

DataQs State Implementation Plan



Oregon

**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 Oregon.

DataQs State Implementation Plan

State: Oregon

MCSAP Lead Agency: Oregon Department of Transportation (ODOT), Commerce and Compliance Division

Initial Review Process

Roles and Responsibilities

- Persons responsible for managing DataQs for the organization
 - **Responsible Party:**
Technical Services Coordinator
 - **Supervisor(s):**
Safety Enforcement Manager Field Unit
 - **Backups:**
Safety Enforcement Manager Central Unit
 - **Interactions:**
The Training Coordinator for the Oregon Department of Transportation oversees all training, certifications, and DataQ's for all ODOT and partner agency inspectors throughout the state of Oregon.
- Person(s) responsible for decision-making for the Initial Review process
 - **Responsible Party:**
Technical Services Coordinator
Valley & Southern Oregon Safety Lead
Alternate Safety Trainer, Investigator and HM SME
Motor Carrier Enforcement Officer
Safety Program Analyst
 - **Supervisor(s):**
Safety Enforcement Manager Field Unit
 - **Backups:**
Safety Enforcement Manager Central Unit
 - **Interactions:**
The Training Coordinator for the Oregon Department of Transportation oversees training, certifications, and DataQ's for all ODOT and partner agency inspectors throughout the state of Oregon.
- Person(s) consulted for additional information or evidence

- **Responsible Party:**
 Eastern Oregon Safety Lead and HM SME
 HM and Passenger Vehicle SME Investigator/Instructor
 Safety Specialist and HM SME Investigator
 Crash Specialists
- **Supervisor(s):**
 Safety Enforcement Manager Field Unit: For HM and Passenger Carrier SMEs.
 Crash, Analysis & Reporting Manager: For Crash Specialists
- **Backups:**
 Safety Enforcement Manager Central Unit
- **Interactions:**
 The Eastern Oregon Safety Lead/HM Specialist along with the HM SME's
 instruct HM Refresher courses and serve as technical experts for ODOT and
 other Agencies throughout Oregon.

Process Description

- Receipt of RDR
 - **Responsible Party:**
 Technical Services Coordinator
 Valley & Southern Oregon Safety Lead
 Alternate Safety Trainer, Investigator and HM SME
 Motor Carrier Enforcement Officer
 Safety Program Analyst
 - **Process:**
 DataQ site is monitored throughout the day by DataQ team members and
 open requests are shared on the DataQ TEAMS channel and assigned as
 explained below.

- Review of RDR
 - **Responsible Party:**
 Technical Services Coordinator
 Valley & Southern Oregon Safety Lead
 Alternate Safety Trainer, Investigator and HM SME
 Motor Carrier Enforcement Officer
 Safety Program Analyst

Inspection DataQ's: Incorrect Violation, Incorrect Information, Citation with
 Associated Violation, Inspection Report Request, and Missing Record:
 - Reviewed by Technical Services Coordinator, Valley & Southern Oregon

Safety Lead, Alternate Safety Trainer, Investigator and HM SME, and Motor Carrier Enforcement Officer.

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

- Reviewed by Safety Program Analyst.
- Alternate: Technical Services Coordinator, Valley & Southern Oregon Safety Lead, Alternate Safety Trainer, Investigator and HM SME. – Consult with Crash Specialists

HM Data Q's: Reviewed by Technical Services Coordinator, Valley & Southern Oregon Safety Lead, Alternate Safety Trainer/Investigator/HM SME

Consult with Hazmat experts.

Passenger Vehicle Data Q's: Reviewed by Technical Services Coordinator, Valley & Southern Oregon Safety Lead, and Alternate Safety Trainer/Investigator/HM SME.

Consult with Passenger Vehicle SME.

Inspection Assigned to Wrong Carrier or Inspection Assigned to Wrong Driver DataQ's: Reviewed by Safety Program Analyst.

Alternate: Technical Services Coordinator, Valley & Southern Oregon Safety Lead, Alternate Safety Trainer/Investigator/HM SME. Consult with ITD/PRISM Coordinator.

○ **Process:**

(NOTE: The issuing 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, the inspector will be contacted with a "cc." to 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 consult with 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 with the additional information/evidence or the RDR will be closed. If the issue involved is complicated, consider calling the submitter to obtain answers to detailed questions.

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

- Outcome of RDR

- **Responsible Party:**

- Technical Services Coordinator
 - Valley & Southern Oregon Safety Lead
 - Alternate Safety Trainer, Investigator and HM SME
 - Motor Carrier Enforcement Officer
 - Safety Program Analyst

- **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, and Federal databases.

- 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, explain the change to the submitter in the response and include a copy of the new inspection report.

- Closure of RDR

- **Responsible Party:**

- Whichever person listed below is assigned to the RDR, also closes the RDR.
 - Technical Services Coordinator
 - Valley & Southern Oregon Safety Lead

Alternate Safety Trainer, Investigator, HM SME
Motor Carrier Enforcement Officer
Safety Program Analyst

○ **Process:**

The analyst will make a decision after reviewing all evidence from the inspector, 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 with 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 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 (name and phone number) and point of contact
- 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 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. 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 CFR, CVSA Policies, and Oregon 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.

