

UTAH

INVESTIGATORS

VEHICLE CRASH REPORT

INSTRUCTION MANUAL



FOR USE BY ALL
UTAH LAW ENFORCEMENT AGENCIES

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FOREWORD

The adequacy of any crash records system is dependent on the role of the enforcement agencies and must rely on the full participation of state, county and local law enforcement units. A high standard of reporting is required to maintain accurate crash records.

The primary objective of this manual is to encourage statewide uniformity in accurately and adequately reporting motor vehicle crashes on all roadway systems in the State of Utah. This manual is intended to be used as a reference to assist all law enforcement officers in preparing complete, accurate, and consistent motor vehicle crash reports.

Motor vehicle crash reports serve as the foundation of an effective traffic safety program. They provide the basic information necessary to:

- Determine the magnitude and nature of the motor vehicle crash problem on a local and statewide scale.
- Identify changes and trends in the magnitude and nature of motor vehicle crashes.
- Identify locations with an abnormally high number of motor vehicle crashes.
- Identify behavioral, health, or other factors of driver behavior that contribute to motor vehicle crashes.
- Evaluate the effectiveness of vehicle crash countermeasures.

Accurately collecting and competently analyzing this information and data will challenge your skills as an investigator. The information stored in any crash record data system is only as good as the reports from which the information was acquired. With increased emphasis on the use of motor vehicle crash reports you can be sure that your efforts toward good reporting will have a noticeable and lasting effect on the overall quality of the crash record data system.

Familiarity with your specific crash system, as well as this reference guide, will save you time and energy at the crash scene and help you to complete an accurate and consistent report.

The motor vehicle crash report is used to answer questions regarding where and when the crash occurred, individuals involved, the driver(s) intentions and actions, the type of vehicles involved, and other information related to how and why the crash happened.

The new DI-9 report form provides an efficient means to record the facts and circumstances of a crash. It is designed to streamline the process of obtaining and recording information related to the crash.

As most law enforcement agencies are opting to submit crashes through an electronic means, the format of this manual has been changed to meet the needs of all users. The manual is divided into five sections: General Instructions, General Information, Crash Level Information, Vehicle Level Information, and People Level Information.

GENERAL INSTRUCTIONS

The preferred method of submitting crash reports is by electronic means using either vendor developed software with DPS approved XML Specifications or the Utah Department of Public Safety Crash Web Front.

The following icon  indicates data field instructions related only to non-computerized crash report forms. Those submitting electronically may disregard these instructions.

Instructions to begin electronic submission:

1. Select a vendor/application.
 - A. If the vendor/application selected is the Utah Department of Public Safety's Web Front, contact your terminal agency coordinator (TAC) for instructions on how to gain access to the Utah Criminal Justice Information System (UCJIS) website. If your agency does not have a TAC or UCJIS access, contact the Utah Department of Public Safety Bureau of Criminal Identification for information.
2. Contact the Utah Highway Safety Office Traffic Records Program Section to notify intent of submission. It is important to note that once an agency or officer begins submitting records electronically, the agency or officer DOES NOT submit hardcopy records through the Driver License Division.
3. For a short period of time, the Utah Highway Safety Office will have your agency submit hard copy crash records directly to their office to monitor the data being submitted. Once the data has been confirmed as correct, your agency will be given the go ahead to proceed.

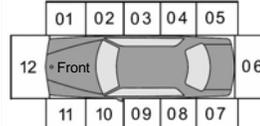
For agencies submitting non-electronic crash reports:

1. The DI-9 report form is designed for use with a laminate overlay. The front side of the DI-9 report form coincides with the front side of the overlay. Insert your DI-9 inside the overlay and complete the information boxes on the right and left margins of the DI-9 form. After completing side one, turn the overlay over with the form inside and fill out the back side. The overlay includes the codes needed to complete the DI-9 form. The report form must be placed inside the overlay in order to enter the appropriate alphanumeric character in the boxes on both the right and left margins of the report form.
2. Use black ink on all handwritten forms. Write information legibly and correctly.
3. Fill in all spaces, unless directions specify otherwise.
4. If an answer for a code box is not known, use the two-digit code: '99 Unknown'. Some boxes may also have the two-digit code: '96 Not Applicable' or a dash for 'Not Applicable'. Any boxes marked with the two-digit code: '97 Other*' must always include a description in the narrative.
5. If additional space is required to describe events, use additional copies of the form marked "ORIGINAL" at the bottom. Staple all pages firmly together. DO NOT use paper clips. Make sure each page is properly numbered. The officer's name must be printed. DO NOT SIGN – it is important to be able to read an officer's name.
6. Non-contact vehicles, when identified, shall be shown as something other than vehicle #1 on the regular DI-9 form or supplemental report form (DI-9 marked *supplement* at the bottom), including complete driver and vehicle information. Indicate in the narrative which vehicle(s) were non-contact.
7. Occasionally, crashes occur as a result of a previously stabilized crash. When this occurs and there is an obvious connection, whether there is contact between the two crashes or not, indicate in the

narrative the name(s) of the other driver(s) for reference purposes and give a brief description of the connection.

8. If a report is filed prior to receiving the Blood-Alcohol Content (BAC) information, a supplemental report form (DI-9 marked *supplement* at the bottom) shall be filed with the BAC information. See page 45 for additional information.
9. Submit the original DI-9 form. If you make a copy for your own use make sure to submit both sides of the original form, not a copy.
10. All completed report forms are to be submitted immediately upon completion of the investigation or as otherwise directed. All investigations should be pursued diligently without unreasonable delay. Section 41-6a-402 (6) Accident Reports-Duty of Operator and Investigative Officer to File: requires “a peace officer who, in the regular course of duty, investigates a motor vehicle accident described under Subsection (1) shall file the original or an electronic copy of the report of the accident with the department within ten days after completing the investigation.” Delayed reports are a significant problem for other data users.
11. We now have an “Additional Persons Form” for officers’ to use in situations where there are multiple occupants in a vehicle and/or additional witnesses are present. This new form eliminates the need for additional DI-9 pages.
12. When mailing hard copy report forms mail the ORIGINAL REPORT to: Driver License Division, 4501 South 2700 West, P.O. Box 30560, Salt Lake City, Utah 84130-0560.

