

# TITLE 16, BUREAU OF AUTOMOTIVE REPAIR

## PROPOSED LANGUAGE OF REGULATIONS

### Official Stations and Adjusters

Legend: Added text is indicated by underlining.  
Deleted text is indicated by ~~strikethrough~~.  
Omitted Text is indicated by \*\*\*\*.

#### **(1) Amend Section 3305 of Article 2, Chapter 1, Division 33, Title 16, California Code of Regulations as follows:**

3305. Station Performance, Work Area and Adjuster Required.

(a) All adjusting, inspecting, servicing, and repairing of brake systems and lamp systems for the purpose of issuing any certificate of compliance or adjustment shall be performed in official stations, by official adjusters, in accordance with the following, in descending order of precedence, as applicable:

- (1) Vehicle Manufacturers' current standards, specifications and recommended procedures, as published in the manufacturers' vehicle service and repair manuals.
- (2) Current standards, specifications, procedures, directives, manuals, bulletins and instructions issued by vehicle and equipment or device manufacturers.
- (3) Standards, specifications and recommended procedures found in current industry-standard reference manuals and periodicals published by nationally recognized repair information providers.
- (4) The bureau's ~~Handbook for Brake~~ Inspection Handbook, Adjusters and Official Stations and Adjusters, February 2003~~July 2016~~, which is hereby incorporated by reference.
- (5) The bureau's ~~Handbook for Lamp~~ Inspection Handbook, Adjusters and Official Stations, and Adjusters, February 2003~~July 2016~~, which is hereby incorporated by reference.

(b) The specific activities for which an official station is licensed shall be performed only in an area of the station that has been approved by the bureau. Other work may be performed in the approved area, as desired. The work area shall be within a building

and shall be large enough to accommodate the motor vehicle being serviced. The bureau may make an exception to the preceding requirement by approving a work area adjacent to a building for purposes of inspecting and adjusting equipment and devices on buses, trucks, truck tractors, trailers, and semitrailers. The work area shall be kept clean and orderly.

(c) The services of an officially licensed adjuster appropriate to each type and class of station license held shall be available at each official station, except a fleet ownerd station, not less than 40 hours weekly or not less than half of the hours the station is open for business weekly, whichever is less. Fleet ownerd stations are required to provide the services of a licensed adjuster only for certification procedures.

Authority: Sections 9882, 9887.1 and 9888.2, Business and Professional Code.

Reference: Sections 9888.2 and 9888.4, Business and Professions Code.

**(2) Amend Section 3310 of Article 2, Chapter 1, Division 33, Title 16, California Code of Regulations as follows:**

3310. Licensing Official Lamp and Brake Adjusters.

(a) There shall be one class of official lamp adjusters' license. Official lamp adjusters' licenses may be issued to persons who have shown by examination that they are qualified to test, inspect, adjust, and repair the lamps and related electrical systems on all vehicles.

(b) There shall be three classes of official brake adjusters' licenses:

(1) Class A official brake adjusters' licenses may be issued to persons who have shown by examination that they are qualified to test, inspect, adjust, and repair the brakes and brake system on all vehicles, including, but not limited to, all buses, trucks, truck tractors, trailers, semitrailers, motorcycles, and motor-driven cycles.

(2) Class B official brake adjusters' licenses may be issued to persons who have shown by examination that they are qualified to test, inspect, adjust, and repair all brakes and brake systems on all buses, trucks, and truck tractors, trailers, and semitrailers.

(3) Class C official brake adjusters' licenses may be issued to persons who have shown by examination that they are qualified to test, inspect, adjust, and repair all brakes and brake systems on all trucks and truck tractors having a manufacturer's gross vehicle weight rating of less than ~~40,000~~ 18,000 pounds and all trailers and semitrailers which do not use compressed air or vacuum to actuate the brakes, and all passenger vehicles including motorcycles and motor-driven cycles.

\* \* \* \*

(d) Each application shall be accompanied by the fee prescribed in Section 9887.2 of the Business and Professions Code, except that the late renewal fee shall be \$7.50 if the bureau receives the renewal application within 30 days after the date of expiration. ~~An applicant who fails the examination may submit an application for another examination and in each such instance shall pay the prescribed application fee.~~

(e) An applicant for an official lamp adjuster license or official brake adjuster license who receives a notice of qualification to take an examination pursuant to Section 3303.2 (d) of Article 1, shall schedule with the bureau's examination vendor for each examination and successfully complete and pass the appropriate examination in order to receive a license. The qualified applicant shall take the examination within 90 days of receipt of the notification of qualification to take the examination. The qualified applicant may attempt to pass the examination two times within the 90 day period. After two attempts the applicant shall submit a new application to the bureau.

