



TEKSI / TEKSI EKSEKUTIF / TEKS1M INSPECTION GUIDELINES



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INTRODUCTION

PUSPAKOM is Malaysia's vehicle inspection specialist. Our inspections protect motorists, passengers, road users and increase road safety.

Established in 1994, **PUSPAKOM** is a wholly-owned subsidiary of DRB-HICOM Bhd, a conglomerate that is listed on the Bursa Malaysia. We are the only vehicle inspection company appointed by the Malaysian government to undertake all mandatory inspections for commercial and public vehicles, as well as private vehicles for hire-purchase financing, ownership transfer and insurance purposes.

PUSPAKOM has achieved sustained growth and diversification. We have developed an extensive nationwide network that ensures our inspection centre is never too far from you.

Today, **PUSPAKOM** has 56 inspection centres servicing additional more than 25 inspection sites around the country, performing more than 3 million inspections annually. **PUSPAKOM** was awarded a 15-year concession by the government in 2009, and we are set on a path of continued expansion and improvements that will meet the needs of the country's rapidly increasing motoring population. We pride ourselves in inspecting vehicles to international standards and in giving support to Malaysia's transportation industry.

DOCUMENTATION

Required Documents	
Vehicle's Registration Card (Original / Cerified Copy by RTD / Commissioner of Oath) / Vehicle Ownership Certificate-VOC (Original) / Vehicle Information from RTD (for registered vehicle)	
Initial Inspection	<ul style="list-style-type: none"> ❖ Carrier license from Ministry of Tourism / SPAD ❖ Weight Certificate ❖ Vehicle Type Approval (VTA) ❖ Approved Permit (JK69) ❖ Certificate of Taxi Meter Approval by JPJ for taxi with taxi meter only (T1) ❖ Sales Letter from Authorised Dealer (Original) ❖ Business Registration Form - SSM (Copy) ❖ Certificate Letter of Green Engine from SIRIM ❖ Vehicle Technical Plan (Original) / Latest PG11A ❖ Letter of Approval (SPAD / JPJ)
Routine Inspection	<ul style="list-style-type: none"> ❖ Latest VR1 Report / Inspection Certificate (Disc) ❖ Latest Taxi Meter Report (TR2) ❖ RTD Summon / Compound Receipt RTD / Approval Letter for Inspection Postponement Date (if the vehicle fails to attend inspection on the appointment date)
Re-inspection	<ul style="list-style-type: none"> ❖ Latest Inspection Report (VR1 / A16) ❖ PG1 (Failed brake test 3 times consecutively) ❖ Letter of Approval
Special Inspection	<ul style="list-style-type: none"> ❖ Document related to inspection purpose ❖ Letter of Approval

INSPECTION FEES

Inspection Fees			
Initial	RM 70.00	GST 6%	RM 74.20
Routine	RM 55.00		RM 58.30
Re-Inspection	RM 25.00		RM 26.50
Special	RM 50.00		RM 53.00
Taxi Meter	RM 50.00		RM 53.00

INSPECTION PROCEDURES**IDENTIFICATION CHECK**

Chassis Number	Must be clear, distinct, untampered and is the same number as printed on Vehicle's Registration Card / Vehicle Ownership Certificate
Engine Number	

ABOVE-CARRIAGE INSPECTION

Body Marking – Outer

- Body lettering
 - i. Teksi : The name of the licensee to be displayed at left and right of front door with yellow circle and white rectangle box, refer Figure 1
 - ii. Teksi Eksekutif : The name of the licensee to be displayed at left and right of front door with white circle and rectangle box, refer Figure 2
 - iii. TEKS1M : "TEKS1M" and the name of the licensee to be displayed at left and right of rear panel, refer Figure 3
: "TEKS1M" at front of vehicle hood, refer Figure 4



