



**GHANA
STANDARDS
AUTHORITY**

GHANA STANDARD

DGS: 4500:2019

**ADMINISTRATIVE PROCESS FOR THE
HOMOLOGATION OF A MODEL OF
MOTOR VEHICLE AND ITS VARIANTS.**

This document is a Draft Ghana Standard. This document shall not be used or referred to as a Ghana Standard.

ICS

Ref. No. DGS 4500:2019

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DRAFT GHANA STANDARD

Foreword

The Ghana Standards Authority is the National Statutory Body responsible for the development and promulgation of Ghana Standards.

The Ghana Standards Authority is a member of the African Organization for Standardization (ARSO), the International Organization for Standardization (ISO) and an affiliate member of the International Electrotechnical Commission (IEC).

This Ghana Standard is the process for the homologation of motor vehicles in Ghana. It lays down the essential requirements to which such process must conform.

The National Committee responsible for this standard (DGS 4500:2019) is the Technical Committee on Automobile Standards (GSA/TC 05).

This is the 1st edition.

Users of this standard should note that the standard undergoes revision from time to time and any references to it statutorily imply its latest edition.

DRAFT GHANA STANDARD

PROCEDURE FOR THE HOMOLOGATION OF MOTOR VEHICLES OF CATEGORY M1, N1 & M2

1 Scope

This document provides an explanation of the administrative process for the homologation of a vehicle category.

2 Administrative Process for Homologation of Model of Motor Vehicle and its Variants.

Note: For the homologation process to start a vehicle manufacturer or importer must be registered on the GSA Automotive Manufacturer and Importer database.

2.1 The Applicant shall formally submit a request for homologation or a homologation update, for each model of motor vehicle intended to be manufactured or imported and any changes to its variants, in writing, to the Ghana Standards Authority providing information of his/her intention to homologate that model of motor vehicle. This shall be at least 60 days prior to the homologation date requested.

2.2 The Ghana Standards Authority may forward to the Applicant the relevant homologation application documents, for each model as requested in 1 above. The application documents shall stipulate the information to be submitted to the Ghana Standards Authority, and these shall accompany the submitted application.

2.3 The Applicant shall complete the application, as per the document template in Annex A, and provide the necessary requested supporting documentation and forward it to the Ghana Standards Authority. The appropriate fee for the homologation, shall be paid to the Ghana Standards Authority.

2.4 Upon receipt of the completed application and required documents, the Ghana Standards Authority shall review the documents for correctness, completeness, and authenticity. Incorrect documentation, or insufficient documentation will be reported to the applicant, for his/her correction.

2.5 Once the application documentation is correct, the Ghana Standards Authority shall formally confirm to the Applicant the date and place for the sample vehicle to be inspected as part of the Homologation process (if not already submitted).

2.6 At the homologation Inspection, the Ghana Standards Authority shall inspect the sample vehicle and verify it against all mandatory requirements and the submitted evidence of conformity in the application documents, to these requirements.

2.7 Any non-compliances identified in 2.6 above, shall be resolved by the Applicant, to the satisfaction of the Ghana Standards Authority.

2.8 Once the Homologation process establishes that the vehicle model complies with all the relevant mandatory requirements, the Ghana Standards Authority shall issue a formal Letter of Compliance (Homologation Approval Letter), to the applicant.

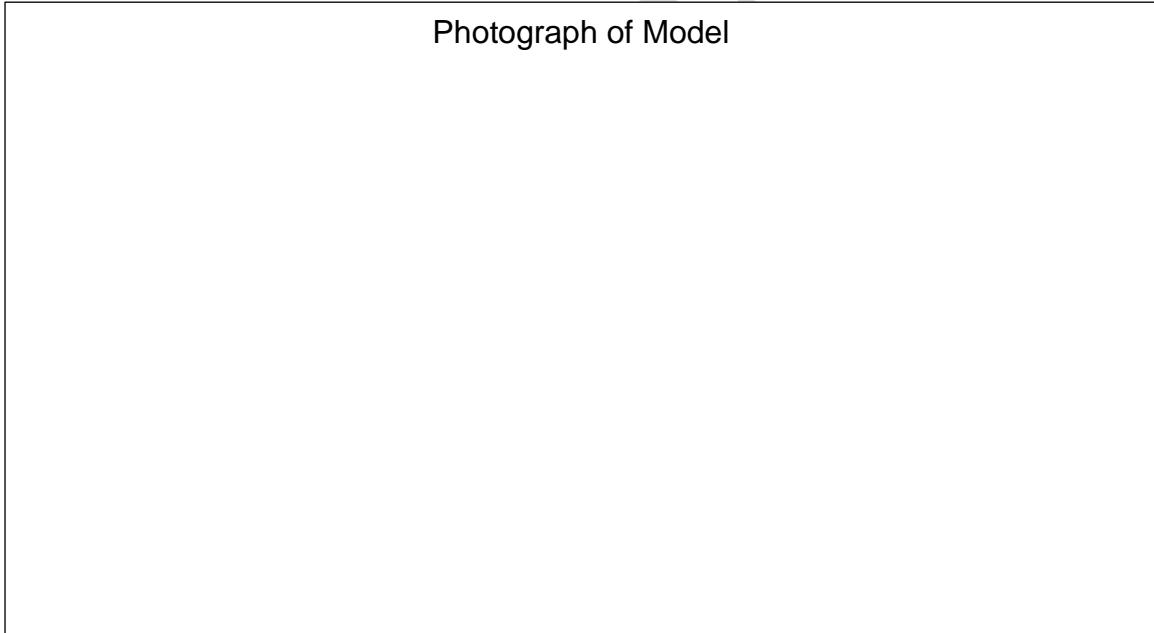
2.9 The original application documents, and copies of supporting evidence of compliance documents, as necessary, shall be taken, and maintained as Homologation Records, by the Ghana Standards Authority.

