

Participant Guide

Ignition Interlock Program

What is the Ignition Interlock Program?

Alberta's Ignition Interlock Program (IIP) is designed as an educational tool to prevent recidivism and prevent high risk drivers from operating their motor vehicle while impaired. Alberta's IIP allows drivers to remain mobile so they can access support, treatment, maintain employment, and care for family members while still ensuring public safety through effective monitoring and restricted driving privileges. The IIP involves the installation of an ignition interlock device (IID) in a vehicle which measures the breath alcohol concentration level of the driver and will "lock" the vehicle ignition (vehicle will be unable to be started or driven) if a breath alcohol concentration reading is above the specified threshold level. Alberta's IIP may allow you to obtain restricted driving privileges while serving a suspension term for impaired driving. Alberta's IIP has evolved into two different participation streams:

Immediate Roadside Sanctions (IRS) Program of IRS FAIL IIP: This program is for drivers who are issued a driver's licence suspension under IRS FAIL for criminal-level impaired driving, where the occurrence date was on or after December 1, 2020.

Mandatory IIP: This participation stream is mandatory for all drivers who have been convicted of impaired driving under the *Criminal Code* (Canada), as part of their reinstatement condition codes. Drivers must fully serve their required term in the Mandatory IIP for the applicable reinstatement condition code to be completed/removed from the driver's file and to fully reinstate their driver's licence. Drivers in this participation stream must demonstrate a sustained ability to separate high-risk behaviours.

IIP Eligibility Criteria:

- You must purchase an application form from any Alberta registry agent, after first reading this document and agreeing to the IIP Terms and Conditions and eligibility criteria as the application fee is non-refundable.
- You must not be serving any other suspension other than the impaired driving suspension.
- You may apply to Alberta's IIP participation streams when you have 30-days or less remaining in your minimum prohibition/suspension term as indicated on the Order of Driving Prohibition Against an Offender, received in court, for those criminally convicted as part of the Mandatory IIP.
- Please ensure you have court authorization to participate in the Mandatory IIP. If criminally convicted and applying to the Mandatory IIP, it is recommended that you provide your Order of Driving Prohibition when submitting your application to ensure Driver Monitoring is applying the correct prohibition term. Driver Monitoring does not assume liability for any discrepancy in the term.
- Notice of Administrative Penalty, as part of the IRS FAIL Program.
- You must be a resident of Alberta to be eligible for an Alberta restricted driver's licence.
- Complete the required Alberta impaired driver remedial education course
 - Planning Ahead must be completed before installation of the IID.
 - IMPACT must be completed prior to IIP application approval.
- You must complete all reinstatement conditions, other than the road test and payment of the reinstatement fee, prior to application approval.

Application Submission:

- You must ensure that the address on your motor vehicle file is updated to receive future correspondence regarding your IIP application approval status, etc. If your address is not correct, please visit any Alberta registry agent with valid identification to update your address at no charge.
- You must ensure the following process is adhered to, otherwise your application will be denied and returned to you.
- Applications are to be submitted in excess of 30 days remaining in the minimum prohibition/suspension.

- Submit your application form and applicable supporting documentation to Driver Monitoring by email (in PDF format only) to driver.fitness@gov.ab.ca or by fax to 780-422-6612. To prevent delays in your application processing, please only submit one copy.
- If you require confirmation your application has been successfully received, please utilize a method offering tracking, for example, a read receipt by email or fax confirmation. Once submitted, Driver Monitoring is unable to provide confirmation that an application has been received.
- Do not submit any unnecessary additional documentation with your application. Any unnecessary documentation submitted with the application will be securely destroyed, and not returned to the applicant.

Application Processing:

- Applications are generally processed within 45 days (plus mailing time) and are processed in the order they are received.
- Driver Monitoring will notify you by mail regarding your application approval or denial.
- If approved, you will be supplied detailed instructions of the required steps to have the interlock device installed in your vehicle, training on how to utilize the interlock device, and information on how to obtain a restricted driver's licence.
- Driver Monitoring may deny any application in the interest of public safety.

