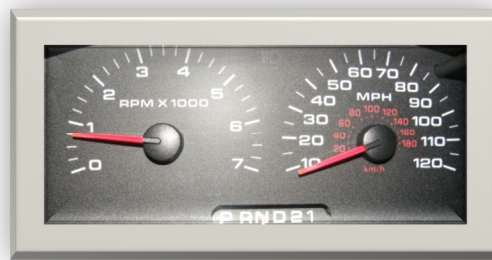
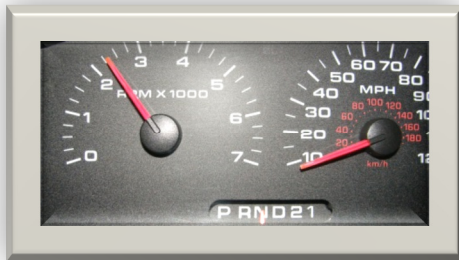




***Dealer Fleet Station Handbook
for
Area A (Metro Phoenix) & Area B (Metro Tucson)***



Information for Fleet Station Personnel
www.vei.azdeq.gov

Introduction

Under Arizona law a motor vehicle must pass an emissions inspection prior to registration or re-registration. A motor vehicle being sold by a dealer is also required to pass an emissions inspection prior to delivery to the retail purchaser and the dealer is responsible for the cost of the inspection and any repairs necessary to pass the inspection. Under the law, owners of large fleets of vehicles may apply for Fleet Emissions Inspection Station Permit. The permit will allow for the inspection fleet vehicles by fleet personnel at the fleet's facility. The permits are issued after the department has found that the facility:

1. Maintains an established place of business for the repair and maintenance of the applicant's fleet of vehicles.
2. Has obtained approved machinery, tools and equipment to adequately conduct the required emissions inspections.
3. Employs properly trained and licensed personnel with which to perform the necessary labor.
4. Agrees to provide data as may be prescribed by the director.

This handbook describes the fleet station permitting process, the types of permits and inspector licenses that are issued, required inspection equipment and equipment maintenance, inspection procedures for specific classes of vehicles, and record keeping procedures. The handbook was developed from laws and regulations found in Arizona Revised Statutes Title 49, Chapter 3, Article 5, and Arizona Administrative Code, Title 18, Chapter 2, Article 10. If you have any questions regarding this handbook, please call the Vehicle Emissions Inspection and Compliance Unit at (520) 628-5651, ext. 0, or (602) 771-3950 in greater Phoenix.

Table of Contents

Section I

Fleet Station Permit Requirements

Fleet Station Facility and Personnel Requirements	1
Fleet Permit Suspension or Revocation	2
Types of Fleet Permits and Emissions Inspection Equipment Requirements	2
General Fleet Station Requirements.....	2

Section II

Fleet Agent & Inspector Licensing

Licenses.....	4
Certification Testing Options for Area "A"	5
Area "A" Attending the Two-Day Fleet Certification Class.....	5
Area "A" Challenging the Test.....	5
Area "A" Inspector License Renewal and Expiration.....	5
Area "A" Change of Employment Status Inspector/Agent Notification Requirements	5
Area "A" Inspector License Revocation.....	5
Certification Testing Options for Area "B"	6
Area "B" Attending the Two-Day Fleet Certification Class	6
Area "B" Challenging the Test.....	6
Area "B" Inspector License Renewal and Expiration	6
Area "B" Change of Employment Status Inspector/Agent Notification Requirements.....	6
Area "B" Inspector License Revocation	6

Section III

Fleet Station & Licensed Inspector Auditing	7
--	---

Section IV

Equipment Maintenance, Calibration & Auditing Requirements

Requirement for Non-Diesel Equipment	8
--	---

Section V

Time of Inspection, Required Inspections & Inspection Procedures

Curb Idle Test	10
2,500 RPM Unloaded Fast Idle Test	11
Liquid Fuel Leak Test	11
Visual Gas Cap Inspection.....	12
Functional Gas Cap Inspection	12
Area "A" Equipment Tampering.....	13
Area "A" Special Requirements for Dealer Fleets.....	13
Area "B" Equipment Tampering.....	14
Area "B" Special Requirements for Dealer Fleets	14

Section VI

Alternative Fuel Vehicle Requirements

Definition of Alternative Fuels	16
Testing Requirements for AFV's	16

Section VII

Exempt Vehicles - Area "A" & Area "B"	17
--	----

Section VIII

Procedure for Completing the Fleet Vehicle Inspection Report/Monthly Summary (FVIR/MS)

General Rules for Completing the FVIR/MS	18
Procedure for Completing FVIR/MS	18

Section IX

Procedures for Certificates of Inspection (COI's)

Purchasing COI's.....	20
General Rules for Issuing a COI	20
Procedure for Issuing a COI	20
Lost or Destroyed COI's	21
Voided COI's	21

Section X

Procedure for Processing the Certificates of Inspection (COI) & Fleet Vehicle Inspection

Report/ Monthly Summary (FVIR/MS)	22
--	----

Forms and Attachments

Dealer Fleet Inspection Requirements Chart (Non-Diesel Vehicles)	
Approved Gas Cap Test Equipment List	
Certificate of Inspection Order Form	Fleet Agent Designation Form
Area "A" - Area "B" Dealer Fleets Maximum Allowable Emissions Standards Table	
Fleet Vehicle Inspection Report/Monthly Summary Legends (2)	

ACRONYMS

4WD	4 (FOUR) WHEEL DRIVE
A	AGENT ONLY LICENSE
A/C	AIR CONDITIONING
A/T	AUTOMATIC TRANSMISSION
AAC	ARIZONA ADMINISTRATIVE CODE
AFV	ALTERNATIVE FUEL VEHICLE
AIS	AIR INJECTION SYSTEM
AREA "A"	METROPOLITAN PHOENIX EMISSIONS CONTROL AREA
AREA "B"	METROPOLITAN TUCSON EMISSIONS AREA
ARS	ARIZONA REVISED STATUTE
C	CERTIFIED TECHNICIAN ONLY
CARB	CALIFORNIA AIR RESOURCES BOARD
CAT	CATALYTIC CONVERTER
CC	CUBIC CENTIMETERS
CF	CERTIFIED NON-DIESEL FLEET INSPECTOR
CFD	CERTIFIED NON-DIESEL AND DIESEL FLEET INSPECTOR
CNG	COMPRESSED NATURAL GAS
CO	CARBON MONOXIDE
COI	CERTIFICATE OF INSPECTION
CYL	CYLINDER
DC	DIRECTOR'S CERTIFICATE
DLC	DIGNOSTIC LINK CONNECTOR
DTC	DIAGNOSTIC TROUBLE CODE
EGR	EXHAUST GAS RECIRCULATION
EPA	ENVIRONMENTAL PROTECTION AGENCY
EVAP	EVAPORATIVE EMISSIONS SYTEM
FD	DIESEL FLEET INSPECTOR (CERTIFIED)
FVIR/MS	FLEET VEHICLE INSPECTION REPORT/MONTHLY SUMMARY
GVCOI	GOVERNMENT VEHICLE CERTIFICATE OF INSPECTION
GVWR	GROSS VEHICLE WEIGHT RATING
HC	HYDROCARBON
HDDV	HEAVY DUTY DIESEL VEHICLE (GVWR IS 8501 LBS OR GREATER)
HP	HORSE POWER
IM 147	TRANSIENT LOADED TEST PERFORMED ON 1981 THROUGH 1995 LIGHT DUTY VEHICLES
INSP	INSPECTOR
KOEO	KEY "ON" ENGINE "OFF"
KOER	KEY "ON" ENGINE "RUNNING"
LBS	POUNDS
LNG	LIQUIFIED NATURAL GAS
LPG	LIQUIFIED PETROLEUM GAS
M/T	MANUAL TRANSMISSION
MIL	MALFUNCTION INDICATOR LIGHT
N/A	NOT APPLICABLE
NDIR	NONDISPERSIVE INFRA RED
NOx	OXIDES of NITROGEN
OBD	ON BOARD DIAGNOSTICS
OPAC	OPACITY
P	PASS

