

2026 CERTIFICATION PROCESS FOR THE MINNESOTA IGNITION INTERLOCK DEVICE PROGRAM

Minnesota Department of Public Safety Driver and Vehicle Services Minnesota Ignition Interlock Device Program

These standards are subject to and in compliance with Minn. Stat. section 171.306.

I. Program Overview

The State of Minnesota through its Department of Public Safety (Department), Driver and Vehicle Services division (DVS), is requesting submissions from qualified ignition interlock device (IID) manufacturers for the purpose of certification in the Minnesota Ignition Interlock Device Program (IID Program) from January 1, 2026, through December 31, 2026.

The IID Program allows drivers with impaired incidents and specified criminal vehicular offenses to drive safely while being monitored by the Department. Currently, there are over 18,000 drivers enrolled in the IID Program. Over 62,000 drivers have successfully graduated from the IID Program. Statutes and administrative rules governing the IID Program can be found in Minnesota Statutes Chapters 169A and 171 and Minnesota Rules Part 7503.

The purpose of this document is to establish performance standards and a process for certifying manufacturers and devices used in the IID Program pursuant to Minnesota Statute 171.306 subd. 2. The manufacturer of an ignition interlock device shall apply annually for certification of the device. More than one device may be certified, but documentation shall be submitted annually for all devices. The application for certification shall come from the manufacturer of the device.

II. Performance Standards

The ignition interlock device manufacturer shall furnish all necessary services, equipment and reports as needed to comply with the performance standards. If the manufacturer is using subcontractors, it is expected that the manufacturer shall provide equipment and training as needed to the subcontractors to comply with the performance standards. The manufacturer is responsible for overall implementation of the performance standards. Furthermore, the manufacturer is responsible for all work completed by the service center providers.

The manufacturer or subcontractors shall not require that a driver in the IID Program use a specified insurance company, treatment provider or attorney in order to participate in the Program or install a device. Exclusive agreements with insurance companies, treatment providers or attorneys are prohibited.

The manufacturer shall provide uninterrupted service of installed devices as defined by these performance standards regardless of the circumstances which could cause such interruption. Should the manufacturer become unable to comply with any of these performance standards, the manufacturer shall notify the Department in writing. The manufacturer shall be responsible for removing its devices from program participants' vehicles at no cost and shall bear the cost of having them replaced with a certified device from another manufacturer certified to perform the task.

A. Definitions

1. "Accuracy" means confirmation of device calibration.
2. "Alcohol" means ethanol or ethyl alcohol (C₂H₅OH).
3. "Breath alcohol analysis" means an analysis of a sample of a person's expired alveolar breath to determine the alcohol concentration and does not include mouth alcohol.
4. "Breath Alcohol Concentration (BrAC)" means the amount of alcohol in a given amount of breath, expressed in weight per volume (w/v) based upon grams of alcohol per 210 liters (L) of breath.
5. "Breath alcohol test" means the proper delivery and analysis of a person's expired alveolar breath to determine breath alcohol concentration.
6. "Breath Sample" means normal expired human breath primarily containing air from the deep lung. An accepted breath sample means fulfilling set requirements for volume, flow, exhalation time and other human breath sample characteristics.
7. "Calibration" means the process of testing and adjusting a device to ensure an accurate BrAC on the device by using a wet bath device or dry gas standard as defined by the current National Highway Traffic Safety Administration (NHTSA) Model Specifications for Calibration Units.
8. "Circumvention" is an unauthorized attempt to operate the vehicle or obstruct the camera. Circumventions include:
 - a. Starting the vehicle without providing a passing breath test.
 - b. Disconnecting the handset in order to avoid taking the rolling retest.
 - c. The driver is not the person providing the rolling retests.
 - d. Removing, repositioning or disconnecting the camera.
 - e. Rewiring the ignition interlock device.
 - f. Removing tamper proof seals.
 - g. Push starting the vehicle.
 - h. Using a filtered or non-human breath sample.
9. "Configuration profile" means the declaration regarding the setting of programmable features of the ignition interlock device.
10. "Data logger" means an internal, computerized (battery backed) device within the ignition interlock device that records all events, dates and times during the period of installation and use of the ignition interlock and includes all components of the ignition interlock including handset, relay, camera, etc.
11. "Early recall" is a condition, signaled by a visual and/or audible indication on the device that requires the participant to return the vehicle to the service center provider for an unscheduled monitoring check.
12. "Filtered breath" means any human breath sample introduced into the ignition interlock device that has intentionally been altered so as to remove alcohol from it.
13. "Free restart" means the ability to start the engine again within three minutes without completion of another breath test, when conditions exist where a breath test is successfully completed and the motor vehicle is started but when the engine stops for any reason (including stalling).

14. "Ignition interlock device" means a device with a camera and real-time reporting that is designed to allow a driver to start a vehicle if the driver's BrAC is below the set point and to prevent the driver from starting the vehicle if the driver's BrAC is at or above the set point.
15. "Initial test" means the breath sample that is provided before the vehicle is started.
16. "Lockout" is a temporary or permanent condition in which the device shall not accept a breath test.
17. "Manufacturer" means the organization responsible for the design, construction and actual production of an ignition interlock device and who is certified by the Department. The manufacturer is responsible for overseeing any subcontractors including vendors and distributors as well as overseeing service center providers to ensure that all performance standards are adhered to.
18. "Mobile service" means a portable operation of a service center provider, whether contained within a vehicle or temporarily erected on location, which includes all personnel and equipment necessary for a service technician to conduct ignition interlock device related business and services, separately and simultaneously, with its parent fixed-site service center. A mobile service center shall be part of a service center which has a fixed location within Minnesota. Mobile service shall comply with all of the certification requirements provided herein.
19. "Mouth alcohol" means alcohol found in the oral cavity that dissipates over a short period of time.
20. "Photo/Reference Photo" means a clear and identifiable photograph of the individual participating in the program, clothed in appropriate attire. The photograph orientation shall be submitted vertically only, not horizontally.
21. "Positive result" means a breath test indicating that the alcohol concentration equals or exceeds the set point.
22. "Purge" means any mechanism by which a device cleanses or removes a previous breath test sample from the device and specifically removes residual alcohol.
23. "Real-time" means the instant transmission of ignition interlock data, including photos, to the manufacturer's website for viewing by DVS without delay as cellular reception permits.
24. "Reference sample device" is a device which simulates the BrAC of an individual who has been drinking alcoholic beverages and whose BrAC is reflected in an analysis of a breath sample.
25. "Rolling retest" means a breath test that is required after the initial test and while the engine is running.
26. "Service center provider" means the person or entity designated by the manufacturer to provide services including, but not limited to, installation, monitoring, maintenance or removal of the ignition interlock device.
27. "Set point" means the BrAC at which an ignition interlock device is set to prevent a vehicle from starting.
28. "Tamper" means physically disabling, bypassing, circumventing or otherwise disconnecting from the power source the ignition interlock device or camera. A dip in battery voltage or removing the hand set after the vehicle has been shut off is not considered tampering.

