

Process to perform a UCR Audit

There are two opportunities to audit the registration:

First, when carriers have submitted the registration form to the state.

Second, after the registration has been processed online by the company, process agent or state official.

At time of registration:

State official can compare the number of vehicles indicated on the registration form with the most recent MCS-150 form.

- Verify the number being registered against the number indicated on their most recent MCS-150 Form, prior to the UCR filing.

If the numbers match then process the application. If the number of vehicles does not match then:

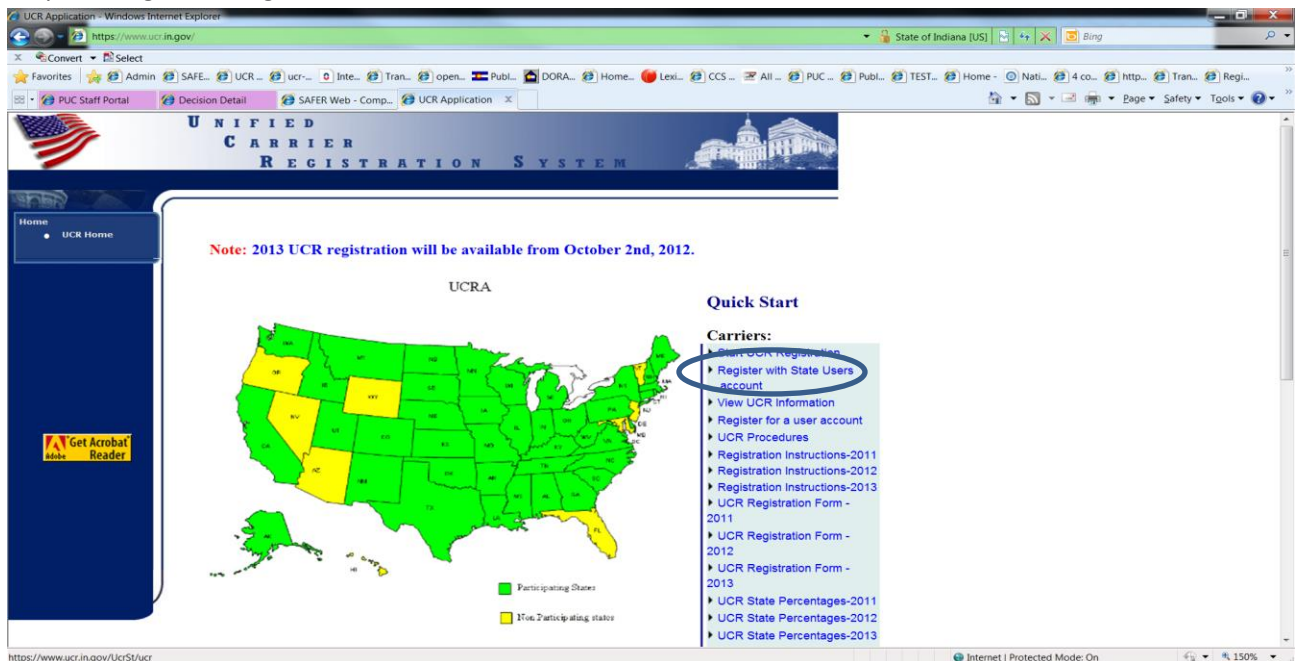
- Verify the number of vehicles on the IRP report.

If the number being registered is less than the number on the IRP report then the state should send a letter to the carrier informing them that a desk audit of their application was completed and they would need to file UCR Forms 1 & 2 with an explanation for the difference.

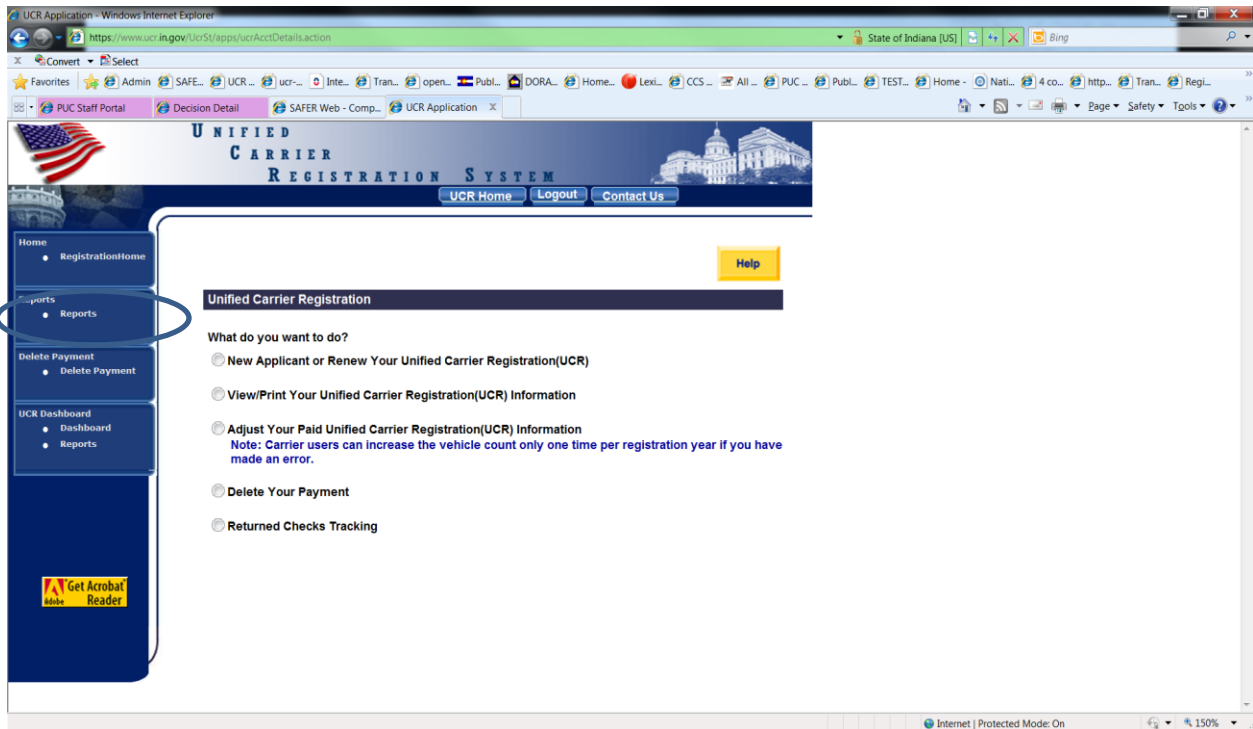
After the registration has been processed:

State official should pull a report from the appropriate registration program. The following is a step by step on how to do this with the National Registration System.

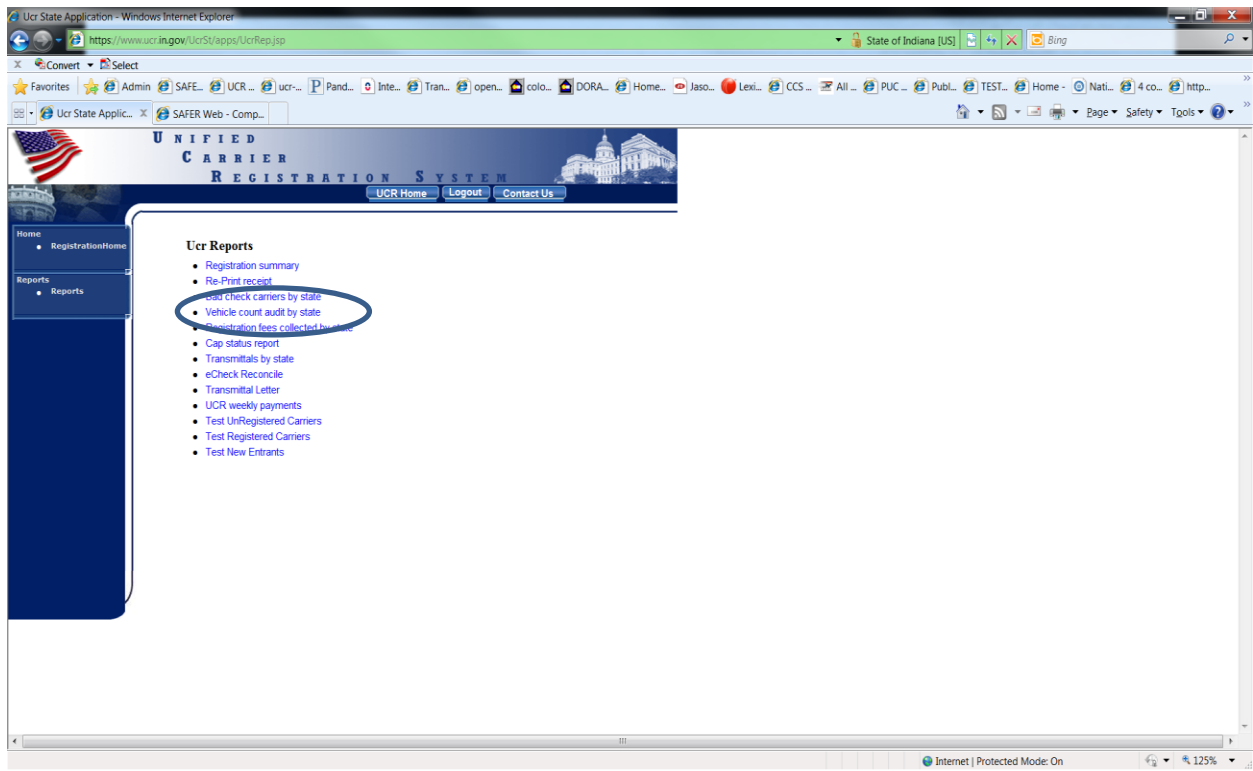
Step one log in the register with State User account:



Step two click on the reports button:



Select the Vehicle Count Audit Report:



Select the Two Digit State:

The screenshot shows a web browser window with the URL <https://www.ucr.in.gov/UcrSt/apps/UcrParam.jsp?RepType=UcrFedCount>. The page title is "UCR Reports:". Below the title, there is a prompt "Please select 2 letter State ID:". The "State:" label is followed by a dropdown menu that is currently open, displaying a list of two-letter state abbreviations from AK to NC. The "Select Registration Year:" label is followed by a "Run Report" button. The browser's status bar at the bottom indicates "Done" and "Protected Mode: On".

UCR Reports:

Please select 2 letter State ID:

State:

Select Registration Year:

Run Report

Select State

AK
AL
AR
CA
CO
CT
DE
GA
IA
ID
IL
IN
KS
KY
LA
MA
ME
MI
MN
MO
MS
MT
NC

Next, Select the Audit Year and click on the Run Report button:

The screenshot shows the same web browser window as the previous one, but now the "Select Year:" dropdown menu is open, displaying a list of years from 2008 to 2013. The "State:" dropdown menu is now closed and shows "CO" as the selected state. The "Run Report" button remains visible. The browser's status bar at the bottom indicates "Done" and "Protected Mode: On".

UCR Reports:

Please select 2 letter State ID:

State:

Select Registration Year:

Run Report

Select Year

2008
2009
2010
2011
2012
2013

Below is an Example of the Audit Report:

Legal Name	Dba Name	Ucdot	Mc Number	Ms Number	Business Address	State	Num Of Vehicle Registered	Num Of Vehicle Intra	Num Of Vehicle Original	Fed Vehicle Count Flag	Registration Year
A-CORE CONCRETE CUTTING INC		737462			5360 SOUTH RILEY LANE, MURRAY, UT, 84107	UT	73	56	123	E	2015
ACE DISPOSAL INC		704273			2274 SOUTH TECHNOLOGY DRIVE, WEST VALLEY CITY, UT, 84119	UT	100	0	125	E	2015
ARNOLD MACHINERY INC	GENERAL IMPLEMENT DIST	122955			2975 V 2900 S, SALT LAKE CITY, UT, 84119	UT	96	0	111	E	2015
ATK LAUNCH SYSTEMS INC		76595			9800 NORTH HIGHWAY 93, CORPINE, UT, 84307	UT	20	10	133	E	2015
B H INC	B H I	762561	652494		826 SOUTH 1500 EAST, VERNAL, UT, 84078	UT	68	0	221	E	2015
CEMEY CONSTRUCTION MATERIALS SOUTH LLC	CEMEY	942243			4446 E VAN BUREN #250, PHOENIX, AZ, 85008	UT	5	-3	580	E	2015
CHRISTENSEN TRUCK SALES		380048			1180 V STATE STREET, HINNY 93, PLEASANT GROVE, UT, 84062	UT	5	0	228	E	2015
CONSOLIDATED LEASING COMPANY	PETERBILT PAC LEASE OF UTAH AND IDAHO	151028			1800 SOUTH 9500 WEST, SALT LAKE CITY, UT, 84105	UT			170	E	2015
CORP PBO CHURCH OF JESUS CHRIST LDS	DESERET INDUSTRIES	223057			1600 SOUTH VALLACE ROAD, SALT LAKE CITY, UT, 84108	UT	66	0	181	E	2015
CUTTERS VEHICLE SERVICE INC		444772			320 S 1500 E, VERNAL, UT, 84078	UT	86	24	100	E	2015
ENTERPRISE LEASING COMPANY WEST LLC	ENTERPRISE COMMERCIAL TRUCKS	174448			6895 BIERMUDA ROAD, LAS VEGAS, NV, 89119	UT			147	E	2015
GENEVA ROCK PRODUCTS INC		352940			730 NORTH 1500 WEST, OREM, UT, 84057	UT	50	451	501	E	2015
GLOBAL EXPERIENCE SPECIALISTS INC	GES LOGISTICS	463011	359451		7150 S TENAYA WAY #100, LAS VEGAS, NV, 89103	UT	31	163	171	E	2015
HUNT ELECTRIC INC		192236			1863 ALEXANDER STREET, SALT LAKE CITY, UT, 84118	UT	17	95	112	E	2015
J D FIELD SERVICES INC		100419	424001		2080 SOUTH 1500 EAST, VERNAL, UT, 84078	UT	92	0	120	E	2015
MCCANDLESS RENTAL AND LEASING INC		195163			3780 LOSEE RD, NORTH LAS VEGAS, NV, 89030	UT			190	E	2015
ON DEMAND SEDAN SERVICES INC	ODS	681193	317817		4675 V INN ROAD, LAS VEGAS, NV, 89103	UT	15	0	104	E	2015
PETERBILT OF RENO SPARKS LLC	PETERBILT PAC LEASE OF RENO SPARKS	1709651			2255 LARKIN CIRCLE, SPARKS, NV, 89431	UT			136	E	2015
STANDARD PLUMBING SUPPLY COMPANY	SPRINKLER WORLD WIDE PLUMBERS SUPPLY LAS VEGAS PLUMBERS SUPPLY DASH	462902			9310 S 370 V, SANDY, UT, 84070	UT	19	83	102	E	2015
STOCK BUILDING SUPPLY WEST LLC	STOCK BUILDING SUPPLY WEST	37786			1333 WEST 9000 SOUTH, WEST JORDAN, UT, 84088	UT	64	140	204	E	2015
SUNROC BUILDING MATERIALS INC		1969725			730 NORTH 1500 WEST, OREM, UT, 84057	UT	38	131	169	E	2015
SUNROC CORPORATION		370193	221222		730 NORTH 1500 WEST, OREM, UT, 84057	UT	91	207	298	E	2015
UNITED SITE SERVICES OF NEVADA INC		1527893			1263 WEST 3050 SOUTH, OGDEN, UT, 84401	UT	29	104	133	E	2015
V W CLYDE & CO		45268			1275 N MAIN ST, SPRINGVILLE, UT, 84663	UT	95	17	112	E	2015
WASTE MANAGEMENT OF UTAH INC		388239			8852 SOUTH 4000 WEST, WEST JORDAN, UT, 84088	UT	2	142	144	E	2015

Resulting report identifies the number of vehicles indicated on their last MCS-150 form (Number of Vehicles Original) , the number actually registered for (Num of Vehicle Registered), it also will give you a number of vehicles operated on intrastate. Each of these companies has registered in a bracket lower than what was expected. These carriers are listed by the bracket they should have registered in, the highest retreats to the lowest. This is indicated in the “Fed Vehicle Count Flag” column. It is indicated by a letter instead of a number – Bracket 6 is noted with an “E” Bracket 5 is shown as letter “D” and so forth.

So now you have obtained this report so what is required of and agency to show they have been completing the audits. States are required under Section 19. Of the Unified Carrier Registration Agreement to audit all the carriers who “retreated” from bracket 6 and 5 (E and D) and 3% of the carriers who “retreated from brackets 4 – 2 (C, B, A).

The following is the minimum effort that a state needs to do to complete the audit for carriers that have lowered the number of vehicles they have registered with the UCR to pay a lower fee.

As a means to track the audit process the following spreadsheet can be used or some other form designed by the state.

	A	B	C	D	E	F	G	H	I
1		Audit Worksheet							
2									
3	Line No	UCR Form		contacted 1/31/13		Contacted 1/31/13			
4		Registration Year being Audited	12	2012	2012	2012			
5		USDOT Number of Registrant							
6		Legal Name of Registrant							
7		DBA Name of Registrant							
8	1	Date UCR Application filed for the reporting year	5/25/2012	12/11/2012	1/12/2012	1/4/2012			
9	2	Section 4. Is box checked that indicate the number of vehicle shown was taken from the last reported MCS-150 form (Yes, No). If unknown, leave blank.	unknown	unknown	MCS-150	Option 2			
10	3	Number of vehicles shown in Column A on the UCR	32	133	222	17			
11	4	Number of vehicles shown in Column C on the UCR Form		0					
12	5	Number of vehicles shown in Column D on the UCR Form		0					
13	6	Number of vehicles subtracted on Line 2 on the UCR	17	113	215	0			
14	7	Number of vehicles added on Line 3 on the UCR Form		0					
15	8	Total Number on Line 4 of the UCR Form	15	20	7	17			
16	9	Fee Paid	\$ 452	\$ 452	\$ 452	\$ 452			
17									
18	Line No	MCS-150 Form							
19	10	Date of the MCS-150 on file at the time the UCR Application was filed in the base state	11/28/2011	3/31/2011	7/1/2011	2/7/2011			
20	11	Number of Straight Trucks - Owned	5	40	185	155			
21	12	Number of Straight Trucks - Term Leased	0	72		0			
22	13	Number of Straight Trucks - Trip Leased	0	0		0			
23	14	Number of Truck Tractors - Owned	27	3	3	26			
24	15	Number of Truck Tractors - Term Leased	0	11					
25	16	Number of Truck Tractors - Trip Leased	0						
26	17	Number of Hazmat Cargo Tank Trucks - Owned	0	2					
27	18	Number of Hazmat Cargo Tank Trucks - Term Leased	0	2					
28	19	Number of Hazmat Cargo Tank Trucks - Trip Leased	0						
29	20	Number of Motor-Coach - Owned	0						
30	21	Number of Motor-Coach - Term Leased	0						
31	22	Number of Motor-Coach - Trip Leased							
32	23	Number of School Bus 1-8 - Owned							
33	24	Number of School Bus 1-8 - Term Leased							
34	25	Number of School Bus 1-8 - Trip Leased							
35	26	Number of School Bus 9-15 - Owned							
36	27	Number of School Bus 9-15 - Term Leased							

A State may modify this spreadsheet to fit the needs of their audit process and documentation gathering.

The Auditor needs to determine what the carrier has indicated on the MCS-150 form that was filed prior to the date of the UCR registration. If the auditing agency has access to MCMIS they will log in pull a history of the MCS-150 form filings and select the most recent filing before the UCR registration was completed:

https://portal.fmcsa.dot.gov/mcmis_sso/compass/pkg_carrier_search.prc_search_selection

FMCSA Portal View Company Record

Options for this Company

Activity Summary

Assignments

Cargo Tank Facilities

Company History

Company Letter History

Company Record

Crash

Current Rating Information

Generate MCS-150/150B

Inactivate Company Record

Inspection

Inspection Selection System (ISS)

MCSIP/CSA Information

Maintain Docket Number

Modify Company Record

OOS Records

Reapplication After Revocation of NE

Request On-Demand Letters

Returned Letter

Review

SafeStat Information

Safety Audit

Safety Audit Refusal

View MCS-150/150B History

View Unified Carrier Registration (UCR) Information

MX Type:

New Entrant Status: NEVER IN

New Entrant Entry Date:

Name of Authorized Person: BRETT H

Do not put in NE Program (Y/N): YES

1. Officer Name: BRETT H

1. Officer Title: DOT COM

2. Officer Name:

2. Officer Title:

Carrier Operation: A. INT

Mileage (MCS 150):

Mileage (MCS 151):

on: EHS ENGINEER II

INTRASTATE NON-HAZMAT

2013

June 08, 2015

[Cargo Tank Search](#) | [Company Information](#) | [Crash](#) | [Inspection](#) | [Letters](#) | [MCS150/150B/150C Add](#) | [Monitoring](#) | [Reports](#) | [Review](#) | [Safety Audit](#)

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Federal Motor Carrier Safety Administration

1200 New Jersey Avenue SE, Washington, DC 20590 - 1-800-832-5660 - TTY: 1-800-877-8339 - Field Office Contacts

Then select the last MCS-150 filing that happened before the registration was done. Keep in mind this may be up to two years before.

https://portal.fmcsa.dot.gov/mcmis_sso/compass/pkg_carrier_selection.prc_process_carrier_selections

FMCSA Portal View MCS-150/150B History

Form Generated	Form Date (24 Hour Clock)
MCS-150/150B	12/22/2014 10:04:09
MCS-150/150B	03/17/2014 14:37:58
MCS-150/150B	02/18/2014 12:10:51
MCS-150/150B	12/13/2013 09:28:55
MCS-150/150B	01/18/2013 11:46:45
MCS-150/150B	01/18/2013 10:18:47
MCS-150/150B	02/13/2012 09:27:03
MCS-150/150B	04/19/2011 10:38:06
MCS-150/150B	04/19/2011 10:31:54
MCS-150/150B	04/14/2011 11:01:55
MCS-150/150B	03/01/2011 10:49:12
MCS-150/150B	06/29/2010 10:16:50
MCS-150/150B	05/07/2009 13:39:18
MCS-150/150B	07/09/2008 10:08:26
MCS-150/150B	05/29/2007 11:37:20
MCS-150/150B	01/11/2007 17:24:11
MCS-150/150B	06/02/2005 09:41:18
MCS-150/150B	02/01/2005 14:36:41

Options for this Company

June 08, 2015

If a state does not have access to MCMIS they can also retrieve the information from Safersys.org. To do so the auditor will go to safersys.org and click on the company snapshot and enter the USDOT number to bring up the carriers record.

Then click on the SMS results link in the upper right hand side:

SAFER Web - Company Snapshot

USDOT Number MC/MX Number Name

Enter Value: 234

Search

Company Snapshot
DOUG ANDRUS DISTRIBUTING LLC
USDOT Number: 234

[Inspections/Crashes In US](#) | [Inspections/Crashes In Canada](#) | [Safety](#)

Other Information for this Carrier

- [SMS Results](#)
- [Licensing & Insurance](#)

If you would like to update the following ID/Operations information, please complete and submit form [MCS-150](#) which is available [online](#) or from your State FMCSA office. If you would like to challenge the accuracy of your company's safety information, you can do so using FMCSA's [DataQs](#) system.

For other users: FMCSA provides the Company Safety Profile (CSP) to motor carriers and the general public interested in obtaining greater detail on a motor carrier's safety performance then what is captured in the Company Snapshot. To obtain a CSP please visit the [CSP order page](#) or call (800)832-0328/280-4001 (Fee Required).

For an explanation of individual data fields, click on any field name or for help of a general nature go to [SAFER General Help](#).

Information below reflects the content of the FMCSA management information systems as of 06/09/2015.

Entity Type:	Carrier & Broker		
Operating Status:	AUTHORIZED FOR PROPERTY	Out of Service Date:	None
Legal Name:	DOUG ANDRUS DISTRIBUTING LLC		
DBA Name:			
Physical Address:	6300 S 45TH WEST IDAHO FALLS, ID 83402		
Phone:	(208) 533-6700		