PCV	POSITIVE CRANKCASE VENTILATION
PPM	PARTS PER MILLION
PSI	POUNDS PER SQUARE INCH
RPM	REVOLUTIONS PER MINUTE
SAE J1667	SOCIETY OF AUTOMOTIVE ENGINEERS RECOMMENDED PRACTICE J1667-DESIGNATED TEST FOR HDDV DIESEL VEHICLES
SAE J1978-SAE J1979	SOCIETY OF AUTOMOTIVE ENGINEERS RECOMMENDED PRACTICE-SCAN TOOL REQUIREMENTS
VE-160	STATE DOCUMENT-REPAIR AND HISTORY LOG FOR REGISTERED EQUIPMENT
VEI (P) OR (T)	VEHICLE EMISSIONS INSPECTION (P) PHOENIX OR (T) TUCSON

Section I

Fleet Station Permit Requirements

A. Fleet Station Facility and Personnel Requirements

Permitted fleet emissions inspection stations must meet the following requirements:

1. The permitted facility must be exclusively owned or leased by the applicant and must be located inside the respective emission inspection non-attainment area (either area "A" or area "B") as defined in Arizona Revised Statutes §49-541(1) & (2).

AREA "A" ONLY:

Dealer fleets located within 50 miles of the outer boundary of **Area "A"** may qualify for a fleet permit if they certify to The Department that customers who reside in Area "A" are the primary source of their business.

2. The applicant must own or lease at least 25 non-exempt vehicles.
 - Licensed motor vehicle dealers - A business inventory of at least 25 non-exempt vehicles held for resale (may be counted cumulatively over a 12-month period)
 - Newly established motor vehicle dealers must certify that at least 25 non-exempt vehicles will be inspected within each 12-month period.
3. The facility must have a space specifically dedicated to maintaining or repairing at least one fleet vehicle.
4. The applicant must employ a fleet agent who is in charge of day to day operations of the fleet. The fleet agent can be the applicant or a designated employee.
5. The fleet must employ a licensed emissions inspector to perform inspections on fleet owned vehicles. The licensed inspector must be certified to inspect for the types of vehicles owned or leased by the fleet (the fleet agent and inspector can be the same person).
6. The applicant or employee(s) must own or lease equipment necessary to perform all aspects of the required inspections.
7. The applicant must agree to provide data to The Department as prescribed by the Director.

NOTE:

Area "A" = Metropolitan PHOENIX emissions control area

Area "B" = Metropolitan TUCSON emissions control area

B. Fleet Permit Suspension or Revocation

Fleet station permits do not expire. However, the fleet permit can be suspended or revoked, or civil penalties imposed, if the fleet owner or employees:

1. Violate any provision of Arizona Revised Statute Title 49, Chapter 3, Article 5 or Arizona Administrative Code Title 18, Chapter 2, Article 10;
2. Misrepresent material facts in obtaining a fleet permit;
3. Fail to make, keep and submit pertinent records to the Department;
4. Fail to provide a state inspector access to the information required by law.

C. Types of Fleet Permits and Emissions Inspection Equipment Requirements

Non-Diesel Vehicles

1. **Area "A" and Area "B"** - non-diesel dealer fleet stations must perform the **idle or Idle and 2,500 RPM unloaded tests.**
2. The following test equipment is required:
 - A non-dispersive infra-red CO and HC emissions analyzer that is equipped with a water trap in the sampling system;
 - Pressure test equipment for the functional gas cap test capable of determining that the gas cap leakage does not exceed 60cc per minute at 30 inches of water gauge;
 - An ignition-operated tachometer.

D. General Fleet Station Requirements

The following requirements apply **to all fleet stations:**

1. The fleet permit along with licenses of agents and inspectors employed by the fleet must be prominently displayed within the facility.
2. Whenever a licensed inspector is hired, terminated or resigns, the fleet station must notify The Department **in writing within 7-days of the change in employment status.** (Written notification can be done by mail, but the preferred method is e-mail or fax). **The written notification must include; the name and license number of the vehicle emissions inspector; a statement declaring the employment change; the effective date of the employment change.**

If the fleet's only licensed inspector leaves the employment of the fleet station the fleet must: Immediately cease operating as a fleet inspection station; immediately notify The Department by phone of the change in employment status; within 7-days, notify The Department in writing and surrender all unused certificates of inspection to The Department for a refund.

3. Whenever a fleet agent is hired, terminated or resigns, the fleet owner must do the following, when applicable:
 - a. When a fleet agent is hired, the fleet must notify The Department within 7-days of the designation of a new fleet agent. This will require the fleet owner to submit a completed "Fleet Agent Designation" form (see attachment).
 - b. When a fleet agent is terminated or resigns, and **there is no qualified individual** to assume the responsibility of day to day operations, the fleet must; immediately cease operations as a fleet station; immediately notify The Department by phone; notify The Department in writing within 7-days of the change in employment status.
 - c. When a fleet agent is terminated or resigns, and **there is a qualified individual** (someone who has passed the fleet agent/inspector exam) to assume the responsibility of day-to-day operations, the fleet must notify The Department within 7-days of the designation of a new fleet agent. This will require the fleet owner to submit a completed Fleet Agent Designation form (see attachment).
4. The fleet permit is only applicable to the fleet's inspection facility located at the address on the permit. Additional facilities will require separate permits. A permitted facility that changes its name or address, but retains the same fleet ownership, is required to return the permit to The Department **and submit a new permit application.** The Department will cancel the returned permit and issue a new permit with the updated information.
5. A duplicate permit for one that has been lost, destroyed or mutilated may be obtained by providing a letter of explanation with a request for replacement (include damaged permit, if applicable). **A new permit application must also be submitted.** If a duplicate permit is issued and the lost permit is later located, the dealer fleet station must immediately return the original to The Department.

Section II

Fleet Agent & Inspector Licensing

A. Licenses

There are four types of vehicle emissions inspector licenses that pertain to permitted fleet facilities. These licenses are designated as follows:

“A” Fleet Agent

“CF” Non-Diesel Vehicle Inspector

“FD” Diesel Vehicle Inspector

“CFD” Non-Diesel and Diesel Vehicle Inspector

To obtain a license, the applicant must take and pass the appropriate examination(s) relating to the inspector license. Applicants must pass all tests with a minimum score of 80 percent.

1. “A” License requires the applicant to pass the Fleet agent/inspector examination (25 Questions)
2. “CF” License requires the applicant to pass the following tests:
 - Certified technician examination (40 Questions)
 - Fleet agent/inspector examination (25 Questions)
 - Non-diesel inspector examination (25 Questions)
3. “FD” License requires the applicant to pass the following tests:
 - Fleet agent/inspector examination (25 Questions)
 - Diesel inspector examination (25 Questions)
 - Certified technician examination (40 Questions)
4. “CFD” License requires the applicant to pass the following tests:
 - Certified technician examination (40 Questions)
 - Fleet agent/inspector examination (25 Questions)
 - Non-diesel inspector examination (25 Questions)
 - Diesel inspector examination (25 Questions)
 - Certified technician examination (40 Questions)

Area “A”-Phoenix Certification Testing Options

1. **Attending the Two-Day Fleet Certification Class**

Once each month, The Department holds a 2-day certification class at the Vehicle Emissions Office (1110 West Washington St, Phoenix, AZ 85007). This class is presented **for dealer fleet personnel seeking a “CF” license, or repair industry personnel seeking a “C” license**. The class curriculum covers basic non-diesel emission control systems, theory and diagnosis, as well as applicable fleet station laws and regulations. If you have not attended a class in the last couple of years, it may be beneficial to do so as you may not be aware of some of the latest program changes. Applicants planning to attend the class should register 30-days in advance to ensure seating availability. Upon completion of the fleet certification class, applicants should be able to pass all examinations. To register, call our office at (602) 771-3950 or send an e-mail to one of the following: am3@azdeq.gov , at2@azdeq.gov .

