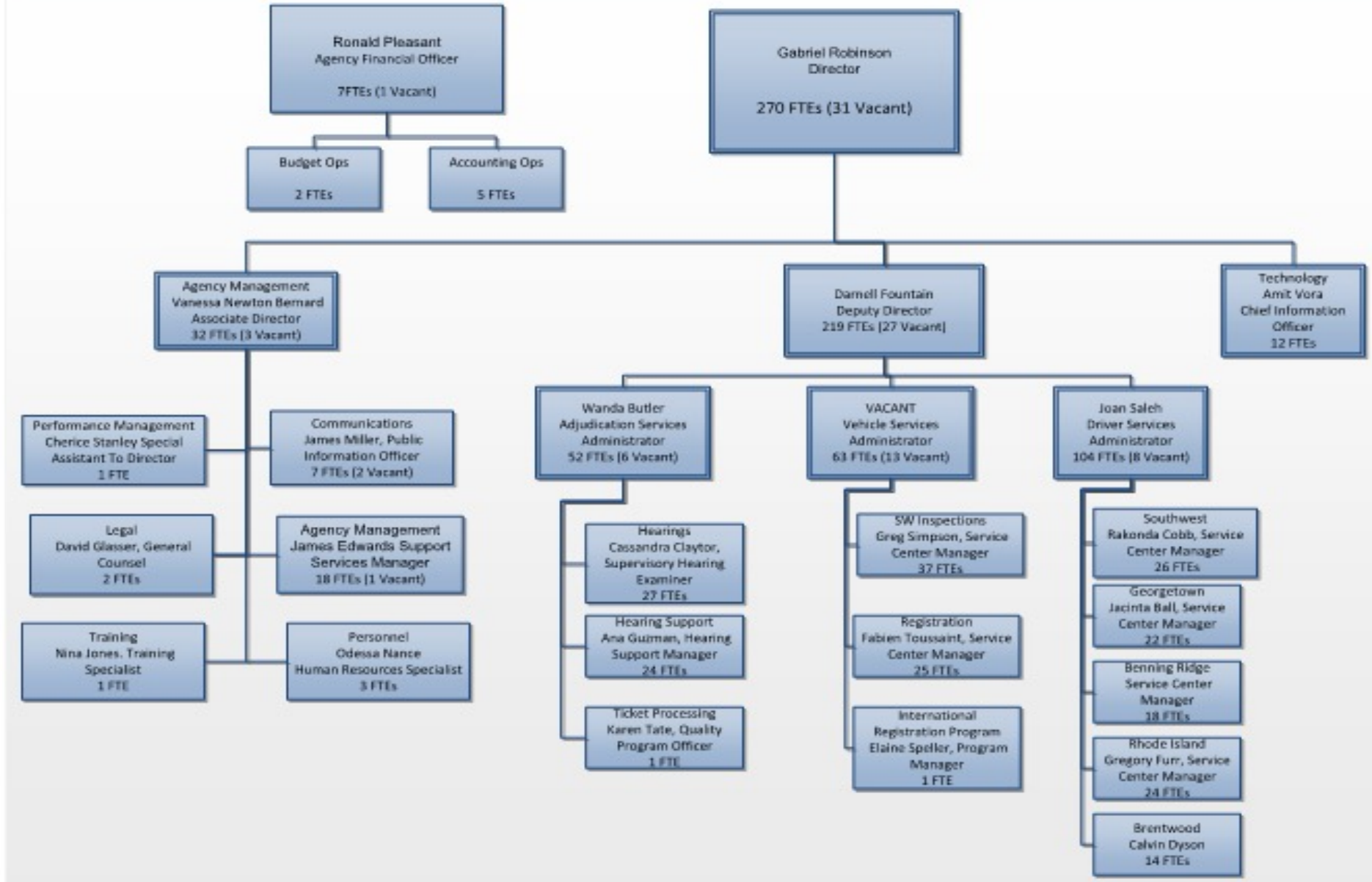
FY2022 DEPARTMENT OF MOTOR VEHICLES ORGANIZATION CHART



DMV Position List

Last updated January 6, 2022

Posn Nbr	Title	Name	Hire Date	Vac Stat	Days Vacant	Federal or Local Laws	Reg/Temp/Term	Job Series	Grade	Step	Salary	Fringe +	Program Code	Department Name	FTE
00002584	Staff Assistant			V	16	No	Reg	301	9	3	55409	69704.522	Hearing Support	Adjudication Services	1
00004620	Legal Instrument Examiner (DMV	Berry,Aliya	8/25/14	F		No	Reg	963	7	5	53897	67802.426	Hearing Support	Adjudication Services	1
00004670	Lead Legal Instrum. Exam (DMV)	Massey,Shirley T	7/28/03	F		No	Reg	963	10	7	74773	94064.434	Hearing Support	Adjudication Services	1
00006892	Legal Instrument Examiner (DMV	Sanders,Kirby R.	6/24/19	F		No	Reg	963	6	3	45680	57465.44	Hearing Support	Adjudication Services	1
00007669	Legal Instrument Examiner (DMV	Macias,Dulce Angelica	2/3/97	F		No	Reg	963	9	10	73596	92583.768	Hearing Support	Adjudication Services	1
00009555	Hearing Support Manager	GuzmanPena,Ana	5/24/10	F		No	Reg	963	13	1	120819	151990.302	Hearing Support	Adjudication Services	1
00014261	LEGAL INSTRUMENTS EXAMINER	Julien,Jasmine	10/24/87	F		No	Reg	963	9	10	73596	92583.768	Hearing Support	Adjudication Services	1
00015013	Management Analyst	Carpenter,Asia	4/3/17	F		No	Reg	963	12	2	80057	100711.706	Hearing Support	Adjudication Services	1
00015424	Legal Instrument Examiner (DMV	Smith Godfrey,Tonya L	5/26/98	F		No	Reg	963	9	9	71770	90286.66	Hearing Support	Adjudication Services	1
00015767	Staff Assistant			V	157	No	Reg	963	11	0	62751	78940.758	Hearing Support	Adjudication Services	1
00015839	Supv Legal Instrument Examiner	Hayes,Antaeus B	11/9/20	F		No	Reg	963	11	0	81060.42	101974.0084	Hearing Support	Adjudication Services	1
00016017	Legal Instrument Examiner (DMV	Smith,Dawn	6/26/17	F		No	Reg	963	6	5	48656	61209.248	Hearing Support	Adjudication Services	1
00016925	LEGAL INSTRUMENTS EXAMINER	Sedgwick,Denise	12/19/88	F		No	Reg	963	9	10	73596	92583.768	Hearing Support	Adjudication Services	1
00018156	Legal Instrument Examiner (DMV	Young Jr.,Charles M	10/22/99	F		No	Reg	963	9	9	71770	90286.66	Hearing Support	Adjudication Services	1
00020920	Supv Legal Instrument Examiner	Coyoy,Paula I	3/16/09	F		No	Reg	963	11	0	81060.8	101974.4864	Hearing Support	Adjudication Services	1
00021545	Lead Legal Instrum. Exam (DMV)	Campbell-Perkins,Kimberly J	8/27/90	F		No	Reg	963	10	10	80806	101653.948	Hearing Support	Adjudication Services	1
00022258	LEGAL INSTRUMENTS EXAMINER	Hawkins,Lajuan R	6/19/85	F		No	Reg	963	9	10	73596	92583.768	Hearing Support	Adjudication Services	1
00023882	Staff Assistant			V	59	No	Reg	301	11	0	62751	78940.758	Hearing Support	Adjudication Services	1
00024018	Legal Instrument Examiner (DMV	Ford,Karlotta	12/15/14	F		No	Reg	963	7	5	53897	67802.426	Hearing Support	Adjudication Services	1
00026454	Legal Instrument Examiner (DMV	Hardy,Gloria A	3/10/03	F		No	Reg	963	9	8	69944	87989.552	Hearing Support	Adjudication Services	1
00027018	Legal Instrument Examiner (DMV	Hellams,Delante A	4/21/03	F		No	Reg	963	9	8	69944	87989.552	Hearing Support	Adjudication Services	1
00031459	Legal Instrument Examiner (DMV	Johnson,Rachelle A	10/16/17	F		No	Reg	963	6	5	48656	61209.248	Hearing Support	Adjudication Services	1
00082439	Legal Instrument Examiner (DMV	Tann,Erica M.	3/24/14	F		No	Reg	963	7	5	53897	67802.426	Hearing Support	Adjudication Services	1
00000700	HEARING EXAMINER	Warren Ali,Valerie	8/25/97	F		No	Reg	930	13	10	126508	159147.064	Hearings	Adjudication Services	1
00002750	Hearing Examiner	Wilform,Deon R.	10/15/19	F		No	Reg	930	12	3	90501	113850.258	Hearings	Adjudication Services	1
00003497	HEARING EXAMINER	Musonye Smith,Rose	5/3/91	F		No	Reg	930	13	10	126508	159147.064	Hearings	Adjudication Services	1
00004241	HEARING EXAMINER	Boyd,Sharon Grace	11/13/07	F		No	Reg	930	13	9	123360	155186.88	Hearings	Adjudication Services	1
00007910	HEARING EXAMINER	Roshell,Alicia A.	9/11/08	F		No	Reg	930	13	9	123360	155186.88	Hearings	Adjudication Services	1
00008344	HEARING EXAMINER	Thompson,Dakarai D.	3/7/16	F		No	Reg	930	13	5	110768	139346.144	Hearings	Adjudication Services	1
00008824	HEARING EXAMINER	Lawson,Stephen J	4/8/02	F		No	Reg	930	13	10	126508	159147.064	Hearings	Adjudication Services	1
00009834	Appeals Board Member	Banks,Wyndell O	9/19/16	F		No	Term	301	14	1	52865	66504.17	Hearings	Adjudication Services	0.5
00011713	HEARING EXAMINER	Williams,Wanda	2/8/16	F		No	Reg	930	13	5	110768	139346.144	Hearings	Adjudication Services	1
00012316	HEARING EXAMINER	Horsley,Bashan W	12/15/14	F		No	Reg	930	13	5	110768	139346.144	Hearings	Adjudication Services	1
00013665	HEARING EXAMINER	Boone,Emma M	10/7/13	F		No	Reg	930	13	7	117064	147266.512	Hearings	Adjudication Services	1
00017321	Adjudication Services Administ	Butler,Wanda F	7/11/94	F		No	Reg	930	16	0	158465.5	199349.6242	Hearings	Adjudication Services	1
00019753	HEARING EXAMINER			V	73	No	Reg	930	13	1	98176	123505.408	Hearings	Adjudication Services	1
00020770	Chief Hearing Examiner	Claytor,Cassandra P	10/31/94	F		No	Reg	930	15	0	151440.2	190511.7716	Hearings	Adjudication Services	1
00022136	HEARING EXAMINER	Walton,Gina	8/18/95	F		No	Reg	930	13	10	126508	159147.064	Hearings	Adjudication Services	1
00023529	Hearing Examiner	Ruffin,Marvin G	9/26/11	F		No	Reg	930	12	5	95793	120507.594	Hearings	Adjudication Services	1
00023611	Appeals Board Member	Matthews,Desiree Vanita	7/19/21	F		No	Term	301	14	1	52865	66504.17	Hearings	Adjudication Services	0.5
00024269	Hearing Examiner	Thomas,Yanic L	3/5/18	F		No	Reg	930	12	4	93147	117178.926	Hearings	Adjudication Services	1
00025051	HEARING EXAMINER	Collins,Christopher L	6/11/77	F		No	Reg	930	13	10	126508	159147.064	Hearings	Adjudication Services	1
00026218	HEARING EXAMINER	Harris,Mark M	4/5/93	F		No	Reg	930	13	10	126508	159147.064	Hearings	Adjudication Services	1
00026493	HEARING EXAMINER	Dansby,Tonia M	9/22/03	F		No	Reg	930	13	10	126508	159147.064	Hearings	Adjudication Services	1
00031438	HEARING EXAMINER	Davis,Joseph	8/21/17	F		No	Reg	930	13	4	107620	135385.96	Hearings	Adjudication Services	1
00031473	Hearing Examiner			V	186	No	Reg	930	13	0	98176	123505.408	Hearings	Adjudication Services	1
00031474	Supervisory Hearing Examiner	Davis,Remigia C	3/16/09	F		No	Reg	930	14	0	130314.7	163935.88	Hearings	Adjudication Services	1
00075103	HEARING EXAMINER	Neloms,Roxanne D.	4/9/12	F		No	Reg	930	13	9	123360	155186.88	Hearings	Adjudication Services	1
00082411	HEARING EXAMINER			V	46	No	Reg	930	13	1	98176	123505.408	Hearings	Adjudication Services	1
00082412	HEARING EXAMINER	Best,David D.	4/7/14	F		No	Reg	930	13	6	113916	143306.328	Hearings	Adjudication Services	1
00002935	QUALITY PGM OFFICER	Campbell-Tate,Karen	8/21/17	F		No	Reg	1101	14	7	126049	158569.642	Ticket Processing	Adjudication Services	1
00040049	REVENUE OFFICER	Keenon,Beverly	7/28/88	F		No	Reg	512	12	10	109016	137142.128	Accounting Operations	Agency Financial Operations	1
00040059	ACCOUNTING TECH	West,Alva	6/25/07	F		No	Reg	525	9	8	69944	87989.552	Accounting Operations	Agency Financial Operations	1
00040060	ACCOUNTING TECH	Jackson,Demetria R	5/30/17	F		No	Reg	525	8	7	61900	77870.2	Accounting Operations	Agency Financial Operations	1
00040061	ACCOUNTING TECH	Batie,Tatiana	5/2/16	F		No	Reg	525	8	10	66867	84118.686	Accounting Operations	Agency Financial Operations	1
00087662	ACCOUNTING TECH			V	765	No	Reg	525	7	4	52252	65733.016	Accounting Operations	Agency Financial Operations	1
00033764	AGENCY FISCAL OFFICER	Pleasant,Ronald J	4/13/09	F		No	Reg	501	15	5	153693	193345.794	Accounting Operations	Agency Financial Operations	1
00040062	Budget Officer	Richardson,Shaniqua A	12/7/98	F		No	Reg	505	13	7	117063	147265.254	Budget Operations	Agency Financial Operations	1
00016268	Executive Assistant	Pinnix,Jeanette L	12/7/92	F		No	Reg	301	13	4	98059	123358.222	Agency Management	Agency Management	1
00007513	Assoc Dir for Admin Svcs	Bernard,Vanessa E	6/3/02	F		No	Reg	301	15	0	134308.7	168960.3446	Agency Management	Agency Management	1
00010922	Investigator	Goci,Gledion	6/27/16	F		No	Reg	1810	11	5	70818	89089.044	Agency Management	Agency Management	1
00012046	Director	Robinson,Gabriel T	2/7/05	F		No	Reg	301	E4	0	192977.8	242766.0472	Agency Management	Agency Management	1
00015900	Investigator	Johnson,Robert E	9/29/08	F		No	Reg	1810	12	8	94506	118888.548	Agency Management	Agency Management	1
00026058	Support Services Assistant	Brighthart,Angela D	4/29/02	F		No	Reg	342	7	10	56595	71196.51	Agency Management	Agency Management	1
00027099	Support Services Assistant	Branch,Kevin	11/30/15	F		No	Reg	342	8	5	53383	67155.814	Agency Management	Agency Management	1
00031413	Management Analyst	Stanley,Cherice Y	10/29/07	F		No	Reg	301	14	8	129435	162829.23	Agency Management	Agency Management	1
00031425	Support Services Assistant	Golson,Gabriel X	3/5/18	F		No	Reg	342	7	5	49108	61777.864	Agency Management	Agency Management	1
00031432	Support Services Specialist	Jackson,Terrie Denise	10/13/86	F		No	Reg	342	11	10	80900	101772.2	Agency Management	Agency Management	1

