

DataQs State Implementation Plan



Missouri

**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 Missouri.

DataQs State Implementation Plan

State: Missouri

MCSAP Lead Agency: Missouri Department of Transportation (MoDOT)

Initial Review Process

Roles and Responsibilities

- Persons responsible for managing DataQs for the organization
 - **Responsible Party:**
For DataQs relating to inspections conducted by law enforcement, the managing person is the Captain of the Missouri State Highway Patrol (MSHP)'s Commercial Vehicle Enforcement Division (CVED).
For DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT, the managing person is the Program Manager of the Motor Carrier Services (MCS)' Safety & Compliance (S&C) Unit.
 - **Supervisor(s):**
For MSHP, the supervisor of the CVED Captain is the Major of the Support Services Bureau.
For MoDOT, the supervisor of the S&C Program Manager is the Program Administrator of the S&C Unit.
 - **Backups:**
For DataQs relating to inspections conducted by law enforcement, the backup to the Captain is the Senior Chief CVO of the MSHP CVED.
For DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT, the backup to the Program Manager is a Program Administrator of the S&C Unit.
 - **Interactions:**
Missouri subawards a portion of the MCSAP funding to the Kansas City Police Department (KCPD), Platte County Sheriff's Office (PCSO), St. Louis County Police Department (SLCPD), and St. Louis Metropolitan Police Department (SLMPD). DataQs relating to inspections that were conducted by one of these local law enforcement agencies are coordinated by MSHP with these respective agencies.
- Person(s) responsible for decision-making for the Initial Review process
 - **Responsible Party:**

DataQs relating to inspections conducted by MSHP - the Chief CVO or Master Sergeant in the respective Troop of the issuing inspector (depending if the issuing inspector was a CVO or CVET)

DataQs relating to inspections conducted by KCPD, PCSO, SLCPD, or SLMPD - the Sergeant of the respective commercial vehicle enforcement (or MCSAP) unit

DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT - the S&C Program Manager

- **Supervisor(s):**

For MSHP, the Troop Lieutenant is the supervisor of the Chief CVO and Master Sergeant.

For KCPD, the Captain of the Traffic Investigation Unit is the supervisor of the CVE Sergeant.

For PCSO, the Lieutenant of the Traffic Safety Unit is the supervisor of the CVE Sergeant.

For SLCPD, the Captain of the Special Operations Division is the supervisor of the CVE Sergeant.

For SLMPD, the Lieutenant of the Traffic Safety Unit is the supervisor of the MCSAP Sergeant.

For MoDOT, the Program Administrator of the S&C Unit is the supervisor of the S&C Program Manager.

- **Backups:**

DataQs relating to inspections conducted by MSHP - the Chief CVO or Master Sergeant in the respective Troop of the issuing inspector (e.g. the Chief CVO would be the backup to the Master Sergeant, and the Master Sergeant would be the backup to the Chief CVO)

DataQs relating to inspections conducted by KCPD, PCSO, SLCPD, or SLMPD - the MSHP CVED Captain would serve as backup to the respective Sergeant

DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT - the S&C Program Administrator

- **Interactions:**

If warranted to consult with another agency, the MSHP or MoDOT could consult with the Commercial Vehicle Safety Alliance (CVSA) or their legal counsel, and KCPD, PCSO, SLCPD, or SLMPD could consult with CVSA, MSHP, or their legal counsel.

- Person(s) consulted for additional information or evidence

- **Responsible Party:**

DataQs relating to inspections conducted by MSHP – if the Chief CVO or Master Sergeant in the respective Troop of the issuing inspector is not able to locate adequate evidence to make a determination, the CVED Captain or Senior Chief CVO could be consulted. The Chief CVO or Master Sergeant may also inquire with the issuing inspector regarding the report and the available evidence.