2. **Challenging the Test**

The Department allows for applicants to challenge the tests and bypass the 2-day fleet certification class. Tests can be challenged every Friday (excluding holidays) between 8:00 a.m. and 1:30 p.m. at the Vehicle Emissions Office (1110 West Washington St, Phoenix, AZ 85007). Testing by appointment is also available; please call our office at (602) 771-3950.

If an applicant for a vehicle emissions inspector license fails the written examination, the applicant shall successfully complete the vehicle emissions inspector fleet certification class before re-examination for obtaining a license.

3. **Inspector License Renewal and Expiration**

To retain the current license expiration date, the inspector must renew the license within 30-days before the expiration date. If the license is allowed to expire, the license expiration will be changed to one year from the date the inspector passed the required examinations. All required examinations must be passed within 60-days of the initial test.

4. **Change of Employment Status Inspector and Agent Notification Requirements**

A vehicle emissions inspector is required to notify The Department of any change in employment status due to hiring, retirement, resignation, or termination within 7-days of such a change. Please call (602) 771-3950. In addition, the fleet owner or agent is required to notify The Department in writing within 7-days. Written notification may be mailed to 1110 West Washington St, Phoenix, AZ 85007; sent by fax to (602) 207-7020; or e-mailed to alo@azdeq.gov or am3@azdeq.gov.

The responsibility of notifying The Department if a fleet agent is hired, retires, resigns or is terminated falls solely on the fleet owner. The fleet agent is not required to notify the Department.

5. **Inspector License Revocation**

The Department may suspend, revoke or refuse to renew a license or impose civil penalties, if the licensee has violated any provision of Arizona Revised Statutes Title 49, Chapter 3, Article 5, or Arizona Administrative Code Title 18, Chapter 2, Article 10. In addition, an inspector license may be suspended, revoked, or refused to be renewed if the inspector fails to demonstrate proficiency to The Department regarding vehicle inspection procedures.

Area “B”-Tucson Certification Testing Options

1. Attending the Two-Day Fleet Certification Class

On selected months, The Department holds a 2-day certification class at the Vehicle Emissions Office (4040 East 29th Street, Tucson). **Please call to verify the months in which a class will be held.** The class curriculum covers basic emission control systems, theory and diagnosis, as well as applicable fleet station laws and regulations. If you have never attended or not attended a class in a while, it may be beneficial to do so as you may not be aware of some of the latest program changes. The class is not recommended for applicants seeking the “A” or “FD” license. Applicants planning to attend the class should register 30-days in advance to ensure seating availability. Upon completion of the fleet certification class, applicants should be able to pass all examinations. To register, call our office at (520) 628-5651, or send an e-mail to one of the following: mqp@azdeq.gov or am7@azdeq.gov.

2. Challenging the Test

The Department allows for applicants to challenge the tests and bypass the 2-day fleet certification class. Tests can be challenged Monday through Friday (excluding holidays) between 8:00 a.m. and 2:30 p.m. at the Vehicle Emissions Office (4040 East 29th Street, Tucson).

If an applicant for a vehicle emissions inspector license fails the written examination, the applicant shall successfully complete the vehicle emissions inspector fleet certification class before re-examination for obtaining a license.

3. Inspector License Renewal and Expiration

To retain the current license expiration date, the inspector must renew the license within 30-days before the expiration date. If the license is allowed to expire, the license expiration will be changed to one year from the date the inspector passed the required examinations. All required examinations must be passed within 60-days of the initial test.

4. Change of Employment Status Inspector and Agent Notification Requirements

A vehicle emissions inspector is required to notify The Department of any change in employment status due to hiring, retirement, resignation, or termination within 7-days of such a change. Please call (520) 628-5651. In addition, the fleet owner or agent is required to notify The Department in writing within 7-days. Written notification may be mailed to 4040 East 29th Street, Tucson, Arizona 85711; sent by fax to (520) 628-6139; or e-mailed to mqp@azdeq.gov

The responsibility of notifying The Department if a fleet agent is hired, retires, resigns or is terminated falls solely on the fleet owner. The fleet agent is not required to notify the Department.

5. Inspector License Revocation

The Department may suspend, revoke, or refuse to renew a license or impose civil penalties, if the licensee has violated any provision of Arizona Revised Statutes Title 49, Chapter 3, Article 5, or Arizona Administrative Code Title 18, Chapter 2, Article 10. In addition, an inspector license may be suspended, revoked, or refused to be renewed if the inspector fails to demonstrate proficiency to The Department regarding vehicle emissions inspection procedures.

Section III

Fleet Station & Licensed Inspector Auditing

Permitted fleet facilities and inspectors are subject to periodic audits by The Department to ensure that emissions inspection and documentation procedures are being followed. Outlined below are the audit types, and the minimum required frequency of each audit.

1. Used motor vehicle sales (dealer only) and compliance with emissions inspection requirements, at least annually;
2. Licensed inspector performance at least twice annually;
3. Fleet station emissions inspection records, monthly as submitted to the Department.
4. Analyzer and/or Opacity Meter, every 90 days.

Section IV

Equipment Maintenance Calibration & Auditing Requirements

Requirements for Non-Diesel Equipment (analyzer):

- All equipment and testing instruments must be maintained in accurate working condition as specified by the manufacturer. Instruments that require a periodic calibration must be calibrated according to the instructions and recommendations of the instrument or equipment manufacturer.
- To maintain registration, non-dispersive infra-red HC and CO analyzers must be checked with approved calibration gases **at least monthly by a certified technician. The record of the calibration check and any repairs performed must be documented on the analyzer's repair and calibration history log (VE-160).**
 - The approved calibration gas will contain a blend of hexane (300 parts per million) and carbon monoxide (1.5 percent) or hexane (300 parts per million), carbon monoxide (1.5 percent), and carbon dioxide (5.0 percent), or the manufacturer's recommended calibration gas.
 - The analyzer must read the calibration gas within the following tolerances:
CO -0.25% to +0.50 % in the range from 0 to 2% (Low Scale)
HC -30 ppm to +60 ppm in the range from 0 to 500 ppm (Low Scale)
 - The monthly calibration check should include an inspection of the analyzer's sampling and filtration systems
 - An analyzer that does not read within the tolerances specified above or has leaks or restrictions in the sampling or calibration systems, must be removed from service and cannot be used to perform official emissions inspections until repairs are performed and the analyzer passes a calibration check.
- At least every 90 days**, The Department will conduct a state calibration audit. The Department may also perform unscheduled audits for analyzer accuracy. The repair and calibration history log (VE-160) must be available to a state inspector during an audit. During a state calibration audit, the analyzer must read within following tolerances:

CO -0.25% to +0.50 %	in the range from 0 to 2% (Low Scale)
CO -0.50% to +1.0 %	in the range from 0 to 10% (High Scale)

HC -30 ppm to +60 ppm	in the range from 0 to 500 ppm (Low Scale)
HC -100 ppm to +200 ppm	in the range from 0 to 2000 ppm (High Scale)

4. An analyzer that does not read within the state calibration audit tolerances will be “red tagged”, and cannot be used by the fleet for official emissions inspections until all of the following requirements are met:
 - a. The analyzer has been properly repaired;
 - b. The analyzer has passed a state calibration audit or vendor calibration audit performed by a certified equipment repair technician, (analyzers repaired by the manufacturer or out of state repair facility must pass a state calibration audit);
 - c. The red tag has been removed by a state inspector or certified equipment repair technician.

Note:

“Red Tagged” equipment that is sent out of state for repair must pass a state calibration audit before it can be used for an official emission inspection.

Section V

Time of Inspection, Required Inspections & Inspection Procedures

Vehicles to be sold by a motor vehicle dealer licensed to sell used motor vehicles, and whose place of business is located in Area "A" or Area "B", unless exempt (see Section VII), must be emissions inspected prior to delivery to a retail purchaser.

