

## Vehicles

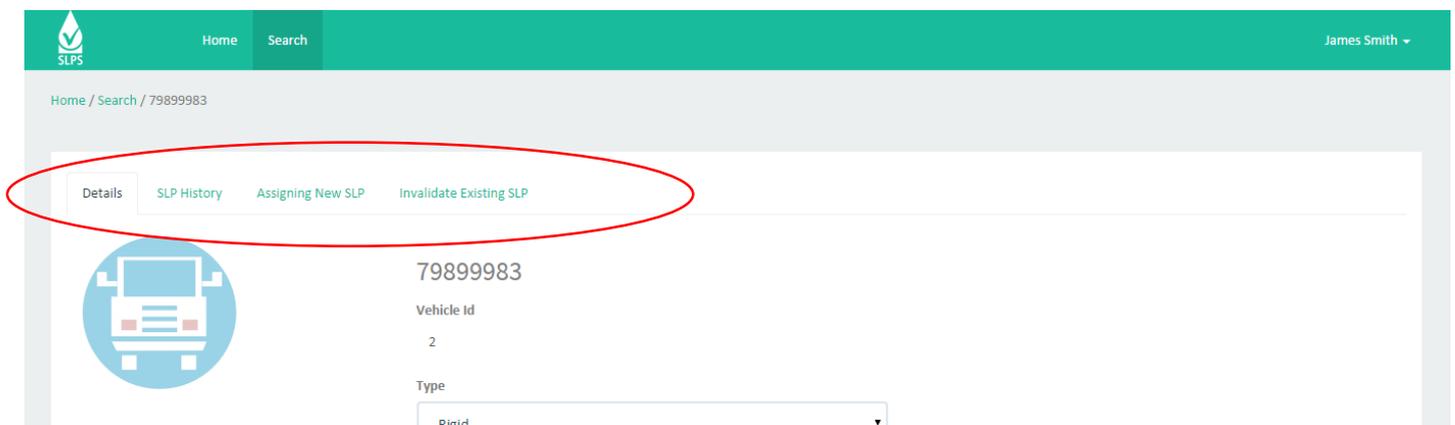
The term 'Vehicles' in the system cover 3 types of vehicle

- Rigid – Tractor and trailer or one fixed unit
- Tractor – The cab or engine component which can be connected to different trailers and requires its own SLP.
- Trailer – The container of the fuel, which can be connected to different Tractors and requires its own SLP.

In order to enter a refinery, vehicles must have past A Safe Loading Pass inspection and meet the criteria for safety and competency.

Any issued pass is only valid for 6 months, to ensure Vehicles are regularly checked and maintained to the highest standard.

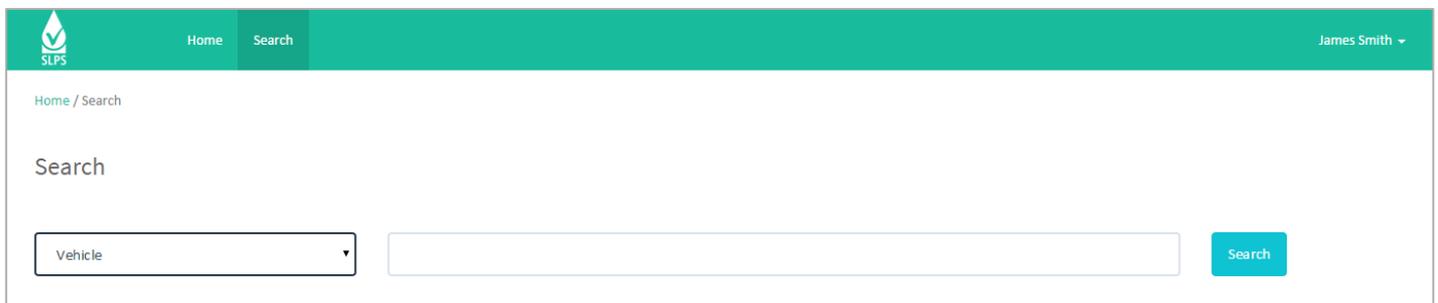
### Vehicle Tabs



- **Details** – Lists detailed information about the Vehicle, VIN and Registration number.
- **SLP History** – A list of current and previous SLP passes issued to this vehicle
- **Assign New SLP** – Tab allowing an appropriate user to assign a new SLP to a vehicle.
- **Invalidate Existing SLP** – A user with appropriate permission can invalidate an SLP of a vehicle from this tab.
- **Books** – Three lists of SLP books – Books waiting to be dispatched by the Scheme Administrator to the location, Books that the Scheme Administrator is expecting to be returned by this Inspection Provider, Books that have been destroyed or reallocated.

