



For:

- RTA Inspectors, Vehicle Regulations
- RTA Motor Registry Managers
- Engineering Signatories

- AIS Examiners
- AIS Proprietors

Revision 1, July 1998

- AUVIS Examiners
- AUVIS Proprietors

# Installation of Additional Seats in Vehicles

Vehicle Standards Bulletin No. 5 (VSB 5), “National Code of Practice, Manufacture of Additional Seats”, issued by the Federal Office of Road Safety sets out acceptable guidelines and requirements for vehicle modifiers, seat manufacturers and seat suppliers to assist them in ensuring that the additional seat/s constructed, supplied and/or installed by them comply with an acceptable level of occupant protection. The Code is applicable to additional seats fitted to cars, station wagons, vans, utilities, campervans, small buses and light trucks up to 4.5 tonnes gross vehicle mass (GVM).

Registration Authorities in the states and territories have agreed that an additional seat manufactured and installed in accordance with the requirements of VSB 5 is acceptable providing that a certification plate or label made of durable material is fitted in a conspicuous place near the additional seat as evidence that the seat was manufactured and installed in accordance with VSB 5. **(Where there is no plate or label, then certification by a recognised Engineering Signatory is required in New South Wales.)**

The plate or label shall display the following:

The NAME of the MANUFACTURER/INSTALLER and the statement:

*“This seat has been manufactured and installed to comply with Code of Practice Ref No VSB5.”*

There have been instances where additional seats have been fitted to vehicles with a VSB 5 plate or label attached which carries a statement to certify compliance as to it’s manufacture but no statement to certify compliance as to it’s installation. **THIS IS NOT ACCEPTABLE. Only VSB 5 plates or labels which carry statements of compliance to both the seat manufacture and the seat installation are acceptable.**

This seat has been manufactured and installed to comply with Code of Practice Ref No.VSB5



Where the seat manufacturer is not the installer, Inspectors, Vehicle Regulation (IVRs) and Authorised Examiners must look for two separate plates or labels; one for the seat manufacture and one for the seat installation.

This seat has been manufactured to comply with Code of Practice Ref No.VSB5



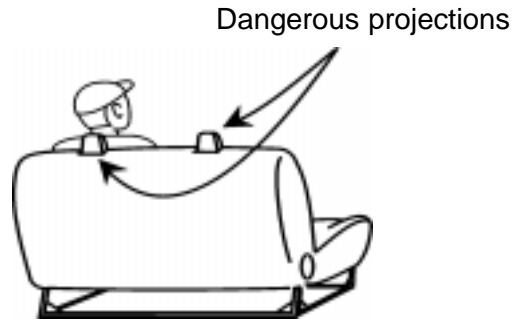
This seat has been installed to comply with Code of Practice Ref No.VSB5



Where the plate or label fails to certify either the seat manufacture or seat installation, a certificate prepared by a recognised Engineering Signatory should be requested.

Inspectors, Vehicle Regulations (IVRs) and Authorised Examiners when inspecting a vehicle for registration or “change of records” should pay particular attention to the seat installation, especially in respect to the following:

- Dangerous projections or sharp objects (on nearby seats as well as on the additional seat/s),
- Attachment and location of the seat belt anchorages,
- Security of the seat anchorages,
- Lack of leg and head room for the intended application (adult or child - see VSB 5 for requirements).



*Note: The Rules for Authorised Inspection Stations issued to AUVIS stations and the Code of Practice for Light Vehicle Modifications contain Australian Design Rule (ADR) checklists which provide reasons for rejection under ADRs 3/--, 4/-- and 5/-- for seats, seat belts and their anchorage systems.*

**If an inspection reveals a potentially dangerous seat installation, the vehicle should be rejected.**

**If a “VSB 5 plate or label” is fitted to a potentially dangerous seat installation, the vehicle should be rejected and the matter referred to the AIS Supervisor in the region.**

Copies of Vehicle Standards Bulletin No. 5 “Installation of Additional Seats”, can be obtained from:

Department of Transport  
Federal Office of Road Safety  
GPO Box 594  
CANBERRA ACT 2601  
Telephone: (02) 6274 7111

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## FURTHER INFORMATION

### RTA Blacktown:

Vehicle Regulation Unit  
Level 1, 85 Flushcombe Road  
PO Box 558  
BLACKTOWN NSW 2148

Tel: (02) 9830 5555  
Fax: (02) 9831 0913

### RTA Wollongong:

Vehicle Regulation Unit  
104 Market Street  
PO Box 5398  
WOLLONGONG NSW 2500

Tel: (02) 4226 7007  
Fax: (02) 4225 8844

### RTA Parkes:

Vehicle Regulation Unit  
PO Box 334  
PARKES NSW 2870

Tel: 1 800 809 388  
Fax: (02) 6861 1496

### RTA Newcastle:

Vehicle Regulation Unit  
59 Darby Street  
Locked Bag 30  
NEWCASTLE NSW 2300

Tel: 1 800 049 920  
or (02) 4924 0240  
Fax: (02) 4323 9905