

Vehicle maintenance and safety inspections



This self-guided checklist is for service providers and anyone else responsible for a vehicle providing a passenger service. It will help you understand what you need to do to make sure that a vehicle used to provide a passenger service meets point to point requirements. It will also help you identify any areas for improvement.

If your answer to any of these questions is **NO**, then the vehicle may not be able to be used to provide a passenger service until the issue is remedied.

Vehicle safety inspections			
1.	Has your vehicle passed a safety inspection (e-safety report/ Pink Slip) at an Authorised Safety Inspection Station (AIS) in the past 12 months?	YES	NO
	If you answered NO , what is your intended action?		
2.	Do you use the Driver Vehicle Dashboard (DVD) (or an alternative system) to confirm this vehicle has had safety inspections completed at least once a year?	YES	NO
	If you answered NO , what is your intended action?		

Vehicle safety inspections

3.	Did the vehicle pass the second inspection?	YES	NO
	<i>If you answered NO, what is your intended action?</i>		

Vehicle maintenance and servicing

4.	Is all scheduled/ logbook servicing being carried out according to the manufacturer's recommendations?	YES	NO
	<i>If you answered NO, what is your intended action?</i>		
5.	Is all scheduled/ logbook servicing being carried out by a licensed mechanic?	YES	NO
	<i>If you answered NO, what is your intended action?</i>		
6.	Are the service records accessible and readily available for review and audit if required?	YES	NO
	<i>If you answered NO, what is your intended action?</i>		

Fault reporting

7.	Do you have a system in place for drivers to report and action vehicle faults?	YES	NO
	<i>If you answered NO, what is your intended action?</i>		

Please note:

Always check that any service invoices are legible and have the mechanic's name, business address and ABN.

Invoices must also show the mechanic's Motor Vehicle Repairer Licence (MVRL) number.

You can check the status of the MVRL by visiting the Service NSW website.

Point to Point Transport Commissioner resources and other related content

- [Safety Management System](#)
- [Safety Standards for taxis](#)
- [Safety Standards for booking service providers](#)
- [Safe Work NSW](#)
- [Service NSW](#)

Further information

If you have any questions or need further information, please visit the Point to Point Transport Commissioner website pointtopoint.nsw.gov.au or call the Industry Contact Centre on **131 727**.