

## **Motor Vehicle Division Informational Memo # 18-18**

### ***Update to Driver's Licenses for Undercover Law Enforcement Administrative Rules***

**DATE:** October 15, 2018

**FROM:** Sara Siedsma, Compliance Officer, MVD

**TO:** All Driver & Identification Services (DIS) staff, Bureau of Investigation & Identity Protection (BIIP) staff, Iowa County Treasurers and County Treasurer's staff who issue driver's licenses and non-operator's identification cards.

#### **SUBJECT**

This informational memo explains an update to administrative rule chapter 761—625, Driver's licenses for undercover law enforcement officers.

#### **SUMMARY**

The update to this rule chapter aligns with existing legal authority and department practice, and eliminates outdated requirements. Specifically,

- The office name and address were corrected to accurately identify BIIP as the office responsible for the application review associated with the issuance of undercover licenses.
- The amendments clarify that an investigation of an application under this chapter will consist of verification of the applicant's employment with the sponsoring law enforcement agency and will no longer include a check of a fictitious social security number.
- The process of issuing the undercover license was amended to align the rule with the current practice of requiring the applicant to appear at the Motor Vehicle Division headquarters in Ankeny, Iowa and with the REAL ID regulations, which waive the requirement for certain proofs to be submitted with the application under rule 761—601.5.
- The rule relating to renewals under this chapter was rescinded because renewals of undercover licenses are not permitted. However, a new application may be submitted and we may issue a new undercover license to an applicant who continues to meet the criteria, including using the photo on file in accordance with current procedures.

**The administrative rule amendments are effective October 17, 2018.**

#### **LINK TO IOWA ADMINISTRATIVE RULES**

<https://www.legis.iowa.gov/docs/aco/arc/4002C.pdf>

#### **CURRENT**

Previously, administrative rule chapter 761—625 did not reflect our current processes and procedures relating to the application, approval, and issuance of driver's license for undercover law enforcement officers.

**NEW**

As of October 17, 2018, the above-referenced administrative rule chapter conforms to our current practices and procedures related to driver's licenses for undercover law enforcement officers.

**BUSINESS IMPACT**

This directive does not significantly impact the way that DIS or BIIP operates, as the rules now align with our current procedures.