DRIVER HISTORY RECORD SYSTEM

USER GUIDE

CONTENTS

SYSTEM LOG IN

The Driver History Record System is located at
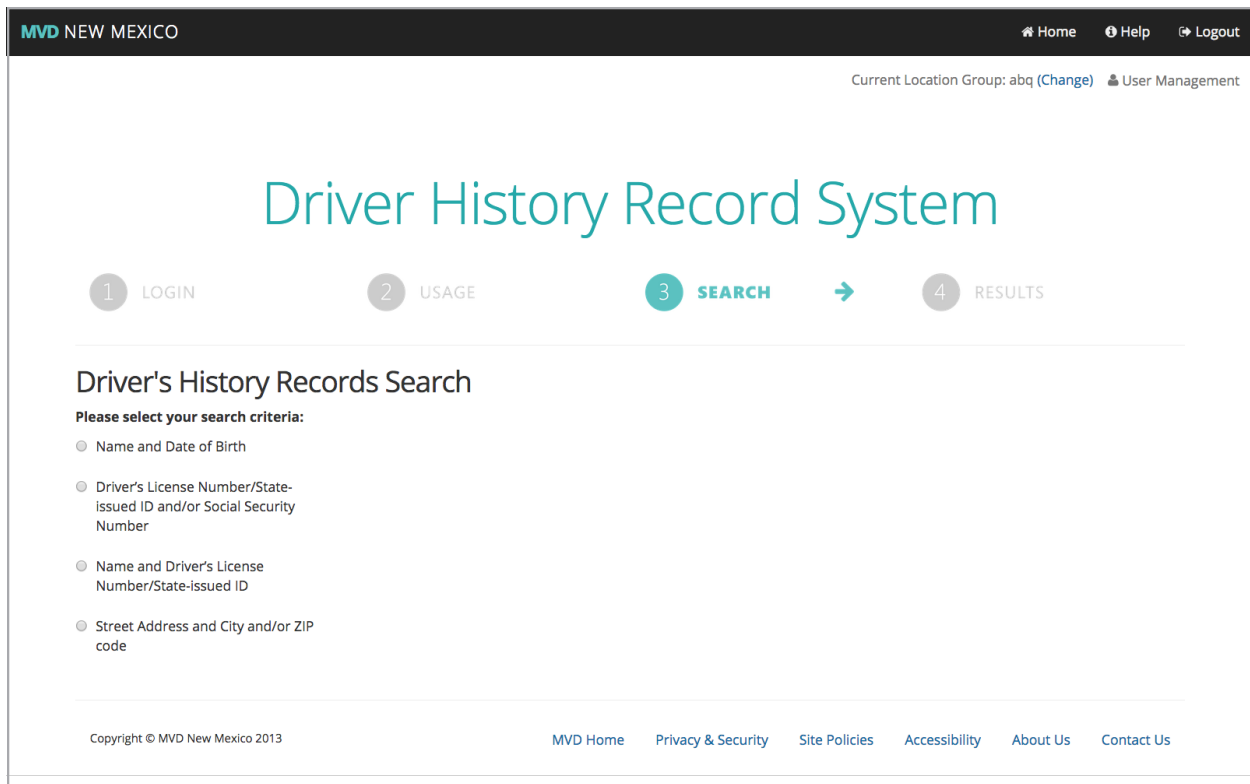**https://secure.mvd.newmexico.gov/DlrInteractiveAgency/Login.aspx**

1. Type in the username you created when you registered.

2. Type in your password.

3. Click **LOG IN**.

ACCOUNT MAINTENANCE: Visit **https://secure.mvd.newmexico.gov/accounts/Login.aspx** to change your password or update your account.

USER VIEWS

User Role permissions determine what menu items display for each user, and the access the user has in the system.

1. Click **HELP** to advance to the MVD Online Application Help Topics and Frequently Asked Questions page.

2. Click **LOGOUT** to exit the system.

3. If applicable, click **USER MANAGEMENT** to manage users.

4. If applicable, click (**CHANGE**) to update your Current Location Group.

AGENCY RESTRICTED USER ADMIN

The Agency Restricted User Admin (User Admin) can access the Driver's History Records Search and User Management page. The role can grant, edit, and delete user permissions, and view driver history records.