Consignment vehicles offered for sale by a motor vehicle dealer licensed to sell used motor vehicles, and whose place of business is located in Area "A" or Area "B" **must be inspected at an official state station.**

Following are detailed procedures for each type of inspection/test that is required:

A. Curb Idle Test

The curb idle test measures the exhaust emissions with the vehicle stopped and the engine idling at manufacturer's specification ± 100 RPM. **The curb idle test is performed with the foot brake applied and a tachometer connected to determine ± 100 RPM's of manufacturer specified idle (if applicable).**

- 1967 through 1980 model year vehicles equipped with an **automatic transmission**, shall be tested in **drive**.
- 1967 through 1980 model year vehicles equipped with a **manual transmission**, shall be tested in **neutral**.

To perform the curb idle test, **insert the exhaust sample probe 8 to 12 inches** into the exhaust pipe. Record the HC and CO readings after the readings have stabilized or at the end of **30 seconds**, whichever occurs first.

If the vehicle's emissions are above the standard, the engine may be preconditioned by operating it at 2500 rpm ± 300 RPM for up to a maximum of **30** seconds. After preconditioning, return the engine speed to curb idle and perform a second idle test. If the emissions levels are below the standard, the vehicle passes the curb idle test. If the vehicle's emissions levels still exceed the maximum allowable, the vehicle fails inspection and repairs are required.

- 1981 and newer model year vehicles shall be tested with the **transmission in neutral**.

To perform the curb idle test, **insert the exhaust sample probe 8 to 12 inches** into the exhaust pipe. Record the HC and CO readings after the readings have stabilized or at the end of **90 seconds**, whichever occurs first.

If a vehicle is equipped with multiple exhaust pipes and the analyzer is not capable of sampling multiple pipes, the test must be performed separately on each pipe. Record the HC and CO readings for each pipe and obtain an average. Compare the average results to the maximum allowable.

B. 2,500 RPM Unloaded Fast Idle Test

The 2,500 RPM test measures the exhaust emissions with the vehicle stopped, transmission in neutral, and engine operating at an, unloaded 2,500 RPM \pm 300 RPM.

To perform the 2,500 RPM test, **insert the exhaust sample probe 8 to 12 inches** into the exhaust pipe. Once sampling has begun, increase the engine speed to 2,500 RPM \pm 300 RPM and hold the speed steady. **Verify the correct RPM by using Department approved equipment such as an ignition operated tachometer or scan tool.** Record the HC and CO readings after the readings have stabilized or at the end of **30 seconds**, whichever comes first.

If a vehicle is equipped with multiple exhaust tail pipes and the analyzer is not capable of sampling multiple pipes, the test must be performed separately on each pipe. Record the HC and CO readings for each pipe and obtain an average. Compare the average results to the maximum allowable.

Note:

Follow manufacturer recommendations when testing Hybrid vehicles. (Create a load by energizing A/C system, etc...)

C. Liquid Fuel Leak Test

“Liquid Fuel Leak” means any fuel emanating/discharging in liquid form that has created an obvious dripping, pooling or puddle on, around or under components of the vehicle's engine, evaporative system, fuel metering or delivery system.

The liquid fuel leak inspection is a visual inspection only, and is performed on **1975 and newer model year vehicles required to take the idle and/or idle and 2,500 RPM Unloaded Fast Idle Test (except for dedicated AFV vehicles that operate exclusively on CNG, LNG, LPG)**. The vehicle emissions inspector is not required to perform any disassembly of the vehicle to inspect for liquid fuel leaks. No special tools or equipment, other than a flashlight and mirror, are required and no raising, hoisting, or lifting of the vehicle is required.

The inspection procedure is as follows:

1. The vehicle emissions inspector shall visually inspect for obvious liquid fuel leaks in the general area of the following components: **(This is performed with the vehicle engine running)**
 - Gasoline fuel tanks, fill pipes and caps;
 - External fuel pumps;
 - Fuel delivery and return lines and hoses;
 - Fuel filters;
 - Carburetors (if equipped);
 - Fuel injectors;
 - Fuel pressure regulators;
 - Charcoal/Evaporative canisters; and related hoses

D. Visual Gas Cap Inspection

The visual gas cap inspection consists of verifying the vehicle has a properly fitting gas cap. The **visual inspection is performed** on vehicles that were manufactured **without evaporative control systems**. This includes most 1970 and older vehicles, and many 1984 and older federal heavy-duty trucks. These vehicles are designed to vent fuel tank vapors into the atmosphere.

E. Functional Gas Cap Test

The functional gas cap test determines if the gas cap properly seals, preventing fuel vapor (Hydrocarbons) from escaping into the atmosphere. This test consists of attaching the gas cap to a testing unit that applies pressure and monitors air flow or leakage. The maximum allowable leakage is 60 cubic centimeters of air per minute at 30 inches of water.

Note:

Many 1970 and newer heavy-duty vehicles certified to meet California emission requirements were **equipped with evaporative control systems and are subject to a functional gas cap test**.

Note:

Some vehicles are manufactured/designed without a gas cap (usually have a yellow ring around the nozzle that states "NO CAP").

Area “A”-Phoenix

F. Equipment Tampering

An **equipment tampering inspection** is performed on all **1975 model year and newer vehicles**. The tampering inspection is based on the original configuration of the vehicle as manufactured and consists of the following:

1. A visual inspection to determine the presence and proper installation of each required **Catalytic converter** (if applicable as manufactured);
2. A visual inspection to determine the presence of an **operational air injection system** (if applicable as manufactured);
3. A visual inspection to determine the presence of an **operational positive crankcase ventilation system** and **evaporative control system** (if applicable as manufactured).

The above components shall be verified by referring to the “VEHICLE EMISSIONS CONTROL INFORMATION” label. The label on many older vehicles may be damaged, missing or unreadable. Refer to an emissions control application guide.

G. Special Requirement for Dealer Fleets

Motor vehicle dealers that have been issued a fleet emissions inspection station permit are required to provide some purchasers with a written notice of their right to obtain an emissions inspection at a state station after the sale. The written notice is required for the **sale of 1981 through 1995 model year vehicles** that have a gross vehicle weight rating of 8,500 lbs. or less, and have less than one year before the vehicle must undergo a transient loaded test (IM147), or has never taken an IM147 test and is not covered by a federal emissions warranty. Federal emissions warranty is two year/24,000 miles on most emissions components and eight year/80,000 mile for items such as the catalytic converter and computer.

The notice must state the following:

- a. The purchaser has the right to have the vehicle tested within three days (excluding holidays) after the sale at a state emissions inspection station
- b. If the vehicle fails the emissions inspection, the dealer will do one of the following:
 - Rescind (unwind) the purchase agreement and refund the purchaser the cost of the emissions inspection.
 - Repair the vehicle to pass the emissions inspection at no cost to the purchaser.
 - Enter into a mutually acceptable alternate agreement with the purchaser.

Area “B”-Tucson

F. Equipment Tampering

An **equipment tampering inspection** is performed on all **1975 model year and newer vehicles**. The tampering inspection is based on the original configuration of the vehicle as manufactured and consists of the following:

1. A visual inspection to determine the presence and proper installation of each required **catalytic converter** (if applicable as manufactured);
2. A visual inspection to determine the presence of an **operational air injection system** (if applicable as manufactured);
3. **Area “B” licensed motor vehicle dealers selling a vehicle to an area “A” resident** must also perform a visual inspection to determine the presence of an **operational positive crankcase ventilation system** and **evaporative control system** (if applicable as manufactured).

The above components shall be verified by referring to the “VEHICLE EMISSIONS CONTROL INFORMATION” label. The label on many older vehicles may be damaged, missing or unreadable. Refer to an emissions control application guide.

