



U.S. Department of Transportation
Federal Motor Carrier Safety Administration

FMCSA Data Quality Improvement Program

SAFETYNET Configuration

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U.S. DOT Volpe Center

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Learning Objectives

- Identify how SAFETYNET configuration options can help you improve data quality
- Determine how you can use the configuration options to help make your daily routine more efficient



Agenda

- Explain why you should use configuration options
- Explain how you can find the configuration menu
- Show you how to configure settings for:
 - SAFETYNET in general
 - Inspections
 - Crashes
- Show you database utilities:
 - Optimizing SAFETYNET performance
 - Creating SAFETYNET backups

Why Should You Use Configuration Options?



Improves data quality and reporting



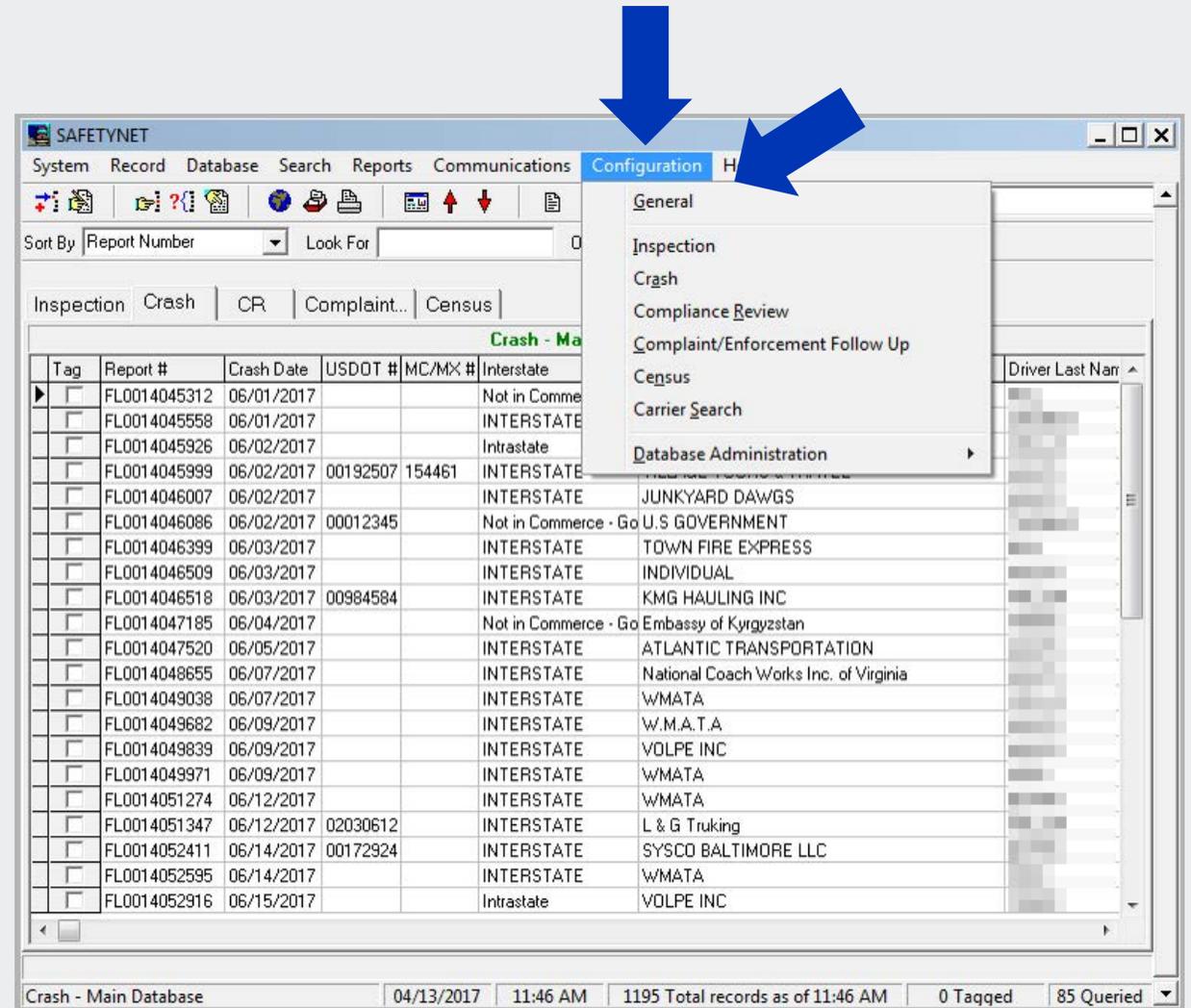
Allows customization



Ensures consistency between SAFETYNET and inspection systems

How Can You Configure SAFETYNET?

- Configuration options located in Main Menu
- Organized by sections of SAFETYNET



General Configuration – Office Setup



Demo: Office Setup

General Configuration

Office Setup | Group Setup | User Setup | File Locations | Counties | Safety Investigators | Log Retention | Password | Violations

Sort By
 Office ID Office Type Office Name

Office ID	Office Type	STATE	Office Name
3INS001	MCSAP State	IN	Indiana State Police

Buttons: Add, Delete, Print

Office ID: 3INS001 Office Type: MCSAP State Office Logo: NO IMAGE Save, Cancel, Load Logo, Clear Logo

Office Name: Indiana State Police

Address 1: Indiana Government Center North

Address 2: 100 North Senate Avenue

City: Indianapolis State: IN Zip Code: 46204-2259

Phone Number: (317)233-6020 Fax Number: (317)233-6034 Time Zone: ES - Eastern Std.

E-mail Address:

Locally Defined Field Office Type
 Inspection Main Office Crash Main Office Compliance Review Main Office

Buttons: Close, Help

General Configuration – Group Setup



Demo: Group Setup

General Configuration

Office Setup | **Group Setup** | User Setup | File Locations | Counties | Safety Investigators | Log Retention | Password | Violations

Group Name	Group Description
Administrator	System Administrators
Data Entry	Data Entry Users
▶ Data Entry and Communications	Data Entry and Communications
Deleted Users / Access Removed	Employee Access Removed
Reports Users	Reports Users

Buttons: Add, Delete, Print

Group Name: Data Entry and Communications

Description: Data Entry and Communications

Buttons: Save, Cancel, Menu Access..., Default Preferences...

Buttons: Close, Help

General Configuration – Group Setup



Demo: Group Setup

The screenshot shows a dialog box titled "Menu Access - Data Entry and Communications". On the left is a tree view with the following structure:

- System
- Record
- Database
 - Inspection
 - Import (checked)
 - Export (unchecked)
 - Switch to Archive Database (checked)
 - Archive Data (unchecked)
 - Restore Archived Data (unchecked)
 - Crash
 - Import (checked)
 - Export (unchecked)
 - Switch to Archive Database (checked)
 - Archive Data (unchecked)
 - Restore Archived Data (unchecked)
- CR
- Complaint/Enf. Follow Up
- Census
- Search (unchecked)
- Reports
- Communications (checked)
- Configuration (checked)
- Help

On the right is a "Legend" box with the following items:

- Menu item access is enabled
- Menu item access is disabled
- Menu item access cannot be disabled

Below the legend is a checkbox labeled "Enable access to selected menu item" which is checked. A blue arrow points from the legend to this checkbox. At the bottom right are buttons for "Expand Tree", "Collapse Tree", "OK", "Cancel", and "Help".

General Configuration – User Setup



Demo: User Setup

General Configuration

Office Setup | Group Setup | **User Setup** | File Locations | Counties | Safety Investigators | Log Retention | Password | Violations

Sort By
 User ID Last Name Group Name

Active	User ID	User Last Name	User First Name	Group
<input checked="" type="checkbox"/>	AnnieS	Sawyer	Annie	Report Generation
<input checked="" type="checkbox"/>	DRIVER	DRIVER-FIELDS	CHECK	Data Entry
<input checked="" type="checkbox"/>	DanielB	Brady	Daniel	Administrator
<input checked="" type="checkbox"/>	JohnS	Smith	John	Data Entry
<input checked="" type="checkbox"/>	SNETADMIN	ADMIN	SNET	Administrator
<input checked="" type="checkbox"/>	SUPERUSER	SUPER	USER	Administrator
<input checked="" type="checkbox"/>	VEHICLE	VEHICLE-FIELDS	CHECK	Data Entry

Buttons: Add, Print

User ID: SUPERUSER Password: [Redacted] Clear Password History
Verify: [Redacted]
First Name: USER Last Name: SUPER
Group: Administrator Active User
Office: Indiana State Police [MCSAP State]

Buttons: Save, Cancel, Other Preferences...

General Configuration – Group Setup Demo



Demo:
Create a new GROUP and
give “Certify only” access

1) Click “Add”

- Name it & Description: LD Officer
- Menu Access: Certify only

2) Click “Save”

The screenshot displays the 'General Configuration' application window. The 'Group Setup' tab is active, showing a table of existing groups and a form for a new group named 'Admin Light' with the description 'All - no Configuration'. The 'Menu Access...' button is visible. A secondary dialog box, 'Menu Access - Admin Light', is open, showing a tree view of menu items. The 'Configuration' folder is expanded, and its sub-items (General, Inspection, Crash, Compliance Review, Complaint/Enforcement Follow Up, Census, Carrier Search, Database Administration, Optimize Performance) are all marked with a red 'X', indicating that menu item access is disabled. The 'Legend' on the right explains the symbols: a green checkmark for enabled access, a red 'X' for disabled access, and a grey square for access that cannot be disabled. The 'Enable access to selected menu item' checkbox is unchecked. The dialog has 'OK', 'Cancel', and 'Help' buttons at the bottom.

