

# The Analyzer



THE WISCONSIN VEHICLE INSPECTION PROGRAM

WIVIP HELP LINE  
(866)623-8378

## Top Stories

### Need Help Finding Technicians?

There are many resources to aid employers in hiring, these include job boards and other employment tools. If you have positions open and have not already done so, please consider either of the following resources:



- The Wisconsin Technical College System will connect you with their students and graduates. Visit the Wisconsin Technical College System at: [www.wtcsystem.edu](http://www.wtcsystem.edu) and visit the [Workforce Solutions](#) page to learn more. You will be able to have access to technically trained job seekers in Wisconsin through the handshake system. This is a free system to connect with the talent you seek. You can visit the system they utilize directly at: [joinhandshake.com/employers](http://joinhandshake.com/employers)



- The Job Center of Wisconsin is another great resource to find candidates for employment. They operate through the Wisconsin Department of Workforce Development. To utilize their services a one-time registration is required. This allows access to any of the Job Center of Wisconsin's Employer features. After clicking on 'Post jobs' or 'Search Resumes' on the JCW homepage, you will be prompted to create an account and register. The Job Center of Wisconsin's Call Center staff will call you (usually within 24 hours) to complete the process and assist you. You will be able to enter, manage, update and remove job postings, and search their resume database. To start the process you can access their website at [www.jobcenterofwisconsin.com](http://www.jobcenterofwisconsin.com)



There is no cost to access either of these resources.

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## DO YOUR CUSTOMERS NEED TO RENEW?

REMEMBER TO ASK EMISSIONS INSPECTION AND CORE BUSINESS CUSTOMER IF THEY WOULD LIKE TO RENEW THEIR VEHICLE REGISTRATIONS, INCLUDING HEAVY TRUCKS.

## New PIFs

### ***The Wisconsin Vehicle Inspection Program is proud to announce the recent addition of the following PIFs to our network***

- HIS Auto (Oconomowoc)
- Dynamic Automotive Solutions (Waukesha)
- D&D Automotive Repair (Waukesha)
- Hooked Up Towing and Repair (Racine)

**Contact Opus if you are interested in becoming a Private Inspection Facility (PIF).** Provide more services to your existing customers and attract potential customers to your shop. You will not have to send your customers to a competitor.

Tell us if you are interested in registering with the program as either a Recognized Repair Facility (RRF) or Non-Recognized Repair Facility.

Registered Repair Facilities are listed on the program website, [www.wisconsinvip.org](http://www.wisconsinvip.org)

To enquire about either registration scenario call [1-866-0BD-TEST](tel:1-866-0BD-TEST) or email [wisconsin@OpusInspection.com](mailto:wisconsin@OpusInspection.com)

## Customer Tip:

### ***Wisconsin Vehicles Temporarily Outside the Testing Region, Snow Birds and others***

If your customer's vehicle will be out of the testing area when the registration renewal is due, they have several options to choose from:

- They can get their vehicle inspected up to 180 days ahead of time at one of the southeastern Wisconsin emission inspection facilities. This is especially helpful if your customers leave the state during the winter.
- They can get their vehicle inspected out of state (if the location has an emissions inspection program) and either fax the test report to Opus at: 262-641-5095 or e-mail [Wisconsin@Opusinspection.com](mailto:Wisconsin@Opusinspection.com). Opus will record the vehicle's out-of-state test results so the motorist can complete the registration renewal process or meet the change of ownership test requirement.
- If the vehicle is not in a jurisdiction that performs emission inspections and will be out of the seven county testing region for an extended period of time, they can call (866) 623-8378 and request a temporary exemption. This allows the motorist to renew their vehicle's registration and complete the emission test requirement when the vehicle is back in the testing area.

If you have a customer that you know is planning to be out of the testing region, remind them of these options. The 1st option in which they can have their vehicle tested up to 180 days early may be the best and easiest for them. They can receive their test and registration early prior to their trip.

### **Wisconsin VINs**

Do you know what a Wisconsin or WI Vehicle Identification Number (VIN) is? WIS VINs are Wisconsin assigned vehicle identification numbers issued to vehicles that are missing the manufacturer VIN, including salvage and reconstructed vehicles. The VIN tags are metal and contain the letters "WI" at the end of the number.

Emissions inspection results for vehicles with WIS VINs will not transmit to DMV automatically.

The assigned VIN is comprised of 15 digits plus the letters "WI" at the end of the number. They are created as closely as possible to the federal standards required by NHTSA (National Highway Traffic Safety Administration). Please enter the entire VIN, including the WI at the end. When the inspection is completed, call our office at (262) 641-5095, and we will have the test record entered into the DMV database.



