

DataQs State Implementation Plan



Texas

**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 Texas.

DataQs State Implementation Plan

State: Texas

MCSAP Lead Agency: Texas Department of Public Safety

Initial Review Process

Roles and Responsibilities

- Persons responsible for managing DataQs for the organization
 - **Responsible Party:**
Data Q Specialist
 - **Supervisor(s):**
Lieutenant, Motor Carrier Bureau
 - **Backups:**
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 - **Interactions:**
<intentionally left blank>
- Person(s) responsible for decision-making for the Initial Review process
 - **Responsible Party:**
The investigating officer or Data Q Specialists (where appropriate) is the initial reviewer for the RDR.
 - **Supervisor(s):**
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 - **Backups:**
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 - **Interactions:**
The initial officer will review the RDR. If the initial officer's findings indicates that "no change" should be made, then the supervisor will also review the RDR for verification before resubmitting the RDR back to the Motor Carrier Bureau.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Supervisor (if necessary)
CVSA (if necessary)
FMCSA Division Office (if necessary)

- PHMSA (if necessary)
- CVE Training Unit (if necessary)
- **Supervisor(s):**
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- **Backups:**
<intentionally left blank>
- **Interactions:**
<intentionally left blank>

Process Description

- Receipt of RDR
 - **Responsible Party:**
The Data Q Specialists at the Motor Carrier Bureau
 - **Process:**
The Data Q specialists at the Motor Carrier Bureau will open the RDR within 7 days of receiving the request. The Data Q specialists will request that any 3rd party completing the RDR for a company or driver must have and submit a notarized letter from the company or driver stating that he/she is authorized to send and receive information on their behalf. The Data Q Specialist will then forward the RDR to the appropriate chain of command. For DPS personnel, that will include the Investigating Officer, the supervisor, the Lieutenant, and Captain. For a local agency request, it will be to the investigating officer and their supervisor or point of contact.
- Review of RDR
 - **Responsible Party:**
The Data Q Specialists or the initial officer/inspector from either DPS or the local agency.
 - **Process:**
For DPS personnel, the initial reviewer will complete the RDR within 7 calendar days and return the request back to the Motor Carrier Bureau with the approval of their supervisor. If the result of the RDR is “no corrective action” then the report must be reviewed/investigated and signed off by the immediate supervisor.

For Local Agencies, the process will be the same with the exception that the report may be signed off by a supervisor or the agencies point of contact.
- Outcome of RDR
 - **Responsible Party:**

Data Q Specialists

- **Process:**
The Data Q Specialists will review the response and provide it to the Data Q filer within 14 days of RDR submission.
- Closure of RDR
 - **Responsible Party:**
Data Q Specialists
 - **Process:**
The Data Q specialists will review the response and provide it to the Data Q filer within 14 days of RDR submission.
- Timeliness:
Please see the above response in the Document Steps Sections

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made: The request was closed with no corrections made due to inadequate and/or false information provided by the Data Q filer.

Closed—Data Correction Made: The request was closed, and the data was corrected based upon the Data Q filer providing adequate information relevant to the challenged information on the inspection report.

Closed—Citation Results Entered: The request was closed, and the citation results were entered accordingly based on the court documentation provided by the requestor.

Closed—Report Not Sent: The request was closed, but the report was not sent to the Data Q filer. This is either because the requestor is not the company listed on the inspection report and did not provide a release of information form directly from the company, OR the Data Q filer submitted their request under the incorrect request type.

Closed—Report Sent: The request was closed, and a copy of the inspection report was sent to the Data Q filer. Reports are only sent directly through the Data Qs site.

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

Communication:

All communication with Data Q filers is maintained within the Data Qs system only. This ensures all communication and records are kept together without any misunderstandings. Data Q filers are updated when any change of status occurs or when further information/documentation may be needed.

