Changes in Safety Inspection Standards Effective September 27, 2016

OLD MANUAL

INSPECTION REPORT PROCEDURE (PAPER CERTIFICATES ONLY)

A. Report forms are to be completed as follows:
1. Date the inspection was completed.
2. Owner's name.
3. Year and make of the vehicle.
4. Vehicle identification number.
5. Appropriate notation in any of the fifteen repair columns.
6. Total cost of the repair, including the inspection fee.
7. Certificate or sticker number.
B. Certificate or sticker numbers of paper books must be listed in numerical order starting with the lowest number and listed in groups of 25. i.e.: 1-25, 26-50, etc.
C. A separate report form must be used for the certificates and for the stickers.
D. Duplicate certificates or stickers must be noted as "duplicate" on the report form.
(NOT REQUIRED with On-line inspections).
E. Lost or stolen certificates or stickers must be listed as "lost or stolen" on the report
form.
F. Certificates and stickers rendered unusable through some mishap must be recorded
as "voided" on the report form and certificates/stickers must be returned to the Vehicle Safety Inspection office. **(NOT REQUIRED with On-line inspections).**
G. Rejected vehicles that have not returned within 15 days to the original station must
be listed in the same order and the words "rejected," printed on the same line.
(NOT REQUIRED with On-line inspections).
H. Failure to submit the required reports will be considered grounds for suspension or
revocation of a license. **(NOT REQUIRED with On-line inspections).**
I. Returning of Rejects with paper issued certificates:
1. On rejected vehicles that fail to return for re-inspection, the State Tax and Owner copies must be returned to the Safety Inspection office within 45 days of the original inspection date. **(NOT REQUIRED with On-line inspections).**

NEW MANUAL

INSPECTION REPORT PROCEDURE (PAPER INSPECTION CERTIFICATE ONLY)

A. All inspection certificates are issued through the online inspection program, unless the program is temporarily unavailable. The following inspection report procedures apply when the online inspection program is temporarily unavailable and the inspector is using a paper inspection certificate

1. The report forms shall include the following information.
    a. Date the inspection was completed.
    b. Owner's name.
    c. Year and make of the vehicle.
    d. Vehicle identification number (VIN).
    e. Appropriate notation in any of the repair columns.
    f. Total cost of the repair, including the inspection fee.
    g. Inspection certificate number.
2. Inspection certificate numbers of paper books shall be listed in numerical order starting with the lowest number and listed in groups of 25.
3. A separate report from shall be used for the inspection certificates and for the stickers.
4. Duplicate inspection certificates shall be noted as "duplicate" on the report form.
5. Lost or stolen inspection certificates shall be listed as "Lost or stolen" on the report form.
6. Inspection certificates and stickers rendered unusable through mishap shall be recorded as "voided" on the report from and inspection certificates and stickers shall be returned to the Vehicle Safety Inspection office.
7. Rejected vehicles that have not returned within 15 days to the original station shall be listed in the same order and the words "rejected," printed on the same line.
8. Failure to submit the required reports may result in suspension or revocation of a permit.
9. The inspector shall return the State Tax and Owner copies to the division within 45 days of the original inspection date for rejected vehicles that fail to return for re-inspection.
10. Enter the information from a paper inspection certificate to the online inspection program within 72 hours after the program becomes available again.

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SECTION 2 - TIRES AND WHEELS

F. WHEELS
1. Check wheels for damage and proper mounting.
a. **REJECT** when:
1) Wheel bolts, nuts, studs or lugs are loose, missing or not properly fastened.
2) Wheels are bent, cracked, re-welded or have elongated bolt holes.
3) Spacers are used to increase the wheel track width.
4) Bead lock wheels are installed.