DataQs relating to inspections conducted by KCPD, PCSO, SLCPD, or SLMPD – if the Sergeant of the respective commercial vehicle enforcement (or MCSAP) unit is not able to locate adequate evidence to make a determination, the MSHP CVED Captain or Senior Chief CVO could be consulted. The Sergeant may also inquire with the issuing inspector regarding the report and the available evidence.

DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – if the S&C Program Manager or Program Administrator is not able to make a determination, the respective Transportation Enforcement Investigations Supervisor of the issuing inspector/investigator could be consulted. The S&C Program Manager may also inquire with the issuing inspector/investigator regarding the report and the available evidence.

- **Supervisor(s):**

For MSHP, the supervisor of the CVED Captain is the Major of the Support Services Bureau, and the supervisor of the Senior Chief CVO is the CVED Captain.

For MoDOT, the supervisor of the Transportation Enforcement Investigations Supervisors is the S&C Program Manager.

- **Backups:**

N/A – Missouri does not identify a backup to the person(s) consulted for additional information or evidence during the Initial Review.

- **Interactions:**

If warranted to consult with another agency, the MSHP or MoDOT could consult with the Commercial Vehicle Safety Alliance (CVSA).

Process Description

- Receipt of RDR

- **Responsible Party:**

For DataQs relating to inspections conducted by law enforcement (MSHP, KCPD, PCSO, SLCPD, and SLMPD), the Captain and Senior Chief CVO of the MSHP CVED are both notified of the submittal by the DataQ system.

For DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT, the Program Manager and Program Administrator of MCS' S&C Unit are both notified of the submittal by the DataQ system.

- **Process:**

Missouri utilizes FMCSA's DataQ system, which acknowledges receipt of RDRs. Once a request is received and the applicable managing persons are notified, the prime managing person (or backup in the absence of the prime managing person) will open the RDR, review its contents for familiarity, verify the RDR is within the statute of limitations (inspection-related RDRs must be submitted within 3 years from the date of inspection and crash-related RDRs must be submitted within 5 years from the date of crash), and identify the issuing inspector/investigator to confirm whom to route the RDR to for initial review.
- Review of RDR
 - **Responsible Party:**

DataQs relating to inspections conducted by MSHP – the Chief CVO or Master Sergeant in the respective Troop of the issuing inspector (depending if the issuing inspector was a CVO or CVET)

DataQs relating to inspections conducted by KCPD, PCSO, SLCPD, or SLMPD – the Sergeant of the respective commercial vehicle enforcement (or MCSAP) unit

DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – the S&C Program Manager
 - **Process:**

Inspection and crash RDRs are handled in a similar manner. The initial reviewer will review the submitted RDR, as well as all available evidence (e.g. notes, photos, body camera videos, etc.) available to the respective agency by the issuing inspector/investigator. The initial reviewer may consult with the person(s) identified previously in the Plan in the event substantial evidence is not readily available to the reviewer. If additional relevant information is needed from the requestor, the initial reviewer may request such information and await such response. If received, any information relevant and material to the RDR will be considered by the initial reviewer. For adjudicated citation RDRs, the initial reviewer will confirm the narrative and documents match and that the associated violation exists on the inspection report. The initial reviewer will then consult with CaseNet (the official online system for Missouri managed by the Office of State Courts

Administrator – providing access to public circuit court records) to confirm the court information provided by the requestor. If additional information is needed from the requestor, the initial reviewer may request such information and await such response. If received, the additional information will be considered by the initial reviewer.

NOTE: Inspection-related RDRs submitted after 3 years from the date of inspection and crash-related RDRs submitted after 5 years from the date of the crash will not be reviewed. The RDR will proceed with the closure process.

- Outcome of RDR

- **Responsible Party:**

- DataQs relating to inspections conducted by MSHP – the Chief CVO or Master Sergeant in the respective Troop of the issuing inspector (depending if the issuing inspector was a CVO or CVET)

- DataQs relating to inspections conducted by KCPD, PCSO, SLCPD, or SLMPD – the Sergeant of the respective commercial vehicle enforcement (or MCSAP) unit

- DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – the S&C Program Manager

- **Process:**

- DataQs relating to inspections conducted by MSHP – the Chief CVO or Master Sergeant will relay the rationale for the review they completed and the determined outcome to the CVED Captain for closure.

