



Digital Tachograph
IMPLEMENTATION OF COMMISSION REGULATION (EU) No 165/2014

FIELD TESTS: TERMS OF REFERENCE

Preamble

This document defines the procedure applicable to field tests with non type approved digital tachographs, carried out under Article 3(g) of Regulation (EU) No 561/2006 according article 21 of regulation (EU) No 165/2014.

The present document must be signed by the representative of the parties involved in a field test, typically an industry entity (manufacturers of recording equipment components or vehicle manufacturers) and a transport company, committing themselves to respect the rules and principles of the procedure described in the document.

FIELD TEST TERMS OF REFERENCE

1. Field test definition

Within the context of these terms of reference, field tests are tests of recording equipment which is not yet type approved in conformity with Regulation (EU) No 165/2014 and which is used in transport operations carried out with vehicles falling within the scope of the Regulation (EC) No 561/2006. Field tests are limited in time and by the number of vehicles used.

2. Field Test Operator definition

- Manufacturers or importers (i.e. having responsibility for product safety, and / or compliance with EU safety legislation) of vehicles falling within the scope of Regulation (EC) No 561/2006, or
- Manufacturers of recording equipment components in line with requirements of Regulation (EU) No 165/2014.

3. Information form definition

The information form attached (see Annex II) for a field test must be compiled and signed by the Field Test Operator and the Transport Company using the vehicle in question, mentioning the exact duration of the tests. This form has to be sent to the contact point of the national competent authority (NCA) of the Field Test Operator. The NCA then notifies the Commission (JRC).

On the form, involved industrial partners must provide company identification, with the useful contact persons (legal or technical representatives).

4. Register – Inventory of assets

The data provided by the Field Test Operators at the moment of the registration will be classified by the JRC, who will maintain this register as representative of the assets in circulation (Vehicles+Companies). It is the duty of the field test participants to register correct and valid data, and to inform the national competent authority of any changes during the field test.

5. Equipment

If in the field test, recording equipment without security certification as defined in Annex IB or Annex IC of Regulation (EU) No 165/2014 is used, then only test keys may be loaded into the equipment.

If the recording equipment has received a security certification as defined in Annex IB or Annex IC of Regulation (EU) No 165/2014, then the equipment may use the keys used in type approved equipment.

6. Vehicle definition

The vehicles participating must be normally registered. The Vehicle Identification Number and Vehicle Registration Number (VIN / VRN) of each vehicle must be communicated in the application form.

7. Cards definition

The test cards (driver / workshop / controller / company) normally supplied by VU/MS manufacturers in a specific field test, must be easily identifiable as test cards. A control card with test keys must be kept available in each vehicle participating to these field tests.

8. Field test Passport

The document will follow the vehicle in test, and will serve in case of road side check, to prove the participation in the field test programme. This document (see Annex II) will contain all the important data of the on-going field test:

- Applicant
- Road Transport Company
- Test start and end dates
- Vehicle VIN/VRN
- Justification/Object of the on-going field test/Possible joint-parallel field test
- Competent National authority
- Contacts points
- Person to contact to have access to the Field Test Register data

9. Size and length of the field test

Each vehicle brand (whatever the applicant is, OEM or importer, e.g. VOLVO or IVECO) can simultaneously register and test a maximum of 100 vehicles.

Field tests are limited in time. The maximum duration of a field test is of 18 months.

10. Joint field tests

If the planned field tests are organized in combination with other field tests/development tests, this must be declared at the beginning (information form) and timely up-dated.

11. End of Field Test

Start and end dates must be planned and declared at the beginning.

Installation of a type approved tachograph in the vehicle ends the field test for this vehicle.

Changes in the duration or to the terms of reference (e.g. road-haulage company, vehicle enters or leaves the test) must be timely notified to the authority.

12. Driver obligations

Drivers must be professional drivers, and always have their own driver card available. Drivers and transport undertakings carrying out field tests engage themselves to comply with the requirements on driving times and rest periods of Regulation (EC) No 561/2006, in particular Articles 6 to 10. When field test activity and driving under Regulation (EC) No 561/2006 are done during the same period, the complete record of driving should comply with Regulation (EC) No 561/2006.

Therefore, drivers shall have a complete record of driving activity according to Regulation (EU) No 165/2014 at the start of their participation in the field test. Drivers shall use only one driver card provided for testing purposes. Drivers shall use the tested equipment normally, and maintain a complete record of driving activity (tests and normal driving).

13. Test driving hours

The installed equipment under test must be used by the drivers and the companies as the mandatory recording equipment.

In order to control the driver's activity and demonstrate compliance with the requirement of point 12, every driver should use and sign daily printouts. These printouts should be monthly archived at the company premises, similarly to paper disks.

