

DataQs State Implementation Plan



Illinois

**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 Illinois.

DataQs State Implementation Plan

State: Illinois

MCSAP Lead Agency: Illinois State Police

Initial Review Process

Roles and Responsibilities

- Persons responsible for managing DataQs for the organization
 - **Responsible Party:**
Compliance Technician
 - **Supervisor(s):**
Program Support Unit Manager
 - **Backups:**
CVEB Statewide Training Coordinator
 - **Interactions:**
The Illinois State Police oversees all training, certification, and DATAQ's for the State of Illinois. The Illinois State Police will refer IRP through Illinois Secretary of State, International Fuel Tax Agreement through Illinois Department of Revenue, and Unified Carrier Registration through Illinois Commerce Commission.
- Person(s) responsible for decision-making for the Initial Review process
 - **Responsible Party:**
Compliance Technician
 - **Supervisor(s):**
Program Support Unit Manager
 - **Backups:**
CVEB Statewide Training Coordinator
 - **Interactions:**
The Illinois State Police oversees all training, certification, and DATAQ's for the State of Illinois. The Illinois State Police will refer IRP through Illinois Secretary of State, International Fuel Tax Agreement through Illinois Department of Revenue, and Unified Carrier Registration through Illinois Commerce Commission.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**

- CVEB Statewide Training Coordinator
- **Supervisor(s):**
CVEB Administrative Officer
- **Backups:**
MCSAP Operations Coordinator
- **Interactions:**
The Illinois State Police oversees all training, certification, and DATAQ's for the State of Illinois. The Illinois State Police will refer IRP through Illinois Secretary of State, International Fuel Tax Agreement through Illinois Department of Revenue, and Unified Carrier Registration through Illinois Commerce Commission.

Process Description

- Receipt of RDR
 - **Responsible Party:**
Compliance Technician
 - **Process:**
DATAQ site is monitored throughout the day by DATAQ team members.
- Review of RDR
 - **Responsible Party:**
DATAQ Team Members:
Compliance Technician
CVEB Statewide Training Coordinator
CVEB Administrative Officer
Programs Support Unit Manager
Inspection DataQ's: Incorrect Violation, Incorrect Information, Citation with Associated Violation, Inspection Report Request, and missing record.
Reviewed by Compliance Technician, Programs Support Unit Manager, and CVEB Statewide Training Coordinator.

Crash DataQ's: Assigned to Wrong Carrier or Assigned to Wrong Drivers
RDR's:

Reviewed by Compliance Technician, Programs Support Unit Manager, and CVEB Statewide Training Coordinator.

HM Data Q's: Reviewed by Compliance Technician, Programs Support Unit Manager, and CVEB Statewide Training Coordinator.

Consult with HM Instructors.

Passenger Vehicle Data Q's: Reviewed by Compliance Technician, Programs

Support Unit Manager, and CVEB Statewide Training Coordinator.

Consult with PCVI Instructors.

Inspection Assigned to Wrong Carrier or Inspection Assigned to Wrong Driver

DataQ's: Reviewed by Compliance Technician, Programs Support Unit Manager, and CVEB Statewide Training Coordinator.

- **Process:**

(NOTE: The issuing officer or inspector cannot be the decision maker reviewing any RDR.)

The following process applies to all types of RDR's.

Each RDR will be reviewed by a DataQ analyst within 7 days of submission.

All evidence provided by the submitter and evidence saved by the inspector shall be reviewed.

If the analyst needs additional evidence from the inspector, contact the inspector and "cc." their manager or Lead in case the inspector is on vacation/not available.

If the analyst needs additional expert input (i.e., Hazmat or Passenger Carrier) they should reach out to the expert and also identify that person in the analyst's comments when responding to the RDR.

If additional information/evidence is needed from the submitter, advise the submitter that they have 7 days to respond or the RDR will be closed. If the issue involved is complicated, consider calling the submitter to obtain answers to detailed questions.

