

# Brake Station Requirements Checklist



The purpose of this checklist is to help station owners and adjusters pass the BAR Brake 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.

Brake 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 Brake Adjusting Stations:

- Class A** - Official brake adjusting stations shall be equipped to test, inspect, adjust, and repair all brakes and brake systems on all vehicles
- Class B** - Official brake adjusting stations shall be equipped to test, inspect, adjust, and repair all brakes and brake systems on all buses, trucks, truck tractors, trailers, and semitrailers
- Class C** - Official brake adjusting stations shall be equipped to test, inspect, adjust, and repair all brakes and brake systems on all trucks or truck tractors having a manufacturer's gross vehicle weight rating of less than 10,000 pounds, all trailers and semitrailers that do not use compressed air or vacuum to actuate the brakes, and all passenger vehicles including 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 Brake Station Sign
- Valid Brake Adjuster License
- Inspection Price Sign

## Station Equipment, Reference Material & Records

- All adjusting, inspecting, servicing, and repairing of brake systems for the purpose of issuing any certificate of adjustment shall be performed in official stations, by official adjusters
- Licensed Brake 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
- All adjusting, servicing, and testing instruments, machines, devices and equipment shall be maintained in good condition
- Suitable hand tools
- Brake drum diameter gauge capable of measuring increments of 0.005 inch
- Disc brake rotor thickness gauge capable of measuring increments of 0.001 inch
- Disc brake rotor runout gauge and calibration block capable of measuring increments of 0.001 inch
- Brake lining gauges capable of measuring thickness of remaining usable brake lining either in fractions of an inch or in percentage of lining remaining
- Torque wrenches capable of measuring torsion in accordance with vehicle manufacturer's installation and adjustment specifications
- ABS Scan Tool (for ABS repairs)
- Class A and B stations shall be equipped with the following additional equipment:
  - (A) Vacuum brake test kit with a gauge capable of measuring in inches of mercury
  - (B) Airbrake pressure test gauge accurate to  $\pm 1$  psi
- All appropriate and current brake adjustment specifications, manuals, bulletins and instructions for which the station adjusts brakes, including electronic forms. Computer based reference materials are acceptable as long as they also meet the standards set in BAR's "Minimum Requirements for Brake Adjustment Manuals"
- The Bureau's *Handbook for Brake Adjusters and Stations*
- Required maintenance of records
- Approved Work Area - An area within a building and large enough to accommodate the vehicles being serviced

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