### Terms and Conditions

1. All costs associated with the installation and maintenance of an approved ignition interlock device are the responsibility of the applicant. Failure by the applicant to meet the financial obligations will result in removal of the device by the installer.

2. An "approved ignition interlock device" is the make and model of instrument designated by the Board as:
   a) meeting the Board’s performance standards; and
   b) provided by a designated supplier/installer.

3. The applicant must have the ignition interlock device on the vehicle for a minimum of six months from the date of receiving a restricted operator’s licence, to the end of the licence suspension period, whichever is greater. The vehicle with the ignition interlock device must be driven on a regular basis or an explanation as to why it was not driven must be provided to the Board.

4. The applicant will provide a suitable vehicle for installation of an approved ignition interlock device. Any repairs or improvements to a 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).

5. The applicant shall be liable for any and all damages to an approved ignition interlock device and shall be bound by the terms and conditions of any financial contract entered into with the supplier/installer. Tampering with the device may result in the removal of the device by the supplier/installer.

6. The applicant will arrange for servicing of the ignition interlock device 30 days after initial installation and at least every 60 days thereafter, or as designated by the Board.

7. A record of driving activity for the applicant provided by the interlock device at each servicing will be forwarded by the supplier/installer to the Board for monitoring. This driving activity record consists of a printout list of:
   a) all tests where alcohol is detected - recorded by date, time, Blood Alcohol Level (BAC level) and test results;
   b) total of all starts in a given day where no alcohol was detected;
   c) all incidents of tampering or attempted tampering - recorded date and time;
   d) failure to provide retest on demand.

8. The applicant is responsible for the contents of the printout record and shall be held accountable for the activities of other persons using the interlock-equipped vehicle. THE BOARD EXPECTS ZERO WARNS AND FAILS WHILE THE APPLICANT IS ON THE IGNITION INTERLOCK PROGRAM.

9. The applicant and other persons using the interlock-equipped vehicle will undertake all training provided by the supplier/installer in the proper operation of the device.

10. The driver’s servicing reports covering the final three (3) months of the program must be clear of warn and fail readings to be approved for exit from the program.

11. The applicant must understand that certain actions may result in a warning, a Notice to Attend an Inquiry with the Board, an extension, or revocation from the Ignition Interlock Program. Examples of such actions include, but are not limited to;
   a) “fail” recording (with a BAC level of 0.040 or higher);
   b) “warn” recording (with a BAC level of 0.020 to 0.039);
   c) inappropriate use or handling of the ignition interlock device (e.g. attempting to by-pass the device).

12. The applicant may be required to justify continuation in the program to the Board. The outcome of an interview before the Board may include an indefinite suspension, further counseling, or a treatment order. Failure to attend the inquiry may result in an indefinite operator’s licence suspension.

13. A request to have the approved interlock device removed and to continue legal driving will not be considered by the Board until:
   a) the expiry date of the provincial portion of the suspension and federal probation period; or
   b) another later date considered appropriate by the Board;
   c) at least 6 months from the date a restricted operator’s licence is obtained; and
   d) completion of other conditions imposed by the Board.

14. The ignition interlock device will not be removed if any warns or fails are in the final report. The final report is the one downloaded immediately prior to the ignition interlock device being removed.

15. If eligible for termination from the ignition interlock Program, the applicant’s case will automatically be reviewed by the Board. Where the Board decides to extend the applicant’s participation in the program, official notice will be sent to the last registered address. An appeal of the decision can be made to the Board through a mailed notice.

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**Iginition Interlock Program**

**Participant Guide**

### What is the Ignition Interlock Program?

- The Ignition Interlock Program involves the installation of an ignition interlock device in a vehicle as a condition of driver licensing. The device measures the alcohol levels of the driver and will “lock” the ignition if a reading is too high.
- The program is designed to help individuals separate their drinking behavior from driving.
- If you have lost your driver’s licence through an alcohol related criminal driving conviction, the Ignition Interlock Program may allow you to gain conditional driving privileges.
- Depending on the circumstances, participation in the program may be mandatory or voluntary.

### When is the Ignition Interlock Program Mandatory?

- The program is mandatory for all drivers who have more than one alcohol related Criminal Code conviction in the past 10 years.
- The program is mandatory for first offences when the driver is convicted for driving with a blood alcohol concentration of 160 milligrams percent (mg%) or greater. Note: Drivers may apply for an exemption if the driver can provide a “Certificate of Analyses” that shows an alcohol concentration of less than 160 mg % on both samples (see page 3).
- or for refusing to provide a breath/blood sample.

### Can I voluntarily participate in the program?

- You are eligible to apply to participate in the program if you were convicted of impaired driving under section 253(a) of the Criminal Code.
- You are not eligible to participate in the program if you were convicted of impaired driving causing injury or death under section 255 of the Criminal Code.

### How does the program work?

- You must apply to the Alberta Transportation Safety Board (the Board) to participate in the program.
- You may apply to the program when you have 30 days or less remaining in your minimum prohibition term indicated on the “Order of Driving Prohibition Against an Offender”, which you received in court.
- Note: An original or readable copy of your “Order of Driving Prohibition” must accompany your application for the Ignition Interlock Program.
How do I apply to participate in the Ignition Interlock Program?

Step 1. The court must authorize you to operate a motor vehicle with an ignition interlock device during your prohibition period. If the court does not, the Board will use the minimum terms quoted in the Criminal Code (Canada). You must obtain a copy of the court Order of Driving Prohibition and you must serve the minimum prohibition term.

