

DEPARTMENT OF BOATING AND WATERWAYS

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Information Letter

Date: *August 16, 2001*

To: *Licensed Yacht and Ship Brokers*

From: *Dave Trillo, Associate Boating Administrator*
Eddie Chavez, Associate Boating Administrator

Subject: *1) Publicize Disciplinary Actions via Internet, and 2) Live Scan*

1. In an effort to deter both licensed and unlicensed individuals from committing violations of the Yacht and Ship Brokers Act ("Act"), the Department will publicize via our web-site all disciplinary actions taken against an Individual, Partnership or Corporation for violating the Act. This **will not** include letters of warnings.

Any disciplinary actions posted on the Department's web-site shall remain posted for a period of one year. This new process shall take effect on August 27, 2001. Our web-site address is www.dbw.ca.gov. Once you have entered the Department's web-site, you will need to, (1) left click on "Department Programs", (2) left click on "Yacht and Ship Broker and For-Hire Licensing".

In addition, the Department will continue to inform the boating industry publications (i.e. *The Log*) of disciplinary actions taken against both licensed and unlicensed persons.

2. In an effort to improve and expedite the applicant fingerprint clearance process, the Department intends to implement the Department of Justice's (DOJ) live scan system. DOJ will be able to process up to 95% of electronic applicant fingerprint submissions in 72 hours or less. In instances where a complete record is not available or manual processing is required, it will take additional time to respond.

The applicant will be required to go to a live scan facility located in their area to be fingerprinted. The live scan technician at the site will provide instructions and procedures. The applicant will be required to pay a \$56 processing fee to DOJ and a rolling fee to the live scan facility for the cost of fingerprinting. The applicant should call the live scan facility to verify fees. To obtain a list of the live scan facilities in your area, please log onto our web-site (see instructions above).

If you do not have access to the Internet, please contact Debbie Durant at (916) 263-8197 or Darla Yohner at (916) 263-8196 to obtain a list of the live scan facilities in your area.

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