Respond to the RDR with a decision within 14 days of submission.

- Outcome of RDR

- **Responsible Party:**

DATAQ Team Members:

Compliance Technician

CVEB Statewide Training Coordinator

CVEB Administrative Officer

Programs Support Unit Manager

- **Process:**

Review all evidence from the inspector and the submitter along with any other applicable evidence available from such sources as FMCSA Query Central, State Databases, Federal databases, Officer In-Car Camera, and

Officer Body Camera.

If the evidence provided establishes that the violation is incorrect or does not meet FMCSA or CVSA Policies, the violation will be removed or corrected on the inspection report.

If the violation is valid based on the evidence, the analyst will inform the submitter of this determination and close the RDR.

If the analyst changes or alters any violation to make the description clearer or changes a violation code to a more appropriate code, notify the inspector of the change and provide the submitter a copy of the new inspection report.

- Closure of RDR

- **Responsible Party:**

Whichever DATAQ Team Member is assigned the RDR, also closes the RDR.

- **Process:**

The analyst will decide after reviewing all evidence from the officer, the submitter, and/or other applicable resources.

If evidence establishes that the violation is incorrect or does not meet FMCSA and/or CVSA guidance, the violation will be removed or changed to meet guidance. The submitter will be notified of the outcome and provided details of the decision.

If the submitter files an RDR regarding an inspection that includes an unadjudicated citation, the analyst will respond to the submitter advising them that the request cannot be reviewed until the court has adjudicated the citation. The analyst will also let the submitter know that, once the court has adjudicated the citation, the submitter can refile the RDR in so the results can be entered.

If the submitter files an RDR involving a court's decision regarding an adjudicated citation, the analyst will review and verify the court's decision. The analyst will annotate the adjudication in SafeSpect per the FMCSA DATAQ Policy.

Each RDR closed with the status "Closed – No Data Correction Made," must adequately explain the facts and the decision process.

Responses must contain the following information:

Reference to the approved State process in the DataQ system

Decisionmaker (Title and ISP CVEB phone number)

List of evidence reviewed
Decision
Specific reason for decision
Next steps/for more information

If the submitter does not provide evidence of why the violation should be removed, close the RDR and inform the submitter they can reopen it once evidence is provided.

If the submitter admits fault but wants the violation removed or reduced because the submitter fixed the violation after the inspection, let the submitter know that valid violations are never removed and that this is an inappropriate use of the DATAQ system.

- **Timeliness:**
All RDR's shall be opened, changing the status to "open in review" within 7 calendar days of submission.
All RDR's shall be reviewed, any additional information or communication requested, and a decision made within 14 calendar days of the most recent submission.

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made: The request has been closed, and the data will not be corrected. If the evidence is clear and all FMCSA and CVSA Policies have been followed, the RDR will be closed with no changes.

Responses must contain the following information:

Reference to the approved State process in the DataQ system

Decisionmaker (Name, Title, and ISP CVEB Phone Number)

List of evidence reviewed

Decision

Specific reason for decision

Next steps/for more information

Closed—Data Correction Made: The request has been closed, and the data will be corrected. – The analyst will select, "Closed – Data Correction Made," then select, "Template Closed – Data Correction Made." Under the canned statement, the analyst will list any additional information.

If an inspection violation or description is changed, the analyst will describe the change and attach or mail the updated inspection.

Closed—Citation Results Entered: The request has been closed and the violation will be

appended to reflect the outcome of the citation.

Once court documents are verified through the court, the analyst will annotate the outcome in SafeSpect via the FMCSA DataQ guidelines.

Closed—Report Not Sent: The request has been closed, but the requested inspection report was not sent.

If a report was requested but not sent, the analyst will explain the reason prior to closing the RDR.

Closed—Report Sent: The request has been closed and the agency sent the report. The agency may have faxed or uploaded the report to DataQs or it may have sent the report directly via email or postal mail.

