

DataQs State Implementation Plan



Washington State

**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 Washington State.

DataQs State Implementation Plan

State: Washington State

MCSAP Lead Agency: Washington State Patrol

Initial Review Process

Roles and Responsibilities

- Persons responsible for managing DataQs for the organization
 - **Responsible Party:**
Transportation Planning Technician 2
 - **Supervisor(s):**
Transportation Planning Specialist 2
 - **Backups:**
Peer Transportation Planning Technician 2
 - **Interactions:**
The Transportation Planning Technician 2 (TPT2) is responsible for managing all DataQs that are submitted to Washington. When DataQs are submitted the TPT2 will gather the supporting documentation and forward it to the supervisor of the reporting officer for initial review. The TPT2 interacts with mostly internal supervisors and managers when processing DataQs. Occasionally, the TPT2 will consult with the local FMCSA division office for guidance.
- Person(s) responsible for decision-making for the Initial Review process
 - **Responsible Party:**
Commercial Vehicle Enforcement Officer 3 or Sergeant
 - **Supervisor(s):**
Commercial Vehicle Enforcement Officer 4 or Lieutenant
 - **Backups:**
Peer Commercial Vehicle Enforcement Officer 3 or Sergeant
 - **Interactions:**
The Commercial Vehicle Enforcement Officer 3 (CVEO3) and Sergeants are responsible for decision-making for the initial review. When a DataQ is received by the CVEO3 or Sergeant they will review the request and supporting documentation to determine the appropriate outcome of the DataQ request. If additional information is needed the CVEO3 or Sergeant

will reach out to the DataQ requester to gather that information. Interactions with internal managers and reporting officers will be most common when processing DataQs. Occasionally, the CVEO3 or Sergeant will have interactions with local law enforcement officers if the inspection was conducted by a local law enforcement officer.

- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Commercial Vehicle Enforcement Officer 4, Lieutenant and FMCSA Division Administrator
 - **Supervisor(s):**
Captain
 - **Backups:**
Peer Commercial Vehicle Enforcement Officer 4 or Lieutenant
 - **Interactions:**
The Commercial Vehicle Enforcement Officer 4, Lieutenant and FMCSA Division Administrator can be consulted for interpretation and clear explanation of rules and regulations to help determine the correct outcome of a DataQ request.

Process Description

- Receipt of RDR
 - **Responsible Party:**
RDR Processor /Transportation Planning Technician 2
 - **Process:**
The Washington State Patrol TPT 2 receives all RDRs assigned to Washington in the same manner regardless of type. RDRs are received by way of the FMCSA Portal with email notifications to the TPT 2, Transportation Planning Specialist 2 and the MCSAP Manager.
- Review of RDR
 - **Responsible Party:**
RDR Reviewer/ Transportation Planning Technician 2
RDR Reviewer/Commercial Vehicle Enforcement Officer 3,
RDR Reviewer/Sergeant
 - **Process:**
When an RDR is filed for: Inspection report request, missing inspection, crash assigned to wrong carrier, crash assigned to wrong driver, crash not reportable, inspection information and citation with associated violation-dismissed/convicted or original charge/convicted of a different charge the

TPT 2 will review the RDR. If an RDR is filed for any other type it will be reviewed by either a Commercial Vehicle Enforcement Officer 3 or Sergeant depending on the title of the original inspecting officer.

- Outcome of RDR

- **Responsible Party:**

- RDR Outcome Determination/ Transportation Planning Technician 2

- RDR Outcome Determination/Commercial Vehicle Enforcement Officer 3,

- RDR Outcome Determination/Sergeant

- **Process:**

- When an RDR is filed for: Inspection report request, missing inspection, crash assigned to wrong carrier, crash assigned to wrong driver, crash not reportable, inspection information and citation with associated violation-dismissed/convicted or original charge/convicted of a different charge the TPT 2 will determine the outcome of the RDR. If an RDR is filed for any other type, then the outcome will be determined by either a Commercial Vehicle Enforcement Officer 3 or Sergeant depending on the title of the original inspecting officer.