29. "Technician" means an individual authorized and trained to perform services related to the ignition interlock device.
30. "Violation" means non-compliance with a law, regulation, rule or any program guidelines or requirements as defined by the State of Minnesota.

B. Ignition Interlock Device Requirements and Configuration

1. Shall meet or exceed all requirements in the NHTSA Model Specifications for Breath Alcohol Ignition Interlock Devices (BAIIDs) as published in the Federal Register Volume 78, Number 89, Wednesday, May 8, 2013, pages 26849-26867 or any subsequent revisions.
2. Have an alcohol concentration set point of 0.02 g/dL with a minimum volume/flow rate of 1.5 liters at 0.1 L/sec. The accuracy of the device shall be plus or minus 0.005 grams of alcohol/210 liters of breath. The accuracy shall be determined by analysis of an external standard generated by a reference sample device during calibration.
3. If an alcohol level at or above 0.020 is detected during the initial test, the device shall enter into a temporary lockout mode for five minutes. After the five-minute lockout, the device shall allow subsequent breath tests with no further lockout.
4. After successful completion of an initial test, the device shall enable the ignition relay and allow three minutes from the time the ignition is enabled to start the vehicle. The device shall allow a free restart within three minutes without requiring an additional test.
5. After passing the initial test, the device shall require the first rolling retest within five to seven minutes from the conclusion of the passing initial test. Second and subsequent rolling retests are required at random intervals between 15 and 45 minutes from the conclusion of the previous rolling retest for the duration of travel. The driver shall have 10 minutes to take and pass the rolling retest. The device shall accept unlimited samples within the 10-minute retest timeframe. There shall be no lockout. In order to alert the driver that a retest is required a warning light, tone or both shall be activated inside the passenger compartment of the vehicle.
6. Failure to take a rolling retest or rolling retests resulting in BrACs equal to or exceeding 0.020, shall not sound the vehicle horn nor any type of siren, bell, whistle or any device emitting a similar sound or any unreasonably loud or harsh sound that is audible outside of the vehicle and shall not cause the engine of the vehicle to shut off.
7. An alcohol-free sample shall not yield a positive result.
8. Results of the test shall be noted by displaying pass or fail on the device. There shall be no numerical BrAC level displayed.
9. Automatically purge alcohol before allowing subsequent breath alcohol analyses.
10. Shall include text commands on the device installed in the vehicle to provide clear instructions to the driver (e.g., when to blow, when to wait, when to start the vehicle, when to retest, when a lockout countdown occurs, including the time remaining before the device locks the vehicle's ignition, and when to seek service).
11. The device shall warn the driver of upcoming service and calibration appointments for five days prior to the appointment. After 60 days, the device shall prominently indicate a 7-day permanent lockout countdown, i.e., an indication that the device shall be taken in for a calibration check and

data download within 7 days or the ignition shall lock, and the event shall be logged. Over the course of the 7-day lockout countdown, the device shall prominently indicate that the device is in need of service and the time remaining until ignition lockout, but the ignition shall not lock. At the end of this 7-day lockout countdown, the ignition shall lock.

12. When the early recall condition is initiated, the participant shall have five days to return to the service center provider. If the participant does not return within this time period, the device shall enter into a permanent lockout condition. An early recall is only allowed in the following situations:
 - a. Six (6) reportable initial start lockouts due to alcohol readings above the startup set point during a 30-day period;
 - b. Three (3) reportable rolling retest violations of a positive BrAC use in a 30-day period;
 - c. One (1) tamper or circumvention; or
 - d. Any ignition interlock device malfunction.
13. The ignition interlock device shall be equipped with a camera. Requirements for the camera include:
 - a. At installation, a reference picture of the participant shall be taken and kept on file.
 - b. A photo shall be taken for each event including initial start, all rolling retests, and whenever a violation is recorded.
 - c. Photos shall be a wide-angle view of the front cabin, including the passenger side, to help ensure a person is in the picture or the camera shall be able to recognize that it is taking a picture of a person. The photo shall capture the entire face.
14. Shall include anti-circumvention features. However, a detachable handset is allowed.
15. The ignition interlock device alcohol detection sensor shall be based upon electro-chemical fuel cell technology or other advanced technology approved by the Department.
16. Any add-on or specialized software to meet the needs of a specific customer shall be approved by the Department.
17. Shall have an emergency override to take the device out of lockout and allow five hours from the emergency override activation of the device for the participant to drive to the service center provider for service. The driver shall provide a passing test after the emergency override is activated, and any rolling retests as required. After the five hours has expired, the relay shall open thereby preventing the vehicle from starting. The emergency override codes shall change for every use. Any use of the emergency override code shall be logged and be specified on the data log.
18. A warning label containing the following language shall be affixed to each device: "Tampering, circumventing, or bypassing this device may result in a conviction and/or extension of time on the ignition interlock device program." The cost and supply of the warning labels to be affixed to the ignition interlock devices shall be borne by the manufacturer.
19. Have a data storage system that does the following: (1) has sufficient capacity to facilitate the recording and maintaining of all daily driving activities and all monitoring requirements for the period of time elapsed from one maintenance and calibrating check up to the next 70 days; (2) records any attempt to start the vehicle without first taking a breath test, such as the use of an electrical bypass; and (3) has an internal memory that can store a minimum of three thousand five hundred (3500) events and shall enter a service reminder if the memory reaches ninety percent (90%) of capacity or has the capacity to store a minimum of ten thousand (10,000) events.
20. Shall have, at a minimum, the following real-time reporting capabilities.

- a. There shall be constant communication between the manufacturer's server and relay unit while the device is in use. All data such as photos, skipped 10-minute rolling retest window, etc., shall be available for viewing on the website within five minutes from when the data was recorded on the device.
- b. The camera shall take a clear and identifiable photograph of the individual in the driver's seat of the vehicle when the device prompts them to take a test. If the camera fails to capture a clear and identifiable photograph of the individual, an early recall must be initiated. A violation for failing to take the test will not be applied to the individual's record by DVS if the camera fails to capture a clear and identifiable photograph of the individual in the driver's seat of the vehicle when the test prompt is made by the device.
- c. Shall have the capability to periodically awaken the device for data retrieval when not in use.
- d. The date of the last upload shall be noted on the participant's web account.
- e. A reliable cellular company shall be used as well as a cellular contract that includes roaming charges. In cases where there is no cellular reception, the device shall store the data and send it as soon as cellular reception is available.
- f. If a participant's device has not transmitted data after five days, the manufacturer shall contact the participant to determine why data is not being transmitted. If the data cannot be transmitted after 10 days, the manufacturer shall contact the Department at dvs.iip.monitoring@state.mn.us to indicate why the data is not being transmitted.