G. TIRE SIZE, TIRE WIDTH, FENDERS AND MUDFLAPS
1. Check vehicle tires for proper size and weight load ratings.
2. Check that fenders and mud flaps are in place when required.
a. **REJECT** when:
1) Tires do not meet the proper load rating for the vehicles actual weight (Gross Vehicle Weight).
2) Tires are mounted on wheels that are not within tire manufacturer specifications.
3) Tire tread is not fully covered by existing fenders or fender extenders.
4) Rear tires do not have the top 50% of the tire covered by mud flaps, fenders or the vehicle body construction.
5) Rear mud flaps are not directly aligned with the tire and at least as wide as the tire.
6) Tires make contact with any other vehicle parts or accessories.
7) Fender flares or mud flaps are not made of durable material.
8) Fender flares or mud flaps are not secured properly.

H. STUDDED SNOW TIRES
1. Check for studded snow tires.
a. **REJECT** when:
1) Studded snow tires are mounted on vehicle between April 1 and October 14 of any year.

SECTION 2 – TIRES AND WHEELS

8. Check wheels for damage and proper mounting.
    a. **Reject** when:
        i. Wheel bolts, nuts, studs, or lugs are loose, missing, or not properly fastened.
        ii. Wheels are bent, cracked, re-welded, or have elongated bolt holes.
        iii. Spacers are used to increase the wheel track width.
        iv. Bead lock wheels are installed that do not meet the SAE J2530 Aftermarket Wheel Performance Requirements and Test Procedures. Bead lock wheels that meet this standard will be stamped with an SAE marking indicating the wheel meets the standard.

10. Check that fenders and mudflaps are in place when required.
    b. **Advise** when:
        i. Fenders or fender extenders do not cover the full width of a tire.
        ii. Rear tires do not have the top 50% of the tire covered by mudflaps, fenders, or the vehicle body construction when required.
        iii. Rear mudflaps are not directly aligned with the tire and at least as wide as the tire when required.
    c. **Reject** when:
        i. Tires do not meet the proper load rating for the vehicles actual weight (Gross Vehicle Weight).
        ii. Tires are mounted on wheels that are not within tire manufacturer specifications.
        iii. Tire tread is not fully covered by existing fenders or fender extenders.
        iv. Tires make contact with any other vehicle parts or accessories.
        v. Fender flares or mud flaps are not made of durable material.
        vi. Fender flares or mud flaps are not secured properly.

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11. Check for studded snow tires.
    a. **Advise** when:
        i. Studded snow tires are mounted on a vehicle between April 1 and October 14 of any year.

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SECTION 5 - ALTERED VEHICLES

A. LOWERING VEHICLE

1. All replacement parts and equipment shall be equal to or greater in strength and durability as OEM parts. (Utah Lift Law UCA 41-6a-1631)

a. **REJECT** when:

1) Chassis or suspension components are less than three inches above the ground, excluding tires, rims or mud flaps.
2) Body or chassis contacts the roadway.
3) Fuel tank is exposed to damage without a skid plate.
4) Exhaust system brackets are not secure.
5) Exhaust system is less than three (3) inches above the ground.
6) Wheels or tires make contact with the body or other vehicle component.
7) Tire tread is not fully covered by existing fenders or fender extenders.
8) Braking, steering, or suspension is modified, disconnected, or changed in any manner that may impair the safe operation of the vehicle.
9) Main springs or shocks have been removed to accommodate a hydraulic or air suspension system.
10) Headlamps are less than 22 inches from the ground when measured from the ground to the center of the low beam bulb.
11) Any light does not meet mounting height specifications as outlined in the Lighting Chart found in the Lighting Section of this manual (see pages 49-50).
12) Chassis or suspension components have been altered or changed from OEM that reduces the vehicle stability and safety integrity.