G. Special Requirement for Dealer Fleets

1. **Area “B” emissions inspections are not valid for registration in area “A” (greater Phoenix)**. A dealer located in area “B” may have the vehicle inspected at an official state emissions inspection station located in area “A”, or perform the required area “A” emissions inspection when selling a used vehicle to an area “A” resident.
2. Emissions inspections performed by area “A” dealer fleet stations are identical to area “B” inspections with the following additional requirements:
 - Tampering inspection of the positive crankcase ventilation system
 - Tampering inspection of the evaporative emissions system
 - The buyer receives a **Written Notice of Purchasers Rights** (IM147 disclosure) when required.
3. Area “B” motor vehicle dealers that sell a vehicle to an area “A” resident and that have been issued a fleet emissions inspection station permit, are required to provide some purchasers with a written notice of their right to obtain an emissions inspection at a state station after the sale. The written notice is required for the sale of 1981 through 1995 model year vehicles that have a gross vehicle weight rating of 8,500 lbs. or less, and have less than one year before the vehicle must undergo a transient loaded test (IM147), or has never taken an IM147 test and is not covered by a federal emissions warranty. Federal emissions warranty is two year/24,000 miles on most emissions components and eight year/80,000 mile for items such as the catalytic converter and computer.

The notice must state the following:

- a. The purchaser has the right to have the vehicle tested within three days (excluding holidays) after the sale at a state emissions inspection station
- b. If the vehicle fails the emissions inspection, the dealer will do one of the following:
 - Rescind (unwind) the purchase agreement and refund the purchaser the cost of the emissions inspection.
 - Repair the vehicle to pass the emissions inspection at no cost to the purchaser.
 - Enter into a mutually acceptable alternate agreement with the purchaser.

Section VI

Alternative Fuel Vehicle (AFV) Requirements

A. Definition of Alternative Fuels

1. Alternative Fuels and fuel codes are defined as follows:
 - (L) Liquefied petroleum gas (LPG or Propane)
 - (C) Compressed natural gas/liquefied natural gas
 - (M) 70/30 minimum blend of alternative fuel and petroleum based fuel (except alcohol)
 - (A) Alcohol if used in a vehicle prior to August 21, 1998. After that, alcohol is no longer recognized as an alternative fuel by the State of Arizona. This includes M85 and E85 Flex Fuel vehicles
2. Bi-fuel AFV means a vehicle that is capable of operating on an alternative fuel and gasoline.
3. Dedicated AFV means a vehicle that solely operates on an alternative fuel.

B. Testing Requirements for AFV's

New original equipment manufactured alternative fuel vehicles are required to receive and emission test before the sixth registration year. AFV's must be inspected according to the Time of Inspection, Required Inspections & Inspection Procedures outlined in Section V, with the following exceptions:

Bi-fuel vehicles must pass inspection while operating on each fuel. If the vehicle fails on one or both fuels, a complete re-inspection on each fuel must be performed to be sure that repairs to one system did not affect the other.

An inspection of an AFV vehicle operating on **compressed natural gas or liquefied natural gas** requires the use of a correction factor of 0.61 to calculate the true hydrocarbon (HC) readings, when using an NDIR analyzer. The HC exhaust emissions must be multiplied by 0.61. Example: The HC emissions reading during the exhaust pipe emissions inspection is 100 ppm; the HC emissions recorded on the Fleet Vehicle Inspection Report/Monthly Summary would be .61 ppm ($100 \times 0.61 = 61$).

Section VII

Exempt Vehicles

Area "A" - Phoenix & Area "B" - Tucson

The following vehicles are exempt from inspection requirements:

- A vehicle registered outside of Area "A" or Area "B" that is not used to commute to the driver's place of employment located inside Area "A" or Area "B"
- A 1966 model year and older vehicle
- A vehicle sold between motor vehicle dealers (wholesale)
- An Electrically powered vehicle (does not include hybrid vehicles)
- A vehicle with apportioned registration (vehicles registered in more than one state)
- A golf cart (gas or electric)
- A vehicle with an engine displacement of less than 90 cubic centimeters
- A vehicle registered at the time of change of name of ownership **except when:**
 - a. The change of ownership results from the sale by a dealership whose place of business is located in Area "A" or Area "B"
 - b. The change in registration is accompanied by the required fee for the year following expiration of the prior registration
- A vehicle registered with a current Director's Certificate
- **A new original equipment manufactured alternative fuel vehicle before the sixth registration year after initial purchase or lease**
- A vehicle designed to operate exclusively on hydrogen
- **New vehicles before the sixth registration year after initial purchase or lease (except)**
 - a. A reconstructed vehicle (titled as a reconstruct or special construction);
 - b. A vehicle failing an emissions inspection, whose owner elected to have the vehicle tested rather than opt out.
- All Motorcycles
- Collectable vehicles which meet the following requirements:
 1. Either:
 - a. bears a model year date of original mfg that is at least fifteen years old.
 - b. is of unique or rare design, of limited production and an object of curiosity.
 2. Meets both of the following criteria:
 - a. Is maintained primarily for use in car club activities, exhibitions, parades or other functions of public interest or for private collection and is used only infrequently for other purposes.
 - b. Has a collectable vehicle or classic automobile insurance coverage that restricts the collectable vehicle mileage or use or both, and requires the owner to have another vehicle for personal use.

Section VIII

Procedure for Completing the Fleet Vehicle Inspection Report/Monthly Summary (FVIR/MS)

A sufficient number of the FVIR/MS forms will be provided at no charge when certificates of inspection are purchased or as needed.

For Area “A”-Phoenix: Additional FVIR/MS forms may be obtained by visiting The Department at **1110 West Washington Street, Phoenix, AZ 85007**, Monday through Friday from 8:00 a.m. to 4:00 p.m., excluding state holidays.

For Area “B”-Tucson: Additional FVIR/MS forms may be obtained by visiting The Department at **4040 East 29th Street, Tucson**, Monday through Friday from 8:00 a.m. to 5:00 p.m., excluding state holidays.

A. General Rules for Completing the FVIR/MS

The following rules apply to the completion of the FVIR/MS:

1. The FVIR/MS can only be completed for vehicles that have **passed** the required inspection;
2. The FVIR/MS must be completed at the time of inspection;
3. The FVIR/MS can only be completed and signed by the inspector performing the inspection;
4. All sections of the FVIR/MS must be completed. When completing items that do not apply to a particular vehicle, enter N/A in the space provided.

B. Procedure for Completing the FVIR/MS

After the vehicle has passed the emissions inspection required, obtain the FVIR/MS currently in use and record the applicable information for the inspection performed:

Note: The numbering order will match your legend in the back of the handbook.

1. Certificate of Inspection number
2. Inspection date
3. License plate number (if applicable)
4. Vehicle identification number
5. Vehicle make (Chevrolet, Ford etc.)
6. Vehicle model (Camaro, Taurus etc.)
7. Vehicle model year ('79, '88, etc.)
9. Analyzer registration number
10. Fuel type-for bi-fuel vehicles (see AFV section)
11. Idle HC readings
12. Idle CO readings

13. 2,500 RPM HC readings
14. 2,500 RPM CO readings
15. Tampering Air injection system (P or N/A)
16. Tampering Evaporative emissions control system (P or N/A)
17. Tampering Positive crankcase ventilation system (P or N/A)
18. Tampering Catalytic converter (P or N/A)
19. Gas cap functional or visual test (P or N/A) (N/A for "Capless Systems)
20. Engine size (cubic inch or liter)
21. Gross vehicle weight rating **(for a vehicle certified under federal truck standards)**
28. Inspector license number
8. Inspector signature **(sign only after completing a passing inspection)**
26. **OPAC % when the vehicle is a diesel or Liquid Fuel Leak Test (P) will be recorded in the box labeled "OPAC %" on a FVIR/MS without a a separate box (27) for Liquid Fuel Leak results.**

Note:

Boxes (22 through 25) which pertain to the OBD II inspection are not applicable to dealer fleets at this time, and should be marked as N/A.

Note:

When performing an inspection of a bi-fuel alternative fuel vehicle, use the space for two vehicle inspections, or four lines of the FVIR/MS.