C. Program Requirements Upon Certification

1. Installation Requirements

- a. Shall develop written instructions for the installation of ignition interlock devices which service center providers shall follow. A copy of these instructions shall be disseminated to the service center and be kept on-site by the service centers.
- b. All vehicles shall be inspected prior to installation to determine that mechanical and electrical parts of the motor vehicle that are and shall be affected by the ignition interlock device are in acceptable condition and no device(s) shall be installed until the motor vehicle(s) is capable of such installation.
- c. Installations shall be made in a professional manner in accordance with acceptable industry standards and best practices. All electrical connections made between the device and the motor vehicle shall be made permanent, such as soldering or scotch locks. Connections to the motor vehicle shall be installed under the dash or in an inconspicuous area of the motor vehicle. Any portion of an ignition interlock device that can be disconnected (except the handset), any wires used to install the ignition interlock device that are not inside a secured enclosure, and any points likely to be accessed when attempting to tamper with the ignition interlock device (such as exposed electrical connections, battery post terminals, wire to start solenoid, wire to ignition, dash screws, etc.) shall be covered with a unique and easily identifiable seal, epoxy, resin, wire, shrink wrap, sheathing, or tamper proof tape. Tamper proof seals shall be proprietary to the manufacturer.
- d. If the vehicle is equipped with a remote start device, the device shall be installed so that the remote start function is bypassed or disabled so that a valid breath test shall be performed before the vehicle may be started.
- e. Installations cannot be performed on motorcycles or commercial vehicles.

- f. Training on the use of the ignition interlock device shall be developed for program participants and any other persons who will operate the motor vehicle(s). All participants shall sign that they have been trained on how to use the device. These signed statements shall be kept on file for review by the Department as requested.
- g. A reference and problem-solving guide shall be developed and given to participants at the time of installation.

2. Service and Calibration Requirements

- a. The vehicle shall be brought in for servicing and calibration every 60 days.
- b. An ignition interlock device shall be calibrated for accuracy by using a wet bath simulator or dry gas alcohol standard with an alcohol reference value between .010 and .050 g/210L.

The calibration process shall consist of the following procedures:

- Prior to introducing a reference sample into a device, a three second purge shall be expelled from the wet bath simulator or dry gas standard.
- There shall be an "as found" check to introduce the sample into the device without adjustment for accuracy. The test shall be conducted prior to any adjustment for accuracy, and the results shall be recorded on the data logger.
- The accuracy check shall consist of two consecutive reference checks with the result of each individual check being within plus or minus 10 percent of the reference value introduced into the ignition interlock device. The time period from the first accuracy check to the second consecutive accuracy check shall not exceed five minutes.

Any ignition interlock device not passing calibration shall be removed from service and the serial number of the device kept on record for three years. An ignition interlock device removed from service for not passing calibration may be placed back in service only if it is repaired to meet industry standards and all repairs are documented and kept in the record for three years.

Wet bath simulators shall:

- Use a mercury, glass, or digital thermometer. These thermometers shall read 34 plus or minus .2 degrees Centigrade during analysis and be certified annually using a National Institute of Standards and Technology traceable digital reference thermometer.
- Be found on the current NHTSA confirming products list of calibrating units for breath alcohol testers.
- Use alcohol reference solutions prepared and tested in a laboratory such that their reference value is shown to be traceable to the National Institute of Standards and Technology. The 500 ml bottles containing simulator solution shall be tamper proof and labeled with the following: Lot or batch number, value of the reference sample in g/210L, and date of preparation and/or the expiration which shall not be longer than one year from the date of preparation.

Dry gas alcohol standard tanks shall:

- Dry gas alcohol standards shall be certified to a known reference value and traceable to National Institute of Standards and Technology - NIST Traceable Reference Material ethanol standards. The reference value shall be adjusted for pressure changes due to elevation to which the dry gas is being used.

- Be stored in an environment where the temperature range remains between 50-104 degrees Fahrenheit.
 - Have a label which shall contain the following: Components and concentration of the reference value of the gas, expiration date which shall not be longer than three years from the date of preparation, and the lot or batch number.
 - Each service center using a dry gas alcohol standard shall have:
 - Where appropriate, an elevation chart, which shall be used to determine the proper reference value for the elevation for which the gas standard is being used.
 - The certificate of analysis from the dry gas standard manufacturer.
 - The results of any and each calibration including the reference value, "as found" check, calibration check(s), and any adjustments made for accuracy and/or elevation pressure shall be recorded on the ignition interlock device data logger and/or database.
- c. Ignition interlock devices or equipment may not be shipped to participants' residences under any circumstances.
 - d. Each device shall be provided with disposable mouthpieces. An adequate inventory shall be kept, which shall be made available to the program participants.
 - e. During normal business hours, the service center provider shall be available to answer all questions and resolve any mechanical problems relating to the device in the motor vehicle or repair or replace an inoperable or malfunctioning ignition interlock device.
 - f. For events occurring outside of normal business hours, a twenty-four (24) hour toll-free phone number shall be provided to all participants. The phone shall be answered by a live person at all times. All service inquiries shall be responded to within twenty-four (24) hours of the initial contact. Within forty-eight (48) hours of initial contact, repair or replacement of the ignition interlock device shall be completed.
 - g. The ignition interlock device, camera and its connection to the vehicle shall be checked for evidence of tampering or circumvention during each service and calibration appointment. The service center provider shall document and/or photograph any evidence of tampering or circumvention and submit the documentation to the Department.
 - h. The service center provider shall check to ensure that the camera is positioned correctly to capture a clear image of the driver and driver's compartment in the vehicle during each installation and calibration.
 - i. Records documenting all calibrations, downloads, and any other services performed on an ignition interlock device, including service of a violation reset, shall be maintained and stored locally either at the service center provider or the manufacturer's state office. Retention of the record of installation, calibrations, downloads and service shall be maintained locally for a minimum of three years.

3. Facility and Personnel Requirements

- a. Adequate security measures shall be taken to ensure that unauthorized personnel cannot gain access to secured materials.