- DataQs relating to inspections conducted by KCPD, PCSO, SLCPD, or SLMPD – the applicable Sergeant will relay the rationale for the review they completed and the determined outcome to the CVED Captain for closure.

- DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – the S&C Program Manager will make note of the rationale for the review they completed and the determined outcome.

- Closure of RDR

- **Responsible Party:**

- For DataQs relating to inspections conducted by law enforcement, the closure of RDRs is completed by the person responsible for managing such DataQs – the MSHP CVED Captain.

- For DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT, the closure of RDRs is completed by the person responsible for managing such DataQs – the S&C Program Manager.

- **Process:**

The responder will select the appropriate response for the reviewed RDR in the DataQ system and use the response templates created by FMCSA. There are times when the response template is not sufficient, in which case the responder will personalize the response based on the request to ensure the requestor is fully informed.

The DataQ system does have a file attachment limit for responses. On occasion, the responder will also use email to further communicate a response and to provide evidence to the requestor when the DataQ system is not able to accommodate the file attachment size.

- **Timeliness:**

Missouri will open an RDR within 7 calendar days of submission for Initial Review requests. (RDRs are typically opened on the same or next business day of submittal and routed to the decision maker at the same time.)

If Missouri must request additional information from the requestor, the requestor has 14 calendar days to provide the information. (This phase will pause the timeline for the state's review and response.)

Missouri will respond to an Initial Review RDR within 21 calendar days or less of submission.

Expected Outcomes for RDR Closures:

Closed – No Data Correction Made: the request has been closed, and no data changes have been made.

This outcome is used when substantial evidence is available to the reviewer to close the RDR with no data change.

Closed – Data Correction Made: the request has been closed, and the data has been corrected.

This outcome is used when there is not substantial evidence available to the reviewer or the requestor provided additional evidence that supported corrections or changes to be made to the report. In these instances, a corrected report is provided to the requestor.

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

This outcome is used when the reviewer has reviewed official court documents and confirmed the court outcome.

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

This outcome is used for all report requests for Missouri. No report can be released by request through the DataQ system. Records for public governmental bodies within Missouri are subject to Sunshine Law pursuant to Section 610.010 RSMo and must be

routed through the appropriate custodian of record. If the request is for a MSHP-issued report, the requestor is provided MSHP's Public Record Request website. If the request is for a KCPD, PCSO, SLCPD, or SLMPD-issued report, the requestor is provided the applicable records request information. If the request is for a MODOT-issued report, the requestor is provided MoDOT's Public Records Procedure website.

Closed – Report Sent: the request has been closed, and the agency sent the inspection report.

This outcome would never be used by Missouri. No report can be released by request through the DataQ system. Records for public governmental bodies within Missouri are subject to Sunshine Law pursuant to Section 610.010 RSMo and must be routed through the appropriate custodian of record.

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

This outcome is used when the reviewer requested additional information, and the requestor never responded within the 14 calendar day time period (unless a decision can be made with the existing information available).

Communication:

All communication is done through the DataQ system (with the exception of evidence or documentation that is too large to attach within the DataQ system that must be sent separately via email).

The responder will select the appropriate response for the reviewed RDR in the DataQ system and use the response templates created by FMCSA. There are times when the response template is not sufficient, in which case the responder will personalize the response based on the request to ensure the requestor is fully informed.

Next Steps:

Upon closure, the DataQ system will notify the requestor of the outcome of their RDR. For 'Closed – No Data Correction Made' decisions, the response templates created by FMCSA and used to inform the requestor will include information on next steps for the submitter, including how to appeal the decision if not satisfied with the outcome of the initial review.