FRONT SIDE OF DI-9 OVERLAY

| | | |
|-------------|--|--|
| 1 | 1 Crash Severity 01 No Injury/PDO 02 Possible Injury 03 Non-Incapacitating Injury 04 Incapacitating Injury 05 Fatal | Counties (location section) 01 Beaver 25 Kane 37 San Juan 49 Utah 03 Box Elder 27 Millard 39 Sanpete 51 Wasatch 05 Cache 29 Morgan 41 Sevier 53 Washington 07 Carbon 31 Piute 43 Summit 55 Wayne 09 Daggett 33 Rich 45 Tooele 57 Weber 11 Davis 13 Duchesne 15 Emery 17 Garfield 19 Grand 21 Iron 23 Juab |
| 2-Odd Veh. | 2 Motor Vehicle Body Type 01 Passenger Car (2 door) 09 Truck Tractor 18 RV/Motor Home 02 Passenger Car (4 door) 10 Truck/Trailer 19 No Motor Vehicle 03 Station Wagon 11 Heavy Truck Other (trailer only) 04 Pickup 12 Motorcycle 20 ATV - Street Legal 05 Sport Utility Vehicle 13 School Bus 06 Van or Mini Van 14 Bus/Motorcoach (not school) 97 Other* 07 Single Unit Truck (2 axles, 6 tires) 15 Farm Equipment (combine, etc.) 99 Unknown 08 Single Unit Truck (3 or more axles) 16 Motorized Scooter/Moped, etc. 17 Off Road Vehicle (snowmobile, ATV, etc.) | 14 Direction of Vehicle Travel 01 Northbound 96 Not Applicable 02 Southbound (immobile from previous crash, stuck, etc.) 03 Eastbound 99 Unknown 04 Westbound 05 Not on Roadway (also for parked motor vehicle) |
| 2-Even Veh. | 3 Trailing Unit(s) 00 No Trailer/Attachment 04 Horse Trailer 09 Semi-Trailer - Triples 01 Utility Trailer 05 Towed Motor Vehicle 10 Mobile Home 02 Boat Trailer 06 Combination - 2 or More 11 Farm Equipment/Trailer 03 Camping Trailer 07 Semi-Trailer - Single 97 Other* 08 Semi-Trailer - Doubles 99 Unknown | 15 Vehicle Contributing Circumstances 00 None 07 Headlights 14 Cargo 01 Brakes 08 Signal Lights 15 Fuel System 02 Steering 09 Tail Lights 16 Mirrors 03 Power Train 10 Horn 17 Wipers 04 Suspension 11 Windows/Windshield 18 Body, Doors, Hood 05 Tires 12 Wheels 97 Other* 06 Exhaust 13 Trailer Hitch 99 Unknown |
| 3-Odd Veh. | 4 Cargo Body Type 96 Not Applicable 06 Auto Transporter 09 Flatbed 01 Van/Enclosed Box 07 Concrete Mixer 10 Cargo Tank 02 Hopper (grain, gravel, etc.) 08 Garbage/Refuse 11 Pole 03 Bus/Van (seats for 9 - 15 people, including driver) 12 Log Truck 04 Bus (seats more than 15 people, including driver) 13 Dump 05 Intermodal Container Chassis 97 Other* 99 Unknown | 16 Driver Condition 01 Appearing Normal 04 Exceeded HOS Limits 06 Emotional/ Prior to 02 Illness / Medical 05 Under the Influence of 97 Other* 03 Fatigue/Asleep Alcohol/Drugs/Medications 99 Unknown |
| 3-Even Veh. | 5 Special Function of Motor Vehicle 00 None 06 Fire - Non-Emer 01 Law Enforcement - Emer 07 Snowplow - in Use 02 Law Enforcement - Non-Emer 08 Tow Truck - in Use 03 Ambulance - Emer 09 Construction - in Use 04 Ambulance - Non-Emer 99 Unknown 05 Fire - Emer | 17 Driver Contributing Circumstances 00 None 08 Disregard Traffic Signals 16 Improper Backing 01 Exceeded Posted Speed Limit 09 Disregard Road Markings 17 Improper Signal 02 Too Fast for Conditions 10 Swerved or Evasive Action 18 Improper Passing 03 Failed to Yield Right-of-Way 11 Followed too Closely 19 Improper Turn 04 Failed to Keep in Proper Lane 12 Reckless/Aggressive 20 Hit and Run 05 Improper Lane Change 13 Wrong Side/Wrong Way 21 Street Racing 06 Over-Correcting/Over-Steering 14 Improper Parking/Stopping 97 Other* 07 Disregard Traffic Signs 15 Ran Off Road 99 Unknown |
| 4-Odd Veh. | 6 Area of Initial Impact  00 Impact, No Damage 13 Top (roof) 14 Undercarriage 15 Damage, No Impact 16 No Impact, No Damage 99 Unknown | 18 Vehicle Maneuver 01 Straight Ahead 07 Making U-turn 13 Parked 02 Backing 08 Leaving Traffic Lane 14 Parking Maneuvers 03 Changing Lanes 09 Entering Traffic Lane 97 Other* 04 Overtaking/Passing 10 Stopped in Traffic Lane 99 Unknown 05 Turning Right 11 Slowing in Traffic Lane 06 Turning Left 12 Immobile From Previous Crash |
| 4-Even Veh. | 7 Most Damaged Area | 19 Driver Distraction 00 None 03 Other Electronic Device 06 TV/ Monitor 01 Cell Phone 04 Passengers 07 Other Inside 02 Radio/CD/DVD etc. 05 Texting 08 Other External 97 Other* 99 Unknown |
| 5-Odd Veh. | 8 Vehicle Deformity for Most Damaged Area 00 None 03 Severe 01 Minor 99 Unknown 02 Moderate | 20 Traffic Control Device 00 None 07 HOV Lane 01 Traffic Control Signal 08 Ramp Metering - Active 02 Flashing Traffic Control Signal 09 School Zone 03 Stop Sign 10 School Zone Reduced Speed - Active 04 Yield Sign 11 Railroad Crossing-No Signal 05 Warning Sign 12 Railroad Crossing-Signal/Gate 06 Flagger or Officer 97 Other* 99 Unknown |
| 5-Even Veh. | 9 Alcohol/Drug Use Suspected 00 None 03 Both 01 Alcohol 99 Unknown 02 Drugs | 21 Roadway Description 01 Two-Way, Not Divided 02 Two-Way, Not Divided With a Continuous Left Turn Lane 03 Two-Way, Divided, Unprotected Median 04 Two-Way, Divided, Positive Median Barrier 05 One-Way 99 Unknown |
| 6-Odd Veh. | 10 Alcohol/Drug Test 00 Not Given 01 Refused 04 Both 02 Alcohol 05 Taken to M.E. 03 Drug 97 Other* | 22 Manner of Collision (two or more motor vehicles) 96 Not Applicable / Single Veh 04 Sideswipe Same Direction 01 Angle 05 Sideswipe Opposite Direction 02 Front to Rear 06 Parked Vehicle 08 Rear to Rear 03 Head On (front-to-front) 07 Rear to Side 99 Unknown |
| 6-Even Veh. | 11 Test Results 96 Not Applicable / No Test 01 Alcohol-Pos. 02 Drug-Pos. 04 Negative 03 Both-Pos. 05 Pending | 23 Roadway Contributing Circumstances 00 None 97 Other* 01 Debris 99 Unknown 02 Rut, Hole, Bump 03 Road Surface Condition (wet, icy, snow, slush, etc.) 04 Work Zone (construction/maintenance/utility) 05 Worn, Travel-Polished Surface 06 Traffic Control Device (inoperative, missing, or obscured) 07 Shoulder (none, low, soft, high) 08 Animal Caused Evasive Action 09 Non-Motorist Caused Evasive Action 10 Non-Contact Vehicle Caused Evasive Action 11 Obstruction from Previous Crash |
| 7-Odd Veh. | 12 Work Zone Type 96 Not Applicable / No Work Zone 97 Other* 01 Lane Closure 03 Work on Shoulder or Median 99 Unknown 02 Lane Shift/Crossover 04 Intermittent or Moving Work | *Explain in Narrative |
| 7-Even Veh. | 13 Work Zone Location 96 Not Applicable / No Work Zone 01 Before the First Work Zone Warning Sign 02 Advance Warning Area (after the first warning sign, but before the work area) 03 Transition Area (where lanes are shifted or tapered for lane closure) 04 Activity Area (adjacent to actual work area, whether workers and equipment were present or not) 05 Termination Area (after the activity area, but before traffic resumes normal conditions) 99 Unknown | |

