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25 March 2021

Our ref LTA/VAC/V35.000.000/32
Your ref
DID 6553 5643 Fax 6553 5329

The President
Singapore Vehicle Traders Association
(Fax: 6747 1010)

The President
Automobile Importer & Exporter Association, Singapore
(Fax: 6746 1555)

All Motor Vehicle Dealers / Importers

Dear Sir

ON-SITE INSPECTION TRIAL FOR VITAS BATCH VEHICLE APPROVAL

1. With effect from 1 April 2021, the Land Transport Authority (LTA) will commence a 1-year trial to allow Authorised Inspectors to conduct on-site inspection for vehicles submitted under the Batch Vehicle Approval application (“**The Trial**”).
2. The Trial shall only be opened to CaseTrust accredited members and applicable to batch vehicle approval application for passenger cars only. In addition, the batch vehicle approval application shall consist of **at least** 5 technically identical **cars** of the same make and model submitted in a single application. Please refer to Annex A for more details of the workflow processes and requirements on the on-site inspection trial.
3. We are pleased to inform that there will be 4 on-site inspection companies participating in The Trial (refer to Annex B attached for the list of on-site inspection companies and their contact details).
4. If the batch vehicle approval applications submitted in Vehicle Inspection and Type Approval System (VITAS) do not meet the requirements stated in Annex A, they would not be considered under The Trial and will continue to be subjected to the existing Batch Vehicle Approval process and VITAS pre-registration inspections at any of the LTA’s Authorised Inspection Centres (AICs).

5. The Trial will be implemented for a period of 1 year from 1 April 2021 to 31 March 2022. LTA will monitor the implementation of The Trial and make further adjustments if necessary.
6. Please bring the contents of this circular to the attention of your members. If you have any enquiry or require any assistance on the matter, you may contact or Mr Neo Aik Hing on 6553 5700 or Mr Daniel Mazlan on 6553 5150.
7. Thank you.

Yours sincerely



Tan Zhi Chiang
Deputy Director
Vehicle Approval & Control Division
Vehicle Services Group

Workflow Processes and Requirements for On-site Inspection Trial

- a) The batch vehicle approval application must consist of your company's CaseTrust certificate and a request letter to indicate your interest to participate in The Trial;
- b) If the above conditions are met, LTA will issue a Clarification Request letter to inform the applicant to approach any of the four on-site inspection companies to arrange for an appointment to inspect the vehicles;
- c) When approaching the on-site inspection companies, please provide your company's CaseTrust certificate and LTA's Clarification Request letter to them. Please ensure the CaseTrust certificate is valid when making the appointment with them;
- d) Once all the vehicles had been inspected by the on-site inspection company and the inspectors have determined that all the vehicles are technically identical, the applicant is required to submit the inspection results via an inspection report issued by the on-site inspection company in the batch vehicle approval application;
- e) Once LTA has verified and determined that all vehicles in the batch vehicle approval application are technically identical, a Notice of Inspection will be issued to the applicant to send at least 20% of the vehicles in the batch vehicle approval application or a minimum of 2 vehicles (whichever is higher) for pre-registration inspection at LTA's Authorised Inspection Centres (AICs);
- f) So long as any of the vehicles fail pre-registration inspection, the AICs will reject the inspection and LTA would issue another Notice of Inspection to require all the vehicles in the batch vehicle approval application to be sent to the AICs for the pre-registration inspection;
- g) Once the inspection results from the AICs are submitted back to LTA and we are satisfied that both sets of inspection results submitted are in order, LTA will issue the approval to the applicant.

List of On-site Inspection Companies and Contact Details

S/No.	On-site Inspection Companies	Contact Details
1	VICOM LTD	<p>Mr Toh Beng Seng Tel: 6697 5204 E-mail: tohbs@vicom.com.sg</p> <p>Mr Anthony Teo Tel: 6697 5206 E-mail: anthonyteo@vicom.com.sg</p>
2	STA INSPECTION PTE LTD	<p>Mr Jeffrey Yeo Tel: 6210 4717 E-Mail: yeojeffrey@stengg.com /staism@singnet.com.sg</p>
3	BUREAU VERITAS SINGAPORE PTE LTD	<p>Mr Ahmad Rasi Edi Tel: 6594 0733 E-mail: ahmad.rasi@bureauveritas.com</p> <p>Ms Murhaini Miskam (Aini) Tel: 6419 7819 E-mail: murhaini.miskam@bureauveritas.com</p>
4	LKK AUTO CONSULTANTS PTE LTD	<p>Mr Bryan Ang Tel: 6841 1972 / 6256 3561 E-mail: assignments@lkkauto.com</p>