



# CSS Standard Checklist

<b>Vehicle Body Repairer Centre Details</b>		
Company Name:		
Address:		
Audit Date:		Audit Report Number:
SIMI Membership No:		
Name of Parent Company or Group (if applicable):		
Address:		
Name of Proprietor:		Managing Director:
Name of Bodyshop Manager:		
Tel No:		24 Hour Tel No:
EMail:		Website:
Opening Hours: Monday-Friday		Saturday                      Sunday
Type(s) of vehicles repaired: <input type="checkbox"/> Cars <input type="checkbox"/> LCV (Vans) <input type="checkbox"/> 4 x 4 Vehicles <input type="checkbox"/> Electric		

<b>Personnel</b>		Please indicate below how many for each department along with level		
Department	Skilled	Semi-skilled	App/trainees	Total
Paint				
Body				
Mechanical				
Parts				
Recovery/del.				
Estimators				
Reception				
Accounts/Admin				
Others				
<b>TOTALS</b>				





# CSS Premises & Equipment Standards

PARKING / STORAGE BAYS				
	Description	Regulation	Audit Notes	Present: Yes/No
Customer Parking	3 bays (min 2.5m wide) incl ≥ 1 Disabled @ ≥ 3m wide (advisory - with blue painted area)	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Damaged Vehicle Storage	≥ 5 bays - out of view of Customer at Reception or vehicles covered	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Outside parking to be clearly marked	Cust Parking Bays at reception must be clearly marked/identified	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Mechanical Bays	Bays must be ≥ 3 wide x 4.5 long	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Panel Bays	Bays must be ≥ 3 wide x 4.7 long	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Paint Preparation Bays	Bays must be ≥ 3 wide x 4.7 long	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Spray Booths/Low Bake	Booth min Internal Dimensions: 3.5 wide x 2.6 high x 5.8m long	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Wash	With silt & contaminant capture system, regularly maintained or SLA	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No

QUALITY SYSTEM				
	Description	Regulation	Audit Notes	Present: Yes/No
Access to Technical Database for Repairs	e.g. Thatcham "escribe" or arrangements with Manufacturer franchise holders	Mandatory	Manufacturer Methods on File for all Structural Jobs?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Computerised Invoicing & Recording System	Capable of recording all financial transactions with search function	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Computer Assisted Estimating system(s)	Audatex, <b>or equivalent</b> SLA with provider	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Structural Repair Records	Records retained and traceable from reg no for all structural repairs carried out since last inspection. To include: Estimate, Parts Purchases, Methods, Job Card, Quality Control Sheet, Record(s) of all Technicians activities/times/ work input, 3 yr warranty offered, invoice, acceptance note	Mandatory	Random selection of at least 3 jobs where structural component replacement was included in the estimate	<input type="checkbox"/> Yes <input type="checkbox"/> No
Trained Estimator	Min of 1 trained or experienced estimator on site during working hours	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Digital Camera Imaging System	State Type:	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No



# CSS Premises & Equipment Standards

QUALITY SYSTEM				
	Description	Regulation	Audit Notes	Present: Yes/No
Customer Complaint Procedure	VBRS can avail of SIMI Standards Tribunal	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Customer Satisfaction Survey	VBRS to design and assist centres in implementation	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
CSS Certificate on Display	Current or most recent CSS certificate on display in reception area	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
CSS - Company Website	Current CSS logo must be displayed where possible on homepage or on a web page of the business website	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Calibration Certificates for all variable output & measuring devices and tools.	e.g. Wheel pump, torque wrench, paint scales, paint gun gauges, comp air gauges, oven Lux level, air gauges, headlamp beam setters etc.	Mandatory	Calibrations valid?	<input type="checkbox"/> Yes <input type="checkbox"/> No

INSURANCES, LICENCES & LEGISLATION				
	Description	Regulation	Audit Notes	Present: Yes/No
EPA & Local Authority Registered for VOC Compliance	Every 3 years - Valid on date of audit	Mandatory	Up to Date?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Motor Trade Comprehensive Insurance policy	Insurer:	Mandatory	Up to Date?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Employers / Public Liability Insurance policy	Insurer:	Mandatory	Up to Date?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Warranty on workmanship	Written evidence required in form of customer records - 3 year duration minimum	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Tax Clearance status confirmed	Evidence that tax clearance status is current	Mandatory	Up to Date?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Annual Rates receipt to be current and available	Max. 3 months after due date or confirmation of satisfactory arrangement with LA	Mandatory	Up to Date?	<input type="checkbox"/> Yes <input type="checkbox"/> No
24 Hour Recovery Service available	Out-source possible, SLA in place	Mandatory	Still current?	<input type="checkbox"/> Yes <input type="checkbox"/> No
SLA Agreements in place for any external service providers; <b><i>incl Insurance Indemnity</i></b>	e.g. Towing, Glazing, Valeting, 4 Wheel Alignment, A/C etc.	Mandatory	Still current?	<input type="checkbox"/> Yes <input type="checkbox"/> No



