



**LATIN AMERICAN & CARIBBEAN NEW CAR ASSESSMENT PROGRAMME
(Latin NCAP)**

**CAR SPECIFICATION, SPONSORSHIP,
TESTING AND RETESTING PROTOCOL**

Version 3.0
November 2015

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CAR SPECIFICATION, SPONSORSHIP, TESTING AND RETESTING PROTOCOL

1 INTRODUCTION

This protocol details Latin NCAP's procedures relating to the specification of cars to be tested, their sponsorship, the testing arrangements and the circumstances when retesting is allowed.

2 SPECIFICATIONS OF CARS TO BE TESTED

2.1 Introduction

When Latin NCAP started, it was agreed that the greatest advertising appeal to consumers would be achieved by testing the "best selling variant" of car models available on the market. In Latin America, the best selling variant often translates to most the affordable variant which has only basic safety equipment. One of the objectives of Latin NCAP is to improve the safety levels offered as standard on the market. For this reason, Latin NCAP selects the most basic safety equipment that is on sale in any of the countries in Latin NCAP market, but allows the manufacturer to demonstrate the advantage of better equipped variants.

2.2 Definitions

"Variant" is defined as a unique combination of body style, engine and equipment grade or specification. An illustration is given in Annex 1.

"Model Range" is defined as all the variants (i.e. all body styles, engine and equipment grades) available across Latin NCAP markets under a common model name or under a different name but same structure.

"Safety Equipment" is defined as that equipment which is overtly aimed at improving safety. It includes but is not necessarily limited to:

- Restraint systems, including head restraints, child restraints and anchorages
- Knee and leg protection
- Breakaway pedal arrangements
- Pedestrian friendly devices, unless they are only required for particular engine compartment packages
- Seat belt reminder systems
- Safety marking/labels and switches

It does not include:

- Engine/transmission volume
- Road wheel/tyre size
- Sun roof

"Latin NCAP markets" means South and Central America plus Mexico (see Annex 2 for complete list of countries).

2.3 Cars sponsored by Latin NCAP

Latin NCAP Board members collectively decide which cars will be selected for testing. In principle, any car on sale in any of the Latin America markets, whether old or recently released, is eligible for testing unless it has been rated before in the previous 2 years. Latin NCAP selects the most basic safety equipped version of any car available in any Latin NCAP market.

2.4 Cars sponsored by car manufacturers

2.4.1 Introduction

Car manufacturers often wish to sponsor a car so that the results may be published at a preferred time, such as right before or after the car's public launch, or to show the passive safety performance of a car variant that is better equipped than the basic safety variant sponsored by Latin NCAP. In such cases, car manufacturers can nominate and sponsor cars to be tested and rated by Latin NCAP.

2.4.2 Fitment of non-standard safety equipment

Latin NCAP will only allow sponsoring of a car with basic safety equipment or with additional non-standard equipment such as ESC as long as the following conditions are simultaneously met:

- The best selling variant is 100% fitted with ESC or an equal amount of units as the best selling variant are standard fitted with ESC (based in Latin NCAP markets sales) along the model range
- No later than 2 years after the sponsored test all model range will be ESC standard fitted
- ESC is offered as a stand alone optional.

In case the manufacturer wants to sponsor a car with optional equipment that does not meet the fitment rate, this can only be in addition to a test of the lowest safety variant or a variant that meets the fitment rate. In such case, Latin NCAP will only use the result of the additional test to provide comments however will not give a formal rating to the car.

3 ACQUISITIONS OF THE CARS TO BE TESTED

3.1 Cars models offered to consumers

The cars should be offered for sale in at least one of the Latin NCAP markets. Under normal circumstances, cars to be tested will be purchased by Latin NCAP through an established dealership in any of the Latin NCAP markets.

Latin NCAP will decide the transport company responsible for transporting the cars to the crash test laboratory from where the car is sourced.

3.2 New car models

In case the car has not yet been launched in the market or in case the car is picked from the manufacturer's facility, Latin NCAP can accept manufacturer arranged vehicles under the following conditions:

- A.** Only cars from the final production line will be accepted, with the most basic safety equipment. The car will be selected from distribution area.
- B.** The car should be available for purchase for all consumers by the time of publication.
- C.** The results will be published at the publication date agreed at the beginning of the process before the testing commences. This will be the case even if the car introduction in the market will be delayed.
- D.** Latin NCAP reserves the first right of publication (embargo). Once results are published by Latin NCAP, the manufacturer can publish the result with Latin NCAP supplied and authorized material.
- E.** The manufacturer will agree to sponsor an audit test on the same model acquired from an established dealer at anytime in the future after the launch at the request of Latin NCAP. Latin NCAP reserves the right to publish and report any meaningful differences between the results. The verification test can be decided by Latin NCAP any time while the model is still in production.

4 CHOICE OF TEST LABORATORY

The Latin NCAP Board of Directors or Executive Committee will choose the test laboratory for all cars, including those sponsored by the vehicle manufacturer. Where the car is tested at the request of the manufacturer, the manufacturer is responsible for making sure that test vehicles are delivered to the laboratory on time.

5 FITMENT OF NON-STANDARD OR PROTOTYPE COMPONENTS

The fitment of non-standard or prototype components on the test vehicle is not allowed. Latin NCAP will ask the manufacturer to sign an agreement document regarding the consequences of finding a) non standard parts fitted in sponsored cars, b) sponsor car modifications, etc.

Where non-standard or prototype components are found to have been fitted to any of the car tested, the presence of prototype components will be published by Latin NCAP and the results will be invalid.

The manufacturer will be given the opportunity to sponsor the testing of an updated car, fitted with production components. The results of these tests can be published at the same (agreed) time or at a later date.

