

Commercial Vehicle Safety & Enforcement Branch

Bulletin # 11-13
October 16, 2013

Vehicle Inspection Compliance & Enforcement

BULLETIN

To All Authorized Inspectors (AI) and Designated Inspection Facilities (DIF)

Re: Implementation Dates for VIP Online System and Licence and Certification changes

There will be a NEW Vehicle Inspection Program (VIP) online system in place effective **November 4, 2013**. For specific program enhancement information please click [here](#).

In preparation for the roll out of this new system, certain VIP applications and processes will be unavailable prior to implementation on the following schedule:

Effective October 31, 2013, after 4:00pm the Vehicle Inspection e-Form system will be unavailable to all users until implementation of the NEW VIP Online system on November 4, 2013. This system outage is required to roll out the upgraded and enhanced system. DIFs will not be able to submit any eForm inspections during this time. It is recommended that DIFs print off draft inspection reports in preparation for this outage. Manually completed draft inspections must be retained and submitted through the VIP e-Form system on November 4, 2013. Copies of the manual inspection report may be issued to vehicle owners during this time and must be individually signed by the authorized inspector.

Effective November 4, 2013, VIP Online will be implemented and accessible by DIFs and AIs. Moving forward you must submit all renewals for facility licensing and inspectors certification online. All applications will be processed in the order that they are received. Due to the expected heavy volume of applications following implementation, some delays may occur.

Following the implementation of the NEW VIP Online system, DIFs and AIs should be aware of and familiar with the following changes:

Authorized Inspectors:

All certified AIs with the letter 'M' at the beginning of their AI number will have the 'M' changed to the number '1' **at the time of renewal**. After renewal of your certification, your AI certificate will be automatically updated (i.e. M01234 will be 101234). The existing 5 digit numbers currently associated to the certification will not change. There is no action required by AIs to complete this change. Following renewal, all inspection reports must be completed with the assigned 6 digit number. This certificate number change does not apply to AIs with an 'A', 'C' and 'P' classification.

Designated Inspection Facilities:

All DIF licence numbers are currently followed by a three digit extension number. This three digit extension number will no longer be required and will be omitted following roll out of the NEW VIP Online system.

Effective November 4, 2013, DIFs must only use the 4 or 5 digit numeric facility identifier preceded by the 'S' or 'P' designation when submitting inspections (i.e. S1234-001 will change to S1234).

Personal BCeID: Authorized Inspectors (AI) who have not obtained their **Personal BCeID** should do so without delay as noted in instructions below. *Als that do not have their Personal BCeID will not be able to verify inspections and will not be able to submit inspections using their AI certification number in the NEW VIP Online system without a personal BCeID.*

To create your BCeID please go to www.bceid.ca and follow the links below.

- Click on the 'Register' button at bottom right.
- Click 'Register for a Personal BCeID' button on the right.
- Follow the online instructions for registering for a Personal BCeID.

After online registration is complete, you must present your identity documents in person at a Point of Service location within 60 days to verify your identity and finish registration. The two pieces of identification selected during your online registration process must be presented to the authorized BCeID Point of Service agent when verifying the BCeID application. To find the closest Point of Service location, click on the 'Point of Service Location' link on the left or at bottom of the BCeID web pages.

Once you have registered your Personal BCeID, please remember to retain your password and security questions for future reference.

Should you have any further questions or concerns regarding this system upgrade please contact the Vehicle Inspection Program at vehicle.inspections@gov.bc.ca or by phone at 250-952-0577.

Regards,



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