Reconsideration Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Reconsideration Review process

- **Responsible Party:**

DataQs relating to inspections conducted by MSHP – the CVED Captain. (This individual is a subject matter expert, no longer conducts inspections, and does not directly supervise any of the issuing inspectors. Therefore, there is no conflict with ensuring an independent, impartial review.)

DataQs relating to inspections conducted by KCPD, PCSO, SLCPD, and SLMPD – the MSHP CVED Captain. (This individual is a subject matter expert, no longer conducts inspections, and is not employed by KCPD, PCSO, SLCPD, or SLMPD. Therefore, there is no conflict with ensuring an independent, impartial review.)

DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – a S&C Program Specialist. (This individual is a subject matter expert, no longer conducts inspections, and is not a supervisor. Therefore, there is no conflict with ensuring an independent, impartial review.)

- **Supervisor(s):**

For MSHP, the supervisor of the CVED Captain is the Major of the Support Services Bureau.

For MoDOT, the supervisor of the S&C Program Specialist(s) is the S&C Program Administrator.

- **Backups:**

DataQs relating to inspections conducted by MSHP – the CVED Senior Chief CVO. (This individual is a subject matter expert, no longer conducts inspections, and does not directly supervise any of the issuing inspectors. Therefore, there is no conflict with ensuring an independent, impartial review.)

DataQs relating to inspections conducted by KCPD, PCSO, SLCPD, or SLMPD – the MSHP CVED Senior Chief CVO. (This individual is a subject matter expert, no longer conducts inspections, and is not employed by KCPD, PCSO, SLCPD, or SLMPD. Therefore, there is no conflict with ensuring an independent, impartial review.)

DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT, an alternate S&C Program Specialist. (This individual is a subject matter expert, no longer conducts inspections, and is not a supervisor. Therefore, there is no conflict with ensuring an independent, impartial review.)

- **Interactions:**

If warranted to consult with another agency, the MSHP or MoDOT could consult with the Commercial Vehicle Safety Alliance (CVSA) or their legal counsel.

- Person(s) consulted for additional information or evidence

- **Responsible Party:**

DataQs relating to inspections conducted by MSHP – if the CVED Captain is not able to locate adequate evidence to make a determination, the Senior Chief CVO could be consulted (or vice versa). (This individual is a subject matter expert, no longer conducts inspections, and does not directly supervise any of the issuing inspectors. Therefore, there is no conflict with ensuring an independent, impartial review.)

DataQs relating to inspections conducted by KCPD, PCSO, SLCPD, or SLMPD – if the CVED Captain is not able to locate adequate evidence to make a determination, the MSHP CVED Senior Chief CVO could be consulted (or vice versa). (This individual is a subject matter expert, no longer conducts inspections, and does not directly supervise any of the issuing inspectors. Therefore, there is no conflict with ensuring an independent, impartial review.)

DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – if the S&C Program Specialist is not able to make a determination, the S&C Program Manager or Program Administrator (whomever wasn't involved in the review and decision on the Initial Review) could be consulted. (These individuals are subject matter experts, no longer conduct inspections, investigations, or new entrant safety audits, and do not directly supervise any of the issuing inspectors/investigators. Therefore, there is no conflict with ensuring an independent, impartial review.)

- **Supervisor(s):**

For MSHP, the supervisor of CVED Senior Chief CVO is the CVED Captain. For MoDOT, the supervisor of the S&C Program Manager is the S&C Program Administrator (and the supervisor of the S&C Program Administrator is the Assistant Division Director).

- **Backups:**

N/A – Missouri does not identify a backup to the person(s) consulted for additional information or evidence during the Reconsideration Review.

- **Interactions:**

If warranted to consult with another agency, the MSHP or MoDOT could consult with the Commercial Vehicle Safety Alliance (CVSA).