- b. Service centers providers, including mobile service, shall be operated in such a manner that the program participant or any other unauthorized personnel cannot witness the installation and/or servicing of the ignition interlock device.
- c. The service center provider shall take corrective action within forty-eight (48) hours to eliminate a reoccurrence if an ignition interlock report is received that indicates alcohol use by a technician.
- d. The service center provider shall have the manufacturer's approval for use of a particular certified device. A service center provider may not continue to install, maintain or remove ignition interlock devices if they have been so notified by the manufacturer.
- e. Technicians who install, calibrate, perform tamper inspections or perform monitoring duties shall not have been convicted of a crime substantially related to the qualifications, functions, and duties related to the installation and inspection of the devices. This may include, but is not limited to, persons:
 - i. Convicted of any alcohol or drug-related offense within the last five (5) years or currently on probation for such conviction.
 - ii. Any implied consent or alcohol offense on record within the last three (3) years.
 - iii. Convicted of more than two alcohol or drug-related offense.
 - iv. Convicted of probation violation.
 - v. Convicted of perjury, forgery, sworn or unsworn falsification.
 - vi. Convicted of tampering with an ignition interlock device.
- f. An annual criminal record check through the Minnesota Bureau of Criminal Apprehension and a certified driver's license record check shall be conducted on all service technicians operating in Minnesota. They shall be made available upon request to the Department. Such checks for newly hired personnel shall be conducted within thirty (30) days of their start date. The Department reserves the right to spot check such records in the event of any discrepancies.
- g. In the event that a relevant criminal history is discovered, the manufacturer has seven (7) days to remove that service technician from any device installation, calibration, servicing, monitoring and/or removal as well as access to data storage systems.
- h. Installations, removals and service/maintenance of the ignition interlock device shall be conducted only by individuals trained by the manufacturer and whose name has been submitted to the Department as a trained technician for that specific manufacturer. Service technicians shall be at least 18 years old.
- i. Manufacturers shall make available to its service center providers copies of the IID Program performance standards.

4. Information Dissemination Requirements

- a. The manufacturer and its subcontractors agree to cooperate with the Department regarding any request for information relative to the certified device(s) and to provide expert testimony (in-person or written as requested) as necessary at no cost to the State of Minnesota or any political subdivision, the Department or its officers, employees or agents. Information may include, but is not limited to, questions about the functionality of the manufacturer's device or interpretation of the device's reports.

- b. The Department reserves the right to periodically request statistical data regarding driver/equipment performance, with the guarantee that individual drivers' names and addresses shall not be specifically identified.
- c. The Department reserves the right, at any time, to request additional information concerning a certified device which may lead to re-evaluation of the certification of the device.
- d. Information shall be provided to the public and potential participants concerning an ignition interlock device and costs of participating in the IID Program. At no time should a manufacturer or its subcontractors misrepresent the IID Program as their own program and not as a program of the State of Minnesota.

5. Removal Requirements

- a. Shall develop written instructions for the removal of ignition interlock devices which service center providers shall follow. A copy of these instructions shall be disseminated to and be kept on-site by the service centers.
- b. All device removals shall be done in an expedient manner. The vehicle(s) shall be returned to normal operating condition.
- c. The service center provider shall give priority to participants who are scheduling their final monitoring appointment.

6. Manufacturer/Service Center Oversight

- a. The Department may at any time conduct unannounced compliance checks at service centers providers across the State to observe the installation and/or service of any certified device.
- b. The service center provider may not impede or hinder unannounced compliance checks and must comply with DVS staff. It is a crime to obstruct a DVS employee who is engaged in the performance of a compliance check under Minnesota Statutes section 609.50, subdivision 1(5).
- c. At the request of the Department, the service center provider shall install an off-the-shelf ignition interlock device in a vehicle approved by the Department for testing purposes at the cost of the manufacturer.

7. Miscellaneous Requirements

- a. The manufacturer shall notify the Department in writing if the certification of a device that is approved for use in Minnesota is or has ever been suspended, revoked or denied in another state, whether such action occurred before or after certification in Minnesota or if and when an appeal of the action(s) was made and the outcome of the appeal. This notification shall be made within thirty (30) days after the manufacturer has received notice of the suspension, revocation, or denial of certification or approval of the device, whether or not the action is or has been appealed.
- b. The manufacturer shall immediately notify and inform the Department in writing of any modifications or alterations to a certified device and its applications, its interior and exterior design, its parts, and/or its operating firmware and/or software including hardware, software, firmware and changes to functionality. Modifications, alterations and/or updates

shall be reported regardless of whether or not it has a direct bearing on the operation of the device or applies specifically to Minnesota guidelines or requirements. No modifications or alterations may be implemented in Minnesota until the manufacturer has notified the Department. The Department reserves the right to ask for additional field or laboratory testing as it is impossible to know what interactions, however minor, are affected.

- c. The manufacturer shall create a Standard Price List and through its service centers provide it to anyone who inquires about the ignition interlock device, service, or the prices of such devices or services. Early termination fees are prohibited. The Price List shall be printed, and copies be made available at service centers.

Any changes to the Standard Price List shall be reported to the Department within 30 days of the change. Failure to make written disclosure of the prices to program participants prior to installation shall prohibit the fees, charges or deposits from being charged to the participant. The Standard Price List does not need to include fees for indigent or reduced fee customers. Indigent or reduced fee customers cannot be charged the fees on the Standard Price List. Indigent or reduced fees are set by the Department as noted in subpart d below.

- d. Per Minnesota Statutes section 171.306, subdivision 2(1), manufacturers are required to provide device installation, servicing, and monitoring to indigent program participants at a reduced rate.

For an individual determined by the Department to be indigent, the participant cannot be charged more than:

- \$40 for service and calibration, including device insurance,
- \$50 for a reduced fee/indigent deposit (one-time only),
- \$50 for installation,
- \$50 for removal,
- \$50 for vehicle transfer (cannot charge additionally for install/removal),
- After one missed appointment, \$15 for each subsequent appointment missed thereafter,
- \$25 for each lockout fee,
- \$15 for each emergency override fee,
- \$1 per mouthpiece
- Standard mobile rates and mileage fees, and
- Standard-rate NSF and check by phone fees.

No additional fees, charges or deposits can be charged to reduced fee participants. The service center provider should not in any way imply or mislead the participant to believe that other fees are required. Misrepresentation of indigent or reduced fees may result in the manufacturer's de-certification in Minnesota.

Manufacturers cannot turn away indigent or potential reduced fee customers on the basis of indigency. Program participants shall be annually recertified as indigent by the Department. The manufacturer is responsible for ensuring that their service center providers honor and provide service to the reduced fee participants. This includes allowing participants the ability to change their service calibration dates without additional charges. Manufacturers who turn away indigent or potential reduced fee customers may result in their de-certification in Minnesota.

- e. Per Minnesota Statutes section 171.306, subdivision 2(2), manufacturers are required to include a provision in an ignition interlock device contract that a participant in the IID Program who voluntarily terminates participation in the program is only liable for the servicing and monitoring costs incurred during the time their device is installed in the motor vehicle, regardless of whether the term of the contract has expired.
- f. Upon written direction from the Department, the manufacturer shall lower the minimum volume/flow rate to 1.2 liters at 0.1 L/sec. to accommodate participants with diminished lung capacity.
- g. All new devices installed shall meet the current performance standards.