General Configuration – User Setup Demo



Demo:

Create a new user and
assign to the new group
Admin Light

1) Click “Add”

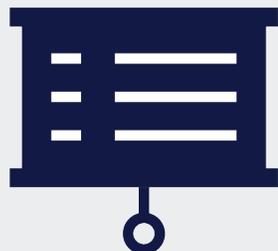
- User ID: NEWADMIN
- First Name: Lou
- Last Name: Albano
- Group: Admin Light
- Password: Password123

2) Click “Save”

Poll #1



General Configuration – File Locations



Demo: File Locations

A screenshot of the 'General Configuration' dialog box, specifically the 'File Locations' tab. A large blue arrow points to the 'File Locations' tab. The dialog box contains several text input fields for directory paths, each with a browse button (three dots). The fields are: Activity Log Directory (M:\ActLog\), Communications Log Directory (M:\CommLog\), Temporary Directory (M:\Temp\), Reports Output Directory (M:\RptOut\), Communications Out Box Directory (M:\CommOut\), Communications In Box Directory (M:\CommIn\), Export Directory (M:\Export\), Capri Transfer File Directory (M:\Capri\), SITU Out Box Directory (empty), SITU In Box Directory (M:\Blizz_In\), and Crash XML Import Source File Directory (empty). A 'Select Defaults' button is located at the bottom left. At the bottom right, there are 'OK', 'Cancel', and 'Help' buttons. A 'Required Field' label is at the bottom right corner.

General Configuration

Office Setup | Group Setup | User Setup | **File Locations** | Counties | Safety Investigators | Log Retention | Password | Violations

Activity Log Directory
M:\ActLog\

Communications Log Directory
M:\CommLog\

Temporary Directory
M:\Temp\

Reports Output Directory
M:\RptOut\

Communications Out Box Directory
M:\CommOut\

Communications In Box Directory
M:\CommIn\

Export Directory
M:\Export\

Capri Transfer File Directory
M:\Capri\

SITU Out Box Directory

SITU In Box Directory
M:\Blizz_In\

Crash XML Import Source File Directory

Select Defaults

OK Cancel Help

Required Field

General Configuration – Counties



Demo: Counties

General Configuration

Office Setup | Group Setup | User Setup | File Locations | **Counties** | Safety Investigators | Log Retention | Password | Violations

Click in the State Code cell for the corresponding County to add or edit State codes, then select OK to save.

State Code	FIPS Code	County Name
<input type="text"/>	001	ADAMS
<input type="text"/>	003	ALLEN
<input type="text"/>	005	BARTHOLOMEW
<input type="text"/>	007	BENTON
<input type="text"/>	009	BLACKFORD
<input type="text"/>	011	BOONE
<input type="text"/>	013	BROWN
<input type="text"/>	015	CARROLL
<input type="text"/>	017	CASS
<input type="text"/>	019	CLARK
<input type="text"/>	021	CLAY
<input type="text"/>	023	CLINTON
<input type="text"/>	025	CRAWFORD

Print

Select the type of county code to be entered/used during the following activities:

Inspection/Crash Data Entry

FIPS State-Defined

Inspection/Crash ASCII Integration

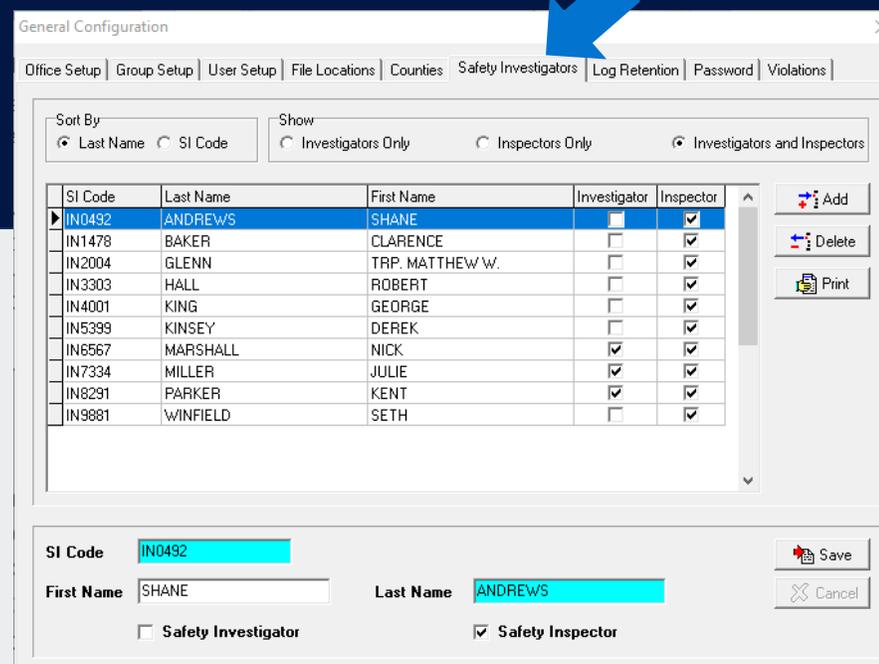
FIPS State-Defined

General Configuration – Safety Investigators

- List of investigators and/or inspectors
- Should be exported to inspection systems (i.e. Aspen)
- Review own list, look for duplicate entries or typos
- Inspector name is copied from here to inspections

Common uses:

- Matching SI Code with Inspector's name
- Investigator versus Inspector



General Configuration

Office Setup | Group Setup | User Setup | File Locations | Counties | Safety Investigators | Log Retention | Password | Violations

Sort By: Last Name SI Code Show: Investigators Only Inspectors Only Investigators and Inspectors

SI Code	Last Name	First Name	Investigator	Inspector
IN0492	ANDREWS	SHANE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IN1478	BAKER	CLARENCE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IN2004	GLENN	TRP. MATTHEW W.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IN3303	HALL	ROBERT	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IN4001	KING	GEORGE	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IN5399	KINSEY	DEREK	<input type="checkbox"/>	<input checked="" type="checkbox"/>
IN6567	MARSHALL	NICK	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
IN7334	MILLER	JULIE	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
IN8291	PARKER	KENT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
IN9881	WINFIELD	SETH	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SI Code: IN0492 First Name: SHANE Last Name: ANDREWS

Safety Investigator Safety Inspector

Buttons: Add, Delete, Print, Save, Cancel

General Configuration – Safety Investigators



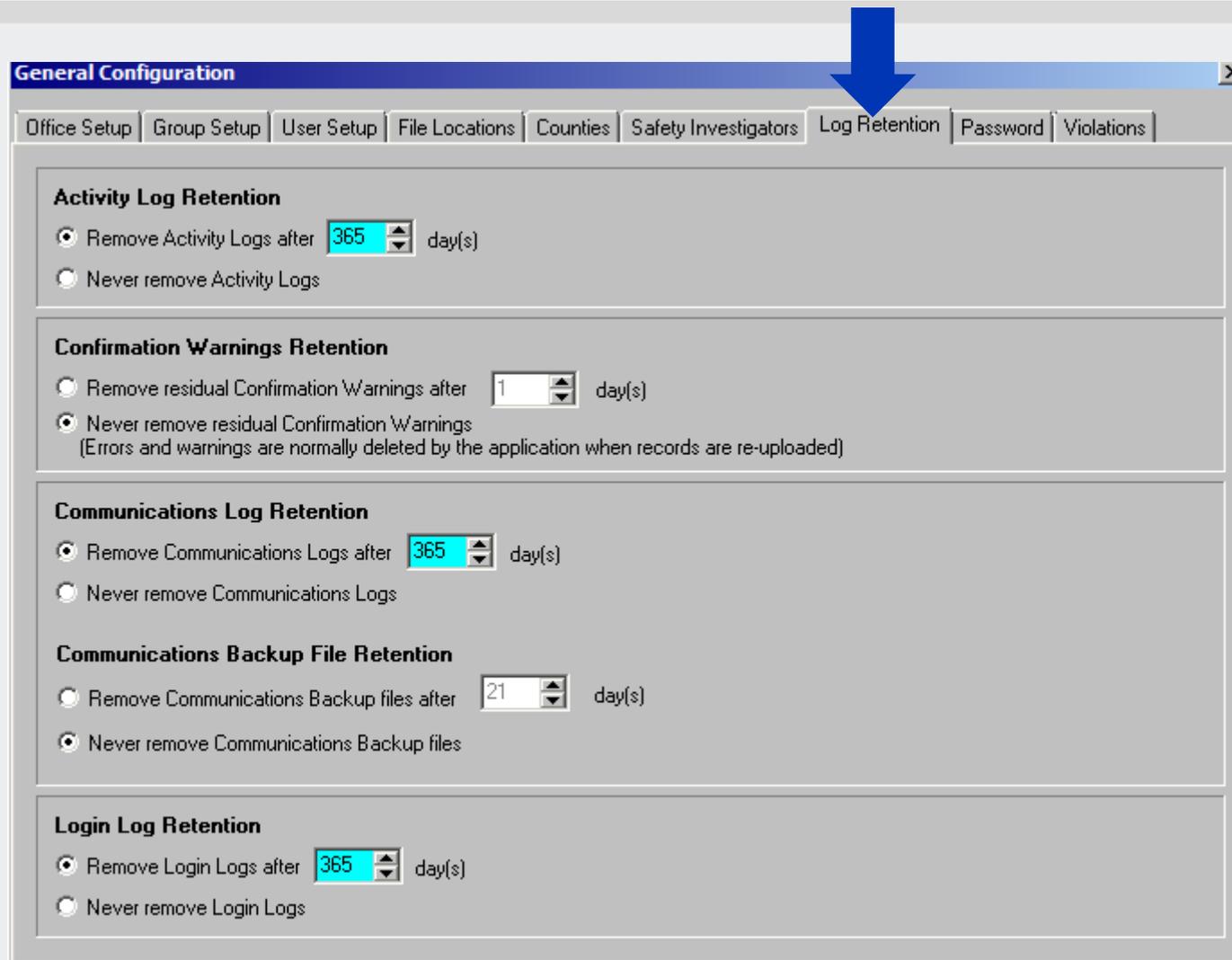
Demo: Create a Safety Investigator named “Mary West” with an SI Code of IN1001

