

Commercial Vehicle Safety & Enforcement Branch

Notice # 02-18
May 7, 2018

Vehicle Inspections & Standards

NOTICE

To All Designated Inspection Facilities and Preventative Maintenance Programs

Re: Changes to Process for Purchasing Certificate of Approval Decals

This is an advisement to all Designated Inspection Facilities and Preventative Maintenance Programs that the purchasing process has changed for Certificate of Approval decals.

Background

The current process for purchasing Certificate of Approval decals is either by submitting an online order application through Commercial Vehicle Safety & Enforcement Vehicle Inspection Program or by attending an Insurance Corporation of British Columbia (ICBC) Driver Service Centre or government agent's office in person.

Application

On **June 1, 2018**, the Vehicle Inspection Program will be changing the process for the purchasing and distribution of Certificate of Approval inspection decals. The current process of over-the-counter sales at ICBC and appointed agent locations will be discontinued. The Queens Printer (QP) of British Columbia will assume responsibility for all decal sales and distribution. This process change includes Preventative Maintenance Program inspection decals.

Transition Period

There will be a transitional period from **June 1, 2018**, through August 31, 2018. During this time facilities will be able to continue purchasing decal stock from appointed agents and driver services centres **UNTIL** either August 31, 2018, or there is no longer stock available at the service center location.

Effective **September 4, 2018**, all decal purchases must be done through the QP. Please review and follow the [QP User Guide](#) for purchasing decals. Should you have any issues or questions while ordering decals, please contact the QP [Customer Service Desk](#) who will be able to help you.

Benefits

Due to this change in process, facilities will see several benefits, including:

- Streamlined and secure online ordering and payment; similar online process to ordering and payment of vehicle inspection manual;
- Ordering can occur without attending a service centre in person; and
- Delivery of decals will be direct to your facility location via courier.

If you have any further questions, please contact the Vehicle Inspection Program at 250-952-0577.

Regards,

A handwritten signature in black ink, appearing to read 'Geoff Ford', written in a cursive style.

Geoff Ford, A/Manager,
Vehicle Inspections & Standards Program
Commercial Vehicle Safety & Enforcement Branch