

**Approved Exceptions
As of November 1, 2011**

Following are the technical requirements approved by the Defensive Driving Board for the following courts:

0748	Chandler Municipal Court
0766	Gilbert Municipal Court
1001	Pima County Consolidated Justice Court
1041	Tucson Municipal Court

Any school wishing to do business with any of the above referenced courts are required to comply with the court's approved reporting requirements, which are provided below.

In order to test for the correct reporting and transmission, please call the court contact listed to test the receipt of registrations and completions to the specific court.

Courts must notify the Defensive Driving Program at ddrive@azcourts.az.gov when a school meets the approved court requirements.

Approved Defensive Driving Report Exception

For Chandler Municipal Court

Contact:

Carla Boatner
Chandler Municipal Court
200 E. Chicago Street
Chandler, Arizona 85225
(480) 782-4741

Traffic School - XSD Samples / XML Examples

completion.xsd - File format for files sent to Chandler Court from Traffic School to inform of completions and extensions (Daily File)

```
<?xml version="1.0" encoding="utf-16"?>
<xs:schema xmlns:xs="http://www.w3.org/2001/XMLSchema">
  <xs:include schemaLocation="TrafficSchoolUtility.xsd" />

  <xs:element name="completion" type="CompletionType" />

  <xs:complexType name="CompletionType">
    <xs:sequence>
      <xs:element name="header" type="CompletionHeader" />
      <xs:element name="cases" type="Cases" />
    </xs:sequence>
  </xs:complexType>

  <xs:complexType name="CompletionHeader">
    <xs:sequence>
      <xs:element name="schoolid" type="xs:string" />
      <xs:element name="processdate" type="xs:date" />
    </xs:sequence>
  </xs:complexType>

  <xs:complexType name="Cases">
    <xs:sequence>
      <xs:element minOccurs="0" maxOccurs="unbounded" name="case">
        <xs:complexType>
          <xs:sequence>
            <xs:element name="casenumber" type="xs:string" />
            <xs:element name="caseextension" type="xs:string" />
            <xs:element name="complaint" type="xs:string" />
            <xs:element name="violation" type="xs:string" />
            <xs:element name="violationdate" type="xs:date" />
            <xs:element name="courtdate" type="xs:date" />
            <xs:element name="newcourtdate" type="emptyDateAllowed" />
            <xs:element name="completiondate" type="emptyDateAllowed" />
            <xs:element name="totalpaid" type="emptyDecimalAllowed" />
            <xs:element name="datepaid" type="emptyDateAllowed" />
            <xs:element name="person" type="Person" />
          </xs:sequence>
        </xs:complexType>
      </xs:element>
    </xs:sequence>
  </xs:complexType>
</xs:schema>
```

Traffic School - XSD Samples / XML Examples

Sample Completion XML

```
<?xml version="1.0"?>
<completion xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:noNamespaceSchemaLocation="completion.xsd">

  <header>
    <#schoolid>0067</#schoolid>
    <processdate>2007-07-24</processdate>
  </header>
  <cases>
    <case>
      <casenumber>07C2860981</casenumber>
      <caseextension></caseextension>
      <complaint>2860981</complaint>
      <violation>28-772</violation>
      <violationdate>07/24/2007</violationdate>
      <courtdate>07/24/2007</courtdate>
      <newcourtdate></newcourtdate>
      <completiondate>07/20/2007</completiondate>
      <totalpaid>90.00</totalpaid>
      <datepaid>07/20/2007</datepaid>
      <person>
        <lastname>Doe</lastname>
        <firstname>Jane</firstname>
        <middlename>X</middlename>
        <dob>01/01/1970</dob>
        <licensenum>AZ1234567</licensenum>
      </person>
    </case>
    <case>
      <casenumber>07C2870001</casenumber>
      <caseextension></caseextension>
      <complaint>2870001</complaint>
      <violation>28-701A</violation>
      <violationdate>2007-07-24</violationdate>
      <courtdate>2007-07-24</courtdate>
      <newcourtdate>2007-08-05</newcourtdate>
      <completiondate></completiondate>
      <totalpaid></totalpaid>
      <datepaid></datepaid>
      <person>
        <lastname>Public</lastname>
        <firstname>John</firstname>
        <middlename>Q</middlename>
        <dob>1965-06-01</dob>
        <licensenum>AZ7654321</licensenum>
      </person>
    </case>
  </cases>
</completion>
```

