

AUTOMATIC UPDATES TO THE INTERMODAL DRIVER DATABASE (IDD)

The IDD initially needs a full driver file from motor carrier companies wanting to setup electronic updates. After the full driver file, then only files with driver records that have been changed and/or added should be sent. Frequency of updates is up to the individual motor carrier company.

The IDD will receive plain text files via FTP in Fixed Column format. Filenames should be unique and in the following format (i.e. yymmddhhmm.txt) or send with FTP "UNIQUE" command.

To follow is a record layout for the IDD auto update files:

* = MANDATORY

O = OPTIONAL

X = MAY BE BLANK BUT SYSTEM WILL FILL.

| | Field Name | Length of Field | Description |
|---|-------------|-----------------|--|
| * | SCAC | 4 | SCAC Code for driver (your company) |
| * | DV_REF | 10 | Your internal reference number for your drivers |
| * | DSP_OFFICE | 13 | Dispatch office number for this driver (xxx)xxx-xxxx |
| * | UP_RMP | 5 | UP Code for ramp driver most likely |
| * | DV_HIRE | 8 | mmddccyy driver hired date |
| * | DV_TERM | 8 | Mmddccyy driver terminated or inactive/Leave blank if driver active. |
| * | FIRSTNAME | 20 | Driver's First Name |
| O | MID | 10 | Driver's Middle Name |
| * | LASTNAME | 20 | Driver's Last Name |
| * | LICENSE | 20 | License numbers are converted internally to upper case and are permitted to contain the following characters: 0-9 and A-Z and *. |
| * | LIC_STATE | 2 | License State |
| * | LIC_CNTRY | 3 | License Country (USA, CAN, MEX) |
| * | LIC_EXPIRE | 8 | License Expiration date (mmddccyy) |
| * | LIC_CDL | 1 | License CDL Y/N |
| X | HAZMAT_OK | 1 | Hazmat Endorsement Y/N |
| X | DOUBLE_OK | 1 | Double Endorsement Y/N |
| X | TRIPLE_OK | 1 | Triple Endorsement Y/N |
| X | TANKER_OK | 1 | Tanker Endorsement Y/N |
| O | SOCIAL_SEC | 12 | Driver's Social Security |
| O | ADDRESS1 | 30 | Driver's Address 1 |
| O | ADDRESS2 | 20 | Driver's Address 2 |
| O | CITY | 20 | Driver's City |
| O | STATE | 2 | Driver's State |
| O | ZIP | 10 | Driver's Zip/Postal Code |
| O | PHONE | 13 | Driver's Phone Number |
| O | PHONE2 | 13 | Driver's Phone Number 2 |
| * | BNSF_PIN | 10 | BNSF Pin Number – Motor Carrier assigns to each driver record. Only used at BNSF facilities currently. |
| O | TRC_LIC | 15 | Tractor License – for Owner Operator |
| O | TRC_STATE | 2 | Tractor License State – for Owner Operator |
| O | TRC_RFID | 15 | Tractor RFID – for Owner Operator |
| O | TWIC_NUMBER | 8 | TWIC Number |

NOTE:

1. A unique record in the IDD is SCAC + LICENSE + LICENSE STATE. The upload process first looks for an existing record based on this key. If found each field in the IDD record is compared with the upload record if there is a difference the IDD record is updated with the fields in the upload record. If the key is not found in the IDD, a new record is added.

This means that if you are correcting a driver's license and/or license state two update records must be sent. The *first* with the existing information with DV_TERM filled in with a date. The *second* with the correct information would then add a new record.

Note: If you are unable to do this when preparing an upload file then we recommend that you implement a manual procedure to terminate or delete the existing IDD record using the web based interface (logging on to your UIIA account).

Entry of Driver Names –

Hyphenated Last Names -Please enter full hyphenated last name in the LAST NAME field. Do NOT put a portion of the hyphenated last name in the Middle Initial field.

Please also be careful to make sure that you enter the driver's first name in the FIRST NAME field and driver's last name in the Driver's LAST NAME field.

2. VALIDATION RULES –

The license and license state entry made via the web interface is checked for following the rules that each state uses for their members. If a record is added/saved via the web interface and fails this test the record would not be able to be saved.

Records should NOT include the following:

- Driver's First/Last Name fields – This field should NOT contain the following –
 - Numbers 0-9,
 - No special characters <> & * \ _ / ; (note hyphens will be accepted (-))
 - Fields will not allow words that appear to be a bogus record and not an actual driver's name (i.e. contain the word "driver", "need", "misc", etc.)
- Driver License's Number – This field should NOT contain the following -
 - Any driver's license that contains all the same number (i.e. 111111)
 - Will not allow the word like (i.e. "driver", "temp", etc.)
- License State
 - Make sure proper state abbreviations are used (the state abbreviation of "ZZ" will not be permitted).

Please note that any driver records that clearly can be identified as a bogus entry based on the name or license fields will be deleted.

To start testing, please send an e-mail with the subject line:

SCAC (your SCAC Code), IDD Auto –Update.

Send e-mail to auto-idd@uiia.org

Below is the layout for a fixed column format:

| | Field Name | Field Length | Beginning Column | Ending Column |
|----|-------------|--------------|------------------|---------------|
| 1 | SCAC | 4 | 1 | 4 |
| 2 | DV_REF | 10 | 5 | 14 |
| 3 | DSP_OFFICE | 13 | 15 | 27 |
| 4 | UP_RMP | 5 | 28 | 32 |
| 5 | DV_HIRE | 8 | 33 | 40 |
| 6 | DV_TERM | 8 | 41 | 48 |
| 7 | FIRSTNAME | 20 | 49 | 68 |
| 8 | MID | 10 | 69 | 78 |
| 9 | LASTNAME | 20 | 79 | 98 |
| 10 | LICENSE | 20 | 99 | 118 |
| 11 | LIC_STATE | 2 | 119 | 120 |
| 12 | LIC_CNTRY | 3 | 121 | 123 |
| 13 | LIC_EXPIRE | 8 | 124 | 131 |
| 14 | LIC_CDL | 1 | 132 | 132 |
| 15 | HAZMAT_OK | 1 | 133 | 133 |
| 16 | DOUBLE_OK | 1 | 134 | 134 |
| 17 | TRIPLE_OK | 1 | 135 | 135 |
| 18 | TANKER_OK | 1 | 136 | 136 |
| 19 | SOCIAL_SEC | 12 | 137 | 148 |
| 20 | ADDRESS1 | 30 | 149 | 178 |
| 21 | ADDRESS2 | 20 | 179 | 198 |
| 22 | CITY | 20 | 199 | 218 |
| 23 | STATE | 2 | 219 | 220 |
| 24 | ZIP | 10 | 221 | 230 |
| 25 | PHONE | 13 | 231 | 243 |
| 26 | PHON2 | 13 | 244 | 256 |
| 27 | BNSF_PIN | 10 | 257 | 266 |
| 28 | TRAC_LIC | 15 | 267 | 281 |
| 29 | TRAC_STAT | 2 | 282 | 283 |
| 30 | TRAC_RFID | 15 | 284 | 298 |
| 31 | TWIC_NUMBER | 8 | 299 | 307 |

Please note that the IDD system will also automatically assign an IANA IDD UNIQUE PIN NUMBER for each driver record in the IDD. This system generated pin number will be a piece of information that facilities may ask your driver to provide for the Driver Vehicle Inspection Report (DVIR), which will be required under the FMCSA regulation, Sections 396.11 and 396.12 effective June 30, 2010. Once your drivers are in the IDD, your company has the ability download a list of all your drivers that will include this system generated IANA IDD PIN number.