D. Data Reporting Requirements

The manufacturer is responsible for recording information regarding the program participants' usage of the device, device and/or service complaints or concerns, technical problems encountered with the device, or any other information that is available. Records shall be electronically maintained on every participant including results of every monitoring check. All records shall be stored for each participant until three (3) years after the participant has had the device removed.

1. Daily File

The manufacturer shall submit an electronic file via FTPS daily or each business day by the close of business via FTPS. The file shall include all devices installed, all devices removed, and all violations reported since the last file. For installations, in cases where a participant has multiple vehicles installed with the device, each vehicle should be reported separately. There may be one or more events recorded per device. If there is no activity to report, the daily file shall be sent with a "Nothing to Report" message.

INSTRUCTIONS FOR SUBMITTING THE DAILY FILE VIA FTPS

File Names

The file name shall be composed of the following:

VendorName – Supplied by the Department

Date – YYYYMMDD

File Type – .txt

Each part of the file name prior to the file extension (.txt) shall be separated by an underscore (_) character.

Example:

VendorName_YYYYMMDD.txt

The file name Format is

<Vendor>_RSP_<CCYYMMDD>.txt

File Format

The file format is a fixed length flat file. Pad with spaces only (no Tabs), either Left or Right padding, whitespace shall be trimmed. Line delimiter may be Line feed (LF) or CRLF. No end of File marker is required.

File is read in one line at a time and inserted into database. Data in excess of the maximum record length of 657 shall be discarded. If there are multiple violations to report for a single participant, submit one incident per record line.

Files shall be delivered to the Department's FTPS server. Files shall contain at a minimum the following fields:

Name of program participant	Char(96)	[First, Middle, Last] [First Char(32)] [Middle Char(32)] [Last Char(32)]	Start Pos 001 Start Pos 033 Start Pos 065
Date of birth	Char(10)	[99/99/9999]	Start Pos 097
DL number	Char(13)	[A999999999999]	Start Pos 107
VIN (last 6 digits)	Char(17)	[Alpha/Numeric]	Start Pos 120
Date of violation/installation/removal	Char(10)	[99/99/9999]	Start Pos 137
Time of violation (Opt. for installs/removals)	Char(10)	[99:99:99] 24 hour clock	Start Pos 147
Report Messages	Char(500)	[Alpha/Numeric]	Start Pos 157

INSTRUCTIONS FOR SUBMITTING THE DAILY FILE VIA FTPS

Please contact Barbara.Flaherty@state.mn.us via email to obtain FTPS file transfer information. Please mark in the subject line, FTPS instructions.

2. Report Messages

Report messages should be in the following format:

Date is mm/dd/yyyy

Time is military time

BAC is to 3 decimal places – 0.000

Reportable Events	Report Message Format to be sent in the electronic file
Installation of an ignition interlock device	Device Installed
Tamper, circumvent, or bypass	Tamper, circumvent, or bypass <<time>>
Failure to take 3 rolling retests within a 7-day period	No roll retest <<Date>> <<Date>> <<Date>>
Fewer than 30 tests per month recorded on device	Fewer than 30 tests in a 30 - day period
Missed calibration appointment	Skipped Calibration
An initial start BAC=> .02 with a retest of a BAC=>.02 after the 5-minute lockout and within 15 minutes of the first test	Initial BAC <<>> test <<time>>; BAC <<>> retest <<time>>
An initial start BAC=>.02 and no retest within 15 minutes	Initial BAC <<>> <<time>>; no retest
A rolling retest with a BAC=> .02 within 10 minutes	Rolling Retest BAC <<>> <<time>>
Ignition interlock device is transferred to a new vehicle	Device Relocate <<New VIN>>
Removal of an ignition interlock device; this should not include swapping a device out for a new device	Device Removed
No installations, removals, or reportable events for any participants	Nothing to Report

Description of Reportable Events

Tamper, circumvent, or bypass	Tamper, circumvent, or bypass <<time>>
-------------------------------	--

Tamper, circumventing or bypassing includes:

- a. Starting the vehicle without providing a passing breath test;
- b. Disconnecting the handset in order to avoid taking the rolling retest;
- c. The driver is not the person providing the rolling retests;
- d. Removing, repositioning or disconnecting the camera;
- e. Rewiring the ignition interlock device;
- f. Removing tamper proof seals;
- g. Push starting the vehicle;
- h. Using a filtered or non-human breath sample; or
- i. Physically disabling, bypassing, circumventing or otherwise disconnecting from the power source the ignition interlock device or camera. However, the handset may be removed after the vehicle has been shut off.

The manufacturer must review data and photographs to identify possible violations of the program participant. It is incumbent on the manufacturer to ensure that findings are accurate before submitting a report to DVS. The service center provider shall contact the Department directly with information and/or evidence of tampering with photographic proof.

Failure to take 3 rolling retests within a 7-day period	No roll retest <<Date>> <<Date>> <<Date>>
---	---

A failed rolling retest BrAC is not a skipped rolling retest and should not be reported as such. The device should continue to ask for a rolling retest even after the 10 minutes have expired until the driver has taken a test or shut off the vehicle.

Example:

January 1, 2026

Initial Start	09:00:00
Request First Rolling Retest	09:06:00
First Skipped Test Recorded	09:16:00
Request Second Rolling Retest	09:16:00
Skipped Rolling Retest	09:26:00
Second Skipped Retest Recorded	09:26:00
Request Third Rolling Retest	09:26:00
Skipped Rolling Retest	09:36:00
Violation Recorded	09:36:00

Fewer than 30 tests per month recorded on device	Fewer than 30 tests in month
--	------------------------------

Minnesota Rule 7503.1725 subpart 5(B) states: During the course of the rehabilitation period, the person shall demonstrate regular and consistent use of the ignition interlock device as evidenced by no fewer than 30 breath alcohol concentration tests of less than .02 per month.

If there are multiple vehicles, the number of tests should be combined across vehicles.

Missed calibration appointment	Skipped Calibration
--------------------------------	---------------------

Drivers are required to calibrate the device every 60 days. After the 60-day mark, the device shall start a 7-day lockout countdown. The skipped calibration appointment should be reported when the device enters the lockout. Unpaid fees and changing calibration dates do not constitute a violation.

An initial start BAC=> .02 with a retest of a BAC=>.02 after the 5-minute lockout and within 15 minutes of the first test	Initial BAC <<>> test <<time>>; BAC <<>> retest <<time>>
---	--

The first and last BrACs within the 15-minute time period should be reported. Do not report a person who provides a passing breath sample within 15 minutes. For example, the participant registers a 0.040 BrAC at 10:30:05am and then provides a passing breath sample of 0.001 at 10:37:04am. Do not report this.

A rolling retest with a BAC=> .02 within 10 minutes	Rolling Retest BAC <<>> <<time>>
---	----------------------------------

Report the last BrAC within the 10-minute time period.

