

Automated Vehicle (AV) Pilot Application Form

Complete this application to participate in the Automated Vehicle Pilot Program

Check one of the following:

- ☐ New Applicant
- ☐ Existing Pilot Participant

Part A - Applicant Information

Applicant (Organization's Legal Name)	Registrant Identification Number (RIN)
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Organization Type

- ☐ Original Manufacturer ☐ Technology Company ☐ Academic or Research Institution
- ☐ Manufacturer of parts, systems, equipment or components for automated driving systems
- Vehicles to be tested will include converted vehicles ☐ Yes ☐ No

Contact Information

Last Name	First Name	Position
Telephone Number	Fax Number	Email

Business Address

Street Number and Name/Lot, Concession, and Township	Unit Number
City, Town or Village	Province/State
Country	Postal/Zip Code

General Conditions for Pilot Participation

I have read and understood the safety and operating conditions in Ontario Regulation 306/15 Pilot Project – Automated Vehicles, as amended, including those listed below:

- Applicant is the owner of the participating automated vehicle(s).
- Applicant is responsible for:
 - Providing a list of participating vehicles with descriptions (make, model, year, vehicle identification number (VIN) and Society of Automotive Engineers (SAE) level of automation) and notifying the Ministry of Transportation (MTO) of any changes (e.g., vehicles entering and exiting the pilot, changes to automation level).
 - If a list of participating vehicle(s) is not available when applying, it must be provided prior to testing.
 - Specifying the actions, design choices and measures they have taken to ensure the vehicles they plan to test have accounted for cybersecurity risks, as they might impact road safety.
 - Providing MTO with an annual report, including information relating to: unplanned or non-scheduled disengagements (can be system initiated or user initiated depending on the circumstances)¹, testing environments, geography/terrain, weather conditions, number of km driven, hours tested and speed (km/hr). MTO will provide a template for the report.

Conditions include:

- All *Highway Traffic Act* (HTA) rules of the road and penalties apply to the operation of AVs and subsequent responsibilities of the driver/owner, including collision reporting to police, except where specified in the regulation.
- Testing of automated vehicles will be done safely and in accordance with the HTA.
- Driver must hold a valid licence for the class of vehicle being tested.
- Driver must remain seated in the driver's seat at all times, monitoring the safe operation of the AV, and be capable of taking over immediate manual control. Exception: if the applicant is approved to conduct driverless testing (see additional conditions in Section B below).

- Certify that the motor vehicle(s) is insured under a contract of automobile insurance with an insurance company licensed to operate in Ontario to the limit stipulated in the pilot regulation: \$5 million liability coverage or, if the vehicle has a seating capacity of eight or more passengers, \$8 million. See additional conditions to conduct driverless testing in Section B below.
- Vehicle(s) is prohibited from being used for a MTO road test.
- Reporting a collision involving an automated vehicle to MTO no later than 10 days after the collision.
- As soon as possible notify MTO if testing is temporarily suspended/permanently stopped (for any reason).
- Notify MTO prior to starting testing or resuming testing after temporarily suspended.
- If the contact information on the approved application form changes, please provide the new information to MTO as soon as possible.
- Participants must retain a copy of the application form signed by the Registrar in the motor vehicle(s) being tested at all times.
- Participating vehicles are: in good working order; capable of being driven safely in Ontario; and, meet participation requirements outlined in the regulation.
- Complying with any additional requirements imposed by the Registrar.

Initial

For Conversions - Also complete the following

I declare that if the vehicle was not originally manufactured with automated technology as specified in Ontario Regulation 306/15, as amended, my insurance company is aware of the details of the AV conversion.

Initial

Part B – Additional Conditions for Driverless Participation – SAE Levels 4 and 5 Only (Only complete this section if you are applying for Driverless Testing)

I have read and understood the safety and operating conditions in Ontario Regulation 306/15, as amended, including those listed below:

- Applicant declares that the technology is safe and effective based on satisfactory results from prior testing (e.g., closed course).
- Applicant declares the operational design parameters of the vehicle.
- Upon request from MTO, applicant must provide tangible evidence of the vehicle's ability to effectively and lawfully interact with traffic (e.g., through testing video or in-person demonstration).
- Direct oversight function capable of bringing the vehicle to a safe stop (e.g., a trained passenger with access to a switch that stops the vehicle or a remote control and communication link to the vehicle).
- The applicant must declare/specify their direct oversight function fallback to MTO.
- A copy of the application form signed by the Registrar must be retained in a visible location in the vehicle when operating driverless vehicles, as well as by the remote operator.
- In supplement to the application, the applicant will provide to MTO, municipalities (City Clerk) and relevant authorities such as law enforcement and first responders a work zone and law enforcement interaction plan, in writing and prior to testing, explaining how the vehicle will interact with police and emergency vehicles, how the vehicle will react to construction zones and how the vehicle will interact with police and construction personnel on public roads.
- Vehicle(s) to be tested will have signage affixed, at a minimum, to the passenger side of the front windshield and clearly visible on either the rear window or another prominent area on the rear of the vehicle. It is the responsibility of the company to procure their own signs. The design and dimensions are specified in the accompanying information page.
- Applicant will alert the impacted municipality and/or regional municipality in writing prior to testing to advise where the testing will take place. We recommend contacting the Municipal Clerk's Office. A list of municipalities in Ontario can be found at the following website: <http://www.amo.on.ca/YLG>.
- If the vehicle is to be tested on a provincial highway, the applicant must seek Ministry of Transportation approval to test by writing to the following address:
 Safety Policy and Education Branch
 Ontario Ministry of Transportation of
 87 Sir William Hearst Avenue, Room 212
 Toronto ON M3M 0B4
 Email: AVPilot@Ontario.ca
 Fax: 416-235-5129
- Applicant or operator accepts full liability. Applicant or operator meets the conditions in the Insurance Declaration and Undertaking section below.

Initial

Insurance Declaration and Undertaking – Driverless Participation

_____ agrees that the motor vehicle liability policy

_____ Insurance Company Name

for the Level 4 and 5 SAE vehicle(s) operated by _____

_____ Applicant/Operator Name

will respond to liability resulting from bodily injury or death, and from loss or damage to property from any one accident as a result of the use or operation of the automobile regardless of whether the operator of the pilot vehicle or technology is at-fault for an accident during driverless pilot testing under the Ministry of Transportation Automated Vehicle Driverless Pilot Testing program.

Signed by Senior Insurance Company Executive with Signing Authority

Last Name

First Name

Title

Insurance Company Name

Address

Signature

Date (yyyy/mm/dd)

Declaration

I have read and understand the requirements to participate in the Automated Vehicle Pilot set out in Ontario Regulation 306/15 as amended.

I certify that the vehicle has been tested for safety requirements to perform on public roads.

Signature of Applicant

Date (yyyy/mm/dd)

Under provincial legislation the penalty for making a false statement may include suspension from the Ministry of Transportation's Automated Vehicle Pilot, a fine and/or imprisonment and/or a driver's licence suspension.

Section to be completed by the Ministry of Transportation

Testing SAE Level 3 (conversions), 4 and 5

The Ministry of Transportation has received your application.

The signature of the Registrar of Motor Vehicles or the Registrar's delegate below constitutes approval to participate in the pilot program as of the date indicated. This approval is conditional on your compliance with the requirements of Ontario Regulation 306/15 (Pilot Project - Automated Vehicles).

Signature of Registrar of Motor Vehicles

Date approved (yyyy/mm/dd)

Driverless

The Ministry of Transportation has received your application.

The signature of the Registrar or the Registrar's delegate below constitutes approval to participate in the pilot program and driverless testing as of the date indicated. This approval is conditional on your compliance with the requirements of Ontario Regulation 306/15 (Pilot Project – Automated Vehicles).

Signature of Registrar of Motor Vehicles

Date approved (yyyy/mm/dd)

Information in this form is collected under the authority of the *Highway Traffic Act*. If you have any questions about the collection and use of your personal information collected on this form, please call the Supervisor, ServiceOntario at 416-235-2999 or 1-800-387-3445 or write to the Supervisor, Ministry of Transportation, Licensing Administration Office, Main Floor, Building A, 87 Sir William Hearst Ave, Toronto Ontario M3M 0B4. Direct general inquiries to ServiceOntario 416-235-2999 or 1-800-387-3445 or visit www.ServiceOntario.ca. A copy of this application form is to be submitted to the Ministry of Transportation's Safety Policy and Education by mail to, 87 Sir William Hearst Ave., Room 212, Toronto Ontario M3M 0B4 or fax to 416-235-5129 or e-mail to AVPilot@Ontario.ca in order to participate in the pilot.