# CSS Premises & Equipment Standards

FACILITIES				
	Description	Regulation	Audit Notes	Present: Yes/No
The exterior of the premises must be clean and well maintained?	Nameplate with letters minimum 150mm high	Mandatory	Still true?	<input type="checkbox"/> Yes <input type="checkbox"/> No
External signs must be in good condition and current	Not faded or damaged by more than 5% of surface area	Mandatory	Still true?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there an adequate Reception area & Toilet facility (clean and well maintained)	Separate customer toilet, hygiene check sheets in operation	Mandatory	Still true?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the overall standard of house keeping and maintenance to a good level?	Records of housekeeping maintained	Mandatory	Still true?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Vehicle Protection in Use	Protective covers for Seats and Floor available and in use (and wing covers where appropriate)	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Storage/location for displaced parts	Clean, off-ground, protection from damage by sharp edges	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Customers vehicles in workshop should have stripped out components stored in identifiable storage areas	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Reception area personnel to be present during opening hours		Mandatory	Still true?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Opening Hours on Display e.g. 8:30am – 5:30pm Monday – Friday	Lunch time opening in line with local area norms	Mandatory	Still current?	<input type="checkbox"/> Yes <input type="checkbox"/> No

PERSONNEL SKILLS (Mandatory *)				
	Description	Regulation	Audit Notes	Present: Yes/No
Competent Manager or Supervisor must have nationally recognised qualification	Trained to a recognised National Standard or equivalent by experience or is a member of a professional institute?	Mandatory	Staff changes updated?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Comprehensive documented training programme in place?	Documented per individual; Min. 0.5 TD per employee PA, included in a plan for each calendar year. In house training is acceptable, once carried out by qualified individual	Mandatory	Staff changes updated?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have all staff been made formally aware of their Health & Safety responsibilities?	Formal document, revised every 2 years	Mandatory	Staff changes updated?	<input type="checkbox"/> Yes <input type="checkbox"/> No
All panel operatives ATA trained and certified - Spot welding standards and techniques	Copy of Training & Competence Certificates provided by Competent Trainer (e.g. CSWIP Level 3 or equivalent) for each Panel Technician Trained in use of bodyshops own Equipment. Standard: EN 17653/ ISO 17653 / BS 1140:1993 Spec for Resistance Spot Welding of Steel	Mandatory	Valid for 3 years from date of training. IRL, EU or UK accredited certificates	<input type="checkbox"/> Yes <input type="checkbox"/> No



# CSS Premises & Equipment Standards

Continued

PERSONNEL SKILLS (Mandatory *)				
	Description	Regulation	Audit Notes	Present: Yes/No
All panel operatives ATA trained and certified - MAG welding standards and techniques.	Copy of Training & Competence Certificates provided by Competent Trainer (e.g. CSWIP Level 3 or equivalent) for each Panel Technician Trained in use of bodyshops own Equipment. Standard: EN: 287-1 / ISO 287-1 / BS 1140:1982 Spec for MAG welding	Mandatory	Valid for 3 years from date of training. IRL, EU or UK accredited certificates	<input type="checkbox"/> Yes <input type="checkbox"/> No
All panel operatives ATA trained and certified - MIG Brazing Welding Standards and techniques	Copy of Training & Competence Certificates provided by Competent Trainer for each Panel Technician must be available.	Mandatory	Valid for 3 years from date of training. IRL, EU or UK accredited certificates	<input type="checkbox"/> Yes <input type="checkbox"/> No
Repairers are trained in safe working practices for Electric Vehicles.	Repairers are trained in safe working practices as they apply to all variants of Electric Vehicles (EV's), (e.g. Hybrid, PHEV and other vehicles with Electric Motive Power units)	Mandatory	Valid for 3 years from date of training. IRL, EU or UK accredited certificates	<input type="checkbox"/> Yes <input type="checkbox"/> No

