FLORIDA HIGHWAY PATROL
POLICY MANUAL

	SUBJECT	POLICY NUMBER
		13.06
	TRAFFIC STOP DATA COLLECTION	ISSUE DATE
		05/01/01
		REVISION DATE
		05/01/12
		TOTAL PAGES
		1

13.06.01   PURPOSE

To provide instruction for the recording and compilation of data related to traffic stops conducted by members.

13.06.02   POLICY

It is the policy of the Florida Highway Patrol to initiate and conduct traffic stops based upon reasonable cause and in accordance with relevant constitutional and statutory provisions. To this end, FHP will compile data on traffic stops conducted by its members.

13.06.03   RESPONSIBILITIES

A.   All members are responsible for recording information from every traffic stop that they make on the Traffic Stop Data Report (TSDR) function of Mobile Forms. Enforcement action taken as a result of a traffic crash investigation or disabled vehicle is not to be recorded on the TSDR.

B.   Supervisors are responsible for reviewing TSDR records submitted by subordinates to ensure that information from traffic stops is being properly recorded.

C.   The Office of Strategic Services is responsible for compiling traffic stop information and producing reports as required or requested by FHP Management.

13.06.04   PROCEDURES

A.   Members are to record and transmit every traffic stop that they make through the TSDR function of Mobile Forms. All TSDRs must be completed on the computer utilizing the installed Mobile Forms software. TSDR data is to be transmitted to the server daily prior to the end of the member's shift.

B.   Information entered is to be based upon the observations of the member. It is not required that members question persons stopped solely for the purpose of completing the electronic form.