1) Click “Add”

- SI Code: IN1001
- First Name: Mary
- Last Name: West
- Check box: Safety Investigator

2) Click “Save”

General Configuration – Log Retention



General Configuration

Office Setup | Group Setup | User Setup | File Locations | Counties | Safety Investigators | **Log Retention** | Password | Violations

Activity Log Retention

- Remove Activity Logs after 365 day(s)
- Never remove Activity Logs

Confirmation Warnings Retention

- Remove residual Confirmation Warnings after 1 day(s)
- Never remove residual Confirmation Warnings
(Errors and warnings are normally deleted by the application when records are re-uploaded)

Communications Log Retention

- Remove Communications Logs after 365 day(s)
- Never remove Communications Logs

Communications Backup File Retention

- Remove Communications Backup files after 21 day(s)
- Never remove Communications Backup files

Login Log Retention

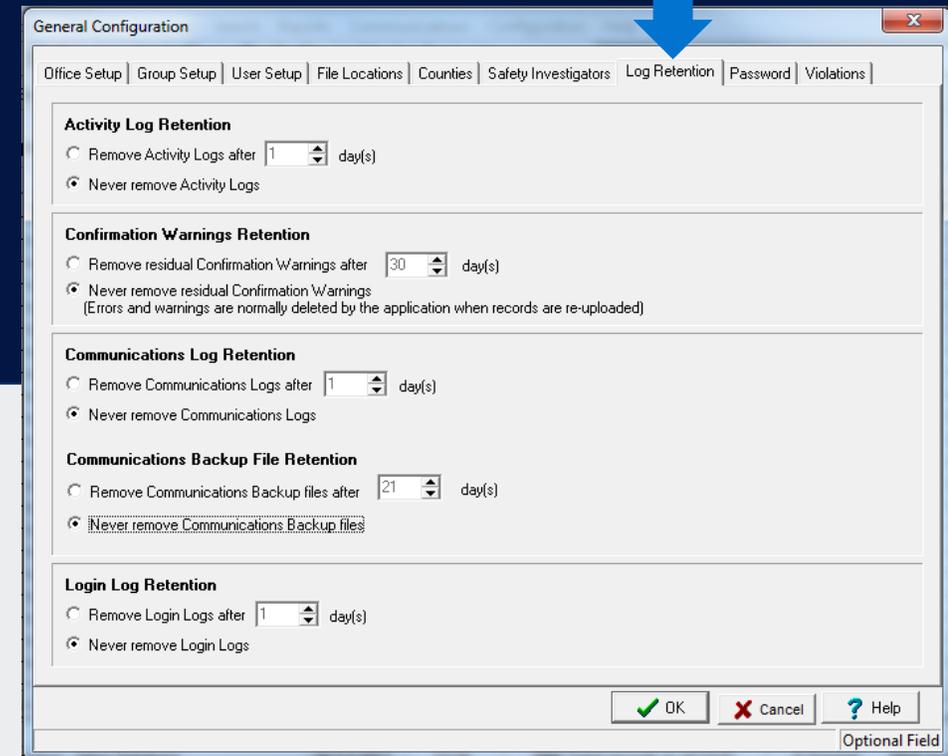
- Remove Login Logs after 365 day(s)
- Never remove Login Logs

General Configuration – Log Retention

- Good practice to set the retention of Activity & Communication Logs to “never remove”
- Small file sizes

Common uses:

- Retaining Activity & Communication Logs



General Configuration

Office Setup | Group Setup | User Setup | File Locations | Counties | Safety Investigators | **Log Retention** | Password | Violations

Activity Log Retention

Remove Activity Logs after 1 day(s)

Never remove Activity Logs

Confirmation Warnings Retention

Remove residual Confirmation Warnings after 30 day(s)

Never remove residual Confirmation Warnings
(Errors and warnings are normally deleted by the application when records are re-uploaded)

Communications Log Retention

Remove Communications Logs after 1 day(s)

Never remove Communications Logs

Communications Backup File Retention

Remove Communications Backup files after 21 day(s)

Never remove Communications Backup files

Login Log Retention

Remove Login Logs after 1 day(s)

Never remove Login Logs

OK Cancel Help

Optional Field

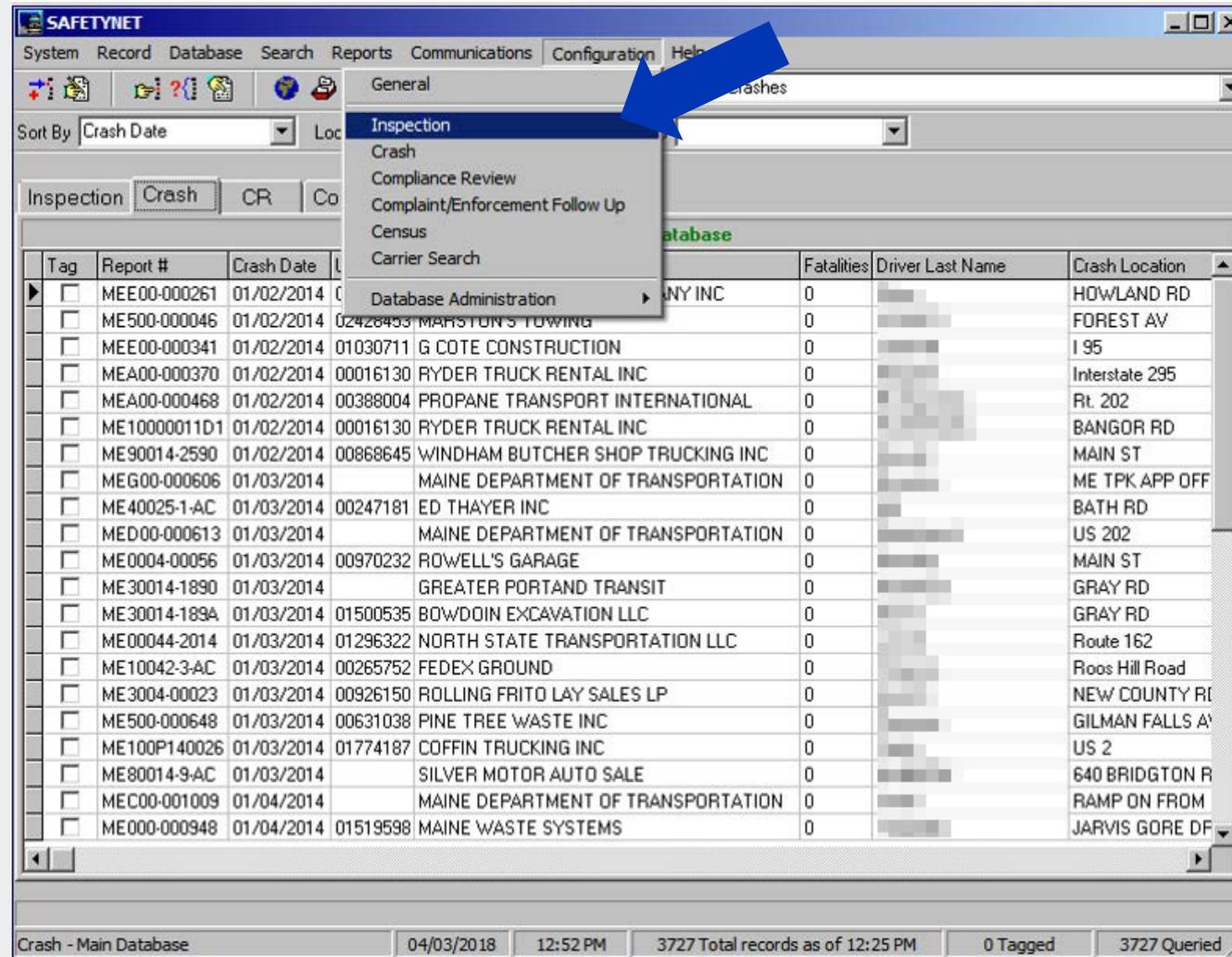
Configuration Review

- Only an Administrator can perform changes to the Configuration
- Once created, users cannot be deleted – only deactivated
- Maintain the Safety Investigators/Inspectors table
- Keep the Activity and Communications logs for 6 to 12 months

