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# State of New Hampshire

DEPARTMENT OF SAFETY  
OFFICE OF THE COMMISSIONER  
33 HAZEN DR. CONCORD, N.H. 03305  
603-271-2791

ROBERT L. QUINN  
COMMISSIONER OF SAFETY

June 12, 2019

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**Requested Action**

Pursuant to MOP 1200, "Membership, Dues and Licenses", authorize the Department of Safety, Division of Motor Vehicles, to pay annual membership dues for two years to the International Registration Plan (IRP), Inc. (VC# 170876-B001), 4196 Merchant Plaza #225, Lake Ridge, Virginia, for an amount not to exceed \$29,600.00. Effective upon Governor and Executive Council approval for the period of October 1, 2019, through September 30, 2021. Funding source: 100% Agency Income (Cost of Collections).

Funding is available in the SFY2020/2021 operating budget with the authority to adjust between fiscal years through the Budget Office if needed and justified.

02-23-23-233015-31090000	Dept. of Safety – Div. of Motor Vehicles – International Registration Program			
026-500251	Organizational Dues – Membership Fees	<u>SFY 2020</u>	<u>SFY 2021</u>	<u>Total</u>
		\$14,800.00	\$14,800.00	\$29,600.00

**Explanation**

This membership provides for access to the IRP and Clearing House systems through September 30, 2021. This organization provides to all member jurisdictions the ability to collect registration fees and perform audits on behalf of the other member jurisdictions and to distribute registration fees collected to the other member jurisdictions through a central clearinghouse. This central clearinghouse eliminates the requirement of providing fifty plus individual checks to the other jurisdictions each month. As a member of IRP and the automated clearinghouse, New Hampshire is automatically updated for any changes in registration fees in other jurisdictions and conversely changes in New Hampshire registration fees are submitted to the clearinghouse and automatically updated in all other jurisdictions.

RSA 260:73 states that the Commissioner is authorized to execute all documents and perform all other acts necessary to enter into and carry out the provisions of a multi-jurisdictional Commercial Vehicle International Registration Plan.

Listed below are answers to standard questions required for Governor and Council organization dues and membership approval submissions:

1. *How long has this organization been in existence and how long has this agency been a member of this organization?* In 1973 an IRP pilot program was implemented and in 1994 IRP, Inc. was created. NH joined IRP in 1993.
2. *Is there any other organization which provides the same or similar benefits which your agency belongs to?* No.
3. *How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?* The 48 contiguous US states, the District of Columbia (DC), and ten Canadian provinces are members of IRP. The DMV is the only NH State agency belonging to IRP, Inc.

4. *How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)* It is based on commercial power units.
5. *What benefit does the state receive from participating in this membership?* IRP, Inc. serves as a central repository for plan-related and jurisdiction-specific information coordinating the peer review and dispute resolution processes; managing a forum for IRP committees and task forces to address specific IRP issues; communicating IRP updates such as fee changes and registration extensions; and operating the Clearinghouse for efficient transfer of data and funds.
6. *Are training or educational/research materials included in the membership? If so, is the cost included? Explain in detail.* The IRP, Inc. annual dues include access to a website offering education and training opportunities through the use of free webinars and certificate program.
7. *Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.* The 48 contiguous US states, DC, and ten Canadian provinces participate in the plan, which authorizes registration of over 2.0 million commercial vehicles.
8. *Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.* IRP, Inc. funded attendance of one person from each jurisdiction at the 2018 and 2019 IRP Annual Meeting.
9. *Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.)* Elizabeth A. Bielecki, Director of Motor Vehicles, who is the voting member, and five (5) employee members are involved with the organization.
10. *Explain in detail any negative impact to the State if the Agency did not belong to this organization.* NH would not be able to process, register, or collect the proper registration fees for IRP commercial vehicles, including NH commercial vehicles.

Respectfully submitted,



Robert L. Quinn  
Commissioner of Safety

# International Registration Plan, Inc.

4196 Merchant Plaza #225  
Lake Ridge, VA 22192  
Phone: 703-963-2326  
Fax: 703-831-8757  
irpmail@irpinc.org  
FEI: 54-1732330

## Invoice

Fiscal Year 2020 Membership Dues: October 1, 2019 - September 30, 2020

Date	Invoice #
5/29/2019	300001290

Bill To
New Hampshire Department of Safety Division of Motor Vehicles 33 Hazen Dr. Concord, NH 03305-0000

Description	Amount
Jurisdiction: 10,001 - 15,000 Power Units	\$14,800.00
<b>Total</b>	<b>\$14,800.00</b>
<b>Balance Due</b>	<b>\$14,800.00</b>

**Terms:** Payment is due on or before September 30, 2019.

Checks should be made payable to IRP, Inc. in US funds and drawn on a US bank.

Dues payments **should not** be made to the IRP Clearinghouse ACH bank account. If you would like to make your dues payment electronically to the IRP, Inc. operational account, please contact Amy Cook at [acook@irpinc.org](mailto:acook@irpinc.org) or (703) 963-2326 for information.

**Please note our mailing address above.**

Please email [irpmail@irpinc.org](mailto:irpmail@irpinc.org) if you have any questions.



## International Registration Plan, Inc.

Dear IRP Member Jurisdictions:

The International Registration Plan (IRP) has long been successful as a result of the cooperation among the member jurisdictions. Thank you for your continued support of the IRP and IRP, Inc. The core responsibilities of IRP, Inc. include, but are not limited to:

- Serving as the central repository for Plan-related and jurisdictional-specific information
- Coordinating the compliance (Peer Review) and dispute resolution processes
- Supporting IRP committees and task forces to address specific IRP-related issues
- Communicating IRP updates such as fee changes
- Operating the IRP Clearinghouse for efficient exchange of data and fees among the jurisdictions

Here are just a few examples of ways your jurisdictional dues have been working for you lately:

- Continued funding for one person from each jurisdiction to attend the IRP Annual Meeting
- The [IRP Forum](#), a member-only web discussion tool
- Hosted website resources included [IRP FAQs](#) and [resources for new staff](#)
- Educational opportunities including the [IRP Manager Huddle](#), IRP/IFTA Managers and Law Enforcement Workshop, the IRP/IFTA Annual Audit Workshop, certificate webinars, and virtual roundtables on various topics
- Continued upgrading and enhancements to the IRP Clearinghouse

The due date for FY2020 IRP, Inc. dues is September 30, 2019.

***Per the invoice, dues payments should not be made to the IRP Clearinghouse ACH bank account, as this account is reserved for Clearinghouse netting payments only. If you would like to make your dues payment electronically to the IRP, Inc. operational account, please contact Amy Cook at [acook@irpinc.org](mailto:acook@irpinc.org) or (703) 963-2326 for information.***

As background, Article XIII Section 1310 of the Plan states:

*DUES (a) Annual dues for Member Jurisdictions shall be for the fiscal year commencing October 1 and ending September 30 and shall be paid to the Repository no later than September 30 of the prior fiscal year. (Example: FY 2019 dues would be due by September 30, 2018). The payment of full dues of a Member Jurisdiction entitles every eligible official for such state, province, or political subdivision to active membership.*

We are committed to continuing to support the IRP membership and value your feedback or comments on how we can improve our service to you. Please contact me by email at [tadams@irpinc.org](mailto:tadams@irpinc.org), or by phone at (502) 845-0398, anytime with any comments, questions or suggestions.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Adams".

Timothy A. Adams  
CEO  
IRP, Inc.