BACK SIDE OF DI-9 OVERLAY

| DRIVER(S) AND PERSON(S) INVOLVED INFORMATION (Back Page, Upper Right) | | | |
|---|--------------------------|--|---------------------------|
| Person Type | | Sex | |
| 04 Pedalcyclist | 05 Scooter/Skater | M Male | F Female |
| 01 Driver | 97 Other* | U Unknown | |
| 02 Passenger | | | |
| 03 Pedestrian | 99 Unknown | | |
| Injury Level | | Injury Area | |
| 01 No Injury | 02 Possible Injury | 00 None | 01 Head |
| 03 Non-Incapacitating Injury | 04 Incapacitating Injury | 05 Abdomen/Pelvis | 06 Spine |
| 05 Fatal | | 02 Face | 07 Upper Extremity |
| | | 03 Neck | 08 Lower Extremity |
| | | 04 Chest | 09 Unknown |
| Injury Cause | | Disposition of Vehicle | |
| 00 None | Other Interior | 01 Retained by Driver | 02 Towed/Disabled |
| 01 Steering Wheel | 06 Vehicle Exterior | 03 Towed/Impounded | 04 Towed Other |
| 02 Dash/Windshield | 07 External Object | 05 Hit and Run | |
| 03 Airbag | 97 Other* | | |
| 04 Seatbelt | 99 Unknown | | |
| 05 Roof | | | |
| Transport By | | Safety Equipment Used | |
| 04 Law Enforcement | 05 Private Vehicle | 00 None | 06 Booster Seat |
| 01 Not Transported | 97 Other* | 01 Lap & Shoulder Belt | 07 Helmet |
| 02 Ambulance | | 02 Shoulder Belt Only | 08 Helmet Plus Other |
| 03 Helicopter | 99 Unknown | 03 Lap Belt Only | |
| | | 04 Child Restraint - Forward Facing | 97 Other* |
| | | 05 Child Restraint - Rear Facing | 99 Unknown |
| | | Used Properly | |
| | | 01 Yes | 02 No |
| | | 99 Unknown | |
| | | Air Bag | |
| | | 00 None | 04 Deployed - Other |
| | | 01 Not Deployed | 05 Deployed - Combination |
| | | 02 Deployed - Front | 06 Deactivated |
| | | 03 Deployed - Side | 07 Missing |
| | | | 99 Unknown |
| Ejection | | Ejection Path | |
| 00 Not Ejected | 01 Totally Ejected | 96 Not Applicable (motorcycle, snowmobile, pedestrian, pedalcyclist, etc.) | 97 Other* |
| 02 Partially Ejected | | 01 Windshield | 99 Unknown |
| | | 02 Side Window/Door | |
| | | 03 Rear Window/Door | |
| Extrication | | | |
| 01 Not Extricated | 02 Extricated | | |
| 99 Unknown | | | |

| | |
|---|---|
| <p>24 Visual Contributing Circumstances</p> <p>00 None</p> <p>01 Weather Condition</p> <p>02 Physical Obstruction</p> <p>03 Windshield or Other Window Obscured</p> <p>04 Trees, Crops, Bushes, Other Vegetation</p> <p>05 Parked Vehicle(s)</p> <p>06 Signs, Billboards, etc.</p> <p>07 Moving Vehicle(s)</p> <p>08 Building</p> <p>09 Guardrail/Barrier</p> <p>10 Glare</p> <p>11 Smoke</p> <p>97 Other*</p> <p>99 Unknown</p> | <p>30 Non-Motorist Action</p> <p>96 Not Applicable</p> <p>01 Entering or Crossing Road</p> <p>02 Walking, Running, Jogging, Playing, etc.</p> <p>03 Approaching or Leaving Motor Vehicle</p> <p>04 Standing, Lying, Sitting</p> <p>05 Cycling</p> <p>06 Working</p> <p>07 Working on Vehicle</p> <p>08 Pushing Motor Vehicle</p> <p>09 Alcohol/Drugs</p> <p>97 Other*</p> <p>99 Unknown</p> |
| <p>25 Weather Condition</p> <p>01 Clear</p> <p>02 Cloudy</p> <p>03 Rain</p> <p>04 Snowing</p> <p>05 Blowing Snow</p> <p>06 Sleet, Hail</p> <p>07 Fog, Smog</p> <p>08 Severe Crosswinds</p> <p>09 Blowing Sand, Soil, Dirt</p> <p>99 Unknown</p> | <p>31 Non-Motorist Contributing Circumstances</p> <p>96 Not Applicable</p> <p>00 None</p> <p>01 Improper Crossing</p> <p>02 Darting</p> <p>03 Wrong Side of Road</p> <p>04 Not Visible</p> <p>05 Inattentive</p> <p>06 Failure to Obey Traffic Signs, Signals, or Officer</p> <p>07 Failure to Yield Right-of-Way</p> <p>08 In Roadway (standing, on knees, lying, etc.)</p> <p>09 Other*</p> <p>99 Unknown</p> |
| <p>26 Light Condition</p> <p>01 Daylight</p> <p>02 Dark - Lighted</p> <p>03 Dark - Not Lighted</p> <p>04 Dark - Unknown Lighting</p> <p>05 Dawn</p> <p>06 Dusk</p> <p>99 Unknown</p> | <p>32 Non-Motorist Location</p> <p>96 Not Applicable</p> <p>01 Marked Crosswalk at Intersection</p> <p>02 Unmarked Crosswalk at Intersection</p> <p>03 Mid-Block Crosswalk</p> <p>04 School Crosswalk at Intersection</p> <p>05 Mid-Block School Crosswalk</p> <p>06 In Roadway (no crosswalk or intersection)</p> <p>07 Median (not on shoulder)</p> <p>08 Shoulder</p> <p>09 Island</p> <p>10 Sidewalk</p> <p>11 Roadside</p> <p>12 Dedicated Bike Path/Lane</p> <p>13 Shared Use Path/Trail</p> <p>14 Outside Right-of-Way</p> <p>15 Inside Building</p> <p>97 Other*</p> <p>99 Unknown</p> |
| <p>27 Roadway Surface Condition</p> <p>01 Dry</p> <p>02 Wet</p> <p>03 Snow</p> <p>04 Slush</p> <p>05 Ice</p> <p>06 Water (standing, moving)</p> <p>07 Mud</p> <p>08 Sand, Dirt, Gravel</p> <p>09 Oil</p> <p>97 Other*</p> <p>99 Unknown</p> | <p>33 Horizontal Alignment</p> <p>01 Straight</p> <p>02 Curve</p> <p>99 Unknown</p> |
| <p>28 Roadway/Junction Feature</p> <p>Non-Intersection</p> <p>00 No Special Feature/Junction</p> <p>01 Bridge (overpass/underpass)</p> <p>02 Railroad Crossing</p> <p>03 Business Drive</p> <p>04 Farm/Residential Drive</p> <p>05 Alley</p> <p>06 Crossover in Median</p> <p>07 On-Ramp Merge Area</p> <p>08 Off-Ramp Diverge Area</p> <p>09 On-Ramp</p> <p>10 Off-Ramp</p> <p>Intersection</p> <p>20 4-Leg Intersection</p> <p>21 T-Intersection</p> <p>22 Y-Intersection</p> <p>23 5-Leg or More Intersection</p> <p>24 Roundabout</p> <p>25 Ramp Intersection With Crossroad</p> <p>26 Bike/Ped Path Intersection</p> <p>97 Other*</p> <p>99 Unknown</p> | <p>34 Vertical Alignment</p> <p>01 Level</p> <p>02 Grade</p> <p>03 Hillcrest</p> <p>04 Sag (bottom)</p> <p>99 Unknown</p> |
| <p>29 Road Jurisdiction</p> <p>01 State (I, US, SR)</p> <p>02 County</p> <p>03 City</p> <p>04 Federal (NP, BLM, FS, etc)</p> <p>05 Private Property</p> <p>97 Other*</p> <p>99 Unknown</p> | <p>35 Pavement Type</p> <p>01 Concrete</p> <p>02 Asphalt (blacktop)</p> <p>03 Gravel, Stone</p> <p>04 Dirt</p> <p>97 Other*</p> <p>99 Unknown</p> |
| <p>24-Odd Veh.</p> <p>24-Even Veh.</p> | <p>30</p> <p>31</p> <p>32</p> <p>33</p> <p>34</p> <p>35</p> |

