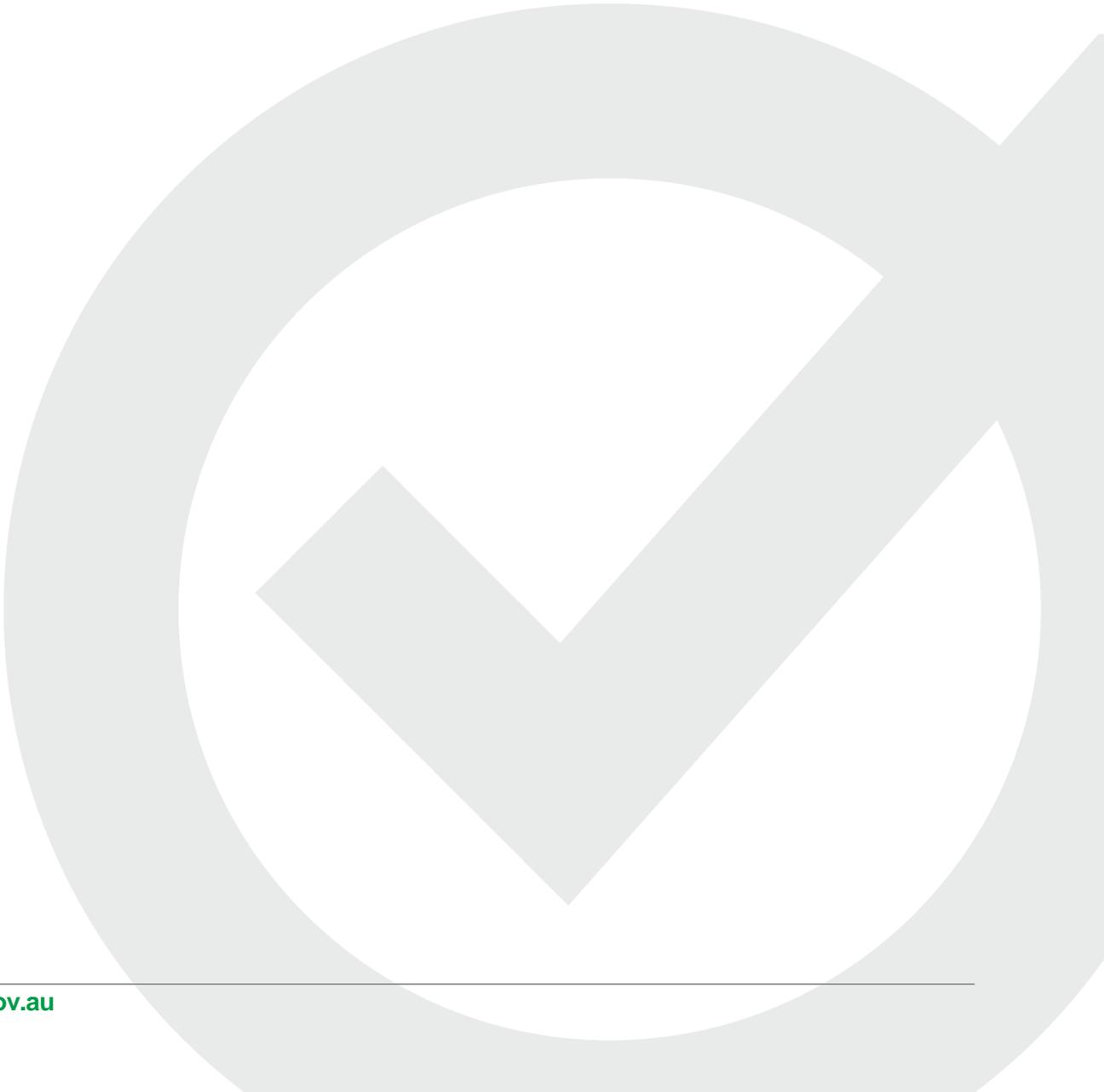


Telematics In-Vehicle Unit (IVU)

Guideline for type-approval

April 2014



© Transport Certification Australia Limited 2014.

This document has been published by
Transport Certification Australia Limited.

This document is copyright. Apart from any use as
permitted under the Copyright Act 1968, no part may
be reproduced by any person or process without the prior
written permission of Transport Certification Australia Limited.

