978AY	1984	FORD	12345	Pass	Pass	04900317
AU56	4TC506	1992	DODGE	12345	Fail		00000000

