

# Certificate of loading

16-1 Certificate of loading



## Certificate of loading

## 16-1 Certificate of loading

### Summary of legislation

#### Applicable legislation

- Land Transport Rule: Vehicle Standards Compliance 2002
- Land Transport Rule: Heavy Vehicles 2004

#### Mandatory requirements

1. A vehicle must have a chassis rating.
2. A vehicle's loading and weight limits may be verified and recorded only if a record of determination has been made confirming that the relevant HV specialist certification has been obtained for a specific aspect of the vehicle.
3. The following information that identifies the vehicle must be determined:
  - a) Its registration number, and
  - b) Its make, model and sub-model, and
  - c) Its vehicle identification number or chassis number.
4. The loading and weights listed in **Table 16-1-1** and **Table 16-1-2** must be determined.
5. A vehicle inspector must make a record of the relevant loading and weight limits listed in **Table 16-1-1** and provide this to the NZTA on the ILOAD and ICORE screens within the LATIS computer system (refer to *LATIS agents' manual*).
6. When a vehicle inspector has provided a record under Summary of legislation 4, the inspecting organisation must issue a certificate of loading.
7. A certificate of loading (CoL) must contain:
  - a) information that identifies the vehicle, and
  - b) the date on which the CoL was issued, and
  - c) other information relevant to loading and weight specifications specified by the NZTA.

### Reasons for rejection

#### Mandatory requirements

1. Relevant HV specialist certification, where this is required, eg for towing connections, has not been obtained prior determining loading and weights, ie the vehicle has not been:
  - a) issued with a valid LT400 certificate, or
  - b) fitted with a valid certification plate .
2. When the loading and weights were determined by the vehicle inspector, the vehicle was not correctly identified by all of the following:
  - a) Registration number (**Note 1**)
  - b) Make, model and sub-model
  - c) Vehicle identification number or chassis number, as applicable.
3. The relevant loading and weights in **Table 16-1-1** have not been determined, or have been determined incorrectly.
4. The relevant loading and weights specified in **Table 16-1-1** have not been recorded, or have been recorded incorrectly, on the LATIS system's ILOAD and ICORE screens (refer to *LATIS agents' manual*).
5. The certificate of loading:
  - a) has not been printed (**Note 1**), or
  - b) is not valid, eg it displays incorrect information.

**Note 1** This only applies when the vehicle has been registered using a TCERT authority. Certificates of loading cannot be issued for unregistered vehicles.

**Table 16-1-1. General loading, weights and other information to be determined**

All vehicles	<ul style="list-style-type: none"><li>▪ Gross vehicle mass (GVM)</li><li>▪ Unladen vehicle mass (tare weight)</li><li>▪ Wheelbase</li><li>▪ Number of axles</li><li>▪ Axle spacings (for multi-axle groups)</li><li>▪ Front axle weight ratings (if available)</li><li>▪ Rear axle group weight ratings (if available)</li><li>▪ Front axle tyre designation and tyre capacity</li><li>▪ Rear axle group tyre designation and tyre capacity</li><li>▪ Relevant endorsements or statements provided in applicable legislation (eg towing standards, brake standards)</li><li>▪ Overdimension information (if applicable)</li><li>▪ Further details and conditions that have been specified for the vehicle's operation</li></ul>
Additional for vehicles fitted with a towing connection	<ul style="list-style-type: none"><li>▪ Gross combination mass (braked)</li><li>▪ Gross combination mass (unbraked)</li><li>▪ Maximum towed mass (braked)</li><li>▪ Maximum towed mass (unbraked)</li></ul>

## Certificate of loading

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### Summary of legislation

#### Applicable legislation

- Land Transport Rule: Vehicle Standards Compliance 2002
- Land Transport Rule: Passenger Service Vehicles 1999.