AGENCY RESTRICTED USER

The Agency Restricted User can access the Driver's History Records Search page, and view driver history records.

DRIVER'S HISTORY RECORDS SEARCH

The Driver's History Records Search page allows the user to select the search parameters for a driver history record. A search parameter must be selected in order for the appropriate fields to display.

3.1 DRIVER'S HISTORY RECORDS SEARCH PARAMETERS

3.1.1 NAME AND DATE OF BIRTH

1. Enter First Name or First Initial.

2. Enter Middle Initial (optional).

3. Enter Last Name.

4. Select Suffix (optional).

5. Enter Date of Birth (mm/dd/yyyy).

6. Click **CONTINUE**.

NOTE: (1) Non-Driver records can only be searched by **NAME AND DATE OF BIRTH**. **(2)** Wildcard characters are not allowed (e.g. Rob*).

3.1.2 DRIVER'S LICENSE NUMBER/STATE-ISSUED ID AND/OR SOCIAL SECURITY NUMBER

3.1.2.1 SEARCH BY DRIVER'S LICENSE NUMBER/STATE-ISSUED ID

1. Enter a valid Driver's License Number or State-issued ID Number.

2. Click **CONTINUE**.

3.1.2.2 SEARCH BY DRIVER'S LICENSE NUMBER/STATE-ISSUED ID AND SOCIAL SECURITY NUMBER

1. Enter a valid Driver's License Number or State-issued ID Number.

2. Enter a valid Social Security Number.

3. Click **CONTINUE**.

3.1.2.3 SEARCH BY SOCIAL SECURITY NUMBER

1. Enter a valid Social Security Number.

2. Click **CONTINUE**.

3.1.3 NAME AND DRIVER'S LICENSE NUMBER/STATE-ISSUED ID

1. Enter First Name or First Initial.

2. Enter Middle Initial (optional).

3. Enter Last Name.

4. Select Suffix (optional).

5. Enter a valid Driver's License Number or State-issued ID Number.

6. Click **CONTINUE**.

NOTE: Wildcard characters are not allowed (e.g. Rob*).

3.1.4 STREET ADDRESS AND CITY AND/OR ZIP CODE

3.1.2.1 SEARCH BY STREET ADDRESS, CITY AND ZIP CODE

1. Enter Street Address.

2. Enter City.

3. Enter ZIP Code.

4. Click **CONTINUE**.

3.1.2.2 SEARCH BY STREET ADDRESS AND CITY OR ZIP CODE

1. Enter Street Address.

2. Enter City or ZIP Code.

3. Click **CONTINUE**.

NOTE: The address search parameter will search and return results for both the driver's mailing and physical address.

MULTIPLE RECORDS FOUND VIEWS (IF APPLICABLE)

The search parameter selected determines what Multiple Records Found view displays. The Multiple Records Found page displays only if the search criteria entered returns with multiple records.

4.1 DRIVER NAME SEARCH PARAMETER

This view displays if the search parameter selected is Name and Date of Birth, Driver's License Number/ State-issued ID and/or Social Security Number, or Name and Driver's License Number/State-issued ID.

If multiple records are found, the Multiple Records Found section displays the following fields:
- License Number
- First Name
- Middle Name
- Last Name
- Date of Birth

4.1.1 MULTIPLE RECORDS FOUND NOTIFICATION

1. The Multiple Records Found page displays the following:

    • Multiple records have been found with the information provided. Please contact MVD at 888-683-4636 during normal business hours (Mon - Fri from 8AM - 5PM). Provide the answering clerk with the identical information that resulted in this message and that a "merge" may be needed to correct the issue.

4.1.2 VIEW RECORD

1. Click **SELECT** to view the requested driver record.

4.1.3 SEARCH FOR A NEW RECORD

1. Click **START OVER** to search for a new record.

4.2 ADDRESS SEARCH PARAMETER

1. This view displays if the search parameter selected is Street Address and City and/or ZIP Code. If multiple records are found, the Multiple Records Found section displays the following fields:
   - First Name
   - Middle Name
   - Last Name
   - Street Address
   - City
   - State
   - ZIP Code

4.2.1 VIEW RECORD

1. Click **SELECT** to view the requested driver record.

4.2.2 SEARCH FOR A NEW RECORD

1. Click **START OVER** to search for a new record.

DRIVER'S HISTORY RECORD RESULTS

The Driver's History Record Results page displays the driver history record detail associated with the search criteria entered.