Transport Certification Australia Ltd

T +61 3 8601 4600

F +61 3 8601 4611

E tca@tca.gov.au

W www.tca.gov.au

ABN 83 113 379 936



Document Details

Title Telematics IVU - Type-approval Process Guideline
Document Number TCA-G20
Version 1.0
Version Date April 2014
Printing Instructions A4, colour, single sided

Document History

<u>Version</u>	<u>Date</u>	<u>Description</u>
1.0	April 2014	Final

Transport Certification Australia Limited believes this
publication to be correct at time of printing and does not
accept responsibility for any consequences arising from the
use of information herein. Readers should rely on their own
skills and judgment to apply information to particular issues.

TCA™, Transport Certification Australia™, TCA National Telematics
Framework™, TCA Certified™, TCA Type-Approved™, Intelligent Access
Program™, IAP®, IAP Service Provider™, IAP-SP™, In-Vehicle Unit™,
IVU™, Electronic Work Diary™, EWD™, On-Board Mass™ and OBM™
are trade marks of Transport Certification Australia Limited.

This document is Public

Contents

1	PURPOSE	1
2	TYPE-APPROVAL OF A TELEMATICS IVU.....	1
3	THE TYPE-APPROVAL OF A TELEMATICS IVU PROCESS OVERVIEW	1
	3.1 General	1
	3.2 Application Stage	2
	3.3 Checklist Stage	2
	3.4 Risk Focused Review and Testing Stage/s	2
	3.5 Type-Approval Stage	3
4	COSTS	3

1 PURPOSE

This document provides an overview of the process adopted by TCA for type-approving a Telematics In-Vehicle Unit (Telematics IVU), providing an explanation of each stage of the process.

2 TYPE-APPROVAL OF A TELEMATICS IVU

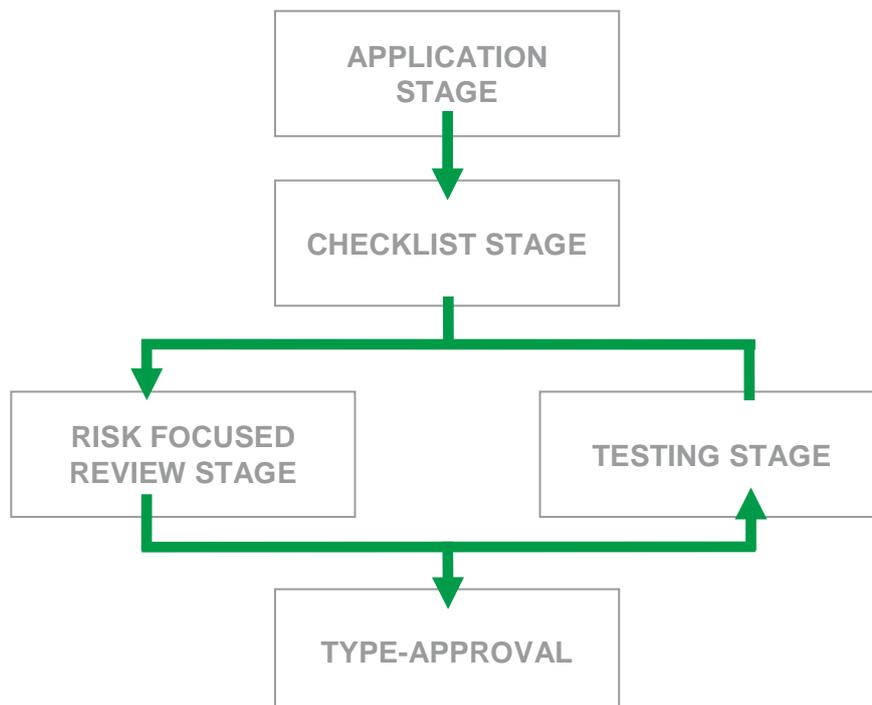
Type-approval of a Telematics IVU is the process by which TCA determines whether an Applicant is suitable from a probity, financial and commercial perspective to have its Telematics IVU type-approved by TCA and (if so) whether a Telematics IVU submitted by the Applicant meets the functional and technical requirements set out in the *Telematics In-Vehicle Unit (IVU) Functional and Technical Specification* (Specification).

When the criteria and requirements of type-approval have been achieved, TCA and the Applicant will enter into an *Agreement* setting out the terms and conditions of holding a Telematics IVU type-approval. The Applicant will also receive a TCA Certificate of Type-Approval for its type-approved Telematics IVU. As type-approved Telematics IVUs are supplied by the Applicant to customers, the Applicant will be provided with a serialised *Certificate of Conformance* by TCA for each individual type-approved Telematics IVU supplied, which the Applicant will then provide to the customer.