#### Mandatory requirements

1. A vehicle's loading and weight limits may be verified and recorded only if a record of determination has been made confirming that the relevant LVV specialist certification has been obtained for a specific aspect of the vehicle.
2. The following information that identifies the vehicle must be determined:
  - a) Its registration number, and
  - b) Its make, model and sub-model, and
  - c) Its vehicle identification number or chassis number.
3. The loading and weights listed in **Table 16-1-1** and **Table 16-1-2** must be determined.
4. A vehicle inspector must make a record of the relevant loading and weight limits listed in **Table 16-1-1** and **Table 16-1-2** and provide this to the NZTA on the ILOAD, ICORE and IPASS screens within the LATIS computer system (refer to *LATIS agents' manual*).
5. When a vehicle inspector has provided a record under SoL 4, the inspecting organisation must issue a certificate of loading.
6. A certificate of loading (CoL) must contain:
  - a) information that identifies the vehicle, and
  - b) the date on which the CoL was issued, and
  - c) other information relevant to loading and weight specifications specified by the NZTA.

### Reasons for rejection

#### Mandatory requirements

1. Relevant LVV specialist certification, where this is required, eg for retrofitted seats or seatbelts, has not been obtained prior determining loading and weights, ie the vehicle is not fitted with a valid low volume vehicle certification plate.
2. When the loading and weights were determined by the vehicle inspector, the vehicle was not correctly identified by all of the following:
  - a) Registration number (**Note 1**)
  - b) Make, model and sub-model
  - c) Vehicle identification number or chassis number, as applicable.
3. The relevant loading and weights in **Table 16-1-1** and **Table 16-1-2** have not been determined, or have been determined incorrectly.
4. The relevant loading and weights specified in **Table 16-1-1** and **Table 16-1-2** have not been recorded, or have been recorded incorrectly, on the LATIS system's ILOAD, ICORE and IPASS screens (refer to *LATIS agents' manual*).
5. The certificate of loading:
  - a) has not been printed (**Note 1**), or
  - b) is not valid, eg it displays incorrect information.

**Note 1** This only applies when the vehicle has been registered using a TCERT authority. Certificates of loading cannot be issued for unregistered vehicles.

#### Table 16-1-1. General loading and weights to be determined

All vehicles	<ul style="list-style-type: none"> <li>• Gross vehicle mass (GVM) (<b>Note 1</b>)</li> <li>• Unladen vehicle mass (tare weight)</li> <li>• Wheelbase</li> <li>• Number of axles</li> <li>• Axle spacings (for multi-axle groups)</li> <li>• Relevant endorsements or statements provided in applicable legislation (eg towing standards)</li> <li>• Overdimension information (if applicable)</li> <li>• Further details and conditions that have been specified for the vehicle's operation</li> </ul>
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Certificate of loading

16-1 Certificate of loading (cont.)

Additional for vehicles fitted with a towbar	<ul style="list-style-type: none"> <li>Gross combination mass (braked)</li> <li>Gross combination mass (unbraked)</li> <li>Maximum towed mass (braked)</li> <li>Maximum towed mass (unbraked)</li> </ul>
Additional for MD1 and MD2 vehicles	<ul style="list-style-type: none"> <li>Front axle weight ratings (if available)</li> <li>Rear axle group weight ratings (if available)</li> <li>Front axle tyre designation and tyre capacity</li> <li>Rear axle group tyre designation and tyre capacity</li> </ul>
Additional for vehicles fitted with a roof rack	<ul style="list-style-type: none"> <li>Maximum roof rack load</li> </ul>

