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**DRAFT GHANA STANDARD**

**DGS: 4510:2022**

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**ROAD VEHICLES — REQUIREMENTS FOR IMPORTED USED  
MOTOR VEHICLES**

This document is a Draft Ghana Standard. This document shall not be used or referred to as a Ghana Standard.

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**ICS**

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DRAFT GHANA STANDARDS

## Road vehicles — Requirements for imported used motor vehicles

### 1 Scope

This Ghana Standard specifies the requirements, which include safety characteristics and inspection criteria for imported used motor vehicles of categories M1, M2, M3, N1, N2, N3 and O with the exception of category L.

### 2 Normative references

The following referenced documents are indispensable in the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

**GS ISO 3779: 2019** - Road vehicles — Vehicle identification number (VIN) — Content and structure

**GS ISO 4030: 2019** - Road vehicles — Vehicle identification number (VIN) — Location and attachment

**ECE/TRANS/WP.29/78. Rev 6** - Consolidated Resolution on the Construction of Vehicles (R.E.3)

**ARS 1379** - Definitions and classifications of power-driven vehicles and trailers

### 3 Definitions

For the purposes of this standard, the terms and definitions in the current revisions of the Consolidated Resolution on the Construction of Vehicles (R.E.3), (document ECE/TRANS/WP.29/78) and ARS 1379 - Definitions and classifications of power-driven vehicles and trailers and the following shall apply:

#### 3.1 used Vehicle

a motor vehicle that has been previously owned and registered and is more than twelve months from the date of manufacture of the vehicle and with a mileage exceeding 1 500 km

#### 3.2 inspection

activities such as measuring, examining one or more characteristics of a vehicle or its parts and comparing these with specified requirements to determine conformity

#### 3.3 specification

prescribed requirement with which the vehicle or its parts has to conform

**3.4 defect**

non-fulfilment of intended usage requirements

**3.5 non-conformity**

non-fulfilment of specified requirements

**3.6 reliability**

ability of a vehicle or its parts to perform its required function(s) under stated conditions or a stated period of time

**3.7 quality**

totality of features and characteristics of a vehicle or its parts that bear on its ability to satisfy stated or implied needs

**3.8 chassis**

skeletal framework of a vehicle on which most of the mechanical parts like tires, axle assemblies, steering, brakes and the engine are fastened.

**3.9 safety cage**

a rigid part of the body of the vehicle that surrounds the passenger compartment and protects passengers during crash. (see Annex A)

**3.10 salvage vehicle**

a motor vehicle that has suffered minor or major damages.

Where major damages include:

- A vehicle that has been critically damaged to the extent that any part of the safety cage and or chassis is broken, cracked, bent or twisted. .
- A vehicle that has been submerged in water or damaged by flood.
- A vehicle, other than an abandoned vehicle, that has value only as a source of parts and scrap metal, or has been designated by its owner for dismantling, or has been stripped of all body panels, doors, lights, etc., or has been burned or destroyed beyond a restorable condition.

Where minor damages include damages that do not affect the structural integrity of the safety cage and chassis. This include but no limited to:

- Cracked headlights or taillights
- Punctured tyres
- Dents in doors and body panels
- Dings in the hood or windshield
- Cracked bumper
- Scratches in the paint
- Bent fender
- Minor suspension problems like broken shocks and link bars

**3.11 over-aged vehicle**

motor vehicle over 10 years, from date of manufacture

**3.12 proof of compliance**

the authentic evidence of compliance with any of the requirements of this specification

**3.13 importer**

person who has a valid license from the relevant regulator to import a motor vehicle,

**3.14 manufacturer**

means the person or body who is responsible to the Type Approval Authority (TAA) for all aspects of the type approval process and for ensuring the conformity of production. It is not essential that the person or body is directly involved in all stages of the construction of the vehicle or component which is the subject of the approval process.

**3.15 regulator**

an organization appointed by the Minister responsible for Trade and Industry to administer compulsory vehicle specifications on behalf of the Government of Ghana

**3.16 category M1**

vehicles used for the carriage of passengers and comprising not more than eight seats in addition to the driver's seat.

