



Reporting VTL 1174 0A violations originating from County School Bus Photo Monitoring System Demonstration Program (SBPM) within the CourtRoom Program

Please note, the SBPM indicators are not valid for a VTL 1174 0A violation originating from a Town or Village photo monitoring program. They are valid **only** when the monitoring equipment was installed under a **County** School Bus Photo Violation Monitoring Systems Demonstration Program.

The Indicators must be included to ensure that the State Comptroller's Office properly distributes the fine revenues.

To indicate the violation was from the SBPM the court will need to add the letter **C** in the **Description** field when entering in the case.

Three other scenarios could occur:

1. **Town Court** is reporting for a **Village Court**.
 - a. Remove the wording 'OVTAK SCHL BUS' in the **Description** filed.
 - b. Enter in the **Municipality** you are reporting for.
 - c. After the name of the Municipality enter in **C/V/O**
2. **Village Court** is reporting for a **Town Court**.
 - a. Remove the wording 'OVTAK SCHL BUS' in the **Description** filed.
 - b. Enter in the **Municipality** you are reporting for.
 - c. After the name of the Municipality enter in **C/T/O**
3. If the 1174 0A charge did **NOT** originate from a county bus no additional information should be entered in the description field.

Using these descriptions, will drive the system to include the appropriate indicators for OSC to process your report.

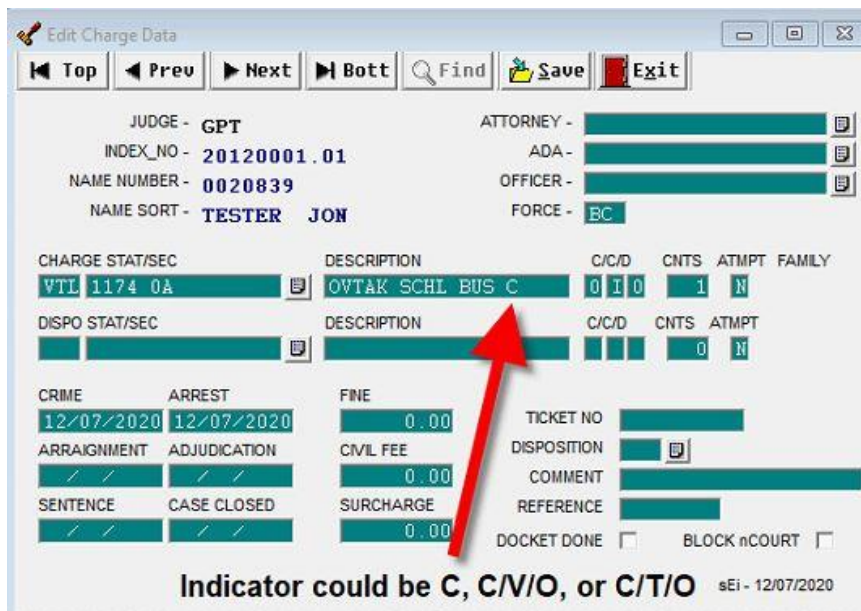
Statute/Section	Description	C/C/D	Counts	Attempt
VTL 1174 0A	OVTAK SCHL BUS C	0 I 0	1	N

If the indicator wasn't entered when the case was created, from the defendant's **Information Screen**:

1. **Modify Case, Case Modification, Edit Charge Records**



2. Enter in the appropriate indicator in the **Description** field



****Don't forget the Municipality if reporting for another Town or Village****

3. Select **Save** and **Exit** at the top