SECTION 5 – ALTERED VEHICLES

A. When inspecting lowered vehicles, the inspector shall:

1. Ensure that all replacement parts and equipment are equal to or greater in strength and durability as OEM parts.
    a. **Advise** when:
        i. Fender extenders do not cover full width of a tire.
    b. **Reject** when:
        i. Any part of the vehicle, other than tires, rims, or mudflaps, are less than three inches above the ground or contact the ground.
        ii. The fuel tank is exposed to damage without a skid plate.
        iii. Exhaust system brackets are not secure.
        iv. Wheels or tires make contact with the body or other vehicle component.
        v. Tire tread is not fully covered by existing fenders or fender extenders
        vi. Braking, steering, or suspension is modified, disconnected, or changed in any manner that may impair the safe operation of the vehicle.
        vii. Main springs or shocks have been removed to accommodate a hydraulic or air suspension system.
        viii. Headlamps are less than 22 inches from the ground when measured from the ground to the center of the low beam bulb.
        ix. Any light does not meet mounting height specifications as outlined in the Federal Motor Vehicle Safety Standards.
        x. Chassis or suspension components have been altered or changed from OEM that reduces the vehicle stability and safety integrity

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B. RAISING VEHICLES

5. Check vehicle tire width and wheel track (UCA 41-6a-1631).
a. **REJECT** when:
1) Tire tread protrudes beyond the original fender or fender extenders.
2) Spacers are used.
6. Check for mud flaps when vehicle has been altered. Mud flaps are required on the rear wheels of all vehicles that are altered from their original OEM specifications. This includes the addition of larger tires and suspension lift kits. (UCA 41-6a-1633)
a. **REJECT** when:
1) Fenders do not cover the top 50% of the tire.
2) Mud flaps are not present when required.
3) Rear mud flaps are not as wide as the tire.

B. When inspecting lifted vehicles, the inspector shall:

5. Check vehicle tire and wheel track.
    a. **Advise** when:
        i. A fender or fender extender does not cover the full width of a tire.
    b. **Reject** when:
        i. The tire tread protrudes beyond the original fender or fender extender.
        ii. Spacers are used.
6. Check the mudflaps if the vehicle has been altered, which includes the addition of larger tires and suspension lift kits.
    a. **Advise** when:
        i. Fenders do not cover the top 50% of the tire when required.
        ii. Mudflaps are not present on the rear wheels of a vehicle that has been altered from its original OEM specifications.
        iii. Rear mudflaps are not directly aligned with the tire and do not cover the full width of the rear tires and have a ground clearance of not more than 50% of the diameter of a rear-axle wheel, under any conditions of loading the vehicle.

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SECTION 6 – BRAKES

C. HYDRAULIC SYSTEM

4. Inspect master cylinder for leakage and fluid level.
a. **REJECT** when:
1) Master cylinder leaks or fails to operate properly.
2) Master cylinder is below the add line or less than 3/4 full.
3) Master cylinder gasket is damaged.

F. BRAKES WITH HYDRAULIC BOOSTER

2. Check the braking system, while fully charged, for leaks and proper fluid levels.
a. **REJECT** when:
1) Fluid reservoir is below the add line or less than 3/4 full.
2) Has broken, kinked or restricted fluid lines or hoses.
3) Has any leakage of fluid at the pump or brake booster, or any of the lines or hoses in the system.

L. MECHANICAL BRAKE COMPONENTS
1. Check for missing or defective mechanical components.
a. **REJECT** when:
1) Mechanical parts are missing, broken or badly worn.

SECTION 6 – BRAKES

D. When inspecting the hydraulic brake system of a vehicle, the inspector shall:

1. Inspect master cylinder for leakage and fluid level.
    a. **Reject** when:
        i. Master cylinder leaks or fails to operate properly.
        ii. Master cylinder is below the add line or less than 3/4 full, whichever is less.
        iii. Master cylinder gasket is damaged.

G. When inspecting the brakes with a hydraulic booster of a vehicle, the inspector shall:

2. Check the braking system, while fully charged, for leaks and proper fluid levels.
    a. **Reject** when:
        i. Fluid reservoir is below the add line or less than 3/4 full, whichever is less.
        ii. Has broken, kinked or restricted fluid lines or hoses.
        iii. Has any leakage of fluid at the pump or brake booster, or on any of the lines or hoses in the system.