Figure 1



Figure 2

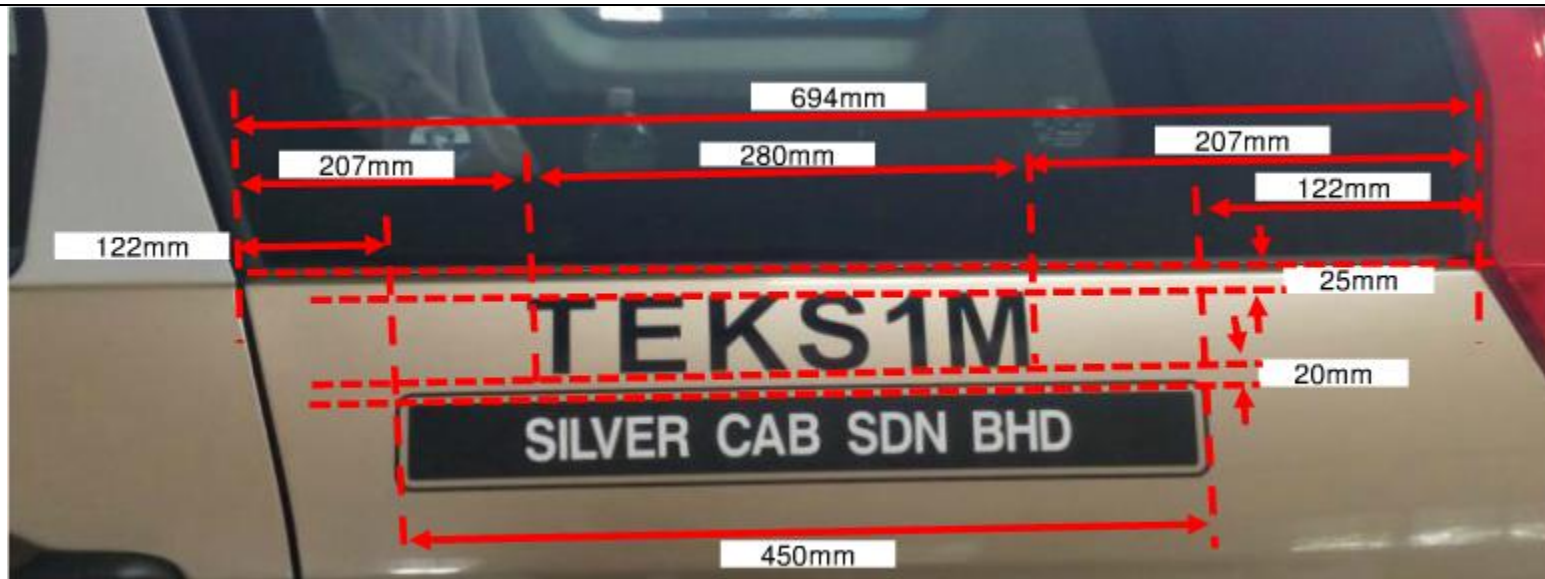


Figure 3



Figure 4

- Body lettering measurement
 - i. Teksi, refer Figure 5
 - ii. Teksi Eksekutif, refer Figure 6
 - iii. TEKS1M, refer Figure 7, Figure 7a and Figure 7b

