

Technical Guidance for Gateway Vehicle Inspection Program Safety and Emissions Inspector/Mechanics

This document provides the basic functions that inspector/mechanics must perform to stay in compliance with vehicle emissions station licensing standards. Following these standards will ensure customer satisfaction and regulatory compliance.

Minimum Inspection Station Requirements:

1. Equipment

- All GVIP Safety and Emissions Inspection stations require the following equipment, which must be located in an approved inspection bay/lane:
- The complete computerized GVIP testing system package purchased from SysTech International, the contractor authorized by the state to provide the equipment and services.
- Either a low-speed dial-up or a high-speed internet connection tethered to or wirelessly connected to the inspection equipment at all times.

NOTE: The inspection analyzer cannot be disconnected during the inspection process for any reason. Offline inspections will only be allowed in the event of a failure of either the Internet or the phone system. Only a limited amount of offline inspections will be allowed under these circumstances. The number of offline inspections allowed at any given inspection station will be established by Missouri State Highway Patrol – Motor Vehicle Inspection division.

2. Inspection Station Permits

- Any person, firm, corporation, partnership or governmental entity requesting appointment as an official Safety and Emissions inspection station shall submit a completed inspection station application to the Missouri State Highway Patrol – Motor Vehicle Inspection division.
- The fee for a license to operate a safety inspection station is \$10.00 per year. The fee for the emissions inspection station license is \$100 per year, and will be pro-rated the first year in order to synchronize both licenses. No fee shall be charged for a license issued to a governmental entity. A permit is valid for 1 year from the date of issue. Payment of this license will be made to “Director of Revenue” and submitted to the Missouri State Highway Patrol – Motor Vehicle Inspection division.

3. Licensing of Safety and Emissions Inspector/Mechanics

- An inspector/mechanic must be thoroughly familiar with the contents of the safety or emission inspection manual and must pass a written test verifying knowledge of its contents.
- An inspector/mechanic who conducts OBD emissions inspections must attend the required training regarding the inspection station OBD test equipment and inspection process and pass a written test with a minimum grade of 80%.
- An inspector/mechanic will be required to demonstrate practical knowledge by inspecting a vehicle in the presence of a Missouri State Highway Patrol – Motor Vehicle Inspection official. A minimum grade of 80% is required to pass the written examination and practical examination or reexamination.
- The Safety and Emissions inspector/mechanic permit is required for inspector/mechanics who conduct safety and emissions inspections. There is no fee for this license. The license is valid for three years, unless it is suspended or revoked.

4. Inspection Station Operational Requirements

- All inspections must be conducted at the inspection station in the approved indoor inspection area.
- OBD emissions inspections must be conducted in the inspection lane the emissions analyzer is located and the USB camera must be positioned to properly view the test vehicle with no interference to distort the camera image.
- The inspector/mechanic must take three pictures of the test vehicle:
 - 1) a picture of the rear of the vehicle with the license plate in view,
 - 2) a picture of the vehicle identification plate located on the dash or door jamb, and
 - 3) a picture of the odometer mileage reading at the time of inspection.
- Should an inspector/mechanic, or a person authorized to purchase inspection credits/authorizations or motorcycle decals, resign or be dismissed, the station owner or operator must report these changes within forty eight hours to a member of the Missouri State Highway Patrol's Troop C Motor Vehicle Inspection staff at (314) 340-4000.

5. Requisition of Inspection Credits/Authorizations and Decals

- GVIP inspection authorization/credit purchases will be submitted on the "Requisition for GVIP Supplies" form SHP-453 to the Missouri State Highway Patrol – Motor Vehicle Inspection at either the address listed on the form or to a member of the Missouri State Highway Patrol – Motor Vehicle Inspection division. Upon approval of the purchase by the Missouri State Highway Patrol – Motor Vehicle Inspection, the inspection stations will have the requested amount of authorization/credits purchased uploaded into their analyzer via the GVIP vehicle inspection database.
- GVIP safety or emission inspection approval decals will be printed at the licensed inspection stations using the inspection decal printer purchased with the equipment, and then affixed to the windshields of vehicles.

- Inspection authorization/credits may be purchased in whatever quantities requested for a cost of \$1.50 for each safety inspections and \$2.50 for each emissions inspection authorization desired. The analyzer will come with 50 of each type of inspection preloaded.
- The authorization/credits are valid only for the inspection station analyzer for which they are purchased. Shops with more than one GVIP inspection system will need to purchase credits for each analyzer they have on separate SHP-453 forms.
- Inspection stations conducting OBD emissions inspections will continue to purchase motorcycle decals from the Missouri State Highway Patrol – Motor Vehicle Inspection division if they choose to conduct motorcycle inspections.
- The Motor Vehicle Inspection Requisition for Supplies (SHP-453) will be used when ordering authorization/credits and motorcycle decals.
- Requisitions must be accompanied by a check or money order made payable to the Director of Revenue, in the correct amount for the number of authorization/credits or books of decals ordered.
- Only the person whose signature appears on the station signature card on file at the Motor Vehicle Inspection Division, Jefferson City, will be authorized to order inspection authorization/credits or decals.

