

Clean Car Standard (CCS) system

Upload VIN notifications guide

Motor Industry Association Model Information (MIAMI)



This guide provides information on how to upload vehicle identification number (VIN) notifications into the MIAMI system for new vehicle importers that are approved entry certifiers.

This process doesn't apply to parallel imports.

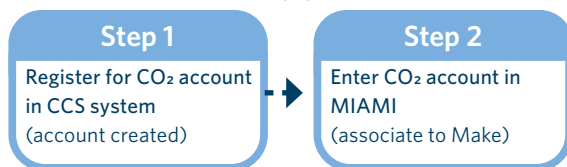
Why bulk upload of VINs is moving to MIAMI

VINdirect is being decommissioned in a staged approach. From **28 November 2022** you must upload VIN notification files for light vehicles using MIAMI instead of VINdirect. You can upload VIN notification files that include light vehicles, trucks and motorcycles.

When you upload VIN notifications for new vehicles into MIAMI, the CO₂ account number of those VIN notifications will link the vehicle to the CO₂ account when the information goes through the Motor Vehicle Register (MVR) system and then, from 1 December 2022, the Clean Car Standard (CCS) system.

Process

The CO₂ account set up process from 1 November 2022 is:



The VIN notification process from 1 December 2022 is:



Upload VINs into MIAMI

Before you begin

- Enter your CO₂ account in MIAMI.
[MIAMI enter CO₂ account guide](#)
- Prepare your VIN notification file (this is your standard VINdirect notification file). This must be a text (.txt) file with a maximum size of 10MB.

If you haven't used MIAMI before, please email the MIA at registration@MIA.org.nz to register.

Step 1

Log in to MIAMI.

The MIAMI Model information setup screen is displayed.

Make	Latest activity	Logos for Recalls	Primary Contacts	Rego Label Samples	CCD price eligible	CO2 Account ID
EDIT AAATEST RECALLS MODELCODES	latest recall: 2018 review: ANCAP matches (1)	A	Grace Huang	examples for different lengths of grade: • long: SUPERSPORT 4.8PT/4WD • short: S SUV 4.8PT/4WD/BAT • none: 4.8PT/4WD/BAT/4DR T/	Yes	7665482

Step 2

Click the **VINs** tab.

The VINs screen displays, with batches of VINs (by batch date and time) that have been loaded.

For each batch it will show:

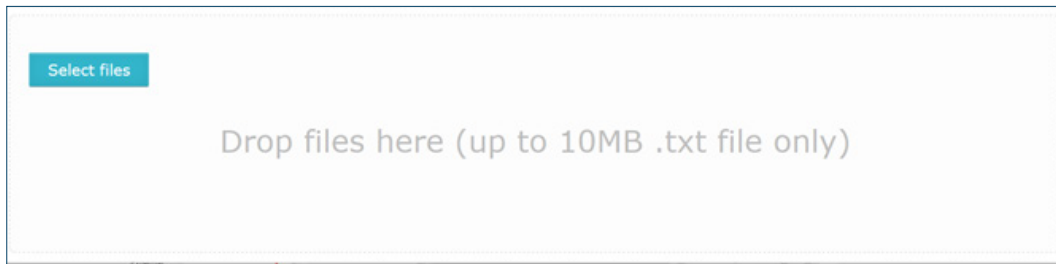
- submitter
- makes
- model codes
- number of VINs
- number of rejected VINs
- sent to MVR flag
- number of errors, and
- number of files in MVR.