Annex A – Homologation Template

Company Name or Logo



Photograph of Model



Document description

**ISSUE: File Reference number
Date**

GHANA STANDARDS AUTHORITY FOR COMPULSORY SPECIFICATION

APPLICATION FOR THE HOMOLOGATION OF VEHICLES OF CATEGORIES M & N

The applicant shall submit the application well in advance of the date upon which Homologation is required, **which is preferably 60 days beforehand**, in order to ensure satisfactory integration with the applicant's own introduction programme.

1. Applicant's reference

Applicant's ref. number:	Issue date:
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2. Vehicle model details:

Vehicle category and description:
Vehicle model:

3. Applicant's details

Builders name:				
Address:				
Manufacture or Importer's name:				
Manufacturer or Importer Registration No.:				
Manufacturer or Importer Customs Importation Registration No.:				
Name of Ghana representative:				
Address:			Code:	
Postal Address:			Code:	
Requested Homologation date:				
Sample vehicle availability date:				
Intended vehicle model introduction date:				
Contact person's name:				
Telephone No.		Cell No.:		
Fax No.:		Telex No.:		
Model Assembly Condition:	CBU	SKD	CKD	Local

4. Vehicle confidentiality

<p>Please advise if there are any particular requirements with regard to security or limitations regarding the use of this sample vehicle on the public road whilst it is at the inspectorate authorities' premises, as certain non-destructive tests could be conducted on it in order to verify compliance, if considered necessary. If the sample vehicle identity is confidential, please mask all identity marks prior to submission of vehicle.</p> <p>.....</p> <p>There are no special requirements</p>

I hereby certify that the information contained herein is complete and correct in all respects and is representative of all the vehicles.	
Signature.....	Name:
Title.....	Date.....

APPLICANT'S REFERENCE No: 2????

ISSUE DATE: ??????

**GHANA STANDARDS AUTHORITY COMPULSORY SPECIFICATIONS
COMPLAINEE SUMMARY OF EVIDENCE FOR THE HOMOLOGATION OF
VEHICLES OF CATEGORIES M & N**

MAKE	
MODEL	
VARIANTS	

Item	Requirements	Compliance Standard	Equivalent Test Standard (If not GS)	Test Report/Certificate Number & Component Marking where applicable	Test Approval / Authority Name	Country of approval test	Date of test or report or compliance certification	Change symbol Φ
1	Lights							
	Head lights							
	- Main beam	GS4112:2019	ECE R112	+ component markings				
	- Dipped beam	GS4112:2019	ECE R112	+ component markings				
	Secondary lights							
	- Front position light	GS 4007:2019	ECE R7	+ component markings				
	- Rear position light	GS 4007:2019	ECE R7	+ component markings				
	- Stop light S1	GS 4007:2019	ECE R7	+ component markings				
	- Front direction light	GS 4006:2019	ECE R6	+ component markings				
	- Rear direction light	GS 4006:2019	ECE R6	+ component markings				
	- Side direction indicator	GS 4006:2019	ECE R6	+ component markings				
	- Reverse light	GS 4023:2019	ECE R23	+ component markings				
	- Reg Plate light	GS 4004:2019	ECE R4	+ component markings				
	- Rear reflector	GS 4003:2019	ECE R3	+ component markings				
2	Lighting	GS 4048:2019	ECE R48					
3	Rear view mirrors	GS 4046:2019	ECE R 46	+ component markings				
4	Windscreens	GS 4043:2019	ECE R43	+ component markings				
5	Windows and partitions	GS 4043:2019	ECE R43	+ component markings				
6.1	Brakes and braking equipment	GS 4013:2019	ECE R13					
6.2	Brakes and braking equipment	GS 4013H:2019	ECE R13H					
7	Audible warning devices	GS 4028:2019	ECE R28					
8	Energy absorption of steering column	GS 4012:2019	ECE R12					
9	Seats, seat anchorages and head restraints	GS 4017:2019	ECE R17					
10	Restraining device anchorages	GS 4014:2019	ECE R14					
11	Restraining devices	GS 4016:2019	ECE R16	+ component markings				
12	Vehicle emissions	GS 4083:2019	ECE R83					
13	Vehicle emissions	GS 4083:2019	ECE R83					