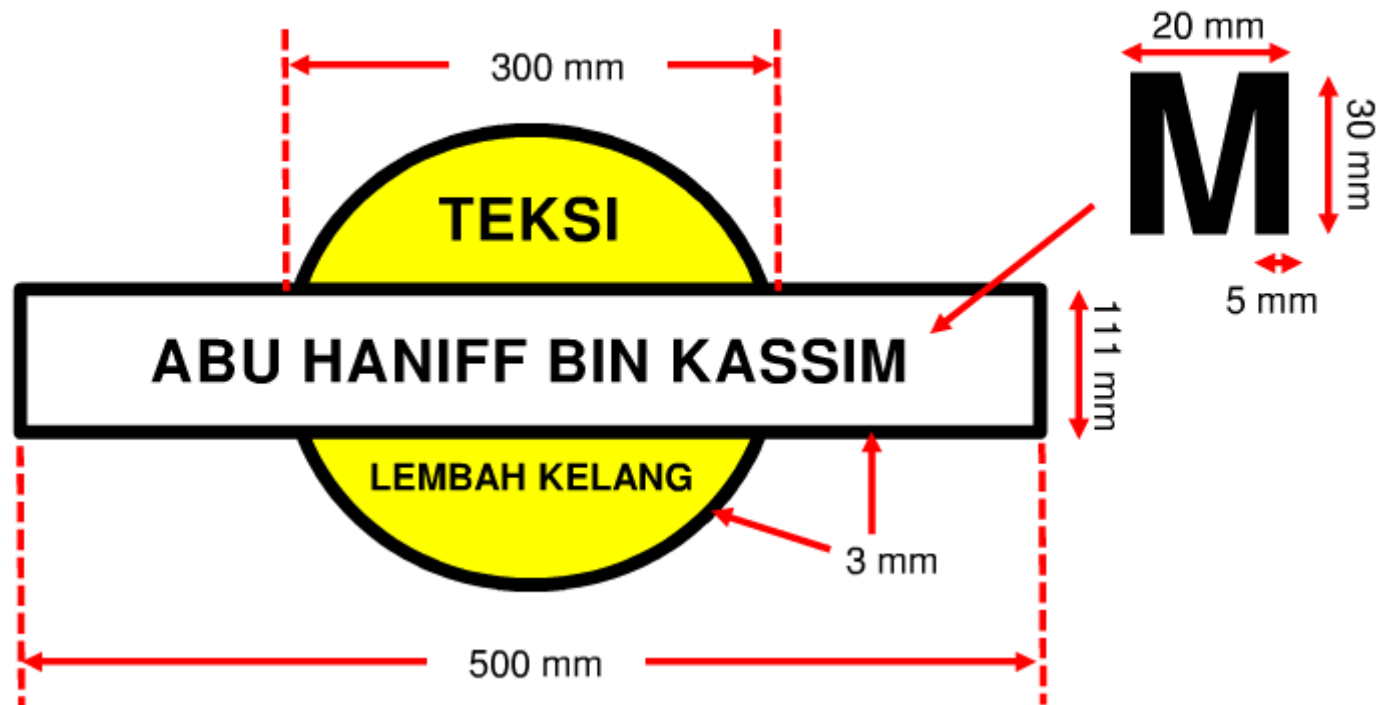


Figure 5

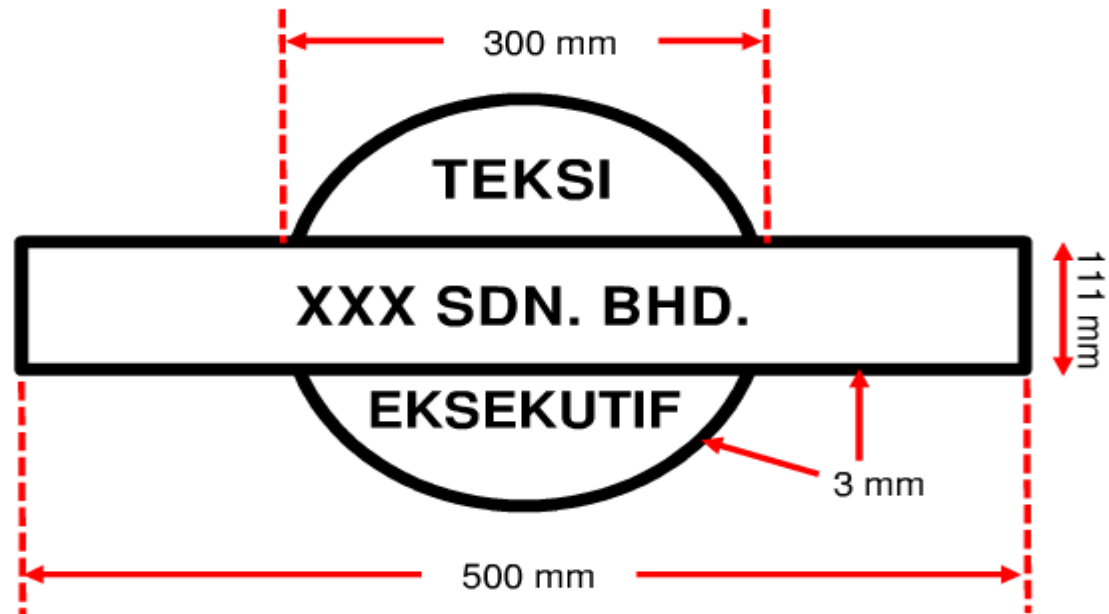


Figure 6



Body lettering measurement at front of vehicle hood

Figure 7



Body lettering measurement at rear side of vehicle

Figure 7b

- To display Hotline SPAD sticker (Peninsular Malaysia) at rear right of vehicle, refer Figure 8



Figure 8

- Hotline SPAD sizes (Outer), refer Figure 9
 - i. Type of font : Arial Black
 - ii. Font size : 72
 - iii. Background color : White (Reflector)
 - iv. Font color : Black
 - v. SPAD logo size : 3.5cm x 3.5cm
 - vi. QR code size : 3.5cm x 3.5cm



Figure 9

- Roof Top Sign for Teksi and Teksi Eksekutif to show occupancy of taxi, refer Figure 10 and Figure 10a



Figure 10



Figure 10a

- Roof Top Sign for “TEKS1M”
 - i. Equipped with Light Emitting Diode (LED) light