- Person(s) convening a panel or committee

- **Responsible Party:**
N/A – Missouri would not convene a panel or committee during the Reconsideration Review.
- **Supervisor(s):**
N/A
- **Backups:**
N/A
- **Interactions:**
N/A
- **Panel members' titles and associations:**
N/A

Escalation Procedures:

If the requestor submits an RDR providing new, relevant, and material evidence after the Initial Review process is completed, the RDR would cycle back through the Initial Review process rather than continue through the Reconsideration Review process.

If the requestor submits an RDR stating a factual or legal error in the decision-making during the Initial Review process, the RDR would continue through the Reconsideration Review process.

Process Description

- Review of RDR
 - **Responsible Party:**
DataQs relating to inspections conducted by law enforcement (MSHP, KCPD, PCSO, SLCPD, and SLMPD) – the MSHP CVED Captain.
DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – a S&C Program Specialist.
 - **Process:**
Inspection and crash RDRs are handled in a similar manner. The reconsideration reviewer will review the appealed RDR, as well as all evidence (e.g. notes, photos, body camera videos, etc.) available to the respective agency by the issuing inspector/investigator. The reconsideration reviewer may consult with the person(s) identified previously in the Plan in the event substantial evidence is not readily available to the reconsideration reviewer. If additional information is needed from the requestor, the reconsideration reviewer may request such information and await such response. If received, the additional information will be considered by the reconsideration reviewer.

For appealed adjudicated citation RDRs, the reconsideration reviewer will confirm the narrative and documents match and that the associated violation exists on the inspection report. The reconsideration reviewer will then consult with CaseNet (the official online system for Missouri managed by the Office of State Courts Administrator – providing access to public circuit court records) to confirm the court information provided by the requestor. If additional information is needed from the requestor, the reconsideration reviewer may request such information and await such response. If received, the additional information will be considered by the reconsideration reviewer.

- Outcome of RDR
 - **Responsible Party:**
DataQs relating to inspections conducted by law enforcement (MSHP, KCPD, PCSO, SLCPD, and SLMPD) – the MSHP CVED Captain.
DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – a S&C Program Specialist.
 - **Process:**
DataQs relating to inspections conducted by law enforcement (MSHP, KCPD, PCSO, SLCPD, and SLMPD) – the MSHP CVED Captain will make note of the rationale for the review they completed and the determined outcome.
DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – the S&C Program Specialist will relay the rationale for the review they completed and the determined outcome to the S&C Program Manager.
- Closure of RDR
 - **Responsible Party:**
For DataQs relating to inspections conducted by law enforcement, the closure of RDRs is completed by the person responsible for managing such DataQs – the MSHP CVED Captain.
For DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT, the closure of RDRs is completed by the person responsible for managing such DataQs – the S&C Program Manager.
 - **Process:**
The responder will select the appropriate response for the reconsidered RDR in the DataQ system and use the response templates created by FMCSA.
There are times when the response template is not sufficient, in which case the responder will personalize the response based on the request to ensure the requestor is fully informed.

The DataQ system does have a file attachment limit for responses. On occasion, the responder will also use email to further communicate a response and to provide evidence to the requestor when the DataQ system is not able to accommodate the file attachment size.

- **Timeliness:**

Missouri will open an RDR within 7 calendar days of submission for Reconsideration Review requests. (RDRs are typically opened on the same or next business day of submittal and routed to the decision maker at the same time.)

If Missouri must request additional information from the requestor, the requestor has 14 calendar days to provide the information. (This phase will pause the timeline for the state's review and response.)

Missouri will respond to a Reconsideration Review RDR within 21 calendar days or less of submission.

Expected Outcomes for RDR Closures:

NOTE: The following outcomes are based on the notion the requestor resubmitted the RDR with no new, relevant, or material evidence and the same evidence available during the Initial Review process is available during this Reconsideration Review process.

Closed – No Data Correction Made: the request has been closed, and no data changes have been made.

This outcome is used when substantial evidence is available to the reconsideration reviewer to close the RDR with no data change.

Closed – Data Correction Made: the request has been closed, and the data has been corrected.