**Table 16-1-2. Passenger loading to be determined**

General requirements for determining passenger loading	
All vehicles	<p>The <b>deemed mass</b> of each occupant is:</p> <ul style="list-style-type: none"> <li>80 kg for adult occupants</li> <li>65 kg for secondary-school pupils</li> <li>55 kg for intermediate-school pupils</li> <li>42 kg for primary-school pupils.</li> </ul>
MD1 and MD2 vehicles	<ol style="list-style-type: none"> <li>The <b>maximum deemed passenger loading</b> is calculated from the maximum number of passengers allowed in the CoL and their deemed mass.</li> <li>The <b>GVM</b> must not be exceeded when the vehicle is loaded with the maximum deemed passenger loading (Note 1).</li> <li>the <b>axle ratings</b> (where specified on the CoL) must not be exceeded when the vehicle is loaded with the maximum deemed passenger loading, and</li> <li>the vehicle must be designed and constructed to ensure that at any normal loading condition of the vehicle (including the permitted load on the towbar, if fitted): <ul style="list-style-type: none"> <li>at least 25% of the actual weight is carried on the front axle or front-axle combination, and</li> <li>no component over-loading will occur.</li> </ul> </li> </ol>
Seated passengers	
<p>Maximum number of seated passengers to be determined, as appropriate to the vehicle:</p> <ul style="list-style-type: none"> <li>Adult passengers</li> <li>Secondary-school pupils</li> <li>Intermediate-school pupils</li> <li>Primary-school pupils</li> </ul> <p><b>Calculation</b></p> <ol style="list-style-type: none"> <li>The PSV must comply with all relevant seat, aisle and other measurements and requirements before loads are calculated. Any seats in excess of the permitted maximum number of passengers must be removed (a non-complying front middle seat may be unusable if removal is not reasonably possible) (<b>Note 3</b>).</li> </ol>	

2. The maximum number of seated passengers must be calculated as follows:
  - a. one person per seating position, and
  - b. in the case of seats providing at least 900 mm shoulder room, either:
    - i. according to the number of fitted seatbelts, or
    - ii. if the seats are not fitted with seatbelts, three primary- or intermediate-school pupils to two seating positions.

**Note 2** In a PSV carrying only seated passengers, the maximum number of passengers may also or instead, at the written request of the operator or manufacturer to the inspecting organisation, be displayed on the certificate of loading as a combination of:

- adult passengers, and
- primary- or intermediate-school pupils.

### Standing passengers

Maximum number of standing passengers to be determined, as appropriate to the vehicle:

- Adult passengers
- Secondary-school pupils
- Intermediate-school pupils
- Primary-school pupils

### Calculation

1. Maximum number of the standing passengers = the area available for the standing passengers divided by the area required for each standing passenger.
2. The following areas are not available for standing passengers:
  - an area which has an obvious boundary, extending at least 300 mm behind the driver's seat, with a sign stating that passengers must not stand in that area
  - an area where the internal height is less than 1.83 m, with a sign stating that passengers must not stand in that area
  - an area where the gradient of the aisle is steeper than 1 in 12.5, with a sign stating that passengers must not stand in that area
  - the area occupied by seats or dedicated as foot room for sitting passengers
  - stairwells, ramps and the area swept by the doors
  - all areas on a single-decked open-bodied vehicle
  - the area of a motor vehicle in which every seat must be fitted with a seatbelt.
3. The area for standing passengers must have no dimension less than:
  - for adult passengers and secondary-school pupils, 380 mm, and
  - for primary- and intermediate-school pupils, 300 mm.
4. The minimum area required for each standing passenger is:
  - 0.17 m<sup>2</sup> for mixed loads of adults, secondary-, intermediate- and primary-school pupils, and
  - 0.15 m<sup>2</sup> for primary- and intermediate-school pupils.

**Note 3** PSVs previously issued with CoLs with reduced passenger capacity due to insufficient GVM

- Any PSV with 9 or fewer seats is permitted to exceed the GVM and can now have their passenger capacity recalculated and the CoL updated accordingly.
- Any PSV with 10 or more seats must not exceed the GVM but may have their chassis rating reviewed on application to NZTA (Vehicles Unit). The result may be a greater GVM which may allow additional seats to remain/be fitted and the passenger capacity increased. The CoL can then be updated accordingly.
- Any seats in excess of the permitted passenger capacity must be removed.



## Certificate of loading

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### Summary of legislation

- Land Transport Rule: Vehicle Standards Compliance 2002
- Land Transport Rule: Passenger Service Vehicles 1999.

