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# Transportation Permits Policy Memorandum

**Subject: VIRTUAL VEHICLE INSPECTION****Date: December 3, 2020****Policy: TPPM 2020-01****Reference: CTPAC WG10-10012020-001**

## **Objective**

This policy converts the vehicle inspection procedures from field inspection to virtual inspection (remote inspection), however, it will not make any changes to extralegal vehicle or load transportation permit eligibility.

## **Background**

Per Caltrans Transportation Permitting Policy, Caltrans Permits Vehicle Inspectors (PVIs) are responsible to inspect certain permit vehicles and/or loads for extralegal transportation permit eligibility. Caltrans PVIs conduct such inspections by traveling physically across the State. Customers have to schedule an appointment two weeks ahead of time with a PVI, bring their vehicle or load to the designated location for inspection, and wait for their vehicle inspection. A Caltrans PVI travels to the designated location and conducts vehicle inspection, including measuring various dimensions and weight, recording data, verifying permit eligibility, and issuing an inspection report.

After this policy is in effect, the permittees are not required to schedule appointments with PVIs for physical vehicle inspection. Instead, the permittees are required to provide requested vehicle or load information in the fillable Caltrans forms and include other supporting documentation, e.g. photos, diagrams, etc., to PVIs for each type of vehicle and/or load.

PVIs will review and verify all the vehicle information according to Caltrans Transportation Permits Policies and Procedures and assign the maximum allowed

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weights based on axle width, axle spacing, suspension type, tire size, etc., and issue an inspection report to the permittees.

This policy will not change the validity of the existing inspection reports. The existing inspection reports will remain effective unless there is any change in ownership or a change in configuration/or modification to the vehicle, which will require a re-inspection.

### **Existing Documentation**

- California Vehicle Code Section 35780
- Transportation Permits Manual (TPM) Section 303

### **Transportation Permit Manual Changes**

Revise Section 303 as follows and update other sections as needed:

Caltrans Transportation Permits Program utilizes virtual inspections in lieu of field inspections. The Permit Program has developed seven vehicle inspection report forms (using pdf format) to accommodate various vehicles, including crane, heavy haul, self-propelled vehicle, tow truck, tractor, trailer-mounted fixed load, and heavy haul dual lane. Whenever an inspection report is requested, Caltrans staff will provide the appropriate inspection report via email to the customer to fill out. If the vehicle falls outside the seven categories, the vehicle may require an equipment review.

Completed vehicle inspection information, which includes all the required documents, will then be sent back electronically for Caltrans PVI approval. The PVI will review and verify the inspection report with supporting documents such as photographs/diagrams of the load or vehicle, and may request additional information if needed. The customers will be liable and accountable for the information that they have provided to the Caltrans Permit Vehicle Inspector. Caltrans PVIs will examine and verify all the vehicle information against Caltrans Transportation Permits Policies and Procedures, and assign the maximum

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allowed weights based on axle width, axle spacing, suspension type, or tire size, etc., and issue signed Vehicle Inspection Report to the customer.

The implementation of the virtual inspection program is intended to streamline the process and reduce turnaround time. However, the hauler shall be encouraged not to wait until the last minute to request a virtual inspection. The turnaround time for a virtual inspection is approximately two weeks from the time of the complete submission. The applicant is welcome to check the status of the inspection report if no feedback is given after seven days.

If the customer desires to move the load immediately, the customer may request a verbal approval for a one time move by any of the Caltrans PVIs. The request may be granted at the discretion of the PVI only when sufficient information has been provided to ascertain probable compliance.

Caltrans PVIs are required to return calls or emails no later than the following working day or to inform the caller where to call for assistance.



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**THOMAS SCHRIBER** Chief  
Office of Commercial Vehicle Operations

12/3/2020

Date