You can click **view** beside a batch date and time to view the records (and individual VINs in the batch). You can also click **ready** to produce a report of your VINs (eg if you wanted to use it in your own internal systems.)

batch date	records	submitter	makes	model codes	VINs rejected	errors in MVR report
15/11/2022 9:38:35 am	view	ian	FIAT	2724L2.0	3	3 ready
15/11/2022 10:54:44 am	view	hepsy.bathina	JEEP	JKUL7224C.13 - KLUP7426G.14	3 3	3 ready
14/11/2022 7:55:14 pm	view	andrew.meredith	- JEEP	116074.2 - WKUX7429L.20	2000 869	sent 95 1036 ready
14/11/2022 3:01:15 pm	view	hepsy.bathina	JEEP	JKUL7224C.13 - KLUP7426G.14	4	4 ready
14/11/2022 1:38:00 pm	view	sudha.kasibhatla	ALFA ROMEO	116174.3 - 191C54.0	20	20 ready
14/11/2022 1:25:32 pm	view	sudha.kasibhatla	ALFA ROMEO	116174.3 - 191C54.0	20	20 ready
14/11/2022 12:05:48 pm	view	connor.pierce	FIAT	186411.1 - 232656.1	2	2 ready
14/11/2022 11:35:35 am	view	connor.pierce	FIAT	150034.0 - 199356.0	2	2 ready
14/11/2022 10:14:41 am	view	hepsy.bathina	JEEP	JKUM7422C - MKUP4926F	3	3 ready
11/11/2022 2:48:35 pm	view	matthew.turner	MASERATI	739804024	1	1 ready

Step 3

Click **Load VIN notification** file. The drop files screen displays.

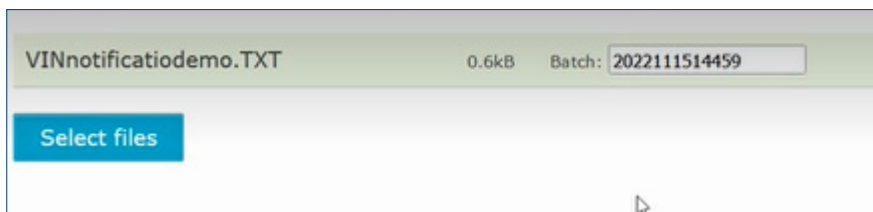


Step 4

Select your VIN notification file. You can either:

- drag and drop the file, or
- click **Select files**, click on the file and then click **Open**.

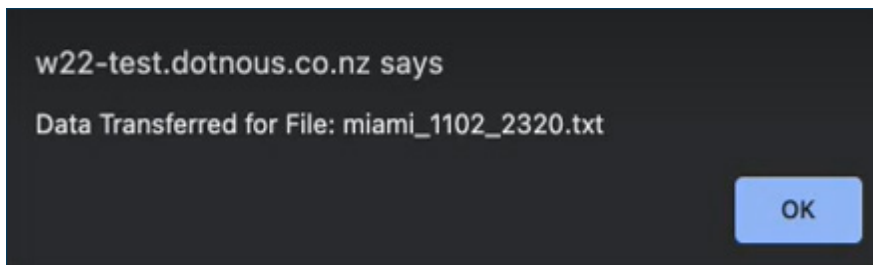
The screen displays with the selected file.



Step 5

Click **Select files**.

The message 'Data Transferred for File: [file name] ' displays.



Step 6

Click **Ok**.

The *VIN notification* screen displays with your vehicles listed. It includes:

- VIN
- make
- model code
- year
- CO₂ account
- number of errors, and
- in MVR flag.

You can search VIN notifications by batch date and time.

Maintain: [Makes](#) | [Modelcodes](#) | [VINs](#) | [Recalls](#) | Set up: [Users](#) | Reference: [ANCAP](#)

VIN Notification

Search VIN Notification
batch: 15/11/2022 12:11:14 pm ▾

Batch summary Submitted by **ian**, VINs (3) report: **pending**

VIN	make	model code	year	CO2	account	errors	in MVR
ZFA27000064351867	FIAT	2724L2.0	2023	5711221			No
ZFA27000064351866	FIAT	2724L2.0	2023	5711221			No
ZFA27000064351865	FIAT	2724L2.0	2023	5711221			No

* VIN already loaded into MVR

Step 7

If there are error-free records to send to MVR, click **Send [number] to MVR**.

This is a queued task that runs in the background. Press **Submit** to see progress. For a large batch, eg 2000 VINs, this could take up to an hour.