Traffic School - XSD Samples / XML Examples

reject.xsd - File format for files sent to Traffic School from Chandler Court to inform of rejection of student.

```
<?xml version="1.0" encoding="utf-16"?>
<xs:schema xmlns:xs="http://www.w3.org/2001/XMLSchema">
  <xs:include schemaLocation="TrafficSchoolUtility.xsd" />

  <xs:element name="reject" type="RejectType" />

  <xs:complexType name="RejectType">
    <xs:sequence>
      <xs:element name="header" type="RejectHeader" />
      <xs:element name="cases" type="Cases" />
    </xs:sequence>
  </xs:complexType>

  <xs:complexType name="RejectHeader">
    <xs:sequence>
      <xs:element name="schoolid" type="xs:string" />
      <xs:element name="processdate" type="xs:date" />
    </xs:sequence>
  </xs:complexType>

  <xs:complexType name="Cases">
    <xs:sequence>
      <xs:element minOccurs="0" maxOccurs="unbounded" name="case">
        <xs:complexType>
          <xs:sequence>
            <xs:element name="casenumber" type="xs:string" />
            <xs:element name="caseextension" type="xs:string" />
            <xs:element name="complaint" type="xs:string" />
            <xs:element name="violation" type="xs:string" />
            <xs:element name="violationdate" type="xs:date" />
            <xs:element name="courtdate" type="xs:date" />
            <xs:element name="person" type="Person" />
            <xs:element name="rejectReason" type="xs:string" />
          </xs:sequence>
        </xs:complexType>
      </xs:element>
    </xs:sequence>
  </xs:complexType>

</xs:schema>
```

Traffic School - XSD Samples / XML Examples

Sample reject XML file:

```
<?xml version="1.0"?>
<reject xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:noNamespaceSchemaLocation="reject.xsd">
  <header>
    <schoolid>0067</schoolid>
    <processdate>2007-07-24</processdate>
  </header>
  <cases>
    <case>
      <casenumber>07C1236</casenumber>
      <caseextension>A</caseextension>
      <complaint>1236</complaint>
      <violation>102.77</violation>
      <violationdate>2007-07-24</violationdate>
      <courtdate>2007-07-22</courtdate>
      <person>
        <lastname>Smith</lastname>
        <firstname>John</firstname>
        <middlename>K</middlename>
        <dob>1975-12-01</dob>
        <licensenum>AZ1111111</licensenum>
      </person>
      <rejectReason>Violation code 102.77 does not match
        violation 102.78 in Chandler system.</rejectReason>
    </case>
  </cases>
</reject>
```

Traffic School – XSD Samples / XML Examples

comparison.xsd – File format of files sent to Chandler Court from Traffic School for check reconciliation purposes. (Twice Weekly File on Monday and Thursday)

```
<?xml version="1.0" encoding="utf-16"?>
<xs:schema xmlns:xs="http://www.w3.org/2001/XMLSchema">
  <xs:include schemaLocation="TrafficSchoolUtility.xsd" />

  <xs:element name="comparison" type="ComparisonType" />

  <xs:complexType name="ComparisonType">
    <xs:sequence>
      <xs:element name="header" type="ComparisonHeader" />
      <xs:element name="cases" type="Cases" />
    </xs:sequence>
  </xs:complexType>

  <xs:complexType name="ComparisonHeader">
    <xs:sequence>
      <xs:element name="schoolid" type="xs:string" />
      <xs:element name="processdate" type="xs:date" />
      <xs:element name="datefrom" type="xs:date" />
      <xs:element name="dateto" type="xs:date" />
      <xs:element name="total" type="xs:decimal" />
    </xs:sequence>
  </xs:complexType>

  <xs:complexType name="Cases">
    <xs:sequence>
      <xs:element minOccurs="0" maxOccurs="unbounded" name="case">
        <xs:complexType>
          <xs:sequence>
            <xs:element name="casenumber" type="xs:string" />
            <xs:element name="caseextension" type="xs:string" />
            <xs:element name="complaint" type="xs:string" />
            <xs:element name="violation" type="xs:string" />
            <xs:element name="violationdate" type="xs:date" />
            <xs:element name="courtdate" type="xs:date" />
            <xs:element name="completiondate" type="xs:date" />
            <xs:element name="totalpaid" type="xs:decimal" />
            <xs:element name="datepaid" type="xs:date" />
            <xs:element name="person" type="Person" />
          </xs:sequence>
        </xs:complexType>
      </xs:element>
    </xs:sequence>
  </xs:complexType>

</xs:schema>
```