Ignition interlock device is transferred to a new vehicle	Device Relocate <<New VIN>>
---	-----------------------------

This message should be used when the ignition interlock device is transferred to a different vehicle. The VIN of the old vehicle shall appear in the field reserved for the VIN and the VIN for the new vehicle shall appear in the message.

3. Sending the data

All data shall be sent via FTPS. All data is automatically processed by the system. Live data must be sent. The Vendor File job runs at approximately 3pm (CDT) and shall process all files submitted since the last run time.

4. Error Reports/Response Files

The Department shall return a daily response file to the FTPS server. The file name format is <Vendor>_RSP_<CCYYMMDD>.txt . This file shall contain errors that the manufacturer is required to correct and resend to the Department via FTPS. The file shall also confirm receipt of data by returning the records previously sent by the manufacturer. Response files are automatically generated and shall be picked up daily. If there are no records to be processed, there shall be one line on the file with “Nothing to Report”

Errors are unformatted and are of two types “Vendor File Load Errors” (same day reporting) and “Mainframe Record Update Errors” (next business day reporting). Each error shall start with the file name where the error appears, the error type (Load or Update), followed by a colon and a space. After the first colon the error format diverges. The errors contain the following information.

File Load Errors:

File load errors shall have the Error description (Variable) a colon, a space, and then the entire record that was submitted. For a file load error you shall receive back the file name, the error, and the entire record submitted in the same format.

Vendor Name + Vendor File date + "File Load Error: " + Short Error Description + Text of Record submitted.

Record Update Errors:

For record update errors, use the colon offset as location 0,

3-15 = DLNum, Record key value

16-21 = DOB, Record key validation value

78-EOL = Error

For record update errors you shall receive the file name, Update Key Values, and Error, the full record shall not be returned. If a file passes with no errors, "Nothing to Report" shall be in the response file.

Vendor Name + Vendor File date + "Record Update Error: " + Mainframe error message ("M"+DLNumber+DOB+Spaces+Partial transaction detail+ErrorMsg).

Examples of errors contained in the report may include incorrect DL numbers or a VIN with too many or too few numbers.

5. Monthly Report

On the 15th of each month, the manufacturer shall report the following:

How many drivers used the emergency override during the previous month?

How many devices were put in early recall during the previous month?

An updated list of service centers including the name of business, address, phone number and contact person at each service center.

The report should be sent to dvs.iip.monitoring@state.mn.us.

6. Website

The manufacturer shall have a website for the Department to review all participant data and photos. All data on the website, including monitoring reports and photos, is the property of the manufacturer. The manufacturer shall provide access to Department staff and shall not revoke access unless there is written correspondence by the Department. Department staff shall have a username (or email) and password to log into the website. Data on the participants shall include:

- Participant's first and last names, date of birth and driver's license number
- Reference photo of the participant
- Date of installation
- Date of calibration
- Location of service center
- Something to indicate if the service was mobile service
- Date of removal
- Make, model and VIN of the vehicle on which the device is installed
- Device model and firmware version for the device and camera
- All data and photos recorded by the device
- Ability to search by name and driver's license number
- For which state the device is configured
- Date and time of the last data upload

- Clear and identifiable vehicle changes with VIN's listed for each

III. Variance Procedures

A. Request for a Variance Procedure

A manufacturer who wants to obtain a variance from the IID Program performance standards shall submit a written request to the Department. The request shall contain, at a minimum, the following information and documents:

1. The nature, extent, and reason why the variance is being requested.
2. Any supporting documentation necessary to describe the proposed variance.
3. A statement addressing the criteria in subpart B of this provision.

B. Criteria for Approving and Denying Variance Requests

The Department may approve a variance from the performance standards if it finds that all the following criteria have been met:

1. Strict application of the performance standards would cause undue and substantial hardship to the manufacturer.
2. Approving the variance does not confer a benefit on the manufacturer which is not enjoyed by other certified manufacturers.
3. Approving the variance does not substantially impair the intent and purposes of the performance standards.
4. The variance can be approved without impacting the integrity of the IID Program, or the public health, safety, or welfare.
5. Approving the variance does not violate Minnesota Statutes section 171.306 or related regulations or rules.
6. The variance is for a onetime variance, not an ongoing variance of the performance standards.

IV. Manufacturer Non-Compliance

If a manufacturer does not comply with the IID Program certification requirements, the Department is authorized to suspend or decertify the manufacturer pursuant to the following process.

A. Due Process Procedures

1. Notice of Intent to Suspend or Decertify

If the IID Program administrator becomes aware of a manufacturer's violation(s) of the IID Program certification guidelines or requirements, the IID Program administrator shall send a written "Notice of Intent to Suspend or Decertify" to the manufacturer via U.S. mail and email.

a. Suspension

Suspension of a manufacturer for violation of the IID Program certification guidelines or requirements shall occur for the following:

- 30 days for any violation unless the violation qualifies as an immediate decertification,
- 60 days for a second violation, and
- Any further violations shall result in decertification.

b. Decertification

Decertification of a manufacturer for violation of the IID Program guidelines or requirements shall occur for the following reasons, including but not limited to:

- Evidence of multiple device malfunction(s),
- Providing materially false or inaccurate information relating to a device's performance standards or reasonable cause to believe that the device was not accurately represented to meet the performance standards, and
- A third violation of the IID Program requirements after a second violation and suspension.

The Notice of Intent shall contain the reason(s) for the proposed action and a statement that the manufacturer has the right to disagree by submitting a written response within 10 business days of receipt of the notice. The written response may contain any relevant facts, arguments in the manufacturer's favor, and supporting documents.

If the manufacturer does not respond to the notice within 10 business days, the applicable suspension or decertification shall take effect at the end of the 10-day period.

2. IID Program Decision Order

If the manufacturer provides a timely written response to the suspension or decertification, the DVS Program Director for Driver Services shall review and consider the relevant facts, arguments in favor of the manufacturer, and supporting documents to prepare an IID Program Decision Order within 10 business days of receipt of the manufacturer's complete written response.

The IID Program Decision Order shall state the:

- decision whether to continue certification, suspend, or decertify the manufacturer;
- reasons for the decision; and
- manufacturer's right to appeal to the Department for a Final Administrative Determination.

3. Appeal of Decertification and Suspension to Department

A written appeal of decertification may be requested. The appeal shall be submitted to the DVS Director within 10 business days of receipt of the IID Program Decision Order. The appeal must be submitted by mail and email with a subject line of "Ignition Interlock Device Certification Appeal."