Next Steps:

Motor carriers challenging the response of the initial review must explain their reasoning for the challenge and submit any additional supporting documents. If the CVE Data Q Specialists determines additional supporting documentation is needed, the filer will be notified. If the filer fails to submit additional supporting information within 14 days, the Data Q will be closed without further review. The reconsideration will be sent to the CVE Captain or his/her designated SME . The CVE Captain or SME must review all supporting documents and submit a response to the Data Q Specialists within 7 days of the request for reconsideration of review. The Data Q Specialists will review the response and provide it to the Data Q filer within 14 days of the request for reconsideration review.

Reconsideration Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Reconsideration Review process
 - **Responsible Party:**
For DPS personnel - The Data Q Specialists, CVE Captain or designated SME

For Local Agency personnel – The Data Q Specialists, The designated CVE Training Unit member or CVE Major’s Designee.
 - **Supervisor(s):**
<intentionally left blank>
 - **Backups:**
<intentionally left blank>
 - **Interactions:**
<intentionally left blank>
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Data Q Filer or Inspector
 - **Supervisor(s):**
<intentionally left blank>
 - **Backups:**
<intentionally left blank>
 - **Interactions:**
<intentionally left blank>
- Person(s) convening a panel or committee

- **Responsible Party:**
For DPS personnel – CVE Major

For Local Agency personnel – The Motor Carrier Bureau Captain
- **Supervisor(s):**
<intentionally left blank>
- **Backups:**
<intentionally left blank>
- **Interactions:**
<intentionally left blank>
- **Panel members' titles and associations:**
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Escalation Procedures:

Motor carriers challenging the response of the initial review must explain their reasoning for the challenge and submit any additional supporting documents. These will generally be opened as a second request. If the CVE Data Q Specialists determines additional supporting documentation is needed, the filer will be notified. If the filer fails to submit additional supporting information within 14 days, the Data Q will be closed without further review. The reconsideration will be sent to the CVE Captain or designated SME Lieutenant. For Local Agencies, that will be sent to a CVE Training Unit member or another SME within the Motor Carrier Bureau. That reviewer must review all supporting documents and submit a response to the Data Q Specialists within 7 days of the request for reconsideration of review. The Data Q Specialists will review the response and provide it to the Data Q filer within 14 days of the request for reconsideration review.

Process Description

- Review of RDR
 - **Responsible Party:**
Data Q Specialists
 - **Process:**
Motor carriers challenging the response of the initial review must explain their reasoning for the challenge and submit any additional supporting documents. These will generally be opened as a second request. If the CVE Data Q Specialists determines additional supporting documentation is needed, the filer will be notified. If the filer fails to submit additional supporting information within 14 days, the Data Q will be closed without further review. The reconsideration will be sent to the CVE Captain or

designated SME Lieutenant. For Local Agencies, that will be sent to a CVE Training Unit member or another SME within the Motor Carrier Bureau. That reviewer must review all supporting documents and submit a response to the Data Q Specialists within 7 days of the request for reconsideration of review. The Data Q Specialists will review the response and provide it to the Data Q filer within 14 days of the request for reconsideration review.

- Outcome of RDR
 - **Responsible Party:**
The Data Q Specialists, The CVE Captain or SME.
 - **Process:**
Motor carriers challenging the response of the initial review must explain their reasoning for the challenge and submit any additional supporting documents. These will generally be opened as a second request. If the CVE Data Q Specialists determines additional supporting documentation is needed, the filer will be notified. If the filer fails to submit additional supporting information within 14 days, the Data Q will be closed without further review. The reconsideration will be sent to the CVE Captain or designated SME Lieutenant. For Local Agencies, that will be sent to a CVE Training Unit member or another SME within the Motor Carrier Bureau. That reviewer must review all supporting documents and submit a response to the Data Q Specialists within 7 days of the request for reconsideration of review. The Data Q Specialists will review the response and provide it to the Data Q filer within 14 days of the request for reconsideration review.
- Closure of RDR
 - **Responsible Party:**
The Data Q Specialists.
 - **Process:**
The Data Q Specialists will review the response and provide it to the Data Q filer within 14 days of the request for reconsideration review.
- Timeliness:
See above.

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made: The request was closed with no corrections made due to inadequate and/or false information provided by the Data Q filer.

