



December 2007

Dear Service Station Representative:

PennDOT is pleased to announce the start of its electronic safety (e-SAFETY) data collection & storage program. Upon receipt of this packet you may enroll in the e-SAFETY program. Please take the time to read the contents of this packet for information on how you can enroll and participate in this voluntary program.

There is great value to the industry in electronically collecting safety inspection data. The e-SAFETY program will maximize the current benefits of Pennsylvania's safety inspection program and will use trend data for future safety improvements by identifying potential vehicle safety hazards and safety patterns.

In May through August of this year (through our vendor Verizon Business) PennDOT conducted a pilot of the e-SAFETY program. In addition to the program provided by Verizon Business, two third-party vendors participated in the pilot and have been approved by PennDOT to transmit data from their software applications to PennDOT's Safety Inspection Information Database (SIID). Those software applications and vendors are State Inspections Records (SIR) by CompuSpecations Inc.; and Motor Vehicle Inspection Reporting System (MVIRS) by Automotive Inspection Systems, L.L.C.

In addition to the benefits listed above, the e-SAFETY program is designed to save safety inspection stations time. A few of the benefits are:

- no need to write or print out the MV-431/480 inspection report forms
- inspection station record audits will be streamlined
- applications will automatically tally the Visual Anti-tampering inspection data (where applicable)
- access to a toll-free Station Operator Hotline
- ability to print out a vehicle history report for any vehicle entered into the SIID
- customer information is secured electronically. Verizon Business and their partners are contractually bound to protect e-SAFETY data and release this data only to PennDOT.

If you still have questions, after reading the contents of this packet, you may attend industry association meetings in your area and/or call the toll-free Station Operator Hotline at 888-265-5909.

Thank you for taking the time to examine this information and for considering participation in the e-SAFETY Program.

Sincerely,
Anita M. Wasko, Director
Bureau of Motor Vehicles



Enrollment Packet

- e-SAFETY Participant Requirements**

- How Does e-SAFETY Work?**

- e-SAFETY Barcode Provider Info**

- e-SAFETY Enrollment Process**

- e-SAFETY Enrollment FAQ's**

Toll-Free Station Operator Hotline (1-888-265-5909)



e-SAFETY Participant Requirements

e-SAFETY is PennDOT's official electronic safety data collection program. All stations participating in e-SAFETY will receive access to the e-SAFETY application and pay a Program Management Fee (PMF) of \$0.74 per sticker issued. This PMF covers electronic data transmission of your safety inspection data, secure storage of safety inspection data, reports to track and reconcile your station's sticker usage, vehicle history reports, and access to the toll-free Station Operator Hotline.

The PMF will not be charged for transmitting failed inspections, recording voided/damage/lost or missing stickers, and producing reports specific to your station.

In order to use e-SAFETY, you will need a computer, Web Browser, and an Internet Service Provider (ISP). Alternately, you can access the e-SAFETY site directly through a toll free Dial-up Number, provided by special request, after the completion of enrollment.

The minimum computer requirements to participate are as follows:

- Desktop or laptop computer with Pentium processor or equivalent
- 128 megabytes (MB) of random access memory (RAM)
- Microsoft Windows operating system
- Desktop resolution set to 800 x 600
- Microsoft Internet Explorer 6.0 or higher / Firefox 1.5 or higher
- Java Scripting enabled
- Internet cookies enabled

Barcode reader (optional) information is also contained in the enrollment packet information (See: Barcode Provider Info).

You can find out more about e-SAFETY by visiting the e-SAFETY web site at <https://esafety.appsolgrp.com>, calling the Station Operator Hotline (888-265-5909).

In addition to the e-SAFETY application, you will also have the option of using e-SAFETY approved software to send your data to PennDOT. The same \$0.74 PMF will apply when data is sent to the PennDOT database using the vendor's software listed below.

The following electronic e-SAFETY providers have applications that are approved to transmit safety inspection data to PennDOT's Safety Inspection Information Database (SIID). **NOTE:** PennDOT requires that all users, of the following approved software, transmit their inspection records to the e-SAFETY system on a daily basis.