Step 2. Review this guide and decide whether or not you are eligible and are ready to participate, prior to paying the application fee. Be sure you are eligible as the application fee is non-refundable.

Step 3. You must complete all reinstatement conditions other than the road test prior to having your application approved. If you are a first-time offender, you must complete the “Planning Ahead” Driver Program. If you are a repeat or subsequent offender you must complete the “Impact” Driver Program and provide a readable copy of the Summary Report with your application.

You can get information and enroll yourself in either driver program by contacting the Alberta Motor Association, Impaired Driver Programs from anywhere in the province toll-free at 1-800-272-5698 or in Edmonton at (780) 430-8811.

Step 4. You must purchase an application form at any Alberta registry agent office and complete your portion of the application.

Step 5. You are required to complete the form and submit your original application to the Board, along with the court Order of Driving Prohibition and the Summary Report if you took the Impact Driver Program, at either of these addresses:

Alberta Transportation Safety Board
Main Floor, 4999 98 Ave
Edmonton, Alberta T6B 2X3
Phone (780) 427-7178

Alberta Transportation Safety Board
Main Floor, 803 Manning Road NE
Calgary, Alberta T2E 7M8
Phone (403) 297-3466

(or, call toll-free from anywhere in the province by dialing 310-0000, followed by the area code and the 7 digit number for Edmonton or Calgary)

If your request is approved, a revised Notice of Suspension will be mailed to you. The Mandatory Ignition Interlock reinstatement condition will no longer be a requirement of your operator’s license reinstatement.

How will I know if the Board has approved me for the program?

• The Board may deny any application in the interest of public safety.

What will it cost me to participate in the program?

You can expect the following approximate costs:

- $150 plus GST for the installation;
- $50 plus GST for removal of the device;
- $105 plus GST per month for the rental of the device;
- $220 for the Planning Ahead or $640 for the “Impact” Driver Programs (cost subject to change);
- $63 for the Ignition Interlock Application. In addition, a registry agent fee will be charged;
- Fees for a restricted operator’s licence and a road test.

Are there any exemptions to the Mandatory Ignition Interlock Program?

• If this is your first alcohol related conviction and you provided a breath or blood sample of less than 160 mg %, you may apply to the Board for an exemption to the mandatory ignition interlock program.

• To apply for an exemption you must submit a request that includes your operator licence number, full name, address, contact telephone number, date of birth and if available, your Motor Vehicle Identification Number (MVID).

• A copy of your “Certificate of Analyses” indicating both readings of less than 160 mg % must accompany the exemption letter request. The Board will also accept a copy of the Intoxilyzer Checksheet, copy of the Test Records, copy of the court transcript or correspondence from the police confirming both readings were less.

• If your request is approved, a revised Notice of Suspension will be mailed to you. The Mandatory Ignition Interlock reinstatement condition will no longer be a requirement of your operator’s licence reinstatement.

Please submit your request to:

Alberta Transportation Safety Board
Main Floor, 4999 98 Ave
Edmonton, Alberta T6B 2X3
Fax (780) 422-9739

Alberta Transportation Safety Board
Main Floor, 803 Manning Road NE
Calgary, Alberta T2E 7M8
Fax (403) 297-4139

$100.00 surcharge will apply for Heavy Trucks and Specialty Vehicles

If you were required to complete the Impact Driver Program as part of your reinstatement requirements a readable copy of your Impact Summary Report must be submitted with your application.

You must be a resident of Alberta and be eligible for an Alberta Restricted Operator’s licence.

You are currently not serving any other suspensions other than your alcohol related suspension.

You must purchase an application for the program through any authorized Alberta registry agent office.

The Board must approve your application/participation.

If approved, you must have an ignition interlock device installed in your vehicle. The device must be used by anyone who drives the vehicle and you are responsible for all warns and/or fails recorded by the device.

If the device detects a pre-set level of blood alcohol, you will not be able to start or drive your vehicle.

The device keeps a record of the driver’s blood alcohol level during the operation of the vehicle through random re-tests.

You must bring your vehicle to the installer at least once every 60 days. The installer will inspect the equipment and transfer the recorded information to the Board.

If the device records that you attempted to drink and drive, the Board will be advised and action may be taken by the Board. The Board expects ZERO warns & fails.

You must purchase an application form at any Alberta registry agent office and complete your portion of the application.

You must be a resident of Alberta and be eligible for an Alberta Restricted Operator’s licence.

If you had a driver’s licence from another jurisdiction at the time of your conviction, or if you were convicted in another jurisdiction that has a similar program, you may be able to participate in the Alberta program. You must obtain confirmation that the other jurisdiction will transfer your driver records to Alberta and clear the current suspension from that jurisdiction. In addition, you must be a resident of Alberta.

You must complete all reinstatement conditions other than the road test prior to having your application approved. If you are a first-time offender, you must complete the “Planning Ahead” Driver Program. If you are a repeat or subsequent offender you must complete the “Impact” Driver Program and provide a readable copy of the Summary Report with your application.

The Board expects ZERO warns & fails.

You must bring your vehicle to the installer at least once every 60 days. The installer will inspect the equipment and transfer the recorded information to the Board.

If you are a first-time offender, you must complete the “Planning Ahead” Driver Program. If you are a repeat or subsequent offender you must complete the “Impact” Driver Program and provide a readable copy of the Summary Report with your application.

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