

Registrar's Decisions: Notification (RDN) 01/2024: New Product: Driver's Licence History Report (DLHR)

Access to Motor Vehicle Information Regulation (AMVIR)

In Alberta, Personal Driving and Motor Vehicle Information is collected under the *Freedom of Information and Protection of Privacy Act (FOIP)* for *Traffic Safety Act (TSA)* purposes. Once in the office of the Registrar, the information is exempted from the use and disclosure provisions of FOIP and may be released under AMVIR.

I. Decisions

To comply with the requirements of the Access to Motor Vehicle Information Regulation (AMVIR) AR 140/2003, as amended, and to further strengthen, clarify, and manage the disclosure of Personal Driving and Motor Vehicle Information from Alberta's Motor Vehicle Electronic System (MOVES), the Registrar of Motor Vehicle Services (the "Registrar") decides:

1. Definitions:

- **"Condition"** means Condition as defined on the Registrar's Website at <https://www.alberta.ca/motor-vehicle-information-products-explained>.
- **"Confirmation Letter"** means a specific MVIP prepared at Registrar's discretion, in the Registrar's office.
- **"DL"** means an Alberta driver's licence which is an "operator's licence (OL)", or "driver's licence (DL)" as defined in the TSA. An individual is uniquely identified by the number provided on the front of the DL card. Information about obtaining and maintaining an Alberta DL is provided on Registrar's Website at: <https://www.alberta.ca/get-drivers-licence.aspx>
- **"Designated Member"** means a Member whom the Organization has identified as facing a heightened risk of personal harm if his/her physical address is released.
- **"Driving Record"** means driving record as defined in the TSA.
- **"Driver's Licence History Report (DLHR)"** means a specific MVIP released by the Registrar as Type I information. Type I information is defined in Registrar's Decisions: Notification 01/2004 available on the Registrar's Website.
- **"Endorsement"** means Endorsement as defined on the Registrar's Website at <https://www.alberta.ca/motor-vehicle-information-products-explained>.
- **"Graduated Driver Licencing (GDL)"** means a program implemented by the Registrar that ensures new drivers, regardless of age, get the support, skills and experience they need to handle the complex task of driving.

- **“MOVES”** means the Motor Vehicle Electronic System which is the Alberta Motor Vehicle Registry database.
- **“Member”** means an individual who is a member of the Organization and includes that individual’s spouse and dependent children.
- **“MVIP”** means Motor Vehicle Information Product which is a specific compilation of information released by the Registrar as an information product.
- **“OL”** means an Alberta Operator’s Licence which is an “operator’s licence”, or “driver’s licence” as defined in TSA.
- **“Operator Information Confirmation Letter (OI CL)”** means a customized Confirmation Letter prepared under the Operator Information Search Report.
- **“Operator Information Search Report”** means a specific MVIP released by the Registrar as Type I information. Type I information is defined in Registrar’s Decisions: Notification 01/2004 available on Registrar’s Website.
- **“Organization”** means a legal entity whose employees are engaged in the administration of justice and may face a risk of intimidation and/or retribution from persons who are impacted by their decisions. VPP is not intended to be used to shield Designated Members from contact by individuals who have lawfully obtained access to Personal Driving and Motor Vehicle Information pursuant to AMVIR. Instead, the VPP reflects the Registrar’s decision to limit the amount of Personal Driving and Motor Vehicle Information (i.e., the physical address) made available under an AMVIR request.
- **“Personal Driving and Motor Vehicle Information”** means personal driving and motor vehicle information as defined in the TSA.
- **“Registrar”** means the Registrar of Motor Vehicle Services as defined in the TSA.
- **“Registrar’s Website”** means a sub-website maintained by the Registrar on the Government of Alberta website.
- **“Restriction”** means Restriction as defined on the Registrar’s Website at <https://www.alberta.ca/motor-vehicle-information-products-explained>.
- **“Standard Driver Abstract (SDA)”** means a specific MVIP released by the Registrar under Type II information. Type II information is defined in Registrar’s Decisions: Notification 01/2004 available on Registrar’s Website.
- **“Unique Concession Number (UCN)”** means a unique number identifying each DLHR.
- **“Vulnerable Professions Program (VPP)”** means a program implemented by the Registrar in accordance with AMVIR consisting of policies and procedures aimed at restricting the disclosure of physical address information of Designated Members to reduce the risk of personal harm, while ensuring that the Designated Members and the Registrar comply with all legal requirements relating to the proper service of documents Under VPP an Organization is responsible for serving, or making arrangements to permit service, of any court documents

which are provided to the Organization, on behalf of a Designated Member, in a timely fashion.

2. Driver's Licence History Report (DLHR)

The Registrar's decision is to release, on an ongoing basis, a new Type I information product: the Driver's Licence History Report (DLHR). The DLHR may contain Personal Driving and Motor Vehicle Information maintained in MOVES that confirms driver's licensing status going back to May 20, 2003. The purposes of the DLHR are to assist Albertans and former Albertans to:

- 1) apply for licensing in another jurisdiction.
- 2) apply for or maintain employment.
- 3) apply for or maintain motor vehicle insurance; or
- 4) prove their Alberta licensing history in Court.