~~(e)~~ (f) Official adjusters' licenses shall expire four years from date of issue. When any person licensed as an adjuster ceases to be employed at an official station, the person's right to act as an official adjuster shall immediately cease. The person shall not engage in the activity of official adjuster until the person is again employed at an appropriate official station.

(g) Official brake and lamp adjuster licenses shall be renewed using the applicable application referenced in subsection (c). Each renewal application shall be accompanied by a renewal fee as prescribed in Section 9887.2 of the Business and Professions Code. If the bureau receives the renewal application within 30 days after the date of expiration, the late renewal fee shall be \$7.50. If more than 30 days have passed since the expiration date, the license shall not be renewed. The applicant shall submit a new application and fee as prescribed in section 9887.2 of the Business and Professions Code.

Authority: Sections 9882, 9887.1, 9887.2 and 9888.2, Business and Professions Code.  
Reference: Sections 163.5, 9887.1, 9887.2 and 9888.2, Business and Professions Code.



**(3) Amend Section 3316 of Article 3, Chapter 1, Division 33, Title 16, California Code of Regulations as follows:**

3316. Lamp Adjusting Station Operation and Equipment Requirements.

The operation of official lamp adjusting stations shall be subject to the following provisions:

(a) ~~Class A~~ Official lamp adjusting stations shall provide possess either an aiming

~~screen or an optical type headlamp aiming equipment. machine. Class A s Stations may provide, in addition, also possess a mechanical type headlamp aiming equipment. machine and related calibration equipment. A Class BL station that limits its lamp aiming to lamps with aiming pads shall provide a mechanical type headlamp aiming machine and related calibration equipment. Each official lamp adjusting station shall be equipped with a voltmeter and other tools necessary for proper lamp servicing.~~

(b) Equipment for aiming headlamps and auxiliary lamps shall meet applicable Society of Automotive Engineer (SAE) standards, including but not limited to SAE J599, as confirmed by the equipment manufacturer through independent laboratory testing. ~~be approved by the bureau.~~

Aiming equipment shall be used only in the work area prescribed in subsection (b) of Section 3305 of this chapter, and as follows:

(1) Aiming screens may be used for all headlamps and auxiliary lamps. Provision shall be made so that the screen can be shaded sufficiently from both direct and ambient light during daylight hours to adequately perform aiming functions ~~adequately.~~

(2) Optical type headlamp aiming machines may be used for all headlamps and auxiliary lamps.

(3) Mechanical type headlamp aiming machines shall be used only for lamps manufactured with three aiming pads on the lens.

(c) Each official lamp adjusting station shall maintain, in a location readily accessible to licensed adjusters, a current copy of the following:

(1) The bureau's ~~Handbook for Lamp Adjusters and Stations~~ Lamp Inspection Handbook, Official Stations and Adjusters referenced in subsection (a) of Section 3305 of this Chapter.

(2) All ~~appropriate~~ and current lamp adjustment standards, specifications, directives, manuals, bulletins and instructions issued by motor vehicle and lamp manufacturers that are applicable to vehicles for which the station adjusts lamps.

(3) Service manuals and operating instructions issued by the manufacturers for all headlamp aiming instruments, machines, devices, and equipment used by the station.

(d) ~~Effective April 1, 1999,~~ Effective October 1, 2017, licensed stations, as needed, shall purchase and begin to issue certificates of adjustment from the bureau titled *Lamp Certificate of Adjustment / Compliance*, Rev. 10/15, which are hereby incorporated by reference. ~~The for a~~ certificates shall be purchased for a fee of three dollars and fifty

cents (\$3.50) each and shall be purchased in units of fifty (50). Licensed stations and shall not purchase or otherwise obtain such certificates from any other source. Full payment is required at the time certificates are ordered. Certificates are not exchangeable following delivery, except as described in subsection (2) below. A licensed station shall not sell or otherwise transfer unused certificates of adjustment.

(1) Through December 31, 2017, licensed stations may continue to issue certificates purchased prior to October 1, 2017. Beginning January 1, 2018, licensed stations shall only issue the *Lamp Certificate of Adjustment / Compliance* incorporated in this subsection.