If vehicles are already in MVR, the **in MVR** flag is Yes.

VIN Notification

Search VIN Notification
batch: 15/11/2022 12:06:48 pm ▾

Batch summary Submitted by **ian**, VINs (3) report: **ready**

VIN	make	model code	year	CO2	account	errors	in MVR
ZFA27000064351868	FIAT	2724L2.0	2023	5711221			Yes* <input type="checkbox"/>
ZFA27000064351869	FIAT	2724L2.0	2023	5711221			Yes* <input type="checkbox"/>
ZFA27000064351870	FIAT	2724L2.0	2023	5711221			Yes* <input type="checkbox"/>

* VIN already loaded into MVR

Step 8

Review the errors field, if any are displayed either before or after processing is complete.

Types of errors could include:

- **Member number does not match**

The 2-digit company identifier doesn't match what the system expects for the make. Update your file and repeat steps 2 to 8.

- **CO₂ account missing**

Enter your CO₂ account in MIAMI, then repeat steps 2 to 8.

- **Model code not found** or **Model code tare weight must not be zeros**

Check the model code has been set up and published in MIAMI, then repeat steps 2 to 8.

- **Value at starting position [number] of VIN invalid**

The format of the VIN is incorrect (doesn't meet the expected VIN pattern), or indicates the VINDecode hasn't been set up. Contact Waka Kotahi to help you fix this, then repeat steps 2 to 8.

- **VIN already used**

This may happen if you reload a file with VINs that had successfully processed the first time. You don't need to do anything else.

If there are no errors, all VINs will have MVR records created. You don't need to do anything else to process your vehicle records. Go to step 9.

Step 9

If the file is loaded immediately, you can click the **ready** link beside the batch summary. This will retrieve the VIN-direct style report if you need to feed this back into your internal systems.

If you had to wait for the processing to complete, you can come back to the VINs screen later to review the outcome and download the report.

Click the **view** link to see the details and recheck errors. Until the job is complete the report will be listed as **pending**.

Maintain: Makes Modelcodes VINs Recalls Set up: Users Reference: ANCAP									
VINs									
LOAD VIN NOTIFICATION FILE - file must be in standard VINDIRECT format - each upload creates a new batch of VINs for processing									
batch date	records	submitter	makes	model codes	VINs rejected		errors in MVR report		
15/11/2022 9:38:35 am	view	ian	FIAT	2724L2.0	3		sent	3	ready
15/11/2022 10:54:44 am	view	hepsy.bathina	JEEP	JKUL7224C.13 - KLUP7426G.14	3	3		3	ready
14/11/2022 7:55:14 pm	view	andrew.meredith	- JEEP	116074.2 - WKUX7429L.20	2000	869	sent 95	1036	ready
14/11/2022 3:01:15 pm	view	hepsy.bathina	JEEP	JKUL7224C.13 - KLUP7426G.14	4			4	ready
14/11/2022 1:38:00 pm	view	sudha.kasibhatla	ALFA ROMEO	116174.3 - 191C54.0	20			20	ready
14/11/2022 1:25:32 pm	view	sudha.kasibhatla	ALFA ROMEO	116174.3 - 191C54.0	20			20	ready
14/11/2022 12:05:48 pm	view	connor.pierce	FIAT	186411.1 - 232656.1	2		2		ready
14/11/2022 11:35:35 am	view	connor.pierce	FIAT	150034.0 - 199356.0	2			2	ready
14/11/2022 10:14:41 am	view	hepsy.bathina	JEEP	JKUM7422C - MKUP4926F	3			3	ready
11/11/2022 2:48:35 pm	view	matthew.turner	MASERATI	739804024	1			1	ready

What happens next

MIAMI has sent the VIN records to the MVR system, which will then send the VIN records to the Clean Car Standard (CCS) system.

Need help?

If you need help on MIAMI please email registration@MIA.org.nz

If you need help on CCS please email CCSImporter@nzta.govt.nz