5.1 TIMESTAMP

1. The driver history record displays the timestamp of the request as: **(as of MM/DD/YYYY HH:MM:SS AM/PM)**

5.2 CURRENT LICENSE, ID OR PERMIT STATUS MESSAGE

5.2.1 CREDENTIAL STATUS MESSAGE

1. The credential status message displays in the color **GREEN** or **RED**.

5.2.1.1 VALID

1. If the current credential status message is **VALID**, the status message displays in the color **GREEN**.

5.2.1.2 INVALID

1. If the current credential status message is **INVALID**, the status message displays in the color **RED**.

5.2.1.3 NON-DRIVER

1. If the driver history record is associated to a Non-Driver, the current credential status message displays in the color **RED**.

2. The status message displays the following:
   • Driver currently does not hold a New Mexico License or Identification Card.

5.2.1.4

1. The status message displays one or a combination of the following:
   • Driver currently does not hold a New Mexico License or Identification Card.
   • Driver currently holds a valid New Mexico Commercial Driver's License.
   • Driver currently holds a valid New Mexico Identification Card.
   • Driver currently holds a valid New Mexico Interlock License.
   • Driver currently holds a valid New Mexico Limited License.
   • Driver currently holds a valid New Mexico Non-Commercial Driver's License.
   • Driver currently holds a valid New Mexico Non-Commercial License, but has a disqualified Commercial Driver's License.
   • Driver has an invalid New Mexico Driver's License because it was surrendered.
   • Driver has an invalid New Mexico License because it has been revoked.
   • Driver has an invalid New Mexico License because it has expired.
   • Driver has an invalid New Mexico License due to a barred action.
   • Driver has an invalid New Mexico License due to a cancellation.
   • Driver has an invalid New Mexico License due to a denial.
   • Driver has an invalid New Mexico License due to a suspension.
   • Driver has an invalid New Mexico License due to an unresolved administrative action.
   • Driver is deceased.
   • Driver's license status is not available for this record.
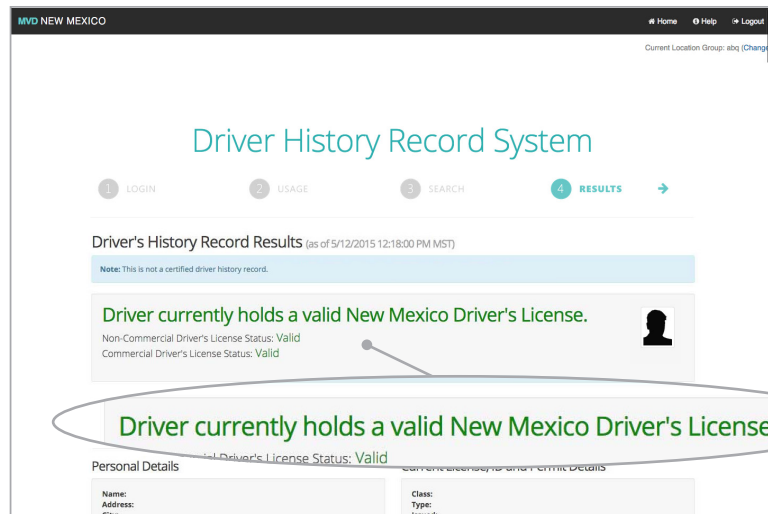
5.3 CURRENT LICENSE, ID OR PERMIT STATUS

NOTE: Section 5.3.1, 5.3.2 and 5.3.3 does not apply to Non-Drivers. Refer to section 5.3.4 for Non-Driver details.