 - ii. “TEKS1M” in green to show taxi ready for hire, refer Figure 11
 - iii. “HIRED” in red to show taxi in hire, refer Figure 12



Figure 11

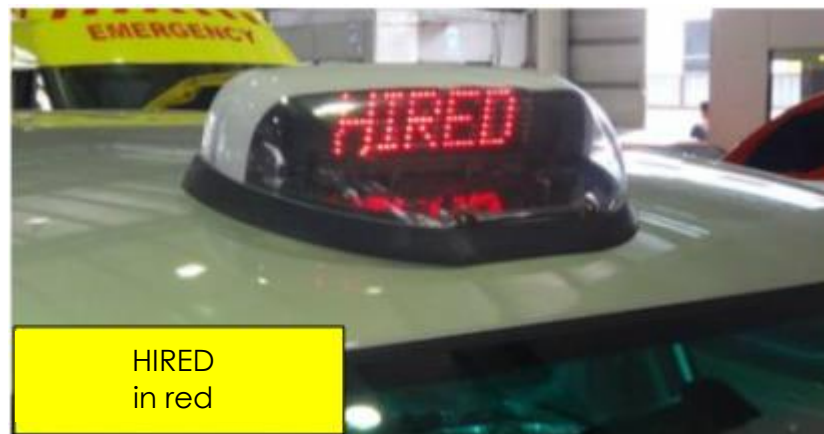


Figure 12

- Any changes subject to SPAD directive

Body Marking - Inner

- Displayed at dashboard, refer Figure 13
 - i. Driver identification card
 - ii. Registration number
 - iii. Fare rate
 - iv. Size wheel circumference and tyre air pressure
 - v. "DILARANG MEMBUANG SAMPAH KELUAR DARI KENDERAAN INI" sign



Figure 13

- To display vehicle registration number on top left and right center pillar, refer Figure 14



Figure 14

- To display customer charter in the interior of vehicle:
 - i. Teksi and Teksi Eksekutif : On the right corner of the rear window, refer Figure 15 and Figure 16
 - ii. TEKS1M : A4 size with landscape orientation at behind driver's seat, refer Figure 17



