



U.S. Department
of Transportation

Memorandum

**Federal Motor Carrier
Safety Administration**

SP-09-001-GE

Subject: **ACTION:** Importance of Inspection Selection
System Updates

From: 
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And Program Delivery

Date: NOV 19 2008

Reply to
Attn. of: MC-ESS

To: Field Administrators
Division Administrators

PURPOSE

The purpose of this memorandum is to explain the purpose of the Inspection Selection System (ISS), the importance of completing monthly updates to the ISS data and quarterly updates to the ISS software, and to provide instructions on how to download the new software. This policy is effective immediately.

BACKGROUND

The ISS is the primary software tool supported by the Federal Motor Carrier Safety Administration (FMCSA) for use at the roadside to screen commercial motor vehicles for inspection. Basically, ISS enables screening of vehicles based on United States Department of Transportation (US DOT) number, Motor Carrier/ Mexican (MC/MX) number, State number, or carrier name. The ISS returns the carrier name and address, an inspection value, and other decision indicators to help measure the value of conducting an inspection.

The ISS software and the Query Central web site display output from the ISS algorithm that uses Motor Carrier Management Information System (MCMIS) safety data to prioritize commercial vehicles/drivers for roadside inspection. It provides carrier identification data, an overall inspection value from 1 to 100, and many additional safety performance indicators. Additionally, ISS is used to improve data integrity by auto-populating carrier identification fields in the Aspen inspection software. Additionally, starting with ISS version 2.12, messages indicating a carrier was deficient in a Comprehensive Safety Analysis (CSA)-2010 Behavior Analysis & Safety Improvement Category (BASIC) are displayed along with a request for an inspection.

Currently, the ISS inspection value is based on a carrier's Safety Status Measurement System (SafeStat) Safety Evaluation Area values if sufficient safety data are available. If sufficient safety evaluation data are not available, the carrier is assigned a value based on past inspection rate

relative to size. New Entrant motor carriers are identified in the software and automatically receive a high inspection value because of the lack of past inspections.

GUIDANCE

To effectively inspect a vehicle, it is paramount that the most up-to-date ISS data and software are installed and working effectively. Failure to use the most up-to-date data and software can decrease the focus on higher-risk carriers or allow for the dissemination of incorrect data. Over-time, using out-of-date data diminishes the effectiveness of removing unsafe vehicles and drivers from the road. The FMCSA Divisions should continue to work closely with State partners to ensure they are using the most up to date ISS data and software program. Below are instructions to aid in accessing the most up to date ISS data and software:

Method #1: Access ISS Data Directly from Query Central

It is preferred that if the user has a live Internet connection that the user take advantage of Query Central (QC), a web-based application that retrieves safety compliance and enforcement data on commercial motor vehicle drivers, vehicles, and carriers from multiple sources using a single input. The QC (located at qc.fmcsa.dot.gov) provides current ISS scores, deficiency in a CSA 2010 BASIC area, and carrier identification just as ISS does, but provides additional data not accessible by ISS. This additional data includes past inspection and commercial driver's license (CDL) queries. The QC also provides the ability to download the carrier identification, vehicle identifier, and driver data directly into Aspen. Users that don't have a live Internet Connection are encouraged to utilize the most recent ISS software and data.

Keeping ISS Current with Monthly and Single Carrier Refreshes

Updates to the ISS data are available *monthly* and a full database refresh is *required* each quarter. Additionally, a refresh of the data for a current displayed carrier can be made when a user's computer is connected to the Internet. The currently displayed carrier ISS data can be updated using the "Update Displayed Carrier" button. This function is also available through the "Actions" menu.

Each month, a file containing significant updates to the ISS data is posted by FMCSA and can be downloaded to ISS using the "Refresh Carrier Database" button while the computer is connected to the Internet; this can also be accessed from the "Actions" menu (see exhibit 1.1). Selecting the "Refresh Carrier Database" will give the user one of three responses:

1. "Your system does not require an update";
2. "Updates will be downloaded"; or,
3. "Your system requires a full database refresh".

If the third message occurs, the user should proceed to the second method below.

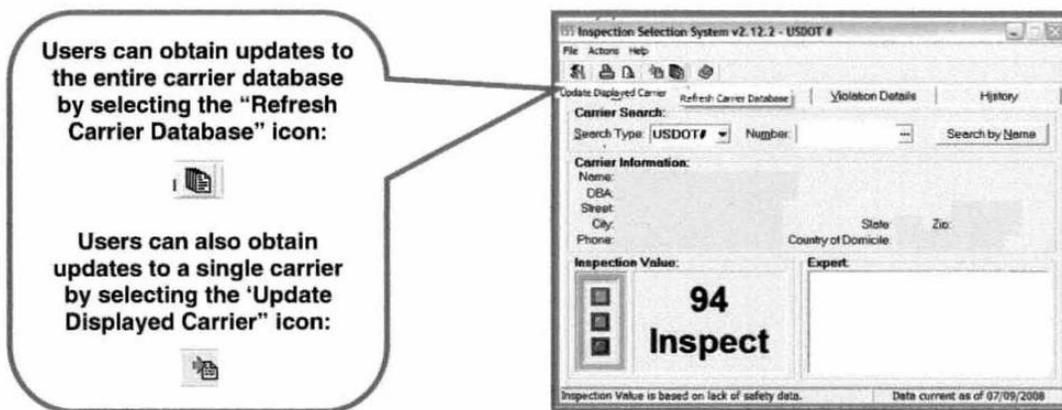


Exhibit 1.1

Method #2: Access Quarterly Download Information Directly from InfoSys Web Site

The ISS software is available for download from <http://infosys.fmcsa.dot.gov/> (see Exhibit 2.1) and is also distributed upon request to FMCSA Division Offices and State partners via Compact Disc (CD) quarterly. The ISS software may be obtained and used free of charge by authorized FMCSA and State safety enforcement personnel.