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00031440	Support Services Manager	Edwards,James L	4/30/07	F		No	Reg	342	13	0	99956.05	125744.7109	Agency Management	Agency Management	1
00031461	Management Analyst	Chinagorom,Emeka Martin	12/10/18	F		No	Reg	343	13	4	98059	123358.222	Agency Management	Agency Management	1
00032472	STAFF ASSISTANT	Miller,Tonya M	10/4/04	F		No	Reg	301	11	10	80900	101772.2	Agency Management	Agency Management	1
00034679	Supv Legal Instrument Examiner	Martin,Jonathan C	11/3/14	F		No	Reg	963	11	0	81060.37	101973.9455	Agency Management	Agency Management	1
00083164	Investigator	Al-Shammary,Zainab	1/26/15	F		No	Reg	1810	11	6	72834	91625.172	Agency Management	Agency Management	1
00085758	Ticket Ombudsman	Dugger,Tony	6/8/15	F		No	Reg	301	8	0	103792.1	130570.3989	Agency Management	Agency Management	1
00104830	Deputy Director of Operations	Fountain,Darnell	2/20/07	F		No	Reg	301	16	0	160000	201280	Agency Management	Agency Management	1
00088225	Special Projects Officer			V	87	No	Reg	301	14	0	105730	133008.34	Agency Management	Agency Management	1
00027368	Support Services Assistant	Parker,Lamont Anthony	5/24/21	F		No	Reg	342	7	1	43118	54242.444	Agency Management	Agency Management	1
00083165	Information Technology Special			V	101	No	Reg	2210	11	0	62751	78940.758	Communication	Agency Management	1
00020899	Correspondence Mgnt Specialist	James,Natasha A	5/27/08	F		No	Reg	301	9	6	60403	75986.974	Communication	Agency Management	1
00022612	Communications Specialist	Underwood,Kellye Michelle	12/22/08	F		No	Reg	301	13	4	98059	123358.222	Communication	Agency Management	1
00031436	Correspondence Mgnt Specialist	Small,Michelle F	2/12/01	F		No	Reg	301	9	10	67062	84363.996	Communication	Agency Management	1
00088125	Public Information Officer	Miller,James W	8/5/19	F		No	Reg	1001	14	0	119768.4	150668.6472	Communication	Agency Management	1
00088220	Correspondence Mgnt Specialist	Corley,Demaria A	9/19/16	F		No	Reg	301	9	5	58739	73893.662	Communication	Agency Management	1
00088222	Correspondence Mgnt Specialist			V	31	No	Reg	301	9	0	52080	65516.64	Communication	Agency Management	1
00088224	Lead Correspondence Management	Daniell,Kiyah A	9/19/16	F		No	Reg	301	11	3	66785	84015.53	Communication	Agency Management	1
00011902	SUPERVISOR TRIAL ATTORNEY	Glasser,David M	1/22/07	F		No	Reg	905	2	0	174222.7	219172.1314	Legal	Agency Management	1
00041737	ATTORNEY ADVISOR	Washington,Pamela B	5/15/17	F		No	Reg	905	14	7	141995	178629.71	Legal	Agency Management	1
00019052	Human Resources Specialist	Osei-Djan,Montii T	6/9/08	F		No	Reg	201	12	2	80057	100711.706	Personnel	Agency Management	1
00022968	Human Resources Specialist	Payne,Lisa	10/13/82	F		No	Reg	201	12	10	99323	124948.334	Personnel	Agency Management	1
00031437	Human Resources Specialist	Scruggs Nance,Odessa M	7/18/83	F		No	Reg	201	13	9	112395	141392.91	Personnel	Agency Management	1
00031456	Training Specialist	Jones,Nina	6/15/15	F		No	Reg		12	7	92098	115859.284	Training	Agency Management	1
00021192	Driver License Examiner (Comme	Tarawali,Sahida	8/8/16	F		No	Reg	303	9	5	64466	81098.228	Licensing	Driver Services	1
00001879	Legal Instrument Examiner (DMV	Green,Christina L	1/7/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00001900	Supv Legal Instrument Examiner	Almanzar,Anthony	3/29/21	F		No	Reg	963	11	0	81060.37	101973.9455	Licensing	Driver Services	1
00003090	Legal Instrument Examiner (DMV	Casco,Salvador A	4/19/99	F		No	Reg	963	8	10	66868	84119.944	Licensing	Driver Services	1
00004406	Legal Instrument Examiner (DMV	Perkins,Joi	3/23/15	F		No	Reg	963	7	5	53897	67802.426	Licensing	Driver Services	1
00006137	Legal Instrument Examiner (DMV	Tolliver,Cristella	10/5/15	F		No	Reg	963	7	5	53897	67802.426	Licensing	Driver Services	1
00007261	Supv Legal Instrument Examiner	Seon,Janae L	1/11/16	F		No	Reg	963	11	0	81060.37	101973.9455	Licensing	Driver Services	1
00007680	Legal Instrument Examiner (DMV	Crews,Chenia Ontrell	1/7/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00010349	Legal Instrument Examiner (DMV	Cooper,Karmeisha R.	5/13/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00011154	Driver License Examiner (Comme	Hamidi,Omar	8/22/16	F		No	Reg	303	9	5	64466	81098.228	Licensing	Driver Services	1
00012455	Driver License Examiner (Comme	Smith,Bobby L	12/6/21	F		No	Reg	303	9	1	57162	71909.796	Licensing	Driver Services	1
00013055	Legal Instrument Examiner (DMV			V	112	No	Reg	963	6	1	42704	53721.632	Licensing	Driver Services	1
00013870	Lead Legal Instrum. Exam (DMV)	Murphy,Jacquelyn Y	3/23/82	F		No	Reg	963	10	10	80806	101653.948	Licensing	Driver Services	1
00013993	Legal Instrument Examiner (DMV	Wadley,Walter L.	1/19/21	F		No	Term	963	6	1	42704	53721.632	Licensing	Driver Services	1
00014441	Legal Instrument Examiner (DMV	Streeter II,Lacy C	10/1/94	F		No	Reg	963	7	10	62122	78149.476	Licensing	Driver Services	1
00014498	Legal Instrument Examiner (DMV	Johnson,Linda	1/11/99	F		No	Reg	963	8	10	66868	84119.944	Licensing	Driver Services	1
00014629	Legal Instrument Examiner (DMV			V	60	No	Reg	963	7	0	47317	59524.786	Licensing	Driver Services	1
00015585	Legal Instrument Examiner (DMV	Simmons,Shakima S.	9/30/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00016071	Supv Legal Instrument Examiner	Zimmerman,Erica	7/19/21	F		No	Reg	963	11	0	81060.37	101973.9455	Licensing	Driver Services	1
00016154	Legal Instrument Examiner (DMV	Stewart,Arthur L	3/3/08	F		No	Reg	963	7	7	57187	71941.246	Licensing	Driver Services	1
00016312	Legal Instrument Examiner (DMV	Giles,Stephanie Nicole	2/1/21	F		No	Term	963	6	1	42704	53721.632	Licensing	Driver Services	1
00016757	LEGAL INSTRUMENTS EXAMINER	Moore,Mercy M	6/21/71	F		No	Reg	963	10	10	80806	101653.948	Licensing	Driver Services	1
00017047	Legal Instrument Examiner (DMV	Washington,Verlez M	3/8/99	F		No	Reg	963	8	9	65212	82036.696	Licensing	Driver Services	1
00017643	Legal Instrument Examiner (DMV			V	62	No	Reg	963	6	0	42704	53721.632	Licensing	Driver Services	1
00017748	LEGAL INSTRUMENTS EXAMINER	Deloatch,Yolanda A	11/2/92	F		No	Reg	963	9	10	73596	92583.768	Licensing	Driver Services	1
00017799	DRIVER LICENSE EXAMINER MVO	Brown Jr.,Leon B	3/17/88	F		No	Reg	303	9	10	73596	92583.768	Licensing	Driver Services	1
00017816	Legal Instrument Examiner (DMV	Powell,Kiina T	6/26/17	F		No	Reg	963	6	5	48656	61209.248	Licensing	Driver Services	1
00017922	Staff Assistant	Flythe,Joelle N	10/22/18	F		No	Reg	301	9	1	52080	65516.64	Licensing	Driver Services	1
00018027	DRIVER SRVS ADMIN	Saleh,Joan B	11/30/88	F		No	Reg	301	15	0	135264.5	170162.7033	Licensing	Driver Services	1
00018074	Legal Instrument Examiner (DMV	Quarles,Kevin	9/8/15	F		No	Reg	963	7	5	53897	67802.426	Licensing	Driver Services	1
00018251	Legal Instrument Examiner (DMV	Barkley,Tomika	10/5/15	F		No	Reg	963	8	5	58588	73703.704	Licensing	Driver Services	1
00018444	Legal Instrument Examiner (DMV	Weaver,Sierra A.	9/30/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00018588	Legal Instrument Examiner (DMV	NICKENS,LAKISHA M	5/16/05	F		No	Reg	963	8	9	65212	82036.696	Licensing	Driver Services	1
00018606	LEGAL INSTRUMENTS EXAMINER	Shorter,Wanda M	4/23/87	F		No	Reg	963	9	10	73596	92583.768	Licensing	Driver Services	1
00018957	Legal Instrument Examiner (DMV	Akinrinlola,Kayode O	6/2/03	F		No	Reg	963	8	9	65212	82036.696	Licensing	Driver Services	1
00019215	Legal Instrument Examiner (DMV	Jordan,Michael E	3/3/08	F		No	Reg	963	7	7	57187	71941.246	Licensing	Driver Services	1
00019291	Supv Legal Instrument Examiner	Forbes,Tanya J	2/20/07	F		No	Reg	963	11	0	81025.13	101929.6135	Licensing	Driver Services	1
00019653	Legal Instrument Examiner (DMV	Jackson,Timothy	12/12/16	F		No	Reg	963	7	4	52252	65733.016	Licensing	Driver Services	1
00020072	Legal Instrument Examiner (DMV			V	60	No	Reg	963	7	0	47317	59524.786	Licensing	Driver Services	1
00021351	Legal Instrument Examiner (DMV	Smith,Tonika	5/16/18	F		No	Reg	963	6	4	47168	59337.344	Licensing	Driver Services	1
00021938	Legal Instrument Examiner (DMV	Cruz,Joana	9/8/15	F		No	Reg	963	8	5	58588	73703.704	Licensing	Driver Services	1
00022023	Legal Instrument Examiner (DMV	Tate,Shaumika A	2/18/20	F		No	Reg	963	6	2	44192	55593.536	Licensing	Driver Services	1
00022050	Legal Instrument Examiner (DMV			V	87	No	Reg	963	8	0	51964	65370.712	Licensing	Driver Services	1
00022806	LEGAL INSTRUMENTS EXAMINER	Holmes,Ursula S	7/12/82	F		No	Reg	963	9	10	73596	92583.768	Licensing	Driver Services	1
00023041	LEGAL INSTRUMENTS EXAMINER	Walton,Johnice M	1/25/93	F		No	Reg	963	9	10	73596	92583.768	Licensing	Driver Services	1
00023271	Legal Instrument Examiner (DMV	McEachin,Tiana	4/18/16	F		No	Reg	963	7	4	52252	65733.016	Licensing	Driver Services	1
00023289	Legal Instrument Examiner (DMV	Foster,Paige Raeshawn	1/19/21	F		No	Term	963	6	1	42704	53721.632	Licensing	Driver Services	1
00023890	Legal Instrument Examiner (DMV	Allen,Victoria	4/12/99	F		No	Reg	963	9	9	71770	90286.66	Licensing	Driver Services	1
00024228	Legal Instrument Examiner (DMV	Williams,Kraig R	10/16/17	F		No	Reg	963	6	5	48656	61209.248	Licensing	Driver Services	1
00024292	LEGAL INSTRUMENTS EXAMINER	Holliway,Lakesha	8/25/03	F		No	Reg	963	9	8	69944	87989.552	Licensing	Driver Services	1
00024603	Service Center Manager (DMV)	Ball,Jacinta P	11/29/99	F		No	Reg	301	13	0	95652.09	120330.3292	Licensing	Driver Services	1

