

Lamp Adjusting Station Requirements Checklist



The purpose of this checklist is to help station owners and adjusters pass the BAR Lamp Station inspection. All station requirements should be met before the station contacts their local BAR field office for an appointment. The station owner/manager and adjuster must be present during the inspection. Please allow up to two hours for the BAR inspection. Re-inspections will result in station licensure delays.

Lamp Stations must possess all required equipment, tools and reference materials for the type of vehicles being tested, inspected, adjusted, and repaired. All equipment shall be on the premises, calibrated, and in working order.

Classes of Official Lamp Adjusting stations:

Class A

Official Lamp Adjusting stations shall be equipped to test, inspect, adjust, and repair all lamps and related electrical systems on all vehicles

Class BL (Limited)

Official Lamp Adjusting stations shall be equipped to adjust all lamps with aiming pads on all passenger vehicles and commercial vehicles 80 inches or less in width. These stations shall be equipped to test, inspect, and repair all lamps and related electrical systems on all vehicles except motorcycles and motor-driven cycles

Station Licenses and Signs (Must be posted conspicuously in an area frequented by customers)

Valid Automotive Repair Dealer (ARD) Registration

Official Automotive Repair Dealer (ARD) Sign

Official Lamp Station Sign

Valid Lamp Adjuster License

Inspection Price Sign

Station Equipment, Reference Material & Records

All adjusting, inspecting, servicing and repairing of lamp systems for the purpose of issuing any certificate of adjustment shall be performed in official stations, by official adjusters

Licensed Lamp Adjuster availability shall be not less than 40 hours weekly or not less than half the hours the station is open for business weekly, whichever is less

Class A Aiming screen or an optical type headlamp-aiming machine
Class A stations may provide, in addition, a mechanical type headlamp aiming machine and related calibration equipment

Class BL Station that limits its lamp aiming to lamps with aiming pads shall provide mechanical type headlamp aiming machine and related calibration equipment

All adjusting, servicing, and testing instruments, machines, devices and equipment shall be maintained in good condition

Service manuals and operating instructions issued by the manufacturers for all headlamp aiming instruments, machines, devices and equipment

Required maintenance of records

Voltmeter and other tools necessary for proper lamp servicing

The Bureau's *Handbook for Lamp Adjusters and Stations*

Approved Work Area- An area within a building and large enough to accommodate the vehicle being serviced

All appropriate and current lamp adjustment specifications, manuals, bulletins and instructions for which the station adjusts lamps including electronic forms. CD-ROM, are acceptable as long as they also meet the standards set in BAR's "Minimum Requirements for Lamp Adjustment Manuals

An official station shall stop performing the functions for which it has been licensed when the station license has expired, has been surrendered, suspended, or revoked. For information on Lamp Station inspection requirements, refer to California Code of Regulations sections § 3305 through § 3321 on the BAR Web site at www.bar.ca.gov.