



## APPROVED TACHOGRAPH CENTRE SPECIAL NOTICE SN No 1 – 18

Issued October 2018

Designated Managers (DMs) must read and understand the content of this Special Notice (SN) and sign to that effect in the box below.

DMs must also ensure all Nominated Technicians (NTs) are issued with this Special Notice, read and understand its contents and sign to confirm they have read and understood its contents.

DMs are required to keep the signed Special Notices in the rear of the Approved Tachograph Centre Manual which should always be available for reference.

All NTs must sign in the boxes below to confirm that they have read and understood the contents of this Special Notice.

These Special Notices may be requested by DVSA staff for inspection during routine visits.

DM	QC	NT	NT
NT	NT	NT	NT
NT	NT	NT	NT

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To all Designated Managers and Nominated Technicians in Analogue and Digital approved centres.

Last Special Notice: October 2016, No 2 – 16

## CONTENTS OF SPECIAL NOTICE

Item	Page	Subject	Relevant to
1	3	Annex 1C 'Smart' Tachograph update	all
2	3-4	Compulsory NT training update	all
3	4	Annex 1C capable Authorised Tachograph Centers	all
4	4-5	Retrofitting or replacement of tachograph vehicle units and senders	all
5	5	DVSA approved training providers	all

## **1) Annex 1C 'Smart' Tachograph update**

EC legislation will come into force for Annex 1C 'Smart' tachographs on 15 June 2019. Although the UK is negotiating to exit from the European Union, tachograph legislation will still apply to UK vehicles. Furthermore whilst Annex 1C is future legislation, it is currently unknown what impact Brexit will have on this particular element, and as a result the UK must plan for its implementation.

The first Annex 1C tachographs should be delivered to OEMs (original equipment manufacturers) in December 2018 and it is expected that they will start to arrive at ATCs (Approved Tachograph Centres) in March 2019. These tachographs have much more stringent sealing requirements, will periodically update GPS (Global Positioning Satellite) co-ordinates on the tachograph record, and can also transmit some data to short range receivers.

Due to the differences in these tachographs in comparison to the previous generation of units, and changes to the sealing requirements of all tachographs under Annex 1C, DVSA will require additional training to be undertaken in line with the below requirements.

## **2) Compulsory NT (Nominated Technicians) training update**

By the 30 June 2019 **all** Nominated Technicians must have passed a DVSA approved training course with respect to the installation, calibration and use of Annex 1C Tachographs and the altered sealing requirements. This is regardless of whether their ATC is upgrading to Annex 1C tachograph standard.

This requirement is so all technicians are aware of the increased sealing requirements which will come into force for tachographs.

To facilitate this, from 1 January 2019 all NT initial and refresher training courses will include the needed Annex 1C elements.

Approved 'uplift' courses will also be available from training providers, and will run from January to June 2019. If a technician passes this course, it will not change the expiry date of their current training certificate.

The ATC DM (Designated Manager) must then ensure that DVSA Tachograph section receives a copy of the Annex 1C training certificate, preferably by email to [Tachosection@DVSA.gov.uk](mailto:Tachosection@DVSA.gov.uk). Given the numbers of certificates involved, please ensure any correspondence to DVSA Tachograph Section clearly states the Tachograph Centre details.

If an NT does not successfully complete a required course, their current tachograph training certificate **will expire on 1 July 2019**, regardless of the stated date on their certificate. If this occurs, they can no longer undertake any installation, calibration or repair work covered

by the ATCM (Approved Tachograph Centre Manual) until they have passed a full initial training course.

It is the responsibility of both the ATC and the NT to ensure the required training has been undertaken. Any installation, calibration or tachograph work undertaken on tachographs without the required training having been passed, may result in disciplinary action being taken against both the ATC and NT, up to and including the withdrawal of authorisation and disqualification from the scheme.

### **3) Annex 1C Authorised Tachograph Centres**

DVSA will not mandate that all ATCs upgrade their equipment if they do not wish to undertake any work on Annex 1C tachographs.

In order to upgrade to Annex 1C standard, the centre must have the correct authorised equipment to do so and have staff trained to the required standard. An updated list of the required equipment, and if needed, calibration certificates must then be sent to DVSA Tachograph Section with a completed GV208-1C form. Once received and found to be in order DVSA will approve the ATC for Annex 1C work. An updated GV209-1C certificate must replace the GV209 certificate in the relevant display area.

It is the responsibility of the ATC and the NT to ensure **all** installation, calibration or tachograph work on Annex 1C tachographs is **only** undertaken following the receipt of a GV209-1C certificate from DVSA, and by staff trained to Annex 1C standard. If work is undertaken without the ATC or NT being properly authorised this may result in disciplinary action being taken against both the ATC and NT, up to and including the withdrawal of authorisation and disqualification from the scheme.

### **4) Retrofitting or replacement of tachograph vehicle units and senders**

To date any replacement tachographs or components could be the same type and version as the replaced component.

From 1<sup>st</sup> January 2019 the following will apply;

- All replacement Annex 1B **digital** tachographs/senders (previously known as 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> generation tachographs) **must** be compliant with the latest Annex 1B tachograph version on the date of replacement, regardless of whether the currently fitted equipment is faulty or not, the age/type of the vehicle, or the tachograph/sender being replaced.

As a result, any Annex 1B version 1 and 2 tachograph (previously known as 1<sup>st</sup> and 2<sup>nd</sup> generation tachographs) vehicle/sender units must be replaced by Annex 1B version 3 equipment (previously known as a 3<sup>rd</sup> generation tachograph).

- Any **new** installations of tachograph equipment into vehicles that previously did not have a one must be an Annex 1B version 3 tachograph/sender until 15 June 2019, from which point the installation must be the latest version Annex 1C tachograph/sender.

- If a vehicle is first registered prior to 1 October 2012, the IMS (Independent Motion Sensor) is not mandatory when an Annex 1B version 3 tachograph is fitted as a replacement or a new installation.

Due to compatibility problems between components this requirement will **not** apply to Analogue tachographs or senders.

## **5) DVSA approved training providers**

Emcompass GRP Ltd has recently become an approved DVSA training provider.

The following companies are the current approved training providers approved by DVSA;

### **Continental Automotive Trading UK Ltd**

36 Gravelly Industrial Park  
Birmingham  
B24 8TA  
Tel: 0121 3261200  
uk@vdo.com

### **Emcompass GRP Ltd**

Silverstone Park  
Silverstone  
NN12 8GX  
Tel: 01327 317533  
contact@emcompass-uk.com

### **Skillray**

10 Rufford Court  
Hardwick Grange  
Warrington  
WA1 4RF  
Tel: 01925 880081  
sales@skillray.co.uk

### **Stoneridge Electronics Ltd**

Charles Bowman Avenue  
Claverhouse Industrial Park  
Dundee  
DD4 9UB  
Tel: 01382 866400  
exact-uk@stoneridge.com

### **Time Instruments Ltd**

Acctim House  
Jenna Way  
Interchange Park  
Newport Pagnell  
MK16 9QJ  
Tel: 01908 449200  
training@timtach.com

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