If a report is sent, the analyst will describe how the report was sent. In most cases the report can be attached inside the RDR.

Closed—No Requestor Response: The request was closed because the requestor did not respond.

If the requestor does not respond to the analyst's request in the time allotted, the analyst will state why the RDR was closed and add that the submitter may reopen the RDR by submitting all requested information.

Communication:

Responses will contain the analyst's name and ISP CVEB phone number. The analyst will provide a link to the State/DataQ policy outlining the review process. They will also list the evidence reviewed and the specific reason for the decision including any applicable references to Code of Federal Regulations, CVSA Policies, and Illinois Vehicle Code law. The analyst will inform the submitter of their option for further review if they do not agree with the analyst's decision.

Next Steps:

If a data correction has been made, the submitter will be advised of what changes were made. Under the template "Closed – Data Correction Made," will be an explanation of how long it will take for the change to go into effect in the FMCSA data system.

Reconsideration Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Reconsideration Review process
 - **Responsible Party:**
Program Support Unit Manager

- **Supervisor(s):**
ISP CVEB Administrative Officer
- **Backups:**
ISP CVEB Statewide Training Coordinator
- **Interactions:**
The Illinois State Police oversees all training, certification, and DATAQ's for the State of Illinois. The Illinois State Police will refer IRP through Illinois Secretary of State, International Fuel Tax Agreement through Illinois Department of Revenue, and Unified Carrier Registration through Illinois Commerce Commission.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
CVEB Statewide Training Coordinator
 - **Supervisor(s):**
CVEB Administrative Officer
 - **Backups:**
MCSAP Operations Coordinator
 - **Interactions:**
The Illinois State Police oversees all training, certification, and DATAQ's for the State of Illinois. The Illinois State Police will refer IRP through Illinois Secretary of State, International Fuel Tax Agreement through Illinois Department of Revenue, and Unified Carrier Registration through Illinois Commerce Commission.
- Person(s) convening a panel or committee
 - **Responsible Party:**
N/A
 - **Supervisor(s):**
N/A
 - **Backups:**
N/A
 - **Interactions:**
N/A
 - **Panel members' titles and associations:**
N/A

Escalation Procedures:

If an analyst receives a request for the reconsideration of a DataQ decision they issued, the reconsideration request must not be reviewed by the issuing officer or inspector, nor a

direct supervisor of the issuing officer or inspector. Additionally, CCD requires that the reconsideration request be reviewed by different member of the DATAQ team.

If the requestor introduces entirely new, unrequested, and relevant information or evidence that was not evaluated during the Initial Review, the Reconsideration reviewer will not decide the appeal based on the new evidence. Instead, the RDR will be routed back to the Initial Review process to ensure a complete evaluation of the record.

Process Description

- Review of RDR
 - **Responsible Party:**
DATAQ Team Members:
Compliance Technician
CVEB Statewide Training Coordinator
CVEB Administrative Officer
Programs Support Unit Manager
CVEB Executive Officer
 - **Process:**
All Reconsideration RDR's will be reviewed by a member of the DATAQ team who are subject matter experts:

For Reconsideration Review, a different analyst who was not part of the initial review will review the RDR. If new evidence was provided, the RDR will be returned to the initial analyst for review.
- Outcome of RDR
 - **Responsible Party:**
DATAQ Team Members:
Compliance Technician
CVEB Statewide Training Coordinator
CVEB Administrative Officer
Programs Support Unit Manager
CVEB Executive Officer
 - **Process:**
The reconsideration request must be opened within 7 calendar days of the request.
The reconsideration reviewer must reach a decision and communicate it to the submitter within 21 calendar days.
The Reconsideration reviewer will review the request and all evidence from

the inspector and submitter.

The Reconsideration reviewer(s) may request additional information from the requestor, provided it is relevant and material to the appeal. If the requestor provides the specifically requested information, the RDR remains in Reconsideration.