**3.17 category M2**

vehicles used for the carriage of passengers, comprising more than eight seats in addition to the driver's seat, and having a maximum mass not exceeding 5 tonnes.

**3.18 category M3**

vehicles used for the carriage of passengers, comprising more than eight seats in addition to the driver's seat, and having a maximum mass exceeding 5 tonnes

**3.19 category N1**

Vehicles used for the carriage of goods and having a maximum mass not exceeding 3.5 tonnes.

**3.20 category N2**

vehicles used for the carriage of goods and having a maximum mass exceeding 3.5 tonnes but not exceeding 12 tonnes.

**3.21 category N<sub>3</sub>**

vehicles used for the carriage of goods and having a maximum mass exceeding 12 tonnes.

**3.22 category O trailer**

trailers (including semi-trailers)

**3.23 category O1**

trailers with a maximum mass not exceeding 0.75 tonnes.

**3.24 category O2**

trailers with a maximum mass exceeding 0.75 tonnes, but not exceeding 3.5 tonnes.

**3.25 category O3**

trailers with a maximum mass exceeding 3.5 tonnes, but not exceeding 10 tonnes.

**3.26 category O4**

trailers with a maximum mass exceeding 10 tonnes

**3.27 category L**

motor vehicles with less than four wheels

**3.27.1 category L1**

a two-wheeled vehicle with an engine cylinder capacity in the case of a thermic engine not exceeding 50 cm<sup>3</sup> and whatever the means of propulsion a maximum design speed not exceeding 50 km/h.

**3.27.2 category L2**

a three-wheeled vehicle of any wheel arrangement with an engine cylinder capacity in the case of a thermic engine not exceeding 50 cm<sup>3</sup> and whatever the means of propulsion a maximum design speed not exceeding 50 km/h.

**3.27.3 category L3**

a two-wheeled vehicle with an engine cylinder capacity in the case of a thermic engine exceeding 50 cm<sup>3</sup> or whatever the means of propulsion a maximum design speed exceeding 50 km/h.

**3.27.4 category L4**

a vehicle with three wheels asymmetrically arranged in relation to the longitudinal median plane with an engine cylinder capacity in the case of a thermic engine exceeding 50 cm<sup>3</sup> or whatever the means of propulsion a maximum design speed exceeding 50 km/h (motorcycles with sidecars).

**3.27.5 category L5**

a vehicle with three wheels symmetrically arranged in relation to the longitudinal median plane with an engine cylinder capacity in the case of a thermic engine exceeding 50 cm<sup>3</sup> or whatever the means of propulsion a maximum design speed exceeding 50 km/h.

**3.27.6 category L6**

a vehicle with four wheels whose unladen mass is not more than 350 kg, not including the mass of the batteries in case of electric vehicles, whose maximum design speed is not more than 45 km/h, and whose engine cylinder capacity does not exceed 50 cm<sup>3</sup> for spark (positive) ignition engines, or whose maximum net power output does not exceed 4 kW in the case of other internal combustion engines, or whose maximum continuous rated power does not exceed 4 kW in the case of electric engines.

**3.27.7 category L7**

a vehicle with four wheels, other than that classified for the category L6, whose unladen mass is not more than 400 kg (550 kg for vehicles intended for carrying goods), not including the mass of batteries in the case of electric vehicles and whose maximum continuous rated power does not exceed 15 kW.

**4 General requirements for imported used motor vehicles**

#### 4.1 Requirements for import

All used vehicles intended for import in any of the following conditions shall not be allowed into the country:

1. Salvaged vehicles with major damages
2. Originally manufactured right-hand drive vehicles
3. Over-aged vehicles
4. Vehicles to be assembled from parts imported as spare parts will not be allowed
5. Vehicles without speedometer readings in kilometre per hour

#### 4.2 Requirement of an importer

**4.2.1** No entity/person(s) shall import a used motor vehicle unless registered with the Ghana Standards Authority

**4.2.2** Whoever, being an importer of motor vehicles, who imports or offers to import a used vehicle into the country shall:

**4.2.3** Before importation, submit a report of their due diligence to ensure that the said vehicle conforms to all the requirements of this Ghana Standard. The due diligence report shall be accompanied by a VIN report and an application for conformity assessment containing at least  $\frac{3}{4}$  view of front and opposite rear photographs of the vehicle.

