

Welcome to the June 2025 edition of the LVT Newsletter

Transport Victoria Rebranding

Following the shift from VicRoads to the Department of Transport and Planning, artefacts used by Licensed Vehicle Testers have been updated in alignment with the Transport Victoria branding strategy.

Roadworthy Information Poster & Brochure

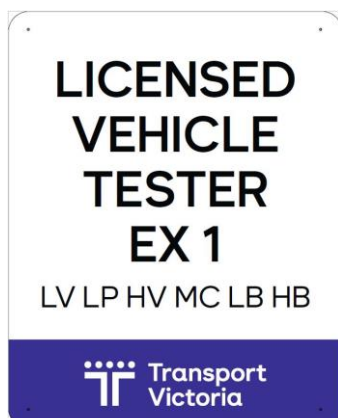
The Roadworthy Information Poster and Brochures have recently been reviewed and updated. All LVT sites are going to receive an updated poster and 50 brochures that can be supplied to customers. These were mailed out directly to each site in mid-late June. Older versions of posters and brochures which are branded VicRoads should be removed and disposed of.

A digital version of the poster will be available via the Partner Porter for those LVTs who wish to print additional copies and the brochures can be ordered via the Bookshop.

LVT signage

The signage displayed by LVTs has also been rebranded (see sample image below). The dimensions of the re-branded sign are consistent with the older style sign with the VicRoads branding

All new signs produced from February 2025 will have the Transport Victoria branding. Whilst it is not necessary to replace your existing signage, LVT can choose to purchase a new sign via the Bookshop if they want the new branding.



New Electric Vehicle LVT Category

With the rise in the availability of Electric and Hybrid Vehicles, a new Electric Vehicle (EV) LVT Category is going to be implemented. Similar to the LP category, LVTs will only be able to issue certificates of roadworthiness to electric and hybrid vehicles when there are EV accredited examining mechanics and the site is authorised to inspect electric vehicles.

Any vehicle with an electrical drive system rated at 60 Volts DC and over, including hybrid vehicles will be required to be tested under the EV LVT category. Mild hybrids will not require examining mechanics to be accredited or sites to be authorised under the EV Category and will continue to be tested under the LV LVT category.

We are currently working with our RTO partners to finalise the accreditation course and timeline for rollout.

Examining mechanics who wish to be authorised to examine and test electric vehicles under the new EV category will need to have successfully completed prerequisite training [AURETH101 Depower and reinitialise battery electric vehicles](#) or [AURETH011 Depower and reinitialise hybrid electric vehicles](#) before they are eligible to enrol in the EV LVT accreditation training.

We recommend that examining mechanics begin the process of completing either of these pre-requisite training modules, in preparation for the implementation of the new EV LVT category.

More information will be provided in relation to the new EV LVT category in due course.

Authorisation of Employee

LVTs are reminded that there are two steps in the process when authorising an employee on their LVT Licence. An application must be submitted using the [Authorisation of Employee – Online application form](#) or by completing the [relevant form](#) and emailing it with the required evidence to roadworthy@transport.vic.gov.au.

Once you have been advised that the employee is authorised on the LVT Licence, your partner portal administrator can log in and add them as a user. Applications for portal accounts where the Authorisations of Employee hasn't been completed will be rejected.

Changes to authorised personnel

It is the responsibility of the LVT Licence holder to advise the Department of any changes to the personnel authorised on the LVT licence. Regular checks of the authorised personnel on the LVT partner portal account should be conducted to ensure the information is up to date and correct.

When an employee ceases to be employed by your business, you are required to notify us via email to roadworthy@transport.vic.gov.au as well as removing their access on the LVT partner portal.

Correction of details in eRoadworthy System

We are seeing an increase in the number of LVTs contacting us to advise that they have made a mistake when issuing an eRoadworthy. We are unable to make any changes to a Roadworthy Certificate once it has been issued. LVTs are reminded to take more care and review all information entered to ensure it is correct before continuing to the next step. Errors are more visible due to the VicRoads Vehicle report (especially relating to odometer readings) and LVTs may be contacted by customers seeking understanding of discrepancies.