5.3.1 NON-COMMERCIAL DRIVER'S LICENSE AND COMMERCIAL DRIVER'S LICENSE STATUS

5.3.1.1 VALID

1. If the status of the current license, ID or permit is **VALID**, the status displays in the color **GREEN**.

5.3.1.2 INVALID

1. If the status of the current license, ID or permit is **INVALID**, the status displays in the color **RED**.

5.3.2 NON-COMMERCIAL DRIVER'S LICENSE STATUS

1. The Non-Commercial Driver's License Status displays in the color **GREEN** or **RED**.

2. The Non-Commercial Driver's License Status displays one of the following:
   - **VALID**
   - **VALID -** New Mexico Permit Only
   - **VALID -** Revoked
   - **VALID -** Suspend
   - **DECEASED**
   - **INVALID** - Admin
   - **INVALID** - Barred
   - **INVALID** - Cancel
   - **INVALID** - Denied
   - **INVALID** - Expired
   - **INVALID** - Revoked
   - **INVALID** - Suspend
   - **N/A**
   - **SURRENDERED**
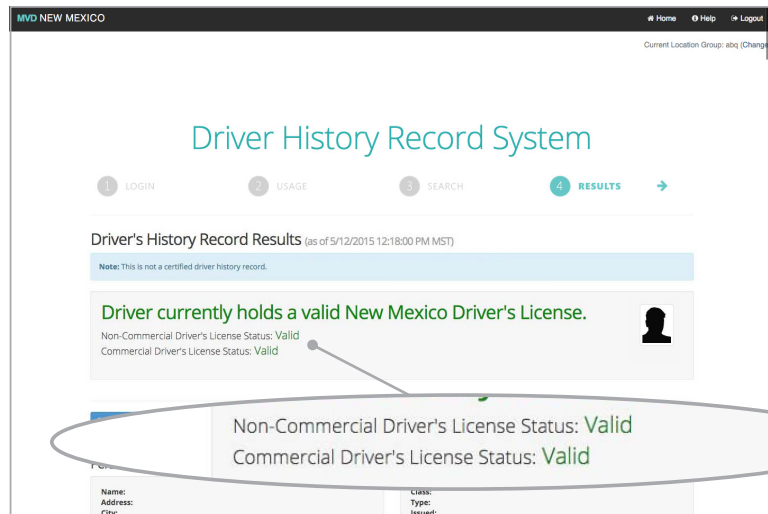
5.3.3 COMMERCIAL DRIVER'S LICENSE STATUS

1. The Commercial Driver's License Status displays in the color **GREEN** or **RED**.

2. The Commercial Driver's License Status displays one of the following:
   - **VALID**
   - **VALID -** New Mexico Permit Only
   - **DECEASED**
   - **INVALID** - Admin
   - **INVALID** - Barred
   - **INVALID** - Cancel
   - **INVALID** - Denied
   - **INVALID** - Disqual
   - **INVALID** - Expired
   - **INVALID** - Revoked
   - **INVALID** - Suspend
   - **N/A**
   - **SURRENDERED**

5.3.4 NON-COMMERCIAL DRIVER'S LICENSE STATUS: NON-DRIVER

1. The Non-Commercial Driver's License Status for a Non-Driver displays in the color **GREEN** or **RED**.

5.3.4.1 NO OPEN ACTION

1. If the driver history record does not have an open action, the status displays in the color **GREEN**.

2. The Non-Commercial Driver's License Status displays the following:
   - Driver does not have an open action in New Mexico

5.3.2.2 OPEN ACTION

1. If the driver history record has an open action, the status displays in the color **RED**.

2. The Non-Commercial Driver's License Status displays the following:
   - Driver has an open action in New Mexico

5.4 DRIVER'S LICENSE/ID PHOTO

1. The driver's license or ID photo displays.

2. Click the driver's license or ID photo to enlarge.

NOTE: (1) Photos for Non-Drivers will never display. **(2)** With the exception of Non-Drivers, you must refresh your browser if the photo does not display.

5.5 VIEW CODES AND DEFINITIONS

1. Click **CLASSES OF DRIVER LICENSES** to view Classes of Driver Licenses definitions.

2. Click **AGENCY CODES** to view Agency Code descriptions.

3. Click **VIOLATION CODES** to view Motor Vehicle Division Violation Code descriptions.

4. Click **TRANSACTION CODES** to view Motor Vehicle Division Transaction Code descriptions.

5.6 PRINT RECORD

1. Click **PRINT** to print the record.

5.7 SEARCH FOR A NEW RECORD

1. Click **START OVER** to search for a new record.

5.8 RETURN TO RESULTS

1. If applicable, click **RETURN TO RESULTS** to return to the Multiple Records Found page.

NOTE: The Return to Results option displays only if the search criteria entered returns with multiple records found.

