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KENYA
ACCREDITATION
SERVICE

ACC-CD-15-01

Criteria for Accreditation of Motor Vehicle Inspection

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1 Background Information

1.1 Purpose

The purposes of inspections are to determine the conditions of motor vehicles for conformance to standards or other normative documents or legal and/or general requirements. It is intended to give effect to clause 2.2 of the Kenya Standard 1515, section 2 (a) of the National Transport and Safety Authority Act, 2012 and as a basis for accreditation.

1.2 Scope

This scheme covers the inspection of all categories of motor vehicles for export, in-house and periodic road worthiness inspection. This criteria should be read in conjunction with KENAS document **ACC-FM-06-01** "Terms and Conditions for Accreditation of Conformity Assessment Bodies (CABs)", **ISO/IEC 17020**, the Kenya Standard **KS1515** - Code of practice for inspection of road vehicles which was gazetted under gazette notice 1924 of 31st March 2000. Supplementary information for specific areas of inspection may be published as other criteria.

1.3 Role(s) and Responsibility

Role	Responsibility
All KENAS Technical Staff	Process owner
SCBO	Reviewer
CMIV	Recommender
CEO	Approval
Accreditation Committee	Compliance

2 Terms and Definitions

For the purpose of this manual, the following terms and definitions shall apply in addition to those given in ISO/IEC 17000 and the Kenya Accreditation Service Act 2019.

2.1 Acronyms and Abbreviations

CEO	Chief Executive Officer
CMIV	Chief Manager, Inspection and Verification
KEBS	Kenya Bureau of Standards
KENAS	Kenya Accreditation Service
SCBO	Senior Accreditation Officer, Certification

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2.2 Definition of Terms

2.2.1 Accreditation

A third-party attestation related to a conformity assessment body conveying formal demonstration of its competence to carry out specific conformity assessment tasks.

2.2.2 Inspection

examination of a product, process, service, or installation or their design and determination of its conformity with specific requirements or, on the basis of professional judgment, with general requirements

2.2.3 A motor vehicle or road vehicle

is a self-propelled wheeled vehicle that does not operate on rails, such as trains or trolleys. The vehicle propulsion is provided by an engine or motor, usually by an internal combustion engine, or an electric motor, or some combination of the two, such as hybrid electric vehicles and plug-in hybrids.

3 Criteria

3.1 Measuring Equipment And Calibration

3.1.1 All measuring and testing equipment shall be appropriate for the particular inspection to be performed.

3.1.2 Inspectors shall ensure that all equipment, including equipment not under the charge of the inspection body, used during inspection work is calibrated and traceable to the SI unit. Calibration shall be performed by recognized accredited laboratories.

3.1.3 In the absence of equipment manufacturers' recommended calibration interval for the list of equipment specified in clause 5.1 and 5.2 of the KS 1515 document, the frequencies listed in the clause 5.2 should be adhered to.

3.2 Testing

3.2.1 Analytical testing as defined in **IAF/ILAC-A4:2004** "Guidance on the Application of **ISO/IEC 17020**" is a laboratory activity and therefore does not come within the scope of **ISO/IEC 17020**. Examples of analytical testing are chemical and metallurgical analysis.

3.2.2 Where analytical testing is required to support the evaluation, the inspection body shall ensure that the testing is performed by an accredited laboratory.

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3.2.3 With the exception of Type B inspection body, where an organization is providing analytical testing and inspection for the same project, the organization has to ensure that there is sufficient independence between the two activities (e.g. inspection activities and testing activities should not be headed by the same person).

3.2.4 Functional testing as defined in **KS 1515 forms** a normal part of the activities of an inspection body and is therefore within the scope of **ISO/IEC 17020**. Examples of functional testing are visual examination, exhaust emission test and brake test of motor vehicle.

3.3 Inspection Personnel (Staff)

3.3.1 Inspection bodies shall ensure that their inspectors are medically fit for their scope of inspection.

3.3.2 Inspectors shall be suitably qualified and have sufficient relevant experience in their scope of inspection. The categories of qualification for different inspectors are specified in the subsequent subsections of this document.

3.3.3 Inspectors must have appropriate number of years of experience related to the category of their scope of inspection. The inspectors should have at least a medium level qualification in road vehicle mechanics and technology.

3.3.4 Inspectors should undergo a minimum of 24 hours of relevant continuing training each year, which should be based on individual assessment of need.

3.3.5 Inspectors must be familiar with the relevant inspection standards or codes used in inspection activities.

3.3.6 For an inspector to be nominated as authorized signatory, he or she must be in the Senior Inspector category whereby the qualification criteria are stipulated in clause 4.2 of this document.

3.4 Qualification Categories For Inspectors

3.4.1 Senior Inspector – must possess at least 5 years of experience in automobile servicing, repair or inspection with at least a higher diploma in Engineering.

3.4.2 Inspector – at least 2 years of experience related to automobile servicing, repair or inspection with at least diploma in Engineering.

3.5 Inspection Methods And Procedures

3.5.1 The inspection body shall document in detail the procedures and instructions to be used in the application of the appropriate regulations, codes of practice, standards, specifications, guidance documents and customer requirements.

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3.5.2 Where risk assessment techniques are used to establish the nature and frequency of inspections, the inspection body shall document the techniques used including a demonstrable justification for using these techniques.

3.5.3 Codes, Standards and other technical literature applicable to the design, construction, operation, inspection and repair of motor vehicle and their components within the accredited scope shall be maintained up to date and be readily available and accessible to the staff.

4 Associated Documents

Ref	Document Identifier	Document Title
1.	ISO/IEC 17020	General criteria for the performance of various types of bodies performing inspection
2.	ISO/IEC 17020	Conformity assessment - Requirements for the operation of various types of bodies performing inspection
3.	EA 5/02	guidance on the application of EN 45004 (ISO/IEC 17020) for motor vehicle inspection)
4.	ILAC P15	Application of ISO/IEC 17020:2012 for the Accreditation of Inspection Bodies
5.	KS 372	Passenger-Bus Body Construction-Specification
6.	KS 1515	Kenya Standard Code of Practice for Inspection of Road Vehicles.

5 Revision/ Amendment Records

Date	Ver	Revised By	Reason for Revision
10/10/2022	01	RSQ	Newly developed/formatted document

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