Traffic School - XSD Samples / XML Examples

Sample comparison XML file:

```
<?xml version="1.0"?>
<comparison xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance"
  xsi:noNamespaceSchemaLocation="comparison.xsd">
  <header>
    <schoolid>0067</schoolid>
    <processdate>2007-07-30</processdate>
    <datefrom>2007-07-19</datefrom>
    <dateto>2007-07-25</dateto>
    <total>90.00</total>
  </header>
  <cases>
    <case>
      <casenumber>0701234</casenumber>
      <caseextension>A</caseextension>
      <complaint>1234</complaint>
      <violation>102.78</violation>
      <violationdate>2007-07-24</violationdate>
      <courtdate>2007-07-24</courtdate>
      <completiondate>2007-07-20</completiondate>
      <totalpaid>90.00</totalpaid>
      <datepaid>2007-07-20</datepaid>
      <person>
        <lastname>Doe</lastname>
        <firstname>Jane</firstname>
        <middlename>X</middlename>
        <dob>1970-01-01</dob>
        <licensenum>AZ1234567</licensenum>
      </person>
    </case>
  </cases>
</comparison>
```

Traffic School - XSD Samples / XML Examples

TrafficSchoolUtility.xsd

```
<?xml version="1.0" encoding="utf-16"?>
<xs:schema xmlns:xs="http://www.w3.org/2001/XMLSchema">

  <xs:simpleType name="emptyDecimalAllowed">
    <xs:union memberTypes="xs:decimal empty" />
  </xs:simpleType>

  <xs:simpleType name="emptyDateAllowed">
    <xs:union memberTypes="xs:date empty" />
  </xs:simpleType>

  <xs:simpleType name="empty">
    <xs:restriction base="xs:string">
      <xs:enumeration value="" />
    </xs:restriction>
  </xs:simpleType>

  <xs:complexType name="Person">
    <xs:sequence>
      <xs:element name="lastname" type="xs:string" />
      <xs:element name="firstname" type="xs:string" />
      <xs:element name="middlename" type="xs:string" />
      <xs:element name="dob" type="xs:date" />
      <xs:element name="licensenumbr" type="xs:string" />
    </xs:sequence>
  </xs:complexType>

</xs:schema>
```

Approved Defensive Driving Report Exception

For Gilbert Municipal Court

Contact

Christy Koehler
Gilbert Municipal Court
55 East Civic Center Drive, #101
Gilbert, Arizona 85234
480-503-6938

Import File Layout Specifications for Gilbert Municipal Court

NOTE: This is for both online and classroom attendance
Please contact: Christy Koehler, Courts Systems Analyst, with any technical questions (480-503-6938)

<u>Field Order</u>	<u>Field</u>	<u>Data Type</u>	<u>Format</u>
1	Citation Number	char(10)	123456A, 123456B
2	Violation Date	date(10)	mm/dd/yyyy
3	Class Completion Date	date(10)	mm/dd/yyyy
4	Last Name	char(50)	
5	First Name	char(25)	
6	Middle Initial	char(1)	
7	DOB	date(10)	mm/dd/yyyy
8	Mailing Address	char(20)	
9	City	char(15)	
10	State	char(2)	
11	Zip Code	int(5)	
12	Payment Amount	int(9)	Ex.000007800
13	School Check Number	int(4)	Ex.0904,1104