M. When inspecting the mechanical brake components of a vehicle, the inspector shall:
1. Check for missing or defective mechanical components.
    a. **Reject** when:
        i. Mechanical parts are missing, incompatible, broken, or badly worn.

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SECTION 7 – LIGHTING

A. HEADLAMPS

2. Check headlamp for proper aim and lighting.
a. **ADVISE** when:
1) Daytime running lights are inoperative (Not required).
b. **REJECT** when:
1) Headlamps are not aimed properly.
2) Headlamps fail to light properly.
3) Headlamps project other than white light.
4) Headlamp is not marked USDOT approved.
5) An aftermarket headlight (High Intensity Discharge Kit) does not comply with Federal Standards (49 CFR 571.108 S7.5), which states every replaceable light source must be designed to conform to the identical marking and dimensional and electrical specifications applicable to the type of light source that it replaces.

3. Check headlamps for holes, breakage and non-factory colored covers or nontransparent covers.
a. **ADVISE** when:
1) Headlamp has holes in headlight lens. (These holes may be sealed with silicone).
b. **REJECT** when:
1) Headlamp covering that are not authorized by the Department, are placed on or in front of any headlamp. Factory installed lights/covers are faded or painted to the point assembly will not comply with state code for visibility at 1,000 feet. (U.C.A. 41-6a-1603)
2) Headlamp cover is broken or missing.
3) Headlamp cover is tinted, colored, or painted (other than clear).

H. AUXILIARY LIGHTING
1. Check auxiliary lamps for proper mounting and aiming. Auxiliary lights must meet FMVSS 108, mounted between 15" and 56" in height, have separate switch to operate, and may ONLY be white, yellow or amber in color.
a. **REJECT** when:
1) Auxiliary lamps are improperly mounted, aimed and/or fail to direct light properly. (Auxiliary lights may not be aimed higher than the low beam headlight).

SECTION 7 – LIGHTING

A. When inspecting the headlamps of a vehicle, the inspector shall:

1. Check headlamp for proper aim and lighting using a mechanical headlight aiming device or by checking light at 10 feet measured from the front of the vehicle to a wall.
    a. **Reject** when:
        i. Headlight aim deviates more than four inches in any direction.
        ii. A headlamp is less than 22 inches or greater than 54 inches measured from the ground to the center of the low beam.
        iii. A headlamp fails to light properly.
        iv. A headlamp projects other than white light.
        v. A headlamp is not marked USDOT approved.
        vi. An aftermarket headlight (including a high intensity discharge kit) does not comply with Federal Standards (CFR 571).
2. Check headlamps for holes, breakage, and non-factory colored covers or non-transparent covers.
    a. **Advise** when:
        i. A headlamp has minor holes or cracks in the headlight lens.
    b. **Reject** when:
        i. A headlamp covering not approved by the department is placed on or in front of any headlamp, or a factory-installed light or cover is faded or painted to the point that components inside are not distinguishable.
        ii. A headlamp cover is broken or missing.
        iii. A headlamp cover is tinted, colored, or painted other than clear.

Auxiliary lighting is no longer part of the Safety Inspection

H. When inspecting the stop lamps of a vehicle, the inspector shall:

6. Check center high-mounted stop lamps, if applicable.

2) Auxiliary lamps are other than white, yellow or amber.