#### Mandatory requirements

1. A heavy PSV must be issued with a chassis rating.
2. A vehicle's loading and weight limits may be verified and recorded only if a record of determination has been made confirming that the relevant HV specialist certification has been obtained for a specific aspect of the vehicle.
3. The following information that identifies the vehicle must be determined:
  - a) Its registration number, and
  - b) Its make, model and sub-model, and
  - c) Its vehicle identification number or chassis number.
4. The loading and weights listed in **Table 16-1-1** and **Table 16-1-2** must be determined.
5. A vehicle inspector must make a record of the relevant loading and weight limits listed in **Table 16-1-1** and **Table 16-1-2** and provide this to the NZTA on the ILOAD, ICORE and IPASS screens within the LATIS computer system (refer to *LATIS agents' manual*).
6. When a vehicle inspector has provided a record under Summary of legislation 4, the inspecting organisation must issue a certificate of loading.
7. A certificate of loading (CoL) must contain:
  - a) information that identifies the vehicle, and
  - b) the date on which the CoL was issued, and
  - c) other information relevant to loading and weight specifications specified by the NZTA.

### Reasons for rejection

#### Mandatory requirements

1. Relevant HV specialist certification, where this is required, has not been obtained prior determining loading and weights, ie the vehicle has not been issued with a valid LT400 certificate.
2. When the loading and weights were determined by the vehicle inspector, the vehicle was not correctly identified by all of the following:
  - a) Registration number
  - b) Make, model and sub-model
  - c) Vehicle identification number or chassis number, as applicable.
3. The relevant loading and weights in **Table 16-1-1** and **Table 16-1-2** have not been determined, or have been determined incorrectly.
4. The relevant loading and weights specified in **Table 16-1-1** and **Table 16-1-2** have not been recorded, or have been recorded incorrectly, on the LATIS system's ILOAD, ICORE and IPASS screens (refer to *LATIS agents' manual*).
5. The certificate of loading:
  - a) has not been printed, or
  - b) is not valid, eg it displays incorrect information.

**Note 1** This only applies when the vehicle has been registered using a TCERT authority. Certificates of loading cannot be issued for unregistered vehicles.

**Table 16-1-1 General loading and weights to be determined**

All vehicles	<ul style="list-style-type: none"> <li>• Gross vehicle mass (GVM) (<b>Note 3</b>)</li> <li>• Unladen vehicle mass (tare weight)</li> <li>• Wheelbase</li> <li>• Number of axles</li> <li>• Axle spacings (for multi-axle groups)</li> <li>• Front axle weight ratings (if available)</li> <li>• Rear axle group weight ratings (if available)</li> <li>• Front axle tyre designation and tyre capacity</li> <li>• Rear axle group tyre designation and tyre capacity</li> <li>• Relevant endorsements or statements provided in applicable legislation (eg towing standards, brake standards)</li> <li>• Overdimension information (if applicable)</li> <li>• Further details and conditions that have been specified for the vehicle's operation</li> </ul>
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Certificate of loading

16-1 Certificate of loading (cont.)

Additional for vehicles fitted with a towbar	<ul style="list-style-type: none"> <li>• Gross combination mass (braked)</li> <li>• Gross combination mass (unbraked)</li> <li>• Maximum towed mass (braked)</li> <li>• Maximum towed mass (unbraked)</li> </ul>
Additional for vehicles fitted with a roof rack	<ul style="list-style-type: none"> <li>• Maximum roof rack load</li> </ul>