- Closure of RDR

- **Responsible Party:**

- RDR Closure/Transportation Planning Technician 2

- **Process:**

- When an outcome has been determined for: Inspection report request, missing inspection, crash assigned to wrong carrier, crash assigned to wrong driver, crash not reportable, inspection information and citation with associated violation-dismissed/convicted or original charge/convicted of a different charge the TPT 2 will notify the submitter and close out the RDR in the FMCSA Portal system. When an outcome has been determined for any other type, then the CVEO 3 or Sergeant will notify the submitter and the TPT2 of the outcome.

- Timeliness:

A timeline is set for each RDR assigned to Washington.

72 hours for receipt and initial screening of RDR by the TPT2.

10 days are given to the Commercial Vehicle Enforcement Officer 3 and Sergeants for review and outcome determination.

72 hours for receipt of RDR outcome and closeout in FMCSA Portal by the TPT 2.

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made: The request has been closed and the data will not be corrected.

As advised by Officer XXX, violation XXX on this Driver/Vehicle Examination Report will stand as written.

As advised by Officer XXX, the Driver/Vehicle Examination Report will remain on your FMCSA profile. No changes will be made.

The carrier was charged for the original violation by the courts. No adjustments will be made for this RDR. The court document states that the carrier was charged with the original violation and to pay the violation. Nothing will be changed to the inspections report.

As required by FMCSA's MCSAP regulations (49 CFR part 350), states must follow the Agency's regulatory definition of "conviction" in 49 CFR 383.5 and 390.5 and address RDRs accordingly. Thus, when an RDR indicates that a court dismissed a citation while still imposing a fine, the outcome will be recorded in MCMIS as a conviction. Therefore, due to the fee of \$000.00 we are unable to remove citation _____.

To remove a citation (XXX) from this inspection report, the driver will need to select the contested hearing box on the citation to request a court date. If the judge dismisses the citation (XXX), a certified copy of the court document showing the dismissal is required and can be attached to the DataQ. This DataQ will be closed and can be re-opened at that time.

No supporting documentation was provided. To dismiss a violation through the DataQ process, factual documentation must be provided in the interest of maintaining the integrity of accurate reporting.

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

A copy of the certified court dismissal was received to remove citation # 5XXXXXX from this Drivers/Vehicle Examination Report. The correction was made in our states database and will be uploaded to FMCSA data systems. FMCSA's SMS results and the PSP reports are updated monthly; these results are posted to the SMS and PSP websites approximately 2 weeks after the snapshot date.

A copy of the certified court document for citation # 5XXXXXX showing the court decision to amend violation ____ was received. The correction was made in our states database and will be uploaded to FMCSA data systems. FMCSA's SMS results and the PSP reports are updated monthly; these results are posted to the SMS and PSP websites approximately 2 weeks after the snapshot data.

This DataQ is closed.

The correction was made in our states database and will be uploaded to FMCSA data systems. FMCSA's SMS results and the PSP reports are updated monthly; these results are posted to the SMS and PSP websites approximately 2 weeks after the snapshot date. For more details, visit the SMS Information Center at <https://ai.fmcsa.dot.gov/SMS/HelpCenter/Index.aspx#faq30897>.

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

Hello - We have received information from FMCSA that this is a problem with their database for not updating the changes that we make on our end into SMS. They are aware and have given no timeline as to when this will be resolved. We are sorry for the inconvenience.

I am fulfilling your requests for copies of inspection reports and noticed you created a separate DataQ for each report request. In the future if you have more than one report request you can request them all under one DataQ.

Copies of the Driver/Vehicle Examination Reports have been attached to this DataQ request only. The other DataQs will close with no report attached.

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.

All correspondence is conducted through the Portal/DataQ site. There is no other means of communication.