CSS EQUIPMENT, TOOLING & SAFETY STANDARDS				
A. Body Alignment, Suspension & Verification	Description	Regulation	Audit Notes	Present: Yes/No
Body Jig	Min. 10 tonne pulling capacity;	Mandatory	Hydraulic Pulling Capability (eg Blachawy, Car-O-Liner, etc.)	<input type="checkbox"/> Yes <input type="checkbox"/> No
(a) Computerised Measuring System with pre- and post- repair recording & print-out (e.g. Car O Liner Car o Tronic or Blackhawk Shark systems) <b>or</b>	Evidence of Bi-Annual Calibration with print out and/or digital recording report of measure pre and post structural repairs	Mandatory	Calibration in date? 2 years - Records of measurements taken	<input type="checkbox"/> Yes <input type="checkbox"/> No
(b) Universal Bracket Dimension-Confirmation System using pre-determined measurement points (e.g. Spanesi Winstar systems)	Evidence of full kit of universal brackets available and being used to verify chassis and body panel dimensions, matched with supplier instructions / kit component list pertinent to specific vehicle	Mandatory	All Bracket components/ Kit elements present and in good order Records of system being used	<input type="checkbox"/> Yes <input type="checkbox"/> No
Technician Trained in use of Jig System	Technician Competence - Certificate/Evidence Present	Mandatory	E.g Training during installation. IRL, EU or UK accredited certificates	<input type="checkbox"/> Yes <input type="checkbox"/> No
Current Subscription to Data Source for Measuring System in use	e.g. Valid data subscription to Caroliner or Equipment Supplier	Mandatory	Up to date?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Four wheel alignment system (with print out)	Subcontract with SLA acceptable	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Annual Calibration required if present		Calibration in date? 2 years.	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Technician Competence Documented			<input type="checkbox"/> Yes <input type="checkbox"/> No





# CSS Premises & Equipment Standards

## CSS EQUIPMENT, TOOLING & SAFETY STANDARDS

B. Paint & Refinishing Area	Description	Regulation	Audit Notes	Present: Yes/No
Compliant oven, operating on negative pressure,	e.g. Minimum 800 Lux, min - 100mBar Press, ≥ 60 deg C heat	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Paint, Coating & Sealer application only carried out in dust & fume extracted area	Includes all paint & coatings; e.g. Primer, Paint, Underbody Coatings, etc.	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Paint preparation area lighting	Minimum 750 Lux level lighting	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
LVLP & HVLP or Compliant spray gun	As per EPA/AIC standard	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Paint mixing system in suitable room segregated from work area	Located in a ventilated room with adequate extraction of solvent fumes	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Product appropriate waste collection, storage and disposal methods for paint and solvents	Evidence of separate storage and documented trail for approved disposal methods	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Adequate ventilation for the removal of solvent fumes in mixing area	Min. -400 mBar Forced Extraction Hood	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Spray gun cleaning equipment	In accordance with EPA/AIC (to include adequate ventilation)	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Paint thickness gauge (Recommended)	Ferrous and Non-Ferrous capability	Advisory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Goggles & gloves available	E Marked Goggles	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Infra Red Drying	Min. Lamp Strength 800w, connected to RCD controlled supply	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Spectrophotometer	Recommended	Advisory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Face masks (Dust or Solvent) & Disposable overalls	Evidence of use and adequate stocks required	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No



# CSS Premises & Equipment Standards

## CSS EQUIPMENT, TOOLING & SAFETY STANDARDS

C. WELDING (Mandatory *)	Description	Regulation	Audit Notes	Present: Yes/No
Spot Welding equipment*	Min. Spec: $\geq 11,000$ Amp with $\geq 450$ dNM force at weld point - capable of producing 7-8mm nugget with no splashback/spatter using in-house power supply.	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
MAG Welding Equipment*	c. 140A capability	Mandatory	Combined Welding Unit fully acceptable.	<input type="checkbox"/> Yes <input type="checkbox"/> No
MIG Brazing Equipment*	$\leq 900$ deg C brazing capability for Boron Steel - min. SYNERGIC type	Mandatory	Confirm that Brass Reel is present.	<input type="checkbox"/> Yes <input type="checkbox"/> No
* Bodyshop Power supply must be capable of supporting welding process as per spec advised for each of the welding machines)	Demonstrable by achieving weld spec for MIG & MAG Spec above or with Electrical Contractor Certificate confirming ability to produce <b>11000A</b> at nominated welding power connector			<input type="checkbox"/> Yes <input type="checkbox"/> No
Technician Certified in Aluminium Welding Techniques (for CSA only)	Certificate must be issued by CSWIP member to ATA, Thatcham, Vehicle Manufacturer or any other internationally recognised equivalent standard in the subject matter.	Mandatory for CSA	IRL, EU or UK accredited certificates	<input type="checkbox"/> Yes <input type="checkbox"/> No
Welding Screen	Must be used for welding and grinding processes	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Welding Blankets	E Marked	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Spot Weld Remover	Boron Special Drills	Mandatory	Still present?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Welding Fume Extractor	Mobile Unit	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Goggles/Visor Available	E Marked	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Protective Gloves	E Marked	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Laser/Stitch Weld Removal Tool	In good working order	Advisory		<input type="checkbox"/> Yes <input type="checkbox"/> No



