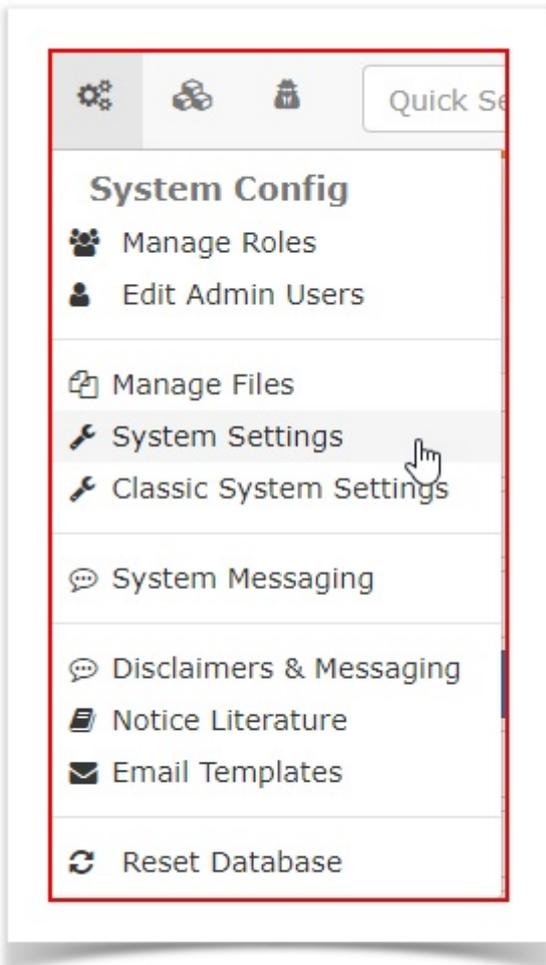
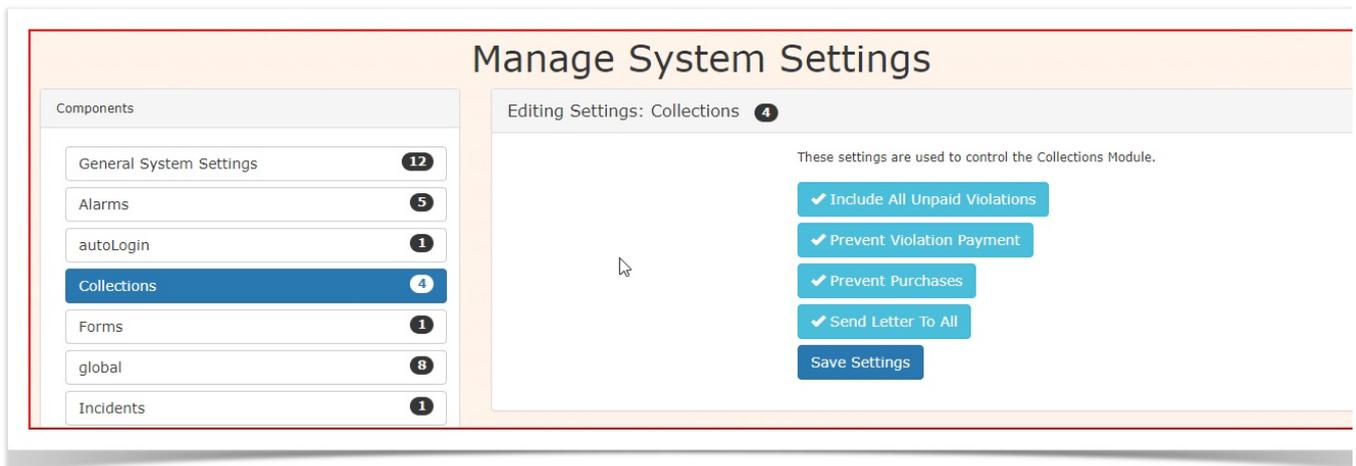


