



GPS RECORDKEEPING CERTIFICATION

This form must be completed and submitted to the Department prior to implementation of GPS for IFTA and IRP reporting purposes. IFTA Procedures Manual P600 and IRP Audit Manual Section 500 provide the minimum system requirements for use of electronic or on-board recording devices. By signing below, you understand and agree to comply with the minimum system requirements and maintain records to support the actual movement of all qualified vehicles.

Minimum device requirements: 1) The carrier must obtain a certificate from the manufacturer certifying that the design of the on-board recording device has been sufficiently tested to meet the requirements; 2) Must time and date stamp all data recorded; 3) Must be tamper-proof; 4) Must have a warning system to alert the driver that the device has ceased to function; 5) Must not allow data to be overwritten before data is extracted and have a "memory full" warning; 6) Must automatically update a life-to-date odometer when the vehicle is placed in motion or must require the vehicle operator to manually enter the current vehicle odometer reading. 7) Device must be recalibrated in accordance with the manufacturer's specifications.

Minimum reporting requirements: The system shall be able to produce the following reports: 1) Trip reports; 2) Summary reports by individual vehicles and fleet(s), including breakout of total distance by unit/jurisdiction; 3) Exception Reports; 4) Calibration reports.

Data collection requirements: To obtain the information needed to verify fleet distance and to prepare the "Individual Vehicle Distance Record", the device must collect the following data on each trip: 1) Date of trip (starting and ending); 2) Trip origin and destination; 3) Routes of travel; 4) Beginning and ending odometer reading of the trip; 5) Total trip distance; 6) Distance by jurisdiction; 7) Power unit number or VIN; 8) Vehicle fleet number; and 9) Registrants name.

If fuel data is also captured electronically, the device must also collect: 1) Date of purchase; 2) Seller's name/address or vendor code; 3) Number of gallons/liters purchased; 4) Fuel type; 5) Price per gallon or total amount of sale; 6) Unit number; 7) Purchaser's name.

Carrier Responsibilities: 1) Recalibration; 2) Data Backup; 3) Electronic Data Transfers; 4) Training of Drivers; 5) Compliance.

It is the carrier's responsibility to ensure that all records used to support total distance/fuel reported are maintained for audit purposes for four (4) years from the date the return or registration is filed with the Department. Any information that cannot be substantiated is not eligible for refund under Nevada law.

Please print or type

Company Name _____ Account Number _____

Printed Name of Responsible Party _____

Responsible Party's Signature _____ Date _____

This document is for certification by the carrier that they understand and will comply with the system and recordkeeping requirements for electronic or on-board recording devices. The Department is not responsible for any information submitted by the carrier that is determined to be out of compliance with IRP and/or IFTA system or record keeping requirements and recommends that the carrier periodically reconcile actual vehicle odometers to GPS life-to-date odometer readings.