BACK SIDE

ONLY ONE CODE per BOX

***Explain in Narrative**

| | |
|---|--|
| <p>28 Roadway/Junction Feature</p> <p>Non-Intersection</p> <p>00 No Special Feature/Junction</p> <p>01 Bridge (overpass/underpass)</p> <p>02 Railroad Crossing</p> <p>03 Business Drive</p> <p>04 Farm/Residential Drive</p> <p>05 Alley</p> <p>06 Crossover in Median</p> <p>07 On-Ramp Merge Area</p> <p>08 Off-Ramp Diverge Area</p> <p>09 On-Ramp</p> <p>10 Off-Ramp</p> <p>Intersection</p> <p>20 4-Leg Intersection</p> <p>21 T-Intersection</p> <p>22 Y-Intersection</p> <p>23 5-Leg or More Intersection</p> <p>24 Roundabout</p> <p>25 Ramp Intersection With Crossroad</p> <p>26 Bike/Ped Path Intersection</p> <p>97 Other*</p> <p>99 Unknown</p> | <p>33 Horizontal Alignment</p> <p>01 Straight</p> <p>02 Curve</p> <p>99 Unknown</p> |
| <p>29 Road Jurisdiction</p> <p>01 State (I, US, SR)</p> <p>02 County</p> <p>03 City</p> <p>04 Federal (NP, BLM, FS, etc)</p> <p>05 Private Property</p> <p>97 Other*</p> <p>99 Unknown</p> | <p>34 Vertical Alignment</p> <p>01 Level</p> <p>02 Grade</p> <p>03 Hillcrest</p> <p>04 Sag (bottom)</p> <p>99 Unknown</p> |
| <p>24-Odd Veh.</p> <p>24-Even Veh.</p> | <p>30</p> <p>31</p> <p>32</p> <p>33</p> <p>34</p> <p>35</p> |

| | |
|--|--|
| <p>Sequence of Events (codes 01 - 96 only)</p> <p>Most Harmful Event (codes 00, 07 - 69 only)</p> <p>Non-Collision:</p> <p>00 No Damage or Injury, This Vehicle</p> <p>01 Ran Off Road Right</p> <p>02 Ran Off Road Left</p> <p>03 Crossed Median/Centerline</p> <p>04 Equipment Failure (tire, brakes, etc.)</p> <p>05 Separation of Units</p> <p>06 Downhill Runaway</p> <p>07 Overturn/Rollover</p> <p>08 Cargo/Equipment Loss or Shift</p> <p>09 Jackknife</p> <p>10 Fire/Explosion</p> <p>11 Immersion</p> <p>12 Fell/Jumped From Motor Vehicle</p> <p>19 Other Non-Collision*</p> <p>Collision With Person, Vehicle, or Non-Fixed Object:</p> <p>20 Other Motor Vehicle in Transport</p> <p>21 Parked Motor Vehicle (off roadway)</p> <p>22 Pedestrian</p> <p>23 Pedalcycle</p> <p>24 Skates, Scooters, Skateboards</p> <p>25 Animal - Wild</p> <p>26 Animal - Domestic</p> <p>27 Work Zone/Maintenance Equipment</p> <p>28 Freight Rail</p> <p>29 Light Rail</p> <p>30 Passenger Heavy Rail</p> <p>31 Thrown or Fallen Object</p> <p>39 Other Non-Fixed Object*</p> | <p>37 First Harmful Event (codes 07 - 69 only)</p> <p>Collision With Fixed Object:</p> <p>40 Guardrail</p> <p>41 Concrete Barrier</p> <p>42 Cable Barrier</p> <p>43 Crash Cushion</p> <p>44 Guardrail End Section</p> <p>45 Concrete Sloped End Section</p> <p>46 Cable Barrier End Section</p> <p>47 Access Control Cable</p> <p>48 Bridge Rail</p> <p>49 Bridge Pier or Support</p> <p>50 Bridge Overhead Structure</p> <p>51 Traffic Sign Support</p> <p>52 Delineator Post</p> <p>53 Other Post, Pole or Support</p> <p>54 Utility Pole/Light Support</p> <p>55 Traffic Signal Support</p> <p>56 Culvert</p> <p>57 Ditch</p> <p>58 Embankment</p> <p>59 Snow Bank</p> <p>60 Tree/Shrubbery</p> <p>61 Mailbox/Fire Hydrant</p> <p>62 Fence</p> <p>63 Curb</p> <p>69 Other Fixed Object*</p> <p>96 Not Applicable (used only to fill unused box(es))</p> |
| <p>28</p> <p>29</p> | <p>33</p> <p>34</p> <p>35</p> <p>36</p> <p>37</p> |

GENERAL INFORMATION

This section includes a brief summary of the general crash information fields used on all levels of the report form.

PAGE NUMBER/TOTAL PAGES

Page ____ of ____

If filling out the report by hand, be sure to write the appropriate page number and total number of pages at the top of each page (i.e. 1 of 2, 2 of 6, etc.). Each side counts as one page. Include the page number even if there is only one page.

TIME

The Time section of the DI-9 form includes information about when the crash occurred. The Time section is located at the top of the form and appears as shown below:

| | | | | | | | | | | | | | | |
|-------------|---------------|----------------------|----------------------|----------------------|-------------|---|---|---|---|---|---|---|---------------|----------------------|
| TIME | Date of Crash | Month | Day | Year | Day of Week | 1 | 2 | 3 | 4 | 5 | 6 | 7 | Military Time | <input type="text"/> |
| | | <input type="text"/> | <input type="text"/> | <input type="text"/> | | S | M | T | W | T | F | S | | |

Date of Crash

Include the month, day and year when the crash occurred.

Example: 01 / 09 / 05

Day of Week

Circle or block out the letter representing the day of the week that the crash occurred.

Military Time

Include the time of the crash in military time format. Use the time given by dispatch as the time of the crash. If an officer is notified after the crash occurs, and in the case of inclement weather or excessive number of crashes, estimate the time as given by the reporting party.

If a citation is issued, be sure that the time of the offense on the citation and time of the crash match.

UDOT USE BOX

| | | | | | | | | | | | |
|---|---|-----------|--|--|--|--|--|--|--|--|--|
| <div style="border: 1px solid black; width: 50px; height: 20px; margin: 0 auto;"></div> UDOT USE ONLY | Case Number | | | | | | | | | | |
| | Latitude | Longitude | | | | | | | | | |
| | REPORTABLE CRASH <input type="checkbox"/> YES <input type="checkbox"/> NO | | | | | | | | | | |
| | UDOT USE | | | | | | | | | | |
| | <table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 10%;"></td> </tr> </table> | | | | | | | | | | |
| | | | | | | | | | | | |

These boxes are used by various agencies for crash data gathering purposes (Officers are to leave these fields blank):

Case Number

This is the case number assigned to the crash by the reporting officer's agency.

Latitude/Longitude

GPS coordinates are entered in this box. Latitude and Longitude are used by law enforcement agencies to reference the crash and by UDOT to locate the crash.

Reportable Crash

Several local agencies requested a place to mark if a crash is reportable or not. The Reportable Crash check boxes are used by the agencies for filing purposes.

UDOT Use

This box is for UDOT USE ONLY to record the mile post of a crash location. Officers are to leave this field blank.

DLD NUMBER

| |
|------------|
| DLD Number |
|------------|

This box is for Driver License Division (DLD) USE ONLY. Officers are to leave this field blank.

AGENCY SPECIFIC INFORMATION

| | | | | | |
|-------------------------|---------|------------|-------------|-----------------------|----------------|
| OFFICER'S RANK AND NAME | I.D.NO. | DEPARTMENT | CASE NUMBER | SUPERVISOR'S APPROVAL | DATE OF REPORT |
| PRINT | | | | | |

Each law enforcement agency has a unique protocol for crash investigation submissions. Please check with your supervisor regarding your agency's policies on submission of the DI-9 crash form.

All agencies are required to submit a reportable DI-9 crash form within 10 days following the completion of the crash investigation.

Officer's Rank and Name

Include the affiliation of the person completing the crash report.

PRINT THE OFFICER'S NAME. DO NOT SIGN. Data users need to be able to read the officers name in case there is further information needed from the investigating officer.

I.D. NO.

Include the I.D. number of the officer completing the crash report.