## Inspection Tips

### REMINDERS:

#### Verify License Plates:

It is very important that you enter the full and correct license plate into the analyzer; the inspection will NOT properly link to the customer's vehicle if the plate does not match exactly. Incorrect entry could result in errors preventing registration renewal and inconvenience to the customer, who may have to return for another inspection. We recommend that you carefully enter the license plate number and verify your input before moving to the next step .

### MIL LAMP CHECK – A "KEY" INSPECTION PROCESS



The Key On Engine Off (KOEO) and Key on Engine Running (KOER) tests are important parts of the vehicle inspection. The Malfunction Indicator Light (MIL) is used to inform vehicle owners of an engine malfunction as early as possible, avoiding costly repairs, being stranded and/or their vehicle creating additional pollution.

Properly following software prompts and correctly answering the questions per the status of the MIL for both the KOEO and KOER tests will produce the correct result. All inspectors should use care during the inspection process. Each day, inspections are monitored to ensure inspections are being performed correctly.

During an emissions inspection, the Malfunction Indicator Lamp (MIL) is checked to see if it is operational during the Key On Engine Off (KOEO) procedure. The inspector turns the ignition key to the on position to see if the MIL illuminates. If the light does not illuminate, it would fail the inspection. The inspector then performs the Key On Engine Running (KOER) test to see if the MIL remains on or is flashing while the engine is running. The vehicle would fail the test if the MIL was illuminated or flashing while the engine was running.

It is important to not plug into a vehicle's Data Link Connector (DLC) until after this procedure is performed and the engine is running. If a vehicle is going to fail KOEO or KOER, it is still very important to still test the vehicle. Skipping a failing inspection may prevent a vehicle from qualifying for a Cost Waiver.

### IMPORTANT

Each vehicle has a unique Vehicle Identification Number (VIN).

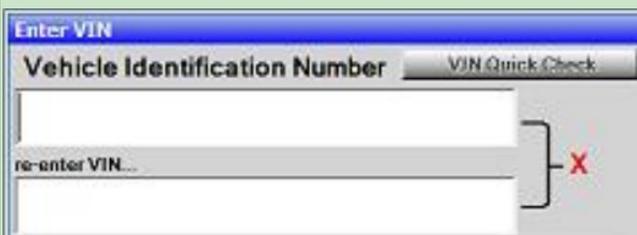
WAUZZZF49HA036784

The VIN is used to identify the vehicle and many of the vehicle's attributes. Emissions inspections must be linked to the proper VIN of the vehicle that is being inspected. In some cases a vehicle's engine control module may have been replaced. The result is that the analyzer will read this incorrect VIN. Always verify the VIN with what is on the dashboard and paperwork.

## Accuracy and Efficiency

Always follow the on-screen prompts when conducting an emissions inspection.

Whether this is your 1st inspection or your 1,000th, rushing through the process or not paying attention to the on-screen prompts will ultimately slow you, and your customer down.



Each step and data entry prompt must be performed correctly to ensure that the motorist receives the proper inspection results and those results are properly linked to their vehicle in the DMV database. Without this, they may not be able to renew their registration on time or legally drive their vehicle.

This may cost you extra time and poor customer satisfaction if you need to conduct the test again.

## Emissions Repair Facility

Applying for Recognized Repair Facility (RRF) status is easy, if your shop meets the requirements of employing certified Technicians with ASE L1, WISETECH or equivalent certifications.

To register your repair facility with the vehicle inspection program or to update your business record, provide the required information by completing the [Recognized Repair Facility Application Form](#). Mail the completed form with technician certifications to the address on the form, fax to 262-641-5095, or e-mail to [Wisconsin@Opusinspection.com](mailto:Wisconsin@Opusinspection.com).

A recognized repair facility must employ at least one technician with ASE L1 certification, WISETECH training, or other equivalent training/certification. Please attach copies of documentation for each technician's training or certifications.

Only repairs completed at a recognized repair facility or franchised NEW car dealerships qualify if a motorist is seeking a Cost Waiver. For this reason, being included on the recognized repair facility listing is important. The best place for repairs on vehicles that do not pass their emissions inspection are recognized repair facilities. If a vehicle does not pass an emissions inspection, the vehicle inspection report (VIR) will include a listing of the 10 closest recognized repair facilities.

