



CI-109C

Vehicle Safety and Standards Circular to Industry

Guidelines for Seat Belt Repairers

This Circular outlines conditions that must be satisfied before the Department of Transport (DoT) Vehicle Safety & Standard (VSS) will consider accepting an organisation to carry out seat belt repairs. This Circular also specifies the scope and the minimum technical requirements that must be met when executing repairs.

The Organisation

- Repair of seat belts may be carried out only by organisations that have been accepted by the VSS.
- The organisation must have a current Civil Aviation Safety Authority (CASA) Certificate of Approval Number.
- The work must be undertaken at the premises of the approved organisation, by appropriately trained competent 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 done in conformity with the applicable CASA Guidelines and the latest version of the Third Edition Australian Design Rules ADR4 and the relevant Australian Standards for seat belts.
- Detailed records of each repair must be kept for at least 7 years. Records should demonstrate that materials used comply with the latest version of AS 1753. The records should 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 repair work will be subject to inspection from time to time by the DoT Vehicle Examiners at examination centres.
- Organisations that are accepted to carry out seat belt repairs must be prepared for auditing from time to time by an Officer from the VSS.

Applications

Organisations wishing to carry out seat belt repairs, must apply in writing to the VSS indicating their intention to comply with the above conditions. The application must demonstrate their ability to comply with these conditions.

Correspondence must be addressed to the Manager of VSS at the following address:

Correspondence and enquiries

Vehicle Safety and Standards Branch

Department of Transport
21 Murray Road South
WELSHPOOL WA 6106
Telephone 13 11 56
Facsimile (08) 9216 3899