5.9 PERSONAL DETAILS

1. The Personal Details section displays the following fields:
   - Name
   - Address
   - City
   - State
   - ZIP
   - DL #
   - DOB
   - Sex
   - Height
   - Weight
   - Eyes

2. The Secondary Address section displays the following fields:
   - Address
   - City
   - State
   - ZIP

NOTE: The Show Secondary Address link will only display if a secondary address exists.

5.10 CURRENT LICENSE, ID AND PERMIT DETAILS

5.10.1 CURRENT LICENSE, ID AND PERMIT DETAILS

1. If applicable, the Current License, ID and Permit Details section displays the following fields:
   - Class
   - Type
   - Issued
   - Expires
   - Endorsement
   - Restriction

5.10.2 ENDORSEMENT

1. Click **(?)** to view Endorsement Code descriptions.

5.10.3 RESTRICTION

1. Click **(?)** to view Restriction Code descriptions.

NOTE: If a current license, ID or permit does not exist, the Current License, ID and Permit Details section will only display the following: No Valid Credential

5.11 CDL MEDICAL CERTIFICATION DETAILS

5.11.1 CDL MEDICAL CERTIFICATE STATUS

1. The CDL Medical Certificate Status displays in the color **GREEN** or **RED**.

2. The CDL Medical Certificate Status displays one of the following:
   • **VALID**
   • **INVALID**

NOTE: The CDL Medical Certificate Status will not display if the Self-Certification section displays one of the following:
   • EA - Excepted Intrastate
   • EI - Excepted Interstate
   • NA - Non Excepted Intrastate

5.11.2 MEDICAL CERTIFICATE INFORMATION

1. If applicable, the Medical Certificate Information section displays the following:
   • Issue Date
   • Expiration Date
   • Driver Requirements
   • SPE Issue Date
   • Variance Issue Date
   • Variance Expiration Date

Driver History Record System

① LOGIN ② USAGE ③ SEARCH ④ RESULTS →

Driver's History Record Results (as of 5/12/2015 12:18:00 PM MST)

Note: This is not a certified driver history record.

Driver currently holds a valid New Mexico Driver's License.
Non-Commercial Driver's License Status: Valid
Commercial Driver's License Status: Valid

[Start Over] [🖶 Print]   ☰ Classes of Driver Licenses ☰ Agency Codes ☰ Violation Codes ☰ Transaction Codes

Personal Details
Name:
Address:
City:
State:
ZIP:
DL #:
DOB:
Sex:
Height:
Weight:
Eyes:

Show Secondary Address

Current License, ID and Permit Details
Class:
Type:
Issued:
Expires:
Endorsement: (?)
Restriction: (?)

CDL Medical Certification Details
CDL Medical Certificate Status: Valid

Medical Certificate Information
Issue Date: 12/12/2014
Expiration Date: 12/12/2015
Driver Requirements: Accompanied by a SPE
SPE Issue Date: 12/12/2014
SPE Expiration Date: 12/12/2015
Variance Issue Date: 12/12/2014
Variance Expiration Date: 12/12/2015

Medical Examiner Information
Examiner First Name: Firstname
Examiner Last Name: Lastname
Phone Number: 555-555-5555
License Number: 1234567890
License State: NM
National Registry Number: 1234567890
Examiner Designation: Physician Assist.

Self-certification
NI Non-Excepted Interstate

License History
Class: A
Type: Permit
Issued: 02/04/2014
Expiration: 08/04/2014
Endorsement: (?) NONE
Restriction: (?) W

Class: E
Type: Non-Commercial
Issued: 06/29/2011
Expiration: 01/03/2015
Endorsement: (?) NONE
Restriction: (?) NONE

Action Summary ☰ View Actions

Action Code	Agency Code	Violation Code	Citation Number	Admin/Action Begin Date	Admin/Action End Date
RENFEE		W00		08/20/2013	12/31/9999
REV		A91	0020369047	08/20/2013	02/20/2014
REV	MAG014	A20	0020369047	08/20/2013	08/20/2014