**4.2.4** On arrival at any point of entry into Ghana but before clearance, submit the vehicle for inspection and verification by the regulator and the respective revenue authority.

### 5 Inspection

**5.1** Inspection shall be carried out by an examiner from the regulator or an authorized agent of the regulator.

**5.2** The examiner shall ensure that the motor vehicle presented for inspection is the same as that described in the application for inspection.

**5.3** The vehicle presented for inspection shall be sufficiently clean so that all parts can be identified and examined with ease.

**5.4** Identification particulars of a vehicle shall be obtained from the vehicle itself.

**5.5** If the VIN has been removed, erased, obliterated, altered, defaced, obscured, destroyed, affixed unlawfully or by unauthorized persons or does not correspond with the registration certificate or any other acceptable document, the examiner shall discontinue

the examination and record on the inspection record that a clearance from the national police services will be required before the examination can be continued.

NOTE The Vehicle Inspector must advise the local police station if there is reason to believe that the VIN has been tampered with in any way. The importer shall bear the cost.

**5.5.1** The VIN number should preferably be located on the windscreen of the vehicle or any part of the vehicle as and shall conform to the appropriate standards (GS ISO 3779 and GS ISO 4030)

## **5.6 Inspection record**

**5.6.1** The vehicle examiner shall carry out the necessary inspections and tests to determine whether the vehicle conforms to this Ghana Standard and he/she shall record his/her findings in an inspection record.

**5.6.2** In the case of buses and minibuses, the inspection record shall also include items that are only applicable to these vehicles.

**5.6.3** If the vehicle does not comply with the relevant items in this standard, the examiner shall state in the inspection record which items did not comply.

**5.6.4** If the vehicle has acceptable damages as prescribed by this standard, the examiner shall state in the inspection record the damages that require attention or correction.

**5.6.5** A copy of the inspection record shall be handed to the licensed importer presenting the vehicle for inspection and a duplicate copy shall be filed for future reference.

## **5.7 Vehicle Identification / Information plate**

The motor vehicle shall be fitted with a clearly imprinted information / data plate affixed in an accessible place on a door post that displays at least the following particulars:

1. Manufacturer
2. Vehicle Identification Number
3. Gross Vehicle Mass denoted as GVM
4. Gross Combination Mass GCM (If applicable)
5. Gross axle weight rating denoted as GA and GAU, respectively

NOTE if any of the information is incorrect, or if modifications to the vehicle have obviously affected the tare mass, the information given on the plate may have to be verified.

## **6 Specific Requirements for used vehicles**

### **6.1 Steering**



**6.1.1** A used motor vehicle shall have left-hand steering.

**6.1.2** The steering system shall turn the wheels of the vehicle to the left and right.

An inspector shall indicate in the inspection report if the steering system of a vehicle is not functional, and the importer shall be required to tow the vehicle for the requisite repairs.

## **6.2 Brakes**

**6.2.1** The motor vehicle shall have a functional braking system.

An inspector shall indicate in the inspection report if a braking system of a vehicle is not functional, and the importer shall be required to tow the vehicle for the requisite repairs.

## **6.3 Seats**

In the case of Category M vehicles

**6.3.1** the width of the seat from the front to the back shall be at least forty 40 cm.

**6.3.2** seats designed facing the same direction should have a distance of 70 cm between each other and at least 30 cm between the front edge of each seat.

**6.3.3** seats designed facing each other should have a distance of at least 50cm clear of obstruction between the front edge of one seat and the front edge of the seat facing it

## **6.4 Vehicle Entrance**

In the case of Category M3 vehicles

**6.4.1** there should be at least two entrances for passengers, one of which may be an emergency exit, as approved by the Licensing Authority.

**6.4.2** at least one of the entrances for passengers is 60cm or more in width and where there is no exit at the rear of the vehicle there is an emergency exit on the left side of the motor vehicle.