After your application is processed, you will receive:

- An approval letter from Driver Monitoring by mail to the address listed on their motor vehicle file.
 - You will not receive the approved IIP application form in the mail; only the approval letter from Driver Monitoring.
 - Upon receiving the approval letter, you must contact Smart Start to schedule the installation of the interlock device by calling 1-844-432-4776 or online at www.smartstartcanada.ca. Please have your Ignition Interlock Approval letter readily available when scheduling the installation, as Smart Start may ask validation questions from the approval letter.
 - If you misplace the approval letter from Driver Monitoring, you may contact Smart Start directly to confirm your approval status and to schedule the interlock device installation.
- If your application is denied, a denial letter including the reason for denial will be mailed to the address listed on your motor vehicle file.
- Once the IID has been installed, the installer will generate a Certificate of Installation (Form SS001) for you to present to any Alberta registry agent to obtain a restricted driver's licence. The Certificate of Installation must be fully completed and signed by the installer showing the installation as complete. You should present the Certificate of Installation to the registry agent to schedule any required testing and/or have the restricted driver's licence issued. The Certificate of Installation is only valid for 30 days from validation date.
- If you did not have the IID installed or if the Certificate of Installation has expired, the registry agent will not issue you a restricted driver's licence. You will be advised to contact Smart Start to either arrange for installation or arrange to generate a new Certificate of Installation with a new validation date.
- The IIP term length will begin once you have installed the interlock device and obtained a restricted driver's licence. You must be issued and maintain a restricted driver's licence for the entire IIP term, otherwise Driver Monitoring may extend the term or revoke IIP participation.

IRS FAIL IIP to Mandatory IIP (Transition):

- If you are participating in the IRS FAIL IIP and you are found guilty of criminal charges for impaired driving, Driver Monitoring electronically receives the Criminal Code (Canada) conviction from the courts.
- If there is not a minimum absolute prohibition period in the federal driving prohibition (generally in cases of a first criminal conviction):
 - Driver Monitoring will automatically transition you from participating in the IRS FAIL IIP to the Mandatory IIP.
 - Driver Monitoring will mail you a letter to advise that your participation has been automatically transitioned. Once transitioned from the IRS FAIL IIP to Mandatory IIP, you will be subject to the terms and conditions of the Mandatory IIP.

- If there is a minimum absolute prohibition period in the federal driving prohibition (generally in cases of a second or subsequent criminal conviction):
 - Driver Monitoring will process the revocation from participating in the or IRS FAIL IIP so you can serve the minimum absolute prohibition period. This means you will not be able to drive during the minimum absolute prohibition period.
- Driver Monitoring will mail you a letter to advise that you have been revoked from the IRS FAIL IIP. You will have the option to:
 - Remove the IID to serve the minimum absolute prohibition, and re-install once you are ready to transition and begin participating in the Mandatory IIP.
 - Keep and maintain IID in your motor vehicle during the term of the minimum absolute prohibition in the federal driving prohibition, although you have no ability to legally drive.
- Once the minimum absolute prohibition in the federal driving prohibition has ended, you MUST attend a Smart Start location to be reinstated on the Mandatory IIP.
- In situations where the IRS FAIL suspension extends past the Mandatory IIP term, Driver Monitoring will automatically transition you back to the IRS FAIL IIP unless requested otherwise. If you request to not participate in the IRS FAIL IIP, Driver Monitoring will revoke your participation and you will not legally be permitted to drive until the end of the IRS FAIL suspension term.
- Once you have served the minimum term of the federal driving prohibition, you may participate in both programs concurrently, however, the Mandatory IIP Terms and Conditions will apply and supersede.

What are the IIP participation costs?

Please prepare for the following approximate costs (does not include GST). Costs are subject to change without notice:

- \$145 for the ignition interlock device installation (there is an additional \$100 surcharge for heavy trucks and specialty vehicles)
- \$50 for interlock device removal
- \$95 per month for the rental of the interlock device
- \$63 for the IIP Application, plus registry agent fee
- \$379 for the Planning Ahead course
- \$1067 for the IMPACT course (if required)
- Fees for the restricted driver's licence and any testing requirements, when applicable

Are there exemptions from participating in Alberta's IIP?

- Alberta's *Traffic Safety Act* does allow for exemptions when it is not feasible to comply with the requirement. Feasibility is defined as the physical incapacity or physical inability to comply with the requirement of an interlock device. However, financial constraints, vehicle inaccessibility and occupational hardships will not be considered.
- For more information on the eligibility criteria, process and required documents to request an exemption from Alberta's IIP, please visit: www.alberta.ca/ignition-interlock-programs.aspx.

IIP Terms and Conditions:

The approved interlock device is the make and model of the instrument designated by Driver Monitoring that meets performance standards and is provided by a designated supplier/installer. In Alberta, this supplier/installer is Smart Start Canada ULC.