File Format:

File Naming Convention:

File Transmission

Method:

txt file / fixed
length(not delimited)

foglcc_[check#].txt

FTP

Fixed length records
contain fields that are
the same length across
all records (fields are
padded with trailing
spaces to the field size)
ex: foglcc_3019.txt

Approved Defensive Driving Report Exception

For Pima County Consolidated Justice Court

Contact:

Lisa Royal
Pima County Consolidated Justice Court
115 N. Church
Tucson, Arizona 85701
(520) 740-3510

Defensive Driving School File Formats

New Registrations file

- **Description:** This file should contain one record for each defendant that has recently registered for the class, but has not yet completed the class.
- **Filename:** ddsNewXXXXMMDDYYYY.csv
 - XXXX – The School's acronym. This will be provided to you by Pima County Consolidated Justice Courts (PCCJC).
 - MMDDYYYY – Date file was sent to PCCJC. MM – two-digit month, DD – two-digit day, YYYY – four-digit year.
- **Data Format:**
 - Data should be in an ASCII, comma-delimited format (Comma Separated Values) with no headers.
 - Each row is separated by a Carriage Return or Line Feed (or both) and should represent one defendant's information.
 - Each column is separated by a comma and should be organized as shown in the table below.
 - Do not pad fields that are shorter than the size specified in Data type.
 - *Special Note: Do not use commas (,) in the data fields. Commas, carriage returns, and line feeds should only be used to separate the data fields and rows.*

Column	Data type	Description	Example
Last Name	Char(255)	The defendant's last name.	SMITH
First Name	Char(255)	The defendant's first name.	JOHN
Middle Initial	Char(1)	The defendant's Middle Initial. (Optional. Can be null if unknown)	D
License #	Char(10)	The defendant's drivers license number.	D07595327
License State	Char(2)	The abbreviation of the State in which the license was issued.	AZ
Violation Date	Date(10)	The date the violation occurred. Use MM/DD/YYYY format.	03/15/2008
Violation Code	Char(10)	The charge code on the defendant's traffic citation indicating the type of offense.	28-692.A1
Court Date	Date(10)	The court hearing date the violation will be reviewed. (As indicated on the defendant's traffic citation) use MM/DD/YYYY format.	12/21/2012
Agency	Char(2)	The Acronym of the agency that issued the citation. (Optional. Can be null if unknown)	SO DP
Case Number	Char(12)	PCCJC's case number associated with the violation. (Optional. Can be null if unknown)	TR65-112665 TR65112665

			TR65112665A TR65-112665A
Citation Number	Char(14)	The traffic citation number associated with the violation. (As indicated on the defendant's traffic citation)	85681347
Date of Birth	Date(10)	The defendant's date of birth. Use MM/DD/YYYY format.	11/26/1965
Pay Date	Date(10)	The date the Defensive Driving class fees were paid in full. (Optional. If the fees are not paid when this file is sent, this field should be null.)	04/01/2008
SSN	Char(9)	The Social Security Number of the defendant. (Optional. If the defendant's SSN is not known, this field should be null.)	501918045
Address Line 1	Char(30)	The defendant's street address. (Optional. If the defendant's street address is not known, this field should be null.)	115 N. Church Ave.
Address Line 2	Char(30)	Additional defendant street address information. (Optional. If the defendant's street address is not known, this field should be null.)	Apartment #1200
City	Char(15)	The defendant's city of residence. (Optional. If the defendant's street address is not known, this field should be null.)	Tucson
State	Char(2)	The defendant's state of residence. (Optional. If the defendant's street address is not known, this field should be null.)	AZ
Zip	Char(6)	The defendant's address zip code. (Optional. If the defendant's street address is not known, this field should be null.)	85001