- **On the first line of the inspection record, complete the requested information: certificate serial number, vehicle description, etc...**
- **On the second line of the inspection record, enter the registration number of the analyzer, results of the gasoline exhaust emissions inspection and tampering results; do not sign the inspection record at this time.**
- **On the third line of the inspection record, write in the words "bi-fuel vehicle inspection."**
- **On the fourth line of the inspection record, enter the type of fuel and the results of the alternative fuel exhaust emissions inspection and sign the inspection.**

Note:

When performing an inspection of a vehicle fueled with either compressed or liquefied natural gas, the hydrocarbon (HC) exhaust emissions are multiplied by 0.61 for the corrected HC results.

Section IX

Procedures for Certificates of Inspection (COI)

A. Purchasing COI's

To purchase COI's, mail or present a completed order form (see attachments), signed by the fleet agent, along with sufficient payment to the Department.

1. COI's can only be purchased from The Department at the Vehicle Emissions Office:
For inspections in **Area "A"-Phoenix:** 1110 West Washington Street, Phoenix, AZ 85007
For inspections in **Area "B"-Tucson:** 4040 East 29th Street, Tucson, Arizona 85711
2. Payment for COI's can be in the form of cash or check. If a check is used, the check must be payable to ADEQ;
3. COI order forms that are incomplete, unsigned by the fleet agent, or unaccompanied by the correct payment will be rejected.

B. General Rules for Issuing a COI

1. A COI shall be completed and signed by the vehicle emissions inspector performing the inspection at the time the vehicle passes inspection;
2. A COI can only be issued to vehicles that are owned or leased by the fleet and are held for resale as part of the dealer's business inventory;
3. A COI cannot be issued after the date of inspection;
4. A COI must be issued in numerical order;
5. A COI, complete or incomplete, can not be transferred or sold to another fleet station;
6. All unused certificates can be returned to The Department for refund or used in subsequent years.

C. Procedure for Issuing a COI

After the vehicle has passed the required inspection, obtain the next COI in numerical order and record the following information:

1. Vehicle identification number;
2. Vehicle model year;
3. Vehicle license plate # (if applicable);
4. **For Area "B" Dealer Fleets** (if applicable) who have performed the additional tampering inspections of the positive crankcase ventilation and evaporative emissions control systems must place a check mark (√) in the box "**Complies with Area "A" Emissions Requirements.**"
4. **For Area "A" Dealer Fleets check the box.**
5. Name of fleet station;
6. Certificate expiration date (one year from the date of inspection);
7. Inspector license number;
8. Fleet station permit number;
9. Inspector signature.

Errors can only be corrected by the inspector issuing the certificate. The following procedure should be used: Draw a single line through the incorrect information/mistake, make the correction, initial the correction using your first initial and last name, and record the date of the correction next to your initials.

D. Lost or Destroyed COI's

1. **For Area "A"-Phoenix:** When COI's are discovered lost or stolen, the fleet owner must notify The Department **in writing within 24 hours**. Written notification may be faxed to (602) 771-3950; e-mailed to alo@azdeq.gov; or sent by mail to ADEQ-VEI 1110 West Washington Street, Phoenix, AZ 85007. Indicate the following:
 - The quantity of COI's that were lost or stolen;
 - The serial numbers of the missing COI's.
1. **For Area "B"-Tucson:** When COI's are discovered lost or stolen, the fleet owner must notify The Department **in writing within 24 hours**. Written notification may be faxed to (520) 628-6139; e-mailed to mgp@azdeq.gov; or sent by mail to 4040 East 29th Street, Tucson, Arizona 85711. Indicate the following:
 - The quantity of COI's that were lost or stolen;
 - The serial numbers of the missing COI's.

Failure to properly notify The Department may result in suspension or revocation of the fleet permit.

2. When the original (white) of a completed COI is discovered lost, destroyed or mutilated, a Director's Certificate may be obtained from The Department by **hand delivery** of the following:
 - The second (yellow) copy or third (pink) copy of the lost, destroyed or mutilated COI;
 - The original (white) of the FVIR/MS;
 - A cover letter from the fleet agent explaining the loss, destruction or mutilation of the COI;
 - Sufficient payment.

E. Voided COI's

When the original (white) of the COI is voided by a fleet station, the void must be documented as follows:

1. Record the void on the FVIR/MS;
2. Match the original (white) with the corresponding third (pink) copy and retain it at the fleet station for two-years.

Section X

Procedure for Processing the Certificates of Inspection (COI) & Fleet Vehicle Inspection Report/Monthly Summary (FVIR/MS)

The COI is a triplicate form used to certify that a vehicle has passed the required emissions inspection. The FVIR/MS is a duplicate document that contains the actual inspection record of vehicles inspected by the fleet station. The three copies of the COI and the two copies of the FVIR/MS are to be distributed and/or retained as follows:

- The original (white) of the COI is submitted to the Arizona Department of Transportation, Motor Vehicle Division for vehicle registration.
- **Area “A”- Phoenix**
The **second (yellow) copy of the COI is submitted to The Department** along with the **second (yellow) copy of the FVIR/MS within 2-weeks after the end of the month** in which the inspections were performed. The second (yellow) copies of the COI and FVIR/MS should be forwarded to The Department at the following address: **ADEQ-VEI at 1110 West Washington Street, Phoenix, AZ 85007.**
- **Area “B”-Tucson**
The **second (yellow) copy of the COI is submitted to The Department** along with the **second (yellow) copy of the FVIR/MS within 2-weeks after the end of the month** in which the inspections were performed. The second (yellow) copies of the COI and FVIR/MS should be forwarded to The Department at the following address: **Vehicle Emissions, Inspection and Compliance Unit, 4040 East 29th Street, Tucson, Arizona, 85711.**
- The **third (pink) copy of the COI and the original (white) of the FVIR/MS** must be retained by the fleet station for **2-years from the date of inspection.**

FLEET INSPECTION REQUIREMENTS CHART NON-DIESEL VEHICLES

<i>VEHICLE CLASS GVWR & Type</i>	<i>TEST DURATION Idle/2500</i>	<i>UNLOADED 2500 RPM TEST</i>	<i>CURB IDLE TEST W/Foot Brake Applied</i>	<i>EQUIPMENT TAMPERING</i>	<i>LIQUID FUEL LEAK</i>	<i>GAS CAP TEST</i>
1967 thru 1974 Model Year Vehicles Alternative Fuel Vehicles (See Note) All GVWR	30 Sec/None	None	A/T-Drive M/T- Neutral	None	None	Visual or Functional W/ Evaporative System
1975 thru 1980 Model Year Vehicles Alternative Fuel Vehicles (See Note) All GVWR	30 Sec/None	None	A/T-Drive M/T- Neutral	Yes*	Yes	Visual or Functional W/Evaporative System
1981 and Newer Alternative Fuel Vehicles (See Note) All GVWR	90 Sec/30Sec	A/T-Neutral M/T-Neutral	A/T-Neutral M/T-Neutral	Yes*	Yes	Visual or Functional W/Evaporative System

AFV's =Alternative Fuel Vehicles Bi-fuel AFVs must receive a test on each fuel

Area "A" Equipment Tampering Yes* = includes Catalytic Converter/Air Injection System/ Evaporative System/ & PCV System

Area "B" Equipment Tampering Yes* = includes Catalytic Converter/Air Injection System inspection only

Evaporative System/ & PCV System must be included if the vehicle is sold to an area A resident

Vehicles are to be tested at the following times:

Vehicles to be sold by a licensed motor vehicle dealer must be inspected prior to delivery of the vehicle to the retail purchaser

Consignment vehicles must be inspected at an official state station

Approved Gas Cap Test Equipment

The gas cap testers listed below follow the State of Arizona guidelines for the fleet vehicle emissions inspection station gas cap test. In addition to the gas cap tester, a set of gas cap adapters that will fit at least 95% of the subject gas caps is required.