DMV Position List

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00024989	Legal Instrument Examiner (DMV	Castro,Keila	5/28/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00025765	Driver License Examiner (Comme	Morales,Nancy C	8/30/21	F		No	Reg	303	9	1	57162	71909.796	Licensing	Driver Services	1
00025874	Legal Instrument Examiner (DMV	Batie,Derrick	1/5/98	F		No	Reg	963	9	10	73596	92583.768	Licensing	Driver Services	1
00026417	Legal Instrument Examiner (DMV			V	53	No	Reg	963	6	0	42704	53721.632	Licensing	Driver Services	1
00026571	LEGAL INSTRUMENTS EXAMINER	Gibson,Maria A	1/25/93	F		No	Reg	963	9	10	73596	92583.768	Licensing	Driver Services	1
00026598	Legal Instrument Examiner (DMV	Prince,Dora Devonn	4/18/00	F		No	Reg	963	8	9	65212	82036.696	Licensing	Driver Services	1
00026652	Legal Instrument Examiner (DMV	Johnson,Nikita M	5/27/08	F		No	Reg	963	7	7	57187	71941.246	Licensing	Driver Services	1
00026679	Legal Instrument Examiner (DMV	Lewis,Marcus	6/26/17	F		No	Reg	963	6	5	48656	61209.248	Licensing	Driver Services	1
00027013	Legal Instrument Examiner (DMV	Rodriguez,Haydee	9/30/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00027262	Lead Legal Instrum. Exam (DMV)	Lee,Tracey M	2/22/05	F		No	Reg	963	10	6	72762	91534.596	Licensing	Driver Services	1
00027344	Legal Instrument Examiner (DMV	West,Letitia M	5/12/97	F		No	Reg	963	9	10	73596	92583.768	Licensing	Driver Services	1
00027493	Legal Instrument Examiner (DMV	Cruz,Jonas	2/18/20	F		No	Reg	963	6	4	47168	59337.344	Licensing	Driver Services	1
00031415	Legal Instrument Examiner (DMV	Rutherford,Jacqueline Sadea	9/30/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00031426	Service Center Manager (DMV)	Furr Jr.,Gregory J.	7/29/13	F		No	Reg	963	13	0	95651.66	120329.7883	Licensing	Driver Services	1
00031429	Vehicle Management Specialist	Pitt,Francine	5/15/00	F		No	Reg	963	9	9	65397	82269.426	Licensing	Driver Services	1
00031433	Legal Instrument Examiner (DMV	Tchameni,Alain Brice M	1/7/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00031441	Service Center Manager (DMV)	Dyson,Calvin C	12/14/15	F		No	Reg	301	13	0	95651.96	120330.1657	Licensing	Driver Services	1
00031445	Legal Instrument Examiner (DMV	McCrae,Dorothy	8/25/89	F		No	Reg	963	8	10	66868	84119.944	Licensing	Driver Services	1
00031450	DRIVER LICENSE EXAMINER MVO	Day,Justin	10/21/13	F		No	Reg	303	9	8	69944	87989.552	Licensing	Driver Services	1
00031462	Legal Instrument Examiner (DMV	Dixon,Marcel B	10/31/05	F		No	Reg	963	8	8	63556	79953.448	Licensing	Driver Services	1
00031463	Legal Instrument Examiner (DMV	Norris,Franklin T	11/28/05	F		No	Reg	963	8	9	65212	82036.696	Licensing	Driver Services	1
00031471	Legal Instrument Examiner (DMV	Lewis,Paula	5/16/05	F		No	Reg	963	8	9	65212	82036.696	Licensing	Driver Services	1
00031496	Service Center Manager (DMV)	Anderson-King,Kathleen E	4/2/18	F		No	Reg	301	13	0	95651.52	120329.6122	Licensing	Driver Services	1
00034672	Legal Instrument Examiner (DMV	Hawkins,Mattie M	1/11/99	F		No	Reg	963	8	10	66868	84119.944	Licensing	Driver Services	1
00034676	Driver License Examiner (Comme	Alam,Arfan	3/16/20	F		No	Reg	303	9	4	62640	78801.12	Licensing	Driver Services	1
00042011	Service Center Manager (DMV)	Cobb,Rakonda Jamese	6/16/14	F		No	Reg	963	13	0	95651.66	120329.7883	Licensing	Driver Services	1
00042131	Supv Legal Instrument Examiner	Dicks,Moses	5/18/15	F		No	Reg	963	11	0	81060.37	101973.9455	Licensing	Driver Services	1
00042132	Legal Instrument Examiner (DMV	Crump,Salena	9/8/15	F		No	Reg	963	7	5	53897	67802.426	Licensing	Driver Services	1
00082394	Management Analyst	Miles,Marquis D	11/18/13	F		No	Reg	343	13	10	115262	144999.596	Licensing	Driver Services	1
00082409	Legal Instrument Examiner (DMV	Shephard,Shirley Y	1/17/89	F		No	Reg	963	9	10	73594.71	92582.14518	Licensing	Driver Services	1
00082410	Lead Legal Instrum. Exam (DMV)	Gordon,Tyrina L	11/22/99	F		No	Reg	963	10	8	76784	96594.272	Licensing	Driver Services	1
00082422	Program Coordinator (IID)	Dickerson,Dominic	11/13/18	F		No	Reg	963	12	6	89690	112830.02	Licensing	Driver Services	1
00082424	Legal Instrument Examiner (DMV	Green,Tiara M	4/17/18	F		No	Reg	963	6	4	47168	59337.344	Licensing	Driver Services	1
00082425	Legal Instrument Examiner (DMV	Sledge,TeQuanda	12/16/13	F		No	Reg	963	7	6	55542	69871.836	Licensing	Driver Services	1
00082426	Legal Instrument Examiner (DMV	Williams,Shantrice Kapiolani	12/16/13	F		No	Reg	963	7	6	55542	69871.836	Licensing	Driver Services	1
00082428	Legal Instrument Examiner (DMV			V	139	No	Reg	963	6	0	42704	53721.632	Licensing	Driver Services	1
00082429	Legal Instrument Examiner (DMV	Davis,Keara K.	12/16/13	F		No	Reg	963	7	6	55542	69871.836	Licensing	Driver Services	1
00082430	Legal Instrument Examiner (DMV	Douglass,Brandie Danielle	12/16/13	F		No	Reg	963	7	6	55542	69871.836	Licensing	Driver Services	1
00082431	Legal Instrument Examiner (DMV	Lymore,Lakeithia	5/13/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00082433	Legal Instrument Examiner (DMV	Osborne,Jessica J.	1/6/20	F		No	Reg	963	6	2	44192	55593.536	Licensing	Driver Services	1
00082435	Legal Instrument Examiner (DMV	Oxendine,Valerie L.	3/24/14	F		No	Reg	963	7	5	53897	67802.426	Licensing	Driver Services	1
00082436	Legal Instrument Examiner (DMV	Anthony,Sherika	2/1/21	F		No	Term	963	6	1	42704	53721.632	Licensing	Driver Services	1
00082437	Legal Instrument Examiner (DMV			V	264	No	Reg	963	7	0	47317	59524.786	Licensing	Driver Services	1
00082438	Legal Instrument Examiner (DMV	Whitaker,Kia P.	3/24/14	F		No	Reg	963	7	5	53897	67802.426	Licensing	Driver Services	1
00082440	Legal Instrument Examiner (DMV	Stinnett,Alexus S	4/13/15	F		No	Reg	963	7	4	52252	65733.016	Licensing	Driver Services	1
00082441	Legal Instrument Examiner (DMV	Boyd,Chrystal Evette	1/19/21	F		No	Reg	963	6	1	42704	53721.632	Licensing	Driver Services	1
00082442	Legal Instrument Examiner (DMV	Garnes,Quentin S.	4/7/14	F		No	Reg	963	7	5	53897	67802.426	Licensing	Driver Services	1
00082443	Legal Instrument Examiner (DMV	Clements,Talayna	12/27/16	F		No	Reg	963	7	4	52252	65733.016	Licensing	Driver Services	1
00082444	Legal Instrument Examiner (DMV	Edwards,Quanda	8/5/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00082445	Legal Instrument Examiner (DMV	Anderson,Monica	6/16/14	F		No	Reg	963	7	5	53897	67802.426	Licensing	Driver Services	1
00082446	Supv Legal Instrument Examiner	Hodges,Shannon Madiel	10/17/05	F		No	Reg	963	11	0	81060.37	101973.9455	Licensing	Driver Services	1
00083201	Legal Instrument Examiner (DMV	Nelson,Brianna	1/7/19	F		No	Reg	963	6	3	45680	57465.44	Licensing	Driver Services	1
00083202	Legal Instrument Examiner (DMV	Kearney,Lawanda D	4/10/00	F		No	Reg	963	9	9	71770	90286.66	Licensing	Driver Services	1
00094152	Legal Instrument Examiner (DMV	LYNCH,DONALD D.	1/6/20	F		No	Reg	963	6	2	44192	55593.536	Licensing	Driver Services	1
00020717	Information Tech Spec Sys Adm	Whitley,Rickey M	1/23/89	F		No	Reg	210	14	10	136208	171349.664	Information Technology	Technology Services	1
00010091	IT Specialist (CUSTSPT)	Jackson,Marcus Deangelo	10/12/10	F		No	Reg	2210	9	9	65397	82269.426	Information Technology	Technology Services	1
00013695	INFO TECH SPEC	Adams,Shawn G	12/10/07	F		No	Reg	2210	11	9	78884	99236.072	Information Technology	Technology Services	1
00018644	IT Project Manager (GIS)	Sweatt,Tyrone A	12/5/11	F		No	Reg	2210	15	0	135280	170182.24	Information Technology	Technology Services	1
00022035	INFO TECH SPEC	Thomas,Claude C	2/20/07	F		No	Reg	2210	13	9	112395	141392.91	Information Technology	Technology Services	1
00031419	Supervisory Information Techno	Bandla,Raja V r	11/10/03	F		No	Reg	2210	16	0	141584	178112.6972	Information Technology	Technology Services	1
00031420	IT Project Manager (GIS)	Newland,Omar K	11/22/21	F		No	Reg	2210	15	0	135280	170182.24	Information Technology	Technology Services	1
00031454	INFO TECH SPEC	Beegle,Jeremy S	3/5/07	F		No	Reg	2210	13	9	112395	141392.91	Information Technology	Technology Services	1
00031457	Chief Information Officer	Vora,Amit	3/22/04	F		No	Reg	2210	16	0	158465.8	199349.9764	Information Technology	Technology Services	1
00032534	INFO TECH SPEC	Aliaga,Juan C	10/4/99	F		No	Reg	2210	11	9	78884	99236.072	Information Technology	Technology Services	1
00082399	IT Spec (Application Software)	Bryant,Darrell Keith	6/16/14	F		No	Reg	2210	11	6	72834	91625.172	Information Technology	Technology Services	1
00082402	IT Spec (Application Software)	Masungu,Elonai	11/23/20	F		No	Reg	2210	11	5	70818	89089.044	Information Technology	Technology Services	1
00004159	DISPUTE RESOLUTION SPEC	Nyankale,Sipho M	3/9/98	F		No	Reg	1802	9	10	73596	92583.768	Inspection	Vehicle Services	1
00005825	Motor Vehicle Inspector			V	437	No	Reg	1802	6	0	42704	53721.632	Inspection	Vehicle Services	1
00009113	Supv Motor Vehicle Inspector	Butler,Terrence K.	8/19/19	F		No	Reg	1802	11	0	81060.42	101974.0084	Inspection	Vehicle Services	1
00009992	Motor Vehicle Inspector	Jordan,Jujuan A	4/3/17	F		No	Reg	1802	8	3	55276	69537.208	Inspection	Vehicle Services	1
00010169	Laborer	Lewis,Kevin	10/6/03	F		No	Reg	1802	4	6	49316.8	62040.5344	Inspection	Vehicle Services	1
00010712	Staff Assistant	Harris,Naadira A	9/29/08	F		No	Reg	1802	11	1	62751	78940.758	Inspection	Vehicle Services	1
00011221	Motor Vehicle Inspector	Taylor,Reggie	12/28/98	F		No	Reg	1802	8	10	66868	84119.944	Inspection	Vehicle Services	1
00011518	DISPUTE RESOLUTION SPEC	Kitt,Larry	2/3/00	F		No	Reg	1802	9	10	73596	92583.768	Inspection	Vehicle Services	1

