

12 NCAC 09I .0106 SPEED-MEASURING INSTRUMENT (SMI) FORMS

(a) The following Commission-approved forms shall be used by certified SMI instructors during the administration of SMI courses:

- (1) Form SMI-1, Moving/Stationary Radar Motor Skill Performance Test, shall include the following:
 - (A) Trainee's full name, employing law enforcement agency, date of birth, academy ID number, email address, and phone number;
 - (B) Radar instrument being tested on and name of the instrument's manufacturer;
 - (C) Modes being tested on;
 - (D) Verification by the evaluating instructor that the trainee completed each step of the instrument sign-off, evidenced by the instructor's initials;
 - (E) Timing and results of the trainee's motor skills testing; and
 - (F) Name, academy ID number, and signature of each evaluating instructor verifying whether the trainee successfully completed the motor skill performance test.
- (2) Form SMI-1A, Moving/Stationary Radar Instrument Sign-Off, shall include the following:
 - (A) Trainee's full name, employing law enforcement agency, date of birth, academy ID number, email address, and phone number;
 - (B) Radar instrument being tested on and the name of the instrument's manufacturer;
 - (C) Modes being tested on;
 - (D) Verification by the evaluating instructor that the trainee completed each step of the instrument sign-off, evidenced by the instructor's initials; and
 - (E) Name, academy ID number, and signature of each evaluating instructor verifying whether the trainee successfully completed the motor skill performance test.
- (3) Form SMI-13, Lidar Motor Skill Performance Test, shall include the following:
 - (A) Trainee's full name, employing law enforcement agency, date of birth, academy ID number, email address, and phone number;
 - (B) Lidar instrument being tested on and name of the instrument's manufacturer;
 - (C) Verification by the evaluating instructor that the trainee completed each step of the instrument sign-off, evidenced by the instructor's initials; and
 - (D) Name, academy ID number, and signature of each evaluating instructor verifying whether the trainee successfully completed the motor skill performance test.
- (4) Form SMI-16, Written Endorsement to Attend Supplemental SMI Training, shall include the following:
 - (A) Name, academy ID number, date of birth, email address, and employing law enforcement agency of each trainee enrolled in the course;
 - (B) List of speed measuring instruments each trainee is currently certified to operate;
 - (C) Dates and location of training;
 - (D) Name, academy ID number, and signature of each instructor of the course; and
 - (E) Name, employing agency, title, email address, phone number, and signature of School Director, agency head, agency head designee, or in-service training coordinator.

(b) The following Commission-approved forms shall be used by individuals applying for certification as a Radar operator:

- (1) Form SMI-14, Trainee's Statement of Prior Radar Training, shall be filled out by a trainee enrolled in a radar or radar/lidar operator training course, as prescribed by 12 NCAC 09B .0212(a) and .0242(a), who has previously been certified by the Commission as a radar operator. The trainee shall sign and date the form prior to submission. The form shall also include the following:
 - (A) Trainee's full name, academy ID number, date of birth, and employing law enforcement agency;
 - (B) Name of the institution or agency at which the trainee received prior training;
 - (C) Location where the prior radar training took place; and
 - (D) End date and total hours of prior radar training.
- (2) Form SMI-15, SMI Operator Supervised Field Instruction/Practice Log, shall be completed by a trainee completing Supervised Field Practice within the 90 days following the completion of a SMI operator course, pursuant to 12 NCAC 09B .0409(a)(4) and (c). The form shall include the following:
 - (A) Trainee's full name, employing law enforcement agency, academy ID number, email address, and phone number;

- (B) Dates and times of supervised field practice;
- (C) Name, academy ID number, and signature of each evaluator providing supervision;
- (D) Location and end date of the trainee's SMI operator course;
- (E) Name and modes of instrument used during the supervised field practice;
- (F) Total time of supervised field practice; and
- (G) Trainee's signature and date of form completion.

(c) The following Commission-approved forms shall be used during annual accuracy tests of speed measuring instruments:

- (1) Form SMI-9, Record of Radar Instrument Calibration and Accuracy Tests, shall include the following:
 - (A) Agency or organization name;
 - (B) Instrument model, manufacturer, serial number, modes, and features;
 - (C) Accuracy test results for the counter box, antennas, and tuning forks; and
 - (D) Name, license or certification information, and signature of the testing technician verifying that the instrument passed the tests.
- (2) Form SMI-12, Record of Lidar Instrument Calibration and Accuracy Tests, shall include the following:
 - (A) Agency or organization name;
 - (B) Instrument model, manufacturer, serial number, modes, and features;
 - (C) Accuracy test results as indicated by Pass or Fail; and
 - (D) Name, license or certification information, and signature of the testing technician verifying that the instrument passed the tests.

History Note: Authority G.S. 8-50.2; 17C-6;
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