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

No supporting documentation was provided. To dismiss violation through the DataQ process, factual documentation must be provided in the interest of maintaining the integrity of accurate reporting.

This DataQ is being closed due to lack of response by the carrier. If the carrier provides required information, this DataQ may be reopened later.

This DataQ will be closed with no action taken for our record keeping purposes. You may reopen this same DataQ at any time. We understand that you are waiting for supporting documentation. If you receive documentation to further assist in the evaluation of your request, you may upload it to this DataQ, at which point it will be reviewed by a supervisor.

Communication:

The Transportation Planning Technician will communicate to the submitters through the FMCSA Portal system, keeping them informed throughout the initial review process with status updates, questions, request supporting documents, resolution, delays, and final outcomes.

Next Steps:

When an outcome has been determined and processed through the FMCSA Portal system for an initial review, submitters can expect to receive supporting documentation and notice of outcome. Updates to carrier profiles are published on the 4th Friday of each month by FMCSA and will show updated changes that have been made to the motor carriers safety profile. If a submitter would like a reconsideration review, they can re-open the DataQ in the FMCSA Portal.

Reconsideration Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Reconsideration Review process
 - **Responsible Party:**
Commercial Vehicle Enforcement Officer 4 or Lieutenant
 - **Supervisor(s):**
Captain
 - **Backups:**
Peer Commercial Vehicle Enforcement Officer 4 or Lieutenant
 - **Interactions:**
The CVEO4 or Lieutenant will review all supporting documentation independently then they will have communication with the CVEO3 or Sergeant and will also be in communication with the submitter to notify them of the outcome. Occasionally, the CVEO4 or Lieutenant will reach out to the FMCSA Division Administrator for interpretation of rules and regulations.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Peer Commercial Vehicle Enforcement Officer 4, Lieutenant and FMCSA Division Administrator
 - **Supervisor(s):**
Captain and FMCSA Filed Administrator

- **Backups:**
Peer Commercial Vehicle Enforcement Officer 4, Lieutenant and FMCSA State Program Specialist
- **Interactions:**
The peer CVEO4s and Lieutenants are available for consultation and interpretation of rules and regulations to help process reconsideration reviews. Occasional interactions with the FMCSA division office for guidance are expected.
- 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:

In Washington an RDR can be escalated for the Reconsideration Review process if the submitter supplies additional supporting documentation or justification that was not submitted with the initial review request. The submitter will receive communication through the FMCSA Portal on the requirements and procedures for reconsideration.

Process Description

- Review of RDR
 - **Responsible Party:**
Transportation Planning Technician 2
 - **Process:**
The Washington State Patrol TPT 2 receives all reconsideration RDRs assigned to Washington in the same manner regardless of type. Reconsideration RDRs are received by way of the FMCSA Portal with email notifications to the TPT 2, Transportation Planning Specialist 2 and the MCSAP Manager. Additional supporting documentation and justification is required by the submitter for reconsideration reviews.
- Outcome of RDR

- **Responsible Party:**
Commercial Vehicle Enforcement Officer 4 or Lieutenant
- **Process:**
When an RDR is filed for reconsideration, the CVEO4 or Lieutenant will review all supporting documentation independently then they will have communication with the CVEO3 or Sergeant and will also be in communication with the submitter to notify them of the outcome. Occasionally, the CVEO4 or Lieutenant will reach out to the FMCSA Division Administrator for interpretation of rules and regulations. Once an outcome has been determined for the reconsideration review the CVEO4 or Lieutenant will notify the TPT2 for processing the closure.
- Closure of RDR
 - **Responsible Party:**
Transportation Planning Technician 2
 - **Process:**
When an outcome for a reconsideration RDR has been determined for any type of RDRs, then the Commercial Vehicle Enforcement Officer 4 or Lieutenant will notify the submitter and the TPT2 of the outcome for preparation of closure.
- Timeliness:
A timeline is set for each reconsideration RDR assigned to Washington.
72 hours for receipt and initial screening of RDR by the TPT 2.
10 days are given to the Commercial Vehicle Enforcement Officer 4 and Lieutenant for review and outcome determination.
72 hours for receipt of RDR outcome and closeout in FMCSA Portal by the TPT2.