Completed Registrations file – Case number unknown

- **Description:** This file should contain one record for each defendant that has recently completed the Defensive Driving class. This file should only contain records where the Pima County Consolidated Justice Courts (PCCJC) case number is not included. The PCCJC case number is the case number that relates to the defendant's traffic violation.
- **Filename:** ddsNoCaseXXXXMMDDYYYY.csv
 - XXXX – The School's acronym. This will be provided to you by PCCJC.
 - MMDDYYYY – Date file was sent to PCCJC. MM – two-digit month, DD – two-digit day, YYYY – four-digit year.
- **Data Format:**
 - Data should be in an ASCII, comma-delimited (Comma Separated Values) format with no headers.
 - Each row is separated by a Carriage Return or Line Feed (or both) and should represent one defendant's information.
 - Each column is separated by a comma and should be organized as shown in the table below.
 - Do not pad fields that are shorter than the size specified in Data type.
 - *Special Note: Do not use commas in the data fields.* Commas, carriage returns, and line feeds should only be used to separate the data fields and rows.

Column	Data type	Description	Example
Last Name	Char(255)	The defendant's last name. (required)	SMITH
First Name	Char(255)	The defendant's first name. (required)	JOHN
Middle Initial	Char(1)	The defendant's Middle Initial. (Optional. Can be null if unknown)	D
License #	Char(10)	The defendant's drivers license number.	D07595327
License State	Char(2)	The abbreviation of the State in which the license was issued.	AZ
Violation Date	Date(10)	The date the violation occurred. Use MM/DD/YYYY format.	03/15/2008
Violation Code	Char(10)	The charge code on the defendant's traffic citation indicating the type of offense.	28-692.A1
Court Date	Date(10)	The court hearing date the violation will be reviewed. (As indicated on the defendant's traffic citation) use MM/DD/YYYY format.	12/21/2012
Agency	Char(2)	The Acronym of the agency that issued the citation. (Optional. Can be null if unknown)	SO DP
Citation Number	Char(14)	The traffic citation number associated with the violation. (as indicated on the defendant's traffic	85681347

		citation)	
Date of Birth	Date(10)	The defendant's date of birth. Use MM/DD/YYYY format.	11/26/1965
Pay Date	Date(10)	The date the Defensive Driving class fees were paid in full. (Optional. If the fees are not paid when this file is sent, this field should be null.)	04/01/2008
Completion Date	Date(10)	The date the defendant completed the Defensive Driving class. (Optional. If the course was taken but never completed by the defendant, this field should be null.)	07/10/1856
SSN	Char(9)	The Social Security Number of the defendant. (Optional. If the defendant's SSN is not known, this field should be null.)	501918045
Address Line 1	Char(30)	The defendant's street address. (Optional. If the defendant's street address is not known, this field should be null.)	115 N. Church Ave.
Address Line 2	Char(30)	Additional defendant street address information. (Optional. If the defendant's street address is not known, this field should be null.)	Apartment #1200
City	Char(15)	The defendant's city of residence. (Optional. If the defendant's street address is not known, this field should be null.)	Tucson
State	Char(2)	The defendant's state of residence. (Optional. If the defendant's street address is not known, this field should be null.)	AZ
Zip	Char(6)	The defendant's address zip code. (Optional. If the defendant's street address is not known, this field should be null.)	85001

Completed Registrations file – Case number known

- **Description:** This file should contain one record for each defendant that has recently completed the Defensive Driving class. This file should only contain records where the Pima County Consolidated Justice Courts (PCCJC) case number is included. The PCCJC case number is the case number that relates to the defendant's traffic violation.
- **Filename:** ddsCompleteXXXXMMDDYYYY.csv
 - XXXX – The School's acronym. This will be provided to you by PCCJC.
 - MMDDYYYY – Date file was sent to PCCJC. MM – two-digit month, DD – two-digit day, YYYY – four-digit year.
- **Data Format:**
 - Data should be in an ASCII, comma-delimited format (Comma Separated Values) with no headers.
 - Each row is separated by a Carriage Return or Line Feed (or both) and should represent one defendant's information.
 - Each column is separated by a comma and should be organized as shown in the table below.
 - Do not pad fields that are shorter than the size specified in Data type.
 - *Special Note: Do not use commas (,) in the data fields* Commas, carriage returns, and line feeds should only be used to separate the data fields and rows.