If changes are made to the inspection, a copy of the updated inspection will be attached or mailed.

If no correction is made, the analyst will inform the submitter of the option for further review if they do not agree with the analyst's decision.

Reconsideration Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Reconsideration Review process
 - **Responsible Party:**
Technical Services Coordinator
 - **Supervisor(s):**
Safety Enforcement Manager Field Unit
 - **Backups:**
Safety Enforcement Manager Central Unit
 - **Interactions:**
The Training Coordinator for the Oregon Department of Transportation oversees all training, certifications, and DataQ's for all ODOT and partner agency inspectors throughout the state of Oregon.

- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
 Eastern Oregon Safety Lead/HM SME
 HM and Passenger Vehicle SME.
 Investigator & HM SME
 Crash Specialists
 - **Supervisor(s):**
 Safety Enforcement Manager Field Unit: For Eastern Oregon Safety Lead/HM SME, HM and Passenger Vehicle SME, and Investigator/HM SME.
 Crash, Analysis & Reporting Manager: For Crash Specialists
 - **Backups:**
 Safety Enforcement Manager Central Unit
 - **Interactions:**
 Eastern Oregon Safety Lead/HM SME, HM and Passenger Vehicle SME, and Investigator HM SME all instruct HM Refresher classes and serve as hazardous materials resources for ODOT and other partner agencies throughout Oregon.
- 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:**
 Panel/Committee not used at this level

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 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.

The Analyst receiving the reconsideration request will post an inquiry to the DataQ TEAMS channel as follows: "Submitter of DataQ _____ has requested reconsideration. Can someone else please review and reply?" Wait for another member of the Data Q team to

pick up the request.

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:**
Technical Services Coordinator
Valley & Southern Oregon Safety Lead
Alternate Safety Trainer, Investigator and HM SME
Motor Carrier Enforcement Officer
Safety Program Analyst
 - **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 is provided, the RDR will be returned to the initial analyst for review.
- Outcome of RDR
 - **Responsible Party:**
Technical Services Coordinator
Valley & Southern Oregon Safety Lead
Alternate Safety Trainer, Investigator and HMSME
Motor Carrier Enforcement Officer
Safety Program Analyst
 - **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:**

Technical Services Coordinator
Valley & Southern Oregon Safety Lead
Alternate Safety Trainer, Investigator and HM SME
Motor Carrier Enforcement Officer
Safety Program Analyst

- **Process:**

After reviewing all evidence, the analyst will make a decision 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 and phone number) and point of contact
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:

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

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

2. 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 the Template Closed – Data Correction Made. Under the canned statement the analyst will list any additional information.

If the inspection violation or description has changed the analyst will state what the change was and attach the updated inspection.

3. 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 have been verified through the court, the analyst will annotate the outcome in SafeSpect per the FMCSA DataQ guidelines.

4. 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 it out.

5. 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 note how the report was sent. In most cases the report can be attached inside the RDR.

6. 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 explain that the submitter may reopen the RDR when all information requested is submitted.

Communication:

Responses will be primarily conducted electronically through the DataQ system. Responses will be created from a template designed with a list of potential responses and 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.

In DataQ responses, analysts will also list the evidence reviewed, the specific reason for the decision, and references to any relevant CFR, CVSA Policies, or Oregon law.

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.

(Note: In the interest of expediency, there may be instances in which the submitter is contacted via phone (i.e., The issue may require multiple questions and answers that can be quickly disposed of in a verbal conversation).

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:**
Technical Services Coordinator
 - **Supervisor(s):**

- Safety Enforcement Manager Field Unit
 - **Backups:**
Safety Enforcement Manager Central Unit
 - **Interactions:**
The Training Coordinator for the Oregon Department of Transportation oversees all training, certifications, and DataQ's for all ODOT and partner agency inspectors throughout the state of Oregon.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Eastern Oregon Safety Lead/HM SME
HM and Passenger Vehicle SME.
Investigator HM SME
Crash Specialists
 - **Supervisor(s):**
Safety Enforcement Manager Field Unit – Eastern Oregon Safety Lead/HM SME, HM and Passenger Vehicle SME, Investigator HM SME.
Crash, Analysis & Reporting Manager: For Crash Specialists.
 - **Backups:**
Safety Enforcement Manager Central Unit
 - **Interactions:**
Eastern Oregon Safety Lead/HM SME, HM and Passenger Vehicle SME, and Investigator HM SME, instruct HM Refresher classes and are technical experts for ODOT and other Agencies throughout Oregon.
- Person(s) convening a panel or committee
 - **Responsible Party:**
Technical Services Coordinator
 - **Supervisor(s):**
Safety Enforcement Manager Field Unit
 - **Backups:**
Safety Enforcement Manager Central Unit
 - **Interactions:**
The Training Coordinator for the Oregon Department of Transportation, oversees all training, certifications, and DataQ's for all ODOT and partner agency inspectors throughout the state of Oregon.
 - **Panel members' titles and associations:**
Three of the primary members below will make up a quorum for the panel. The panel will not include any person involved in the inspection or the previous reviews up to this point.

