

Removing vehicles from a PBS Vehicle Approval | IPAC-9

Audience: PBS Certifiers

This IPAC provides advice to Certifiers about removing vehicles from a PBS Vehicle Approval (VA).

Background

To ensure that a PBS Vehicle Approval (VA) remains current, operators routinely remove old vehicles that have left their fleet, in addition to adding new vehicles that replace these vehicles or to grow their fleet.

To ensure consistency between Certifiers and to facilitate faster VA turnaround times, Certifiers are required to meet the following requirements when applying to remove vehicles from an existing VA.

Removing vehicles from a VA

When submitting a request to remove VINs from a VA, please select 'Remove vehicle' in the Portal or the PBS Submission Tool in Excel and provide details about the vehicles being removed.

To clearly identify the vehicles to be removed Certifiers are required to use a strikethrough font on the Certifier's Certificate to indicate which vehicles (VINs) are being removed.

In the example below, the first vehicle (VIN ending 001) is being removed, the second VIN is a carry-over from previous certification and the third VIN listed in bold is a new vehicle being added in the current round of certification.

Example:

~~WMA30XZZ000000001~~

WMA30XZZ000000002

WMA30XZZ000000003

Subsequent certifications

After VINs have been removed from a VA, they must be removed from all subsequent certifications.

Obsolete vehicle labels

If all vehicles that are listed under a particular label are removed, then this label is to be discontinued permanently. The label cannot be reused in future certifications.

For example, if all vehicles labelled as Truck 1 are removed, this label becomes obsolete. If in the next application a new variant is added, that variant cannot be labelled as Truck 1, and must be labelled sequentially from last primary label used.

VA number

In accordance with numbering protocols, when removing vehicles from an existing VA, the VA number will not change and a new version of the VA will be issued.

However, if the removal of vehicles is combined with other certification types such as adding non-identical-footprint vehicles, a new VA number will be issued.

For more information about VA numbering protocols, please refer to our [Information Sheet Adding Identical-Footprint Vehicles to a PBS Vehicle Approval](#).

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