3. New MVIP

Any individual can order their own DLHR in the office of any Alberta registry agent by completing the Request for Personal Information form (REG3394).

An individual located outside Alberta must complete the Notarized Request for Personal Information form (REG3392) in the office of a Notary Public. To order the DLHR the individual must submit to an Alberta registry agent a request package that includes the original Notarized Request for Personal Information form.

4. Exceptions:

- 1) A Designated Member will not be able to order a DLHR because their licensing history information is not made available for DLHR. Instead, a Designated Member is required to order through an Alberta registry agent an OI CL that is manually created in the Registrar's Office and is released through an Alberta registry agent only.
- 2) An individual that is required to confirm their licensing history predating May 20, 2003, must order both an OI CL and a DLHR. The manually created OI CL will embed by reference the DLHR. The OI CL must be requested and is released through an Alberta registry agent only.
- 3) A client whose name is truncated on MOVES is required to order through an Alberta registry agent an OI CL that is manually created in the Registrar's Office and is released through an Alberta registry agent only.

II. Information Content

The Registrar's decision is that the DLHR is a Type I search report. For more clarity, the Type I information released through this MVIP is outlined below and in the Appendix A: Samples of DLHRs.

1. Information Released

A DLHR search report confirms the specific Personal Driving and Motor Vehicle Information outlined below that is available on the client's Driving Record from May 20, 2003, to the date and time the search report is produced. A DLHR does not confirm the status of the driver's licence.

Additional Personal Driving and Motor Vehicle Information can be obtained by ordering a driver's abstract or a specific OI CL through an Alberta registry agent. Depending on the situation, the OI CL may embed a 10-year SDA and/or a DLHR.

The Personal Driving and Motor Vehicle Information released through the DLHR includes:

Service Data:		
Field Label	Field Format	Description
Report Date	YYYY/MM/DD	provides the date the DLHR was printed
MVID	####-#####	provides the MVID of the driver.

Driver's Licence Information Data:		
Field Label	Field Format	Description
Driver's Licence No.	#####-###	provides the unique DL#
Name	Last Name - up to 44 characters First Name - up to 12 characters Middle Name - up to 12 characters	provides the LAST, FIRST, and MIDDLE Names
Date of Birth	YYYY/MM/DD	provides the date of birth of the relevant individual.
Issue Date	YYYY/MM/DD	provides the date of the most recent DL reissuing
Expiry Date	YYYY/MM/DD	provides the date of expiry of the current DL
Service Type	up to 8 characters	provides the type of the last DL service as described on Registrar's Website at https://www.alberta.ca/motor-vehicle-information-products-explained
Licence Class	<class#> - vehicle types; up to 8 characters	provides the current class(es) and authorized vehicle types as described on Registrar's Website at https://www.alberta.ca/motor-vehicle-information-products-explained
GDL	Yes/No	provides the Graduated Driver's Licence (GDL) status
GDL Exit Date	YYYY/MM/DD	provides the earliest GDL exit date

Conditions, Restrictions, Endorsements	Each driver can have up to 26 Condition/ Restriction codes with each code having 1 character. Endorsement code can either be 1 character or up to 8 characters (for values such as MELT1/MELT2	provides the list of active conditions, restrictions, and endorsements for the relevant individual as described on Registrar's Website at https://www.alberta.ca/motor-vehicle-information-products-explained
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Driver's Licence History Information Data:		
Field Label	Field Format	Description
Issue Date	YYYY/MM/DD	provides the date of the DL service
Service Type	up to 8 characters	provides the type of the DL service as described on Registrar's Website at https://www.alberta.ca/motor-vehicle-information-products-explained
Licence Class	<class #>	provides the class(es) as of the date of the DL service as described on Registrar's Website at https://www.alberta.ca/motor-vehicle-information-products-explained

The footer of each DLHR page embeds the Unique Concession Number (UCN) identifying each report and could be up to 50 characters long.

Each DLHR page embeds the electronic seal of the Registrar of Motor Vehicle Services.

2. Report Templates

Appendix A: Samples of DLHRs provides three samples that show what a DLHR will display when:

- the client has current driver licence information and driver licence history records.
- the client has current driver licence information but no driver licence history records.
- the client record is not found.

III. Notification and Review Process

In accordance with s. 4 of AMVIR, on request by a Recipient identified above, the Registrar's decision is to release, on an ongoing basis, the Personal Driving and Motor Vehicle Information specified in this notification.

This notification was published on March 27, 2024. Any person may, within 60 days after the date of this publication, ask the Information and Privacy Commissioner (IPC) to review the decision of the Registrar in accordance with Part 5, Division 1.1 of FOIP.

On the publication of this notification, in accordance with s. 4(1) of AMVIR, notice is deemed to have been given for the current and any future releases of the category of Personal Driving and Motor Vehicle Information, and of the person or category of persons to whom the Personal Driving and Motor Vehicle Information is released/or is not released, as described in this notification, for the purposes of notice under Part 5, Division 1.1 of FOIP