This outcome is used when there is not substantial evidence available to the reconsideration reviewer and corrections or changes to the report are warranted. In these instances, a corrected report is provided to the requestor.

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

This outcome is used when the reconsideration reviewer has reviewed official court documents and confirmed the court outcome.

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

This outcome would never be used by Missouri during the Reconsideration Review process. Any RDR simply requesting a copy of a report would be handled during the Initial Review process.

Closed – Report Sent: the request has been closed, and the agency sent the inspection report.

This outcome would never be used by Missouri. No report can be released by request through the DataQ system. Records for public governmental bodies within Missouri are subject to Sunshine Law pursuant to Section 610.010 RSMo and must be routed through the appropriate custodian of record.

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

This outcome is used when the reconsideration reviewer requested additional information, and the requestor never responded within the 14 calendar day time period (unless a decision can be made with the existing information available).

Communication:

All communication is done through the DataQ system (with the exception of evidence or documentation that is too large to attach within the DataQ system that must be sent separately via email).

The responder will select the appropriate response for the reviewed RDR in the DataQ system and use the response templates created by FMCSA. There are times when the response template is not sufficient, in which case the responder will personalize the response based on the request to ensure the requestor is fully informed.

Next Steps:

Upon closure, the DataQ system will notify the requestor of the outcome of their RDR. For 'Closed – No Data Correction Made' decisions, the response templates created by FMCSA and used to inform the requestor will include information on next steps for the submitter, including how to appeal the reconsideration decision if not satisfied with the outcome of the reconsideration review.

Final Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Final Review process
 - **Responsible Party:**
FMCSA Missouri Division Office Administrator
(This individual is a subject matter expert, no longer conducts inspections, and is not employed by MSHP, KCPD, PCSO, SLCPD, SLMPD, or MoDOT. Therefore, there is no conflict with ensuring an independent, impartial review.)
 - **Supervisor(s):**

- FMCSA Midwest Field Administrator
 - **Backups:**
FMCSA Missouri Division Office State Programs Specialist
(This individual is a subject matter expert and is not employed by MSHP, KCPD, PCSO, SLCPD, SLMPD, or MoDOT. Therefore, there is no conflict with ensuring an independent, impartial review.)
 - **Interactions:**
If warranted to consult with another agency, the FMCSA could consult with the Commercial Vehicle Safety Alliance (CVSA) or their legal counsel.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Peer Midwest FMCSA Division Administrators
 - **Supervisor(s):**
The supervisor of the peer Midwest FMCSA Division Administrators would be the FMCSA Midwest Field Administrator.
 - **Backups:**
FMCSA Midwest Field Administrator
 - **Interactions:**
If warranted to consult with another agency, the final reviewer could consult with the Commercial Vehicle Safety Alliance (CVSA).
- Person(s) convening a panel or committee
 - **Responsible Party:**
N/A – Missouri would not convene a panel or committee during the Final Review.
 - **Supervisor(s):**
N/A
 - **Backups:**
N/A
 - **Interactions:**
N/A
 - **Panel members' titles and associations:**
N/A

Escalation Procedures:

If the requestor submits an RDR providing new, relevant, and material evidence after the Reconsideration Review process is completed, the RDR would cycle back through the Initial Review process rather than continue through the Final Review process.

If the requestor submits an RDR stating a factual or legal error in the decision-making

during the Reconsideration Review process, the RDR will continue through the Final Review process.

Process Description

- Review of RDR
 - **Responsible Party:**
FMCSA Missouri Division Office Administrator
 - **Process:**
Inspection and crash RDRs are handled in a similar manner. The final reviewer will review the submitted RDR, as well as all evidence (e.g. notes, photos, body camera videos, etc.) available to the respective agency by the issuing inspector/investigator. The final reviewer may consult with the person(s) identified previously in the Plan in the event substantial evidence is not readily available to the reviewer. If additional information is needed from the requestor, the final reviewer may request such information and await such response. If received, the additional information will be considered by the final reviewer.