If you are interested in being added to this listing please review the form on the next page, contact our office at 1-866-OB-D-TEST, or the information on our website at:

[www.wisconsinvip.org/WivipPublic/Pages/RecognizedRepairFacilities.aspx](http://www.wisconsinvip.org/WivipPublic/Pages/RecognizedRepairFacilities.aspx)

If added to this listing, your facility will also be listed on our website. This is another form of advertising and where vehicle owners go if their vehicles have not successfully passed an emissions test. This site allows owners to search for recognized repair facilities by city or zip code.

<https://www.wisconsinvip.org/WivipPublic/Pages/RecognizedRepairFacilities.aspx>

### How to Search For A Recognized Repair Facility

This guide may help you locate emission repair facilities in your area. The information is listed by city, and identifies each repair facility by **Name, Address, City, Zip Code and Phone Number**.

The zip code search only shows zip codes with recognized repair facilities. If your zip code doesn't return any facilities, clear the search, and then use city, or Search By Distance From Zip Code.

Search by selecting a City **Or** Zip Code from the list **Or** by entering a Zip Code and selecting a distance.

#### Search By City or Zip Code

City:

- OR -

Zip Code:

#### Search By Distance From Zip Code

Find an Emissions Inspection Station  
within  miles (approx.)  
of Zip Code:

Search

Reset Form



## Repair Book Data Entry

It is easy for facilities to receive credit for repair activity of vehicles that failed an emissions inspection. Emissions inspectors and repair technicians can access the Repair Book reporting website and log emission-related repairs. Your success rate in repairing vehicles will be posted on the [www.wisconsinvip.org](http://www.wisconsinvip.org) website. It is a great way to inform past, current and future customers about your success in performing emission-related repairs.

### STEP 1: IS YOUR BUSINESS ALREADY REGISTERED WITH THE WISCONSIN VEHICLE INSPECTION PROGRAM?

See Pages 4 and 5 of this newsletter for details.

Once registered, your facility's repair activity can be reported on [www.wisconsinvip.org](http://www.wisconsinvip.org), which is the official program website. The more effective you are at repairing vehicles that had failed the emission test, the better your repair score!

### STEP 2: DATA ENTRY PROCESS FOR EMISSION RELATED REPAIR

During each emission test a prompt will ask if emissions related repairs have been performed. Each inspector should properly respond to this question and enter the appropriate data. Technicians can access data entry via the repair book website: [www.wisconsinvip.org/RepairBook/](http://www.wisconsinvip.org/RepairBook/)

Certified Repair Info			
Owner Repair?	Yes <input type="radio"/> No <input type="radio"/>	Total Parts Cost	<input type="text"/>
		Total Labor Cost	<input type="text"/>
For three dollars and thirty cents enter 3.30. For three hundred and thirty dollars enter 330			
The following should be completed only if NOT repaired by owner:			
Work Order #	<input type="text"/>	Facility of Person Performing Repair	<input type="text"/>
Phone#	<input type="text"/>	Apply to REI?	<input type="checkbox"/>
City	<input type="text"/>	State	<input type="text"/>
Repair Date	<input type="text"/>	Zip	<input type="text"/>
Vehicle Repair Data			
For reinspection or waiver qualification, the person performing the repairs must complete this form. Please place one "X" per item in the box to indicate which component has been (A) repaired, (B) replaced, or (C) repairs were recommended but not performed.			
1. Air Filter Element	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	15. Air Injection System	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
2. Thermostatic Air Cleaner System	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	16. Positive Crankcase Ventilation System	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
3. Transmission Repairs	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	17. Catalytic Converter	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
4. Engine Temperature Controls	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	18. Evaporative Canister	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
5. Idle Speed Adjustment	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	19. Repairs for Purge System Failure	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
6. Fuel Injection Components	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	20. Repairs for Pressure System Failure	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
7. Diesel Particulate Filter	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	21. Knock Sensor	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
8. Fuel Injectors	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	22. MAF Sensor	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
9. PCM Module	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	23. Oxygen Sensor	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
10. Spark Control System	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	24. Computer System Fault Codes	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
11. PCM Reflash	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	25. Coolant Sensor	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
12. Spark Plugs and/or Wires	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	26. MAP Sensor	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
13. Other Ignition Sys. Repairs	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	27. Other Sensors	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
14. EGR Valve	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>	28. Diagnostic Fees	A <input type="radio"/> B <input type="radio"/> C <input type="radio"/> None <input type="radio"/>
Continue			

Complete the information requested, select Continue once data is entered, if you see the screen below you entered the data correctly.

Success	
Congratulations! The repair data has been saved! This data may be used in the determination of your facilities REI.	
Continue	

Questions? Call (262) 641-5217