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00014081	Motor Vehicle Inspector			V	171	No	Reg	1802	6	0	42704	53721.632	Inspection	Vehicle Services	1
00016402	Lead Motor Vehicle Inspector	Holley,Demetric V	3/1/99	F		No	Reg	1802	9	9	71770	90286.66	Inspection	Vehicle Services	1
00016888	Motor Vehicle Inspector			V	146	No	Reg	1802	6	0	42704	53721.632	Inspection	Vehicle Services	1
00017082	Motor Vehicle Inspector	Fuentes,Oscar I	4/17/18	F		No	Reg	1802	7	3	50607	63663.606	Inspection	Vehicle Services	1
00017959	Motor Vehicle Inspector	Rivers,Raymond M	11/28/05	F		No	Reg	1802	8	9	65212	82036.696	Inspection	Vehicle Services	1
00018657	Motor Vehicle Inspector	Davis,John B	4/7/03	F		No	Reg	1802	7	8	58832	74010.656	Inspection	Vehicle Services	1
00019649	Motor Vehicle Inspector			V	399	No	Reg	1802	6	0	42704	53721.632	Inspection	Vehicle Services	1
00020246	Program Coordinator (NMVTIS)	Anderson-Snipe,Brigid	5/20/13	F		No	Reg	1802	12	5	87281	109799.498	Inspection	Vehicle Services	1
00020533	Equipment Repairer	Tate Jr.,Edward	8/3/98	F		No	Reg	1802	9	10	73777.6	92812.2208	Inspection	Vehicle Services	1
00020845	Motor Vehicle Inspector			V	339	No	Reg	1802	6	0	42704	53721.632	Inspection	Vehicle Services	1
00021605	Supv Motor Vehicle Inspector	Best,Tyronica T	12/7/98	F		No	Reg	1802	11	0	81060.8	101974.4864	Inspection	Vehicle Services	1
00021775	Lead Motor Vehicle Inspector	Cruz,Nathaniel	3/21/16	F		No	Reg	1802	9	3	60814	76504.012	Inspection	Vehicle Services	1
00022052	Motor Vehicle Inspector	Wood,Jeremairh	4/3/17	F		No	Reg	1802	6	5	48656	61209.248	Inspection	Vehicle Services	1
00022582	LABORER	Dorsey,William	3/8/99	F		No	Reg	1802	4	10	55140.8	69367.1264	Inspection	Vehicle Services	1
00022713	Equipment Repairer	Spencer,Patrick L	11/2/92	F		No	Reg	1802	9	10	73777.6	92812.2208	Inspection	Vehicle Services	1
00022845	Lead Motor Vehicle Inspector (	Walker,Larry	5/20/02	F		No	Reg	1802	9	9	71770	90286.66	Inspection	Vehicle Services	1
00023192	Motor Vehicle Inspector	Douglas,Shahn M	6/30/03	F		No	Reg	1802	8	9	65212	82036.696	Inspection	Vehicle Services	1
00024729	Lead Motor Vehicle Inspector	Jones Jr.,Herbert D	12/21/98	F		No	Reg	1802	9	10	73596	92583.768	Inspection	Vehicle Services	1
00025117	Motor Vehicle Inspector	Perry,Patrick	3/21/16	F		No	Reg	1802	8	5	58588	73703.704	Inspection	Vehicle Services	1
00025228	Motor Vehicle Inspector	Riley,Eric	4/3/17	F		No	Reg	1802	7	4	52252	65733.016	Inspection	Vehicle Services	1
00025303	MOTOR VEHICLE INSPECTOR	Starks,Sheila L	3/1/99	F		No	Reg	1802	8	10	66868	84119.944	Inspection	Vehicle Services	1
00026688	Lead Motor Vehicle Inspector	Kartey,Maurice K	4/13/98	F		No	Reg	1802	9	10	73596	92583.768	Inspection	Vehicle Services	1
00027411	Motor Vehicle Inspector	Hernandez,Hernan	12/9/19	F		No	Reg	1802	6	5	48656	61209.248	Inspection	Vehicle Services	1
00031416	Motor Vehicle Inspector	Plowden,Laron	3/2/20	F		No	Reg	1802	6	2	44192	55593.536	Inspection	Vehicle Services	1
00031418	Motor Vehicle Inspector			V	171	No	Reg	1802	6	0	42704	53721.632	Inspection	Vehicle Services	1
00031475	Motor Vehicle Inspector			V	339	No	Reg	1802	6	0	42704	53721.632	Inspection	Vehicle Services	1
00035305	Service Center Manager (DMV)	Simpson,Gregory M	8/12/02	F		No	Reg	301	13	0	99477.78	125143.0472	Inspection	Vehicle Services	1
00024589	Lead Motor Vehicle Inspector	Mills,Sean F	4/21/14	F		No	Reg	1802	9	4	62640	78801.12	Inspection	Vehicle Services	1
00010034	Motor Vehicle Inspector	Baucum,Deangelo R	11/12/19	F		No	Reg	1802	6	3	45680	57465.44	Inspection	Vehicle Services	1
00012435	IRP Program Coordinator	Speller,Elaine	8/13/01	F		No	Reg	301	13	10	115262	144999.596	International Registration Plan	Vehicle Services	1
00022231	Legal Instrument Examiner (DMV	Marshall,Kimmlyn R	4/5/00	F		No	Reg	963	8	10	66868	84119.944	Registration	Vehicle Services	1
00003145	LEGAL INSTRUMENTS EXAMINER	Givens,Leah L	4/23/90	F		No	Reg	963	9	10	73596	92583.768	Registration	Vehicle Services	1
00011643	Legal Instrument Examiner (DMV	Spencer,Jasmine D	5/16/18	F		No	Reg	963	6	4	47168	59337.344	Registration	Vehicle Services	1
00012681	Legal Instrument Examiner (DMV	Jackson,LeAndrea R	8/27/12	F		No	Reg	963	7	6	55542	69871.836	Registration	Vehicle Services	1
00014833	Legal Instrument Examiner (DMV			V	162	No	Reg	963	9	0	57162	71909.796	Registration	Vehicle Services	1
00016184	Supv Legal Instrument Examiner	Graham,Tiara S	8/26/13	F		No	Reg	963	11	0	81060.42	101974.0084	Registration	Vehicle Services	1
00018052	Program Coordinator (ODIS)	Hampton,DeChelle C.	12/3/12	F		No	Reg	963	12	1	77649	97682.442	Registration	Vehicle Services	1
00020167	Management Analyst	DINA,CHRISTOPHER	6/8/09	F		No	Reg	963	13	8	109528	137786.224	Registration	Vehicle Services	1
00031414	Lead Legal Instrum. Exam (DMV)	JOHNSON-BRITTON,LACHELLE M	5/16/05	F		No	Reg	963	10	6	72762	91534.596	Registration	Vehicle Services	1
00031431	Legal Instrument Examiner (DMV	King,Maria	8/25/14	F		No	Reg	963	7	5	53897	67802.426	Registration	Vehicle Services	1
00031443	Legal Instrument Examiner (DMV	Mitchell,Rotisha	1/19/21	F		No	Term	963	6	1	42704	53721.632	Registration	Vehicle Services	1
00031452	Legal Instrument Examiner (DMV	Rivas,Dana	9/8/15	F		No	Reg	963	7	5	53897	67802.426	Registration	Vehicle Services	1
00031466	Legal Instrument Examiner (DMV	ESTRELLA,ERIDANIA	5/16/05	F		No	Reg	963	8	9	65212	82036.696	Registration	Vehicle Services	1
00031481	Vehicle Services Administrator			V	31	No	Reg	963	15	1	146519	184320.902	Registration	Vehicle Services	1
00031493	Legal Instrument Examiner (DMV	Jones,Jamia	2/3/20	F		No	Reg	963	6	2	44192	55593.536	Registration	Vehicle Services	1
00033841	Legal Instrument Examiner (DMV			V	140	No	Reg	963	6	0	42704	53721.632	Registration	Vehicle Services	1
00082408	Service Center Manager (DMV)	Toussaint,Fabien O	4/21/14	F		No	Reg	301	13	0	95651.66	120329.7883	Registration	Vehicle Services	1
00082421	Staff Assistant			V	129	No	Reg	301	11	0	62751	78940.758	Registration	Vehicle Services	1
00082423	Legal Instrument Examiner (DMV	Mathis,Regina Neka	12/16/13	F		No	Reg	963	7	6	55542	69871.836	Registration	Vehicle Services	1
00082427	Legal Instrument Examiner (DMV	Perry,Ja'nea	12/15/14	F		No	Reg	963	7	5	53897	67802.426	Registration	Vehicle Services	1
00082432	Legal Instrument Examiner (DMV	Dunstan,Thurman	12/27/16	F		No	Reg	963	7	4	52252	65733.016	Registration	Vehicle Services	1
00099779	Legal Instrument Examiner (DMV			V	143	No	Reg	963	7	0	47317	59524.786	Registration	Vehicle Services	1
00099780	Legal Instrument Examiner (DMV			V	33	No	Reg	963	6	0	42704	53721.632	Registration	Vehicle Services	1
00099781	Legal Instrument Examiner (DMV	Shears,Diamond Precious	1/19/21	F		No	Reg	963	6	1	42704	53721.632	Registration	Vehicle Services	1
00099782	Legal Instrument Examiner (DMV	Irving,Marshae Domonique	1/21/20	F		No	Reg	963	6	2	44192	55593.536	Registration	Vehicle Services	1

