

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

1 **IFTA Articles of Agreement:**

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3 **R2120.200 Transmittal Data**

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

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

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11 .100 All jurisdictions are required to perform data quality/validation checks on the transmittal data
12 that is sent to the IFTA Clearinghouse as outlined in the IFTA Procedures Manual Section
13 P1040

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15 .200 Where the monthly transmittal data from a jurisdiction contains data that produces data
16 validation errors under P1040.800.001 through .005, the IFTA Clearinghouse can reject the
17 entire transmittal file from that jurisdiction until the data validation errors are corrected.

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19 .300 Jurisdictions will have multiple opportunities to correct and re-transmit their data prior to the
20 transmittal due date outlined in the IFTA Funds Netting Calendar.

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22 .400 Where the monthly transmittal data of a jurisdiction creates data validation warnings under
23 P1040.800.006 through .008 of the Procedures Manual, the transmittal file will be accepted
24 by the IFTA Clearinghouse. However, jurisdictions may be required to identify the steps
25 taken to verify the accuracy of the data producing the data validation warnings during their
26 Program Compliance Review.

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

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33 **IFTA Procedures Manual:**

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36 ***P1040 MONTHLY TRANSMITTALS**

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38 **Outgoing Transmittals**

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

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47 **Incoming Billing Transmittals**

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

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54 The transmittal data listing shall contain, but not be limited to, the following information:
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56 **.050** The base jurisdiction's name;
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58 **.100** The reporting period that the transmittal data listing is for;
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60 **.150** The account number of each licensee being reported;
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62 **.200** The total miles or kilometers reported for each licensee for that jurisdiction;
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64 **.250** The total taxable miles or kilometers reported for each licensee for that jurisdiction;
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66 **.300** The reported fleet fuel consumption factor for each licensee;
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68 **.350** The reported taxable gallons or liters for each licensee for that jurisdiction;
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70 **.400** The reported tax paid gallons or liters for each licensee for that jurisdiction;
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72 **.450** The net taxable gallons or liters for each licensee for that jurisdiction;
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74 **.500** The tax due for each licensee for that jurisdiction;
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76 **.550** The interest due for each licensee for that jurisdiction;
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78 **.600** The total due for each licensee for that jurisdiction;
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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.
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86 **.750** Evidence of data validation checks meeting the requirements of P1045.001 through .007

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88 **P1045 DATA VALIDATION STEPS**
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90 All IFTA jurisdictions must perform the following data validation checks on all 'OR' (original
91 88 return) rows in the transmittal detail file.
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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.
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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.
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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.

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.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.

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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.