Similarly, it is recommended to ask possible road controllers to also edit a printout and sign it, so as to trace and archive the control made.

14. Selection of transport companies

Field Test Operators are responsible to select transport companies and to supervise the tests in such a way that each party involved is perfectly complying with the procedures described in these Terms of Reference.

15. Authorities rights and obligations

National competent authorities (NCA) designate a contact point responsible for the organization of these field tests.

NCA must register the information form and notify the Commission.

The NCA will have 10 working days from the reception of an information form to possibly react and express a concern regarding the selected transport company to the Field Test Operator. In such a case, the NCA will inform the Commission. If the Field Test Operator does not receive a reply within 10 working days, the authorities consulted shall be deemed to have no objections regarding the selected company.

16. Transport Companies obligations

Transport companies must sign and accept the present Terms of Reference. Whatever the reasons if a company does not respect these terms of reference it will be excluded from the field test programme.

Transport companies must warn and inform the industrial partner of any change in the field test setup. The industrial partner must then notify the Commission for register up-date.

On request by any authorized authority, the companies must provide the list of the workshops involved in the calibration of the field test equipment.

17. Commission monitoring

The Commission will monitor the field test programme, and facilitate the communication between the actors, respecting the private and sensitive character of the information shared.

The Commission may suspend or exclude any participant from the programme if fraud/misbehavior is found and decide to stop the test programme.

18. Field Test Operators Obligations

The field tests operators are responsible for the test cards in circulation in the context of these field tests. On request by any authorized authority, the FTO's must provide the list of all the test cards in circulation, identified by the extended serial number (see Annex IB and Annex IC Appendix 1).

The parties undersigning this Terms of Reference document are declaring:

During field tests, transport undertakings and drivers will comply with the requirements on driving times and rest periods as laid down in Regulation (EC) No 561/2006, in particular Articles 6 to 10. The equipment to be tested (marked and numbered), in the context of Article 3(g) of Regulation (EC) No 561/2006, is

- *fully compliant with the specification of the Regulation (EU) No 165/2014,*
- *interoperable with the set of test cards planned to be used in the context of these field tests*
- *carefully controlled to exclude any impact on the safety/security of the vehicle equipped*
- *ready to be activated and calibrated for the recording of driver's activities*

The signatories also commit themselves to continue communicating with the authority and to inform the authority regarding any change in the field test setup (dates, contacts, vehicles, combined tests).

By signing this document, the signatories declare that they accept these Terms of Reference and will apply them.

ACCEPTANCE – ENDORSEMENT-SIGNATURE OF THE PARTNERS

For the Field Test Operator

For the Transport Company

Operator Name:.....

Company Name:.....

Reference Country:.....

Reference Country:.....

Responsible Name:.....

Responsible Name:.....

Responsible Position:.....

Responsible Position:.....

Date:.....

Date:.....

Signature:.....

Signature:.....

INFORMATION FORM

Field Test Operator	
Name	
Address	
Contact person (Name, First name)	
Telephone	
Email	
Transport Company	
Name	
Address	
Licence number	
Contact person (Name, First name)	
Telephone	
Email	
Vehicle identification (for each vehicle)	
Vehicle Identification Number (VIN)	
Vehicle Registration Number (VRN) (if available)	
Possible joint-parallel field test	
Nature of joint field tests	
Duration of test (less than 18 months)	
Start of test (DD/MM/YYYY)	
End of test (DD/MM/YYYY)	

This document has to be accompanied by the Terms of Reference signed by the Field Test Operator and the transport undertaking.

FIELD TEST PASSPORT (PAGE 1 OF 2)

This document must be kept in the vehicle and be presented at the request of any authorised inspecting officer.

Field Test Operator	
Name	
Address	
Contact person (Name, First name)	
Telephone	
Email	
Transport Company	
Name	
Address	
Licence number	
Contact person (Name, First name)	
Telephone	
Email	
Vehicle identification (for each vehicle)	
Vehicle Identification Number (VIN)	
Vehicle Registration Number (VRN) (if available)	
Duration of test (less than 18 months)	
Start of test (DD/MM/YYYY)	
End of test (DD/MM/YYYY)	

During field tests, transport undertakings and drivers have engaged themselves to comply with the requirements on driving times and rest periods as laid down in Regulation (EC) No 561/2006, in particular Articles 6 to 10.

Every driver should sign daily printouts when carrying out field tests.

**FIELD TEST PASSPORT (PAGE 2 OF 2)
COMPLEMENTARY INFORMATION**

Justification/Object of the on-going field test	
Possible joint-parallel field test Description	
Your Competent National Authority	
Address	
Contact point names	
Telephone number	
e-mail	

Any authorized authority can contact the JRC DT field test mailbox, for verification.

jrc-dt-fieldtest@ec.europa.eu