**6.4.3** an entrance or exit, other than an emergency exit, is on the right side or rear side of the motor vehicle.

**6.4.4** the motor vehicle has an emergency exit which is fitted with a door which is kept closed except in an emergency and an entrance or exit door which is capable of being opened by one operation of the locking mechanism and is designed in a manner that enables it to readily open in case of need from both the inside and the outside of the vehicle.

## **6.5 Seatbelts**

**6.5.1** The motor vehicle shall have functional seat belts for all rows and seats of the motor vehicle.

An inspector shall indicate in the inspection report if any seatbelt of a vehicle is not functional, and the importer shall be required to tow the vehicle for the requisite repairs if the driver's seatbelt is not functional

## **6.6 Lighting devices and reflectors**

A motor vehicle shall be fitted with the following lamps:

1. Headlamps,
2. Parking lamps,
3. Rear lamps,
4. Stop lamps,
5. Number plate lamp(s),
6. Reversing Lamps,
7. Brake lamp,
8. Direction Indicator lamp,
9. Side-marker lamps, (for M3, N2, N3 and O)
10. Front position lamp.

All lamps fitted to a motor vehicle should be undamaged, properly secured, and capable of being lighted at all times.

An inspector shall indicate in the inspection report if any of the lamps of a vehicle is not functional, and the importer shall be required to tow the vehicle for the requisite repairs.

### **6.6.1 Headlamp**

The light from headlamps shall be identical and shall either be white or yellow.

An inspector shall indicate in the inspection report if the colour of the headlamps of a vehicle is not white or yellow and/or not functional, the importer shall be required to tow the vehicle for the requisite repairs.

### **6.6.2 Brake lamps**

The light from brake lamps shall be red, and the brake lamps shall be automatically turned on when the main brake system is activated.

An inspector shall indicate in the inspection report if the colour of the brake lamps of a vehicle are not red and/or not functional, the importer shall be required to tow the vehicle for the requisite repairs.

### **6.6.3 Number plate lamp**

The motor vehicle shall be fitted with at least one number plate lamp at the rear illuminating the number plate by means of a white light, which shall make every letter and figure of such a plate distinguishable.

#### **6.6.4 Parking lamp**

A motor vehicle shall be equipped with a parking lamp

- a. In front with two parking lamps which shall be visible directly from the front left side of the vehicle.
- b. At the rear with two parking lamps which shall be visible directly from the rear left side of the vehicle.

Any parking lamp may form part of a head lamp, fog lamp or a front position lamp.

The parking lamp shall be white in front, red at the rear, and amber if mutually incorporated in the side direction indicator lamps or in the side-marker lamps.

An inspector shall indicate in the inspection report if the colour of the parking lamps of a vehicle is white in front, red at the rear and amber if mutually incorporated in the side direction indicator lamps and/or not functional, and the importer shall be required to tow the vehicle for the requisite repairs.

#### **6.6.5 Rear Lamps**

A motor vehicle shall be fitted with at least one lamp on each side at the rear.

#### **6.6.6 Reverse lamp**

A motor vehicle shall be fitted with a reversing lamp emitting a white light, which illuminates the road to the rear, or under the vehicle.

Such a lamp shall be under the control of the driver and shall be either so fitted as to operate only when the motor vehicle is placed in reverse gear or be connected with a device by which the driver shall be made aware that the lamp is in operation.

No more than two such lamps shall be fitted to a vehicle and no light shall be emitted therefrom except when the vehicle is reversing or about to reverse.

An inspector shall indicate in the inspection report if the colour of the reverse lamp of a vehicle is not white and/or not functional and the number of reverse lamps observed, and the importer shall be required to tow the vehicle for the requisite repairs.

#### **6.6.7 Indicating lamps**

**6.6.7.1** Indicator lights lamps shall be installed at the front and rear of an automobile, and shall be positioned bilaterally and symmetrically in pairs, respectively.

**6.6.7.2** The colour of indicator lights shall be red or amber.

**6.6.7.3** If a trailer(s) is/are being drawn, the trailer(s) shall carry similar indicators showing a flashing light visible from a reasonable distance to the rear.