Poll #2



Inspection Configuration



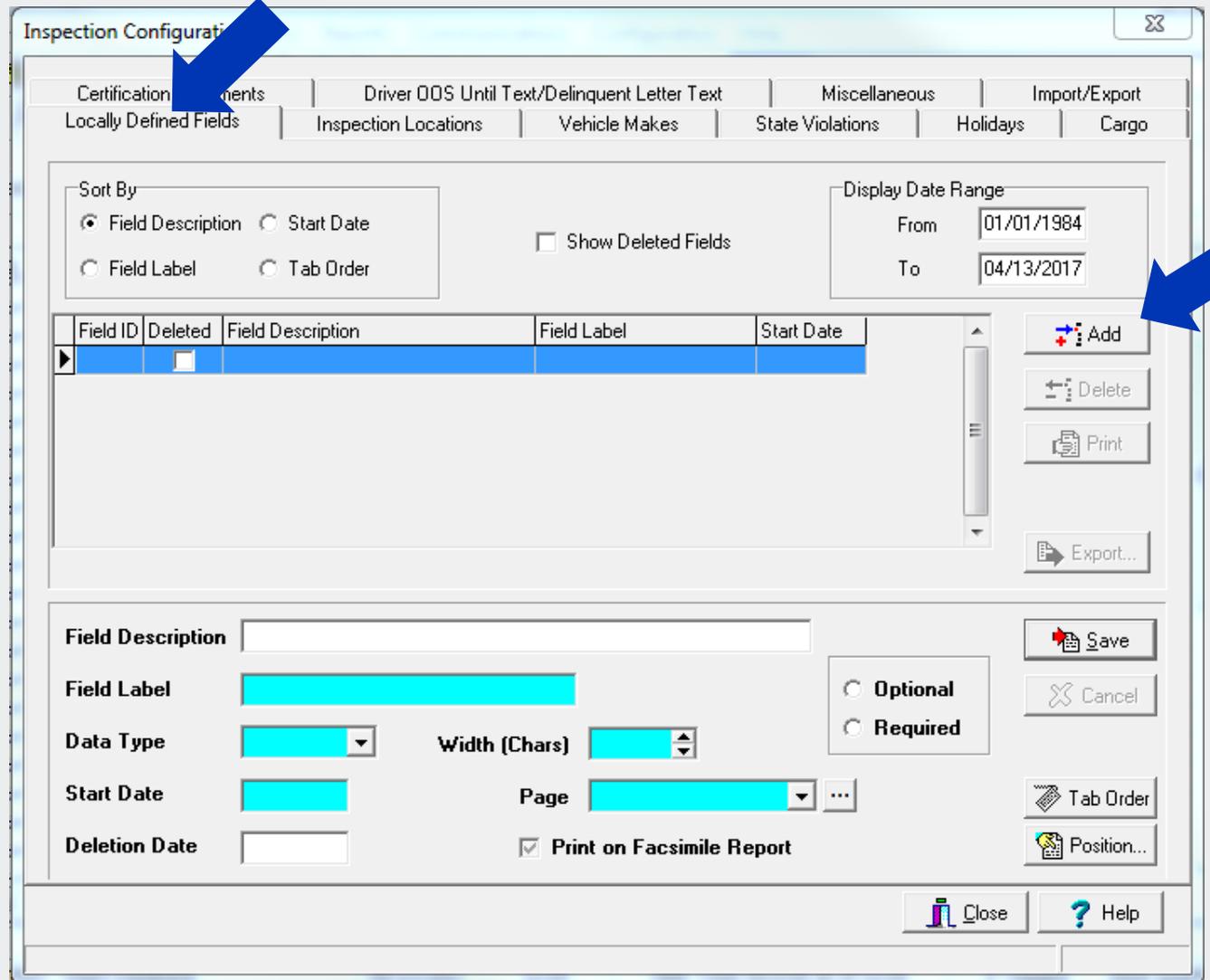
The screenshot shows the SAFETYNET application window. The 'Configuration' menu is open, and the 'Inspection' option is highlighted. A blue arrow points to this option. The main window displays a table of crash records with columns for Tag, Report #, Crash Date, Carrier, Fatalities, Driver Last Name, and Crash Location. The status bar at the bottom indicates 'Crash - Main Database', '04/03/2018', '12:52 PM', '3727 Total records as of 12:25 PM', '0 Tagged', and '3727 Queried'.

Tag	Report #	Crash Date	Carrier	Fatalities	Driver Last Name	Crash Location
<input type="checkbox"/>	MEE00-000261	01/02/2014	ANY INC	0		HOWLAND RD
<input type="checkbox"/>	ME500-000046	01/02/2014	MARSTON'S TOWING	0		FOREST AV
<input type="checkbox"/>	MEE00-000341	01/02/2014	G COTE CONSTRUCTION	0		I 95
<input type="checkbox"/>	MEA00-000370	01/02/2014	RYDER TRUCK RENTAL INC	0		Interstate 295
<input type="checkbox"/>	MEA00-000468	01/02/2014	PROPANE TRANSPORT INTERNATIONAL	0		Rt. 202
<input type="checkbox"/>	ME10000011D1	01/02/2014	RYDER TRUCK RENTAL INC	0		BANGOR RD
<input type="checkbox"/>	ME90014-2590	01/02/2014	WINDHAM BUTCHER SHOP TRUCKING INC	0		MAIN ST
<input type="checkbox"/>	MEG00-000606	01/03/2014	MAINE DEPARTMENT OF TRANSPORTATION	0		ME TPK APP OFF
<input type="checkbox"/>	ME40025-1-AC	01/03/2014	ED THAYER INC	0		BATH RD
<input type="checkbox"/>	MED00-000613	01/03/2014	MAINE DEPARTMENT OF TRANSPORTATION	0		US 202
<input type="checkbox"/>	ME0004-00056	01/03/2014	ROWELL'S GARAGE	0		MAIN ST
<input type="checkbox"/>	ME30014-1890	01/03/2014	GREATER PORTAND TRANSIT	0		GRAY RD
<input type="checkbox"/>	ME30014-189A	01/03/2014	BOWDOIN EXCAVATION LLC	0		GRAY RD
<input type="checkbox"/>	ME00044-2014	01/03/2014	NORTH STATE TRANSPORTATION LLC	0		Route 162
<input type="checkbox"/>	ME10042-3-AC	01/03/2014	FEDEX GROUND	0		Roos Hill Road
<input type="checkbox"/>	ME3004-00023	01/03/2014	ROLLING FRITO LAY SALES LP	0		NEW COUNTY RI
<input type="checkbox"/>	ME500-000648	01/03/2014	PINE TREE WASTE INC	0		GILMAN FALLS A'
<input type="checkbox"/>	ME100P140026	01/03/2014	COFFIN TRUCKING INC	0		US 2
<input type="checkbox"/>	ME80014-9-AC	01/03/2014	SILVER MOTOR AUTO SALE	0		640 BRIDGTON R
<input type="checkbox"/>	MEC00-001009	01/04/2014	MAINE DEPARTMENT OF TRANSPORTATION	0		RAMP ON FROM
<input type="checkbox"/>	ME000-000948	01/04/2014	MAINE WASTE SYSTEMS	0		JARVIS GORE DF

Inspection Configuration – Locally Defined Fields



Demo: Locally Defined Fields



Inspection Configuration

Certification Comments | Driver OOS Until Text/Delinquent Letter Text | Miscellaneous | Import/Export
Locally Defined Fields | Inspection Locations | Vehicle Makes | State Violations | Holidays | Cargo

Sort By:
 Field Description Start Date
 Field Label Tab Order

Display Date Range:
From: 01/01/1984
To: 04/13/2017

Field ID	Deleted	Field Description	Field Label	Start Date
	<input type="checkbox"/>			

Field Description:

Field Label:

Data Type: Width (Chars):

Start Date: Page:

Deletion Date: Print on Facsimile Report

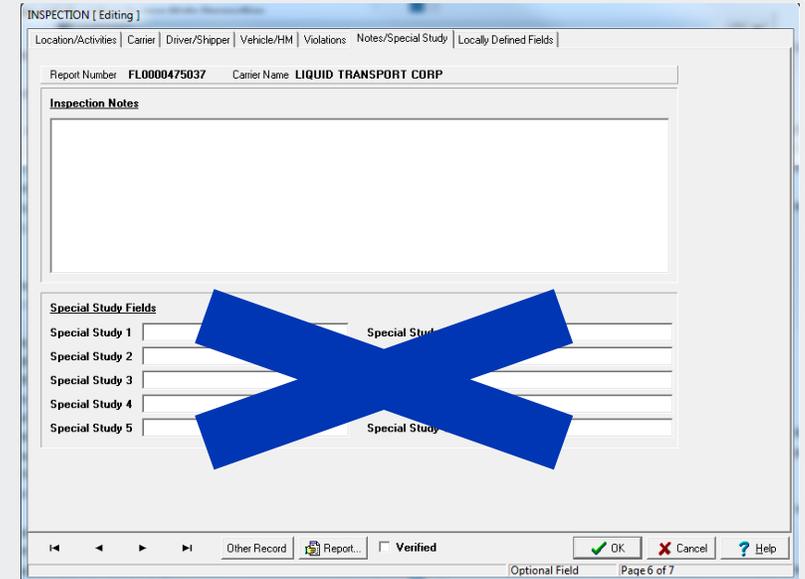
Optional Required

Buttons: Add, Delete, Print, Export..., Save, Cancel, Tab Order, Position..., Close, Help

Inspection Configuration – Locally Defined Fields

WARNING!

- Do not use Special Study Fields to collect additional inspection data
- Use the Special Study Fields only if instructed to do so by FMCSA or CVSA



The screenshot shows the 'INSPECTION [Editing]' window with the 'Locally Defined Fields' tab selected. The 'Report Number' is FL0000475037 and the 'Carrier Name' is LIQUID TRANSPORT CORP. The 'Inspection Notes' section is empty. The 'Special Study Fields' section is crossed out with a large blue X, indicating that these fields should not be used for collecting additional inspection data. The 'Special Study Fields' section contains five rows, each with a 'Special Study' label and a corresponding input field. The bottom of the window shows navigation buttons (Previous, Next, Other Record, Report...), a 'Verified' checkbox, and 'OK', 'Cancel', and 'Help' buttons. The status bar indicates 'Optional Field' and 'Page 6 of 7'.

