



**Division of State Patrol
Policy and Procedure**

Number 4-2

Subject RADAR AND TUNING FORK FREQUENCY CERTIFICATION	
Author/Originator Bureau of Field Operations	Approved by <i>Stephen Fitzgerald</i> Superintendent
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I. POLICY

It is the policy of the Division of State Patrol (DSP) to annually certify the frequencies of police traffic RADAR devices and the tuning forks used to verify their calibration is within specified standards. The certifications should be current within a one-year time period. This certification process shall be in conformance with the National Highway Traffic Safety Administration recommendation.

II. BACKGROUND

A 1989 National Highway Traffic Safety Administration (NHTSA) technical report recommends, "Police administrators must ensure that RADAR devices are properly maintained and periodically tested and calibrated." "A written policy should specify that accurate maintenance, repair and calibration records for each device be established and maintained by the agency." The Division of State Patrol concurs with this recommendation.

III. PROCEDURE

- A. Division Speed Enforcement Coordinator:
 - 1. Conduct scheduled frequency testing of RADAR devices and tuning forks in conjunction with the region/post Speed Enforcement Coordinator.
 - 2. Provide the frequency counter and audio amplifier to conduct radar and tuning fork frequency checks.

3. Verify that each radar device's transmitter frequency and each tuning fork's frequency is within federal Communications Commission (FCC) and NHTSA tolerances.
 4. Complete a Certification of Calibration (SP4372) for each radar device and its assigned tuning fork(s).
 5. Forward the Certificate of Calibration (SP4372) to the region/post Speed Enforcement Coordinator.
 6. Maintain a file of photocopied certificates of calibration and accuracy at the DSP Central Headquarters.
- B. Region/Post Speed Enforcement Coordinator:
1. Arrange for all radar devices and their tuning fork(s) to be at the region/post headquarters or other designated testing site on the designated date(s) of the testing.
 2. File the original Certificates of Calibration at the region/post headquarters.

IV. REFERENCES

Model Performance Specifications for Police Traffic Radar Units, dated 1989, (NHTSA) SP4372, Certificate of Calibration