**Automotive Inspection Systems L.L.C.
(Motor Vehicle Inspection Reporting System)
(MVIRS)**

10853 Valley Street,
Shirleysburg, PA 17260
Telephone: 866-376-8477
Web: www.mvirs.com
E-mail: support@mvirs.com

**CompuSpection
(State Inspections Records)
(SIR)**

1177 Pittsburgh Road, Suite 202
Valencia, PA 16059
Telephone: 800-868-0987
FAX: 724-898-2025
Web: www.compuspections.com
E-mail: info@compuspections.com

As other vendors are approved, they will be posted on PennDOT's website at http://www.dmv.state.pa.us/inspections/station_owners.shtml

How does e-SAFETY work?



the Safety Inspection Facility has 3 different options



OPTION 1: PennDOT e-SAFETY Web Application



Station is enrolled in e-SAFETY
MV431/480 Web Application

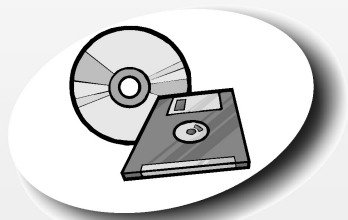


Data is sent to the
Secure e-SAFETY Inspection
Information Database (S.I.I.D.)

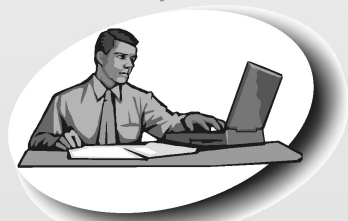


Data is stored on S.I.I.D.

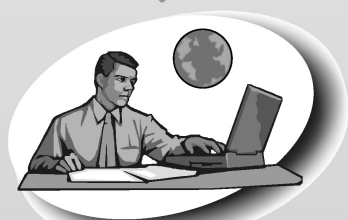
OPTION 2: e-SAFETY Enabled Software Application



Station is enrolled in e-SAFETY
and uses MVIRS or SIR
MV431/480 Application



User enters MV431/480
data into Approved
e-SAFETY Application



User connects to the PennDOT
e-SAFETY Web Application
and uploads Inspection data



OPTION 3: Traditional MV431/480



Station continues to
Create & Maintain
Handwritten Forms



e-SAFETY Barcode Provider Info

The following manufacturer's Barcode Readers have been thoroughly tested and found to be compatible with the e-SAFETY application. The manufacturers have also assigned specific VARs (Value Added Resellers) to handle all orders. All VARs will Pre-Configure their barcode readers so that they are Plug-and-Play and ensure that they will function out-of-the-box with the e-SAFETY application. Since these units need to be pre-configured prior to use in the e-SAFETY application, please make sure to contact the following VARs directly.

HAND HELD PRODUCTS (HHP)

Contact for placing orders:

Rad DeRose
Email: rad.derose@L-Tron.com
Web: L-Tron.com
Phone: (585) 383-0050

L-Tron Corporation
1169 Pittsford-Victor Rd.
Building 3, STE 120
Pittsford, NY 14534

Barcode Models:

- **HHP 4800p**
30206-001297KE (USB POD
Fixed mount version with cable,
stand, & 5 yr warranty)
- **HHP 4600R**
4600RSF051C-0F00E (USB
Handled version with manual
trigger, cable, stand, & 5 yr
warranty)

Comments:

- also offering dealerships a scanable barcode for dealership tags which will pre-populate the Name, City, County, & License Plate Fields in the e-SAFETY Inspection form

METROLOGIC

Contact for placing orders:

Uri Rozic
Email: uri@geminicomputers.com
Web: geminicomputers.com
Phone: (888) 943-6464

Gemini Computers
166-08 Union Turnpike
Flushing, NY 11366

Barcode Models:

- **MS1690**
mk1690-61a38 (USB-KB/POS
Stand, Cable, Manuals, Dark
Grey unit)

OPTICON

Contact for placing orders:

Keiran Holmes
Email: keiran.holmes@rescoelectronics.com
Web: rescoelectronics.com
Phone: 800-638-1242 Ext. 33

RESCO Electronics
4961 Mercantile Road
Baltimore, MD 21236

Barcode Models:

- **RE1199**
OPI2002LU1-00 (USB Handled
version with manual trigger and
cable)

Comments:

- also offering dealerships a scanable barcode for dealership tags which will pre-populate the Name, City, County, & License Plate Fields in the e-SAFETY Inspection form



e-SAFETY Enrollment Process

To enroll in PennDOT's electronic e-SAFETY program a station must:

- Be a licensed safety inspection station and have an Official Inspection Station (OIS) number assigned by PennDOT.
- Have at least one inspector licensed to perform safety inspections.
NOTE: If you are not an OIS, please contact the Station Operator Hotline at (888) 265-5909. A Quality Assurance Officer, in your area, will contact you with information on how to become an OIS.
- Enroll in the e-SAFETY program
- Agree to the Terms & Conditions of the e-SAFETY program