# CSS Premises & Equipment Standards

## CSS EQUIPMENT, TOOLING & SAFETY STANDARDS

D. General Health & Safety Items & Equipment	Description	Regulation	Audit Notes	Present: Yes/No
Health & Safety Policy & Risk Assessment	Date, by whom - min every 2 years with at least 6 months valid remaining	Mandatory	Latest review date?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Breathing Air Quality Monitoring	Valid Annual Cert required Date of expiry:	Mandatory	H&S item	<input type="checkbox"/> Yes <input type="checkbox"/> No
Accident/ <b>Incident</b> record book	Evidence of use required	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are HSAW signs displayed?	Hearing, Fume, Workshop Area Entry Points, Extinguishers and Fire Exits/ Assembly Points Marked	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Dust extraction system	Fixed or Mobile = Min Operational Capacity of -500MBar	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Exhaust fume extraction	Can be mobile	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Full Face Breathing Equipment (in continuous use in spray booth)	Air Quality Certified and Annual Maintenance Record Required; Purchases of Replacement Visors	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Air Bag storage (Safe system of storage)	Secure, at least 3m from flammables, or firewall installed	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Hearing protection available and in constant use?	e-Marked Ear plugs or Ear defenders	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Overalls / Protective Clothing	All employees in Paint and Panel Areas	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Goggles	E Mark required	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Gloves	Evidence of use and adequate stocks required	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Face Masks	Evidence of use and adequate stocks required	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Extinguishers	Min 2 year inspection regime and certification	Mandatory	Inspected in last 2 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Emergency Lighting Installed	Installed to SI 3217 spec. Recommendation	Advisory	In place?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fire & Emergency Evacuation Procedures in Place	Assembly point must be marked, (Advisory: Fire Drill Log & Fire Extinguisher Training)	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Eye Wash Facility	Located adjacent to paint mixing room	Mandatory	Expiry Date ok?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Continued next page



# CSS Premises & Equipment Standards

CSS EQUIPMENT, TOOLING & SAFETY STANDARDS Continued				
D. General Health & Safety Items & Equipment	Description	Regulation	Audit Notes	Present: Yes/No
First Aid Box	With min contents as per HSE recommendations	Mandatory	Contents ok?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Trained First Aid Person	List with date of training - max 2 years since training date	Mandatory	Still in date? 2 years	<input type="checkbox"/> Yes <input type="checkbox"/> No
Relevant Health & Safety Training Provided*	Manual Handling, Abrasive Wheel, Aerial Platform, etc as applicable to the work activities & equipment provided	Advisory	Still in date? 3 Years	<input type="checkbox"/> Yes <input type="checkbox"/> No
Workshop Electrical Supply must be fitted with Residual Current Devices (RCD)	All socket circuits used for power tools must be routed via RCD max. 30mA rating - RECI or ECSSA registered electrical contractor cert accepted	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Recommended that RCD be Injection Tested annually and push button tested Quarterly	Recommended		<input type="checkbox"/> Yes <input type="checkbox"/> No
	Recommended that all portable tools and equipment should be PAT tested annually SI 299: 2007	Recommended		<input type="checkbox"/> Yes <input type="checkbox"/> No

*\*This question is not designed to validate the company on all Health & Safety obligations. It is the responsibility of the Manager/Proprietor to ensure full regulatory compliance*