Inspection Configuration – Locally Defined Fields

- Allows customization of SAFETYNET
- Able to collect more inspection data
- Used to collect State-specific activities – puts SAFETYNET to work for your State
- Data collected is not uploaded to MCMIS
- May be included in inspection reports

Inspection Configuration – Locally Defined Fields

- Can be used permanently
- Can be used only during a specified date range
- Can be queried in SAFETYNET
- Should be exported to inspection systems (i.e. Aspen)

Common uses:

- Management or legislature needs information that the inspection record does not collect
- Capture data for specific purposes or programs



Do you use LDFs?

Inspection Configuration – Locally Defined Fields



Demo: Create an optional checkbox named “eScreening Used” to denote that the inspection was performed as a result of an electronic reading check

Instructions

1) Click “Add”

2) Fill out fields

- **Field Description:** Inspection eScreening check
- **Field Label:** eScreening Used
- **Data Type:** Logical
- **Start Date:** 03/15/2021
- **Deletion Date:** Leave blank
- **Width:** 1
- **Page:** Page 1

3) Check “Print” on Facsimile Report

4) Select Optional radio button, then click “Save”

Instructions – Continued

5) Click “Position”

6) With the cursor over the new field, hold down the left mouse button and drag the new field to the upper left corner of the page

7) Click “Ok,” and then click “Save”

8) Click “Tab Order” –used to set where new fields need to be if using the Tab key

9) Click “Save”

Inspection Configuration – Inspection Locations



Demo: Inspection Locations

Inspection Configuration

Certification Statements | **DRIVERS UNTIL Text/Delinquent Letter Text** | Miscellaneous | Import/Export
Locally Defined Fields | **Inspection Locations** | Vehicle Makes | State Violations | Holidays | Cargo

Include Mexican State Locations Include Canadian Province Locations

Sort By
 Location Code Location Description FIPS County Code

Location Code	Location Description	FIPS County Code	Facility Type	Milepost	Highway
SR-48	STATE HWY/SR-48	001	Roadside		
SR-49	STATE HWY/SR-49	001	Roadside		
SR-5	STATE HWY/SR-5	001	Roadside		
SR-51	STATE HWY/SR-51	001	Roadside		
SR-53	STATE HWY/SR-53	001	Roadside		
SR-54	STATE HWY/SR-54	001	Roadside		

Location Code: SR-48
Location Description: STATE HWY/SR-48
FIPS County Code: 001 ADAMS State: IN
Milepost: Highway:
Facility Type: Roadside

Buttons: Add, Delete, Print, Save, Cancel, Close, Help

Required Field

Inspection Configuration – Inspection Locations

- Can be entered manually
 - Potential inconsistencies
- Can be selected from a drop-down list
 - Ensures accuracy when the same location is used
- Should be exported to inspection systems (i.e. Aspen)

Common uses:

- Fixed locations



Do you use the Inspection Locations drop-down list?

Inspection Configuration – Inspection Locations



Demo: Create a Roadside Inspection Location

1) Click “Add”

- Location Code: SR-500
- Location Description: STATE HWY/SR-500
- FIPS County Code: 001
- State: IN
- Facility Type: Roadside

2) Click “Save”

Inspection Configuration – State Violations



Demo: State Violations

Inspection Configuration

Certification Statements | Driver OOS Until Text/Delinquent Letter Text | Miscellaneous | Import/Export
Locally Defined Fields | Inspection Locations | Vehicle Makes | State Violations | Holidays | Cargo

Sort By
 State Violation Code Federal Violation Code

State Violation Code	Federal Violation Code	State Violation Description
6-6-2.5-62	392.2	OPERATING A CMV WITH DYED FUEL
6-6-4.1-12	392.2FT	NO OR EXPIRED FUEL TAX PERMIT
8-2.1-27-7(B)	392.2MI	IC 8-2.1-27-7(B) Transportation of Food; Violations of Rule
8-2.1-27-7(F)	392.2MI	8-2.1-27-7(F) Recklessly, Knowingly, or Intentionally transp
9-18-2-19	392.2RG	NO IRP REGISTRATION (NON-APPORTIONED OR IN M
9-18-2-27	392.2RG	FALSE/FICTITIOUS REGISTRATION (392.2 C.F.R.)
9-18-2-29	392.2RG	NO LICENSE PLATE (392.2 C.F.R.)
9-18-2-4	392.2RG	NO INDIANA REGISTRATION (INSTRASTATE) (392.2 C
9-18-2-7	392.2RG	EXPIRED LICENSE PLATE (392.2 C.F.R.)
9-20-13-4	392.2DIM	OVERLENGTH KINGPIN (392.2w C.F.R.)

State Violation Code: 6-6-2.5-62
Federal Violation Code: 392.2
State Violation Description: OPERATING A CMV WITH DYED FUEL

Use State Violation Codes as default for data entry

Close Help

Required Field

Inspection Configuration – State Violations

- States can enter their own violation codes into SAFETYNET
- Each State violation code must be assigned (mapped) to a Federal code
- The State violation code is not uploaded to MCMIS. Its Federal code equivalent is 392.2.
- Should be exported to inspection systems (i.e. Aspen)

Common uses:

- Apply to non-regulated exempt carriers
- Map to 392.2



Do you use State Violations?

Inspection Configuration – State Violations



Demo: Map a State Violation to a Federal Violation

1) Click “Add”

2) Fill out fields

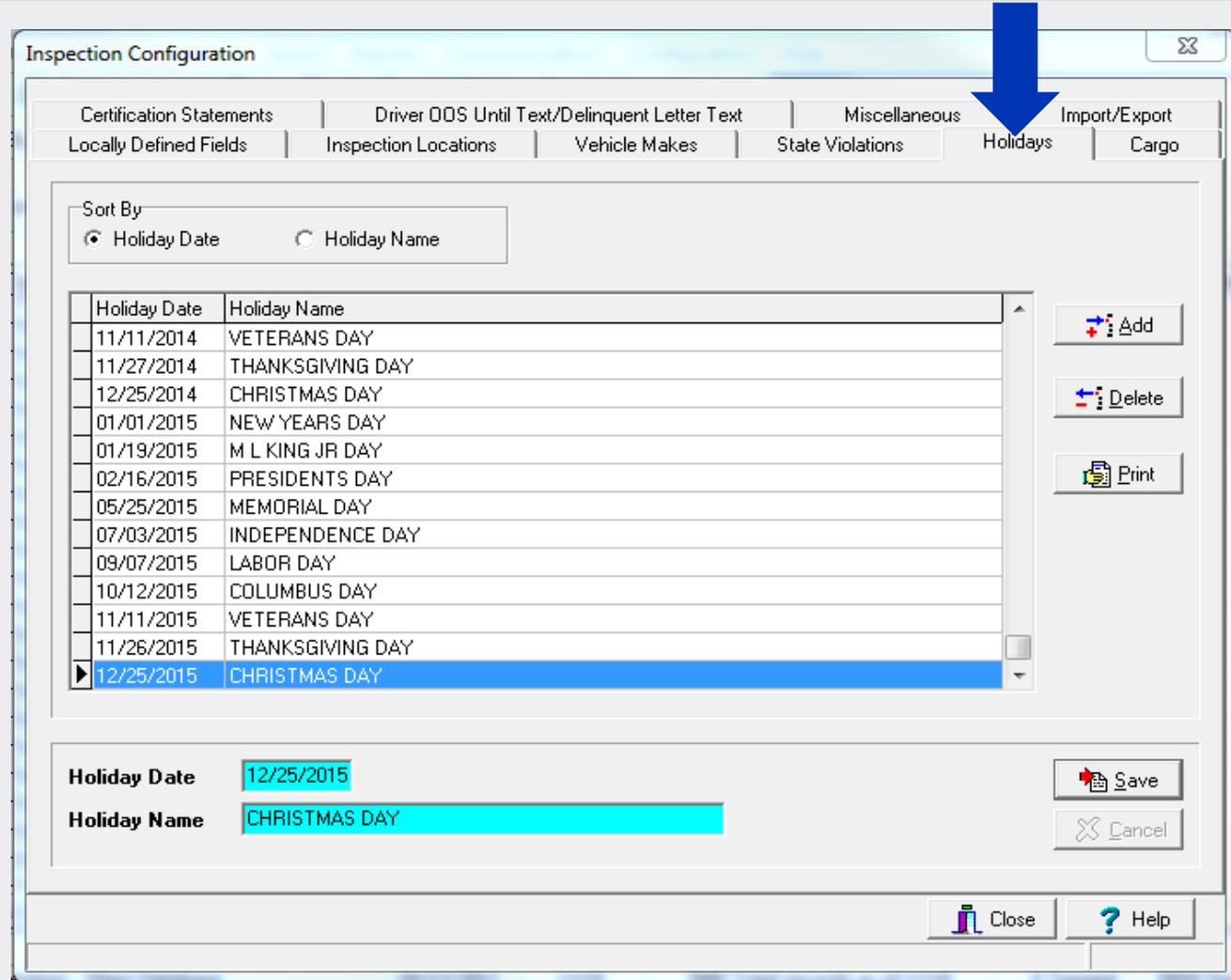
- **State Violation Code: 9-40-1-2**
- **Federal Violation Code: 392.2FC**
- **State Violation Description:**
Following too close

3) Click “Save”

Inspection Configuration – Holidays



Demo: Holidays



Inspection Configuration

Certification Statements | Driver OOS Until Text/Delinquent Letter Text | Miscellaneous | Import/Export
Locally Defined Fields | Inspection Locations | Vehicle Makes | State Violations | **Holidays** | Cargo

Sort By
 Holiday Date Holiday Name

Holiday Date	Holiday Name
11/11/2014	VETERANS DAY
11/27/2014	THANKSGIVING DAY
12/25/2014	CHRISTMAS DAY
01/01/2015	NEW YEARS DAY
01/19/2015	M L KING JR DAY
02/16/2015	PRESIDENTS DAY
05/25/2015	MEMORIAL DAY
07/03/2015	INDEPENDENCE DAY
09/07/2015	LABOR DAY
10/12/2015	COLUMBUS DAY
11/11/2015	VETERANS DAY
11/26/2015	THANKSGIVING DAY
12/25/2015	CHRISTMAS DAY

Holiday Date: 12/25/2015
Holiday Name: CHRISTMAS DAY

Buttons: Add, Delete, Print, Save, Cancel, Close, Help

Inspection Configuration – Holidays

- State can add its own holidays
- Should be exported to inspection systems (i.e. Aspen)

Common uses:

- Labeling off-peak inspections



Does your State have any holidays that should be added?