Total Citations: 3

Citation # 000000000
Violation Date: 3/17/2008
County: SAN JUAN
Jurisdiction: NM
Agency Code: 256 - FARMINGTON POLICE DEPARTMENT
Violation Code: DI1

Citation # 000000000
Violation Date: 3/17/2008
County: SAN JUAN
Jurisdiction: NM
Agency Code: 256 - FARMINGTON POLICE DEPARTMENT
Violation Code: DI1

Citation # 000000000
Violation Date: 3/17/2008
County: SAN JUAN
Jurisdiction: NM
Agency Code: 256 - FARMINGTON POLICE DEPARTMENT
Violation Code: DI1

CDL Medical Certification Details

CDL Medical Certificate Status: Valid

Medical Certificate Information
Issue Date: 12/12/2014
Expiration Date: 12/12/2015
Driver Requirements: Accompanied by a SPE
SPE Issue Date: 12/12/2014
SPE Expiration Date: 12/12/2015
Variance Issue Date: 12/12/2014
Variance Expiration Date: 12/12/2015

Medical Examiner Information
Examiner First Name: Firstname
Examiner Last Name: Lastname
Phone Number: 555-555-5555
License Number: 1234567890
License State: NM
National Registry Number: 1234567890
Examiner Designation: Physician Assist.

Self-certification
NI Non-Excepted Interstate

5.11.3 MEDICAL EXAMINER INFORMATION

1. If applicable, the Medical Examiner Information section displays the following:
   - Examiner First Name
   - Examiner Last Name
   - Phone Number
   - License Number
   - License State
   - National Registry Number
   - Examiner Designation

5.11.4 SELF-CERTIFICATION

1. If appilcable, the Self-Certification section displays one of the following:
   - EA - Excepted Intrastate
   - EI - Excepted Interstate
   - NA - Non Excepted Intrastate
   - NI - Non Excepted Interstate

5.12 LICENSE HISTORY

5.12.1 LICENSE HISTORY

1. The License History section displays the following fields:
    - Class
    - Type
    - Issued
    - Expiration
    - Endorsement
    - Restriction

5.12.1.1 ENDORSEMENT

1. Click **(?)** to view Endorsement Code descriptions.

5.12.1.2 RESTRICTION

1. Click **(?)** to view Restriction Code descriptions.

5.13 ACTION SUMMARY

5.13.1 VIEW ACTIONS

1. Click **VIEW ACTIONS** to be taken directly to the Total Actions section.

5.13.2 ACTION SUMMARY

1. The Action Summary section displays the following fields:
   - Action Code
   - Agency Code
   - Violation Code
   - Citation Number
   - Admin/Action Begin Date
   - Admin/Action End Date

NOTE: If actions for the driver history record do not exist, the Action Summary section will only display the following: No actions on this record.

5.14 TOTAL CITATIONS

5.14.1 TOTAL CITATIONS COUNT

1. The Total Citations section displays the total number of citations that exists on the driver history record.

5.14.2 TOTAL CITATIONS

1. The Total Citations section displays the following fields:
   - Citation Number
   - Violation Date
   - County
   - Jurisdiction
   - Agency Code
   - Violation Code
   - ACD Code
   - Statute Number
   - Violation Description
   - Violation Speed
   - Posted Speed
   - Points
   - Commercial Vehicle
   - 16+
   - Hazardous Material
   - Rural Highway
   - Construction Zone
   - Court Date
   - Court Description
   - Post Date

NOTE: If citations for the driver history record do not exist, the Total Citations section will only display the following: No citations on this record.

Total Citations: 0

No citations on this record.

Driver History Record System screenshot

MVD NEW MEXICO   Home | Help | Logout

Current Location Group: abq [Change]

Driver History Record System

1 LOGIN   2 USAGE   3 SEARCH   4 RESULTS →

Driver's History Record Results (as of 5/12/2015 12:18:00 PM MST)

Note: This is not a certified driver history record.

Driver currently holds a valid New Mexico Driver's License.
Non-Commercial Driver's License Status: Valid
Commercial Driver's License Status: Valid

Start Over | Print   Classes of Driver Licenses | Agency Codes | Violation Codes | Transaction Codes

Personal Details
Name: / Address: / City: / State: / ZIP: / DL #: / DOB: / Sex: / Height: / Weight: / Eyes:
Show Secondary Address

Current License, ID and Permit Details
Class: / Type: / Issued: / Expires: / Endorsement: (?) / Restriction: (?)