**Table 16-1-2 Passenger loading to be determined**

General requirements for determining passenger loading	
All vehicles	<ol style="list-style-type: none"> <li>1. The <b>deemed mass</b> of each occupant is: <ul style="list-style-type: none"> <li>• 80 kg for adult occupants</li> <li>• 65 kg for secondary-school pupils</li> <li>• 55 kg for intermediate-school pupils</li> <li>• 42 kg for primary-school pupils.</li> </ul> </li> </ol>
PSVs with 10 or more seats	<ol style="list-style-type: none"> <li>1. The <b>maximum deemed passenger loading</b> is calculated from the maximum number of passengers allowed in the CoL and their deemed mass.</li> <li>2. The <b>GVM</b> must not be exceeded when the vehicle is loaded with the maximum deemed passenger loading, plus driver and any crew at their deemed mass (<b>Note 4</b>).</li> <li>3. The <b>axle ratings</b> (where specified on the CoL) must not be exceeded when the vehicle is loaded with the maximum deemed passenger loading, plus driver and any crew at their deemed mass.</li> <li>4. The vehicle must be designed and constructed to ensure that at any normal loading condition of the vehicle (including the permitted load imposed by the trailer on the towbar, if fitted): <ol style="list-style-type: none"> <li>a) at least 25% of the actual weight is carried on the front axle or front-axle combination, and</li> <li>b) no component over-loading will occur.</li> </ol> </li> </ol>
Seated passengers	
<p>Maximum number of seated passengers to be determined, as appropriate to the vehicle:</p> <ul style="list-style-type: none"> <li>• Adult passengers</li> <li>• Secondary-school pupils</li> <li>• Intermediate-school pupils</li> <li>• Primary-school pupils</li> </ul> <p><b>Calculation</b></p> <ol style="list-style-type: none"> <li>1. The PSV must comply with all relevant seat, aisle and other measurements and requirements before loads are calculated. Any seats in excess of the permitted maximum number of passengers must be removed (a non-complying front middle seat may be disabled if removal is not reasonably possible) (<b>Note 4</b>).</li> <li>2. The maximum number of seated passengers must be calculated as follows: <ol style="list-style-type: none"> <li>a. one person per seating position, and</li> <li>b. in the case of seats providing at least 900mm shoulder room, either: <ol style="list-style-type: none"> <li>i. according to the number of fitted seatbelts, or</li> <li>ii. if the seats are not fitted with seatbelts, three primary- or intermediate-school pupils to two seating positions.</li> </ol> </li> </ol> </li> </ol> <p><b>Note 2</b> In a PSV carrying only seated passengers, the maximum number of passengers may also or instead, at the written request of the operator or manufacturer to the inspecting organisation, be displayed on the certificate of loading as a combination of:</p> <ul style="list-style-type: none"> <li>• adult passengers, and</li> <li>• primary- or intermediate-school pupils.</li> </ul>	

### Standing passengers

Maximum number of standing passengers to be determined, as appropriate to the vehicle:

- Adult passengers
- Secondary-school pupils
- Intermediate-school pupils
- Primary-school pupils

#### Calculation

1. Maximum number of the standing passengers = the area available for the standing passengers divided by the area required for each standing passenger.
2. The following areas are not available for standing passengers:
  - a. an area which has an obvious boundary, extending at least 300 mm behind the driver's seat, with a sign stating that passengers must not stand in that area
  - b. an area where the internal height is less than 1.83 m, with a sign stating that passengers must not stand in that area
  - c. an area where the gradient of the aisle is steeper than 1 in 12.5, with a sign stating that passengers must not stand in that area
  - d. the area occupied by seats or dedicated as foot room for sitting passengers
  - e. stairwells, ramps and the area swept by the doors
  - f. the upper deck of a double-decked vehicle
  - g. all areas on a single-decked open-bodied vehicle.
3. The area for standing passengers must have no dimension less than:
  - a. for adult passengers and secondary-school pupils, 380 mm; and
  - b. for primary- and intermediate-school pupils, 300 mm.
4. The minimum area required for each standing passenger is:
  - 0.17 m<sup>2</sup> for mixed loads of adults, secondary-, intermediate- and primary-school pupils, and
  - 0.15 m<sup>2</sup> for primary- and intermediate-school pupils.

**Note 3 Double-decked vehicle** means a vehicle that has an upper and lower passenger compartment, and the floor of the upper passenger compartment is equal to or above the ceiling of the lower passenger compartment.

**Note 4** PSVs previously issued with CoLs with reduced passenger capacity due to insufficient GVM:

- Any PSV with 10 or more seats must not exceed the GVM but may have their chassis rating reviewed on application to NZTA (Vehicles Unit). The result may be a greater GVM which may allow additional seats to remain/be fitted and the passenger capacity increased. The CoL can then be updated accordingly.
- Any seats in excess of the permitted passenger capacity must be removed.