Examining Mechanics must hold a valid Driver Licence

A reminder to all LVTs that under your licence conditions you are responsible to ensure an Examining Mechanic holds a current and valid driver licence, relevant to the category of vehicle they are testing. LVTs are advised to regularly confirm with their Examining Mechanics that they hold a valid and appropriate driver licence - as completing tests without holding an appropriate and valid licence is a non-conformance to the LVT Licence Conditions.

The Department must be notified if an Examining Mechanic does not hold a current and valid driver licence.

If we identify that an Examining Mechanic is not the holder of a current and valid driver licence, we will automatically lock their Partner Portal account.

No driver licence = no examinations!

eRoadworthy Certificate eLearning module

The VSPS team have created a self-paced online eLearning module for issuing an eRoadworthy certificate. This module can be accessed by all authorised users through the following link or by scanning the QR code below. You will need to create a free EasyGen account in order to access the module.

[eRoadworthy Certificate eLearning Module](#)



Scan the QR code to
access course

The module provides tips and tricks on how to get the best experience when using the system.

We would welcome any comments or feedback on how to improve this module, or on other eLearning modules that you would like us to introduce.

Ordering eRWC certificates through the online bookshop

We are noticing an increase in the number of calls and emails from LVTs who have ran out of eCertificates and need them added urgently.

Due to the processes in place for allocating certificates, we **cannot** expedite the allocation. Additionally, running out of eCertificate serial numbers is not a valid reason to issue a paper certificate.

To ensure you have a sufficient quantity of eRWC certificate serial numbers available when you need them – please make sure you plan and place your order considering the specified timeframes below:

- Certificates ordered before 4pm will be loaded and available the next business day
- Certificates ordered after 4pm will be loaded and available after 2 business days
- Certificates ordered over the weekend will be loaded on the following Tuesday.

Fees for 2025/2026 Financial Year

At the start of each Financial Year, in accordance with the indexation advice provided by the Victorian Treasurer, the Department of Transport and Planning and VicRoads updates its schedule of fees.

The following fees may be of interest:

- Electronic Certificate of Roadworthiness (eCertificate) - **\$3.50 each**
- LVT Licence Renewal - **\$26.90**
- Approval of additional or replacement premises - **\$134.50**
- Roadworthy Certificate book - **\$360.70**
- Roadworthy register - **\$28.10**
- Replacement LVT sign - **\$178.85**

The 2025/2026 schedule of fees can be found on the [Transport Victoria website](#) after 30 June 2025.

Vehicle Safety Partners and Standards Contact Details

The Department has recently transitioned to a new telephony system and as part of the change, our IVR menu options have changed. Please take the time to listen to the options and select the relevant responses so we can ensure your call is answered by the appropriate person. Selecting incorrect options will increase waiting times while your call is transferred to the correct area.

LVTs may have noticed that when they receive a call from VSPS, the number is now showing as **9917 9152** instead of a private number. This will allow our partners to easily identify that it is us calling.

Please remember that if you need to contact the VSPS team, please only use **1300 309 571** or **9917 9152**. All other numbers will be disconnected in the coming months.



Want to contribute?

We want our regular newsletter to include the latest news and insightful updates for and from LVTs.

Are there any challenges you face, interesting projects and work you're currently undertaking, or a technical topic or development you think our LVT network could benefit from hearing about? Get in touch via the details below so we can look to include this information in our next newsletter.

Communicating with us

LVTs wanting to contact us must direct their enquiry to our Roadworthy inbox, roadworthy@transport.vic.gov.au. If the matter is urgent, please call the Vehicle Safety Partners & Standards Team by phone during normal business hours on 1300 309 571 so that an available team member can speak to you.

The roadworthy inbox is monitored regularly throughout the day and new enquiries are allocated across the team to ensure an even distribution of workload and timely response. Due to the workload of the team and the volume of enquiries received, you will need to allow us up to three business days to respond. The more information and detail you can provide in your enquiry will help us allocate it accordingly and expedite our response to you.

LVTs cannot be guaranteed that calls or emails sent directly to an individual will be promptly answered or responded to.