On the right corner of
the rear window

Figure 15



Figure 16

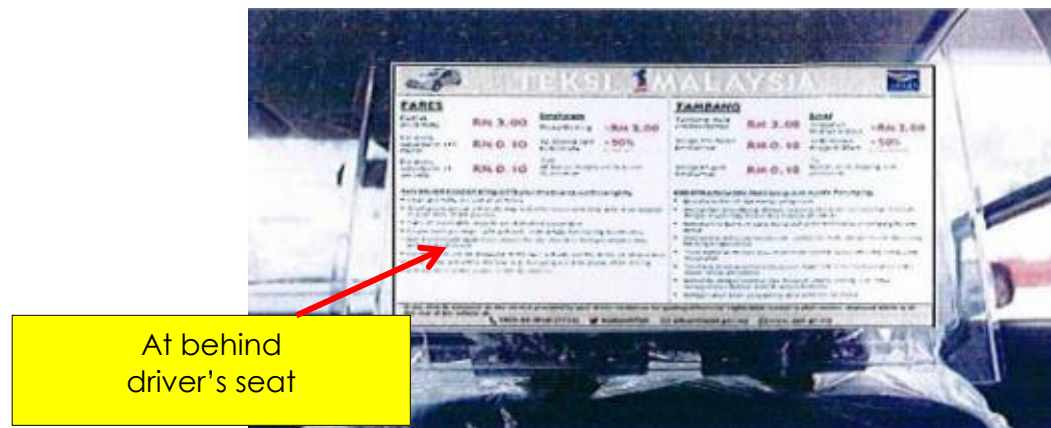


Figure 17

- Displayed fare rate:
 - i. Teksi and TEKS1M : On the left and right of the rear doors, refer Figure 18 and Figure 20
 - ii. Teksi Eksekutif : On the left of the rear door, refer Figure 19



Figure 18



Figure 19

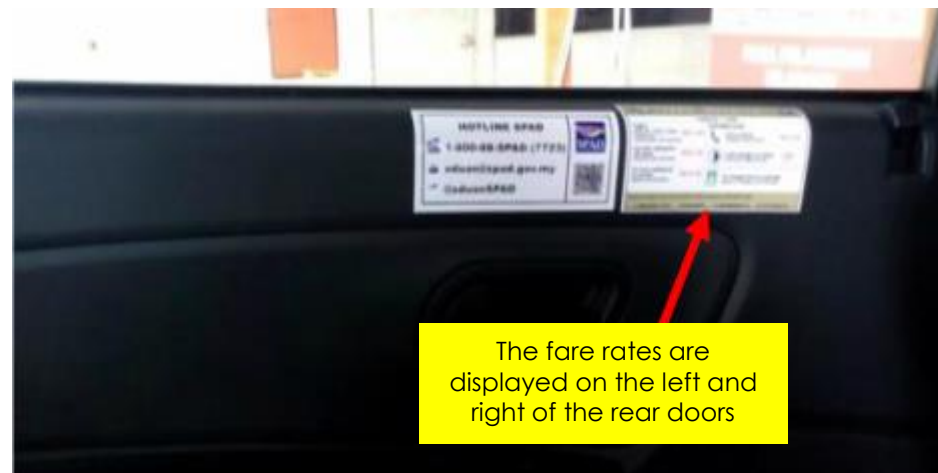


Figure 20

- To display Hotline SPAD stickers (Peninsular Malaysia) at all doors except driver side, refer Figure 21



Figure 21

- Hotline SPAD measurement (Inner), refer Figure 22
 - i. Type of font : Arial Black
 - ii. Font size : 20
 - iii. Background color : White
 - iv. Font color : Black
 - v. SPAD logo size : 2cm x 2cm
 - vi. QR code size : 2cm x 2cm