15	Suppression of noise emission -in motion	GS 4015:2019	ECE R51					
16	Speedometers	GS 4039:2019	ECE R39					
17	Passenger Tyres	GS 4030:2019	ECE R30					
18	Commercial Tyres	GS 4054:2019	ECE R54					

Note: *Reference should be made to be the Equivalence Table in the appropriate Government Notice.
 Φ Place change symbol against item revised or added and describe details of design change on page 4 of 4

APPLICANT'S REFERENCE No: ¿????	ISSUE DATE: ??????
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Certified Items

The following items do not have specific reports but are certified as complying with the applicable requirements. These items are marked by the applicant with an Φ in the test report/certificate number column of the main table.

Item	Remarks	Change Symbol Φ

Change Details

Item	Remarks	Change Symbol Φ

**GHANA STANDARDS AUTHORITY COMPULSORY SPECIFICATIONS
MOTOR VEHICLE MODEL DETAILS
FOR THE HOMOLOGATION OF VEHICLES OF CATEGORIES M & N**

1.	APPLICANT'S REFERENCE No:	ISSUE DATE:
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2. Vehicle model details

Make:
Model:
Category:

3. Variant identification and vehicle description (use No. 1 for Variant)

Applicable Variant No	Variant identification	Vehicle Description	Change symbol ϕ
1			
2			
3			
4			

4. Typical vehicle identification numbers

Applicable Variant No	Typical vehicle identification No	Location – Description sufficient to enable observer to read the number	Change symbol ϕ
1			
2			
3			
4			

5. Typical engine number

Applicable Variant No	Typical engine number (underline cast characters)	Location – Description sufficient to enable observer to read the number	Change symbol ϕ
1			
2			
3			
4			

6. Major dimensions

Applicable variant No	Description							Change symbol ϕ
	Length mm	Width mm	Wheel base mm	Rear overhang mm	Minimum turning radius m	Axle unit spacing m	Steering axle spacing m	
1								
2								
3								
4								

NOTE: Place change symbol against item revised or added and describe details of design change in section 19.

APPLICANT'S REFERENCE No: 6????	ISSUE DATE: ??????
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7. Doors and seats

Applicable Variant No	Description					Change symbol Φ
	Number of doors		Total number of seating positions			
	Side	Rear	Standard	Option 1	Option 2	
1						
2						
3						
4						

8. Front and rear axles

Applicable Variant No	Description					Change symbol Φ
	Total number of axles fitted	Number of axles fitted with dual tyres	Number of steer only axles	Number of drive only axles	Number of steer drive axles	
1						
2						
3						
4						

9. Mass Data

Applicable Variant No	Description					Change symbol Φ
	Tare mass of variant	Gross vehicle mass	Gross combination mass	Gross axle mass – front	Gross axle/axle-unit mass - rear	
	(kg)	(kg)	(kg)	(kg)	(kg)	
1						
2						
3						
4						

10. Engine options

Applicable Variant No	Capacity (cm ³)	Cylinder & configuration, e.g. V8, Flat 4 (F4) in Line 4 (L4)	Motive power e.g. petrol (P), diesel (D), LP gas (LP), electric (E) or other (specify)	Net engine power SABS 013 kW/rpm	Fuel injection (FI) multi-point (MPI) throttle body (TBI) or number of carburettors	Induction, e.g. natural (N) turbo-charged (TC), super-charged (SC)	Change symbol Φ
1							
2							
3							
4							

11. Transmission options

Transmission		Variant No – Enter, S – Standard, O – Optional										Change symbol Φ
Type	Description	1	2	3	4	5	6	7	8	9	10	

NOTE: Place change symbol against item revised or added and describe details of design change in section 19.

APPLICANT'S REFERENCE No: ¿????

ISSUE DATE: ??????