ENROLLMENT Process

1. Access the e-SAFETY website via an internet browser by entering the following address:
<https://esafety.appsolgrp.com>
2. Click on the e-SAFETY Enrollment link under the "e-SAFETY Program Info" section
NOTE: Upon clicking the Enrollment link you will be presented with the e-SAFETY Terms & Conditions Agreement. You must read and agree to the terms and conditions prior to enrollment in the e-SAFETY program.
3. Upon agreement of the terms and conditions you will be redirected to the Enrollment Login web page.
4. Enter the following info into the ENROLLMENT LOGIN screen:
 - Password: KEYSTONE
 - OIS Number
 - Station Zip Code: (5-digit zip code corresponding to the physical location of the station)
5. Click the "**LOGIN**" button
NOTE: If you get an error message and are sure the correct information has been entered, contact the Station Operator Hotline at **(888) 265-5909**.
6. You will then be redirected to the "**e-SAFETY ENROLLMENT FORM**" screen.
The enrollment form is divided into four sections:

Station Details section:

This section will be populated from station information currently in the PennDOT database and cannot be edited by you. Please review this information and if there are errors in any of the fields, make a note of the incorrect information and report this to the Station Operator Hotline at 888-265-5909 after you have completed your enrollment.

Billing Information section:

If you are an emissions station, these fields will be pre-populated with the billing information currently in the database and cannot be edited by you. Please review this information and if there are errors in any of the fields, make a note of the fields that need to be corrected and report this to the Station Operator Hotline (888-265-5909) after you have completed your enrollment.

If you are a Safety “only” station, you will need to enter the requested information. At a minimum you must complete the following fields:

Billing Contact Name

You may enter either your Business Name or Individual’s name (This will be the name that will appear on your billing statement.) Entry of an Alternate Billing Contact is optional.

Billing Contact Telephone Number

Billing Address – Line 1

Enter the address where you would like your statement sent. Please use as many lines as necessary to provide a delivery address.

City

State

Zip Code (5-digit)

If the extension on the zip code is known, enter the 4-digit extension in the ‘Zip Plus’ field.

e-SAFETY Manager section:

First Name

Last Name

This individual is usually the station manager but does not have to be. This person will be given authority to manage the stations users, add, activate, and deactivate station users.

e-mail Address

The e-SAFETY Manager log-on credentials will be sent via e-mail to the address provided.

Authorized Signature section:

Enter the full name of the individual authorized to commit the business for the cost associated with using e-SAFETY.

Enter the individual’s title (for example: Station Manager, Supervisor, Owner etc.)

Date: The date will auto populate.

7. Once the form is completed, select “ENROLL” and the system will process the enrollment request.
8. Upon validation of the information, the user will receive a confirmation at the top of the page that will state:
“Congratulations on successfully enrolling in the PennDOT e-SAFETY program. An e-mail containing your log-on credentials for the e-SAFETY program will be sent to you shortly”
9. Please print this page for your records by selecting the “PRINT” button.
10. Upon receipt of the log-on credentials and logging into the e-SAFETY application, the manager can set up all additional station users through the e-SAFETY web application “ADMINISTRATION” menu.



e-SAFETY Enrollment FAQs

Key terms and definitions:

e-SAFETY Manager – a station representative (i.e. station owner/manager) that has been assigned full administrative rights to the e-SAFETY program. In addition to normal User functionality, the e-SAFETY Manager is permitted to perform the following:

- Add & De-Activate e-Safety Users via the Administration/Manage Station Users screen
- Remove *Pending Work Orders*
- Remove *PennDOT Information/Bulletins* from the e-SAFETY Home Page

User – any individual designated and activated by the e-SAFETY Manager. The User will have limited administrative rights that allow them to perform the following functions:

- Enter inspection information
- Set Inspection Records to a Pending Status
- Set Inspection Records to a Finalized Status
- Perform Sticker Corrections
- Retrieve Reports

QAO – Quality Assurance Officer

PMF – Program Management Fee

1. Who can participate in e-SAFETY?

Any Certified Pennsylvania Official Safety Inspection Station.

2. We are currently using an electronic MV431/480 software application from another company and would like to send our inspection records to PennDOT. How do we do so?

- Check the enrollment packet to make sure your software provider is one of the PennDOT approved third party vendors.
- Enroll in e-SAFETY following the directions in the Enrollment Packet.
- Contact your PennDOT approved third party vendor for further directions and/or procedures for transferring your inspection records to the e-SAFETY application.

3. How do I enroll?

Upon agreement of the terms and conditions you will be redirected to the Enrollment Login web page.

4. How do I know that my enrollment has been accepted?

You will receive the following message on the enrollment page:

“Congratulations on successfully enrolling in the PennDOT e-SAFETY program. An e-mail containing your log-on credentials for the e-SAFETY program will be sent to you shortly.”

5. How do I get my e-SAFETY Manager ID and Password?

You will receive an email with your e-SAFETY Manager ID and password after you complete the enrollment process.