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made: The request has been closed, and the data will not be corrected.

As advised by Officer XXX, violation XXX on this Driver/Vehicle Examination Report will stand as written.

As advised by Officer XXX, the Driver/Vehicle Examination Report will remain on your FMCSA profile. No changes will be made.

The carrier was charged for the original violation by the courts. No adjustments will be made for this RDR. The court document states that the carrier was charged with the original violation and to pay the violation. Nothing will be changed to the inspections report.

As required by FMCSA's MCSAP regulations (49 CFR part 350), states must follow the

Agency's regulatory definition of "conviction" in 49 CFR 383.5 and 390.5 and address RDRs accordingly. Thus, when an RDR indicates that a court dismissed a citation while still imposing a fine, the outcome will be recorded in MCMIS as a conviction. Therefore, due to the fee of \$000.00 we are unable to remove citation _____.

To remove a citation (XXX) from this inspection report, the driver will need to select the contested hearing box on the citation to request a court date. If the judge dismisses the citation (XXX), a certified copy of the court document showing the dismissal is required and can be attached to the DataQ. This DataQ will be closed and can be re-opened at that time.

No supporting documentation was provided. To dismiss a violation through the DataQ process, factual documentation must be provided in the interest of maintaining the integrity of accurate reporting.

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

A copy of the certified court dismissal was received to remove citation # 5XXXXXX from this Drivers/Vehicle Examination Report. The correction was made in our states database and will be uploaded to FMCSA data systems. FMCSA's SMS results and the PSP reports are updated monthly; these results are posted to the SMS and PSP websites approximately 2 weeks after the snapshot date.

A copy of the certified court document for citation # 5XXXXXX showing the court decision to amend violation ____ was received. The correction was made in our states database and will be uploaded to FMCSA data systems. FMCSA's SMS results and the PSP reports are updated monthly; these results are posted to the SMS and PSP websites approximately 2 weeks after the snapshot data.

This DataQ is closed.

The correction was made in our states database and will be uploaded to FMCSA data systems. FMCSA's SMS results and the PSP reports are updated monthly; these results are posted to the SMS and PSP websites approximately 2 weeks after the snapshot date. For more details, visit the SMS Information Center at <https://ai.fmcsa.dot.gov/SMS/HelpCenter/Index.aspx#faq30897>.

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

Hello - We have received information from FMCSA that this is a problem with their database for not updating the changes that we make on our end into SMS. They are aware and have given no timeline as to when this will be resolved. We are sorry for the

inconvenience.

I am fulfilling your requests for copies of inspection reports and noticed you created a separate DataQ for each report request. In the future if you have more than one report request you can request them all under one DataQ.

Copies of the Driver/Vehicle Examination Reports have been attached to this DataQ request only. The other DataQs will close with no report attached.

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.

All correspondence is conducted through the Portal/DataQ site. There is no other means of communication.

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

No supporting documentation was provided. To dismiss violation through the DataQ process, factual documentation must be provided in the interest of maintaining the integrity of accurate reporting.

This DataQ is being closed due to lack of response by the carrier. If the carrier provides required information, this DataQ may be reopened later.

This DataQ will be closed with no action taken for our record keeping purposes. You may reopen this same DataQ at any time. We understand that you are waiting for supporting documentation. If you receive documentation to further assist in the evaluation of your request, you may upload it to this DataQ, at which point it will be reviewed by a supervisor.

Communication:

The Transportation Planning Technician will communicate to the submitters through the FMCSA Portal system, keeping them informed throughout the reconsideration review process with status updates, questions, request supporting documents, resolution, delays, and final outcomes.

