

April 15, 2013

To: Clerks of Court

From: Maureen Johnson, Chief
Bureau of Records, Division of Motorist Services



Subject: New Driver License Transcripts Coming in Summer of 2013

The Department of Highway Safety and Motor Vehicles has been working with the Florida Court Clerks and Comptrollers (FCCC) to gradually move DHSMV CICS/DRC1 system functions onto FCCC's CCIS for the Clerks to utilize. Our plan is to provide a new version of our Driver License Transcript to CCIS/DHSMV Tools in the summer of 2013. The new version which was recently discussed at FCCC's conference in Orlando, will be easier to read and will be generated in a PDF format as either a certified transcript or non-certified transcript. .

Currently, the transcript generated from our CICS/DRC1 system and through the nightly batch process allows the counties to format their printers to overlay a signature on the transcripts. Some counties are producing transcripts with their Clerk's signature and some are still using our former division director, Sandra Lambert's signature. Please make plans to have the name on transcript changed if you are still using transcripts with the former director's name since she has not been our director for over a year. Once the new transcript process in CCIS is available, the transcripts obtained through the nightly batch process must be modified to leave the signature area blank or print an overlay of the Clerk's name or Clayton B. Walden, our current director. We will also be turning off DRC1/CICS once all tools are available through CCIS.

If you have questions or concerns about these processes please consult your internal IT staff to determine the most efficient way this can be accomplished.

We trust that this change and information is beneficial to you all. If you have any questions please contact CourtAssist@flhsmv.gov or call (850) 617-2589.

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