**6.6.7.4** The direction indicators shall be so fitted that the indicators on one side can be operated separately from those on the other side.

An inspector shall indicate in the inspection report if the colour of the indicator lights of a vehicle is not red or amber and/or not functional, and the importer shall be required to tow the vehicle for the requisite repairs.

## **6.7 Optional lamps**

### **6.7.1 End Outline Marker Lamps**

A motor vehicle may be equipped;

- in front on each side of its longitudinal centre-line with one end-outline-marker lamp which shall be visible directly from the front; and
- at the rear on each side of its longitudinal centre-line with one end-outline-marker lamp which shall be visible directly from the rear.

The end-outline-marker lamps shall

- be fitted as near as possible to the outer-edges of the front and rear of the motor vehicle concerned and as high as possible, but not necessarily beyond the top of the cab height at the front and as high as possible at the rear;
- emit a white light to the front and red light to the rear.

## **6.8 Audible warning devices (Horns and Sirens)**

**6.8.1** A motor vehicle shall be fitted with an electric or pneumatic horn, or with a bulb horn which gives out a single note when the bulb is pressed.

## **6.9 Speedometer and odometer**

**6.9.1** A used motor vehicle shall have a speedometer indicating speed in kilometres per hour.

**6.9.2** Where the speedometer is a dial, the speedometer shall have a functional dial illumination

**6.9.3** The importation of any motor vehicle that lacks an odometer at the time of importation is prohibited.

**6.9.4** The importation of any motor vehicle with an odometer that has been tampered with or any motor vehicle with an odometer reading that does not correctly record the distance that the vehicle has been driven will not be allowed.

## **6.10 Engine**

**6.10.1** The motor vehicle engine shall be securely covered with a bonnet and fenders so as not be a source of danger.

An inspector shall indicate in the inspection report if the bonnet and fenders does not securely cover the engine, and the importer shall be required to tow the vehicle for the requisite repairs

## **6.11 HVAC (Heating, Ventilation and Air Conditioning)**

**6.11.1** Where an air conditioning system is fitted on the vehicle, the refrigerant shall not be chlorofluorocarbons (CFCS).

## **6.12 Suspension system**

**6.12.1** The motor vehicle shall be fitted with a front and rear functional suspension.

An inspector shall indicate in the inspection report if the front and rear suspensions are not fitted, and the importer shall be required to tow the vehicle for the requisite repairs

## **6.13 Tyres**

**6.13.1** The motor vehicle shall be fitted with pneumatic tyres manufactured for use in hot and normal weather conditions and in conformance with the relevant national standard.

Tyres that are meant to be used in snow conditions only are prohibited.

**6.12.2** The motor vehicle shall not be fitted with a tyre that is four years older than the date of manufacture

**6.12.3** The tyres shall be of specified sizes and suited to withstand the maximum permissible loads of the motor vehicle to which they are fitted.

An inspector shall indicate in the inspection report if the tyres fitted are snow tyres and/or older than four years and/or not of the specified size and/or not suited to withstand the maximum permissible loads of the motor vehicle, and the importer shall be required to tow the vehicle for the requisite repairs or replacements.

## **6.14 Glazing materials**

**6.14.1** A motor vehicle shall not have a windscreen, window or partition made of non-transparent material -

- a. unless such material affords the driver sufficient visibility for safe driving of such vehicle

**6.14.2** The front windshield or windscreen shall be fitted preferably with laminated glass and shall not be tinted

The window glass shall be fitted with at least toughened-glass

## **6.15 Rear-view Mirrors**

**6.15.1** A motor vehicle shall be fitted with a rear-view mirror or mirrors enabling the driver of such vehicle, when he or she is in the driving position, to see in clear weather a clear reflection of traffic to the rear: Provided that the provisions of this paragraph shall not apply in respect of a tractor.

## **6.16 Wipers**

A motor vehicle shall be fitted with a windscreen with at least one windscreen wiper which shall be capable of operation by other than manual means and shall, when in operation, wipe the outside of the windscreen directly in front of the driver, continuously, evenly and adequately.