Name	IPAD	Surface Pro	Cell Phone	Laptop
Amit Vora			X	x
Angela Brighthart			X	
Appeals Board (Adjudication)				XXX
Avirneni Srikanth				X
Beverly Keenon			X	
Brigid Anderson		X	X	
Calvin Dyson			X	X
Cassandra Claytor		X	X	
CDL - Landover			X	
Cherice Stanley			X	
Christopher Dina			X	
Claude Thomas			X	X
Darnell Fountain		X	X	
Darrell Bryant			X	
David Glasser		X		
Dominic Dickerson			X	
Edward Tate			X	
Emeka Chinagorom				X
Fabien Toussaint		X	X	
Gabriel Golston			X	
Gabriel Robinson		X	X	
Gledion Goci		X	X	
Greg Simpson			X	
Gregory Furr	X		X	
Jacinta Ball	X		X	X
James Edwards			X	X
Jamie Miller		X		
Janae Seon			X	X
Jeanette Pinnix			X	X
Jeremy Beegle			X	X
Joan Saleh	X		X	X
Juan Aliaga			X	X
Justin Day			X	
Karen Tate		X	X	
Kathleen King			X	X
Kellye Underwood				X
Kevin Branch			X	
Leon Brown			X	
Lisa Payne			X	X
Marquis Miles		X		
Mobile ID Units				XX
Montii Osei-Djan			X	X

Nina Jones			X	X
Odessa Nance			X	X
Omar Hamidi			X	
Omar Newland			X	X
OPEN/Examiner			X	
Open/Office Long Distance			X	
Patrick Spencer			X	
Paula Coyoy	X		X	
Raja Bandla			X	X
Rakonda Cobb	X		X	X
Robert Johnson			X	X
Robert W Brown (Temp using Phone)			X	
Service Integrity			X	
Ronald Pleasant			X	X
Sahida Tarawali			X	
Shawn Adams			X	X
Swathi Suram		X		
Tanya Forbes			X	
Tara Glover			X	X
Terrence Butler			X	
Terrie Winnegan			X	
Tonya Miller			X	X
Tyrone Sweatt			X	X
Tyrone Wilson			X	
Tyronica Best			X	
Vanessa Newton-Bernard			X	X
Wanda Butler	X	X	X	
Zainab Al-Shammary			X	X
DeChelle Hampton				X
Christopher Collins				X
Ana Guzman				X
Scott Jeffery				X
Asia Carpenter				X
Tony Dugger				X
Brandie Douglass				
Kiara Davis				
Dulce Macias				X
Timothy Jackson				
Aliya Berry				X
Tiara Green				
Quanda Edwards				
Keila Castro				

Dana Rivas				
Maria Gibson				
TeQUanda Sledge				
Kina Powell				X
Alexus Stinett				
Monica Anderson				
Tychia Magruder				
Leandra Jackson				X
Pamela Washington				X
Shelley Carr-Brown				X
Rakonda Cobb				X
Odessa Nance				XX
Dakarai Thompson				
Francine Pitt				X
Hearing Examiner 1				X
Hearing Examiner 2				X
Hearing Examiner 3				X
Hearing Examiner 4				X
Hearing Examiner 5				X
Hearing Examiner 6				X
Hearing Examiner 7				X
Hearing Examiner 8				X
Hearing Examiner 9				X
Hearing Examiner 10				X
Hearing Examiner 11				X
Hearing Examiner 12				X
Hearing Examiner 13				X
Hearing Examiner 14				X
Hearing Examiner 15				X
Hearing Examiner 16				X
Hearing Examiner 17				X

WIFI Device
X
X
X
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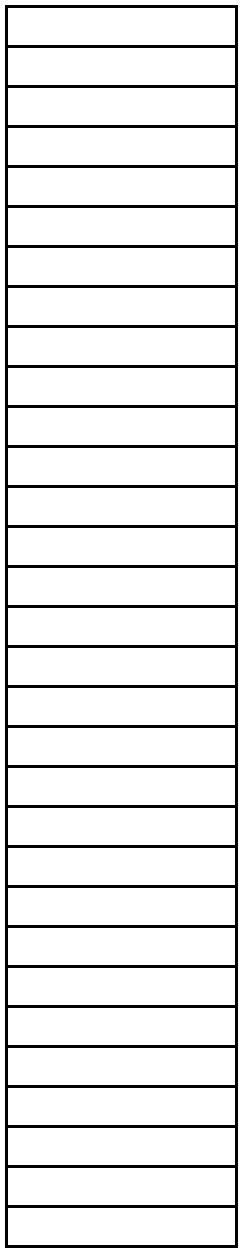
X



Department of Motor Vehicles FY2021

Agency Department of Motor Vehicles **Agency Code** KV0 **Fiscal Year** 2021

Mission The mission of DMV is to promote the safe operation of motor vehicles and public safety while providing outstanding customer service.

Summary of Services The DMV provides service to approximately 600,000 licensed drivers and identification card holders (out of a population of more than 650,000) and 300,000 registered vehicles at four service centers. We conduct adjudication services and collect ticket payments for 2.5 million tickets each year. We also conduct 200,000 annual vehicle inspections. Combining these services into a customer centered, mission driven organization is the responsibility of the Agency Management Division. Department performance expectations are listed by functional division.

2021 Accomplishments

Accomplishment	Impact on Agency	Impact on Residents
Online Transaction (Title & Registration) of vehicles sold during a private sale	By customers being able to "skip-the-trip" and not come to the service center, DMV has a reduced wait time.	This initiative saves the residents time, by not having to wait in line and appear in-person, at the DMV.
Remote Hearings	This initiative gives another level of customer service and thereby increases customer satisfaction.	This initiative save residents time by allowing them to have a hearing while at home or work.
Custom Road Test Vehicles	.The vehicles are equipped with dual foot pedals, so it is easier for the examiners to stop the vehicle, if necessary.	Those customers, who did not have access to a vehicle, were not able to take the road test or had the extra burden of trying to locate a suitable vehicle. Now everyone has access to a safe vehicle for testing.

2021 Key Performance Indicators

Measure	Frequency	FY 2019 Actual	FY 2020 Actual	FY 2021 Target	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual	Was 2021 KPI Met?	Explanation For Unmet KPI
1 - Provide outstanding customer service. (9 Measures)											
Percent of mail adjudication hearings for parking and moving violations completed within 90 days of request	Quarterly	70.4%	63.7%	70%	99.9%	100%	100%	100%	100%	Met	
Percent of mail adjudication hearings for photo violations completed within 150 days of request	Quarterly	76.9%	56.4%	75%	99.7%	100%	100%	100%	99.9%	Met	
Percent of customers rating Adjudication Services as satisfactory or better	Quarterly	96.2%	95.2%	91%	100%	54.9%	100%	97.7%	91.9%	Met	
Percent of customers rating Driver Services as satisfactory or better.	Quarterly	89.9%	92.9%	85%	94.1%	91.8%	91.2%	90.9%	91.9%	Met	
Percent of customers rating Vehicle Services as satisfactory or better.	Quarterly	95%	95.4%	92%	98.2%	97.6%	98%	97.6%	97.9%	Met	
Percent of correspondence addressed within citywide standard of 15 days.	Quarterly	90.3%	98.4%	95%	100%	99.4%	99.3%	98.5%	99.4%	Met	
Percent of customers rating overall DMV service as satisfactory or better.	Quarterly	90.9%	93.1%	85%	97.1%	94.8%	95.7%	95.4%	95.8%	Met	
Average adjudication customer wait time in minutes	Quarterly	10	5.8	13	4	3	3	4	3.5	Met	
Average service center customer wait time in minutes	Quarterly	29	14.5	30	4	5	16	30	13.8	Met	
2 - Develop and retain a skilled and diverse workforce. (2 Measures)											
Percent of employees rating DMV as satisfactory or better, overall.	Annually	63.6%	57.5%	50%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	No data available		
Percent of employees attending annual customer service training.	Annually	98.3%	96.8%	94%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	95.82%	Met	
3 - Protect and secure DMV data and processes. (1 Measure)											
Percent of biometric facial recognition cleared within 45 days	Quarterly	100%	100%	97%	100%	100%	100%	100%	100%	Met	
4 - Cultivate innovative solutions to improve customer safety. (1 Measure)											
Percent of customers reached from safety education	Quarterly	100%	100%	80%	100%	100%	97.5%	97.2%	98.6%	Met	
5 - Optimize processes and systems as technology evolves. (4 Measures)											
Percent of registrations renewed online	Quarterly	75.5%	83%	72%	87.5%	87.6%	87.1%	83.9%	86.4%	Met	
Percent of licenses renewed online	Quarterly	13.6%	23.7%	10%	33.2%	37.2%	26.3%	23.2%	29.3%	Met	
Percent of ID cards renewed online	Quarterly	5.1%	13.9%	2%	37.6%	42.7%	25.1%	18.1%	29.1%	Met	
Percent of organ donor designees through DMV	Quarterly	41.3%	42.1%	40%	43%	43.2%	43.4%	43.6%	43.3%	Met	

