

SERMI Sanctioned Interpretations 2nd Edition, published on **27 October 2023**.

The SERMI Scheme is a living document and is updated as needed with relevant information and the experience obtained from its application. Between publications of full revisions of the SERMI Scheme, sanctioned interpretations are published as needed to update or clarify the Scheme Document. All organizations using the SERMI Scheme Document must apply both the current Scheme Document and the current sanctioned interpretations.

NUMBER	SERMI Scheme reference	SANCTIONED INTERPRETATION
1	Chapter 6.2.3.	<p>Since the remote check is a <u>paper-based check</u>, it will be sufficient for the desk-inspector to have <u>less experience</u> than the colleague carrying out on-site inspections. This because the online application process allows for the inspector to deal with and any (potential) issues in the office at their own pace and gather the necessary experience to become an on-site inspector if so desired. For the <u>on-site inspection</u> however, the inspector <u>must fulfil the minimum experience levels</u> to be able to perform this inspection.</p> <p>The minimum requirements for the desk-inspector who is carrying out the check is: Is capable to do administrative work Has a proven record that the inspector is trained by the CAB to be able to evaluate the required documents that are required for the remote check.</p>
2	Chapter 6.3.1.	<p>On-site inspections: The address where an employee is contracted must be inspected. The employee does not have to be available during the onsite inspection. Nevertheless the IO must be able to show the requested information (valid copies can be used).</p>
3	Chapter 6.3.4. UC CA9	<p>Renewal IO employee: The renewal of the authorisation of an employee is a remote check to be carried out by a desk-inspector.</p>
4	Chapter 6.3.5.	<p>For Sweden it will be required: Whether the IO/RSS has a liability insurance with a minimum amount of coverage of 10 million Swedish krona for bodily injury and 5 million Swedish krona for property damage</p>

NUMBER	SERMI Scheme reference	SANCTIONED INTERPRETATION
5 (Update)	Chapter 6.3.5. & 6.3.7.	<p>Check of clean criminal record:</p> <p>The validity of a clean criminal record is 6 months.</p> <p>For remote check: IO and IO employee must upload the document where the official signs and checks are clearly visible (e.g. validity date, number, logo, hologram)</p> <p>For on-site check: The original document must be available, and the authenticity will be checked</p> <p>Check employment agreement:</p> <p>For remote check: a proof of employment contract should be attached to the application.</p> <p>For on-site check: the valid agreement must be available including signatures of both parties</p>
6	Chapter 6.4.1.	<p>Training requirements of the IO employee:</p> <p>The mechanic should have more than 2 years of experience as an automotive mechanic <u>or</u> have successfully followed the following (national) training:</p> <ul style="list-style-type: none"> • Austria/Germany: <i>KFZ Techniker/KFZ Mechatroniker Lehrabschlussprüfung</i> • Ireland: <i>Level 6 on the national framework</i> • Italy: <i>Diploma ad indirizzo tecnologico di scuola secondaria di secondo grado</i> • Sweden: Fordons- och transportprogrammet Grade A or Ämne - Personbilar - service och underhållsteknik (Gymnasieskolan) – Skolverket Grade C • The Netherlands: <i>Autotechnicus niveau 2</i>
7 (NEW)	Chapter 6.3.5. & 6.3.7.	<p>Check relevance of the Clean Criminal Record. For specific countries you should request the following documents:</p> <p>Sweden: Utdrag för arbete med försäkringsdistribution</p> <p>Netherlands: VOG request nr. 11, 12, 13, 41, 61</p>
8 (NEW)	Chapter 6.3.5.	<p>The IO/RSS must be able to handover a clean criminal record for themselves as well as for the IO/RSS employee. When adding a new employee the clean criminal record of this employee must be attached to the request.</p>

(Records and text in **bold** are new or updated)

The following sanctioned interpretations were reviewed by the EA/SERMI Task Force Group and approved by SERMI. Unless otherwise indicated, sanctioned interpretations are applicable upon publication.