Figure 22

- All displays are subject to SPAD directives from time to time

External and Internal Vehicle

Registration Number	<ul style="list-style-type: none"> • The letters and figures are black, background in white, refer Figure 23 • Letter and figure sizes, refer Figure 24 <ul style="list-style-type: none"> i. Height : 70mm ii. Width : 40mm iii. Thickness : 10mm iv. Space between letter and figure : 30mm v. Space between letters / figures : 10mm • Displayed clearly, neatly, not broken and not blocked
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Figure 23

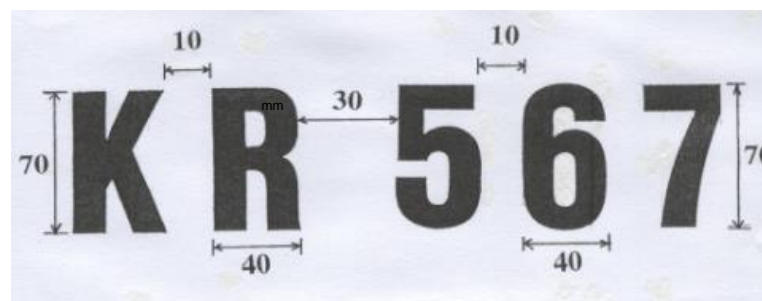


Figure 24

Taximeter

- Well function
- Position on the middle top of dashboard, refer Figure 25 and Figure 25a
- Fitted neatly, meter seal not broken and not blocked, refer Figure 25 and Figure 25a
- Information must displayed in clear and easy to understand
- Able to print receipt (content of receipt subject to SPAD directives)




Figure 25



Figure 25a

NGV Component	<ul style="list-style-type: none">• Tank to be fitted neatly, not leakage and to be installed at RTD authorized workshop
Aircond	<ul style="list-style-type: none">• Functional with temperature 75°F (24°C) or less
Driver and Passenger Seat	<ul style="list-style-type: none">• Good condition, clean and tidy, not torn or broken
Roof	<ul style="list-style-type: none">• Not broken, not rotten and no leakage• Roof liner not broken, not tear and in good condition
Dashboard	<ul style="list-style-type: none">• Clean, neat and not broken, refer Figure 26 <div data-bbox="969 521 1771 1163" data-label="Image">A photograph showing the interior of a vehicle, specifically the dashboard and steering wheel. The steering wheel is black with a silver-colored center. The dashboard is dark grey or black. The instrument cluster features several red-lit gauges, including a speedometer and a tachometer. A small digital display is visible on the right side of the dashboard. The center console has a gear shift and handbrake. The overall condition appears clean and well-maintained.</div>

Figure 26

Speedometer / Odometer	<ul style="list-style-type: none"> • Neat, clean, speed limit is clear and functional, refer Figure 27  <p style="text-align: center;">Figure 27</p>
Tyres / Rim	<ul style="list-style-type: none"> • Tyres thickness not less than 1.6mm from at least 70% of the tyres surface • All tyres must meet predetermined standards and markings: <ol style="list-style-type: none"> MS for Malaysia Standard E for UNECE DOT for Standard FMVSS • Tyres size, load capacity, speed rating according to appropriate and allowed specifications • Tyres does not have: <ol style="list-style-type: none"> Bubbles with diameter more than 1 inch (25mm) Bulge with diameter more than 1 inch (25mm) Torn or split over 1 inch (25mm) Tyres layer exposed until thread is seen • Tyres are positioned properly on the wheels and do not touched on any part of the vehicle • Rim is not bent, not rusted and all nud / studs are fastened, tightened and not broken