2021 Workload Measures

Measure	FY 2019 Actual	FY 2020 Actual	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual
1 - Adjudicate parking, moving and photo enforcement tickets (3 Measures)							
Percent of parking tickets adjudicated	18.2%	14.5%	12.4%	8.2%	6.9%	7.4%	7.8%
Percent of photo tickets adjudicated	4.3%	14.4%	9.3%	7.6%	10.8%	9.2%	9.1%
Percent of moving tickets adjudicated	26.5%	52.6%	18.7%	21.2%	21.4%	36.6%	25%
1 - Issue driver licenses and identification cards (2 Measures)							
Number of driver licenses issued	148,270	111,525	26,314	26,449	37,016	40,837	130,616
Number of identification cards issued	46,142	26,672	4905	5932	9605	12,704	33,146
1 - Title and register vehicles (1 Measure)							
Number of vehicle registrations issued	255,013	213,844	51,039	55,314	58,744	68,380	233,477
2 - Provide general and administrative support (2 Measures)							
Percent of employees trained on customer service	98.3%	96.8%	Annual Measure	Annual Measure	Annual Measure	Annual Measure	95.82%
Number of employees	266	249	235	246	246	269	269
4 - Provide general and administrative support (1 Measure)							

Measure	FY 2019 Actual	FY 2020 Actual	FY 2021 Quarter 1	FY 2021 Quarter 2	FY 2021 Quarter 3	FY 2021 Quarter 4	FY 2021 Actual
Number of customers reached	26,893	29,332	8064	8444	8752	8963	34,223

2021 Operations

Operations Title	Operations Description	Type of Operations
1 - Provide outstanding customer service. (4 Activities)		
Title and register vehicles	Titles and registers vehicles by providing legal certification services to residents and non-residents by providing timely documentations of ownership and authority to operate, allowing them to legally drive, park or sell their vehicles	Daily Service
Provide general and administrative support	Provide general and administrative support along with the required tools to achieve operational and programmatic results. This includes financial operations, customer service, administrative services, legislative affairs, facility management, as well as warehousing and inventory control.	Daily Service
Adjudicate parking, moving and photo enforcement tickets	Adjudicate parking, moving and photo enforcement tickets by providing fair and equitable reviews of ticket and permit violations for respondents so they can resolve outstanding issues of liability.	Daily Service
Issue driver licenses and identification cards	Issue driver licenses and identification cards by providing driver certification and identification services to residents to ensure they have the proper credentials to reflect identity, residency and driving qualifications so they may legally operate their vehicles.	Daily Service
2 - Develop and retain a skilled and diverse workforce. (1 Activity)		
Provide general and administrative support	Provide general and administrative support along with the required tools to achieve operational and programmatic results. This includes financial operations, customer service, administrative services, legislative affairs, facility management, as well as warehousing and inventory control.	Daily Service
3 - Protect and secure DMV data and processes. (3 Activities)		
Provide general and administrative support	Provide general and administrative support along with the required tools to achieve operational and programmatic results. This includes financial operations, customer service, administrative services, legislative affairs, facility management, as well as warehousing and inventory control.	Daily Service
Issue driver licenses and identification cards	Issue driver licenses and identification cards by providing driver certification and identification services to residents to ensure they have the proper credentials to reflect identity, residency and driving qualifications so they may legally operate their vehicles.	Daily Service
Systems necessary for DMV operations	Provide integrated and reliable information systems for all DMV services and comply with Districtwide technology standards and requirements.	Daily Service
4 - Cultivate innovative solutions to improve customer safety. (4 Activities)		
Issue driver licenses and identification cards	Issue driver licenses and identification cards by providing driver certification and identification services to residents to ensure they have the proper credentials to reflect identity, residency and driving qualifications so they may legally operate their vehicles.	Daily Service
Provide general and administrative support	Provide general and administrative support along with the required tools to achieve operational and programmatic results. This includes financial operations, customer service, administrative services, legislative affairs, facility management, as well as warehousing and inventory control.	Daily Service
Information technology	Provide integrated and reliable information systems for all DMV services and comply with Districtwide technology standards and requirements.	Daily Service
Title and Register Vehicles	Titles and registers vehicles by providing legal certification services to residents and non-residents by providing timely documentations of ownership and authority to operate, allowing them to legally drive, park or sell their vehicles.	Daily Service
5 - Optimize processes and systems as technology evolves. (4 Activities)		
Issue driver licenses and identification cards	Issue driver licenses and identification cards by providing driver certification and identification services to residents to ensure they have the proper credentials to reflect identity, residency and driving qualifications so they may legally operate their vehicles.	Daily Service
Title and Register Vehicles	Titles and registers vehicles by providing legal certification services to residents and non-residents by providing timely documentations of ownership and authority to operate, allowing them to legally drive, park or sell their vehicles.	Daily Service
Adjudicate parking, moving and photo enforcement tickets	Adjudicate parking, moving and photo enforcement tickets by providing fair and equitable reviews of ticket and permit violations for respondents so they can resolve outstanding issues of liability.	Daily Service
Systems necessary for DMV operations	Provide integrated and reliable information systems for all DMV services and comply with Districtwide technology standards and requirements	Daily Service

2021 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Completion to Date	Status Update	Explanation for Incomplete Initiative
Adjudicate parking, moving and photo enforcement tickets (1 Strategic Initiative)				
Remote Hearings	Currently, DMV only offers ticket adjudication hearing via in-person, online, or mail. DMV will pilot a new hearing option (for six months) through the use of virtual video technology. If successfully piloted, DMV will implement the method as a permanent option for public use and convenience.	Complete	The pilot was successful, so DMV has implemented virtual hearings as a permanent hearing option for the public..	
Issue driver licenses and identification cards (3 Strategic initiatives)				
Online Knowledge Tests	Currently, DMV only offers in-person knowledge testing, however, as the District's population expands, so does the demand for this service, which is the agency's longest service center transaction by far. The DMV will implement the Online Knowledge Testing (Proctoring) to add more convenience to the public and reduce the volume and wait times in the service centers.	75-99%	DC DMV continues to work with a system vendor to manage/host the online knowledge testing solution.	Due to legal hurdles, a new vendor had to be identified. A product demo is scheduled for mid-October 2021
Medical Certification Portal	Currently, all doctor's certifications comes to the DC DMV via in-person visits, mail, fax, or email. All four options require manual processing to input the information into the system. DMV will implement a Medical Certification Portal to provide doctors a secure DMV portal to enter the information directly in the system with minimum employee intervention; thus speeding up the process and saving time.	Complete	DMV implemented a quick easy process for residents, age 70 and older, to submit their Mature Driver Fitness to Drive certification. The form, which is easily accessible from the DMV website, is completed by the doctor and returned to DMV by email, fax, mail or in-person.	
Custom Road Test Vehicles	DC DMV is one of the few jurisdictions that provides an on-road skills driving tests with real world traffic. To add an additional level of safety and vehicle reliability, the agency will purchase and implement the use of custom road test vehicles that will provide examiners with dual foot petals, cameras, and other industry equipment.	Complete	This initiative was completed on 9/22/21. DC DMV implemented the use of 6 DC DMV Road Test vehicles for the purposes of conducting customer road testing at the Deanwood location.	
Provide general and administrative support (1 Strategic Initiative)				
Provide Annual Customer Service Training	Consistent and accurate information, along with professional and friendly employees, are a necessity for service excellence. Therefore, by April 30, 2021, DMV will internally train 95% of eligible frontline employees on DMV specific customer service techniques.	Complete	Over 97% of eligible frontline employees were trained on customer service techniques.	
Systems necessary for DMV operations (3 Strategic initiatives)				
Expand DMV Mobile App Transactions	In an effort to offer more convenience to our customers and make use of emerging technology, DMV will expand the mobile app offerings to five additional transactions by December 2020.	Complete	DMV released five new transactions on February 1st.	

Strategic Initiative Title	Strategic Initiative Description	Completion to Date	Status Update	Explanation for Incomplete Initiative
Release DC DMV's Digital ID and Driver License	By September 30, 2021, DMV will release it's Digital Identification Card and Digital Driver License through the myDMV app. The digital credentials will move the agency forward in the virtual world we live in today. it will also add a new level of privacy and convenience when there is a need to display the credentials at the bank, bars, law enforcement, etc.	50-74%	DC DMV's digital ID and driver license development is still in progress, however, completion of this project is pending legislative authority.	DC DMV's digital ID and driver license development is still in progress, however, completion of this project is pending legislative authority.
Install DC DMV's Self Service Transaction Kiosk	DC DMV will design and implement the agency's Self Service Transaction Kiosks, with at least one being located East of the River, to make certain DMV services are available to the public nearly 24 hours a day and seven days a week. The public will have the ability to complete the transactions and receive their actual DMV product like a registration sticker immediately; no mailing required.	0-24%	Now that legislative authority was approved during the FY22 BSA, requirement gathering was able to commence during September 2021.	.In addition to the late approval, this initiative has a convenient fee feature that involves extensive programming and testing.
Title and register vehicles (1 Strategic Initiative)				
Online Transaction (Title & Registration) of vehicles sold during a private sale	Currently, DMV requires all titling and registration of vehicles sold during a private sale to be completed in-person at one of the four service centers. By June 2021, DMV will complete an analysis of the feasibility of adding an online hybrid transaction that would allow the titling and registration of vehicles sold during a private sale to be completed online and the final product mailed to the customer.	Complete	This initiative is complete and was implemented February 1, 2021.	

