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Commissioner

MEMORANDUM

TO: Georgia Clerks of Court

FROM: James R. Davis, Commissioner 

DATE: January 17, 2005

SUBJECT: Georgia Electronic Citation Processing System (GECPS) Update and
Deadline for Conversion Reminder

On behalf of the Georgia Department of Motor Vehicle Safety (DMVS), I am pleased to provide you with an updated status on changes that directly affect the processing of convictions for traffic offenses from your courts to the violator's driving record maintained by the DMVS. This update will cover two of the items that were covered in the previous letters sent to you dated June 21, 2004 and December 1, 2004.

I would like to remind you of the Federal mandate which looms over us and is the driving force for improving the entire GECPS process. On July 31, 2002, the United States Department of Transportation – Federal Motor Carrier Safety Administration finalized 49 C.F.R. Parts 350, *et seq.* (Go to <http://www.fmcsa.dot.gov/pdfs/CDL%20Final%20Rule.pdf> for more information.) Several items impacting Georgia are included in the final rule. Some items were addressed legislatively during the 2003 Session of the Georgia General Assembly. The sanctions imposed for noncompliance will have a major impact on the citizens of Georgia. Federal-aid highway funds will no longer be available and Georgia will be prohibited from issuing, renewing, transferring, or upgrading CDLs. One very important item is the timely reporting of convictions to the DMVS. The federal rule requires that by September 30, 2005, convictions be on the driving record within thirty (30) days of the date of conviction or, for nonresidents, that Georgia has notified the licensing state within thirty (30) days of the date of conviction. The second deadline shortens the time to report convictions to the Department of Motor Vehicle Safety and requires that by September 30, 2008, convictions be on the driving record within ten (10) days of the date of conviction or, for nonresidents, that Georgia has notified the licensing state within ten (10) days of the date of the conviction. In order to meet this mandate and not adversely affect our future federal highway funds, we are all forced to move rapidly toward full electronic transmission of UTC data from the courts to DMVS via the GECPS process.

I would like to briefly revisit each of the following items:

- Update on the Georgia Electronic Citation Processing System (GECPS)
- Full discontinuation of the current electronic citation filing process

Georgia Electronic Citation Processing System (GECPS)

Many of you already electronically file convictions to us each month in a variety of formats but the majority of you remain paper filers. We have completed implementing a more secure and accurate method of electronic file transmission from the courts to DMVS that includes a uniform format and protocol that must be used by all courts desiring to file electronically. **All current electronic filing courts must also convert from the old format and submission method to this new format and protocol.** The new electronic process requires each court to correct and resubmit any convictions containing errors and also offers the option to file Failure to Appear (FTA) documents and the FTA release electronically as well. We have created an area on our website <https://online.dds.ga.gov/gecps/> which provides the following information regarding this new process which we are calling the *Georgia Electronic Citation Processing System (GECPS)*:

- An overview of GECPS
- A registration screen used to set up your account with DMVS
- A detailed *GECPS User Implementation Guide*

I urge each of you to sign on to our website today to register your court with our agency and to download a copy of the *User Implementation Guide*. After you register, a representative from the DMVS' Information Technology Division will contact you to provide additional instructions and information.

Full Discontinuation of the Current Electronic Citation Filing Process

As stated above, the current electronic filing process used by many courts is now obsolete and is being replaced by the GECPS process. **As of July 1, 2005, DMVS will no longer accept any conviction reports processed electronically by any means other than via the GECPS process.** All courts currently using the old format and method of transmission **must** be converted to the new process, as we will cease accepting any format other than GECPS on that date. If you have not done so already, I urge you to meet with your IT Department or vendor immediately to make plans for moving to the GECPS process before July 1st.

If you have any questions or concerns about any item discussed in this memorandum, please do not hesitate to call on us for assistance. We appreciate your cooperation as we strive to continually improve our service to you.

JD/trp

cc: Marty Horne, Deputy Commissioner
Wayne Phillips, CIO
Chip Curl, COO
Jennifer Ammons, General Counsel
Cathy Malone, CFO
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