### Creating a New Vehicle

To create a new vehicle, open the search and select '**Vehicle**' from the search type.



**IMPORTANT:** The Safe Loading Pass database will not allow duplicate VIN numbers to be entered onto the system, but it is still important for you to search the database prior to creating a new vehicle to ensure duplicates are not created

Home / Search

Search

Vehicle

Display 5 of 5 Sort by: Vehicle id ascending Filter by: All

 012548845 AA08LFK Rigid 0000003-05 28-02-2015	 57483928746 AA08LFJ Rigid 0000003-01 27-02-2015	 34543534 KJ89 ERY Rigid 0000005-01 22-02-2015
 79899983 NJ78 HUY Rigid 0000001-02 20-02-2015	 4545454 AR04 SWR Rigid 0000001-01 19-02-2015	

Once you have confirmed that the vehicle does not already exist, you can start the process of creating a new vehicle by clicking on the **'Add New Vehicle'** button in the bottom right.

Home / Search /

Details

Type  
Rigid

VIN Number  
2022552981

Vehicle registration number  
DB09AMU

You will be presented with a form to complete. The following lists each field, a description and an example of what should be put into each field

Field	Description	Example
Type	Select one of the following: <b>Rigid</b> – Tractor and trailer or one fixed unit <b>Tractor</b> – The cab or engine component which can be connected to different trailers and requires its own SLP.	Rigid

	<b>Trailer</b> – The container of the fuel, which can be connected to different Tractors and requires its own SLP.	
VIN	The unique vehicle identification number should be entered in here.	2022552981
Registration	Only valid for Rigid or Tractor type vehicles. Enter the vehicle registration plate	DB09AML

Once the information has been entered, click **'Save'**.

## Assigning a Safe Loading Pass

Use the search to find the Vehicle and open its profile

The screenshot shows the SLPS web application interface. At the top, there is a green navigation bar with 'Home' and 'Search' buttons, and a user profile 'Matt Doherty'. Below the navigation bar, the breadcrumb trail reads 'Home / Search / 57483928746'. The main content area has four tabs: 'Details', 'SLP History', 'Assigning New SLP' (which is circled in red), and 'Invalidate Existing SLP'. The 'Assigning New SLP' form contains the following fields:

- Inspection Provider:** A dropdown menu with the placeholder text 'Select Inspection Provider'.
- Technician:** A dropdown menu with the placeholder text 'Select Technic'.
- Tank vapour tightness test date:** A date input field with a calendar icon.
- New SLP pass:** A dropdown menu with the placeholder text 'Select SLP'.
- Issued date:** A date input field with a calendar icon.
- Validity Period in Month(s):** A dropdown menu with the value '6' selected.

A blue 'Save' button is located at the bottom of the form.

Click on the 'Assign New SLP' tab. You will be presented with a form to complete. The following lists each field, a description and an example of what should be put into each field

Field	Description	Example
Location	A Technician or Inspection Provider Administrator may be association with one or more Inspection Bodies. You should choose the Inspection Provider that issued the SLP from the list.	Your Company Name Location
Technician	If you are a Technician type user, then this will default to your name. Inspection Provider Administrators should choose the Technician that issued the SLP.	James Smith
Tank vapour tightness test date	The date that the Tank Vapour Tightness test was issued.	01/01/2014

New SLP Pass	Contains a list of unassigned SLPs, select the SLP that was issued to the vehicle. <b>BE CAREFUL!</b> It is very important that you select the correct SLP.	0000016-01
Issue Date	Enter the date that the SLP was actually issued to the Vehicle.	01/01/2015
Validity Period in Month(s)	An SLP can be issued with a maximum validity period of 6 months. However, the SLP expiry date should not exceed the expiry date of the Tank Tightness Vapour Test	6

Once issued an SLP, the Vehicle detail page will be updated

Home / Search / 2022552981

Home Search James Smith

Details SLP History Assigning New SLP Invalidate Existing SLP

2022552981

Vehicle Id

6

Type

Rigid

VIN Number

2022552981

Vehicle registration number

DB09AML

SLP serial number

0000016-01

Expiry date

26/03/2015

Save Back to search

The SLP serial number assigned to that vehicle will now be displayed as well as the date on which that SLP will expire.