Case Number

If used, it is the same agency case number as entered on the front side of the DI-9 report form.

Supervisor's Approval

Print the last name of the reporting officer's supervisor.

Date of Report

Include the month, day and year when the officer filled out the DI-9 report form.

Example: 01 / 09 / 05

LAW ENFORCEMENT ACTIVITY

| | | | |
|--------------------------|----------------------|------------------------|-------------------------|
| Law Enforcement Activity | | | |
| Time Notified of Crash | Arrived at Scene | Date Notified of Crash | Investigation Completed |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Use Military Time | | mm dd yy | mm dd yy |

| | | |
|--|--|---|
| Field Diagram <input type="checkbox"/> Yes <input type="checkbox"/> No | Video <input type="checkbox"/> Yes <input type="checkbox"/> No | Photo (s) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Digital <input type="checkbox"/> Film |
|--|--|---|

Time Notified Of Crash

Include the time the officer was notified of the crash in military time format.

Arrived At Scene

Include the time the officer arrived on scene of the crash in military time format.

Date Notified Of Crash

Include the month, day and year when the crash was reported. This will usually be the same as the date of the crash, but may differ for crashes occurring near midnight or crashes that are not witnessed.

Example: 01 / 09 / 05

Investigation Completed

Include the month, day and year when the investigation was completed.

Example: 01 / 09 / 05

Field Diagram

Check the appropriate box to indicate if a field diagram of the crash was completed on the DI-9 report form.

Video

Check the appropriate box to indicate if a video of the crash or crash site was taken.

Photo(s)

Check the appropriate box to indicate if photographs were taken at the crash site. If so, check the appropriate box for either digital or film format.

REPORT TYPE

| | | | |
|--|--|--|---|
| <input type="checkbox"/> ORIGINAL REPORT | <input type="checkbox"/> ADDITIONAL PERSONS REPORT | <input type="checkbox"/> SUPPLEMENTAL REPORT | <input type="checkbox"/> AMENDED REPORT |
|--|--|--|---|

State Law Requires a Reportable Crash Report to be Forwarded to Dept. of Public Safety Within 10 Days Following Completion of Investigation.
Mail ORIGINAL REPORT TO: Driver License Division, 4501 South 2700 West, P.O.Box 30560, Salt Lake City, Utah 84130-0560

Check the appropriate box to indicate the appropriate report type.

Original Report

Check “Original Report” if this is the first report filed following the initial investigation.

Additional Persons Report

Check “Additional Persons Report” if the Additional Persons Report was used.

Supplemental Report

Check “Supplemental Report” if additional information is being supplied that was not available at the time the original report was submitted. Examples include information obtained later about the driver of a hit and run vehicle or drug and alcohol test results that became available after the original report has been filed.

Amended Report

Check “Amended Report” if information is being changed from what was submitted on the original report. An example of this is correcting false information given by a driver at the time of the crash of which you became aware of at a later time.

If completing and submitting a Supplemental or Amended report electronically, use the most current electronic forms.

If completing the Supplemental and Amended report(s) manually, the report(s) should, at a minimum, include the following information from the Original Report: 

- Date of the Crash
- Location Information
- Name of Driver(s)/Persons for which the information is being changed, if applicable
- Crash Severity

Write in the description on the back of the report form what is being added, amended, or changed from the Original Report. A copy of the Original Report should be attached to any Supplemental or Amended Reports.

City or Town of Jurisdiction

Definition: The city/town (political jurisdiction) in which the crash occurred.

If the crash occurred within the limits of a city or town, enter the name of the city or town.

Note: Any city or town, whether it is incorporated or unincorporated, can be used for location purposes. Example: Kearns, White City, Cottonwood, Holladay, Magna, etc.

Distance from City Limits of Nearest Town

If the crash occurred outside the limits of a city or town; 1) indicate the distance from the nearest city or town limits in miles to the nearest one-tenth mile (ex. 1.7 miles or 0.3 miles), 2) check the appropriate cardinal direction box (north, south, east, or west) describing the direction from the nearest city or town limits, and 3) enter the name of the nearest city or town.

Road, Street, Highway Crash Occurred

Definition: Indicate only the road number upon which the crash occurred.

If possible, identify only the road number for the road on which the crash occurred. Use "I" for Interstate and "SR" for other state maintained roadways (ex. I-15, I-215, SR-89, SR-20). In situations where a road doesn't have a specific number or name, identify it as follows: "Road to Diamond Mountain", "Road to Jones Ranch" or "County or City road – unidentified."

On limited access highways, after identifying the road on which the crash occurred, indicate in parenthesis the direction of travel of the primary vehicle at the time of the crash (northbound, westbound, etc) and whether the crash occurred on an "off ramp," "on ramp," or "collector" if applicable. Example: I-15 (southbound collector) or county road (unidentified), etc.

Intersection

Definition: The intersection or nearest intersection to the location of the crash.

Only Line 1 OR Line 2 should be completed, but not both.

1. AT THE INTERSECTION WITH _____

2. IF NOT AT INTERSECTION _____ Feet of _____

_____ of Mile Post _____

Tenth of a mile N S E W N S E W Nearest intersection, street, house no., landmark

Be sure to complete if road has mile post

Indicate the names or numbers of the intersecting streets or highways on Line 1 if the crash occurred within an intersection OR indicate the nearest intersection, street, address or prominent landmark on Line 2 if the crash did not occur at an intersection.

If mileposts are present along the road on which the crash occurred, ALWAYS indicate the distance from the nearest milepost in tenths of a mile (ex. MP 7.1). Also indicate whether the distance is north, south, east, or west of the milepost.

If no mileposts are present along the road on which the crash occurred, leave the field blank.

NUMBER OF VEHICLES INVOLVED

| |
|------------------------|
| # Vehicles Involved |
|------------------------|

Definition: The total number of motor vehicles (automobiles, single-unit trucks, truck combinations, motorcycles, etc.) that are involved in the crash.

Enter the number of vehicles involved in the crash.

CRASH SEVERITY

| | | | |
|---|------------------|------------------------------|--------------------------|
| 1 | 1 Crash Severity | 02 Possible Injury | 04 Incapacitating Injury |
| ← | 01 No Injury/PDO | 03 Non-Incapacitating Injury | 05 Fatal |

Definition: The severity of a crash is based on the most severe injury to any person involved in the crash.

The following definitions will help you determine the injury level of each person involved in the crash.

1. **NO INJURY (PROPERTY DAMAGE ONLY)** – This is when there is no reason to believe that any person suffered any bodily harm as a result of the motor vehicle crash. This includes confusion, excitement, anger, and internal injuries unknown to the person until after leaving the scene. This may be amended at a later date if injuries are reported later.

2. **POSSIBLE INJURY** – This is when there is a complaint of pain without visible injury.

3. **NON-INCAPACITATION INJURY** – This is when there is any injury, other than a fatal injury or an incapacitating injury, that is evident to observers at the scene of the crash in which the injury occurred. Example: contusions (bruises), lacerations or a bloody nose.

4. **INCAPACITATING INJURY** – Any injury, other than a fatal injury, which prevents the injured person from walking, driving or normally continuing the activities the person was capable of performing before the injury occurred. Often defined as “needing help from the scene.”

5. **FATAL** – Any injury that results in death within a 30-day period after the crash occurred. Determinations of severity are made at the scene of the crash. The only exception is when a person subsequently dies as a result of crash injuries. In these cases, a five (5) for “fatal” must be entered on the form if it has not been entered previously. Additionally, the officer should send an amended crash report form to the Driver License Division.

