

- i. Engaging in, or threatening, fighting, or other violent or tumultuous behavior;
- ii. (No change.)
- iii. Subjecting another to striking, kicking, shoving, spitting, punching, or other offensive touching, or threatening to do so; or
- iv. (No change.)

14. No person shall cause damage, injury, or harm by vandalizing, defacing, marking, marring, scratching, gouging, tearing, burning, moving, altering, or writing upon NJ TRANSIT facilities and equipment.

15. No person shall, while in or about NJ TRANSIT facilities or equipment, create, cause, maintain, or sustain any noise that disrupts the operations of the facility or equipment.

16.-18. (No change.)

19. No person shall jointly occupy with one or more individuals any single urinal, toilet booth, or stall with the exception of those individuals providing assistance to persons with disabilities or to individuals needing assistance.

20. No person shall utilize public restrooms for the purpose of bathing, changing clothes, laundering clothes, or personal belongings, and all washing activities shall be limited to the immediate needs of personal hygiene.

21. No person shall refuse to tender or display compensation in the form of fare, currency, ticket, token, or pass for the available transportation services, nor shall any person take actions with the purpose of avoiding this obligation.

22. No person shall bring, escort, carry, or otherwise accompany any animal except guide dogs or any other service animals, appropriately controlled, or other domestic animals restrained in appropriate carriers.

23.-26. (No change.)

16:83-3.2 Access during emergency

NJ TRANSIT may temporarily grant or restrict public access to its facilities and equipment, or to portions thereof, at its sole discretion for emergent public health, safety, or welfare reasons without prior notice. When there is a threat to the public health, safety, or welfare, NJ TRANSIT facilities and equipment, or portions thereof, may be closed by any NJ TRANSIT official who has the authority to do so upon personal communication, public announcement, or conspicuous signage.

TREASURY—GENERAL

(a)

DIVISION OF REVENUE AND ENTERPRISE SERVICES

Centralized Non-Tax Debt Collection

Adopted New Rules: N.J.A.C. 17:48

Proposed: January 2, 2024, at 56 N.J.R. 31(a).
 Adopted: March 12, 2024, by Elizabeth Muoio, State Treasurer.
 Filed: March 12, 2024, as R.2024 d.030, **without change**.
 Authority: N.J.S.A. 52:18-36 through 41 and 2A:16-11.1.
 Effective Date: April 15, 2024.
 Expiration Date: April 15, 2031.

Summary of Public Comment and Agency Response:
 The official comment period ended March 2, 2024. **No comments were received.**

Federal Standards Statement

A Federal standards analysis is not required because the adopted new rules relate strictly to the State of New Jersey and its non-tax debt collection program. The adopted new rules are, therefore, independent from any Federal systems or requirements.

Full text of the adopted new rules follows:

CHAPTER 48

CENTRALIZED NON-TAX DEBT COLLECTION

SUBCHAPTER 1. CENTRALIZED NON-TAX DEBT COLLECTION RULES

17:48-1.1 Definitions

The following words and terms, as used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise.

“Debtor” means any individual or business entity owing money to or having a delinquent account with any State department or agency, which obligation has not been determined to be satisfied by court order, set aside by court order, or discharged in bankruptcy.

“Debtor file” means the listing of any delinquent debts for which the State department or agency has exhausted its collections methods within the 90-day billing cycle and shall include all information set forth at N.J.A.C. 17:48-1.3. There is a minimum \$25.00 for total debts per individual for each State department or agency to qualify for placement in the debtor file. Accounts involving more than one debtor must be broken down individually and the debt allocated to each individual by a State department or agency. The list must be provided in an electronic format that is acceptable to the Division.

“Delinquent debt” means a fee, fine, cost, penalty, or assessment that has been due and owing a State department or agency for 91 days or more. “Delinquent debt” does not include inter-agency debts and debts associated with loans, notes, grants, contracts, and tax debts.

“Division” means the New Jersey Division of Revenue and Enterprise Services, Department of the Treasury, designated as the State government’s centralized debt management agency.

“State department or agency” means all executive branch departments or agencies, but does not include an independent authority or instrumentality that is independent of the operational and budgetary control of the department or agency to which it is allocated.