KV0-DEPARTMENT OF MOTOR VEHICLES

Capital Projects Activity

(As of December 2021)

*** LTD Budget - Total Project Budget**
***FY 2022 Total Allotment - Total Allowable Spending for**

Appr Year	Project No	Project Title	Project Description	Imp Agency	Approp Fund	Agy Fund	*LTD Budget*	*FY 2022 Total Allotment*	FY 2021 Commitments	FY 2022 Commitments
1999	MVS16C	DESTINY REPLACEMENT PROJECT	The District of Columbia, Department of Motor Vehicles (DMV) has a requirement for a modernized, state-of-the art licensing and registration system. DMV seeks to acquire contract services for the development, customization, and systems integration through the issuance of a Request for Proposal (RFP) for new application software for the web-based motor vehicle's system	KV0	0300	0300 0304	30,350,000	18,150,000	7,595,659	4,030,987

2016	TPS01C	TICKET PROCESSING SYSTEM	The DMV proposes to replace the existing contractor hosted ticket processing system with a new state of the art technology solution	KV0	0300	0300	5,500,000	5,500,000	251,490	35,366
							35.850.000	**23.650.000**	**7.847.149**	**4.066.353**

this Fiscal Year		*** To be updated by DMV Program Staff ***	
LTD Available Budget	**FY 2022 Available Allotment**	**Project Status**	**Planned Remaining Spending**
18,723,354	6,523,354	*Ongoing: DMV has completed infrastructure Hardware Purchase for 3 Environments, as well as DMV User Journey and Documentation. We have also completed infrastructure software setup for development and production clusters, the automation software for build & deployment, and designed web pages in wire frames for UI/UX Interface. For the remainder of FY2022, we plan to complete development phases 1 and 2, which includes the development of general services, driver license, vehicle transactions, titles, ID cards, Adjudication, and business transactions. We will also have completed the automation of the batch printing process, infrastructure setup for production environment, and production deployment of Web Page*	*For FY2022, we plan to spend approximately $10,700,000.00*

5,213,144	5,213,144	*Ongoing: DMV is working with OCTO and OCP to finalize the requirements and statement of work, to package the full RFP. We anticipate the RFP will be out on the street by the end of February, pending legal review & approval. Once posted, the remainder of FY2022 will include the coordination of responding to vendor inquiries (from prospective offerors), any revisions to the requirements throughout the open period of the RFP, and technical review & evaluation.*	*Although we can confirm that we will exhaust the $5.2M in funds , the estimated amount we plan to spend for the remainder of FY2022, has not yet been determined at this time. We will be able to make that determination once the solicitation period closes and price proposals have been submitted.*
23.936.498	**11.736.498**		

Name of Contracting Party	Nature of the Contract/Description of Services	Dollar Amount of Contract (Budgeted Amount)	Dollar Amount of Contract (Actual spent: as of January 8, 2022)	Contract Term: Begin Date	Contract Term: End Date	Competitive or Non-Competitive/Sole Source	Agency's Contract Monitor	Funding Source	Available to public online?
R.R. Donnelley	Ticket Printing Services	$ 118,868.00	$ -	1/17/18	9/30/23	Competitive	Karen Tate	Local	Yes
Celtic Cross Holdings	International Registration Program-PRISM, Software & Management Services	$ 287,100.00	$ 71,775.00	6/17/18	9/30/23	Competitive	Elaine Speller	Local	Yes
Conduent State & Local Solutions	Ticket Processing Services	$ 9,770,897.00	$ 1,274,011.75	1/3/07	9/30/22	Non-Competitive/Sole Source	Karen Tate	Local	Yes
Thales	Secure Credentialing Services	$ 1,516,727.64	$ 176,469.40	4/22/13	4/21/22	Competitive	Tyrone Sweatt	Local	Yes
Revecorps	Inspection Station Project Management	$ 186,000.00	$ 4,984.00	12/9/18	12/8/23	Competitive	Chris Dina	Special Purpose	Yes
MV Solutions	Insurance Verification System	$ 732,000.00	$ -	12/1/20	9/30/25	Competitive	Chris Dina	Special Purpose	Yes
Envirotest	Inspection Station Consolidated Services	$ 723,380.00	$ -	12/1/20	9/30/25	Non-Competitive/Sole Source	Chris Dina	Special Purpose	Yes
Proforma Docucom Services	Registration Window Decals	$ 215,760.00	$ -	4/2/21	4/1/26	Competitive	Jamie Edwards	Local	Yes
Rize-Up Technology	Temporary Staffing Services	$ 224,777.28	$ 64,487.34	6/1/21	9/30/25	Competitive	Jamie Edwards	Local	Yes
R.A. Quarshie & Associates	International Registration Program Auditing Services	$ 60,000.00	$ -	2/7/17	2/6/22	Competitive	Elaine Speller	Local	Yes
Supretech	Document Imaging Services	$ 148,000.00	$ -	11/16/18	11/30/21	Competitive	Amit Vora	Local	Yes

GOVERNMENT OF THE DISTRICT OF COLUMBIA

DEPARTMENT OF MOTOR VEHICLES

Administrative Issuance System

DMV Administrative Order No. 2014-008

Subject: EEO POLICY STATEMENT

I. OBJECTIVE:

The District of Columbia Department of Motor Vehicles ("DC DMV") in accordance with the D.C. Human Rights Act of 1977, as amended, D.C. Official Code §§2-1401.01 et seq. ("Act"), does not discriminate on the basis of (actual or perceived) Race, Color, Sex (including sexual harassment), National Origin, Religion, Age, Marital Status, Personal Appearance, Sexual Orientation, Gender Identity or Expression, Family Responsibilities, Matriculation, Political Affiliation, Genetic Information, Disability.

II. SCOPE OF POLICY:

The District of Columbia Human Rights Act prohibits discrimination based on the following 19 "Protected Classes". These definitions are not exhaustive.

1. Race: classification or association based on a person's ancestry or ethnicity.
2. Color: skin pigmentation or complexion.
3. Religion: a belief system which may or may not include spirituality.
4. National origin: the country or area where one's ancestors are from.
5. Sex: a person's gender; includes sexual harassment and a woman's right to breastfeed.
6. Age: 18 years or older.
7. Marital status: married (same sex or opposite sex), single, in a domestic partnership, divorced, separated, and widowed.
8. Personal appearance: outward appearance, but is subject to business requirements or standards.
9. Sexual orientation: homosexuality, heterosexuality, and bisexuality.
10. Gender identity or expression: your gender-related identity, behavior, appearance, expression or behavior which is different from what you are assigned at birth.
11. Familial Status*: a parent or guardian with 2 or more children under 18.
12. Family responsibilities: supporting a person in a dependent relationship, which includes, but is not limited to: your children, grandchildren and parents.
13. Matriculation: being enrolled in a college, university or some type of secondary school.
14. Political affiliation: belonging to or supporting a political party.
15. Genetic information: Your DNA or family history which may provide information as to a person's predisposition or likely to come down with a disease or illness.
16. Disability: a physical or mental impairment that substantially limits one or more major life activities.
17. Source of Income*: the origination of a person's finances.

18. Status as a Victim of an Intrafamily Offense*: a person who was subjected to domestic violence, sexual assault and stalking.
19. Place of Residence or Business*: geographical location of home or work.

Any violation of the Act by an employee will subject him or her to disciplinary action[1], up to and including termination, as well as possible civil liability brought by the person who claimed to have been the victim of discrimination.

III. PROCEDURES[2]:

If you believe you have been discriminated against in any of the above areas and you feel that you are either unable to speak with the violator (or that such a communication will not resolve the issue) you should[3]:

- File a complaint with the Agency EEO Counselor within 180 days of the alleged discriminatory action. The Agency EEO Counselor has 21 days to resolve the matter. If you are not satisfied with the results, you have 15 days to file to formal complaint with the EEO Director at the Office of Human Rights[4]; or

- File a complaint with any EEO Counselor or Officer in D.C. Government within 180 days of the alleged actions. The EEO Counselor or Officer in D.C. Government has 21 days to resolve the matter. If you are not satisfied with the results, you have 15 days to file to formal complaint with the EEO Director at the Office of Human Rights.

Equal Employment Opportunity Rules Governing Complaints of Discrimination in the District of Columbia Government, Title 4 DCMR Chapter 1 and Chapter 5 protects your job-related benefits which include but are not limited to:

- Hiring
- Training
- Reassignment
- Promotion
- Recruitment
- Separation/Termination

IV. CONTACT INFORMATION:

Odessa Nance
Department of Motor Vehicles EEO Counselor
95 M Street, SW, Suite 206

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[1] Harassment that may not be protected under the Act is still grounds for discipline.
[2] The time periods are mandatory and set by law.
[3] If you speak with a manager about the issue, the manager must report the matter to the Agency EEO counselor, even if you do not want to proceed.
[4] Sexual harassment complaints may be filed directly with the Office of Human Rights or a court of competent jurisdiction within one year of the alleged conduct.
*Familial status, source of income, and place of residence or business are only protected classes in housing and public accommodations. Status as a victim of intrafamily offense is only protected in housing.

Washington, DC 20024
Phone: (202) 729-7076
Fax: (202) 729-7155

Lisa Payne
Department of Motor Vehicles ADA Coordinator
95 M Street, SW, Suite 206
Washington, DC 20024
Phone: (202) 729-7075
Fax: (202) 729-7155

Office of Human Rights
One Judiciary Square
441 4th Street, NW, Suite 570N
Washington, DC 20001
Main Number: 202-727-4559
Fax: 202-727-9589
Website: http://ohr.dc.gov

DC Government Agency Counselor or Officer Listing:
Website: http://ohr.in.dc.gov

EFFECTIVE DATE:

This Administrative Order is effective as of the date of signature by the agency Director (or the Director's designee) below.

APPROVAL

Lucinda Babers, Director
D.C. Department of Motor Vehicles

10/27/14
Date

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF MOTOR VEHICLES

Administrative Issuance System

DC DMV Administrative Order No. SECOND AMENDED 2015-010

SUBJECT: DC DMV Guidelines for Implementation of Employee Telework Program

The D.C. Department of Motor Vehicles (DC DMV) has implemented the DCDMV internal telework program, which is not intended to replace or contravene any statute governing this subject under the District of Columbia Government Comprehensive Merit Personnel Act of 1978 (CMPA), effective March 3, 1979 (D.C. Law 2-139; D.C. Official Code § 1-601.01 et seq.); Chapter 12, *Hours of Work, Legal Holidays, and Leave*, of Title 6 of the District of Columbia Municipal Regulations (DCMR); any other personnel regulation in the DCMR; or any provision in the Electronic District Personnel Manual (EDPM). The program, as offered by DC DMV, is a telework option, which includes up to two days of off-site work, from home, per pay period. Other options of the DC government program, such as Compressed Work Schedule (CWS) or flexible schedules which are different on a day-by-day basis, can be offered only with explicit agreement from the agency Director.

This is a voluntary program, which allows employees some flexibility with their work schedule. No one will be pressured or required to participate. Management has the right to deny a request to participate in the program or remove anyone from the program if it impacts effective operation of the unit or operational staffing levels. Management may deny an employee's Telework request if the employee does not meet the eligibility requirements below.

EMPLOYEE ELIGIBILITY

To participate in this program, DC DMV employees must meet the following requirements:

- Employed by the District Government for at least a consecutive 6 months

- Satisfactory performance
  - No disciplinary action in the last six months (not including admonitions)
  - Not on a Performance Improvement Plan (PIP)
  - Received an overall rating of three (3) or better on his/her performance evaluation during the rating period prior to the request

- No leave issues (by which the union was notified in the case of a unionized employee)
  - A pattern of tardiness
  - A pattern of excessive instances of unscheduled leave or LWOP
  - Is not on or has not been on leave restriction within the last six months

- No AWOL in last six months

PROCEDURES

- Administrators establish the number of available slots for each service area, the days of the week and tour of duty for participating in telework.
- Employees may request and be granted the choice of telework days/cycle based on seniority in District government by location/unit.
- The assigned telework day cannot run consecutive with the beginning or ending of the employee's work week (i.e., Mondays and Fridays are not eligible as standard telework days if the employee works a Monday thru Friday schedule) without an express written waiver by the Director.
- Employees with existing Alternative Work Schedules (AWS) are not eligible for telework.
- If an employee on telework is transferred as part of a job change or rotation to another location, he/she may be required to modify their telework schedule depending on the available slots at the new location.
- In the case of Government wise closures, telework employees should follow the instructions recorded on the employee hotline.
- When entering time or requesting leave, an employee on telework must submit leave based on his/her telework schedule, e.g., a request to be off on a scheduled '9' hour day will be 9 hours of leave, on an '8' hour day it will be 8 hours of leave.
- In accordance with the Union Contract, Compensation Units 1 and 2, Article 7*: Overtime Rate* "…compressed time schedules which exceed eight (8) hours in a day or 40 hours in a week to be deemed the employee's regular tour of duty, and not be considered overtime within the confines of the specific compressed work schedule.
- If an employee is unable to work due to illness or dependent care responsibilities, the employee must take appropriate leave.
- Supervisors may require the teleworker to come to the office if circumstances, such as a power failure or weather-related emergency, prevent the employee from working at the telework site.