Primary Members:

Technical Services Coordinator
Valley and Southern Oregon Safety Lead
Alternate Safety Trainer, Investigator and HM SME
Motor Carrier Enforcement Officer
Safety Program Analyst

Alternate Members:

East Oregon Safety Lead/HM SME
Portland Safety Lead
Central Safety Lead

Alternate members can be called upon when there are not enough Primary panel members available for a three-person quorum.

Escalation Procedures:

Any RDR that has gone through the initial review and reconsideration stages and is now being reopened for a third time by the requester will automatically be elevated to a review panel for Final Review.

When the analyst who conducted the second request for reconsideration receives yet another request for reconsideration, the analyst will post an inquiry in the DataQ TEAMS channel as follows:

“Submitter of DataQ has requested a third reconsideration.”

(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 Members:
Technical Services Coordinator
Valley-Southern Oregon Safety Lead
Alternate Safety Trainer, Investigator and HM SME
Motor Carrier Enforcement Officer

Safety Program Analyst

Alternate Members:

Eastern Oregon Safety Lead/HM SME

Portland Safety Lead

Central Safety Lead

- **Process:**

A TEAMS meeting will be scheduled with the Data Q 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 or 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:**

One of the following Primary Member analysts will be nominated by the group to lead the panel and complete all responses to the RDR.

Primary Members

Technical Services Coordinator

Valley & Southern Oregon Safety Lead

Alternate Safety Trainer, Investigator and HM SME

Motor Carrier Enforcement Officer

Safety Program Analyst

Alternate Members (May be part of the panel if needed for a quorum, but will

not serve as the Lead)
Eastern Oregon Safety Lead/HM SME
Portland Safety Lead
Central Safety Lead

- **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 depending on the type of review involved (see, breakdown below). 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 inspector, requester, and/or 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.

Non-HM Inspection RDRs – Incorrect Violation, Incorrect Information – The lead analyst will be Technical Services Coordinator, Valley & Southern Oregon Safety Lead, and Alternate Safety Trainer.

Crash RDRs - Wrong Carrier, or Crash Assigned to the Wrong Driver – The lead analyst will be Safety Program Analyst. Alternates will be Technical Services Coordinator, Valley & Southern Oregon Safety Lead, and Alternate Safety Trainer.

HM RDR's – The lead analyst will be the HM and Passenger Carrier SME Safety Trainer. Alternates will be the Technical Services Coordinator or the Valley & Southern Oregon Safety Lead.

Passenger RDR's – The lead analyst will be the HM and Passenger Carrier SME Safety Trainer, Alternates will be the Technical Services Coordinator or the Valley & Southern Oregon Safety Lead.

Inspection Assigned to Wrong Carrier or Inspection Assigned to Wrong Driver RDR's - Reviewed by Safety Program Analyst. Alternates: Technical Services Coordinator, Valley & Southern Oregon Safety Lead, and the HM and Passenger Carrier SME Safety Trainer. Consult with ITD/PRISM Coordinator.

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

- Closure of RDR

- **Responsible Party:**

- Technical Services Coordinator
 - Valley and Southern Oregon Safety Lead
 - Alternate Safety Trainer, Investigator and HM SME
 - Motor Carrier Enforcement Officer
 - Safety Program Analyst

- **Process:**

- After reviewing all evidence, the DataQ group will make a decision based on evidence from the officer, submitter, and any other relevant sources. If the group decides the violation should not have been recorded or does not meet FMCSA and 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 for closed RDRs 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

If the DataQ is closed with no changes, the submitter will be informed that the decision is final and will no longer be reviewed.

- **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:

1. Closed—No Data Correction Made: The request has been closed, and the data will not be corrected. If the evidence is clear, all FMCSA and CVSA Policies have been followed. The response will include the following:

- 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

2. 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 the Template “Closed – Data Correction Made.” Under the canned statement the analyst will list any additional information.

If the inspection violation or description has changed, the analyst will detail what the change was and attach the updated inspection.

3. 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 for additional information in the time allotted, the analyst will explain why the RDR was closed and that the submitter may reopen the RDR when all information requested has been submitted.

Communication:

Responses will be primarily conducted through the SafeSpect system and will contain the reviewer's name and phone number. Responses will be created from a template designed with a list of potential responses. It will also include a link to the State/DataQ policy outlining the review process and a list of evidence reviewed, the specific reason for the decision, and any relevant references to CFR, CVSA policies, and Oregon law.

If the request is denied, the lead analyst will refer to the previous responses and explain why the committee upheld the prior decision.

If the panel overturns the two previous reviews, an explanation will be provided outlining why the panel came to a different conclusion.

(Note: In the interest of expediency, there may be instances in which the submitter is contacted via phone (i.e., The issue may require multiple questions and answers that can be quickly disposed of in a verbal conversation).

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, CFR, CVSA Policy and/or Oregon law 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.

If changes are made to the inspection, a new copy will be provided.