6 FAILURE OF TEST OR SAFETY EQUIPMENT

6.1 Re-test

Where the laboratory has not performed the test compliant the published protocol, the full test will be repeated at the full expense of the laboratory. Under such

circumstances, Latin NCAP will do its utmost to maintain the original timing of publication however some delay may be inevitable.

6.2 Re-assessment

Where there is a failure, or partial failure of safety related equipment during an official test, Latin NCAP may withhold publication of the test results, pending investigation of the failure.

NOTE: This covers circumstances where the cause of the problem is still being investigated or where publication might not be in the public interest. In that case it would be expected that sales of the car in Latin NCAP markets would be immediately stopped.

Where a plausible explanation has been provided by the manufacturer and a significant safety update proposed, Latin NCAP will allow a re-assessment of the updated car model. In case a manufacturer has requested Latin NCAP for a re-assessment, Latin NCAP will only publish the results after has been verified that the modification has a permanent character and has been implemented in the production.

6.2.1 New cars

In case the car model is new or has been in the market for less than 4 months and a low amount of units were sold before, a re-assessment will be allowed without additional requirements. The result will replace the original result on the website.

6.2.1 Cars already on sale

In case the car has been already for more than 4 months in the market or the units sold exceeded 2000, the manufacturer will be allowed a re-assessment only if it is accompanied by a market action towards consumers. The result of the re-assessment will be published alongside the original result.

All costs related to re-assessment will be borne by the manufacturer.

7 PUBLICATIONS

Latin NCAP can only issue a star rating of cars that are on sale in the Latin NCAP markets by the time of publication. Results will be published via a press release and the Latin NCAP website (www.latinncap.com). Latin NCAP has the priority in time of the publication of the results over the manufacturer. Publication dates may be agreed between Latin NCAP and manufacturer. Results may be used in a Latin NCAP launch.

When a manufacturer chooses to sponsor a car model already on the market, publication of the results cannot be delayed more than 9 months after the date of the formal sponsorship offer. The publication date will be agreed prior to the test. It will not be possible to move except by Latin NCAP for organizational needs.

The star rating is composed of Child and Adult rating. Manufacturers must publish both results together following the Latin NCAP results publication protocols for Manufacturers in Annex 3 and the Latin NCAP Communications guidelines.

Results plate will be shown according to Figure 1 below:

Figure 1



8 CONTRACT

All testing and ratings activities at the request of manufacturers will be done under a contract with Latin NCAP. Latin NCAP will invoice the manufacturers for the testing, transport, car, publication and relevant costs. The invoice must be paid by the Manufacturers 2 weeks before the results publication. A later payment may cancel the publication until payment is cleared.

9 SECRETARIAT DISCRETION

It is impossible to foresee all eventualities and decisions often have to be made quickly. If the Latin NCAP Steering Group needs to waive any of the above requirements, justification for this must be reported to the Latin NCAP Board of Directors. Where appropriate, revisions of the Latin NCAP protocols or procedures may result.

Annex 1 Illustration of break-down of model range by variant

	Bodystyle	Engine (auto and man transmission)	Equipment grade	Variant
MODEL RANGE	3 door hatchback	1.2 petrol	Low	V1
			Mid	V2
			High	V3
		1.4 petrol	Low	V4
			Mid	V5
			High	V6
		2.0 petrol	Mid	V7
			High	V8
		2.2 diesel	Low	V9
			Mid	V10
			High	V11
	5 door hatchback	1.2 petrol	Low	V12
			Mid	V13
			High	V14
		1.4 petrol	Low	V15
			Mid	V16
			High	V17
		2.0 petrol	Mid	V18
			High	V19
		2.2 diesel	Low	V20
			Mid	V21
			High	V22
	5 door estate	1.4 petrol	Low	V23
			Mid	V24
			High	V25
		2.0 petrol	Mid	V26
			High	V27
		2.2 diesel	Low	V28
			Mid	V29
			High	V30

Annex 3

PROTOCOL OF RESULTS PUBLICATION FOR MANUFACTURERS

It is required the signature of this document by the marketing director of the manufacturer.

The digital material that Latin NCAP delivers to the manufacturer has videos in HD, Pictures and a "sticker" with the results which cannot be partially or totally modified, edited or changed.

The result of the car is the Adult and Child occupant results together. It is not allowed the publication of the star rating results separately. The results can only be published together in the "sticker" graphical format design.

The design of the "sticker" that Latin NCAP will deliver will be in colour version. In case the use of the "sticker" colour format will differ from the delivered ones, the change should be requested to Latin NCAP. In case of edition without authorization or in case of partial publication, Latin NCAP may decide to take actions towards the manufacturer and it will be requested to change the publication and to publish clarification note.

The use of the logo of Latin NCAP must be authorized by Latin NCAP Communication.

The manufacturer must properly inform Latin NCAP about the place and date of publication in advance in any format.

Manufacturer

Model

Year tested

.....

Latin NCAP Communications Manager
Lic. Carolina Pereira

Date

The manufacturer must provide a copy to Latin NCAP of each publication of the results including place and date.

Latin NCAP has the priority to publish the results. In case it will be required, Latin NCAP will send the information in advance and the manufacturer will only be allowed to publish it at least 2 hours after the official launch.

The request of information and contents transfer will be done only with the manufacturer's agent and not with advertising agencies or third parties.

The publication of the results earlier than the embargo date and time may bring actions from Latin NCAP towards the manufacturer.

For the video broadcast an authorization must be requested to Latin NCAP with a copy of the publication and date and place of publication. The result may only be used in the specific model and version. For example if the results are valid for a Hatchback then the results should not be used in the sedan version.

Any change to the sticker, logo, fonts, design or star configuration is not allowed.

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Marketing Director

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Acknowledgement:

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