



Circular to Industry CI-109C

# Guidelines for Seat Belt Repairers

## Summary

An organisation must meet certain conditions before they will be approved by the Department of Transport and Major Infrastructure (DTMI) to complete seat belt repairs. The minimum technical requirements specified in this document must be met when undertaking repairs.

## Organisation Requirements

- Seat belt repairs may only be carried out by organisations that have been approved by DTMI;
- The organisation must have a current Civil Aviation Authority (CASA) Certificate of Approval Number; and
- The work must be undertaken at the premises of the approved organisation by appropriately trained staff.

## Scope

Repairs must be restricted to replacement of webbing only, without any repair or modification of mechanical components.

Seat belt assemblies must not be repaired if there is evidence or knowledge that the assembly has been subject to loading in a vehicle accident or that the vehicle was subject to flood damage.

## Technical Requirements

The work must be completed in conformity with the applicable CASA guidelines, the latest version of the Third Edition *Australian Design Rule ADR 4 - Seatbelts* and the relevant Australian Standards (AS) for seat belts.

Detailed records of each repair must be kept for a minimum of 7 years. Records must demonstrate that the materials used comply with the latest version of *AS 1753 Webbing for restraining devices for occupants of motor vehicles* and include all drawings and sketches of stitching patterns.

A clearly marked and readily visible robust tag must be sewn onto the replaced webbing stating the type of repair, the date and the name of the repair organisation.

## Audits

- Seat belt repairs may be subject to inspection by DTMI Vehicle Examiners.
- Approved organisations will be periodically audited by an Officer from DTMI.

## Applications

To become an approved seat belt repairer, application must be made in writing to DTMI with demonstrated evidence of compliance with the conditions specified in this document.

Correspondence must be addressed to Vehicle Safety and Standards at the following address:

34 Gillam Drive Kelmscott WA 6111

## Enquiries

For enquiries contact DTMI on 13 11 56.