Glass	<ul style="list-style-type: none"> No cracks exceeding 150mm (6 inches), not loose, not broken and need to be clear Curtain, venetian blind or other material shall not be fitted or used Light transmittance rating according to standard (Refer Tinted Glass Inspection standard page number 30)
Side / Rear View Mirror	<ul style="list-style-type: none"> Fitted correctly Not loose or not broken Mirror angle can be adjusted properly
Door / Window	<ul style="list-style-type: none"> Hinges/ Panel, Locking Mechanisms, Exit / Entrance Door <ol style="list-style-type: none"> Not loose, well function, not broken and can be opened and closed Fitted neatly and safety glass type
Lamp	<ul style="list-style-type: none"> Functional and neatly installed Clear, not broken and not cracked White color (Front Lamp / Registration Number Lamp) Red color (Rear Lamp / Brake Lamp / Third Brake Lamp) No blinking except for signal lamp Blinking with amber color (signal lamp only) No modification from original specification (<i>HID / STROBE Light etc.</i>)
Wiper	<ul style="list-style-type: none"> Functional and is in good condition
Body Work	<ul style="list-style-type: none"> Body work, door, bonnet, roof and bumper are in good condition, body not sagging Specification of body color subjected to SPAD directives and approval No modification from original specification Any changed or repaired must obtained RTD approval <ol style="list-style-type: none"> Roof Panel Assembly Windscreen Pillar Front and Rear Center Pillar Wheelhouse Front and Rear Cowl Panel Chassis Panel Chassis Frame
Warning Instrument - Horn	<ul style="list-style-type: none"> Single tone. Siren are not allowed
Safety Seat Belt	<ul style="list-style-type: none"> Well function and good condition

Accelerator / Brake / Clutch Pedal	<ul style="list-style-type: none"> Pedal pad in good condition, not torn and not broken Free-play clutch pedal maximum 25mm and clutch pedal bush not wear
Steering Wheel / Handle	<ul style="list-style-type: none"> Column shaft bush not wear, wheel bush not wear, not broken, free-play not exceeding more than 1/8 from diameter

UNDER-CARRIAGE INSPECTION

Chassis / Floorboard	<ul style="list-style-type: none"> Clean, not rotten, not rusted, not bend, no modification and not cut and joint
Wheelhouse	<ul style="list-style-type: none"> No modification Any changed or repaired must obtain RTD approval
Brake Oil	<ul style="list-style-type: none"> Does not leak and oil reservoirs can closed properly
Brake	<ul style="list-style-type: none"> Hose / Pipe is good condition, not cracked, not dented and not leaking Cylinder – Fitting is not broken and loose No modification without RTD approval
Exhaust Pipe and Silencer	<ul style="list-style-type: none"> Well fixed, not loose, not cracked and no modification without RTD approval Installation at specified position Any changed must obtain RTD approval
Engine / Gearbox	<ul style="list-style-type: none"> No modification, neatly, not broken or not loose, engine not leakage Any changed must obtain RTD approval
Steering Component / Suspension System	<ul style="list-style-type: none"> Well function, bush joint not loose and not wear, not cracked, no leakage and no modification on drag link or rod
Brake System	<ul style="list-style-type: none"> Good condition and well function, not broken, not cracked, not dent, no leakage and not loose
Gear Lever	<ul style="list-style-type: none"> Knob / Dust Cover <ul style="list-style-type: none"> i. Well function, good condition and not loose ii. Dust cover not tear

TINTED GLASS INSPECTION

Windscreen	70%
Front window glass	50%
Rear glass and rear window glass	30%
1/5 or 20% at the uppermost part of windscreen exempted from the rules	

PUBLIC SERVICE VEHICLE EQUIPMENT

Fire extinguisher	<ul style="list-style-type: none">• 1kg fire extinguisher (CO2 or dry powder type ABC)• The content of the fire extinguisher is adequate based on pressure gauge and weight indicators• Cylinder is in good condition and no leakage• Nozzle and handle is in good condition
Waste container	<ul style="list-style-type: none">• Based on suitability of vehicle