6. Vehicle Inspection Reports

- A licensed Safety and Emissions inspection station will issue a Vehicle Inspection Report to the customer after completing each inspection or reinspection.
- The vehicle inspection report will not be accepted by the Department of Revenue fee offices for registration purposes unless the Department of Revenue fee office computers are down and cannot access the vehicle inspection database to verify an approved inspection.
- A copy of the vehicle inspection report does not have to be kept for the station file, except when motorcycle inspections are conducted. A copy of each vehicle inspection report for a motorcycle inspection will be kept with the empty book of motorcycle decals in consecutive numerical order.

7. Air Pollution Control Devices and OBD II Inspection

- Vehicles requiring the combined Safety and Emissions inspection can either be inspected at a licensed Gateway Vehicle Inspection Program inspection station that offers both inspections or at separate inspection stations, such as a licensed safety inspection station not participating in the Gateway Vehicle Inspection Program and one licensed for emissions inspections that is participating in the Gateway Vehicle Inspection Program. Vehicles requiring only the Safety inspection do not have to visit a Gateway Vehicle Inspection Program station.
- All emissions-control devices required by the manufacturer will be verified as being in place and operating during the safety inspection per 11 CSR 50-2.280. A safety inspection will result in a Fail if any required devices are not present or have been tampered with.

- OBD II Test: The inspection analyzer's OBD test cable must be connected to the vehicle data link connector to conduct the emissions test.
- A vehicle will fail the emissions inspection if:
 - (a) the vehicle malfunction indicator light is not illuminated while the key is in the on position and the engine is off (KOEO – key on, engine off), or if the malfunction indicator light is illuminated while the key is in the on position and the engine is running (KOER - key on, engine running).
 - (b) the vehicle data link connector is broken, tampered with, inaccessible due to aftermarket equipment blocking it or missing.
 - (c) the vehicle fails to communicate with the scan tool after one 10-second attempt and two 30-second attempts.
 - (d) the vehicle has too many unset non-continuous readiness monitors. 1996-2000 model years may have no more than two unset non-continuous readiness monitors. 2001 and newer model years may have no more than one unset non-continuous readiness monitor. Vehicles that fail the OBD test with a catalytic converter diagnostic trouble codes (P0420-P0439) present must have the catalyst monitor reset to pass the retest. All gasoline-powered vehicles must have the oxygen sensor and catalyst monitors supported.
 - (e) the vehicle's OBD II system reports mature diagnostic trouble codes that command the malfunction indicator lamp to illuminate, or the malfunction indicator lamp is commanded to illuminate with no diagnostic trouble codes present.
- A bulb check test of the vehicle's emissions-control system by solely viewing the functioning of the malfunction indicator light will be conducted in the event the test vehicle cannot be tested through the data link connector due to inaccessibility caused by manufacturer design. Vehicles with aftermarket equipment installed that block the data link connector will be required to make it accessible prior to acquiring an emissions inspection.

8. Violations and Penalties

- Persons violating inspection rules shall be subject to penalties contained in sections 307.360 RSMo. and 643.355, RSMo. Any person who knowingly misrepresents himself or herself as an official emissions inspection station or an inspector/mechanic is guilty of a class C misdemeanor for the first offense and a class B misdemeanor for any subsequent offense. Any person who is found guilty or who has pleaded guilty to a violation of this paragraph shall be considered to have committed an offense for the purposes of this paragraph.
- All safety and emissions inspection station operators and safety and emissions inspector/mechanics shall comply with emissions inspection law, 307.360 RSMo., and the emissions inspection rule. All emissions inspections shall be conducted in accordance with the emissions inspection rule 10 CSR 10-5.381. Failure to comply with the emissions inspection law or the emissions inspection rule will subject the emissions inspection station manager and emissions inspectors to one or more of the following enforcement actions:

1. Written Warning;
 2. Suspension of inspection license(s);
 3. Revocation of inspection license(s); and
 4. Arrest or summons issued by Missouri State Highway Patrol.
- Before any emissions inspection station license or safety and emissions inspector/mechanic license is suspended or revoked by the Missouri State Highway Patrol, the holder will be notified, either in writing by certified mail or by process served at the station's address of record, and given the opportunity to have an administrative hearing as provided by 307.360 RSMo.
 - An emission inspector may be locked out from performing emission inspections by the Department of Natural Resources' Air Pollution Control Program for violation(s) of the emission inspection rule, or the emission inspection process as documented through observations made during overt or covert audits, or electronic data stored in the GVIP database regarding inspection performed as outlined in RSMo 643.320.