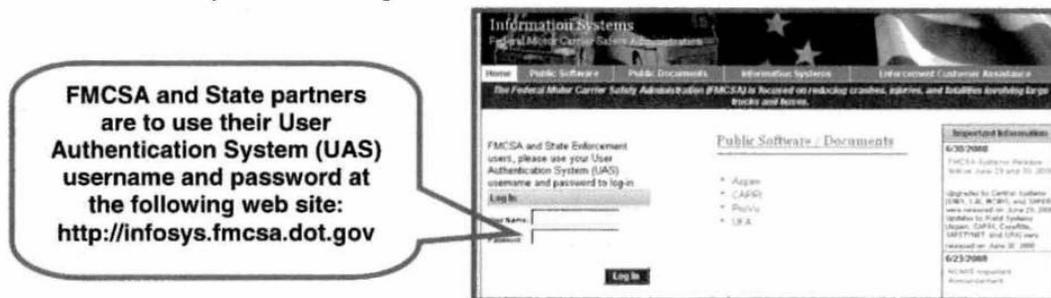


Exhibit 2.1

Once logged into VAS, select the ISS link from the "Official Software" listing (see Exhibit 2.2).

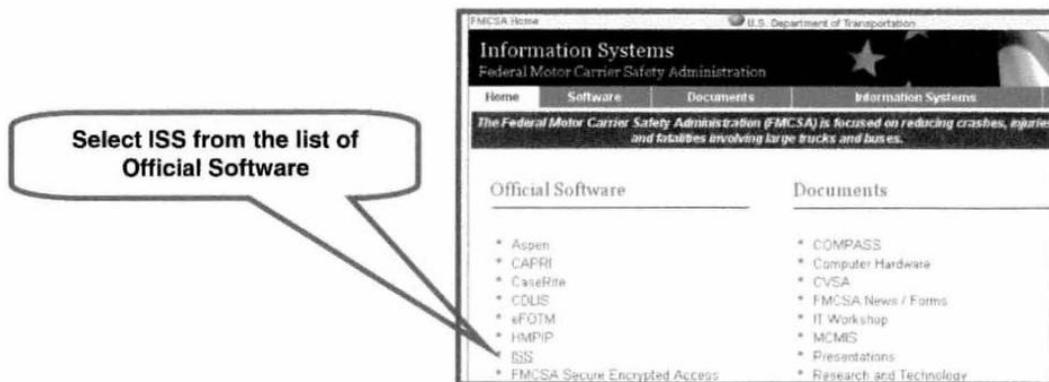


Exhibit 2.2

Note that additional information and instructions are located in the "Release Notes" directly underneath the software link - Read this material before you begin the download (see exhibit 2.3). Select the software link to initiate the download of the file.

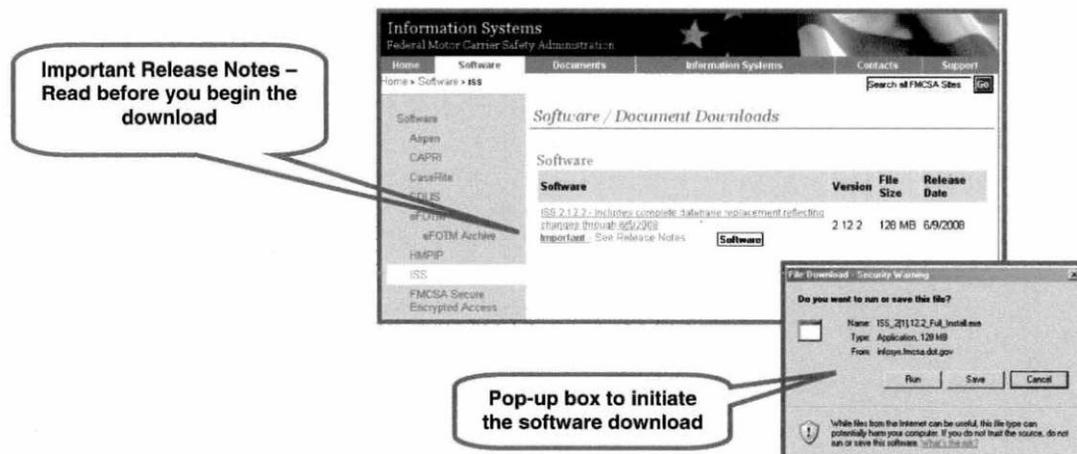


Exhibit 2.3

The "Release Notes" are also publicly available on the main Infosys web site at <http://infosys.fmcsa.dot.gov> under "Public Software/Documents".

Although the documents on the Infosys web site and the "Release Notes" may explain or identify general questions or issues, there may still be questions or concerns. For more information and / or assistance with the download of the ISS (or any FMCSA software application or log-in guidance) contact the FMCSA Technical Support Team at:

FMCSA Technical Support Team

Phone: (617) 494-3003
 Fax: (617) 494-3058
 E-mail: FMCTechSup@volpe.dot.gov
 Hours of Operation: Monday through Thursday 8am to 8pm EST
 Friday 8am to 6pm EST

If you have any questions regarding this policy or need additional information or clarification, please contact Torn Keane at 202-366-4025 or via e-mail at tom.keane@dot.gov