CDL Medical Certification Details
CDL Medical Certificate Status: Valid

Medical Certificate Information	Medical Examiner Information	Self-certification
Issue Date: 12/12/2014; Expiration Date: 12/12/2015; Driver Requirements: Accompanied by a SPE; SPE Issue Date: 12/12/2014; SPE Expiration Date: 12/12/2014; Variance Issue Date: 12/12/2014; Variance Expiration Date: 12/12/2014	Examiner First Name: Firstname; Examiner Last Name: Lastname; Phone Number: 555-555-5555; License Number: 1234567890; License State: NM; National Registry Number: 1234567890; Examiner Designation: Physician Assist.	NI Non-Excepted Interstate

License History

Class: A; Type: Permit; Issued: 02/04/2014; Expiration: 08/04/2014; Endorsement: (?) NONE; Restriction: (?) W	Class: E; Type: Non-Commercial; Issued: 06/29/2011; Expiration: 01/03/2015; Endorsement: (?) NONE; Restriction: (?) NONE

Action Summary View Actions

Total Citations: 3

Action Code	Agency Code	Violation Code	Citation Number	Admin/Action Begin Date	Admin/Action End Date
RENFEE		W00		08/20/2013	12/31/9999
REV		A91	0020369047	08/20/2013	02/20/2014
REV	MAG014	A20	0020369047	08/20/2013	08/20/2014

Total Citations: 3

Citation # 000000000
Violation Date: 3/17/2008
County: SAN JUAN
Jurisdiction: NM
Agency Code: 256 - FARMINGTON POLICE DEPARTMENT
Violation Code: DI1
ACD Code: A21
Statute Number: 66-8-102
Violation Description: DRIVING UNDER THE INTOXICATING INFLUENCE OF ALCOHOL, NARCOTICS, OR PATHOGENIC DRUGS
Violation Speed: 0
Posted Speed: 0
Points: 0
Commercial Vehicle: NO
16+: NO
Hazardous Material: NO
Rural Highway:
Construction Zone:
Court Date: 6/25/2008
Court Description: MAGISTRATE COURT - F
Post Date: 8/19/2008

Total Actions: 3

Action: SUR1
Citation #: 000000000
Transaction Code Description: SURRENDER
Violation Code: VS
Violation Description: VOLUNTARY SURRENDER OF NM DRIVER LICENSE
Amount Due: 0
Begin Date: 10/13/2009

Total Citations: 3

Citation # 000000000
Violation Date: 3/17/2008
County: SAN JUAN
Jurisdiction: NM
Agency Code: 256 - FARMINGTON POLICE DEPARTMENT
Violation Code: DI1
ACD Code: A21
Statute Number: 66-8-102
Violation Description: DRIVING UNDER THE INTOXICATING INFLUENCE OF ALCOHOL, NARCOTICS, OR PATHOGENIC DRUGS
Violation Speed: 0
Posted Speed: 0
Points: 0
Commercial Vehicle: NO
16+: NO
Hazardous Material: NO
Rural Highway:
Construction Zone:
Court Date: 6/25/2008
Court Description: MAGISTRATE COURT - F
Post Date: 8/19/2008

5.15 TOTAL ACTIONS

5.15.1 TOTAL ACTIONS COUNT

1. The Total Actions section displays the total number of actions that exists on the driver history record.

5.15.2 TOTAL ACTIONS

1. The Total Actions section displays the following fields:
   - Action Code
   - Citation Number
   - Transaction Code Description
   - Violation Code
   - Violation Description
   - Amount Due
   - Begin Date
   - End Date
   - Action Jurisdiction
   - Agency Code
   - Court Description
   - Post Date

NOTE: If actions for the driver history record do not exist, the Total Actions section will only display the following: No actions on this record.

Total Actions: 0

No actions on this record.

USER MANAGEMENT

This page is only visible to User Admins. User Admins can grant, edit, and remove user permissions from the specified location. The User Management page displays all users at the specified location. For guidance on managing users, refer to the Driver History Record System User Admin Guide.