

DataQs State Implementation Plan



Commonwealth of the Northern Mariana Islands (CNMI)

**For Compliance with Federal Motor Carrier Safety Administration (FMCSA) Revised
Motor Carrier Safety Assistance Program (MCSAP) Grant Requirements**

Date: September 2026

Purpose

In April 2026, FMCSA announced updated requirements for State participation in the DataQs system as a condition of receiving MCSAP grant funding. To comply with those requirements, each State must submit a DataQs State Implementation Plan. The following pages contain the key elements of the plan approved by FMCSA for Commonwealth of the Northern Mariana Islands (CNMI).

DataQs State Implementation Plan

State: Commonwealth of the Northern Mariana Islands (CNMI)

MCSAP Lead Agency: Department of Public Safety (DPS) – Commercial Vehicle Enforcement Section (CVES)

Initial Review Process

Roles and Responsibilities

- Persons responsible for managing DataQs for the organization
 - **Responsible Party:**
CVES DataQs Coordinator
 - **Supervisor(s):**
CVES Commander
 - **Backups:**
CVES Inspector or Enforcement Officer
 - **Interactions:**
Works with issuing officers, the DPS Records Section, court personnel, prosecutors, the FMCSA Division Office, and other government agencies as needed to review, verify, and resolve DataQs requests.
- Person(s) responsible for decision-making for the Initial Review process
 - **Responsible Party:**
CVES Program Manager or designated senior official not involve in the initial review
 - **Supervisor(s):**
DPS Commissioner
 - **Backups:**
Assistant Program Manager or designated staff member
 - **Interactions:**
Coordinates with issuing officers, the DPS Records Section, court personnel, prosecutors, the FMCSA Division Office, and other government agencies as needed to review documentation and support the Initial Review decision.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Senior Enforcement Officer
 - **Supervisor(s):**

- DPS Commissioner
- **Backups:**
 - CVES Commander
- **Interactions:**
 - Coordinates with issuing officers, the DPS Records Section, court personnel, prosecutors, the FMCSA Division Office, and other government agencies as needed to obtain additional information, verify records, and support the review process.

Process Description

- Receipt of RDR
 - **Responsible Party:**
 - CVES DataQs Coordinator
 - **Process:**
 1. Receive and acknowledge RDR within 2 business days.
 2. Log request into local tracking system.
 3. Review for completeness and determine RDR type.
 4. Request additional information if necessary.
- Review of RDR
 - **Responsible Party:**
 - CVES DataQs Coordinator
 - **Process:**
 1. Obtain crash reports, inspection reports, citations, court dispositions, and supporting evidence.
 2. Review accuracy and completeness of records.
 3. Coordinate with issuing officers and records custodians.
 4. Consult FMCSA when interpretation of policy is required.
 5. Document findings and recommendations.
- Outcome of RDR
 - **Responsible Party:**
 - CVES DataQs Coordinator
 - **Process:**
 1. Determine whether data correction is warranted.
 2. Document justification and supporting evidence.
 3. Update DataQs with findings and determination.
- Closure of RDR
 - **Responsible Party:**
 - CVES DataQs Coordinator

- **Process:**
 1. Submit final response through DataQs.
 2. Notify requestor of outcome.
 3. Retain supporting records in accordance with DPS and FMCSA record retention requirements.
- **Timeliness:**
 - Acknowledgment: 2 business days.
 - Initial assessment: 5 business days.
 - Evidence gathering: 10 business days.
 - Final determination: 30 business days or less.
 - Additional information requests: within 5 business days of identifying missing information.

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made:

Evidence does not support modifying the record.

Closed—Data Correction Made:

Evidence confirms an error and correction is warranted.

Closed—Citation Results Entered:

Court disposition or adjudication requires update of violation status.

Closed—Report Not Sent:

Requested report cannot be released due to legal restrictions or unavailability.

Closed—Report Sent:

Requested report provided through approved channels.

Closed—No Requestor Response:

Requestor fails to provide requested information within 30 calendar days.

Communication:

Communication will occur through DataQs, email, telephone, or official correspondence.

Next Steps:

- Receipt acknowledgment.
- Request for additional information.

- Status updates when review exceeds 15 business days.
- Final determination and closure notification.

Reconsideration Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Reconsideration Review process
 - **Responsible Party:**
CVES Program Manager or designated senior official not involved in the Initial Review.
 - **Supervisor(s):**
CVES Commander
 - **Backups:**
Assistant Program Manager or designated command staff member
 - **Interactions:**
The reviewer may coordinate with issuing officer(s), DPS Records Section, court personnel, prosecutors, the FMCSA Division Office, and other government agencies as needed to obtain additional information or clarification during the reconsideration process.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Designated command staff member who was not involved in the Initial Review or Reconsideration Review decision-making.
 - **Supervisor(s):**
DPS Commissioner
 - **Backups:**
Assistant Program Manager or designated command staff member who was not involved in the prior review.
 - **Interactions:**
May coordinate with issuing officer(s), DPS Records Section, court personnel, prosecutors, the FMCSA Division Office, and other government agencies as needed to obtain additional information, supporting evidence, or clarification.
- Person(s) convening a panel or committee
 - **Responsible Party:**
 - DPS Commissioner
 - CVES Program Manager

- Legal Counsel Representative
- Senior Enforcement Supervisor
- **Supervisor(s):**
DPS Commissioner
- **Backups:**
CVES Commander
- **Interactions:**
The panel may coordinate with issuing officer(s), DPS Records Section, court personnel, prosecutors, the FMCSA Division Office, and other government agencies as needed to obtain additional information or clarification.
- **Panel members' titles and associations:**
 - DPS Commissioner
 - CVES Program Manager
 - Legal Counsel Representative
 - Senior Enforcement Supervisor

Escalation Procedures:

- New evidence submitted.
- Alleged procedural error.
- Significant factual dispute.
- Documentation not available during Initial Review.

