

**DC Department of Motor Vehicles Status Compared to Full Compliance Certification Checklist**

<b>#</b>	<b>Section</b>	<b>Does The State:</b>	<b>Yes, is met</b>	<b>No, will meet by [date]</b>	<b>Comments</b>
1	§ 37.11(a)	Subject each applicant to a mandatory facial image capture and retain such image even if a driver license (DL) or identification card (ID) is not issued	√		
2	§ 37.11(b)	Have each applicant sign a declaration under penalty of perjury that the information presented is true and correct, and retain this declaration pursuant to § 37.31.	√		
3	§ 37.11(c)(1)	Require an individual to present at least one of the source documents listed in subsections (i) through (x) when establishing identity	√		Include secondary documents in exception report
4	§ 37.11(d)-(g)	Require documentation of: <ul style="list-style-type: none"> <li>• Date of birth</li> <li>• Social Security Number</li> <li>• Address of principal residence</li> <li>• Evidence of lawful status</li> </ul>	√		
5	§ 37.11(h)	Have a documented exceptions process that meets the requirements established in 37.11(h)(1)-(3) (if States choose to have such a process)		Mar 2014	
6	§ 37.13(a)	Make reasonable efforts to ensure that the applicant does not have more than one DL or ID already issued by that State under a different identity	√		
7	§ 37.13(b)(1)	Verify lawful status through SAVE or another method approved by DHS	√		
8	§ 37.13(b)(2)	Verify Social Security account numbers with the Social Security Administration or another method approved by DHS	√		
9	§ 37.15(b)	Issue DL and IDs that contain Level 1, 2 and 3 integrated security features	√		
10	§ 37.17(a)-(l)	Surface (front and back) of cards include the following printed information in Latin alpha-numeric characters: <ul style="list-style-type: none"> <li>• Full legal name</li> <li>• Date of birth</li> <li>• Gender</li> </ul>	√		

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		<ul style="list-style-type: none"> <li>• Unique DL/ID number</li> <li>• Full facial digital photograph</li> <li>• Address of principal residence [with exceptions]</li> <li>• Signature [with exceptions]</li> <li>• Date of transaction</li> <li>• Expiration date</li> <li>• State or territory of issuance</li> </ul>			
11	§ 37.17 (n)	Commit to mark materially compliant DL and IDs with a DHS-approved security marking		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents
12	§ 37.21	Issue temporary or limited-term licenses to all individuals with temporary lawful status and tie license validity to the end of lawful status	√		
13	§ 37.41	Have a documented security plan for DMV operations in accordance with the requirements set forth in § 37.41		Mar 2014	
14	§ 37.41(b)(2)	Have protections in place to ensure the security of personally identifiable information	√		
15	§ 37.41(b)(5) (i)-(ii)	Require all employees handling source documents or issuing DLs or IDs to attend and complete the AAMVA approved (or equivalent) fraudulent document recognition training and security awareness training	√		
16	§ 37.45	Conduct name-based and fingerprint-based criminal history and employment eligibility checks on all employees in covered positions or an alternative procedure approved by DHS		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents
17	§ 37.51 (b)(1)	Commit to be in material compliance with Subparts A through D no later than January 1, 2010 or within 90 days of submission of this document, whichever date is earlier		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents

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18	§ 37.71 (b)(1)	Clearly state on the face of non-compliant DLs or IDs that the card is not acceptable for official purposes, except for licenses renewed or reissued under § 37.27		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents; however, will be available in Nov 2013
19	§ 37.05(a)	Issue REAL ID DL/ID cards valid for a period not to exceed eight years		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents; however, current credentials are already issued for 8 years
20	§ 37.11(i)	Take sufficient steps in issuing REAL ID DL/ID cards to safeguard the identities of persons identified in section 37.11(i)		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents; however, compliant with current credentials
21	§ 37.13(b)(3)	Verify birth certificates		Sep 2014	Will coordinate w/DOH on EVVE integration
22	§ 37.13(b)	Verify a U.S. passport, Consular Report of Birth Abroad, and U.S. Visa with accompanying valid I-94	√		Visa's already verified through SAVE; Passports verified with State Dept; system to verify consular reports does not exist
23	§ 37.13(b)(5)	Verify REAL ID driver's licenses and identification cards with		N/A	This requires state to