- Employees and supervisors must observe all pertinent time and attendance, leave, and pay regulations when a telework day is established. Overtime and compensatory time, or exempt time off, are to be approved in advance using existing procedures.

- Teleworker will be required to travel to the office at any time on a telework day. If required to come to work, there will be no substitute telework day.

- Employees requesting to work a telework schedule shall complete the associated form(s) for approval. The form shall be signed by the employee and requires the approval of the employee's supervisor, and the Director.

- An employee must submit a written request to the supervisor to end participation in the telework program and return to the standard work schedule. When returning to a standard work schedule, the effective date must be at the start of a pay period.

- To the extent that there is a conflict between or among provisions in the terms of any collective bargaining agreement (CBA), D.C. personnel regulations, the E-DPM, and/or this administrative issuance, the provisions of the CBA shall control for employees covered by the CBA.

COMMUNICATION

- In order to maintain close communications and standards of professionalism while working from an alternative worksite, the telework employee shall:
    - Receive advance approval from their manager, and supervisor of any change in their confirmed telework schedule
    - Be available to manager, coworkers, and customers by telephone and email during tour of duty.
    - Return calls and emails in a timely manner (within a 30-minute range)
    - Answer the telephone using government standards during core hours.
- The employee will maintain contact with their work unit and colleagues, including meeting attendance (by phone or in-person) on telework days when requested to do so by their manager.
    - If required to come to work, it will be for the entire tour of duty.

SAFETY

- The teleworking employee is covered under the District's Workers' Compensation Law for injuries occurring in the course of the actual performance of official duties at the alternate work site.

- The teleworking employee, or someone acting on the teleworking employee's behalf, shall immediately notify the teleworking employee's immediate supervisor of any incident or injury that occurs at the alternate work site, while performing official duties.
- The agency and the telework employee's immediate supervisor should then follow the agency's policies regarding the reporting of injuries for employees injured while at work.
- The agency is not liable for damages to the teleworker's personal or real property while the Teleworker is working at the alternative work site, except to the extent the agency is finally adjudicated to be liable under District of Columbia Law.

INFORMATION SECURITY

- In order to maintain optimal information security, teleworkers must ensure the following:
  - The protection of the agency's data on hardcopy, or on portable devices from theft, loss, or unauthorized access during transit and at the alternate worksite.
  - Sensitive information in hardcopy form is returned to the office or shredded.
  - The employee agrees to follow the organization's guidelines pertaining to the handling of public records.

TERMINATION

The telework agreement is not a guarantee and can be terminated at any time by either DMV, or the employee. A telework agreement may never be allowed to continue uninterrupted if it is detrimental to work quality, customer service, and the work unit, of the organization. In such situations, the manager will make a good faith effort to work with the employee to resolve the situation, but if the problem cannot be resolved, the manager has a responsibility to terminate the agreement.

Termination of the telework agreement should be made for sound business reasons which the employee is entitled to know. In the event of termination of the agreement, the employee will be notified and provided the reason(s) for the termination in writing.

DMV will not be responsible for costs, damages, or losses to the employee resulting from the termination of the agreement.

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF MOTOR VEHICLES

Administrative Issuance System

DC DMV Administrative Order No. SECOND AMENDED 2015-010

EFFECTIVE DATE

This Administrative Order is effective as of the date of signature by the agency Director (or the Director's Designee below).

Gabriel Robinson, Director D.C. Department of Motor Vehicles

10/26/2021
Date

Attachment: Telework Agreement Form

GOVERNMENT OF THE DISTRICT OF COLUMBIA

D.C. Department of Motor Vehicles

TELEWORK AGREEMENT FORM

Employee (Print Name): _____ Agency/Division: _____

Position Title/Series/Grade: _____

Supervisor (Print Name):_____Office Location: _____

The following constitutes an agreement on the terms and conditions of telework between:

DC Department of Motor Vehicles henceforth referred to as "DCDMV" and _____ henceforth, referred to as "the employee".

Term

The Agreement is in effect from _____ until terminated in writing.

Policies

The employee agrees to abide by all DCDMV rules and policies, and have read, understand, and agrees to the DCDMW Telework Policy.

Work Hours/Schedule

The employee is scheduled to telework the following day:

Week 1

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday

Week 2

☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday ☐ Saturday

The employee's lunch period on telework days:

_____ to _____

The employee's tour of duty on telework days:

_____ to _____

Compensation & Benefits

Employee compensation and benefits, including vacation, sick leave, other forms of leave, and travel benefits shall not be affected by the telework arrangement.

Hourly employees may not work overtime from the telework location without prior approval from their manager. With such approval, overtime will be paid at the standard overtime rate. Without approval, overtime will not be paid.

GOVERNMENT OF THE DISTRICT OF COLUMBIA

D.C. Department of Motor Vehicles

TELEWORK AGREEMENT FORM

Equipment & Expenses

The manager shall determine the minimum equipment, software and internet connectivity necessary for the employee to complete assignments from the alternative work location in a timely, efficient, and professional manner.

The employee is responsible for all maintenance and repairs of employee-owned equipment required for teleworking. Additionally, the employee is responsible for any ongoing operating costs associated with teleworking.

DCDMV will not provide any equipment associated with teleworking.

DCDMV will provide VPN to approved teleworkers. Note: VPN requires the latest updated security software that must be provided by the employee.

All software used for telework, whether owned by the DCDMV or the employee must properly licensed by the software manufacturer.

Intellectual Property

Products, records, documents, inventions and discoveries made while teleworking are the property of the DCDMV. The employee is expected to comply with the DCDMV's policies regarding inventions and copyrights regardless of the work location or whether work was performed on equipment owned by the DCDMV or the employee.

Safety

The employee confirms that they have a suitable place to work at the alternate work location and that to the best of their knowledge the worksite is safe from conditions that could pose a hazard to health and safety or danger to equipment.

Limitations

Teleworkers must observe the following limitations when working from the telework site:

- Employees cannot conduct in-person meetings at the alternative work site.
- Employees cannot operate a business or work for another employer during work hours.
- Employees cannot allow others to access the government (or vendor) network.
- Employees cannot have sole responsibility for providing dependent care during work hours.

GOVERNMENT OF THE DISTRICT OF COLUMBIA

D.C. Department of Motor Vehicles

TELEWORK AGREEMENT FORM

Agreement

This Agreement may be amended at any time by DCDMV. A copy of this agreement and any addendums or amendments will be provided to the employee.

EMPLOYEE: By signing, the employee states they have read, understood, and agree to the terms and conditions of this agreement and the administrative issuance:

_____ _____

Employee Signature Date

MANAGER: By signing this statement, the manager agrees to work with the employee to implement telework as described in the telework policy and this agreement.

_____ _____

Manager Signature Date

DIRECTOR:

_____ _____

Director's Signature Date

DMV TELEWORK ELIGIBILITY MATRIX (UPDATED October 1, 2021)		
POSITION	**TELEWORK ELIGIBLE**	**NOTES/CONDITIONS/COMMENTS**
ACCOUNTING TECH	YES	
Adjudication Services Administ	YES	
AGENCY FISCAL OFFICER	YES	
Appeals Board Member	YES	
Assoc Dir for Admin Svcs	YES	
ATTORNEY ADVISOR	YES	Must confirm resources to work remotely are available (i.e. technology, hardware and access to email and required legal resources)
Budget Officer	YES	
Chief Hearing Examiner	YES	
Chief Information Officer	YES	
Communications Specialist	YES	
Correspondence Mgmt. Specialist	YES	
Deputy Director	YES	
Director	YES	
DISPUTE RESOLUTION SPEC	NO	Assuming that the disputes are customer based, this position would not be eligible.
DRIVER LICENSE EXAMINER MVO	NO	Driver licenses being handled from an external location can cause significant risk in regards to integrity, theft and fraud.
DRIVER SRVS ADMIN	YES	
Equipment Repairer	NO	Equipment required for repair is located on-site .
Executive Assistant	YES	
HEARING EXAMINER	YES/NO	Yes: If the Hearing Examiner has the resources to process mail adjudication decisions remotely . No: If the Examiner's teleworking will have an impact on ability to provide adequate coverage for in-person hearings. No: If the Examiner's position is strictly dedicated to -in-person hearings.
Hearing Support Manager	YES	Yes: Specifically under the condition that on-site management is arranged and confirmed in place on their telework day; and must confirm resources to work remotely are available (i.e. technology, hardware and access to email)
Human Resources Specialist	YES	
INFO TECH SPEC	YES	
Information Tech Spec Sys Adm	YES	
Information Technology Specialist	YES	
Investigator	YES	
IRP Program Coordinator	YES	
IT Project Manager (GIS)	YES	
IT Spec (Application Software)	YES	
IT Specialist (CUSTSPT)	YES	
LABORER	NO	Position is a physical, on-site position, which cannot be performed anywhere but on-site.
Lead Legal Instrum. Exam (DMV)	NO	Position requires the administration of documents/products that must be secure. Telework could possibly hinder the integrity of operations.
Lead Motor Vehicle Inspector	NO	Position requires on-site interface with customers and their vehicles, and staff, which cannot be performed remotely
Legal Instrument Examiner (DMV)	NO	Position requires the administration of documents/products that must be secure. Telework could possibly hinder the integrity of operations.
Management Analyst	YES	
Motor Vehicle Inspector	NO	Position requires on-site interface with customers and their vehicles, which cannot be performed remotely.
Program Coordinator (IID)	YES	
Program Coordinator (NMVTIS)	YES	
Program Coordinator (ODIS)	YES	
Public Information Officer	YES	
QUALITY PGM OFFICER	YES	
REVENUE OFFICER	YES	
Service Center Manager (DMV)	YES/NO	Yes: Specifically under the condition that on-site management is arranged and confirmed in place on their telework day; and must confirm resources to work remotely are available (i.e. technology, hardware and access to email)
Special Projects Officer	YES	
STAFF ASSISTANT	NO	Position requires on-site phone coverage that may not be applicable from a remote location or home.
SUPERVISORY TRIAL ATTORNEY	YES	
Supervisory Hearing Examiner	YES/NO	Yes: Specifically under the condition that on-site management is arranged and confirmed in place on their telework day; and must confirm resources to work remotely are available (i.e. technology, hardware and access to email)
Supervisory Information Tech	YES	
Support Services Assistant	NO	Position requires the management of supplies, inventory, and interface with on-site staff.
Support Services Manager	YES/NO	Yes: Specifically under the condition that on-site management is arranged and confirmed in place on their telework day; and must confirm resources to work remotely are available (i.e. technology, hardware and access to email)
Support Services Specialist	NO	Position requires the management of supplies, inventory, and interface with on-site staff.
Supv Legal Instrument Examiner	NO	Position requires the administration of documents/products that must be secure. Telework could possibly hinder the integrity of operations.
Supv Motor Vehicle Inspector	NO	Position requires on-site interface with customers and their vehicles, and staff, which cannot be performed remotely.
Ticket Ombudsman	YES	
Training Specialist	YES	
Vehicle Management Specialist	YES	
Vehicle Services Administrator	YES	`