Process Description

- Review of RDR
 - **Responsible Party:**
CVES Program Manager or designated senior official not involved in the Initial Review.
 - **Process:**
 1. Acknowledge reconsideration request within 2 business days.
 2. Assign independent reviewer.
 3. Review all prior findings and new evidence.
 4. Consult FMCSA, legal counsel, courts, or records personnel as necessary.
 5. Prepare written determination.
- Outcome of RDR
 - **Responsible Party:**
CVES Program Manager or designated senior official not involved in the Initial Review
 - **Process:**

1. Determine whether data correction is warranted.
 2. Document justification and supporting evidence.
 3. Update DataQs with findings and determination.
- Closure of RDR
 - **Responsible Party:**
CVES Program Manager or designated senior official not involved in the Initial Review
 - **Process:**
 1. Submit final response through DataQs.
 2. Notify requestor of outcome.
 3. Retain supporting records in accordance with DPS and FMCSA record retention requirements.
 - Timeliness:
 - Review completed within 30 business days.
 - Additional information requests issued within 5 business days.

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made:

Evidence does not support modifying the record.

Closed—Data Correction Made:

Evidence confirms an error and correction is warranted.

Closed—Citation Results Entered:

Court disposition or adjudication requires update of violation status.

Closed—Report Not Sent:

Requested report cannot be released due to legal restrictions or unavailability.

Closed—Report Sent:

Requested report provided through approved channels.

Closed—No Requestor Response:

Requestor fails to provide requested information within 30 calendar days.

Communication:

Communication will occur through DataQs, email, telephone, or official correspondence.

Next Steps:

After the Reconsideration Review is closed, the submitter will be notified of the final determination through DataQs. If a data correction is approved, the State will process the correction and submit the updated information to the appropriate system as soon as practicable. If the request is denied, the notification will explain the basis for the decision and any available options for further review.

Submitters may contact the CNMI Department of Public Safety, Commercial Vehicle Enforcement Section (CVES) for additional information or questions regarding the review outcome.

Final Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Final Review process
 - **Responsible Party:**
Executive Review Panel
 - **Supervisor(s):**
DPS Commissioner
 - **Backups:**
CVES Commander
 - **Interactions:**
The Executive Review Panel coordinates, as needed, with the FMCSA Division Office, DPS Records Section, court personnel, and legal counsel to ensure that all Requests for Data Review (RDRs) receive an independent, impartial, and thorough final review.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Senior Enforcement Supervisor
 - **Supervisor(s):**
CVES Commander
 - **Backups:**
CVES Program Manager
 - **Interactions:**
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- Person(s) convening a panel or committee
 - **Responsible Party:**

- CVES Program Manager
- Legal Counsel Representative
- Senior Enforcement Supervisor
- **Supervisor(s):**
DPS Commissioner
- **Backups:**
CVES Commander
- **Interactions:**
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- **Panel members' titles and associations:**
CVES Program Manager – CNMI DPS, Commercial Vehicle Enforcement Section (CVES)
Legal Counsel Representative – CNMI DPS/Office of Legal Counsel, as applicable
Senior Enforcement Supervisor – CNMI DPS (CVES)

Escalation Procedures:

RDRs are escalated to the Final Review process when disputes remain unresolved following Reconsideration Review, involve significant regulatory interpretation issues, or present substantial new evidence that could materially affect the outcome.

Process Description

- Review of RDR
 - **Responsible Party:**
Senior Enforcement Supervisor
 - **Process:**
 1. Review complete case file.
 2. Evaluate all evidence and prior decisions.
 3. Consult FMCSA Division Office if necessary.
 4. Obtain legal review when appropriate.
 5. Issue final written determination.
- Outcome of RDR
 - **Responsible Party:**
CVES Program Manager
 - **Process:**
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- Closure of RDR
 - **Responsible Party:**

CVES Program Manager or designee

- **Process:**

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- Timeliness:
 - Acknowledgment within 2 business days.
 - Final review completed within 45 business days.

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made:

Evidence does not support modifying the record.

Closed—Data Correction Made:

Evidence confirms an error and correction is warranted.

Closed—Citation Results Entered:

Court disposition or adjudication requires update of violation status.

Closed—Report Not Sent:

Requested report cannot be released due to legal restrictions or unavailability.

Closed—Report Sent:

Requested report provided through approved channels.

Closed—No Requestor Response:

Requestor fails to provide requested information within 30 calendar days.

Communication:

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Next Steps:

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