(2) Through December 31, 2018, licensed stations may exchange unused certificates that were purchased prior to October 1, 2017 for the *Lamp Certificates of Adjustment / Compliance* incorporated in this subsection.

(e) Issuance of a lamp adjustment certificate of adjustment / compliance shall be in accordance with the procedures contained in the Lamp Inspection Handbook, Official Stations and Adjusters, referenced in subsection (a) of Section 3305 of this Chapter. following provisions:

(1) When a lamp adjustment certificate is issued to an applicant for an authorized emergency vehicle permit, the certificate shall certify that the vehicle has been inspected, that all lamps and related electrical systems meet all requirements of the Vehicle Code and bureau regulations, and that all lamps capable of adjustment are properly adjusted.

(2) Where all of the lamps, lighting equipment, and related electrical systems on a vehicle have been inspected and found to be in compliance with all requirements of the Vehicle Code and bureau regulations, the certificate shall certify that the entire system meets all of those requirements.

(3) When a customer asks for a certificate of lamp adjustment in conjunction with clearance of an enforcement form, the adjuster may, if requested, inspect and certify only the portion of the lighting system specified as defective on the enforcement form. Where the entire system has not been tested or inspected or one or more defects have been corrected, the certificate shall indicate which tests or inspections have been performed, or which defect or defects have been corrected.

A certificate shall be valid for 90 days after its issuance to a consumer.

(e) (D) After correcting specified defects, When a lamp adjustment certificate is issued to certify correction of a defect cited in an enforcement form, official lamp adjusters shall certify that defects indicated on citations or other enforcement forms have been corrected.

(1) The adjuster shall inform the customer of any other defective conditions

~~present or likely to occur in the future, which have come to the adjuster's attention in conjunction with inspection of the vehicle and correction of specified defects.~~

~~(2) If the customer does not authorize additional repairs to correct other defects found during the inspection, the adjuster shall certify that only the specific defects listed on the enforcement form have been corrected.~~

~~(3) Only a licensed adjuster employed at an official adjusting station may sign an enforcement form as an official adjuster. The adjuster's license number, class, and official station number shall be included with the signature.~~

~~(4) Certification by a licensed adjuster on an enforcement form that a violation has been corrected shall include the date of correction, the station's and the adjuster's license numbers, and the adjuster's signature.~~

Authority: Sections 9882, 9887.1 and 9888.2, Business and Professions Code.  
Reference: Sections 9887.1, 9888.2, 9889.16 and 9889.19, Business and Professions Code; and Section 40616, Vehicle Code.  
d 12-4-73 (Register 73, No. 49).

**(4) Amend Section 3320 of Article 4, Chapter 1, Division 33, Title 16, California Code of Regulations as follows:**

3320. Classes of Official Brake Adjusting Stations.

Classes of official brake adjusting stations are established as follows:

(4) (a) Class A official brake adjusting stations shall be equipped to test, inspect, adjust, and repair all brakes and brake systems on all vehicles, including, but not limited to, all buses, trucks, truck tractors, trailers, semitrailers, motorcycles, and motor-driven cycles.

(b) Class B official brake adjusting stations shall be equipped to test, inspect, adjust, and repair all brakes and brake systems on all buses, trucks, truck tractors, trailers, and semitrailers.

(c) Class C official brake adjusting stations shall be equipped to test, inspect, adjust, and repair all brakes and brake systems on all trucks or truck tractors having a manufacturer's gross vehicle weight rating of less than ~~40,000~~ 18,000 pounds, all trailers and semitrailers that do not use compressed air or vacuum to actuate the brakes, and all passenger vehicles including motorcycles and motor-driven cycles.

Authority: Sections 9882, 9887.1 and 9888.2, Business and Professions Code.  
Reference: Sections 9887.1, 9887.3 and 9888.2, Business and Professions Code.

**(5) Amend Section 3321 of Article 4, Chapter 1, Division 33, Title 16, California Code of Regulations as follows:**

3321. Brake Adjusting Station Operation and Equipment Requirements.

The operation of official brake adjusting stations shall be subject to the following provisions:

(a) Each station shall be equipped with the following tools according to the class of station.

(1) All stations shall be equipped with:

- (A) Suitable hand tools.
- (B) A brake drum diameter gauge capable of measuring increments of 0.005 inch.
- (C) A disc brake rotor thickness gauge capable of measuring increments of 0.001 inch.
- (D) A disc brake rotor runout gauge capable of measuring increments of 0.001 inch.
- (E) Brake lining gauges capable of measuring thickness of remaining usable brake lining either in fractions of an inch or in percentage of lining remaining.
- (F) Torque wrenches capable of measuring torsion in accordance with vehicle manufacturer's installation and adjustment specifications.