17:48-1.2 Collection actions to be taken by agencies

(a) Agencies shall make every effort to collect amounts due associated with fines, fees, penalties, and other assessments (non-tax debt). At a minimum, the following steps must be taken:

1. Agencies shall develop and establish written procedures and guidelines to be followed by all staff assigned to the debt collection function; and

2. Within 90 days of an amount becoming due and owing, unless a State department’s or agency’s statutory authority requires another method, agencies shall attempt to collect by taking, at a minimum, the following steps:

- i. Prepare and issue an initial bill (invoice) by regular mail or electronic means, if available;
- ii. If the amount is not paid after 30 days, send a written reminder letter through regular and/or certified mail, supplemented by an electronic communication, if available; and
- iii. If the amount is not paid after 60 days, send a second reminder letter through regular and/or certified mail.

17:48-1.3 Mandatory transfer of non-tax debt to the Division

(a) If an agency is unable to collect a debt within 90 days, the debtor file shall be transferred to the Division in an electronic format, such as spreadsheets or text files, on the 91st day for further collection efforts. The Division will specify what constitutes an acceptable electronic format. Any funds collected by Division or its agents shall be credited to the appropriate account.

(b) At a minimum, the debtor files must include the data fields below pertaining to the debtor (either individual or business). The Division will specify the format (for example, lengths and field types, such as character or numeric) for the data fields and the medium (for example, direct file transfer or disk-based transfer) to be used to transfer the data.

- 1. Debtor name (first, middle initial, last, designations, if applicable) or company name and contact person;
- 2. Home or company address;
- 3. Home or company/contact telephone number;

- 4. Social Security number or Federal employer identification number (EIN or FEIN);
- 5. Nature of debt;
- 6. Date(s) of debt;
- 7. Original amount of debt;
- 8. Payment(s) amount(s);
- 9. Payment(s) date(s); and
- 10. Balance due.

(c) In addition to the baseline elements listed at (b) above, the Division may request the following additional information:

- 1. Contact dates pursuant to N.J.A.C. 17:48-1.2(a)2;
- 2. Whether debt may be compromised (yes/no);
- 3. Statute of limitations date for debt (if any);
- 4. Whether debt involves, or is supported with, confidential information (yes/no);
- 5. Basis for confidentiality pursuant to (c)4 above, if applicable (State or Federal law and/or rule);
- 6. Any additional information needed to collect or defend the debt (narrative-text field);
- 7. Any properties or bank accounts owned by the debtor;
- 8. Name and address of debtor’s employer; and
- 9. Whether any information provided (address, phone number) are incorrect—for example, a bad address (bad data flag appended to applicable fields).

17:48-1.4 Exceptions to the mandatory transfer rule

(a) If a debt has reached the 90-day billing cycle but has been submitted by the agency for litigation or if a debtor initiates litigation, the account shall not be submitted to the Division until such litigation has been

concluded and the debt remains due and owing. If the debt remains unpaid for 90 days after an agreed upon court order for payment, the debt shall be referred to the Division in accordance with the rules set forth at N.J.A.C. 17:48-1.3.

(b) If a State department or agency submits a debt for judgment during the 90-day collection period, the agency will submit the debt no later than 20 days after the judgment has been filed and docketed by the Superior Court and a docketed judgment number obtained.

17:48-1.5 Annual certified non-tax debt inventory report and report to the Governor and Legislature

(a) The chief administrative officer of each agency, or their designee, must submit a certified report of the agency’s non-tax debt inventory within 45 days following the conclusion of each fiscal year, in a format provided by the Division. At a minimum, the report shall include:

- 1. Total debt owed to the department or agency;
- 2. Debt owed but not collected within 90 days of recording of the delinquency;
- 3. The amount of that delinquent debt not transferred to the Division; and
- 4. The amount of the debt determined to be owed to the department or agency during the last 90 days of the fiscal year.

(b) Within 90 days following the conclusion of each fiscal year, the Division shall submit to the Governor and the Legislature a cumulative report. The report must include amounts paid to the State, as well as any other information required at N.J.S.A. 52:18-41. In the report, the Division shall also indicate which agencies, if any, have failed to comply with requirements of this chapter and N.J.S.A. 52:18-40.