The appeal shall be addressed to:

Driver and Vehicle Services Director
Ignition Interlock Device Certification Appeal
Minnesota Department of Public Safety
445 Minnesota Street, Suite 177
Saint Paul, MN 55101
Email: dvs.ii@state.mn.us

If the manufacturer properly appeals to the DVS Director, the manufacturer and the IID Program administrator shall have 10 business days in which to submit relevant facts, arguments in favor of their positions, and supporting documents via email or U.S. mail.

The DVS Director shall have 30 days to review the submissions and prepare the Final Administrative Determination Order.

The Final Administrative Determination Order shall include:

- Findings of Fact,
- Conclusions of Law, and
- Order.

If the manufacturer does not properly appeal the IID Program Decision Order to the DVS Director within 10 business days of receipt of the IID Program Decertification Order, the applicable suspension or decertification shall take effect at the end of the 10-day period.

Upon decertification, the manufacturer shall notify each of its service centers to cease all installations immediately. The manufacturer shall be responsible for removal of its devices from all IID Program participants' motor vehicle(s) and shall not charge participants any associated removal costs. Removal must occur during the participants' regularly scheduled monitoring appointments to minimize any inconvenience.

V. Delivery of Proposals

All proposals for this certification process shall be received no later than 2:30 p.m. on November 21, 2025.

All proposals shall be sent by mail addressed to:

Barbara Flaherty
2026 Ignition Interlock Manufacturer Certification
Minnesota Department of Public Safety, Driver and Vehicle Services
445 Minnesota Street, Suite 177
St. Paul, MN 55101

Proposals shall be time and date stamped by the Department when received. Late proposals may not be considered. The Department is not liable for any costs incurred by the manufacturer in developing proposals and/or attending meetings directly or indirectly related to this certification process. The manufacturer is responsible for all costs associated with information, submissions, visits, orientation training and personnel furnished to comply with this certification process or any subsequent request. All proposals submitted become the property of the State of Minnesota and shall not be returned.

Submit two hard copies of the proposal. Proposals are to be sealed in mailing envelopes or packages with the manufacturer's name and address written on the outside and marked "Certification for the Minnesota Ignition Interlock Device Program." Each copy of the proposal shall be signed in ink by the manufacturer.

A. Instructions to Responders

Prospective responders who have any questions regarding this certification process may contact:

Barbara Flaherty
2026 Ignition Interlock Manufacturer Certification
Minnesota Department of Public Safety, Driver and Vehicle Services
445 Minnesota Street, Suite 177
St. Paul, MN 55101
Barbara.Flaherty@state.mn.us

Department personnel are not authorized to discuss this certification process with potential responders before the submission deadline. Contact regarding this certification process with any personnel not listed above could result in disqualification.

The Department reserves the right to amend or cancel this solicitation if it is considered to be in the Department's best interest. Furthermore, the Department reserves the right to limit the number of manufacturers certified in the State. At its sole discretion, the Department reserves the right to waive any non-material deviations from the requirements and procedures of this certification process.

B. Submission Requirements

The submission shall be signed by the manufacturer. The manufacturer shall be held accountable for all requirements herein. Responses shall be submitted in the following order. Each section shall be clearly marked and tabbed with the section name identified. Any information that is confidential or considered trade secrets shall be clearly marked. In order to be considered, you shall submit all requirements listed below. Prior to final certification, the Department reserves the right to conduct actual device testing and either approve or reject an ignition interlock device based upon the results of the testing.

Below are the minimum requirements of the submission. More than one device may be submitted for certification. Submissions shall be single spaced, no less than 12 pt font, on one-sided pages. Once certification has been awarded, the sections below that have been labeled as such become public data. Please provide the following:

1. Name of the ignition interlock device manufacturer, address, phone number, and website. (Public Data)
2. Organization chart outlining the key management in the company including President, Vice Presidents, upper-level managers and the departments under their control.
3. The physical address where the device is manufactured. (Public Data)
4. The manufacturer shall designate a State Manager. In addition, the manufacturer shall name key personnel who have the knowledge, expertise and authorization to fulfill the performance standards. The manufacturer shall provide documentation describing specific, concise, and relevant experience of the person to be designated as State Manager and all other key personnel including a brief summary of relevant education, training, experience and level of responsibility, indicating dates, places and number of years. Contact information for key personnel shall include name, title, phone number and email address.
5. If the manufacturer is using anyone who is not an employee of the manufacturer to perform the requirements in this certification such as subcontractors, independent contractors and/or franchisees, the manufacturer shall submit the contract or commitment letter from the person or entity performing the work. If there are multiple persons or entities performing the same work, the manufacturer only needs to supply one copy of the contract or commitment letter and a list of names who have signed it.
6. A resume of states in which the manufacturer is currently certified or otherwise authorized to do business as an ignition interlock manufacturer. The resume shall include the name of the state, the number of service centers currently operating in the state, the year in which the manufacturer was authorized to do business in the state, any periods in which the manufacturer was not authorized (may be due to voluntary withdraw, revocation, suspension, decertification or disciplinary action), and the name of a contact in the state to verify information. The State reserves the right to deny certification to any manufacturer who is operating in less than five states.
7. The internet web address to be used by the Department's staff to review participant data.
8. A financial statement from the manufacturer.
9. A list with contact information of two (2) references relevant to this project or familiarity with the manufacturer's device that we may contact. References cannot be service center technicians. The State is not required to contact all references provided by the manufacturer. Also, references other than those identified by the manufacturer may be contacted by the State to obtain additional information that shall be used in the evaluation of the manufacturer's past performance.
10. A detailed work plan shall be submitted indicating how each aspect of the performance standards is to be accomplished. The manufacturer should provide as much detail as necessary to fully explain their approach to implementing the performance standards. The work plan should reflect a clear understanding of the nature of the work being undertaken. It shall include information on how the service centers shall be managed, how service center providers are trained to do the work, plans to expand or change service center coverage, training and accountability for mobile

service units, upcoming changes to software, firmware, hardware or website, how program participants are trained to use the device and process for educating service center providers on ignition interlock program statutes, rules, policies and procedures.