## **7 Electric Vehicle and Hybrid-Electric Vehicle**

**7.1** Electrical hazard marking shall be visible on body of vehicle.



**7.2** Traction motors shall be adequately secured with no immediate risk of falling, a short-circuit or shock hazard. Shock hazard include shields not in place, damaged or deteriorated electrical insulation

**7.3** Charging cable shall not be damaged, corroded or with deteriorated insulation such that it poses a shock hazard

**7.4** There shall be no evidence of electrolyte leakage from the high voltage rechargeable energy storage system.

## **8 Requisite Documentation for Vehicle Clearance at Point of Entry**

**8.1** Vehicle Import Application and Importer Due Diligence Report

**8.2** Vehicle Identification Number Report

**8.3** Vehicle Inspection Report

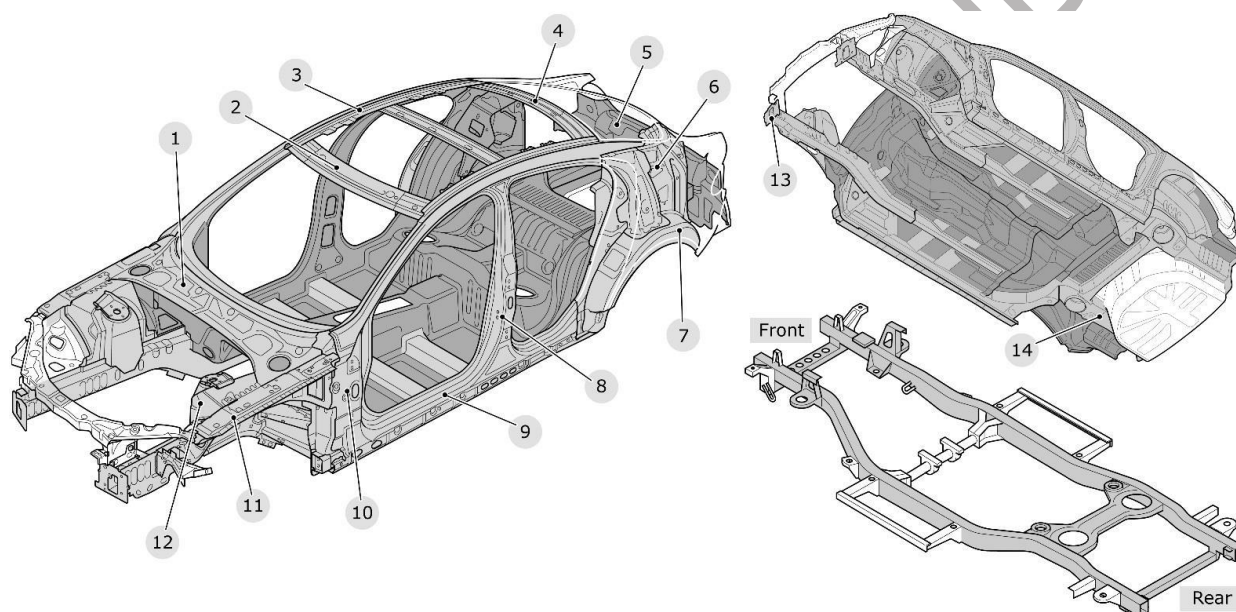
**8.4** Vehicle Clearance Certificate

DRAFT GHANA STANDARD

## Annex A (Informative)

The illustrations are generic for guidance, vehicle design and description of the components will differ between vehicle manufacturers. The passenger safety cell on a body on frame vehicle should be treated the same as the monocoque shell.

For the consistent application of the shaded/ listed elements in the following illustrations represent the structural areas of vehicle construction. A vehicle has sustained structural damage if any structural part requires realignment to original dimensions or replacement. Parts that are bolted on are not considered part of the vehicle's structure.