12. Suspension (not required for category M, and N, models and for M2 models with a GVM <2500kg)

Applicable Variant No	Type	Description	Change symbol ϕ

12.1 Front suspension options

12.2 Rear suspension options

Applicable Variant No	Type	Description	Change symbol ϕ

13. Lights and reflectors – for 1-4 variants

Lights/Reflectors			Change symbol ϕ	Lights/Reflectors			Change symbol ϕ
Description	Number	Colour		Description	Number	Colour	
Main Beam				Rear fog light			
Dipped beam				Parking light	Front		
Front fog lamp					Rear		
Reversing light					Side		
Direction indicator, front				End-outline marker light – Front			
Direction indicator, rear				End-outline marker light – Rear			
Direction indicator, side				Rear retro-reflector			
Hazard warning signal				Front retro-reflector			
Stop light-S1				Side retro-reflector			
High Mounted Stop lamp-S3				Day running light			
Rear registration plate light				Chevron			
Front position (side) light							
Rear position (side) light							

14. Rear view mirrors and wheel flaps

Applicable Variant No	Description (S – Standard, O – Optional, N – Available)							Change symbol ϕ
	Fitting of rear view mirrors					Fitting of wheel flaps		
	Internal	External RH side	External LH side	Close proximity	Wide angle	Front	Rear	
1								
2								

15. Brakes for major engine options

Applicable Variant No	Service brake: Mechanical (M) Hydraulic (HYD) Other (specify)	Disk diameter and Thickness, mm (DI), drum diameter and width, mm (DR), ventilated (V) or non-ventilated (N) brakes		Power assistance: e.g. full air, air over hydraulic, vac over hydraulic, hydraulic power, electric, others	Park brake type: Mechanical (M) or other (specify)	Anti-lock system	Prop valve: Load sensing (L) G valve (G) pressure deducing (P) pressure limiting (L)	Change symbol ϕ
		Front	Rear					

1								
2								
3								
4								

NOTE: Place change symbol against item revised or added and describe details of design change in section 19.

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APPLICANT'S REFERENCE No: ¿????	ISSUE DATE: ??????
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16. Tyre and rim information (not required for category M, and N, models and for M2 models with GVM ≤ 2 500 kg)

Tyre	Tyre designation	Rim size	Wheel track		Variant No – Enter, S – Standard, O – Optional, N – Not available										Change symbol Φ		
		Offset (mm)	F (mm)	R (mm)	1	2	3	4	5	6	7	8	9	10			

17. Additional options available for variants which could relate to compliance

Description	Variant No – Enter, S – Standard, O – Optional, N – Not available										Change symbol Φ	
	1	2	3	4	5	6	7	8	9	10		

18. Additional general information

Change symbol Φ	Description of change	Date

19. Change details

20. Photographs

REQUIREMENT	Variant No.															Change Symbol Ø	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
Are two photos of each variant attached (Enter Y for Yes, N for no)																	
If No, and it is claimed that the photos of another variant are representative, then indicate that variant number																	

Photographs may be in black and white or in colour and may be of any size between the minimum of 85 mm x 50 mm and the maximum, A4 size. Alternatively, brochures may be supplied.

Photographs shall show a ¾ front and a ¾ rear view of opposite sides of the vehicle and be identified on the reverse side by make, model, variant number and manufacturer's reference or document which is attached.

3/4 View front Photograph

Model

3/4 View opposite rear Photograph

APPLICANT'S REFERENCE No: ????	ISSUE DATE: ??????
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GHANA STANDARDS AUTHORITY COMPULSORY SPECIFICATIONS
PRODUCTION CONFORMANCE SUMMARY OF EVIDENCE

DETAILS OF MEASURES ADOPTED BY THE MANUFACTURER TO ASSURE CONFORMITY OF PRODUCTION

- | | YES | NO |
|--|--------------------------|--------------------------|
| 1. Is vehicle production controlled by a formal management system, i.e. ISO 9000?
Detail: | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Is management system evaluated by an independent authority, i.e. GSA, TÜV?
Detail: | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Is there a responsible person in Ghana for assuring compliance with the Compulsory Vehicle Specifications and Ghana Road Traffic Regulations, 2012 (L.I. 2180)?
Person's position:
Person's name: | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Is the vehicle design authority the local supplier of the vehicle?
If NO: i) Who is the design authority?
ii) Where is the design authority? | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Are the Compulsory Vehicle Specifications and Ghana Road Traffic Regulations, 2012 (L.I. 2180) available to the design authority?

Where are the documents held?
Who is responsible for these documents? | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Are changes to vehicles in production verified for compliance by the responsible person identified in item 3? | <input type="checkbox"/> | <input type="checkbox"/> |

I hereby certify that the information contains herein is complete and correct in all respects and is representative of all the vehicles.

Signature

Name.....

Title:

Date:



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