

Vehicle standards information



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Reporting of vehicle defects

Information for operators & drivers of fleet vehicles

Introduction

Clause 52(5) of the Road Transport (Vehicle Registration) Regulation 2007 (the Regulation) requires vehicle fleet operators to provide forms for drivers of their vehicles to record any defects (faults that could make their vehicles unsafe or unserviceable) found in the vehicles.

The Regulation also requires drivers of 'fleet vehicles to record and report any faults found in the vehicles.

Who is affected?

The term 'fleet' can mean one or more vehicles. Clause 52 of the Regulation applies to any vehicle where a person is employed to drive that vehicle eg coaches, buses, taxis, trucks, delivery vehicles, courier vehicles, tow trucks, service vehicles, implements, mobile shops, sales representative vehicles, trades vehicles, etc.

What fleet operators must do:

- Provide report forms to the driver.
- Appoint a person with whom these reports can be lodged.
- Retain report forms for a period of at least six months.
- Produce report forms on demand to any NSW Police Officer or Roads and Traffic Authority (RTA) Authorised Officer.

The report forms must provide for recording (in duplicate):

- The date of the report.
- The registration number of the vehicle.
- A statement specifying the parts and equipment of the vehicle which in the opinion of the driver need to be repaired, replaced or adjusted to make the vehicle safe and serviceable.

For vehicle owners & operators in New South Wales

What drivers of fleet vehicles must do:

- Complete the provided report form in duplicate (as soon as practical after a defect is noticed).
- Leave a copy of the report with the fleet operator or the appointed person.
- Retain their copy of the report.

Clauses 52(4) & (5) of the Regulation are there to ensure that fleet vehicles are kept in a safe condition. Make sure that your fleet managers and drivers know about it and do the right thing!

***‘Reporting defects increases safety and reduces
the chances of an expensive breakdown’***

Using defective vehicles on the road

Operators and drivers of fleet vehicles are reminded that it is an offence to use or cause to be used, a vehicle that is not safe, is not fully serviceable or does not have all the mandatory equipment required under the Regulation in working order.



For further enquiries:



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