For adjudicated citation RDRs, the final reviewer will confirm the narrative and documents match and that the associated violation exists on the inspection report. The final reviewer will then consult with CaseNet (the official online system for Missouri managed by the Office of State Courts Administrator – providing access to public circuit court records) to confirm the court information provided by the requestor. If additional information is needed from the requestor, the final reviewer may request such information and await such response. If received, the additional information will be considered by the final reviewer.
- Outcome of RDR
 - **Responsible Party:**
FMCSA Missouri Division Office Administrator
 - **Process:**
DataQs relating to inspections conducted by law enforcement (MSHP, KCPD, PCSO, SLCPD, and SLMPD) – the FMCSA Missouri Division Office Administrator will relay the rationale for the review they completed and the determined outcome to the MSHP CVED Captain for closure.

DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – the FMCSA Missouri Division Office Administrator will relay the rationale for the review they completed and the determined outcome to the S&C Program Manager for closure.

- Closure of RDR
 - **Responsible Party:**
 DataQs relating to inspections conducted by law enforcement (MSHP, KCPD, PCSO, SLCPD, and SLMPD) – the MSHP CVED Captain.
 DataQs relating to inspections, investigations, or new entrant safety audits conducted by MoDOT – the S&C Program Manager.
 - **Process:**
 The responder will select the appropriate response for the reviewed RDR in the DataQ system and use the response templates created by FMCSA. There are times when the response template is not sufficient, in which case the responder will personalize the response based on the request to ensure the requestor is fully informed.
 The DataQ system does have a file attachment limit for responses. On occasion, the responder will also use email to further communicate a response and to provide evidence to the requestor when the DataQ system is not able to accommodate the file attachment size.
- Timeliness:
 Missouri will open an RDR within 7 calendar days of submission for Final Review requests. (RDRs are typically opened on the same or next business day of submittal and routed to the decision maker at the same time.)
 If Missouri must request additional information from the requestor, the requestor has 14 calendar days to provide the information. (This phase will pause the timeline for the state's review and response.)
 Missouri will respond to a Final Review RDR within 45 calendar days or less of submission.

Expected Outcomes for RDR Closures:

NOTE: The following outcomes are based on the notion the requested resubmitted the RDR with no new, relevant, or material evidence and the same evidence available during the Initial Review process is available during this Final Review process.

Closed – No Data Correction Made: the request has been closed, and no data changes have been made.

This outcome is used when substantial evidence is available to the final reviewer to close the RDR with no data change.

Closed – Data Correction Made: the request has been closed, and the data has been corrected.

This outcome is used when there is not substantial evidence available to the final reviewer and corrections or changes to the report are warranted. In these instances, a corrected

report is provided to the requestor.

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

This outcome is used when the final reviewer has reviewed official court documents and confirmed the court outcome.

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

This outcome would never be used by Missouri during the Final Review process. Any RDR simply requesting a copy of a report would be handled during the Initial Review process.

Closed – Report Sent: the request has been closed, and the agency sent the inspection report.

This outcome would never be used by Missouri. No report can be released by request through the DataQ system. Records for public governmental bodies within Missouri are subject to Sunshine Law pursuant to Section 610.010 RSMo and must be routed through the appropriate custodian of record.

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

This outcome is used when the final reviewer requested additional information, and the requestor never responded within the 14 calendar day time period (unless a decision can be made with the existing information available).

Communication:

All communication is done through the DataQ system (with the exception of evidence or documentation that is too large to attach within the DataQ system).

The responder will select the appropriate response for the reviewed RDR in the DataQ system and use the response templates created by FMCSA. There are times when the response template is not sufficient, in which case the responder will personalize the response based on the request to ensure the requestor is fully informed.

Next Steps:

Upon closure, the DataQ system will notify the requestor of the outcome of their RDR. The state's decision will be considered final upon completion of the final review.