Georgia Department of Public Safety
Policy Manual Exhibit

SUBJECT **GSP FILE GUIDE**	EXHIBIT NUMBER **13.02-1**
REFERENCE **#13.02 - RECORDS, FORMS, AND REPORTS**	DATE REVISED **8/26/2025**
	POLICY REVIEWED **8/26/2025**

- ☐ **Crash Reports**
- ☐ **Incident Reports**
- ☐ **Citations (UTC)**
- ☐ **Enforcement Photographs (physical & digital [including Photo Library])**
- ☐ **Drug Seizure Reports**
- ☐ **SGT's Activity Report of Voided Tickets (DPS-1250)**
- ☐ **VHS/DVD/CD Evidence and Report (DPS-419)**
- ☐ **Intox Slips**
- ☐ **Roadblock Records (DPS-206; DPS-206A)**
- ☐ **Witness Statements**
- ☐ **Blood/Urine Sample Consent Form (DPS-1194)**
- ☐ **RADAR/LIDAR Test Logs (DPS-320)**
- ☐ **Speed Detection Certificates of Calibration**
- ☐ **Consent to Search Form (DPS-1193)**
- ☐ **Vehicle Tow Receipt**
- ☐ **Taser Logs**
- ☐ **Camera Test Logs**
- ☐ **Citation Receipts/Logs (DPS-549)**
- ☐ **Citation Logs (DPS-470)**
- ☐ **Duty Rosters (Daily & Monthly)**
- ☐ **Drug Testing Records – Equipment Calibration**
- ☐ **Post security videos**
- ☐ **P-Card documentation**
- ☐ **Sworn Time Sheet (DPS-617)**
- ☐ **Post level Open Records Requests**
- ☐ **Emergency Relay (DPS-385)**
- ☐ **Parental Notification Program (DPS 002)**
- ☐ **Leave Requests (DPS-526)**
- ☐ **Department Motor Vehicle Liability Waiver (DPS-1169)**
- ☐ **Emergency Generator Log (DPS-469)**
- ☐ **Compliment/Complaint Log (DPS-067; DPS-44; DPS-45)**
- ☐ **Ride A Long Waiver (DPS-127)**
- ☐ **Warnings**
- ☐ **Evidence Forms (DPS-366; DPS-367; DPS-368; DPS-369)**
- ☐ **Security/Fire System Install & Maintenance Records**