Enter the appropriate two-digit code for the most severely injured person:

| | | | | | |
|----|-----------------|----|---------------------------|----|-------|
| 01 | No Injury/PDO | 03 | Non-Incapacitating Injury | 05 | Fatal |
| 02 | Possible Injury | 04 | Incapacitating Injury | | |

MANNER OF COLLISION

(TWO OR MORE MOTOR VEHICLES)

| | | |
|--|---------------------------------|-----------------|
| 22 Manner of Collision (two or more motor vehicles) | | |
| 96 Not Applicable / Single Veh | 04 Sideswipe Same Direction | |
| 01 Angle | 05 Sideswipe Opposite Direction | |
| 02 Front to Rear | 06 Parked Vehicle | 08 Rear to Rear |
| 03 Head On (front-to-front) | 07 Rear to Side | 99 Unknown |



Definition: The identification of the manner in which two motor vehicles in transport initially came together without regard to the direction of force. This data element refers only to crashes where the first harmful event involves a collision between at least two motor vehicles.

Use code ‘96 Not Applicable’ for single vehicle crashes.

When more than two motor vehicles are involved, enter the appropriate two-digit Manner of Collision code for the two vehicles involved in the initial or first collision:

| | | | |
|----|-------------------------------|----|------------------------------|
| 96 | Not Applicable/Single Vehicle | 05 | Sideswipe Opposite Direction |
| 01 | Angle | 06 | Parked Vehicle |
| 02 | Front to Rear | 07 | Rear to Side |
| 03 | Head On (front-to-front) | 08 | Rear to Rear |
| 04 | Sideswipe Same Direction | 99 | Unknown |

FIRST HARMFUL EVENT

| | | |
|----|--|----|
| 37 | First Harmful Event (codes 07 - 69 only) | 37 |
|----|--|----|



Definition: The first injury or damage-producing event that characterizes the crash type.

Use only codes 00 or 07 – 69.

Note: 01 – 06 are not harmful. For example, code ‘01 Running off of the road right’ is not harmful, but hitting a tree after running off the road (code ‘60 Tree/Shrubbery’) is a harmful event.

Enter the appropriate two-digit code for the First Harmful Event of the crash (See the bottom of the back side of the DI-9 form).

LOCATION OF FIRST HARMFUL EVENT

| | | |
|----|----------------------------------|----|
| 36 | Location of First Harmful Event | 36 |
| 01 | On Roadway | 06 |
| 02 | Shoulder | 07 |
| 03 | Median | 08 |
| 04 | Gore | 99 |
| 05 | Roadside (outside of shoulder) | |
| | 06 In Parking Lane or Zone | |
| | 07 Off Roadway, Location Unknown | |
| | 08 Outside Right-of-Way | |
| | 99 Unknown | |



Definition: The location of the first harmful event as it relates to its position within or outside the travel way.

Enter the appropriate two-digit code to indicate location of first harmful event:

| | | | |
|----|--------------------------------|----|-------------------------------|
| 01 | On Roadway | 06 | In Parking Lane or Zone |
| 02 | Shoulder | 07 | Off Roadway, Location Unknown |
| 03 | Median | 08 | Outside Right-of-Way |
| 04 | Gore | 99 | Unknown |
| 05 | Roadside (outside of shoulder) | | |

ROADWAY INFORMATION

This section includes any information related to the roadway where the crash occurred.

Total Number of Lanes on Roadway

| |
|--------------------------------|
| Total # of Lanes on Roadway |
|--------------------------------|

Definition: Total number of travel lanes (not including separate turn lanes) on the roadway in which the motor vehicle was traveling. Roadways are separated into two categories: divided or undivided highways. A divided highway is a facility where opposing directions of traffic are continuously separated by either a physical barrier or a raised/depressed median, and are generally limited to freeways or other major highways. Roadways with landscaped and/or raised curb medians are not considered divided highways. All other roadways are considered undivided highways.

The total number of lanes on the roadway depends on whether the roadway is divided or undivided. For divided highways, the total number of lanes is the number of “thru” lanes on the roadway only in the direction that the motor vehicle was traveling.

For undivided highways, the total number of lanes is the number of "thru" lanes in both directions (excluding designated turn lanes).

Roadway/Junction Feature

| 28 Roadway/Junction Feature | |
|--------------------------------|-------------------------------------|
| Non-Intersection | |
| 00 No Special Feature/Junction | Intersection |
| 01 Bridge (overpass/underpass) | 20 4-Leg Intersection |
| 02 Railroad Crossing | 21 T-Intersection |
| 03 Business Drive | 22 Y-Intersection |
| 04 Farm/Residential Drive | 23 5-Leg or More Intersection |
| 05 Alley | 24 Roundabout |
| 06 Crossover in Median | 25 Ramp Intersection With Crossroad |
| 07 On-Ramp Merge Area | 26 Bike/Ped Path Intersection |
| 08 Off-Ramp Diverge Area | 97 Other* |
| 09 On-Ramp | 99 Unknown |
| 10 Off-Ramp | |

Definition: Roadway/Junction Feature where the crash occurred. Roadway/Junction features can be either Non-intersection or Intersection features.

An intersection consists of two or more roadways that intersect at-grade including: (1) all at-grade intersections; (2) connections between a driveway or alley and a roadway which is not a driveway or alley; or (3) connection between a driveway access and an alley access or bike/ped path.

Enter the appropriate two-digit codes to indicate the roadway/junction feature where the crash occurred:

Non-Intersection

| | | | |
|----|-----------------------------|----|-----------------------|
| 00 | No Special Feature/Junction | 06 | Crossover in Median |
| 01 | Bridge (overpass/underpass) | 07 | On-Ramp Merge Area |
| 02 | Railroad Crossing | 08 | Off-Ramp Diverge Area |
| 03 | Business Drive | 09 | On-Ramp |
| 04 | Farm/Residential Drive | 10 | Off-Ramp |
| 05 | Alley | | |

Intersection

| | | | |
|----|----------------------------|----|----------------------------------|
| 20 | 4-Leg Intersection | 25 | Ramp Intersection with Crossroad |
| 21 | T-Intersection | 26 | Bike/Ped Path Intersection |
| 22 | Y-Intersection | 97 | Other* (Explain in Narrative) |
| 23 | 5-Leg or More Intersection | 99 | Unknown |
| 24 | Roundabout | | |

Road Jurisdiction

| 29 Road Jurisdiction | |
|-------------------------------|---------------------|
| 01 State (I, US, SR) | 05 Private Property |
| 02 County | 97 Other* |
| 03 City | 99 Unknown |
| 04 Federal (NP, BLM, FS, etc) | |

Definition: The owner of the road upon which the crash occurred.

Note: All Interstate and US highways are owned by the State.

Enter the appropriate two-digit code to indicate the roadway jurisdiction:

| | | | | | |
|----|-------------------|----|----------------------------|----|-------------------------------|
| 01 | State (I, US, SR) | 04 | Federal (NP, BLM, FS, etc) | 97 | Other* (Explain in Narrative) |
| 02 | County | 05 | Private Property | 99 | Unknown |
| 03 | City | | | | |

Horizontal Alignment

| | | |
|----|----------------------|---------------------|
| 33 | Horizontal Alignment | 33 |
| 01 | Straight | 02 Curve 99 Unknown |

Definition: The horizontal (side to side) geometric or layout characteristics of the roadway in the direction of travel for this vehicle.

Enter the appropriate two-digit codes for the horizontal alignment of the roadway at the crash location:

- 01 Straight
- 02 Curve
- 99 Unknown

Vertical Alignment

| | | |
|----|--------------------|-------------------------|
| 34 | Vertical Alignment | 34 |
| 01 | Level | 03 Hillcrest 99 Unknown |
| 02 | Grade | 04 Sag (bottom) |

Definition: The vertical (up and down) characteristics of the roadway in the direction of travel for this vehicle.

Enter the appropriate two-digit code for vertical alignment of the roadway at the location of the crash:

- 01 Level
- 02 Grade
- 03 Hillcrest
- 04 Sag (bottom)
- 99 Unknown

Pavement Type

| | | |
|----|--------------------|------------|
| 35 | Pavement Type | 35 |
| 01 | Concrete | 04 Dirt |
| 02 | Asphalt (blacktop) | 97 Other* |
| 03 | Gravel, Stone | 99 Unknown |

Describe the type of pavement surface on the roadway at the crash location.

