



U.S. Department
of Transportation

**Federal Highway
Administration**

Memorandum

SP-99-009-IN

Supersedes SP-88-052-IN

Subject **MCSAP POLICY:** Recording of Multiple Violations on
Laptops, Pen Computers and Paper Inspection Forms

From Chief, National Programs Division
Office of National and International Safety Programs

To State Directors, Office of Motor Carrier
& Highway Safety

Date July 23 1999 (stamped)

Reply to
Attn of HMSP-10

This policy supersedes SP-88-052-IN prepared in response to a request for a policy statement on the recording of multiple violations by State inspectors on the State driver-vehicle inspection form's. The basic concept is not being changed, but references are updated to include use of ASPEN inspection software on inspector's computers.

SP-88-052-IN instructed that multiple violations of the same type (e.g., 3rd, 4th, and 5th axle brakes, left side, out of adjustment), entered together on the same line of the Inspection form are considered separate violations. This applies to other violations that are often recorded together on the same line such as tires, lights, wheels and frames. Each incident should be counted as a separate violation.

Although each violation should be counted separately for SAFETYNET data entry purposes, State inspectors should record multiple violations on the same line, if possible. Single line entries which record multiple violations are considered time and, ultimately, cost effective. The specific manner in which violations are recorded should remain with the individual jurisdiction based on the design of its inspection forms.

When using computers, multiple violations of the same type are also considered separate violations and must each be entered on the computer as separate violations. If the current version of the inspection software does not allow entry of multiple violations on one line, the violation must be repeated on subsequent lines. For example, if a vehicle had three flat tires, that violation would be recorded on three separate lines if the software does not permit reflecting multiple violations on one line. (Through version 1.4, ASPEN software does not allow more than one violation per line. Later versions may permit recording of multiple violations on one line.)

The method for counting and recording vehicles in combination units was addressed in State Programs policy SP-84-005-RR. It too is being updated to address the use of computers.

If the reader has questions regarding this Issue, please contact Angeli Sebastian (202-366-0071) for SAFETYNET questions or Mike Blevins (303-969-5140) for ASPEN questions. Program questions should be directed to Bonnie Simmons (202-366-2967) or your headquarters Resource Center Coordinator.

F. Daniel Hartman

cc: FHWA RC's
CVSA