- Closure of RDR

- **Responsible Party:**

- DATAQ Team Members:

- Compliance Technician

- CVEB Statewide Training Coordinator

- CVEB Administrative Officer

- Programs Support Unit Manager

- CVEB Executive Officer

- **Process:**

- After reviewing all evidence, the analyst will decide based on evidence from the officer, submitter, and other applicable sources.

If evidence shows the violation should not have been recorded or does not meet FMCSA and/or CVSA guidance, the violation will be removed or changed to meet guidance. The submitter will be notified of the outcome with the details of the decision.

Each RDR closed with the status “Closed – No Data Correction Made,” must adequately explain the facts and the decision process.

Responses must contain the following information:

Reference to the approved State process in the DATAQ system

Decisionmaker (name, title, and ISP CVEB phone number)

List of evidence reviewed

Decision

Specific reason for decision

Next steps/for more information

- Timeliness:

All reconsiderations RDR's shall be opened within 7 calendar days.

All RDR's shall be reviewed, any additional information or communication requested, and a decision be made within 21 calendar days of submission.

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made: The request has been closed, and the data will not be corrected. If the evidence is clear and all FMCSA and CVSA Policies have been followed, the RDR will be closed with no changes.

Responses must contain the following information:

Reference to the approved State process in the DataQ system

Decisionmaker (name and phone number) and point of contact

List of evidence reviewed

Decision

Specific reason for decision

Next steps/for more information

Closed—Data Correction Made: The request has been closed, and the data will be corrected. – The analyst will select, “Closed – Data Correction Made,” then select, “Template Closed – Data Correction Made.” Under the canned statement, the analyst will list any additional information.

If an inspection violation or description is changed, the analyst will describe the change and attach or mail the updated inspection.

Closed—Citation Results Entered: The request has been closed and the violation will be appended to reflect the outcome of the citation.

Once court documents are verified through the court, the analyst will annotate the outcome in SafeSpect via the FMCSA DataQ guidelines.

Closed—Report Not Sent: The request has been closed, but the requested inspection report was not sent.

If a report was requested but not sent, the analyst will explain the reason prior to closing the RDR.

Closed—Report Sent: The request has been closed and the agency sent the report. The agency may have faxed or uploaded the report to DataQs or it may have sent the report directly via email or postal mail.

If a report is sent, the analyst will describe how the report was sent. In most cases the report can be attached inside the RDR.

Closed—No Requestor Response: The request was closed because the requestor did not respond.

If the requestor does not respond to the analyst’s request in the time allotted, the analyst will state why the RDR was closed and add that the submitter may reopen the RDR by submitting all requested information.

Communication:

Responses will contain the analyst's name and phone number. Further, the analyst's response will provide a link to the State/DataQ policy outlining the review process. Analysts will also list the evidence reviewed, the specific reason for the decision, and references to any relevant Code of Federal Regulations, CVSA Policies, or Illinois Vehicle Code.

The analyst will inform the submitter of the option to request further review and of any additional evidence that will be needed by reviewers should the submitter choose to request further review.

Next Steps:

If a data correction has been made, the response to the RDR will state what changes were made. Further, under the template "Closed – Data Correction Made," a note will be added regarding how long it will take for the change to become effective in the FMCSA data system. If changes are made, a copy of the updated inspection will be provided.

If no changes are made, the RDR will be closed using the "Closed – No Changes Made" template. The submitter will be advised of the evidence reviewed, the reason for the determination, and the option to request further review.

Final Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Final Review process
 - **Responsible Party:**
CVEB Statewide Training Coordinator
 - **Supervisor(s):**
CVEB Administrative Officer
 - **Backups:**
CVEB Executive Officer
 - **Interactions:**
The Illinois State Police oversees all training, certification, and DATAQ's for the State of Illinois. The Illinois State Police will refer IRP through Illinois Secretary of State, International Fuel Tax Agreement through Illinois Department of Revenue, and Unified Carrier Registration through Illinois Commerce Commission.

- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
CVEB Statewide Training Coordinator
 - **Supervisor(s):**
CVEB Administrative Officer
 - **Backups:**
MCSAP Operations Coordinator
 - **Interactions:**
The Illinois State Police oversees all training, certification, and DATAQ's for the State of Illinois. The Illinois State Police will refer IRP through Illinois Secretary of State, International Fuel Tax Agreement through Illinois Department of Revenue, and Unified Carrier Registration through Illinois Commerce Commission.
- Person(s) convening a panel or committee
 - **Responsible Party:**
N/A
 - **Supervisor(s):**
N/A
 - **Backups:**
N/A
 - **Interactions:**
N/A
 - **Panel members' titles and associations:**
N/A

Escalation Procedures:

When the analyst who conducted the second request for reconsideration receives yet another request for reconsideration, the analyst will assign the RDR to another DATAQ team member.

(Note: The analyst will identify the analysts who conducted the primary and secondary reviews, so they do not respond or participate as part of the quorum for the final review.)

Process Description

- Review of RDR
 - **Responsible Party:**
Primary Panel:
CVEB Commander

CVEB Executive Officer
CVEB Administrative Officer
CVEO Statewide Training Coordinator
MCSAP Operations Officer

- **Process:**

A meeting will be scheduled with the DATAQ final review group to review the challenge. A quorum will be comprised of at least three analysts who were not involved in either of the previous two reviews nor the original inspection.

The group will nominate one analyst (lead analyst) to communicate with the submitter and finalize the RDR. The panel may request additional information relevant and material to the appeal. If the requested information is provided, the RDR remains in a Final Review status. If entirely new, unrequested, and relevant evidence is introduced by the requestor at this stage, the request must be routed back to the Initial Review process.

If additional subject matter experts are needed (i.e., HM Specialist, Passenger Specialist, FMCSA Representative), the panel's lead analyst will request that the expert(s) attend the meeting to provide their expertise.

Once the DATAQ group has agreed on the outcome, the lead analyst will respond to the RDR with the panel's decision. The State's decision will be considered final by FMCSA after the Final Review is completed. Any future or related requests concerning the RDR will be heard at the discretion of the State.

- Outcome of RDR

- **Responsible Party:**

Primary Panel:
CVEB Commander
CVEB Executive Officer
CVEB Administrative Officer
CVEO Statewide Training Coordinator
MCSAP Operations Officer

- **Process:**

All analysts are considered subject matter experts and are qualified to serve on the panel. Any analyst who participated in the initial or secondary review will not be eligible to serve on the panel. Additionally, no analyst may review an RDR involving an inspection they personally conducted.

A three-person quorum will be established, and one analyst will be selected as the lead analyst. The lead analyst will coordinate communication among the panel members and provide the final determination to the requester. The quorum members will review all evidence submitted by the officer, requester, and any other relevant sources. They will also review comments and findings from the previous analysts. If additional clarification is needed, the panel may contact the prior analysts for further input. The lead analyst will schedule a TEAMS meeting for the quorum members to discuss their findings and reach a final determination. If necessary, the committee may consult a subject matter specialist for additional guidance. Once a decision has been reached, the lead analyst will respond to the RDR with the committee's final determination.

Inspection RDRs – Incorrect Violation, Incorrect Information – The lead analyst will be CVEB Statewide Training Coordinator.

Crash RDRs - Wrong Carrier, or Crash Assigned to the Wrong Driver – The lead analyst will be CVEB Statewide Training Coordinator.

HM RDR's – The lead analyst will be CVEB Statewide Training Coordinator.

Passenger RDR's – The lead analyst will be CVEB Statewide Training Coordinator.

Inspection Assigned to Wrong Carrier or Inspection Assigned to Wrong Driver RDR's - reviewed by CVEB Statewide Training Coordinator.