Restricting Payment of Violations in Court Requested Conviction (CRC) Status

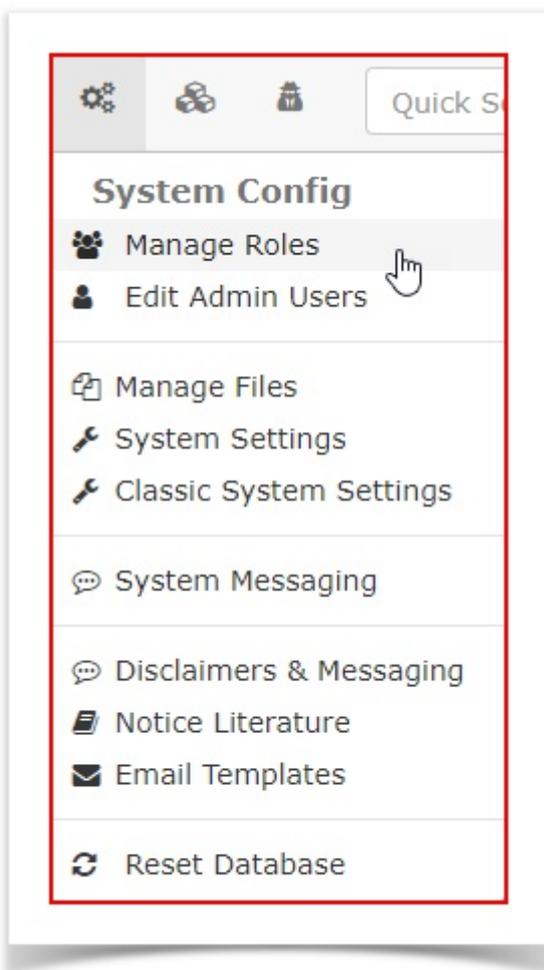
1. Click **System Configuration, System Settings** to ensure the settings that pertain to **Collections** are set to disallow payments while violations are under the CRC status.



2. Ensure that the following settings are enabled and save the settings:
 - **Prevent Violation Payment**
 - **Prevent Purchases**



3. There are two permissions that deal with the treatment of payments for **CRC** items. To setup these permissions, click **System Configuration, Manage Roles**.



4. Select the role you wish to add these abilities to. In this example we will add them to **Primary Admin**. Click on Permissions to access the settings.

Manage Administrator Roles

| Administrator Roles | | |
|---------------------|-------------|---|
| Primary Admin | Permissions |  |
| Tomahawk | Permissions |  |
| Administrator | Permissions |  |
| Appeals Officer | Permissions |  |
| Counter Admin | Permissions |  |

Primary Admins always have access to manage other roles.

5. Under the violations Tab ensure that these two settings are enabled:
 - (A) **Pay Violations In Collections.** (Allows the Admin to process payments on violations that are in collections.)
 - (B) **Purchase While Outstanding** (Allows the Admin to purchase items for the user while the user has a violation that has been sent to collections. This is only necessary while **Prevent Purchases** is turned on in the settings.)

The screenshot shows the 'Editing Permissions: Tomahawk' interface for the 'Violations' tab. The interface includes a top navigation bar with various icons and a main content area with a list of permissions. The 'Violations' tab is selected, and the 'Pay Violation In Collections' and 'Purchase While Outstanding' permissions are highlighted with red circles and letters A and B, respectively. The 'Save Permissions' button is located at the bottom left of the interface.

| Permission | Description |
|---------------------------------------|--|
| View Violations | Ability to View Violations |
| Edit Violations | Ability to edit a violation |
| Edit Violation Ticket Number | Ability to edit a violation number |
| Display as Ticket Writer | Ability to be a ticket writer on the Handheld Tablets or on the system |
| Add New Violations | Ability to add / issue a violation |
| Grant Violation Appeals | Ability to manage Appeals and grant them |
| View Appeal Reports | Ability to view Appeal reports for different officers |
| Issue / View Violation Notices | Ability to Issue and View Violation Notices |
| Manage Collections | Ability to Manage Collections |
| View Violation Reports | Ability to view financial and statistical reports regarding violations. |
| Pay Violation In Collections A | Allow for the admin to process payments on violations that are in collections. |
| Purchase While Outstanding B | Purchase items for the user while the user has a violation that has been sent to collections. Only necessary while Prevent Purchases is turned on in the settings. |

6. The following two screens show how this functionality appears to the End User and the Admin:

This is what the **User** will see if they have violations with the 'Sent to CRC' status. Note the notices indicating the violation has been **Sent to Collections**.

Home Vehicles Permits Appeals Lockers Forms **Payments** English ▾  Steph Jamieson ▾

Payments

| Violations | | | |
|-------------------------------------|------------|------------|------------------|
| Issued | Due | Ticket | Amount |
| <input checked="" type="checkbox"/> | 2018-02-21 | 2018-03-13 | TT-10001 \$50.00 |
| Violations - Total Owing | | | \$50.00 |

| | |
|--------------------|----------------|
| Subtotal | \$50.00 |
| Taxes | \$0.00 |
| Total Owing | \$50.00 |

[Continue to Checkout](#)



**OPERATIONS
COMMANDER**
Parking & Security Management

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Here is what the **Admin** sees if they have the permission to pay these violations while in collection status. Note the notices indicating the violation has been **Sent to Collections**.