STANT CORPORATION model numbers

- 12370 (Manual)
- 12440 (electric)

Visit the STANT website for more information at:

<http://www.stant.com>

WAEKON CORPORATION model numbers

- FPT-25XX
- FPT 27
- FPT-27-EX1
- FPT-27-EX1E
- FPT 2600
- FPT 2600-EX1
- EVAP System Master Diagnostic Kit Model #46568

Visit the WAEKON website for more information at:

<http://waekon.com>

The following are the most current gas cap test adapter sets available:

- Stant 12409
- Waekon FPT25-07
- Waekon FPT 25-07E
- Waekon-FPT 25-09 I/M Fuel Cap adapter Set
- Waekon-FPT 25-09E I/M Fuel Cap adapter Set
- Waekon-FPT-25-09U (update set)

Non-endorsement of proprietary or other ADEQ reviewed products

The listing by ADEQ of any proprietary product or service is not an endorsement by ADEQ or the State of Arizona. ADEQ does not endorse, represent, guarantee, warranty or defend the use of any of the products or services you voluntarily sign up to provide information on, use, or receive. These product and service providers are a direct source unrelated to ADEQ or the State. Use of any listed product or service is at your risk and the State assumes no liability.

To: Customers and All Sales Representatives
From: Stant Corporation
Subject: Fuel System and Cap Testers
Date: January 12, 2011

Stant has been in the fuel system and cap tester business for many years. Unfortunately our supplier of the 12260 vacuum tester, 12606 vacuum tester adapter kit, 12265 fuel system tester and 12441 electronic fuel cap tester can no longer economically supply parts or testers to us. Due to this fact we will only be able to offer these testers while our current inventories last.

Once our existing inventories are exhausted, the following testers will no longer be available:

- Stant #12260, NAPA #700-1067, Carquest #46660
- Stant #12606, NAPA #700-1362, Carquest #46606
- Stant #12265, NAPA #700-1067, Carquest #46665
- Stant #12441, NAPA #12441, Carquest #12441

Stant will continue to offer the 12301 fuel system tester and all the fuel cap tester adapters. Stant will also continue to offer cooling system pressure testers and adapters.

We thank you for your continued support and loyalty over the years. We assure you we at Stant will continue to supply you with the finest quality closure caps, thermostats, testers, and tester adapters available.

To: All Customers and Sales Representatives
From: Stant Corporation
Subject: Fuel Cap Tester
Date: June 4, 2012

Fuel cap tester 12301 and the assortments (12370, 12470 and 12570) that include this part are discontinued. We have been unsuccessful in finding an affordable replacement.

Waekon Products has a fuel cap tester that includes an adapter to use Stant adapters. You can find more information at <http://www.hickok-inc.com/customer-care/wheretobuy.html> or call them at 1-800-342-5080 and ask about their 45964 OBD II Fuel Cap Tester.

Stant will continue to supply adapters for fuel cap testers. These adapters remain available and will continue to be updated.



Air Quality Vehicle Emissions

ORDER FORM

FLEET NAME:		FLEET NUMBER:	
ADDRESS:		QUANTITY ORDERED:	
CITY:		PHONE NUMBER:	ZIP CODE:
ENCLOSED: CHECK AMOUNT #		CHECK NUMBER #	
(PRINT) AGENT NAME:	AGENT SIGNATURE:	(PRINT) RUNNER NAME:	RUNNER SIGNATURE:

CERTIFICATE OF INSPECTION

GOVERNMENT VEHICLE CERTIFICATE OF INSPECTION

Instructions for ordering:

- 1. Complete order form above.**
- 2. Check the box for the type of certificate ordered.**
- 3. Fleet Agent must sign authorizing the purchase.**
- 4. Name of the person picking up the order if other than Fleet Agent.**
- 5. Include sufficient payment (\$11.50 per certificate, packs of 25)**
Make checks or money orders payable to: ADEQ
- 6. Bring the completed order form and payment to either of the two ADEQ offices whose addresses are listed below.**

NOTE: Incomplete orders signed by other than Fleet Agent will be denied and returned. No orders after 4:00PM

FOR OFFICIAL USE ONLY

AGENTS SIGNATURE:	FLEET APPROVAL:	DATE:	VERIFIED BY:	# OF PACKETS:
START NUMBER:	END NUMBER:	START NUMBER:	END NUMBER:	
START NUMBER:	END NUMBER:	START NUMBER:	END NUMBER:	
START NUMBER:	END NUMBER:	START NUMBER:	END NUMBER:	
START NUMBER:	END NUMBER:	START NUMBER:	END NUMBER:	
START NUMBER:	END NUMBER:	START NUMBER:	END NUMBER:	
START NUMBER:	END NUMBER:	START NUMBER:	END NUMBER:	
START NUMBER:	END NUMBER:	START NUMBER:	END NUMBER:	
START NUMBER:	END NUMBER:	START NUMBER:	END NUMBER:	
DATE ISSUED:	DATE MAILED:			
CASHIER:	NUMBER OF PACKETS ISSUED TO FACILITY:			
RUNNER SIGNATURE VERIFIED NUMBER OF PACKETS ISSUED:				

1110 West Washington Street, Phoenix, Arizona 85007, (602) 771-3950
 4040 East 29th Street, Tucson, Arizona, 85711, (520) 628-5651
 Visit the Department's Web Site at <http://www.azdeq.gov/environ/air/vei/index.html>



Air Quality Vehicle Emissions

FLEET AGENT DESIGNATION FORM

Return completed Designation form to:

Vehicle Emissions Inspection
1110 West Washington Street
Phoenix, AZ 85007

OR

Vehicle Emissions Inspection
4040 E. 29th Street
Tucson, AZ 85711

Type/Print Name & Title of Designated Fleet Agent: _____

Type/Print Name & Title of Designated Fleet Co-Agent: _____

is/are employed by the fleet station and accept the responsibilities of the administration and the day-to-day operation of my Fleet Emissions Inspection Station. I understand that as the owner or corporate officer, I retain full responsibility for assuring said fleet station is operated in accordance with applicable state laws and duly adopted Rules of the Department.

I also understand that having designated agents, I must:

1. Employ the person named as the fleet agent.
2. Immediately notify the Department by telephone and within seven days in writing of any changes in the employment status of designated fleet agent.
3. Cease fleet inspections if designated fleet agent leaves my employment.
4. Not resume fleet inspections until the fleet agent requirements have been met.

Signature of Fleet Applicant/Owner/Corporate Officer: _____

Type/Print Name & Title of Fleet Applicant/Owner/ Corporate Officer: _____

I herewith accept the responsibilities for the administration and the day-to-day operation of:

Type/Print Fleet Name: _____ Permit No. # _____

Signature of Fleet Agent: _____ License #: _____ Exp Date: _____

Signature of Fleet Co-Agent: _____ License #: _____ Exp Date: _____

Fleet Agent E-Mail Address: _____ Co-Agent E-Mail Address: _____

AREA "A" & AREA "B" DEALER FLEETS MAXIMUM ALLOWABLE EMISSION STANDARDS

ENGINE	YEAR	GVWR	# of CYL	IDLE MODE		2500 UNLOADED	
				HC (PPM)	CO (%)	HC (PPM)	CO (%)
4 – Stroke	1981 & Newer	8500 or less	All	220	1.20	220	1.20
4 – Stroke	1980	8500 or less	All	220	1.20		
4 – Stroke	1979 and 1980	8501 or more	All	300	4.00		
4 – Stroke	1981 & Newer	8501 or more	All	300	4.00	300	3.00
4 – Stroke	1979	8500 or less	4 or less	220	2.20		
4 – Stroke	1979	8500 or less	More than 4	220	2.20		
4 – Stroke	1975-1978	6000 or less	4 or less	250	2.00		
4 – Stroke	1975-1978	6000 or less	More than 4	250	2.00		
4 – Stroke	1975-1978	6001 or more	All	350	4.00		
4 – Stroke	1972-1974	All	4 or less	400	5.50		
4 – Stroke	1972-1974	All	More than 4	400	5.00		
4 – Stroke	1967-1971	All	4 or less	500	5.50		
4 – Stroke	1967-1971	All	More than 4	450	5.00		
4 - Stroke	Reconstructed 1981 and newer	All	All	1,200	7.50	700	5.25
4 - Stroke	Reconstructed 1980 and older	All	All	1,200	7.50		
2 – Stroke Car	All	All	All	18,000	5.00	18,000	5.00