3 THE TYPE-APPROVAL OF A TELEMATICS IVU PROCESS OVERVIEW

3.1 General

There are five stages in the Telematics IVU type-approval process. As the Applicant successfully completes one stage, they will progress to the next until the process is complete and type-approval is granted or the process is cancelled. TCA will determine whether the Applicant has successfully completed each stage and may proceed to the next.



Applicants that are dissatisfied with a TCA decision relating to any stage may issue a complaint to the TCA Certification and Audit Committee through the General Manager Operations for consideration. In circumstances where the Applicant remains dissatisfied with a response from the Certification and Audit Committee, Applicants may elect to raise their concerns to the TCA Chief Executive Officer.

3.2 Application Stage

The *Application Stage* involves a review of the Applicant from probity and financial perspectives. The Applicant completes and submits the *Telematics IVU – Application for type-approval* to TCA. TCA assesses the completed application form to determine whether the Applicant meets the probity and financial requirements.

An Applicant is provided with, in addition to the document herewith the following:

- TCA Corporate Capability Statement
- Telematics In-Vehicle Unit (IVU) Functional and Technical Specification
- Telematics In-Vehicle Unit (IVU) Application for type-approval
- Telematics In-Vehicle Unit (IVU) Checklist for type-approval
- Telematics In-Vehicle Unit (IVU) Type-Approval Agreement (sample).

Key Actions to be completed by Applicant during the Application Stage:

- Complete and return the Application for type-approval.

3.3 Checklist Stage

The *Checklist Stage* deals with the Applicant's capacity to meet the required functional and technical requirements.

The Applicant submits a completed Telematics In-Vehicle Unit (IVU) Checklist for type-approval (Checklist) to TCA, along with the requirements for the Provision of IVUs to TCA detailed in the Specification.

TCA assesses the completed Telematics IVU Checklist for type-approval and determines whether the Applicant should progress to the next stage.

Key Actions to be completed by the Applicant during the Application Stage:

- Complete and submit the Telematics IVU Checklist for type-approval.
- Deliver the requirements for the Provision of IVUs to TCA detailed in the Specification.

3.4 Risk Focused Review and Testing Stage/s

The *Risk Focused Review* and the *Testing Stages* comprise a more detailed risk-based assessment of the Applicant's completed Telematics IVU Checklist for type-approval, and as necessary the testing of the Applicant's Telematics IVUs.

The risk based review and associated testing is undertaken by TCA for the purpose of verifying the completed Telematics IVU Checklist for type-approval as submitted by the Applicant.

The *Risk Focused Review* and the *Testing Stages* may be undertaken concurrently, at TCA's discretion.

3.5 Type-Approval Stage

During the *Type-Approval Stage*, TCA considers the application and determines whether or not the Applicant's Telematics IVU will be type-approved.

If successful, TCA and the Applicant will enter into the *Telematics In-Vehicle Unit (IVU) Type-Approval Agreement* and the Applicant is issued with a *Certificate of Type-Approval* with respect to the type-approved Telematics IVU.

Post type-approval, TCA will also issue to the Applicant a unique serialised *Certificate of Conformance* for each individual type-approved Telematics IVU that the Applicant intends to supply or supplies to a customer. The Applicant shall provide the *Certificate of Conformance* to the customer to confirm that the Telematics IVU supplied conforms to the Telematics IVU type-approved by TCA.

Key Actions to be completed by TCA and the Applicant upon successful completion of the Type-Approval Stage:

- TCA and the Applicant sign the *Telematics In-Vehicle Unit (IVU) Type-Approval Agreement*
- TCA to issue a *Certificate of Type-Approval* to the Applicant in relation to its type-approved Telematics IVU

4 COSTS

The costs for type-approval of a Telematics IVU will depend on the extent and nature of the assessment. Costs, or components of costs, are payable at the commencement of each stage. The costs are detailed at www.tca.gov.au.

If it is necessary for an Applicant to repeat any of the stages of the type-approval process, TCA reserves the right to charge an additional cost. The cost for repeating a stage will depend on the level of remedial action required.

An Applicant can withdraw from the type-approval process at any time with no further cost liability beyond that which has already been accrued.

There is also a fee payable to TCA for each serialised Certificate of Conformance issued by TCA to the Applicant for provision to customers with the supply of type-approved Telematics IVUs. The cost for each certificate is set out in the *Telematics In-Vehicle Unit (IVU) Type-Approval Agreement*.

For more information on Telematics IVU Type-Approval, please contact:

Transport Certification Australia

Level 12, 535 Bourke Street
Melbourne VIC 3000

T +61 3 8601 4600
F +61 3 8601 4611
E tca@tca.gov.au
W www.tca.gov.au

ABN 83 113 379 936