1. Fire wall / front bulk head
2. Front header rail
3. Side cant rail
4. Rear header rail
5. Rear cross member
6. Rear inner wing
7. Rear wheel housing extension
8. B post
9. Sill
10. A post
11. Front upper wing support
12. Front Inner wing
13. Front chassis leg /welded cross member
14. Rear chassis leg



**ANNEX B  
(Informative)**

**Vehicle Import Application and Importer Due Diligence Report Template**

**APPLICATION FOR APPROVAL OF IMPORT OF USED MOTOR VEHICLE AND  
IMPORTER DUE DELIGENCE REPORT**

**1 DETAILS OF IMPORTER**

Name: .....

Licence Number: .....

Phone Number: ..... Tel No: .....

Email: .....

Address: .....

Business Location/: GP-GPS .....

**2 VEHICLE DESCRIPTION**

Condition of Vehicle: Clean  Salvage

Vehicle Identification Number: .....

Mileage: .....

Make/Brand: .....

Model: .....

Date of Manufacture: .....

Variant/Trim: .....

Engine Capacity: .....

Battery Capacity (for EVs): .....

Fuel Type: .....

Transmission Type: .....

Body Type: .....

Colour: .....

Number of Doors: .....

Number of Seats: .....

Hand of Drive: .....

**3 VEHICLE SOURCE**

Country of Origin of Import: .....

State/Province/City: .....

**4 TITLE REQUIREMENT**

Requirement	Yes	No	
VIN report			
Title			Number:
Any other document (s):			

**5 VEHICLE REQUIREMENTS**

Component/Feature	Yes	No	Comment
Is the Steering functional			Left or Right steering?
Is the Brake functional			
Are the Seats damaged			
Is there an emergency exit (M3 only)			
Is the Driver's Seatbelt functional			
Are the Passenger Seatbelts functional			
Is the Headlamp functional			Colour:
Is the Headlamp damaged			
Are the parking lamps functional			
Are the parking lamps damaged			
Are the Rear lamps damaged			
Are the Rear Lamps Functional			
Are the Stop Lamps functional			
Are the Stop Lamps damaged			
Is the Number plate Lamp functional			
Is the Number plate Lamp damaged			
Are the Reversing lamp functional			
Are the Brake lamp functional			
Are the Directional Indicator Lamp functional			
Are the Directional Indicator Lamp damaged			
Are Side-Marker lamps functional (M3, N2, N3 & O)			
Are Side-Marker lamps damaged (M3, N2, N3 & O)			
Are the Front position Lamps functional			
Is the Audible warning device (Horn) functional			
Is the Speedometer in Kilometer per hour			
Has the Odometer been tampered with?			
Is the engine securely covered with a bonnet and fenders?			
Is the Air-condition gas CFC			

Is the vehicle fitted with functional rear and front suspension			
Is the vehicle fitted with Snow Tyre			
Are the tyres and rims damaged			
Is the Windscreen damaged			
Are any of the other partition glazings damaged			Number:
Is there an internal rear-view mirror fitted			
Are the external rear view mirror damaged			Number:
Is the wiper(s) functional			

## 6 ELECTRIC AND HYBRID VEHICLES ONLY

Component/Feature	Yes	No	Comment
Are the electrical hazard markings visible			
Are the tractions motors adequately secured with no immediate risk of falling, a short-circuit or shock hazard			
Are the charging cables damaged, corroded or have deteriorated insulation			
Is there evidence of electrolyte leakage			

## 7 DAMAGES

### 7.1 Major Damages

Damage	Yes	No	Comment
Bent, Twisted, Cracked or Broken Chassis / Safety Cage			
Flooded Vehicle			
Partly or Wholly Burnt Vehicle			
Has the vehicle been stripped of all body panels, doors, lights, etc.			
Other Major Damages:			

### 7.2 Minor Damages

Damage	Yes	No	Comment
Dents in door, hood and body panel?			
Damaged Bumper			
Scratches in Paint			

Other Minor Damages:

### 8 Photograph

Photographs shall show a  $\frac{3}{4}$  front and a  $\frac{3}{4}$  rear view of opposite sides of the vehicle.

$\frac{3}{4}$  FRONT

$\frac{3}{4}$  REAR

### 9 Declaration

I hereby certify that the information contained herein is complete and correct in all respects and is representative of the vehicle.