Next Steps:

When an outcome has been determined and processed through the FMCSA Portal system for a reconsideration review, submitters can expect to receive supporting documentation and notice of outcome. Updates to carrier profiles are published on the 4th Friday of each month by FMCSA and will show updated changes that have been made to the motor carriers safety profile. If a submitter would like a final consideration review, they can reopen the DataQ in the FMCSA Portal.

Final Review Process

Roles and Responsibilities

- Person(s) responsible for decision-making for the Final Review process
 - **Responsible Party:**
FMCSA Division Administrator
 - **Supervisor(s):**
FMCSA Field Administrator
 - **Backups:**
FMCSA State Programs Specialist
 - **Interactions:**
The FMCSA Division Administrator is responsible for the decision making of the final review process. The Division Administrator will independently review the RDR and supporting documentation to determine the outcome. If needed, the Administrator can consult with a CVEO 4 or Lieutenant to obtain additional information.
- Person(s) consulted for additional information or evidence
 - **Responsible Party:**
Commercial Vehicle Enforcement Officer 4 or Lieutenant
 - **Supervisor(s):**
Captain
 - **Backups:**
Peer Commercial Vehicle Enforcement Officer 4 or Lieutenant
 - **Interactions:**
The CVEO4 or Lieutenant can provide additional information or evidence to the FMCSA Division Administrator for a final review.
- 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:

In Washington an RDR can be escalated for the Final review process if the submitter supplies additional supporting documentation or justification that was not submitted with the initial or reconsideration review requests. The submitter will receive communication through the FMCSA Portal on the requirements and procedures for a final review.

Process Description

- Review of RDR
 - **Responsible Party:**
FMCSA Division Administrator
 - **Process:**
<intentionally left blank>
- Outcome of RDR
 - **Responsible Party:**
FMCSA Division Administrator
 - **Process:**
<intentionally left blank>
- Closure of RDR
 - **Responsible Party:**
FMCSA Division Administrator
 - **Process:**
When an outcome for a final review has been determined for all types of RDRs, then the FMCSA Division Administrator will notify the submitter and close out the RDR in the FMCSA Portal.
- Timeliness:
A timeline is set for each Final RDR assigned to Washington.
72 hours for receipt and initial screening of RDR by the Transportation Planning Technician 2.
10 days are given to the FMCSA Division Administrator for review, outcome and closing out.

Expected Outcomes for RDR Closures:

Closed—No Data Correction Made: The request has been closed, and the data will not be corrected.

As advised by Officer XXX, violation XXX on this Driver/Vehicle Examination Report will stand as written.

As advised by Officer XXX, the Driver/Vehicle Examination Report will remain on your

FMCSA profile. No changes will be made.

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This DataQ is closed.

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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.

All correspondence is conducted through the Portal/DataQ site. There is no other means of communication.

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

No supporting documentation was provided. To dismiss violation through the DataQ process, factual documentation must be provided in the interest of maintaining the integrity of accurate reporting.

This DataQ is being closed due to lack of response by the carrier. If the carrier provides required information, this DataQ may be reopened later.

This DataQ will be closed with no action taken for our record keeping purposes. You may reopen this same DataQ at any time. We understand that you are waiting for supporting documentation. If you receive documentation to further assist in the evaluation of your request, you may upload it to this DataQ, at which point it will be reviewed by a supervisor.

Communication:

The TPT2 will communicate to the submitters through the FMCSA Portal system, keeping them informed throughout the final review process with status updates, questions, request supporting documents, resolution, delays, and final outcomes.

Next Steps:

When an outcome has been determined and processed through the FMCSA Portal system for a final review, submitters can expect to receive supporting documentation and notice of outcome. Updates to carrier profiles are published on the 4th Friday of each month by FMCSA and will show updated changes that have been made to the motor carriers safety profile.