

## A Newsletter for Fleet Emissions Inspection Facilities and Inspectors

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VEI Web site: [www.vei.azdeq.gov](http://www.vei.azdeq.gov)

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*Previous issues of "Fleets in Review" are available online at [azdeq.gov/environ/air/vei/fleet.html](http://azdeq.gov/environ/air/vei/fleet.html). Click on "Vehicle Fleets/Newsletters."*

### Editorial Desk

Welcome to the fall issue of *Fleets in Review*. The purpose of this newsletter is to keep you informed of programs, training and changes taking place within Vehicle Emissions Inspections that affect you.

Tucson fleets: Classes continue to be held quarterly in Tucson, due to reduced attendance. See the calendar in this issue.

Government fleets: Most HD diesel vehicles must be inspected during the fall. Check your fleet for diesels and renewal dates. If you have to take them to the inspection station, go early in the day, in the month, time is short!

Classes: If you need to renew, please register early. The fall and winter seasons have a lot of things (like holidays) competing for time. And, as a courtesy to others, let us know well in advance of the class if you can not attend.

### Meet the Staff: Alicia Reuter

Continuing with the introductions of staff associated with this newsletter, and for the training and licensing of fleet inspectors. This time we introduce Alicia Reuter. She is a native of Arizona and has worked for the Arizona Department of Environmental Quality, Vehicle Emissions Inspection Section since 2002. She started in the analyst unit as a clerk typist II. In 2006, Alicia came to work in the Inspection and Compliance Unit (ICU) as a clerk typist III, where she has become an important member of the ICU team. Alicia enters new fleet station and analyzer permit applications into the database as they are received. Alicia maintains several databases pertaining to the permitted fleets, licensed inspectors, and registered analyzers. She assists training staff with class registrations, issuing licenses, and walk-in testing on Fridays. If you need to enroll in an inspector certification class, contact Alicia Reuter at (602) 771-3955, or send a request by e-mail: [am3@azdeq.gov](mailto:am3@azdeq.gov).

### Performing Internal Audits

The department prefers to be pro-active in assisting permitted fleets. If you or your staff are unsure about a situation, or a policy, contact your compliance officer to have those questions answered.

One of our pro-active steps is to encourage internal or "self" audits by the fleet. If you are not doing periodic internal audits, it is to your advantage to begin.

To be re-active and address non-compliance takes valuable time and resources from the fleet and VEI to document and to correct non-compliance errors. It is much preferred that the fleets govern themselves through internal auditing.

At the conclusion of a fleet station audit by VEI staff, the fleet agent will be given a copy of the checklist used during the audit. Fleet agents can use the checklist form to guide them through a self audit. Following are some tips to avoid common violations.

Spot check your inspectors. All fleet inspectors should complete the Certificate of Inspection and Fleet Vehicle Inspection Report/Monthly Summary at the time the inspection is performed. In addition to being a violation, the absence of an emissions compliance document will delay title and registration processing, and presents a poor public image.

Remember that the fleet permit is for the inspection of vehicles owned or leased by the fleet. A vehicle that has been sold and delivered to a retail purchaser must be inspected at a state station.

Permits and inspector licenses should be displayed for easy reference. An inspector whose license has expired or a fleet agent whose certification has expired can't inspect vehicles or operate a fleet station.

All inspection equipment should be on-site and calibrated according to manufacturer's recommendation; exhaust analyzer and opacity meter calibration checks should be recorded on the log.

Following the checklist on a monthly basis will help the fleet agent be aware of errors and potential violations. Staying on top of fleet operations can save time and money over the long term.

## CONGRATULATIONS!

**Dale Huish, owner of Ideal Cars in Apache Junction for excellence in continued compliance with fleet emissions inspection requirements.**



## Questions & Answers

*In this column, staff will answer recurring questions about emissions related problems and their solutions. We encourage you to submit your queries to VEI at (602) 771-3950 and ask for a technician. Questions of a common nature will also be addressed here.*

**Question:** Under what circumstances are fleets required to perform a liquid fuel leak test?

**Answer:** Fleet inspectors are required to do the liquid leak (LFL) test on all 1975 and newer vehicles that are not diesel or OBD.

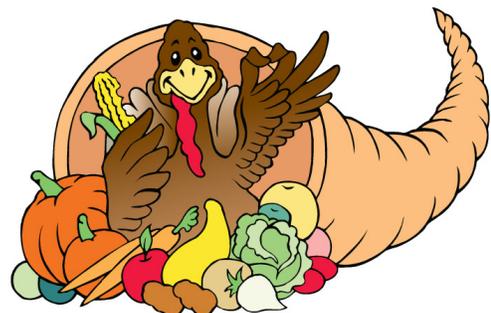
**Question:** The VE:160 form does not include a place for the liquid leak check to be recorded. What do I do?

**Answer:** Most of the log sheets in use do not have a provision for the LFL test. Since the test is performed on non-diesel vehicles, the Pass/Fail is indicated on the VE:160 in the diesel opacity box. VEI now has a supply of new VE:160 forms which have a provision for the LFL test to be recorded. Next time that certificates are purchased you will receive the new forms along with your purchase.

**Question:** Is there any special instrumentation or equipment needed to do a liquid fuel leak test?

**Answer:** The liquid fuel leak inspection is a visual inspection only. 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.

# Happy Thanksgiving!



# 2012-13 Emissions Class Schedule

NOVEMBER 2012	
Fleet	Dates
Gov/Fleet/Dealer "CFD/CF" Licensing	6 - 8
<b>Tucson-All Licensing Class</b>	<b>None</b>
<b>WALK-IN TESTING</b>	2, 9, 16, 21*, 30
	*21 is a Wednesday
<b>Holiday Office Closed</b>	12, 22

DECEMBER 2012	
Fleet	Dates
Gov/Fleet/Dealer "CFD/CF" Licensing	4 - 6
<b>Tucson-All Licensing Class</b>	11 - 12
<b>WALK-IN TESTING</b>	7, 14, 21, 28
<b>Holiday Office Closed</b>	25

JANUARY 2013	
Fleet	Dates
Gov/Fleet/Dealer "CFD/CF" Licensing	8 - 10
<b>Dealer</b>	15 - 16
<b>Tucson - All Licensing Class</b>	<b>None</b>
<b>WALK-IN TESTING</b>	4, 11, 18, 25
<b>Holiday Office Closed</b>	1, 21

FEBRUARY 2013	
Fleet	Dates
Gov/Fleet/Dealer "CFD/CF" Licensing	5 - 7
<b>Dealer</b>	12 - 13
<b>Tucson - All Licensing Class</b>	<b>None</b>
<b>WALK-IN TESTING</b>	1, 8, 15, 22
<b>Holiday Office Closed</b>	18

MARCH 2013	
Fleet	Dates
Gov/Fleet/Dealer "CFD/CF" Licensing	5 - 7
<b>Dealer</b>	12 - 13
<b>Tucson-All Licensing Class</b>	18 - 20
<b>WALK-IN TESTING</b>	1, 6, 15, 22, 29

APRIL 2013	
Fleet	Dates
Gov/Fleet/Dealer "CFD/CF" Licensing	9 - 11
<b>Dealer</b>	23 - 24
<b>Tucson-All Licensing Class</b>	<b>None</b>
<b>WALK-IN TESTING</b>	5, 12, 19, 26

\* Strongly Recommended/Optional attendance for "FD" Licensing

\* **NOTE:** If attending the Wednesday-Thursday class for "FD" the start time for Wednesday class is 10 a.m.



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