Closed—Data Correction Made: The request was closed, and the data was corrected based upon the Data Q filer providing adequate information relevant to the challenged information on the inspection report.

Closed—Citation Results Entered: The request was closed, and the citation results were entered accordingly based on the court documentation provided by the requestor.

Closed—Report Not Sent: The request was closed, but the report was not sent to the Data Q filer. This is either because the requestor is not the company listed on the inspection report and did not provide a release of information form directly from the company, OR the Data Q filer submitted their request under the incorrect request type.

Closed—Report Sent: The request was closed, and a copy of the inspection report was sent to the Data Q filer. Reports are only sent directly through the Data Qs site.

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

Communication:

There are template responses and requests we use to respond in the Data Q System.

Next Steps:

Data Q filers will be notified of the outcome of their RDR. If a change was made, they will be notified of a timeline in which the change will occur.

Final Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Final Review process
 - **Responsible Party:**
For DPS Personnel – CVE Major
For Local Agencies – The Motor Carrier Bureau Captain
 - **Supervisor(s):**
<intentionally left blank>
 - **Backups:**
<intentionally left blank>
 - **Interactions:**
<intentionally left blank>
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
CVSA (if necessary)
FMCSA Division Office (if necessary)
PHMSA (if necessary)
CVE Training Unit (if necessary)

- **Supervisor(s):**
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- **Backups:**
<intentionally left blank>
- **Interactions:**
<intentionally left blank>
- Person(s) convening a panel or committee
 - **Responsible Party:**
For DPS Personnel – CVE Major
For Local Agencies – The Motor Carrier Bureau Captain
 - **Supervisor(s):**
<intentionally left blank>
 - **Backups:**
<intentionally left blank>
 - **Interactions:**
<intentionally left blank>
 - **Panel members' titles and associations:**
<intentionally left blank>

Escalation Procedures:

Motor carriers challenging the response in the reconsideration review must explain their reasoning for the challenge and submit any additional supporting documents. If the filer fails to submit additional supporting information within 14 days, the Data Q will be closed without further review. The final review will be sent to either the CVE Major or Motor Carrier Bureau Captain. That representative must review all supporting documents and submit a response to the Data Q Specialists within 7 days of the request for final review. The final decision by the CVE Major or MCB Captain is final. The Data Q Specialists will review the response and provide it to the Data Q filer within 14 days of the request for final review.

Process Description

- Review of RDR
 - **Responsible Party:**
The Data Q Specialists will review the response and provide it to the Data Q filer within 14 days of the request for final review.
 - **Process:**
Motor carriers challenging the response in the reconsideration review must explain their reasoning for the challenge and submit any additional supporting documents. If the filer fails to submit additional supporting

information within 14 days, the Data Q will be closed without further review. The final review will be sent to either the CVE Major or Motor Carrier Bureau Captain. That representative must review all supporting documents and submit a response to the Data Q Specialists within 40 days of the request for final review. The final decision by the CVE Major or MCB Captain is final. The Data Q Specialists will review the response and provide it to the Data Q filer within 14 days of the request for final review.

- Outcome of RDR
 - **Responsible Party:**
Described above.
 - **Process:**
Described above.
- Closure of RDR
 - **Responsible Party:**
Described above.
 - **Process:**
Described above.
- Timeliness:
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Expected Outcomes for RDR Closures:

Closed—No Data Correction Made: The request was closed with no corrections made due to inadequate and/or false information provided by the Data Q filer.

Closed—Data Correction Made: The request was closed, and the data was corrected based upon the Data Q filer providing adequate information relevant to the challenged information on the inspection report.

Closed—Citation Results Entered: The request was closed, and the citation results were entered accordingly based on the court documentation provided by the requestor.

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Closed—Report Sent: The request was closed, and a copy of the inspection report was sent to the Data Q filer. Reports are only sent directly through the Data Qs site.

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

Communication:

All communication that will occur to the DataQ filer will be conducted in the DataQ system only. The CVE Major or MCB Captain may reach out to the company representative directly for additional questions.

Next Steps:

Data Q Specialists will provide submitters with clear notification of the finality of the decision.