



KENYA ACCREDITATION SERVICE

Document Title: CRITERIA FOR ACCREDITATION OF MOTOR VEHICLE INSPECTION

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Approval and Authorisation

Completion of the following signature blocks signifies the review and approval of this Document.

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Authored by	CASE OFFICER (I&V)	<i>Approved</i>	17/02/2016
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Periodic Review Approval and Authorisation

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1 OVERVIEW CONTENT

1.1 Process Overview

This guidance document covers inspection of motor vehicles for importation into Kenya, for local use in Kenya as required by law and for other connected purposes.

1.2 Purpose

The purposes of inspections are to determine the conditions of motor vehicles for conformance to standards or other normative documents or legal and/or general requirements. It is intended to give effect to clause 2.2 of the Kenya Standard 1515, section 2 (a) of the National Transport and Safety Authority Act, 2012 and as a basis for accreditation.

1.3 Scope

This scheme covers the inspection of all categories of motor vehicles for export, in-house and periodic road worthiness inspection.

This criteria should be read in conjunction with KENAS document KENAS-TS-F-022-01 "Terms and Conditions for Accreditation of Conformity Assessment Bodies (CABs)", ISO/IEC 17020, the Kenya Standard KS1515 - Code of practice for inspection of road vehicles which was gazetted under gazette notice 1924 of 31st March 2000.

Supplementary information for specific areas of inspection may be published as other criteria.

1.4 Role(s) and Responsibilities

Role	Responsibility
Inspection and Verification Team	Periodic Review
Inspection Bodies	Compliance

2 DEFINITIONS/ABBREVIATIONS

The table below defines new or changed terms that are included in or associated with this process. In addition, the terms and definitions in ISO/IEC 17000 and ISO/IEC 17020 apply.

Term	Definition
inspection	examination of a product, process, service, or installation or their design and determination of its conformity with specific requirements or, on the basis of professional judgment, with general requirements
A motor vehicle or road vehicle	is a self-propelled wheeled vehicle that does not operate on rails, such as trains or trolleys. The vehicle propulsion is provided by an engine or motor, usually by an internal combustion engine, or an electric motor, or some combination of the two, such as hybrid electric vehicles and plug-in hybrids.



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3 PROCESS INSTRUCTIONS

3.1 MEASURING EQUIPMENT AND CALIBRATION

3.1.1 All measuring and testing equipment shall be appropriate for the particular inspection to be performed.

3.1.2 Inspectors shall ensure that all equipment, including equipment not under the charge of the inspection body, used during inspection work is calibrated and traceable to the SI unit. Calibration shall be performed by recognized accredited laboratories.

3.1.3 In the absence of equipment manufacturers' recommended calibration interval for the list of equipment specified in clause 5.1 and 5.2 of the KS 1515 document, the frequencies listed in the clause 5.2 should be adhered to.

3.2 TESTING

3.2.1 Analytical testing as defined in IAF/ILAC-A4:2004 "Guidance on the Application of ISO/IEC 17020" is a laboratory activity and therefore does not come within the scope of ISO/IEC 17020. Examples of analytical testing are chemical and metallurgical analysis.

3.2.2 Where analytical testing is required to support the evaluation, the inspection body shall ensure that the testing is performed by an accredited laboratory.

3.2.3 With the exception of Type B inspection body, where an organization is providing analytical testing and inspection for the same project, the organization has to ensure that there is sufficient independence between the two activities (e.g. inspection activities and testing activities should not be headed by the same person).

3.2.4 Functional testing as defined in KS 1515 forms a normal part of the activities of an inspection body and is therefore within the scope of ISO/IEC 17020. Examples of functional testing are visual examination, exhaust emission test and brake test of motor vehicle.

3.3 INSPECTION PERSONNEL

3.3.1 STAFF

3.3.1 Inspection bodies shall ensure that their inspectors are medically fit for their scope of inspection.

3.3.2 Inspectors shall be suitably qualified and have sufficient relevant experience in their scope of inspection. The categories of qualification for different inspectors are specified in the subsequent subsections of this document.



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3.3.3 Inspectors must have appropriate number of years of experience related to the category of their scope of inspection. The inspectors should have at least a medium level qualification in road vehicle mechanics and technology.

3.3.4 Inspectors should undergo a minimum of 24 hours of relevant continuing training each year, which should be based on individual assessment of need.

3.3.5 Inspectors must be familiar with the relevant inspection standards or codes used in inspection activities.

3.3.6 For an inspector to be nominated as authorized signatory, he or she must be in the Senior Inspector category whereby the qualification criteria are stipulated in clause 4.2 of this document.

3.4 QUALIFICATION CATEGORIES FOR INSPECTORS

a) Senior Inspector – must possess at least 5 years of experience in automobile servicing, repair or inspection with at least a higher diploma in Engineering.

b) Inspector – at least 2 years of experience related to automobile servicing, repair or inspection with at least diploma in Engineering.

4. INSPECTION METHODS AND PROCEDURES

4.1 The inspection body shall document in detail the procedures and instructions to be used in the application of the appropriate regulations, codes of practice, standards, specifications, guidance documents and customer requirements.

4.2 Where risk assessment techniques are used to establish the nature and frequency of inspections, the inspection body shall document the techniques used including a demonstrable justification for using these techniques.

4.3 Codes, Standards and other technical literature applicable to the design, construction, operation, inspection and repair of motor vehicle and their components within the accredited scope shall be maintained up to date and be readily available and accessible to the staff.

4 REFERENCE AND RELATED DOCUMENTS

Ref	Document Identifier	Document Title
1.	ISO/IEC 17020	General criteria for the performance of various types of bodies performing inspection
1.	KS 1515	Kenya Standard Code of Practice for Inspection of Road Vehicles.
2.	EA 5/02	guidance on the application of EN 45004 (ISO/IEC 17020) for motor vehicle inspection)
3.	ILAC P15	Application of ISO/IEC 17020:2012 for the Accreditation of Inspection Bodies



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4.	ISO/IEC 17020	Conformity assessment - Requirements for the operation of various types of bodies performing inspection
5.	KS 372	Passenger-Bus Body Construction-Specification
6.	CAP 403	Traffic Act

5 TRAINING

No training required. CABS are required to familiarize themselves with the document.

6 REVISION HISTORY

Date	Ver	Revised By	Reason For Revision
17/02/2016	01	Inspection and Verification TC	Initial



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Appendix I

Inspection body: Type A or B or C

Item / System to be inspected	Inspection Requirements (To comply with Relevant inspection Codes)	Types of assessment
Examples 1. Motor vehicle < 3 tonne 2. Motor vehicle > 3 tonne	Inspection body must declare its inspection method (Either inspection codes/standards or inspection Methods developed with reference to relevant inspection codes)	Examples: Pre-shipment inspection Road worthiness inspection

NOTE :

Type A inspection body

The inspection body providing “third party” services.

Type B inspection body

The inspection body which forms a separate and identifiable part of an organization involved in the design, manufacture, supply, installation, use or maintenance of the item it inspects and has been established to supply inspection services to its parent organization.

Type C inspection body

The inspection body which is involved in the design, manufacture, supply, installation, use or maintenance of the items it inspects or of similar competitive items and may supply inspection services to other parties not being its parent