Fleet Vehicle Inspection Report/Monthly Summary Legend

CERT. OF INSPECTION 1		DATE 2		LIC. PLATE 3		VIN 4						MAKE 5	MODEL 6	YR 7	INSP. SIGNATURE 8			
EQUIPMENT # 9	FUEL 10	IDLE HC 11	IDLE CO 12	2500 HC 13	2500 CO 14	A.I.S 15	EVAP 16	PCV 17	CAT. 18	CAP 19	CID/L 20	G.V.W. 21	READY 22	KOEO 23	KOER 24	DLC 25	OPAC % 26	INSP. NO. 27

1. CERT. OF INSPECTION - Certificate of Inspection (COI) Number, used in numerical order.
2. DATE - Date the vehicle passed inspection.
3. LIC. PLATE - Arizona license plate number or NP for no plate.
4. VIN - Vehicle identification number obtained from the vehicle (verified in two places).
5. MAKE - Make; manufacturer, such as; Ford, GM, Toyota, etc.
6. MODEL - Model; Camaro, Taurus etc...
7. YR - Model year as stated on the title or registration.
8. INSP. SIGNATURE - Signature of the inspector who performed the inspection.
9. Equipment # - the registered infra-red analyzer number or opacity meter number assigned by the Department.
10. Fuel - Type of fuel the vehicle was tested on. Enter: "G" for gasoline; "P" for propane; "C" for natural gas (either compressed or liquefied).
11. IDLE HC - Idle HC emissions.
12. IDLE CO - Idle CO emissions.
13. 2500rpm HC - 2500rpm HC emissions or N/A when the inspection is not applicable.
14. 2500rpm CO - 2500rpm CO emissions or N/A when the inspection is not applicable.
15. AIS - Tampering inspection results of the Air Injection system. Enter "P" for Pass or N/A when the inspection is not required.
16. EVAP - Tampering inspection results of the Evaporative Control system. Enter "P" for Pass or N/A when the inspection is not required.
17. PCV - Tampering inspection results of the Positive Crankcase Ventilation system. Enter "P" for Pass or N/A when the inspection is not required.
18. CAT. - Tampering inspection results of the Catalytic Converter(s). Enter "P" for Pass or N/A when the inspection is not required.
19. CAP - Pressure test or visual inspection results of the gas cap(s). Enter "P" for Pass or **N/A when the inspection is not required or when the vehicle is designed with "NO CAP"**
20. CID/L - Engine size, either in cubic inch displacement (CID), or liters (L)
21. GVW - Gross vehicle weight rating as established by the manufacturer, **on a vehicle certified under federal Truck standards.**
22. READY - Vehicle ready to test with the appropriate number OBD readiness monitor set. 1996 - through 2000 model year vehicles, 2 or less. 2001 and newer vehicles, 1 or less. Enter "P" for Pass or N/A when the inspection is not required.
23. KOEO - Results of the OBD Key "On" Engine "Off" test. Enter "P" for Pass or N/A when the inspection is not required.
24. KOER - Results of the OBD Key "On" Engine Running test and the results of the MIL Commanded On test. Enter "P" for Pass or N/A when the inspection is not required.
25. DLC - Tampering inspection results of the Diagnostic Link Connector. Enter "P" for Pass or N/A when the inspection is not required.
- 26. OPAC % - Percentage of opacity (light-duty diesel vehicles) or
This box will be used for the results of the "Liquid Fuel Leak Test", Enter "P" for Pass, on the applicable vehicles.**
27. INSP. NO. - Emissions inspector's CF or CFD license number issued by the Department

Note: At this time Dealer Fleets DO NOT PERFORM an OBD inspection- #22 through #25 need to have N/A in the boxes. This is NOT an applicable inspection for a dealer fleet.

Fleet Vehicle Inspection Report/Monthly Summary Legend

CERT. OF INSPECTION 1		DATE 2		LIC. PLATE\ 3		VIN 4						MAKE 5	MODEL 6	YR 7	INSP. SIGNATURE 8				
EQUIPMENT # 9	FUEL 10	IDLE HC 11	IDLE CO 12	2500 HC 13	2500 CO 14	A.I.S 15	EVAP 16	PCV 17	CAT 18	CAP 19	CID/L 20	G.V.W. 21	READY 22	KOEO 23	KOER 24	DLC 25	OPAC % 26	L.L 27	INSP. NO 28

1. CERT. OF INSPECTION - Certificate of Inspection (COI) Number, used in numerical order.
2. DATE - Date the vehicle passed inspection.
3. LIC. PLATE - Arizona license plate number or NP for no plate.
4. VIN - Vehicle identification number obtained from the vehicle (verified in two places).
5. MAKE - Make; manufacturer, such as; Ford, GM, Toyota, etc.
6. MODEL - Model; Camaro, Taurus etc...
7. YR - Model year as stated on the title or registration.
8. INSP. SIGNATURE - Signature of the inspector who performed the inspection.
9. Equipment # - the registered infra-red analyzer number or opacity meter number assigned by the Department.
 11. Fuel - Type of fuel the vehicle was tested on. Enter: "G" for gasoline; "P" for propane; "C" for natural gas (either compressed or liquefied).
11. IDLE HC - Idle HC emissions.
12. IDLE CO - Idle CO emissions.
13. 2500rpm HC - 2500rpm HC emissions or N/A when the inspection is not applicable.
14. 2500rpm CO - 2500rpm CO emissions or N/A when the inspection is not applicable.
15. AIS - Tampering inspection results of the Air Injection system. Enter "P" for Pass or N/A when the inspection is not required.
16. EVAP - Tampering inspection results of the Evaporative Control system. Enter "P" for Pass or N/A when the inspection is not required.
17. PCV - Tampering inspection results of the Positive Crankcase Ventilation system. Enter "P" for Pass or N/A when the inspection is not required.
18. CAT. - Tampering inspection results of the Catalytic Converter(s). Enter "P" for Pass or N/A when the inspection is not required.
19. CAP - Pressure test or visual inspection results of the gas cap(s). Enter "P" for Pass or **N/A when the inspection is not required or when the vehicle is designed with "NO CAP"**
20. CID/L - Engine size, either in cubic inch displacement (CID), or liters (L)
21. GVW - Gross vehicle weight rating as established by the manufacturer, **on a vehicle certified under federal Truck standards.**
22. READY - Vehicle ready to test with the appropriate number OBD readiness monitor set. 1996 - through 2000 model year vehicles, 2 or less. 2001 and newer vehicles, 1 or less. Enter "P" for Pass or N/A when the inspection is not required.
23. KOEO - Results of the OBD Key "On" Engine "Off" test. Enter "P" for Pass or N/A when the inspection is not required.
24. KOER - Results of the OBD Key "On" Engine Running test and the results of the MIL Commanded On test. Enter "P" for Pass or N/A when the inspection is not required.
25. DLC - Tampering inspection results of the Diagnostic Link Connector. Enter "P" for Pass or N/A when the inspection is not required.
26. **OPAC % - Percentage of opacity (light-duty diesel vehicles) or**
27. The results of the "Liquid Fuel Leak Test", Enter "P" for Pass on applicable vehicles.
28. INSP. NO. - Emissions inspector's CF or CFD license number issued by the Department.

Note: At this time Dealer Fleets DO NOT PERFORM an OBD inspection- #22 through #25 on the legend need to have N/A in the boxes. This is NOT an applicable inspection for a dealer fleet.