- All costs associated with the installation and maintenance of the interlock device are your responsibility. Failure by the applicant to meet the financial obligations will result in the removal of the interlock device by Smart Start.
- The term in which you must not operate a motor vehicle without the interlock device will start from the date of installation. Failure to obtain and/or maintain your restricted driver's licence may result in:

- Being charged with driving while disqualified and vehicle seizure by law enforcement.
 - Not receiving credit towards your term of Mandatory IIP participation.
 - Revocation from Alberta's IIP with no ability to legally drive.
- You are responsible for all associated charges and costs. You may be revoked from participation in the IIP for such things as incurring another driver's licence suspension or failing to have the interlock device serviced. The time accrued during these revocations will not be counted towards the participation term during which you must comply with the Mandatory IIP requirement.
 - The motor vehicle with the interlock device must be driven on a regular basis of a minimum of 100 kilometers per month, or a written explanation as to why the minimum monthly kilometer requirement cannot be met must be submitted to Driver Monitoring in advance in writing by email or fax or mail.
 - You must provide a suitable motor vehicle for installation of an interlock device. Any repairs or improvements to a motor vehicle required to ensure the safe installation of an interlock device shall be the applicant's responsibility (e.g., weak battery, faulty wiring or fuses, etc.).
 - The applicant shall be liable for any and all damages to the interlock device and shall be bound by the terms and conditions of any financial contract entered into with Smart Start. Tampering with or circumventing the interlock device may result in any of the following combinations - removal of the interlock device, an immediate revocation from the IIP, an IIP term extension, require an interview with Transportation and Economic Corridors management and/or Registrar.
 - You and any other individuals using the motor vehicle equipped with the interlock device will undertake all training provided by Smart Start regarding the proper operation of the interlock device. You must arrange for servicing of the interlock device within 30-days after the initial installation and at least every 60-days thereafter, or as designated by Transportation and Economic Corridors.
 - A record of your driving and participation activity provided by the interlock device at each servicing appointment will be forwarded by Smart Start to Transportation and Economic Corridors for review and monitoring. This driving activity record consists of a printout list of:
 - all tests where alcohol is detected - recorded by date and time, breath alcohol concentration (BrAC) level and test results
 - total of all starts in a given day where no alcohol was detected
 - all incidents of tampering or attempted tampering - recorded date and time
 - failure to provide retest on demand
 - mileage
 - You are responsible for the contents of the printout record and shall be held accountable for the activities of any other individuals using the motor vehicle equipped with the interlock device. Transportation and Economic Corridors EXPECTS ZERO WARNS AND FAILS WHILE YOU ARE PARTICIPATING IN THE IIP. All WARNS and FAILS must be cleared within 10 minutes, otherwise it may result in an extension to the Mandatory IIP term.
 - Your participation activity reports covering the final 3 months of the Mandatory IIP must be clear of any warn and fail readings to be considered for full driver's licence reinstatement.
 - When you have successfully completed the IIP, your case will automatically be reviewed by Driver Monitoring. Where Driver Monitoring decides to extend your participation in the Mandatory IIP, official notice will be sent to your last registered address on file. You may request a review of this decision under the Registrar Reconsideration Process within 30 days of the decision.
 - While participating on the IIP certain actions may result in the following::
 - Warning letter.
 - Program term extension.
 - Referral to the Registrar Reconsideration Process.
 - Referral for a medical review.
 - Notice to Attend an Inquiry with Transportation and Economic Corridors.
 - Revocation from participating in the IIP.

- Examples of such actions include, but are not limited to:
 - “Fail” recorded on the interlock device (with a breath alcohol concentration level of 0.040 or higher).
 - “Warn” recorded on the interlock device (with a breath alcohol concentration level of 0.020 to 0.039).
 - Inappropriate use or handling of the interlock device (e.g., attempting to tamper, circumvent and/or by-pass the interlock device).
 - A request to have the interlock device removed earlier to resume driving without participating in Alberta's Mandatory IIP will not be considered.
- Driver Monitoring has a zero-tolerance policy for clients engaging in harassing, repetitive, oppressive, or abusive behavior towards Government of Alberta staff, contractors, and staff of contractors. If you are unable to meet these expectations, your IIP participation may be revoked.

Who do I contact for more information?

- www.alberta.ca/ignition-interlock-programs.aspx
- Contact Driver Monitoring by telephone at 780-427-8230 (toll-free in Alberta by first dialing 310-0000).
- Interlock device costs, installation, etc., please contact Smart Start by telephone at 1- 844-432-4776 (toll-free) or visit their website at www.smartstartcanada.ca/contact-us.