INSPECTION STANDARD

No	Inspection Item			Unit	Passing Limit		
i	Smoke Emission Test (Diesel engine)			%	≤ 50		
ii	Gas Analyser (Petrol engine)	Manufactured before 1/1/1997: Carbon Monoxide (CO)		%	≤ 4.50		
		Manufactured on or after 1/1/1997: Carbon Monoxide (CO)			≤ 3.50		
		Manufactured before 1/1/1997: Hydrocarbon (HC)		ppm (part per mill.)	≤ 800		
		Manufactured on or after 1/1/1997: Hydrocarbon (HC)			≤ 600		
iii	Headlight Test			cm/10m	-35 to -5		
iv	Side Slip Test			m/km	-5 ≥ x ≥ +5		
v	Suspension Test (Applicable for vehicle BDM ≤ 2500 kg)			%	≥ 25		
vi	Brake Test	Year of Made	Overall Brake Efficiency (%)	Imbalance Brek (%)		Parking Brake (%)	
				Front	Rear		
		On or after ≥ 2010	≥ 58	≤ 30		≥ 15	
		Before < 2010	≥ 50				
vii	Speedometer Test (test speed at 40 km/h)			km/h	30 - 50		

viii	Taxi Meter Test	Passing Limit	Rate			Crossover Speed	
			Start	First	Additional	First	Additional
Budget - Peninsular Malaysia							
Fare		RM 3.00	RM 3.25	RM 0.25	20 km/h	20 km/h	
Distance		1000m	1000m (-10m ke +30m)	200m (-6m ke +6m)			
Time		180 sec.	180 sec. ± 4 sec.	36 sec. ± 1 sec.			
Budget - Pulau Pinang / TEKS1M Peninsular Malaysia							
Fare		RM 4.00	RM 4.30	RM 0.30	20 km/h	20 km/h	
Distance		1000m	1000m (-10m ke +30m)	200m (-6m ke +6m)			
Time		180 sec.	180 sec. ± 4 sec.	36 sec. ± 1 sec.			
TEKS1M Pulau Pinang							
Fare		RM 4.00	RM 4.35	RM 0.35	20 km/h	20 km/h	
Distance		1000m	1000m (-10m ke +30m)	200m (-6m ke +6m)			
Time		180 sec.	180 sec. ± 4 sec.	36 sec. ± 1 sec.			
Teksi Eksekutif							
Fare		RM 6.00	RM 6.20	RM 0.20	30 km/h	17 km/h	
Distance		1000m	1000m (-10m ke +30m)	100m (-6m ke +3m)			
Time		120 sec.	120 sec. ± 4 sec.	21 sec. ± 1 sec.			

WHISTLEBLOWER POLICY

- If you suspect, or are you aware of any misconduct happening at PUSPAKOM, kindly inform us via email, call or letter to below personnel:
 - i. Emel at whistleblowing@drb-hicom.com; or
 - ii. Call [1-800-88-2005](tel:1-800-88-2005); or
 - iii. Write up your information / complaint and post to:
[Group Internal Audit Division](#)
[DRB-HICOM Berhad](#)
[Level 5, Wisma DRB-HICOM](#)
[No.2, Jalan Usahawan U1/8,](#)
[Seksyen U1, 40150 Shah Alam](#)
[Selangor Darul Ehsan, Malaysia](#)

TERMS & CONDITIONS

- This guidebook is for general reference only
- This guidebook is subject to amendments and directives issued by the authorities from time to time.
- While every effort has been made to ensure the accuracy of the content of this guidebook. Any questions may refer to the Communications & Customer Service Department, PUSPAKOM Sdn Bhd
- Date of Issue: 1 February 2018
- Updated: 2 July 2021

REFERENCE

1.0	Road Transport Act 1987 (Act 333)
2.0	Road Transport Rules
3.0	Commercial Vehicles Licensing Board Act 1987 (Act 334)
4.0	Environmental Quality Act 1974 (Act 127)
5.0	Tourism Vehicles Licensing Act 1999 (Act 594)
6.0	Land Public Transport Act 2010 (Act 715)
7.0	Authorities Directives (RTD, JAS, SPAD, LPKP)
8.0	Operational Directives PUSPAKOM
9.0	Standard Operating Procedures PUSPAKOM