Configuration Review

- Locally Defined Fields can be used to collect additional inspection data
- Inspection Locations help you maintain accuracy when the same locations are used
- The State Violations section allows you to map your own codes to the Federal codes
- Please don't add your birthday as a holiday!

Question



Can you add a new Vehicle Make?

Yes, yes you can!

Inspection Configuration

Certification Statements | Driver OOS Until Text/Delinquent Letter Text | Miscellaneous | Import/Export
Locally Defined Fields | Inspection Locations | Vehicle Makes | State Violations | Holidays | Cargo

Sort By
 Vehicle Manufacturer Vehicle NCIC Code

Vehicle Manufacturer	Vehicle NCIC Code	Truck?	Trailer?	Bus?	Common?
Mustang Trailer Mfg. Inc.	MUSG	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Muv-All Trailer NWitech Corp.	MUVA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
My-Way Corp.	MYWA	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Myco Industries	MYCO	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
N & Ha Mfg. Co.	NAMC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ NEW-MAKE	NEW	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NUWA Horizon Camper Trailer	NUWH	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nabors Trailer, Inc.	NABO	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nairobi Trailer	NAIR	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nallej of Florida	NELL	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Namco Industries	NAMO	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Buttons: Add, Delete, Print

Vehicle Manufacturer: NEW-MAKE
Vehicle NCIC Code: NEW

Truck Vehicle Trailer Vehicle Bus Vehicle Common Vehicle

Buttons: Save, Cancel, Close, Help

Inspection Configuration – Certification Statements



Demo:
Certification
Statements

A screenshot of a software dialog box titled "Inspection Configuration". The "Certification Statements" tab is selected. The dialog has a tabbed interface with the following tabs: "Locally Defined Fields", "Inspection Locations", "Vehicle Makes", "State Violations", "Holidays", "Cargo", "Certification Statements", "Driver OOS Until Text/Delinquent Letter Text", "Miscellaneous", and "Import/Export". The "Certification Statements" tab contains a grid of sub-tabs: "IEP Verification", "Level VII Carrier Verification", "Level VII Mechanic Certification", "Level VII Driver OOS", and "Level VII Vehicle OOS". The "Level VII Carrier Verification" sub-tab is active, showing a text area with the text "Carrier Verify Text". Below the text area is a checked checkbox labeled "Always print Carrier Verification". At the bottom right of the dialog are three buttons: "OK" (with a green checkmark), "Cancel" (with a red X), and "Help" (with a question mark). A blue arrow points to the "Certification Statements" tab.

Inspection Configuration – Certification Statements

- Two sets of Certification Statements
 - For inspection levels I through VI
 - For inspections level VII
- All Certification Statements can be edited or additional information can be entered
- Changes needs be exported to inspection systems (i.e. Aspen)

Common uses:

- Provide carrier with additional information
- Add reminders

IEP Verification	Level VII Carrier Verification	Level VII Mechanic Certification	Level VII Driver OOS	Level VII Vehicle OOS
Carrier Verification	Mechanic Certification	Driver OOS	Vehicle OOS	
<p>DRIVER: This report and any additional paperwork generated by this inspection, i.e. summons, must be submitted to the motor carrier listed above as required by 396.9(d) along with the other paperwork pertaining to this trip.</p> <p>MOTOR CARRIER: Sign and return this form within 15 days of the date of inspection to the address in the upper left corner by mail, fax or email it to CVEU.MSP@MAINE.GOV as required by FMCSR 396.9(d).** An authorized person from the motor carrier listed above must sign/certify that all violations noted on this report has been corrected, addressed and/or the vehicle has been removed from service pending the correction action to assure compliance with the Federal Motor Carrier Safety and/or Hazardous Materials Regulations. The return of this Driver/Vehicle Examination Report is separate action from any citation, summons, ticket or other paperwork that you received during the inspection. Failing to return this report (if violations are listed) or false certification of this report could result in additional violations by this agency and/or FMCSA.</p> <p>**If "NO VIOLATIONS DISCOVERED", is printed on this Driver/Vehicle Examination Report - no further action by the carrier is required; the report maybe filed in your records for any future reference (this applies to the State of Maine, other States may require it returned for no violations).</p>				



Have you modified your Certification Statements? How?

Inspection Configuration – Miscellaneous



Demo: Misc.

A screenshot of the 'Inspection Configuration' dialog box, specifically the 'Miscellaneous' tab. The dialog has a title bar with a close button (X) and a blue arrow pointing to the 'Miscellaneous' tab. The 'Miscellaneous' tab is selected, and its contents are highlighted with a red rounded rectangle. The 'Inspection Report' section includes 'Auto-Numbering' with a 'Starting Report Number' of 6, 'Locally Defined Fields Format' with an unchecked 'Column Format On Report' checkbox, and 'Include Barcode' with a checked 'Include Barcode' checkbox. The 'Old Inspection Date Warning' section has a warning message and a '10' day(s) spinner. The 'Shipper Data Collection' section has a checked checkbox for 'Prompt for Shipper Information when a Shipper Violation is entered during Inspection data entry'. The 'Default Local Jurisdiction' section has an unchecked checkbox for 'Default "Conducted by Local Jurisdiction?" to YES when adding a new inspection'. The 'Archive Data Retention' section has two radio buttons: 'Remove archived data 1 year(s) after Inspection Start Date' (unchecked) and 'Never remove archived data' (checked). The 'Inspection Import' section has a checked checkbox for 'Accept Inspections with unrecognized Inspector Codes (Inspector code is added to table)'. At the bottom right are 'OK', 'Cancel', and 'Help' buttons.

Inspection Configuration

Locally Defined Fields | Inspection Locations | Vehicle Makes | State | Certifications | Holidays | Cargo
Certification Statements | Driver OOS Until Text/Delinquent Letter Text | Miscellaneous | Import/Export

Inspection Report

Auto-Numbering
Starting Report Number: 6

Locally Defined Fields Format
 Column Format On Report

Include Barcode
 Include Barcode

Old Inspection Date Warning
A warning message will appear if the difference between the Input/Integration date and the Inspection date is more than 10 day(s).

Shipper Data Collection
 Prompt for Shipper Information when a Shipper Violation is entered during Inspection data entry

Default Local Jurisdiction
 Default "Conducted by Local Jurisdiction?" to YES when adding a new inspection

Archive Data Retention
 Remove archived data 1 year(s) after Inspection Start Date
 Never remove archived data

Inspection Import
 Accept Inspections with unrecognized Inspector Codes (Inspector code is added to table)

OK Cancel Help

Inspection Configuration – Import/Export



Demo:
Import/Export

A screenshot of the 'Inspection Configuration' dialog box, 'Import' tab. The dialog has a title bar with a close button. Below the title bar is a tabbed interface with tabs for 'Locally Defined Fields', 'Inspection Locations', 'Vehicle Makes', 'State Violations', 'Holidays', 'Cargo', 'Certification Statements', 'Driver OOS Until Text/Delinquent Letter Text', 'Miscellaneous', and 'Import/Export'. A blue arrow points to the 'Import/Export' tab. The 'Import' sub-tab is active. It contains two radio buttons: 'Export via Communications Outbox (Not currently available)' and 'Export via Directory/Path'. The 'Export via Directory/Path' option is selected, and its text field contains 'c:\SAFETYNET\temp\'. To the right of this field is a 'Continue' button. Below these options is a list of checkboxes for various data categories: 'Locally Defined Fields', 'Inspection Locations', 'Vehicle Makes', 'State Violation Codes', 'Holidays', 'Office Address', 'Cargo', 'Certification Statements', 'Driver OOS Until Text', 'State County Codes', and 'Safety Investigators/Inspectors'. At the bottom right of the main content area is an 'Export' button with a folder icon. At the very bottom of the dialog are 'Close' and 'Help' buttons.

Inspection Configuration – Import/Export

- Inspection systems are configured with the same information
- Allows the selection of specific items to share
- File created by the Export function is then imported by the inspection system

Common uses:

- Use the Export function to share any changes made in Inspection Configuration with inspection systems (i.e. ASPEN)

Inspection Configuration – Import/Export



Exercise: Import/Export
Export configuration data from SAFETYNET to update ASPEN

1) Select the “Export” tab

- Select “Export via Directory/Path”
- Path should show the default setting from File Locations
- Click “Continue”
- Select the following tables:
 - Locally Defined Fields
 - Inspection Locations
 - State Violation Codes
 - Safety Investigators/Inspectors
- Click Export

2) Open the Activity Log to ensure all the tables were exported successfully

Inspection Configuration – Import/Export



Demo: Import/Export

Inspection Configuration

Locally Defined Fields | Inspection Locations | Vehicle Makes | State Violations | Holidays | Cargo
Certification Statements | Driver OOS Until Text/Delinquent Letter Text | Miscellaneous | Import/Export

Export | Import

Export via Communications Outbox (Not currently available) Continue

Export via Directory/Path ...