(2) Class A and B stations shall be equipped with:

- (A) A vacuum brake test kit with a gauge capable of measuring in inches of mercury
- (B) An airbrake pressure test gauge accurate to +1 psi.

(b) Each station shall maintain in a location readily accessible to its licensed adjusters a current copy of the following:

- (1) The bureau's ~~Handbook for Brake~~ Inspection Handbook Adjusters and Stations and Adjusters, referenced in subsection (a) of Section 3305 of this Chapter.
- (2) All ~~appropriate and~~ current standards, specifications, directives, manuals, bulletins, and instructions issued by motor vehicle, brake, and brake equipment manufacturers that are applicable to vehicles for which the station adjusts brakes.
- (3) Service manuals and operating instructions issued by the manufacturers for all brake inspection tools, instruments, machines, devices and equipment used by the station.

(c) ~~Effective April 1, 1999, Effective October 1, 2017,~~ licensed stations, as needed, shall purchase and begin to issue certificates of adjustment from the bureau titled *Brake*

Certificate of Adjustment / Compliance, Rev. 10/15, which are hereby incorporated by reference. The for a certificates shall be purchased for a fee of three dollars and fifty cents (\$3.50) each and shall be purchased in units of fifty (50). Licensed stations and shall not purchase or otherwise obtain such certificates from any other source. Full payment is required at the time certificates are ordered. Certificates are not exchangeable following delivery, except as described in paragraph (2) below. A licensed station shall not sell or otherwise transfer unused certificates of adjustment.

(1) Through December 31, 2017, licensed stations may continue to issue certificates purchased prior to October 1, 2017. Beginning January 1, 2018, licensed stations shall only issue the Brake Certificate of Adjustment / Compliance incorporated in this subsection.

(2) Through December 31, 2018, licensed stations may exchange unused certificates that were purchased prior to October 1, 2017 for the Brake Certificates of Adjustment / Compliance incorporated in this subsection.

(d) Issuance of a brake adjustment certificate shall be in accordance with the procedures contained in the Brake Inspection Handbook, Official Stations and Adjusters referenced in subsection (a) of Section 3305 of this Chapter. following provisions:

~~(1) When a brake adjustment certificate is issued to an applicant for an authorized emergency vehicle permit, the certificate shall certify that the vehicle has been road-tested and that the entire braking system meets all requirements of the Vehicle Code and bureau regulations.~~

~~(2) Where the entire brake system on any vehicle has been inspected or tested and found to be in compliance with all requirements of the Vehicle Code and bureau regulations, and the vehicle has been road-tested, the certificate shall certify that the entire system meets all such requirements.~~

~~(3) When a customer asks for a certificate of brake adjustment in conjunction with clearance of an enforcement form, the adjuster may, if requested, inspect and certify only the portion of the brake system specified as defective on the enforcement form. Where the entire system has not been tested or inspected or one or more defects have been corrected, the certificate shall indicate which tests or inspections have been performed, or which defect or defects have been corrected.~~

~~(4) A certificate shall be valid for 90 days after its issuance to a consumer.~~

~~(d) (A) After correcting specified defects, official brake adjusters shall certify that defects indicated on citations or other enforcement forms have been corrected.~~

~~(1) (B) The adjuster shall inform the customer of any other defective conditions present or likely to occur in the future, which have come to the adjuster's attention in conjunction with inspection of the vehicle and correction of specified defects. The adjuster shall~~

~~inform the customer of the percentage of braking material left on pads/shoes, as appropriate.~~

~~(2) (C) If the customer does not authorize additional repairs to correct other defects found during the inspection, the adjuster shall certify that only the specific defects listed on the enforcement form have been corrected.~~

~~(3) Only a licensed adjuster employed at an official adjusting station may sign an enforcement form as an official adjuster. The adjuster's license number, the license class, and the official station license number shall be included with the signature.~~

~~(4) Certification by a licensed adjuster on an enforcement form that a violation has been corrected shall include the date of correction, the station's and the adjuster's license numbers, and the adjuster's signature.~~

Authority: Sections 9882, 9887.1 and 9888.2, Business and Professions Code.

Reference: Sections 9887.1, 9888.2 and 9889.16, Business and Professions Code; and Section 40616, Vehicle Code.

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