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		the State of issuance			state hub which does not exist
24	§ 37.15(a)(1)	Include document security features on REAL ID DL/ID cards that are not capable of being reproduced using technologies that are commonly used and made available to the general public.	√		
25	§ 37.15(d)	Conduct a review and submit a report to DHS on card design and the ability of the card to resist forgery and counterfeiting		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents; however, credentials currently forgery/counterfeit resistant
26	§ 37.19 (a)-(j) § 37.21(e)	Include all of the information on the face of the card in the PDF-417 Machine Readable Zone of the card and, in addition, the: <ul style="list-style-type: none"> <li>• Card design revision date</li> <li>• Inventory control number</li> <li>• Indication that license is temporary or limited-term</li> </ul>	√		
27	§ 37.21	Prior to renewing temporary or limited-term driver's license or identification cards, require applicants to: <ul style="list-style-type: none"> <li>• Present valid documentary evidence that their qualification is still in effect or that they have qualified for another lawful status; and</li> <li>• Verify information presented through SAVE, or another method approved by DHS</li> </ul>	√		
28	§ 37.23(a)	Have a procedure in place to verify an applicant's identity each time a REAL ID DL/ID card is reissued.		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents; however, compliant with

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					current credentials
29	§ 37.23(b)	Conduct remote re-issuance, if permitted, in accordance with section 37.13 verification procedures (excluding re-issuance of duplicate cards).		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents; however, compliant with current credentials
30	§ 37.23(c)	Require in person re-issuance when there is any material change in personally identifiable information since prior issuance, as defined in § 37.03. Such information shall be verified as specified in 37.13	√		
31	§37.25(a)(1)-(3)	Prior to renewing a REAL ID DL/ID: <ul style="list-style-type: none"> <li>• Take an updated photograph of all holder's of REAL ID drivers license and identification cards no less frequently than every sixteen years</li> <li>• Re-verify applicant's SSN and lawful status, as well as information it was unable to verify at previous issuances or renewals because systems or processes did not exist.</li> </ul>		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents; however, compliant with current credentials
32	§37.25(b)(1)-(2)	If remote REAL ID renewals are permitted: <ul style="list-style-type: none"> <li>• Re-verify the applicants information through SAVE and SSOLV (or other methods approved by DHS)</li> <li>• Prohibit the remote renewal of REAL ID DL/ID when there is a material change in personally identifiable information, as defined in §37.3.</li> </ul>		May 1, 2014	Date to coincide with implementation of credentials for undocumented residents; however, compliant with current credentials
33	§ 37.29	Not permit an individual to hold more than one REAL ID document, and no more than one DL <ul style="list-style-type: none"> <li>• Prior to issuing a REAL ID driver's license, query other States to determine if applicant has been already been issued a driver's license or REAL ID identification card; Confirm that the other card has</li> </ul>		N/A	Converted cards are sent to home jurisdiction for cancellation; this requires state to state hub which does

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		<p>been, or is being, terminated</p> <ul style="list-style-type: none"> <li>• Prior to issuing a REAL ID identification card, query other States to determine if applicant has already been issued a REAL ID DL/ID; Confirm that the other card has been, or is being, terminated</li> </ul>			not exist
34	§37.31(a)(1)-(3)	Retain copies of the application, declaration and source documents. Paper copies and microfiche must be retained for seven years. Digital images must be retained for a minimum of ten years.	√		
35	§37.31(b)(1)-(3)	<p>If digital imaging is used to retain source documents,</p> <ul style="list-style-type: none"> <li>• Store photo images in a JPEG compatible format</li> <li>• Store document and signature images that are compressed in Tagged Image Format (TIF) or comparable standard</li> <li>• Require that all images are retrievable by the DMV if properly requested by law enforcement</li> </ul>	√		
36	§ 37.33(a)-(b)	Maintain a DMV database containing, at a minimum, items identified in 37.33(a)(1)-(4)	√		
37	§ 37.41 (b)(4)	Implement documented procedures for controlling access to facilities and systems involved in the enrollment, manufacture, production and issuance of DL/IDs		Mar 2014	
38	§ 37.43	Ensure the physical security of locations where driver's licenses and identification cards are manufactured or produced, and the security of document materials and papers of which such cards are produced.	√		
39	§ 37.55	<p>Submit Final Certification package, to include;</p> <ul style="list-style-type: none"> <li>• Full compliance certification checklist</li> <li>• Attorney General letter</li> <li>• Certification by highest level executive official in state overseeing DMV</li> <li>• Description of states exceptions process per §37.11(h), waiver process (per §37.45(b)(1)(v))</li> </ul>		Mar 2014	Status letter submitted to DHS on Oct 15, 2012 and deferred status received back from DHS; final certification package

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#	Section	Does The State:	Yes, is met	No, will meet by [date]	Comments
		<ul style="list-style-type: none"><li>State security plan (per §37.41)</li></ul>			date based on May 2014 implementation date