6. We enrolled and the web page displayed a message stating the enrollment application was accepted, but we still have not received the email with our credentials. What should we do?

Please make sure that the email did not get mistaken as Spam by your email application. If you have not received a confirmation email after 48 hours, please contact the Station Operator Hotline at 888-265-5909.

7. What should I do after I receive my e-SAFETY Manager ID and password?

- Proceed to the e-SAFETY website by typing <https://esafety.appsolgrp.com> in all lower case characters as provided to you with your e-SAFETY Manager ID and password.

- Once logged in you should view the tutorial and then access the HELP documentation by clicking the link located on the website.

8. Can only the e-SAFETY Manager enter inspection information?

No, anyone set up as a User may enter inspection information into e-SAFETY. The e-SAFETY Manager is responsible for adding Users to the system. After successfully logging into e-SAFETY, the e-SAFETY Manager should proceed to the Administration/Manage Station Users screen and add all additional e-SAFETY users to system.

9. I cannot log in with the e-SAFETY Manager ID and Password provided to me, what should I do?

- Ensure the e-SAFETY Manager ID and Password you are logging in with match those provided to you by the e-SAFETY system.
- Note that the user ID and password are NOT case sensitive, you can login by typing upper or lowercase Station ID, User ID, and Password. The site will automatically force your login credentials to upper case upon clicking "Login".
- If you continue to have an issue please contact the Station Operator Hotline at 888-265-5909

10. Can I have more than one e-SAFETY Manager?

No. There can only be one (1) e-SAFETY Manager per e-SAFETY enrollment.

Note: There can be an unlimited number of Users but the e-SAFETY Manager must enter the other Users and provide them with their User ID and Password.

11. When am I charged the PMF?

You are charged the PMF only for inspections where a sticker is issued, replacement stickers, and Vehicle History Reports. There is no charge for failed inspections, sticker number corrections, entering voids/missing/lost or stolen stickers and unlimited use of the reporting function.

12. What are the requirements for the barcode reader or what type do I need to purchase?

- A 2D PDF-417 compliant barcode reader configured to correctly function as a Keyboard Wedge type device with the e-SAFETY application.
- There are currently three (3) barcode readers that have been thoroughly tested and known to function correctly with the e-SAFETY application. When purchased through the listed providers, the readers will be pre-configured and shipped so the unit will function correctly with the application.
- Check the PennDOT website or your enrollment packet for the list.

13. Must I have a barcode reader to participate?

No, you do not need to have a barcode reader to participate, You may manually enter the registration info into the e-SAFETY application.

14. Which web browsers support e-SAFETY?

- Internet Explorer v6.0 or later
- Mozilla Firefox v1.5 or later

15. What type of PC hardware/software do I need to participate in e-SAFETY?

The MINIMUM computer requirements are as follows:

- Desktop or laptop computer with Pentium processor or equivalent
- 128 megabytes (MB) of random access memory (RAM)
- Microsoft Windows operating system
- Desktop resolution set to 800 x 600

- Microsoft Internet Explorer 6.0 or higher / Firefox 1.5 or higher
- Adobe Acrobat Reader 7.0 or higher
- Java Scripting enabled
- Internet cookies enabled

16. My e-SAFETY Manager ID is incorrect. How can I change it?

You cannot change the ID, only the password.

- Your e-SAFETY Manager ID is system generated based upon the information you provide when you enroll; please take special notice of this information before completing your enrollment. If there is an error in the spelling of your ID, you may contact the Station Operator Hotline at 888-265-5909 and request a correction be made.

17. Do we still need to record inspections in the MV431/480 book if we are using e-SAFETY?

No, once enrolled and actively sending data to the PennDOT database, recording inspections in the MV431/480 book is not required.

18. Will we need to provide a print out of the MV431/480 to the QAOs?

No, once enrolled and actively sending data to the PennDOT database, you are not required to keep hard copies of the MV431/480s

19. How will the QAO know who performed the inspection without a signature on the electronic MV-431/480?

Inspection mechanics are required to sign the work order for each vehicle inspected. These work orders must be retained at the station.

20. Can we switch back and forth between the e-SAFETY application and the MV431 book?

No, once enrolled in e-SAFETY you must continue to record all inspections within the e-SAFETY web application until the station authority notifies Verizon Business and their QAO of their decision to return to the handwritten MV431/480 book.

21. Who can change the e-SAFETY Manager information?

The e-SAFETY Manager can only change their password via the "*Administration / Change Password*" screen.

- For all other changes, including the e-SAFETY Manager Name, e-SAFETY Manager ID, station Number, Station Name, etc please contact the Station Operator Hotline at 888-265-5909.