Column	Data type	Description	Example
Last Name	Char(255)	The defendant's last name. (required)	SMITH
First Name	Char(255)	The defendant's first name. (required)	JOHN
Middle Initial	Char(1)	The defendant's Middle Initial. (Optional. Can be null if unknown)	D
License #	Char(10)	The defendant's drivers license number.	D07595327
License State	Char(2)	The abbreviation of the State in which the license was issued.	AZ
Violation Date	Date(10)	The date the violation occurred. Use MM/DD/YYYY format.	03/15/2008
Violation Code	Char(10)	The charge code on the defendant's traffic citation indicating the type of offense.	28-692.A1
Court Date	Date(10)	The court hearing date the violation will be reviewed. (As indicated on the defendant's traffic citation) use MM/DD/YYYY format.	12/21/2012
Agency	Char(2)	The Acronym of the agency that issued the citation. (Optional. Can be null if unknown)	SO DP
Case	Char(12)	PCCJC's case number associated with the	TR65-112665

Number		violation.	TR65112665 TR65112665A TR65-112665A
Citation Number	Char(14)	The traffic citation number associated with the violation. (As indicated on the defendant's traffic citation)	85681347
Date of Birth	Date(10)	The defendant's date of birth. Use MM/DD/YYYY format.	11/26/1965
Pay Date	Date(10)	The date the Defensive Driving class fees were paid in full. (Optional. If the fees are not paid when this file is sent, this field should be null.)	04/01/2008
Completion Date	Date(10)	The date the defendant completed the Defensive Driving class. (Optional. If the course was taken but never completed by the defendant, this field should be null.)	07/10/1856
SSN	Char(9)	The Social Security Number of the defendant. (Optional. If the defendant's SSN is not known, this field should be null.)	501918045
Address Line 1	Char(30)	The defendant's street address. (Optional. If the defendant's street address is not known, this field should be null.)	115 N. Church Ave.
Address Line 2	Char(30)	Additional defendant street address information. (Optional. If the defendant's street address is not known, this field should be null.)	Apartment #1200
City	Char(15)	The defendant's city of residence. (Optional. If the defendant's street address is not known, this field should be null.)	Tucson
State	Char(2)	The defendant's state of residence. (Optional. If the defendant's street address is not known, this field should be null.)	AZ
Zip	Char(6)	The defendant's address zip code. (Optional. If the defendant's street address is not known, this field should be null.)	85001

Approved Defensive Driving Report Exception

For Tucson City Court

Contact:

Gilberto Olivas
Tucson City Court
103 E. Alameda
Tucson, AZ 85726
(520) 837-3081
gilberto.olivas@tucsonaz.gov

updated

```
[flat file columns]
citationtype=1,1
casenumber=2,9
lastname=11,20
firstname=31,15
middleinitial=46,1
dateofbirth=47,6
driverslicensenum=53,11
driverslicensestate=64,2
violationdate=66,6
violationcode=72,11
violationtype=83,2
courtdate=85,6
citationnumber=91,10
paymentamount=113,6
completiondate=105,6
```

```
[flat file properties]
rowlength=119
filename=(Agency name Initials)complete
fileextension=.txt
filepath= SERVER THAT WE NEED TO RETRIVE FILES FROM
backuppath=(Agency name Initials )Backup
timestamp=yymmddhhmmss
```

```
#set this to true or false
[audit]
createaudit=false
```

```
#only one address because this is also used in the from field
[administration]
systemadmin=ITAppAuditTrails@TucsonAz.gov
```

```
[email]
to=Court_PS@TucsonAz.gov
from=Zeshan.Siddiqui@TucsonAz.gov
cc=Zeshan.Siddiqui@TucsonAz.gov
subject= FULL AGENCY NAME Batch Update
```