Here's the **Admin** view with the permission to pay these violations while in collection status **enabled**. Note the fact that the violation is still shown as **Sent to Collections** yet is still payable by the Admin.

Payments Due

Locker Payments

No pending locker payments.

Invoice Payments

No pending invoices.

Parking Permit Payments

No pending permit payments.

Temp. Permit Payments

No pending permit payments.

Access Card Payments

No pending access card payments.

Deposits

No pending deposit payments.

Violation Payments

| Issued | Ticket # | Value | Notes |
|---|----------|----------------|--|
| <input checked="" type="checkbox"/> Feb. 21, 2018 | | TT-10001 50.00 | Past appeal date Overdue |
| Violations Total: | | \$50.00 | |

Policy Violation Payments

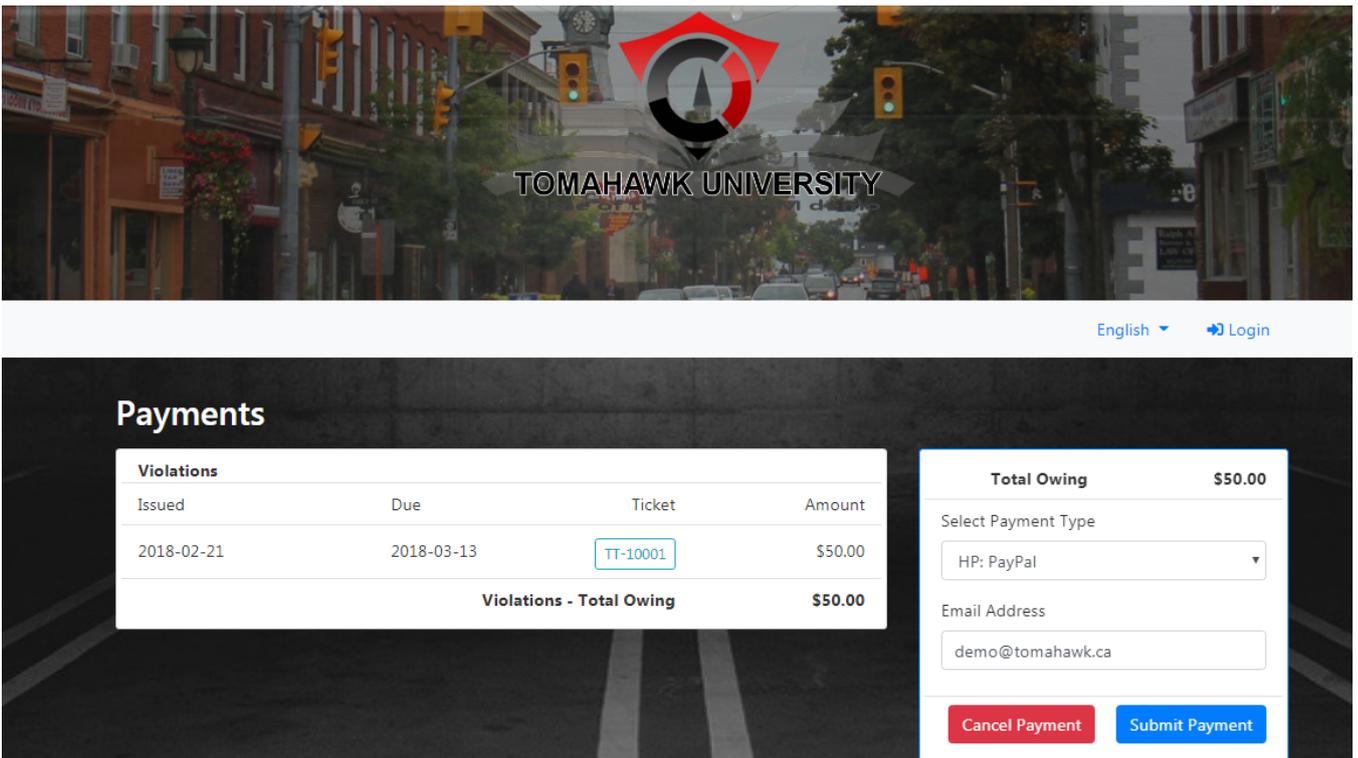
No pending violation payments.

Adjustments

No pending adjustment records.

Proceed to Payment

In addition, if the **User** tried to pay the violation through OPS-COM Quick Pay/Guest Payments they would see the same message disallowing the payment of the violation.



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