# CSS Premises & Equipment Standards

CSS EQUIPMENT, TOOLING & SAFETY STANDARDS				
D. General Tooling & Equipment	Description	Regulation	Audit Notes	Present: Yes/No
Panel Saw or Cutting Discs	Used only when connected to RCD circuits	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Hand-Held Drills	Air, Battery Powered or via RCD circuit and all in good order	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Sanders (With dust extraction, Mandatory)	e.g. Festool	Mandatory	In use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Angle Grinders	Air, Battery Powered or via RCD circuit and all in good order	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Adhesive & Sealing Guns		Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Polishing Mops	Air, Battery Powered or via RCD circuit and all in good order	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Compressor, with Air dryer in system & water traps	Inspections or Service contract, (Copy of service or inspection cert)	Mandatory	Checked less than 1 year ago?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Air Hose Regulators	In good order and adjustment working - Gauges Calibrated	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Smart Battery Charger (Ability to charge gel batteries)	DIN standard and all cords in good order, connected to RCD controlled supply	Mandatory	Ability to provide variable current	<input type="checkbox"/> Yes <input type="checkbox"/> No
Panel Stands & Screen Stands		Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Vehicle Axle Stands	Min Load capacity of 1.5 t. CE Marked	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Hot Air Gun	RCD circuit and all in good order	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Body / Panel & Trim Technicians Tool	Variety of technician hand tools suited to modern vehicle use	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Wax Injection System & Anti-gravel application System		Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Heat Inductor	C 2.4 KW capacity, 110v operation or via RCD circuit and in good order	Advisory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Head Lamp Alignment Equipment	Bi-Annual Calibration required	Mandatory	Calibration in date? 2 years	<input type="checkbox"/> Yes <input type="checkbox"/> No
Air Conditioning Re-Fill & Testing Equipment	Sublet with SLA acceptable	Mandatory	(1234YF & R134A) Calibrations valid?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Technician Competence Certificate if in-house: Calibration certificate required - 2 year cycle	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Unit Lifts (Engine/Transmission)	With no leaks, in good condition and with valid inspection cert	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Vehicle Hoists - Minimum 1 -	At least one must be ≥ 3 tonne capacity with valid inspection cert	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Diagnostic Scan Tool	Ability to re-set warning lamps and print out diagnostic trouble codes, SLA acceptable	Mandatory	Can be provided via SLA with internal or external workshop	<input type="checkbox"/> Yes <input type="checkbox"/> No
Fuel Retriever	DIN or E-Mark standard	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Suspension Spring Clamps	Must be designed to protect worker /user in event of slippage during use -Cage type - pair of single clamps not accepted	Advisory		<input type="checkbox"/> Yes <input type="checkbox"/> No



# CSS Premises & Equipment Standards

## CSS EQUIPMENT, TOOLING & SAFETY STANDARDS

* Optional - VBRS Structural Aluminium Standard Tooling and Equipment	Description	Regulation	Audit Notes	Present: Yes /No
Aluminium Welding Equipment Synergic	min 270A PULSE SYNERGIC, solely for Aluminium use within the designated work area	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Weld-Fume Extractor	Mobile suffices once used only in designated Al bay			<input type="checkbox"/> Yes <input type="checkbox"/> No
Self contained, well-illuminated, segregated & enclosed (Roof and 4 walls)	Minimum size 5 m width x 7 m length & 2.8 m height. Lux level 850 min.	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Aluminium Repair Bay with passive heating and extraction	Min 15 degrees C and -500mB pressure.	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Aluminium repair panel operatives trained and certified - MIG welding standards and techniques.	Copy of Training & Competence Certificates provided by Competent Trainer (e.g. CSWIP Level 3 or equivalent) for each Panel Technician Trained in use of bodysshops own Equipment. Standard: ISO 9606/2 or BS 4872-2 Part 2Spec for MIG/Aluminium welding	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Aluminium Repair Equipment to industry standards.	As per car manufacturer recommendations of equivalent	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Specific designated hand tool kit for aluminium use only to be kept in aluminium Sealed Room at all times	Hand Tools for aluminium repair must be retained in sealed unit with visual index at storage point and colour-coded/marked to ensure use for Al only (preferably yellow or red marked)	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Aluminium Sander & Dust Extraction (non explosive) required (Atex approved)	Must be present and retained solely for use in the Al repair area	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Bracket (e.g. Celette) or Universal (e.g. Car-O-Liner) Jig & Computerised Measuring System Measuring System with pre- and post- repair recording & print-out (e.g. Car-O-Liner Car-O-Tronic or Blackhawk Shark systems)	Documented Result Archive req'd - Retrievable - to support structural repair. Retained in Aluminium Bay at all times with print out and/or digital recording report of measure pre and post structural repairs. Retained in Aluminium Bay at all times- calibrated bi-annually	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Aluminium Dent Puller	DIN standard	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Aluminium Crack Test Kit	DIN standard	Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No
Self-Piercing Rivet machine		Mandatory		<input type="checkbox"/> Yes <input type="checkbox"/> No