Alternate members will not serve as lead analyst during the review.

- Closure of RDR
 - **Responsible Party:**
 - Primary Panel:
 - CVEB Commander
 - CVEB Executive Officer
 - CVEB Administrative Officer
 - CVEO Statewide Training Coordinator
 - MCSAP Operations Officer

- **Process:**

Closed—No Data Correction Made: The request has been closed, and the data will not be corrected. If the evidence is clear and all FMCSA and CVSA Policies have been followed, the RDR will be closed with no changes.

Responses must contain the following information:

Reference to the approved State process in the DATAQ system

Decisionmaker (name, title and CVEB phone number)

List of evidence reviewed

Decision

Specific reason for decision

Next steps/for more information

Closed—Data Correction Made: The request has been closed, and the data will be corrected. – The analyst will select, “Closed – Data Correction Made,” then select, “Template Closed – Data Correction Made.” Under the canned statement, the analyst will list any additional information.

If an inspection violation or description is changed, the analyst will describe the change and attach or mail the updated inspection.

Closed—Citation Results Entered: The request has been closed and the violation will be appended to reflect the outcome of the citation.

Once court documents are verified through the court, the analyst will annotate the outcome in SafeSpect via the FMCSA DataQ guidelines.

Closed—Report Not Sent: The request has been closed, but the requested inspection report was not sent.

If a report was requested but not sent, the analyst will explain the reason prior to closing the RDR.

Closed—Report Sent: The request has been closed and the agency sent the report. The agency may have faxed or uploaded the report to DataQs or it may have sent the report directly via email or postal mail.

If a report is sent, the analyst will describe how the report was sent. In most cases the report can be attached inside the RDR.

Closed—No Requestor Response: The request was closed because the requestor did not respond.

If the requestor does not respond to the analyst’s request in the time allotted, the analyst will state why the RDR was closed and add that the submitter may reopen the RDR by submitting all requested information.

- **Timeliness:**

All final review RDR’s requests shall be opened within 7 calendar days.

The committee shall meet within 7 calendar days of the RDR being opened.

The committee shall review any additional information/evidence and a decision will be made within 21 calendar days of submission.

Once the committee has made its final decision, the lead analyst has 7 calendar days to complete the RDR, communicate the decision to the submitter, and close the RDR.

Expected Outcomes for RDR Closures:

Responses will contain the reviewer's name and CVEB phone number. Responses will also include a link to the State/DATAQ policy outlining the review process. Further, analysts will list evidence reviewed, the specific reason for the decision, and any relevant references to Code of Federal Regulations, CVSA Policies, and Illinois Vehicle Code.

The lead analyst will inform the submitter that, by Illinois State Police and FMCSA policy, this review is final. If the submitter reopens the RDR, the State may deny it without any further review.

Communication:

Responses will contain the reviewer's name and CVEB phone number. Responses will also include a link to the State/DATAQ policy outlining the review process. Further, analysts will list evidence reviewed, the specific reason for the decision, and any relevant references to Code of Federal Regulations, CVSA Policies, and Illinois Vehicle Code.

The lead analyst will inform the submitter that, by Illinois State Police Policy and FMCSA policy, this review is final. If the submitter reopens the RDR, the State may deny it without any further review.

Next Steps:

If the RDR is ultimately denied, the submitter will be provided with an explanation of the review process, the panel's final decision, and the reason(s) for the denial. This explanation will also detail any evidence, Code of Federal Regulations, CVSA Policy and/or Illinois Vehicle Code relevant to the decision.

If denied, the submitter will be provided with a reference to the approved State process in the DATAQ system and informed that the State's decision is considered final by FMCSA. Any future or related requests concerning the RDR will be heard at the discretion of the State.

If the committee decides to overturn a violation based on the evidence, the panel's lead analyst will mark the RDR as "Closed – Data Correction Made," and provide a brief overview of the findings and when the changes will be made in the federal database.