Enter the appropriate two-digit code for the pavement type:

- 01 Concrete
- 02 Asphalt (blacktop)
- 03 Gravel, Stone
- 04 Dirt
- 97 Other* (Explain in Narrative)
- 99 Unknown

Roadway Contributing Circumstances

| | | |
|----|--|------------|
| 23 | Roadway Contributing Circumstances | 23 |
| 00 | None | 97 Other* |
| 01 | Debris | 99 Unknown |
| 02 | Rut, Hole, Bump | |
| 03 | Road Surface Condition (wet, icy, snow, slush, etc.) | |
| 04 | Work Zone (construction/maintenance/utility) | |
| 05 | Worn, Travel-Polished Surface | |
| 06 | Traffic Control Device (inoperative, missing, or obscured) | |
| 07 | Shoulder (none, low, soft, high) | |
| 08 | Animal Caused Evasive Action | |
| 09 | Non-Motorist Caused Evasive Action | |
| 10 | Non-Contact Vehicle Caused Evasive Action | |
| 11 | Obstruction from Previous Crash | |

Definition: Apparent condition of the roadway that may have contributed to the crash.

Use only one code for the entire crash. If more than one condition exists, enter the one that most directly contributed to the crash.

Enter the appropriate two-digit code:

| | | | |
|----|--|----|--|
| 00 | None | 06 | Traffic Control Device (inoperative, missing, or obscured) |
| 01 | Debris | 07 | Shoulder (none, low, soft, high) |
| 02 | Rut, Hole, Bump | 08 | Animal Caused Evasive Action |
| 03 | Road Surface Condition (wet, icy, snow, slush, etc.) | 09 | Non-Motorist Caused Evasive Action |
| 04 | Work Zone (construction/maintenance/utility) | 10 | Non-Contact Vehicle Caused Evasive Action |
| 05 | Worn, Travel-Polished Surface | 11 | Obstruction from Previous Crash |
| | | 97 | Other* (Explain in Narrative) |
| | | 99 | Unknown |

CONDITIONS

This subsection includes a description of conditions at the time of the crash, including weather, light and roadway surface conditions.

Weather Condition

| | | | | |
|------|-----------------------------|-----------------|-----------------------------|------------|
| ← 25 | 25 Weather Condition | | | |
| | 01 Clear | 04 Snowing | 07 Fog, Smog | 99 Unknown |
| | 02 Cloudy | 05 Blowing Snow | 08 Severe Crosswinds | |
| | 03 Rain | 06 Sleet, Hail | 09 Blowing Sand, Soil, Dirt | |

Definition: The prevailing atmospheric conditions that existed at the time of the crash.

Enter the appropriate two-digit code for the weather condition at the time of the crash:

| | | | | | |
|----|--------|----|--------------|----|--------------------------|
| 01 | Clear | 04 | Snowing | 07 | Fog, Smog |
| 02 | Cloudy | 05 | Blowing Snow | 08 | Severe Crosswinds |
| 03 | Rain | 06 | Sleet, Hail | 09 | Blowing Sand, Soil, Dirt |
| | | | | 99 | Unknown |

Light Condition

| | | | |
|------|---------------------------|----------------------------|------------|
| ← 26 | 26 Light Condition | | |
| | 01 Daylight | 04 Dark - Unknown Lighting | 99 Unknown |
| | 02 Dark - Lighted | 05 Dawn | |
| | 03 Dark - Not Lighted | 06 Dusk | |

Definition: The type and amount of light that existed at the time of the crash.

Enter the appropriate two-digit code for the light condition at the time of the crash:

| | | | |
|----|-------------------------|----|---------|
| 01 | Daylight | 05 | Dawn |
| 02 | Dark - Lighted | 06 | Dusk |
| 03 | Dark - Not Lighted | 99 | Unknown |
| 04 | Dark - Unknown Lighting | | |

Roadway Surface Condition

| | | |
|------|-------------------------------------|-----------------------|
| ← 27 | 27 Roadway Surface Condition | |
| | 01 Dry | 07 Mud |
| | 02 Wet | 08 Sand, Dirt, Gravel |
| | 03 Snow | 09 Oil |
| | 04 Slush | 97 Other* |
| | 05 Ice | 99 Unknown |
| | 06 Water (standing, moving) | |

Definition: The roadway surface condition at the time and place of the crash.

Enter the appropriate two-digit code for the roadway surface condition at the time and place of the crash:

| | | | |
|----|--------------------------|----|-------------------------------|
| 01 | Dry | 07 | Mud |
| 02 | Wet | 08 | Sand, Dirt, Gravel |
| 03 | Snow | 09 | Oil |
| 04 | Slush | 97 | Other* (Explain in Narrative) |
| 05 | Ice | 99 | Unknown |
| 06 | Water (standing, moving) | | |

WORK ZONE

A work zone is a roadway segment that contains construction, maintenance, and/or utility work activities. The work zone typically extends from the first advance warning sign to the END ROAD WORK sign, or the last traffic control device. In large work zone project areas, especially on freeways, the zone may extend for several miles. Work zones may exist for short or long durations and may include stationary or moving activities. It is not necessary for workers or work vehicles to be present to be considered a work zone.

Because work zones are often short term or involve moving operations that are not recorded in permanent road inventory files, it is important that work zone crash information be collected at the scene as quickly and efficiently as possible. Work zone crash information is used to assess how various on-highway work activities affect traffic safety. It is also used to evaluate and adjust Traffic Control Plans to ensure the safety of workers and motorists.

Work Zone Related

| |
|---|
| Work Zone Related? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown |

Definition: A work zone crash is a traffic crash, including both collision and non-collision crashes, that has the First Harmful Event occurring within the boundaries of a work zone, or on approach to or exit from a work zone, when the crash results from an activity related to the movement of traffic through the work zone.

A work zone crash excludes single vehicle crashes involving work zone vehicles not located in the traffic way.

Check the appropriate box.

Workers Present

| |
|---|
| Workers Present? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown |

Definition: When a work zone crash occurs, determine whether or not workers were actually present at the time of the crash.

If there is no work zone, then check the 'No' box.

Work Zone Type

| | | |
|----|-------------------------------|--------------------------------|
| 12 | Work Zone Type | |
| 96 | Not Applicable / No Work Zone | 97 Other* |
| 01 | Lane Closure | 03 Work on Shoulder or Median |
| 02 | Lane Shift/Crossover | 04 Intermittent or Moving Work |
| | | 99 Unknown |

← 12

Definition: The general type of work zone present at the crash location.

A Lane Shift/Crossover is where the number of lanes remains the same but traffic is shifted horizontally one way or the other from the normal lanes. This includes two-way traffic on freeways.

Intermittent Work is an operation where work occurs at fixed, multiple locations along the highway, but for short durations. Moving Work is an operation where work vehicles move along the highway, usually at slow speeds, such as when doing pavement restriping.

If there is no work zone, enter Code '96 Not Applicable/No Work Zone'.

Enter the appropriate two-digit code for the crash location:

- | | | | |
|----|-----------------------------|----|-------------------------------|
| 96 | Not Applicable/No Work Zone | 04 | Intermittent or Moving Work |
| 01 | Lane Closure | 97 | Other* (Explain in Narrative) |
| 02 | Lane Shift/Crossover | 99 | Unknown |
| 03 | Work on Shoulder or Median | | |

Work Zone Location

| | |
|------------|--|
| 13 ← | 13 Work Zone Location |
| | 96 Not Applicable / No Work Zone |
| | 01 Before the First Work Zone Warning Sign |
| | 02 Advance Warning Area (after the first warning sign, but before the work area) |
| | 03 Transition Area (where lanes are shifted or tapered for lane closure) |
| | 04 Activity Area (adjacent to actual work area, whether workers and equipment were present or not) |
| | 05 Termination Area (after the activity area, but before traffic resumes normal conditions) |
| 99 Unknown | |

Definition: The location of the crash with respect to the work zone.

