

**FOR VOTE AT THE 2022 ANNUAL IFTA BUSINESS MEETING**



**IFTA BALLOT PROPOSAL  
6-2022**

**Sponsor**

IFTA Clearinghouse Advisory Committee

**Date Submitted**

May 12, 2022

**Proposed Effective Date:**

Upon passage of the Ballot

**Manual Sections to be Amended**

IFTA Articles of Agreement (Effective January 2022)  
IFTA Procedures Manual

Section R2120.200  
Section P1040

**Subject**

IFTA Inc Clearinghouse Data Quality Plan

**History/Digest**

In any data management system, a high level of data quality is extremely important for analysis and planning. Data in the IFTA Clearinghouse can be used to analyze trends, plan for legislative and staffing changes, verify that the transmitted data reflects actual activity and that the funds netting between jurisdictions is accurate. IFTA Team members and jurisdiction teams have noted issues with data quality. In the past, these issues have been addressed by jurisdictions individually, if at all. The Clearinghouse Advisory Committee has created an action plan (IFTA, Inc. Clearinghouse Data Quality Plan) to promote consistent procedural validations in member jurisdictions. This consistency will lead to increased data quality and more useful data within the Clearinghouse. The Clearinghouse Advisory Committee and IFTA, Inc. feel that the value this provides to IFTA Membership is well worth the effort involved in implementing this plan.

**Intent**

- Ensure that the data sent to Clearinghouse is valid and accurate.
- Hold Jurisdictions accountable to review and correct data before sending data to Clearinghouse.
- Where advisories are identified in the transmittal data, ensure that jurisdictions are following up to ensure that the data is accurate and valid.

**Interlining Indicates Deletion; Underlining Indicates Addition**

**IFTA Articles of Agreement:**

**R2120.200 Transmittal Data**

When the exchange of a transmittal data listing is required among the participating members by the IFTA Articles of Agreement and the IFTA Procedures Manual, such requirements shall be deemed satisfied by the successful and timely transmission of the data to the clearinghouse.

The participating members shall be required to provide a transmittal data listing to all other member jurisdictions as required by the IFTA Procedures Manual Section P1040.

.100 All jurisdictions are required to perform data quality/validation checks on the transmittal data that is sent to the IFTA Clearinghouse as outlined in the IFTA Procedures Manual Section P1040

.200 Where the monthly transmittal data from a jurisdiction contains data that produces data validation errors under P1040.800.001 through .005, the IFTA Clearinghouse can reject the entire transmittal file from that jurisdiction until the data validation errors are corrected.

.300 Jurisdictions will have multiple opportunities to correct and re-transmit their data prior to the transmittal due date outlined in the IFTA Funds Netting Calendar.

.400 Where the monthly transmittal data of a jurisdiction creates data validation warnings under P1040.800.006 through .008 of the Procedures Manual, the transmittal file will be accepted by the IFTA Clearinghouse. However, jurisdictions may be required to identify the steps taken to verify the accuracy of the data producing the data validation warnings during their Program Compliance Review.

500. Where a jurisdiction has conducted a review of data that has produced a data validation error and is satisfied that the data is true and accurate, the jurisdiction may request that the Clearinghouse accept their transmittal file despite the data validation error(s). The IFTA Clearinghouse will review the situation and determine the acceptability of the transmittal file.

**IFTA Procedures Manual:**

**\*P1040 MONTHLY TRANSMITTALS**

**Outgoing Transmittals**

Each member jurisdiction shall forward transmittal data listings related to tax returns received during each month. Transmittal data listings and related funds must be forwarded monthly in accordance with the transmittal and funding calendar prepared by the Clearinghouse Advisory Committee and approved by the IFTA, Inc. Board of Trustees. The funds and the supporting transmittal data listings may be sent separately. A report of no activity is required for each member jurisdiction if no revenue was collected on its behalf.

**Incoming Billing Transmittals**

In the event a transmittal data listing to another jurisdiction results in money being owed to the base jurisdiction, the jurisdiction being billed shall remit payment to the base jurisdiction in accordance with the transmittal and funding calendar prepared by the Clearinghouse Advisory Committee and approved by the IFTA, Inc. Board of Trustees.

- 53  
54 The transmittal data listing shall contain, but not be limited to, the following information:  
55  
56 **.050** The base jurisdiction's name;  
57  
58 **.100** The reporting period that the transmittal data listing is for;  
59  
60 **.150** The account number of each licensee being reported;  
61  
62 **.200** The total miles or kilometers reported for each licensee for that jurisdiction;  
63  
64 **.250** The total taxable miles or kilometers reported for each licensee for that jurisdiction;  
65  
66 **.300** The reported fleet fuel consumption factor for each licensee;  
67  
68 **.350** The reported taxable gallons or liters for each licensee for that jurisdiction;  
69  
70 **.400** The reported tax paid gallons or liters for each licensee for that jurisdiction;  
71  
72 **.450** The net taxable gallons or liters for each licensee for that jurisdiction;  
73  
74 **.500** The tax due for each licensee for that jurisdiction;  
75  
76 **.550** The interest due for each licensee for that jurisdiction;  
77  
78 **.600** The total due for each licensee for that jurisdiction;  
79  
80 **.650** The amount deficient from partial payment for each licensee for that jurisdiction; and  
81  
82 **.700** The summary totals of items listed in IFTA Procedures Manual Sections P1040.200,  
83 P1040.250, and P1040.350 through P1040.650.  
84  
85  
86 **.750** Evidence of data validation checks meeting the requirements of P1045.001 through .007

87  
88 **P1045 DATA VALIDATION STEPS**  
89

90 All IFTA jurisdictions must perform the following data validation checks on all 'OR' (original  
91 88 return) rows in the transmittal detail file.

92  
93 **.001** All Carrier IDs included in the monthly transmittal file must be properly formatted with 9  
94 digits. If the Carrier ID in any row of the transmittal file is not formatted correctly, the  
95 entire transmittal will be rejected by the IFTA Clearinghouse.

96  
97 **.002** The fuel type specified on each row of the transmittal file must be formatted as a  
98 recognized IFTA fuel type as specified in the IFTA, Inc. Clearinghouse Data Quality  
99 Plan. If the fuel type in any row of the transmittal file is not formatted correctly, the  
100 entire transmittal file will be rejected by the IFTA Clearinghouse.

101  
102 **.003** Each non-base jurisdictional OR row in the transmittal file must have sufficient data to  
103 allow for the proper calculation of the tax due and interest owing. If any non-base  
104 jurisdictional OR transmittal row is showing a tax due, and the total miles, or total  
105 kilometers, are zero, or Null, the entire transmittal file will be rejected by the IFTA  
106 Clearinghouse. This clause does not apply to OR surcharge rows in the transmittal  
107 file.

108  
109  
110  
111  
112  
113  
114  
115  
116  
117  
118  
119  
120  
121  
122  
123  
124  
125  
126  
127  
128  
129  
130  
131  
132  
133  
134  
135  
136  
137  
138  
139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149  
150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162

.004 For US jurisdictions, if the MPG value for a non-base jurisdictional row in the transmittal file exceeds the maximum allowable MPG value specified in the IFTA, Inc. Clearinghouse Data Quality Plan, and the total miles travelled for the carrier's Quarterly return is above the specified distance criteria, and the total tax due for the non-base jurisdictional row is greater than the upper dollar criteria, or less than the lower dollar criteria, the entire file will be rejected by the IFTA Clearinghouse.

Similarly, for Canadian jurisdictions, if the KPL value for a non-base jurisdictional row in the transmittal file exceeds the maximum allowable KPL value specified in the IFTA, Inc. Clearinghouse Data Quality Plan, and the total kilometers travelled for the carrier's Quarterly return is above the specified distance criteria, and the total tax due is greater than the upper dollar criteria, or less than the lower dollar criteria, the entire transmittal file will be rejected by the IFTA Clearinghouse.

.005 For US jurisdictions, if the MPG value for a non-base jurisdictional row in the transmittal file is below the minimum allowable MPG value as specified in the IFTA, Inc. Clearinghouse Data Quality Plan, and the tax due amount of that row results in a refund in excess of refund dollar limit, the entire transmittal file will be rejected by the IFTA Clearinghouse.

Similarly, for Canadian jurisdictions, if the KPL value for a non-base jurisdictional row in the transmittal file is below the minimum allowable KPL value as specified in the IFTA, Inc. Clearinghouse Data Quality Plan, and the tax due amount of that row results in a refund in excess of the refund dollar limit, the entire transmittal file will be rejected by the IFTA Clearinghouse.

.006 For US jurisdictions, if a jurisdictional transmittal file has more than one non-base jurisdictional row per quarterly return where the tax paid gallons equals the taxable gallons (i.e. Net Gallons equal to zero), the jurisdiction will receive an advisory email from the IFTA Clearinghouse alerting the jurisdiction to the presence of multiple net zero lines in their transmittal file. The transmittal file will not be rejected by the IFTA Clearinghouse based on the net-zero advisories, but each occurrence will be available during the Program Compliance Review for that jurisdiction, and jurisdictions may be asked to substantiate their follow up activities to ensure that the transmittal data is accurate.

Similarly For Canadian jurisdictions, if a jurisdictional transmittal file has more than one non-base jurisdictional row per quarterly return where the tax paid litres equals the taxable litres (i.e. Net Litres equal to zero), the jurisdiction will receive an advisory email from the IFTA Clearinghouse alerting the jurisdiction to the presence of multiple net zero lines in their transmittal file. The transmittal file will not be rejected by the IFTA Clearinghouse based on the net-zero advisories, but each occurrence will be available during the Program Compliance Review for that jurisdiction, and jurisdictions may be asked to substantiate their follow up activities to ensure that the transmittal data is accurate.

.007 For US jurisdictions, if a jurisdictional transmittal file contains a non-base jurisdictional row where both the Net Taxable Gallons and the Tax Rate are non-zero, and the Tax Due is zero, the jurisdiction will receive an advisory email from the IFTA Clearinghouse alerting the jurisdiction to the presence of row data that meet these criteria. The transmittal file will not be rejected by the IFTA Clearinghouse based on these advisories, but each occurrence will be available during the Program Compliance Review for that jurisdiction, and the jurisdiction may be asked to substantiate their follow up activities to ensure that the transmittal data is accurate.

163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180  
181  
182  
183  
184  
185  
186  
187  
188

Similarly, for Canadian jurisdictions, if a jurisdictional transmittal file contains a non-base jurisdictional row where both the Net Taxable Litres and the Tax Rate are non-zero, and the Tax Due is zero, the jurisdiction will receive an advisory email from the IFTA Clearinghouse alerting the jurisdiction to the presence of row data that meet these criteria. The transmittal file will not be rejected by the IFTA Clearinghouse based on these advisories, but each occurrence will be available during the Program Compliance Review for that jurisdiction, and the jurisdiction may be asked to substantiate their follow up activities to ensure that the transmittal data is accurate.

**Revisions following the Comment Period**

- Made changes suggested by the IFTA AAC
    - Deleted lines 33-36
    - Deleted lines 87 and 88.
    - Substituted line 89 for lines 87 and 88
- Also made another numbering change to line 89
- Changed .800 to .750 to be consistent with the with numbering naming convention with P1040.