

Date: January 14, 2026
To: External PRD Application Users
From: PRD Application Support Team
Re: Pilot Records Database (PRD) - NDR Reporting Requirement

This message is for Air Carrier and Operator users with roles in the Pilot Records Database (PRD).

Part 111 Compliance Aspects:

Under section [14 CFR 111.110](#) (Motor vehicle driving record request) of the PRD, a prospective employer is required to first submit a request to the National Driver Register (NDR) to check if any State holds relevant driving records for an individual. If such records are found, the employer must then request the relevant motor vehicle driving records from the chief driver licensing official in each State identified in the NDR search results.

Only certain prospective employers are required to submit a National Driver Register (NDR) request. Specifically, this obligation applies to operators who hold an air carrier or operating certificate issued by the FAA and are authorized to conduct operations under part 121, 125, or 135. This requirement is detailed in [14 CFR 111.110\(d\)](#).

When a prospective employer is required to verify a pilot's motor vehicle driving record under [14 CFR 111.110](#), they must document their compliance in the Pilot Records Database (PRD) application. This documentation must occur within 45 days of the pilot's [PRD hire date](#). To fulfill this requirement, the employer simply enters a single date in the PRD application, indicating when they complied with the motor vehicle driving record request requirements.

(Image from PRD System)

Furthermore, the employer is required to keep documents that prove they have conducted a vehicle driving record search. According to [14 CFR 111.110\(c\)](#), these documents must be retained for five years. This is in addition to any other retention requirements.

Before initiating an NDR search, a prospective employer must obtain consent from the pilot, as outlined in [14 CFR 111.120\(c\)](#) and [14 CFR 111.310\(c\)](#). Additionally, if the pilot requests it, the employer is required to provide copies of all State motor vehicle driving records they have obtained within 30 days of receiving the request.

Obtaining NDR Records by an Air Carrier/Operator

A prospective employer can obtain an individual's National Driver Register (NDR) record by submitting a request to a participating state motor vehicle office. According to [49 U.S.C. § 30305\(b\)\(8\)\(B\)](#) and [49 U.S.C. § 44703\(i\)\(2\)\(C\)](#), operators holding an air carrier or operating certificate issued by the FAA, and authorized to conduct operations under part 121, 125, or 135, must request and evaluate NDR information within 45 days of a pilot's [PRD hire date](#).

Not all state driver's licensing offices provide NDR information to prospective employers. Among those that do, some may restrict the release of NDR information to residents or companies licensed only in their state. In contrast, other participating states accept NDR requests from any employer, regardless of the employer's state of residence. To determine if your state's driver's licensing office can assist you, it is best to contact them directly.

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The table below serves as a reference for determining which states participate, based on information from their official websites as of November 2025. Although a state's website might not explicitly mention participation, the state might still be willing to provide NDR information. It is essential to verify that the information provided is NDR data, rather than just the state motor vehicle record for that individual.

State/Office	State will Process Employer NDR Requests	Pilot NDR Check Specified on Form	Accepts Out Of State NDR Requests	Website	NDR Form#
Arizona	YES	YES	YES	https://azdot.gov/	96-0116
California	YES	no	YES	https://www.dmv.ca.gov/	INF 1301A
Iowa	YES	no	YES	https://mymvd.iowadot.gov/	431057
Missouri	YES	YES	YES	https://dor.mo.gov/	4424
Nebraska	YES	YES	no	https://dmv.nebraska.gov/	DMV 07-71
Ohio	YES	YES	no	https://www.bmv.ohio.gov/	BMV 2151
Oregon	YES	YES	YES	https://www.oregon.gov/	735-7071A
South Carolina	YES	YES	YES	https://dmv.sc.gov/	DL-107A
Texas	YES	YES	YES	https://www.dps.texas.gov/	LI-15
Virginia	YES	YES	YES	https://www.dmv.virginia.gov/	DL 55

If a state driver's licensing office would like to be added to this table, they need to contact prdsupport@faa.gov.

After you obtain the NDR report, you must contact each state individually if violations are identified there. This requirement is outlined in [14 CFR 111.110\(a\)\(3\)](#).

Which users can enter the NDR Date into PRD?

These specific entities and their user roles can enter the NDR data into PRD:

- **Air Carriers & Operators (91, 91K, 121, 125, 135, Air tour, Public Aircraft), Trustee and Proxy roles:** Responsible Person (RP), and Contributor

Learn more about this subject:

[National Driver Register \(NDR\) Problem Driver Pointer System \(PDPS\) | US Department of Transportation](#)

Do you need assistance?

For NDR questions contact National Highway Traffic Safety Administration (NHTSA) at: NDR_Info@dot.gov and NDR_Operations@dot.gov

For PRD part 111 compliance, policy or guidance questions: First contact your FSDO or CMO, if further support is needed then email 9-AFS-200-Correspondence@faa.gov