Work zones have four general areas as described in Codes 02 through 05. If there is no work zone, enter Code '96 Not Applicable/No Work Zone'.

Enter the appropriate two-digit code for the location crash:

- | | |
|----|--|
| 96 | Not Applicable/No Work Zone |
| 01 | Before the First Work Zone Warning Sign |
| 02 | Advance Warning Area (after the first warning sign, but before the work area) |
| 03 | Transition Area (where lanes are shifted or tapered for lane closure) |
| 04 | Activity Area (adjacent to work area, whether or not workers and equipment were present) |
| 05 | Termination Area (after the activity area, but before traffic resumes normal conditions) |
| 99 | Unknown |

EMS RESPONSE

This section includes information about Emergency Medical Services (EMS) responding to the crash.

EMS Time Called

| |
|------------------|
| EMS Time Called: |
|------------------|

Definition: Time when Emergency Medical Services (EMS) was contacted by the officer, dispatch, or a witness in military time format.

EMS Time Arrived

| |
|-------------------|
| EMS Time Arrived: |
|-------------------|

If EMS arrived, please indicate when EMS arrived on scene in military time format.

PROPERTY DAMAGE

This subsection refers to information about any property damage that occurred as a result of the crash.

| | | |
|---|--------------|---|
| Damage to Property Other than Vehicles (Name object and state nature) | | |
| Name and Address of Owner of Object Struck | Phone () | PROPERTY DAMAGE ESTIMATE <input type="checkbox"/> \$1,000 OR MORE <input type="checkbox"/> LESS THAN \$1,000 |

Damage to Property other than Vehicles

Definition: The name and nature of the object struck in the crash. If any light, power, or telephone pole was damaged, indicate the number of the pole along with a description.

Note: Rocky Mountain Power and DOT addresses are included in most drop down boxes of the electronic versions of the report form.

Example: Light pole #P-135.

Example: Domestic or Wildlife animal struck (Indicate the type of animal struck and the damage to the animal).

Note: Utah Division of Wildlife Resources addresses are included in drop down boxes of electronic versions of the report form for crashes involving wildlife.

Name and Address of Owner of Object Struck

Definition: Name and address of the owner. Please make sure to include the zip code and phone number.

Property Damage Estimate

Definition: Cost estimate of the damage to the property. Check either '\$1000 or more' or 'Less than \$1000' damage.

VEHICLE LEVEL INFORMATION

This section refers to information related to vehicles involved in the crash. It is important to provide complete information so that individuals can be contacted at a later date if necessary. DLD and the courts use this information when citations are issued. This information is critical for enforcement.

| | | | | | | | | | | | | |
|---|--|------------------------------------|---|-----------------------------|--|--|--|--|---------------------------------|------------------------------------|--------------|--|
| VEH # <small>(Only)</small> | VIN# | LICENSE PLATE INFO | NUMBER | STATE | EXP DATE <small>mm/yy</small> | MAKE | MODEL | YEAR <small>yyyy</small> | OCCUPANT(S) <small>#</small> | | | |
| DRIVER | FIRST INITIAL LAST | STREET, CITY, STATE, ZIP | | | PHONE () | | | | | | | |
| DRIVER LICENSE | STATE | NUMBER | CLASS | ENDORSEMENT(S) | RESTRICTION(S) | DATE OF BIRTH <small>mm / dd / yyyy</small> | AGE | CHARGE(S) | CITATION # | | | |
| OWNER | FIRST INITIAL LAST | STREET, CITY, STATE, ZIP | | | PHONE () | | | | | | | |
| CARRIER | COMMERCIAL VEHICLE INFO NAME | | | STREET, CITY, STATE, ZIP | | | PHONE () | | | | | |
| | <input type="checkbox"/> Same as Owner | | | | | | <input type="checkbox"/> CDL Presented at Scene | | | | | |
| | US DOT # | CVSA INSPECTION # | GCWR / GVWR (check one) <input type="checkbox"/> 10,000 lbs or LESS <input type="checkbox"/> MORE THAN 26,000 lbs | | HAZ MAT RELEASED <input type="checkbox"/> YES <input type="checkbox"/> NO | HAZ MAT PLACARD # or NAME - CLASS | CARGO CODE | PURPOSE OF USE <input type="checkbox"/> GOVT <input type="checkbox"/> PERSONAL <input type="checkbox"/> INTERSTATE <input type="checkbox"/> INTRASTATE | | | | |
| 1ST TRAILER LICENSE PLATE # | STATE | EXP DATE <small>mm / yy</small> | LENGTH | 2ND TRAILER LICENSE PLATE # | STATE | EXP DATE <small>mm / yy</small> | LENGTH | 3RD TRAILER LICENSE PLATE # | STATE | EXP DATE <small>mm / yy</small> | LENGTH | |
| SPEED | POSTED | POSTED ADVISORY | EST TRAVEL | EST IMPACT | ESTIMATED BY: <input type="checkbox"/> Officer <input type="checkbox"/> Driver | <input type="checkbox"/> Occupant <input type="checkbox"/> Witness <input type="checkbox"/> None | SEQUENCE OF EVENTS <small>(Codes 01 - 69, 99)</small> | FIRST EVENT | SECOND EVENT | THIRD EVENT | FOURTH EVENT | MOST HARMFUL EVENT For VEHICLE <small>(Use codes 00, 07 - 69)</small> |
| VEHICLE DAMAGE | ESTIMATED DAMAGE <input type="checkbox"/> NO DAMAGE <input type="checkbox"/> \$1 - \$999 <input type="checkbox"/> \$1,000 or MORE | INSURANCE COMPANY | | | EFFECTIVE DATE | EXPIRATION DATE | POLICY NUMBER | | | | | |
| INSURANCE APPEARS VALID <input type="checkbox"/> YES <input type="checkbox"/> NO | AGENCY/AGENT THAT SOLD POLICY | | | ADDRESS | | | PHONE () | | | | | |

VEHICLE INFORMATION

There is a section for each vehicle involved in the crash. Vehicle 1 is generally the vehicle at fault, if known. Additional forms will be needed if there are more than two vehicles involved in the crash. For non-electronic submissions remember to staple all copies together and indicate the total number of pages at the top of each page.

Vehicle Number

Definition: Assign a number for each vehicle, i.e. 1, 2, 3, etc. The top vehicle on each page will be an odd numbered vehicle, i.e. 1, 3, 5, etc. Generally the vehicle known or thought to be "at fault" will be identified as Vehicle Number 1. A number is not assigned to other participants such as pedestrians or pedal cyclists.

Trailers

Definition: Information about any trailer(s) belonging to the vehicle.

Special Instructions for vehicles with trailers: If a crash involves a vehicle with a trailer(s), fill out the report with all units (truck or tractor) as one (1) vehicle. Information on each trailer should be entered in the appropriate section corresponding to the drive vehicle.

Vehicle Identification Number (VIN)

| |
|------|
| VIN# |
|------|

Definition: A unique combination of alphanumeric or numeric characters designated by the manufacturer and used to uniquely identify every motor vehicle.

License Plate Information

| | | | |
|--------------------------|--------|-------|-----------------------|
| LICENSE PLATE INFO | NUMBER | STATE | EXP DATE mm/yy |
|--------------------------|--------|-------|-----------------------|

Definition: The license plate number, the state, commonwealth, territory, Indian Nation, U.S. Government, foreign country, etc., issuing the registration plate, and the registration expiration date as indicated on the license plate displayed on the motor vehicle.

Make

| |
|------|
| MAKE |
|------|

Definition: The distinctive (coded) name applied to a group of motor vehicles by a manufacturer.

Indicate the general make of the vehicle as shown on the registration card. For example: Chevrolet (Chev), