FDLE
Florida Department of Law Enforcement

DEPARTMENT INSPECTOR FIELD NOTES

Agency: Hillsborough County Sheriff's Office Instrument Serial Number: All registered to HCSO

Department Inspection:	Agency Inspection/Agency Contact:	Records Audit:
☐ Registration ☐ Request for Registration Attached ☐ Annual ☐ Inspection After Repair ☐ Other: _____ ☐ Barometric Pressure: _____ Gauge _____ Instrument ☐ Instrument Set Up Verified	☐ Agency Inspection Notification ☐ Agency Contact ☑ Other: Site inspection w/ AI present Date of Notification/Contact: 02/13/2018 Approx 11:00-13:00 Agency Inspector: Roger Skipper	The following records were audited: ☑ Agency Inspection Reports ☑ Breath Test Instrument Repair/Maintenance Records ☑ Instrument Registration ☑ Dry Gas Standard Certificate(s) of Analysis ☑ Other: Site inspection ☑ Other: Breath Test Affidavits

Comments:
On February 13, 2018, I arrived to inspect and audit Hillsborough County Central Breath Testing Unit. There are several rooms separated by keys (with differing locks to facilitate different access levels.) Access levels are well defined and new signs on the entrance clearly define authorized personnel allowed to enter rooms containing Intoxilyzers. I observed a total of eight evidential

Instrument/Area:	Equipment:	Supplies:
☑ Clean/Dry ☑ Secure ☑ Limited Access ☑ Other: Well ventilated	☑ Proper Number of Simulators ☐ Checked Simulators for Air Leak Resistant Seal and Proper Temperature ☑ Class A Glassware	☑ Distilled/Deionized Water ☑ Mouth Alcohol Solution ☑ Acetone Stock Solution ☑ Alcohol Reference Solution ☑ Dry Gas Standard ☑ Mouth Pieces

Comments:
instruments present. (Four in service and four separated ready for inspection later that evening.) All equipment is kept clean and dry. All solutions in use are in date and well labeled. I did not observe an agency inspection. I did audit several files. All files are well kept and in order. I found that all are present and kept for the required time frame at a minimum.

Action:	
☐ Instrument Complies with Chapter 11D-8, FAC ☐ Instrument Does Not Comply with Chapter 11D-8, FAC	Comments: Individual instruments were not checked for compliance with
☐ Remain in Evidentiary Use ☐ Return to/Place into Evidentiary Use ☐ Remove from Evidentiary Use ☐ Remain Out of Evidentiary Use	Rule 11D-8; however, the facility fully meets all requirements.
☐ Conduct an Agency Inspection Before Evidentiary Use	

Signature of Alcohol Testing Program Staff Member Date: 02/14/2018

Original – FDLE Copy – Agency