Signature: ..... Name:  
.....

Title: ..... Date:  
.....

**ANNEX C  
(Informative)**

**VEHICLE INSPECTION REPORT**

**1 DETAILS OF IMPORTER**

Name: .....

Licence Number: .....

Phone Number: ..... Tel No: .....

Email: .....

Address: .....

Business Location/: GP-GPS .....

**2 VEHICLE DESCRIPTION**

Condition Of Vehicle: Clean  Salvage

Vehicle Identification Number: .....

Mileage: .....

Brand: .....

Model: .....

Date Of Manufacture: .....

Variant/Trim: .....

Engine Capacity: .....

Fuel Type: .....

Transmission Type: .....

Body Type: .....

Colour: .....

Number Of Doors: .....

Number of Seats: .....

Hand Of Drive: .....

**3 VEHICLE SOURCE**

Country of Origin: .....

State/Province/City: .....

#### 4 VEHICLE REQUIREMENTS

Component/Feature	Yes	No	Comment	Action
Is the Steering functional			Left or Right steering?	
Is the Brake functional				
Are the Seats damaged				
Is there an emergency exit (M3 only)				
Is the Driver's Seatbelt functional				
Are the Passenger Seatbelts functional				
Is the Headlamp functional			Colour:	
Is the Headlamp Damaged				
Are the parking lamps functional				
Are the parking lamps Damaged				
Are the Rear lamps damaged				
Are the Rear Lamps Functional				
Are the Stop Lamps functional				
Are the Stop Lamps damaged				
Is the Number plate Lamp functional				
Is the Number plate Lamp damaged				
Are the Reversing lamp functional				
Are the Brake lamp functional				
Are the Directional Indicator Lamp functional				
Are the Directional Indicator Lamp damaged				
Are Side-Marker lamps functional (M3, N2, N3 & O)				
Are Side-Marker lamps damaged (M3, N2, N3 & O)				
Are the Front position Lamps functional				
Is the Audible warning device (Horn) functional				
Is the Speedometer Functional				
Is the Speedometer in Kilometer per hour				
Is the Speedometer Dial illuminated, if applicable				
Has the Odometer been tampered with?				
Is the engine securely covered with a bonnet and fenders?				
Is the Air-condition gas CFC				
Is the vehicle fitted with functional rear and front suspension				
Is the vehicle fitted with Snow Tyre				
Are the tyres and rims damaged			Age:	
Is the Windscreen damaged				
Is the Windscreen laminated				

Are any of the other partition glazings damaged			Number:	
Are the other partition glazings made of toughened glass				
Is there an internal rear-view mirror fitted				
Are the external rear view mirror damaged			Number:	
Is the wiper(s) functional				

## 5 ELECTRIC AND HYBRID VEHICLES ONLY

Component/Feature	Yes	No	Comment	Action
Are the electrical hazard markings visible				
Are the tractions motors adequately secured with no immediate risk of falling, a short-circuit or shock hazard				
Are the charging cables damaged, corroded or have deteriorated insulation				
Is there evidence of electrolyte leakage				

## 6 DAMAGES

### 6.1 Major Damages

Damage	Yes	No	Comment	Action
Bent, Twisted, Cracked or Broken Chassis / Safety Cage				
Flooded Vehicle				
Partly or Wholly Burnt Vehicle				
Has the vehicle been stripped of body panels, doors, lights, etc.				
Other Major Damages:				

### 6.2 Minor Damages

Damage	Yes	No	Comment	Action
Dents in door, hood and body panel?				
Damaged Bumper				
Scratches in Paint				

Other Minor Damages:
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**7 SUMMARY AND CONCLUSION:**

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THIS VEHICLE IS REQUIRED TO BE TOWED	YES	NO
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**8 INSPECTOR'S DETAILS**

Date: \_\_\_\_\_

Inspector Name: \_\_\_\_\_

Inspector Signature: \_\_\_\_\_

Approvals Manager: \_\_\_\_\_

Manager Signature: \_\_\_\_\_

DRAFT GHANA STANDARD