11. Copy of the service and/or lease agreement that program participants are asked to sign.
12. A list of the anti-circumvention features of the device(s) to be used in Minnesota.
13. A Price List as specified in section II(C)(7)(c). (Public Data)
14. Signed Affidavit of Laboratory Testing (See Appendix A). (Public Data)
15. Signed Affidavit of Non-collusion (See Appendix B). (Public Data)
16. A signed statement that the device meets or exceeds all requirements set forth in these performance standards and that the manufacturer shall adhere to all requirements as stated herein. (Public Data)
17. Device specifications for each device submitted for certification which describe the features of the device including a list of all report and device messages and what they mean.
18. A written configuration profile for each device applying for certification.
19. A quality assurance plan as specified in the National Highway Traffic Safety Administration (NHTSA) guidelines/specifications as published in the Federal Register Volume 78, Number 89, Wednesday, May 8, 2013, pages 26849-26867.
20. Detailed operating instructions for each device submitted for certification including installation, monitoring and removal procedures.
21. If the device model has not previously been certified, the manufacturer shall provide a demonstration model of the ignition interlock device to the Department.
22. Fifty disposable mouthpieces are required if a new device is submitted for testing.
23. A written copy of any training, reference guides, instructions or information giving to participants and any training videos used to train participants.
24. A 24-hour toll free emergency service telephone number which is answered by a live person. (Public Data)
25. A list of all technicians who shall be installing, calibrating, removing or otherwise servicing the device. The list shall include the person's name and birthdate, when their training as a service technician was completed, the service center where they work and any disciplinary action taken against them.
26. A mobile service application for all personal who will be providing mobile service, if applicable (See Appendix C).
27. The manufacturer of the device shall carry product liability insurance with minimum liability limits of two (2) million dollars per occurrence, with three (3) million dollars aggregate total and provide proof of insurance to the Department at the time of certification of the manufacturer, or at any other time upon request by the Department. The liability covered shall include defects in

product design and materials as well as in the work of manufacturing, calibrating, installing, and removing the devices. The proof of insurance shall include a statement from the insurance company that 30 days' notice shall be given to the Department before cancellation of the insurance. (Public Data)

28. A plan demonstrating state coverage within a 50-mile radius, including the name of business, address, phone number and contact person at each service center. The phone number and contact person shall be located at the physical location of the service center. Exceptions to the 50-mile radius shall be considered in Big Stone, Cook, Kittson and Koochiching counties of the state. If the manufacturer is using subcontractors, the manufacturer shall submit the contract or commitment letter from the subcontractor detailing the conditions under which the subcontractor is performing the work including their willingness to do the work, the priority the work is given and the amount of time and facilities available for the work. The manufacturer shall immediately notify the Department of any changes made to service centers.
29. A notarized affidavit from an independent third party testing laboratory dated after May 8, 2013 certifying that the submitted ignition interlock device by model and/or class meets or exceeds all requirements set forth in the National Highway Traffic Safety Administration (NHTSA) guidelines/specifications as published in the Federal Register Volume 78, Number 89, Wednesday, May 8, 2013, pages 26849-26867 or any subsequent revisions or new standards set forth by NHTSA. The device submitted for independent testing shall be a complete unit – including handset and relay – and shall be tested simultaneously. Peripherals should be attached during testing. Based on criteria developed by the Department, the peripherals will be certified during field testing.

The affidavit shall also include the name of the laboratory, the laboratory's physical address and phone number, and a copy of the accreditation certificate for the testing laboratory. The laboratory shall be ISO 17025 certified. The laboratory cannot be owned, operated or affiliated with any ignition interlock manufacturer. In addition, the lab report shall be submitted as well as the credentials of the laboratory used to certify the device.

30. The Department reserves the right to request additional documentation as required including performing field tests prior to awarding full certification. Devices that do not pass field testing shall not be certified.

Evaluation Criteria

All submissions shall be reviewed for compliance with the requirements stated within this certification process document as well as applicable state law and regulations. Submissions deemed non-responsive or submissions that do not meet the requirements shall be eliminated from further consideration. All submissions received by the deadline that meet the requirements shall be evaluated by the Department.

APPENDIX A

**STATE OF MINNESOTA
AFFIDAVIT OF LABORATORY TESTING**

I swear (or affirm) under the penalty of perjury:

1. That I am an employee of the manufacturer having authority to sign on its behalf;
2. That the ignition interlock device that was submitted for laboratory testing as required by section V(B)29 of this certification is the same make, model and firmware of the device being used in customer vehicles in Minnesota. If the firmware version was different than what is currently being used in the field, complete the following:
Firmware submitted for laboratory testing: _____
Firmware changes since laboratory testing: _____

Firmware of device submitted for 2026 certification: _____
3. That the device submitted for laboratory testing was a complete unit and all components were tested simultaneously.
4. That the laboratory is not owned, operated or affiliated with the ignition interlock manufacturer or a subcontractor, independent contractor or franchisee of the manufacturer.
5. That I am fully informed regarding the accuracy of the statements made in this affidavit.

Manufacture's Name: _____

Authorized Representative (Please Print) _____

Authorized Signature: _____

Date: _____

Subscribed and sworn to me this _____ day of _____

Notary Public

My commission expires: _____

APPENDIX B

**STATE OF MINNESOTA
AFFIDAVIT OF NONCOLLUSION**

I swear (or affirm) under the penalty of perjury:

1. That I am the Responder (if the Responder is an individual), a partner in the company (if the Responder is a partnership), or an officer or employee of the responding corporation having authority to sign on its behalf (if the Responder is a corporation);
2. That the attached submission in response to the 2026 Certification Process for Ignition Interlock Device Manufacturers has been arrived at by the Responder independently and has been submitted without collusion with and without any agreement, understanding or planned common course of action with, any other Responder of materials, supplies, equipment or services described in the 2026 Certification Process for Ignition Interlock Device Manufacturers, designed to limit fair and open competition;
3. That the contents of the submission have not been communicated by the Responder or its employees or agents to any person not an employee or agent of the Responder and shall not be communicated to any such persons prior to the official opening of the proposals; and
4. That I am fully informed regarding the accuracy of the statements made in this affidavit;
5. That the manufacturer is responsible for the acts of all contracted third parties which include, but are not limited to: service centers, franchises, independent contractors and agree to the terms outlined in this document. Failure to adhere to the certification document can lead to suspension and possible decertification.

Responder's Firm Name: _____

Authorized Representative (Please Print) _____

Authorized Signature: _____

Date: _____

Subscribed and sworn to me this _____ day of _____

Notary Public

My commission expires: _____

APPENDIX C

**STATE OF MINNESOTA
MOBILE SERVICE APPLICATION**

A separate application shall be submitted for each service center technician that is applying to provide mobile service.

Name of service center technician that will be conducting mobile service:

First Name	Middle Name	Last Name
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Fixed-site service center which oversees the mobile service technician submitted on this application

Business Name	Address	City, State, Zip	Local Phone
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Mobile/temporary service center

Name	Address	City, State, Zip	Local Phone
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Mobile Service Vehicle Information

Model, Make, Year, VIN, State Licensed, Plate Number

Attach a separate page to the application with the following:

- List of mobile service fees
- Counties in which the technician will operate
- A plan for ensuring that all work is done in accordance with the performance standards including making sure equipment is stored and transported properly and that service cannot in any way be observed by the participant.

I certify, under penalty of perjury under the laws of the state of Minnesota, that all information is true and correct. I agree that all mobile service shall adhere to the performance standards.

Signature of Manufacturer	Date
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Signature of Service Center Technician	Date
--	------

Signature of Fixed-Site Service Center providing oversight	Date
--	------