J. STOP LAMPS

6. Check center high mounted stop lamps.
a. **REJECT** when:
1) Center high mounted stop lamp is not present and visible from the rear of the vehicle, when required
2) Center high mounted stop lamp does not light properly.
3) Any aftermarket tint has been applied over the center high mounted stop lamp.
4) LED lights have less than 50% of diodes illuminated.
5) Lens does not produce a steady burning red light, or painted, or covered by **any** cover.

a. Center high-mounted stop lamps are required on all passenger vehicles manufactured after September 1985.
b. Trucks whose overall width is less than 80 inches and GVWR is 10,000 pounds or less, manufactured after September 1, 1993, must be equipped with a high-mounted stop lamp.
c. Trucks greater than 80 inches in overall width and 10,000 pounds GVWR do not require a high-mounted stop lamp.
d. A truck equipped with a camper shell at the time of the inspection that covers the center high-mounted stop lamp is acceptable.
e. A truck shell that was manufactured with a center high-mounted stop lamp is required to function if the truck is equipped with a high-mounted stop lamp.
f. **Reject** when:
    i. A center high-mounted stop lamp is not present when required.
    ii. A center high-mounted lamp fails to light.
    iii. Any aftermarket tint has been applied over the center high-mounted stop lamp.
    iv. LED lights have less than 50% of diodes illuminated.
    v. Lens does not produce a steady burning red light.
        1. Unless equipped with a continuously flashing light system which causes to stop lamp to pulse rapidly for no more than five seconds when the brake is applied and then converts to a continuous light as a normal stop lamp until the time that the brake is released.
        2. The rapid pulsing may not be repeated upon a subsequent application of the brakes for a lock-out time period of at least five seconds after the release of the brakes.
    vi. Is painted.

vii. Has a cover that partially or entirely obstructs the original design of the light.

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SECTION 8 - ELECTRICAL SYSTEM

A. ELECTRICAL ITEMS

1. Check the horn.

a. **REJECT** when:

1) Horn is not securely fastened.

2) Horn does not function properly (must be audible under normal conditions at a distance of not less than 200 feet).

2. Check the electrical switches and wiring.

a. **ADVISE** when:

1) Electrical switches fail to function as designed for OEM required equipment.

2) Connections show signs of corrosion.

3) Permanent connection wires are not soldered and/or insulated.

b. **REJECT** when:

1) Wiring insulation is worn or rubbed bare.

SECTION 8 – ELECTRICAL SYSTEM

A. When inspecting the electrical system of a vehicle, the inspector shall:

1. Check the horn.
   a. **Advise** when:
      i. The horn is not securely fastened.
   b. **Reject** when:
      i. The horn does not function properly or is not audible under normal conditions at a distance of at least 200 feet.
2. Check the electrical switches and wiring.
   a. **Advise** when:
      i. Electrical switches fail to function as designed for OEM required equipment.
      ii. Connections show signs of corrosion.
      iii. Permanent connection wires are not soldered and insulated.
   b. **Reject** when:
      i. Wiring insulation is worn or rubbed bare.

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SECTION 9 - VEHICLE WINDOWS

3. Check windshield for damage, unauthorized tinting, signs or other nontransparent
materials.
a. **REJECT** when:
1) Windshield has outright breakage; shattered glass on either the inside or outside surface or any broken glass leaving sharp or jagged edges.
2) Damage or repairs in the acute area that exceeds 1" in length or diameter.
3) Windshield allows less than 70% light transmittance or any sign, poster or other non-transparent material is present below the AS-1 line or 4" down from the top of the windshield, whichever is lower.
4) Any transparent material that becomes obscured or impairs the drivers vision (more than 1" in from each side edge, more than 4" down from the top edge or more than 3" up from the bottom edge).

C. WINDSHIELD WIPERS
1. Check for satisfactory operation. (If vacuum operated, engine must be idling).
a. **REJECT** when:
1) Wipers fail to function properly or fail to return to the park position automatically.
2) When vehicle was originally equipped with two windshield wipers, both must function properly.