Locally Defined Fields Cargo
 Inspection Locations Certification Statements
 Vehicle Makes Driver OOS Until Text
 State Violation Codes State County Codes
 Holidays Safety Investigators/Inspectors
 Office Address

 Export

Close Help

Inspection Configuration – Import/Export



Demo:
Import/Export

Aspen v3.0 - Inspection Manager - Inspection List View

File View Tag Actions Tools Reports Help

Pre-Screen

Carrier Driver Past Inspections

Carrier Search by Name

Carrier Search by Name

Carrier Information

Name: DBA: Street: City: State: Zip: Phone: Country of Domicile:

Inspection Value

Carrier Details

Operating Authority Status: Vehicle Out-Of-Service Rate: Driver Out-Of-Service Rate: Inspections Involving HM: Carrier Operation Type: Safety Rating as of:

Total Number of Inspect... Inspections Per Power U... Inspections Per Driver: Number of Power Units: Number of Drivers:

Carrier BASIC Safety Information

BASIC	BASICs Status	On-Road Performance	Investigation
Unsafe Driving			
HOS Compliance			
Driver Fitness			
Drugs/Alcohol			
Vehicle Maintenance			
HM Compliance			
Crash Indicator			

Aspen Configuration

General Options Upload Backup External Barcode Import

Import Data:

Imported SAFETYNET Data:

- Inspection Locations
- State Violations
- Inspector List
- Local Fields

Please Note: Imported data will overwrite existing data.

OK Cancel Help

Tag	Report Number	Date	Status	Carrier Name
<input type="checkbox"/>	METEST999999	01/01/2000	I	MAINE MOTOR TRANSPORT ASSOCIA
<input type="checkbox"/>	ME5144000692	05/31/2017	T	ELECTRIC LIGHT COMPANY INC
<input type="checkbox"/>	ME5144000693	05/31/2017	T	TRANSPORT TFI 6 S E C
<input type="checkbox"/>	ME5144000694	05/31/2017	T	ALLIED VAN LINES INC
<input type="checkbox"/>	ME5144000695	05/31/2017	T	H O BOUCHARD INC
<input type="checkbox"/>	ME5144000696	05/31/2017	T	BRASSEUR TRANSPORT INC
<input type="checkbox"/>	ME5144000697	05/31/2017	T	K V & B REFRIGERATED TRANSPORT
<input type="checkbox"/>	ME5144000698	06/01/2017	T	LINDE LLC
<input type="checkbox"/>	ME5144000699	06/01/2017	T	MATHESON TRANSPORT INC
<input type="checkbox"/>	ME5144000717	06/08/2017	T	OSTERMAN PROPANE LLC
<input type="checkbox"/>	ME5144000718	06/08/2017	T	SEACOAST SCAFFOLD & EQUIPMENT C
<input type="checkbox"/>	ME5144000719	08/24/2017	T	FIELDINGS OIL CO INC
<input type="checkbox"/>	ME5144000720	11/07/2017	T	MCGEE ON ROAD EQUIPMENT LLC
<input type="checkbox"/>	ME5144000721	11/07/2017	T	OSTERMAN PROPANE LLC
<input type="checkbox"/>	ME5144000722	11/07/2017	T	CLEAN-O-RAMA
<input type="checkbox"/>	ME5144000723	11/07/2017	T	MAINE WATER WORKS SUPPLY CORP

View Report Inspect Clear Summary Info... Open Selected Delete Tagged Close Aspen

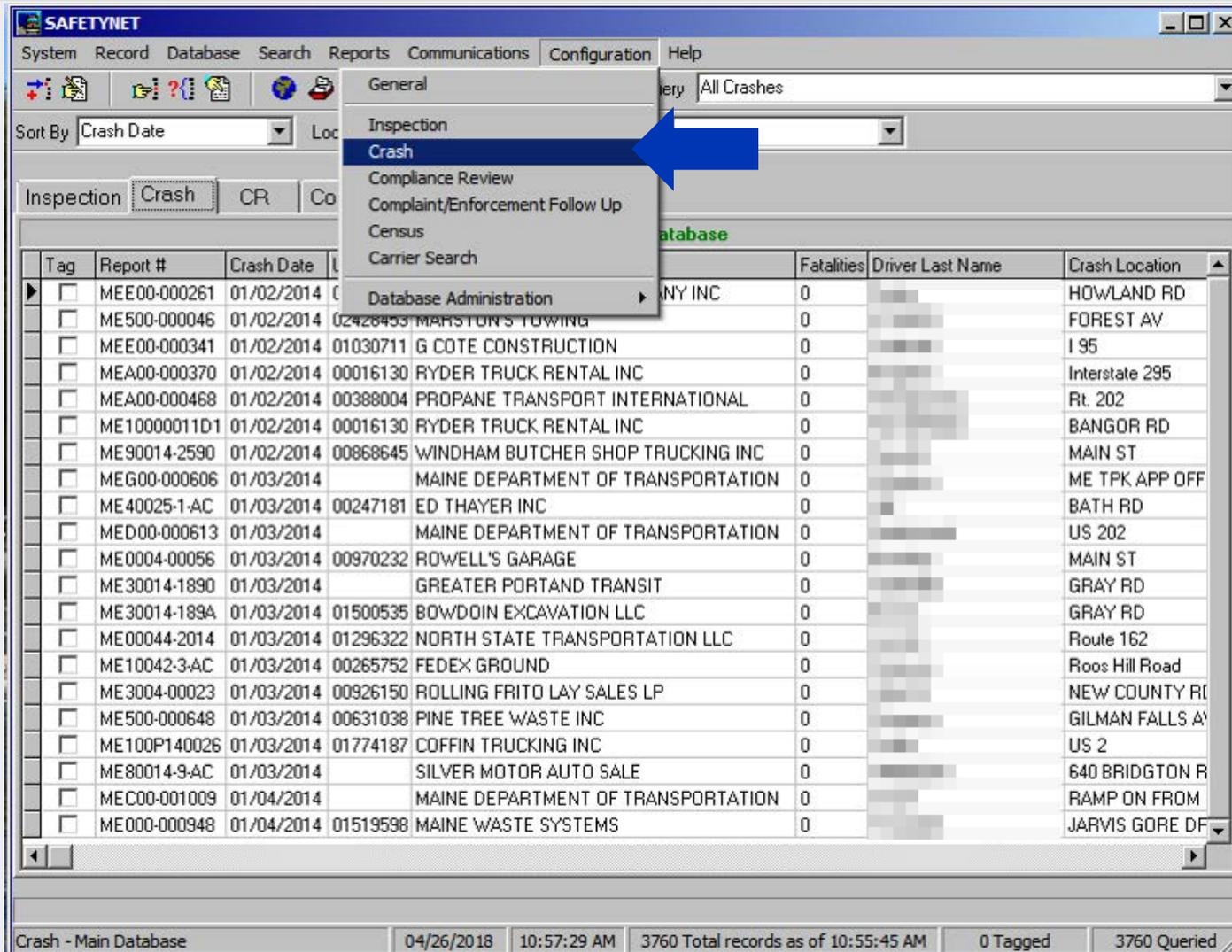
Configuration Review

- Certification Statements can be reviewed and updated as needed
- Ensure shipper violations are attributed to the shipper and not the carrier
- Ensure inspections are not rejected because the Safety Inspector is unknown
- Export all the Configuration changes and update your Inspection Systems

Poll #3



Crash Configuration – Where to find



The screenshot shows the SAFETYNET application window. The 'Configuration' menu is open, and the 'Crash' option is highlighted with a blue arrow. The main window displays a table of crash records with columns for Tag, Report #, Crash Date, Carrier, Fatalities, Driver Last Name, and Crash Location. The status bar at the bottom indicates 'Crash - Main Database' with 3760 total records as of 10:55:45 AM, 0 tagged, and 3760 queried.

Tag	Report #	Crash Date	Carrier	Fatalities	Driver Last Name	Crash Location
<input type="checkbox"/>	MEE00-000261	01/02/2014		0		HOWLAND RD
<input type="checkbox"/>	ME500-000046	01/02/2014	02428453 MARSTON'S TOWING	0		FOREST AV
<input type="checkbox"/>	MEE00-000341	01/02/2014	01030711 G COTE CONSTRUCTION	0		I 95
<input type="checkbox"/>	MEA00-000370	01/02/2014	00016130 RYDER TRUCK RENTAL INC	0		Interstate 295
<input type="checkbox"/>	MEA00-000468	01/02/2014	00388004 PROPANE TRANSPORT INTERNATIONAL	0		Rt. 202
<input type="checkbox"/>	ME10000011D1	01/02/2014	00016130 RYDER TRUCK RENTAL INC	0		BANGOR RD
<input type="checkbox"/>	ME90014-2590	01/02/2014	00868645 WINDHAM BUTCHER SHOP TRUCKING INC	0		MAIN ST
<input type="checkbox"/>	MEG00-000606	01/03/2014	MAINE DEPARTMENT OF TRANSPORTATION	0		ME TPK APP OFF
<input type="checkbox"/>	ME40025-1-AC	01/03/2014	00247181 ED THAYER INC	0		BATH RD
<input type="checkbox"/>	MED00-000613	01/03/2014	MAINE DEPARTMENT OF TRANSPORTATION	0		US 202
<input type="checkbox"/>	ME0004-00056	01/03/2014	00970232 ROWELL'S GARAGE	0		MAIN ST
<input type="checkbox"/>	ME30014-1890	01/03/2014	GREATER PORTAND TRANSIT	0		GRAY RD
<input type="checkbox"/>	ME30014-189A	01/03/2014	01500535 BOWDOIN EXCAVATION LLC	0		GRAY RD
<input type="checkbox"/>	ME00044-2014	01/03/2014	01296322 NORTH STATE TRANSPORTATION LLC	0		Route 162
<input type="checkbox"/>	ME10042-3-AC	01/03/2014	00265752 FEDEX GROUND	0		Roos Hill Road
<input type="checkbox"/>	ME3004-00023	01/03/2014	00926150 ROLLING FRITO LAY SALES LP	0		NEW COUNTY RI
<input type="checkbox"/>	ME500-000648	01/03/2014	00631038 PINE TREE WASTE INC	0		GILMAN FALLS AV
<input type="checkbox"/>	ME100P140026	01/03/2014	01774187 COFFIN TRUCKING INC	0		US 2
<input type="checkbox"/>	ME80014-9-AC	01/03/2014	SILVER MOTOR AUTO SALE	0		640 BRIDGTON R
<input type="checkbox"/>	MEC00-001009	01/04/2014	MAINE DEPARTMENT OF TRANSPORTATION	0		RAMP ON FROM
<input type="checkbox"/>	ME000-000948	01/04/2014	01519598 MAINE WASTE SYSTEMS	0		JARVIS GORE DF

Crash Configuration – Locally Defined Fields



Demo: Locally Defined Fields

A screenshot of a software window titled 'Crash Configuration'. The window has two tabs: 'Locally Defined Fields' (selected) and 'Miscellaneous'. A blue arrow points to the 'Locally Defined Fields' tab. The window contains several sections: a 'Sort By' section with radio buttons for 'Field Description' (selected), 'Start Date', 'Field Label', and 'Tab Order'; a 'Display Date Range' section with 'From' (01/01/1984) and 'To' (04/13/2017) date pickers; a 'Show Deleted Fields' checkbox; a table with columns 'Field ID', 'Deleted', 'Field Description', 'Field Label', and 'Start Date'; a 'Field Description' form with input fields for 'Field Description', 'Field Label', 'Data Type', 'Width (Chars)', 'Start Date', and 'Deletion Date'; and various control buttons like 'Add', 'Delete', 'Print', 'Export...', 'Save', 'Cancel', 'Tab Order', 'Position...', 'Close', and 'Help'. The 'Data Type' and 'Width (Chars)' dropdowns are highlighted in cyan. The 'Print on Facsimile Report' checkbox is checked. The status bar at the bottom right says 'Optional Field'.

Crash Configuration – Locally Defined Fields

- Adding an LDF for crash records is the same as inspections
- Can be used permanently
- Can be used only during a specified date range
- Can be queried in SAFETYNET
- Cannot be exported

Common uses:

- Collect any crash data not already included in the Crash record

Crash Configuration – Miscellaneous



Demo:
Miscellaneous

A screenshot of a software dialog box titled "Crash Configuration". The dialog has two tabs: "Locally Defined Fields" and "Miscellaneous". A blue arrow points to the "Miscellaneous" tab. The "Miscellaneous" tab is active and contains a section titled "Archive Data Retention". Under this section, there are two radio button options: "Remove archived data" followed by a spinner box containing the number "1" and the text "year(s) after Crash date", and "Never remove Archived Data". The "Never remove Archived Data" option is selected. At the bottom of the dialog, there are three buttons: "OK" with a green checkmark, "Cancel" with a red X, and "Help" with a question mark.

Optimize Performance



Demo:
Optimize
Performance

The screenshot shows the SAFETYNET application interface. The 'Configuration' menu is open, and the 'Optimize Performance' option is highlighted. A warning dialog box is displayed in the foreground, asking for confirmation to optimize the database performance.

Warning

Optimizing database performance may be time-consuming and cannot be canceled. Continue?

Buttons: Yes, No, Help

Tag	Report #	Start Date	Start Time	USDOT #	MC/MX #	Int
<input type="checkbox"/>	TXLAFH000996	10/10/2017	07:40	01016214	428079	
<input type="checkbox"/>	TXLACN004000	12/24/2017	03:22	00003706	140665	
<input type="checkbox"/>	TXLABE002996	09/09/2016	17:11	00459191		
<input type="checkbox"/>	TXLABL003000	10/10/2017	07:08	01329533	513775	
<input type="checkbox"/>	TXLAFH000999	10/10/2017	11:25	00228815		
<input type="checkbox"/>	TX0000663997	01/01/2017	17:15	00177639	174551	
<input type="checkbox"/>	TXLABL002998	10/10/2017	04:34	00308155	200308	

Database Administration

- SCARIANO BROTHERS LLC
- DOWDY RONNIE INC
- JONES EXPRESS INC
- LOUISIANA POLE & PILING CO INC.
- USS
- ROBERT MCQUEEN JR
- LONE STAR TRANSPORTATION
- WIL-TRUK INC
- AM-CAN TRANSPORT SERVICE LLC
- J & D TRUCKING INC
- RRR TRANSPORTATION COMPANY
- PREFERRED TRANSPORT & DISTRIBUTION INC
- LINDEN BULK TRANSPORTATION SW LLC
- AIRGAS GULF STATES
- REGINALD COLE
- UNITED LOGISTIC SERVICE INC
- FAYETTEVILLE MOVING & STORAGE INC

Inspection - Main Database | 05/09/2018 | 5:19:51 PM | 7890 Total records as of 5:19:42 PM | 0 Tagged | 5930 Queried

Optimize Performance

- Gives SAFETYNET an “Oil Change”
- Optimizes performance
 - Compresses tables so they’re allocated efficiently
 - Takes a while to run
 - **Do not** run the SAFETYNET backup at the same time (if you do backups)

Common uses:

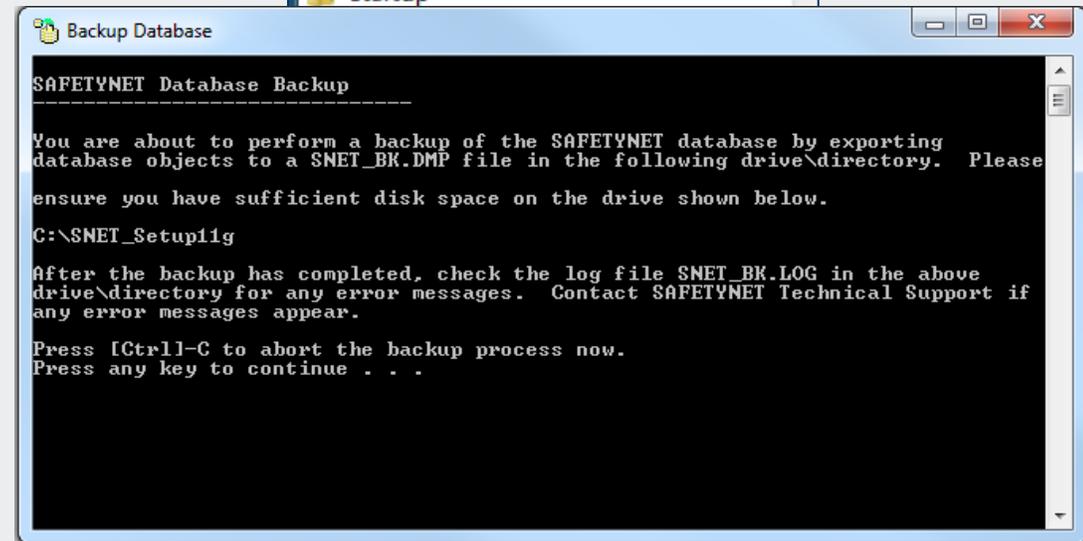
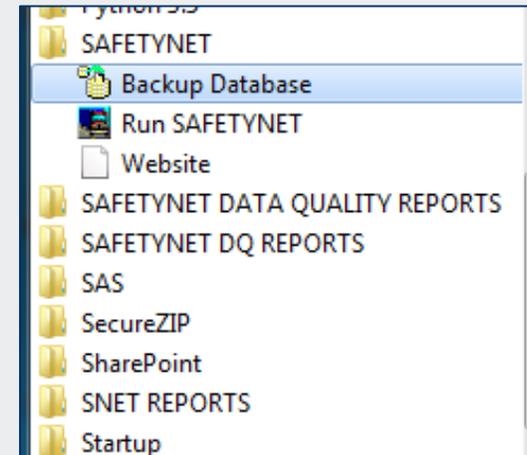
- Configuration
- Database Administration
- Optimizing Performance

SAFETYNET Backup

- Must be run from the SAFETYNET server
- Do not depend on your network/system backup software

Common uses:

- Creating a local backup of your entire Oracle database



```
SAFETYNET Database Backup
-----
You are about to perform a backup of the SAFETYNET database by exporting
database objects to a SNET_BK.DMP file in the following drive\directory. Please
ensure you have sufficient disk space on the drive shown below.
C:\SNET_Setup11g

After the backup has completed, check the log file SNET_BK.LOG in the above
drive\directory for any error messages. Contact SAFETYNET Technical Support if
any error messages appear.

Press [Ctrl]-C to abort the backup process now.
Press any key to continue . . .
```

Poll #4



Configuration Review

- Locally defined fields in Crash behave the same way as in Inspection
 - Can be used to collect additional Crash data
- Run the Optimize Performance utility at least once a month
- **BACKUP, BACKUP, BACKUP!**

Have Questions? Let Us know!



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**For questions about the
SAFETYNET System:**

FMCSA Tech Support
617-494-3003

Thank You!