SECTION 9 – VEHICLE WINDOWS

A. When inspecting the windshield of a vehicle, the inspector shall:

3. Check the windshield for damage, unauthorized tinting, signs, or other non-transparent materials.
    a. **Reject** when:
        i. The windshield has outright breakage, which includes shattered glass on either the inside or outside surface, or any broken glass leaving sharp or jagged edges.
        ii. Any crack intersects with another crack within the acute area.
        iii. Any damage within the acute area that cannot be covered by a disc 3/4 inch in diameter (a penny).
        iv. Any damage in the acute area that is within 3 inches of any other damage in the acute area.
        v. Windshield allows less than 70% light transmittance or any sign, poster, or other non-transparent material is present below the AS-1 line or four inches down from the top of the windshield, whichever is lower.
        vi. Any transparent material becomes obscured or impairs the drivers vision and is more than one inch in from each side edge, more than four inches down from the top edge, or more than three inches up from the bottom edge.
4. Non-transparent material is allowed in the lower left-hand corner of the windshield provided it does not extend more than 3 inches to the right of the left edge or more than 4 inches above the bottom edge of the windshield in accordance with Section 41-6a-1635.

C. When inspecting the windshield wipers of a vehicle, the inspector shall:
1. Check for satisfactory operation of the windshield wipers (if vacuum operated, the engine must be idling).
    a. **Advise** when:
        i. Wipers fail to return to the park position.
    b. **Reject** when:

i. Any wiper fails to function properly, other than streaking from wiper blades.
ii. A vehicle originally equipped with two windshield wipers has been modified to use one wiper.
iii. A vehicle manufactured after January 1968 does not have a two or more speed system.

Changes in Safety Inspection Standards Effective September 27, 2016

SECTION 10 – BODY

C. FENDERS
1. Check for removal or alteration of front or rear fenders.
a. **REJECT** when:
1) Any fender has been removed or altered to such extent that it does not cover the entire width and upper 50% of the tire.

I. FRAME
1. Check the frame, repairs must meet OEM Specifications.
a. **REJECT** when:
1) Has any broken or cracked frame component.
2) Frame is rusted through.
3) Frame has been cut or portions of the frame have been removed or bent affecting the strength or integrity of the frame.

K. EXTERIOR MIRRORS
1. From the driver's position, check exterior mirror(s) for a clear and reasonably unobstructed view to the rear.
a. **REJECT** when:
1) Required mirrors are not present.

M. SPEEDOMETER / ODOMETER
1. Check vehicle to be sure that it is equipped with a properly functioning speedometer and odometer (41-1a-901 UCA). Although not a cause to reject, all vehicles are required to have a working odometer in order to be registered in the state of Utah.
a. **ADVISE** when:
1) Speedometer or odometer is not functional or is disconnected.

SECTION 10 – BODY

C. When inspecting the fenders of a vehicle, the inspector shall:
1. Check for removal or alteration of front and rear fenders.
   a. **Advise** when:
      i. Any fender has been removed or altered to such extent that it does not cover the entire width and upper 50% of the tire.

I. When inspecting the frame of a vehicle, the inspector shall:
1. Check the frame and ensure that any repairs made to the frame meet OEM specifications.
   a. **Reject** when:
      i. There is any broken or cracked frame component.
      ii. The frame is rusted through.
      iii. The frame has been cut or portions of the frame have been removed, drilled, or bent, affecting the strength or integrity of the frame.
      iv. Repairs made to the frame do not meet OEM specifications.

K. When inspecting the exterior rearview mirrors of a vehicle, the inspector shall:
1. Check exterior mirrors from the driver's position for a clear and reasonably unobstructed view to the rear.
   a. Verify one driver-side mirror that meets OEM standards is equipped on a vehicle manufactured after January 1968.
   b. Verify one passenger-side mirror is equipped on a vehicle with tinted windows or an obstructed rear view.
   c. **Reject** when:
      i. The required mirrors are not present.
      ii. Driver-side mirror does not meet OEM standards.

M. When inspecting the speedometer of a vehicle, the inspector shall:
1. Check the vehicle to ensure that it is equipped with a properly functioning speedometer.

a. **Advise** when:

i. The speedometer is not functioning properly.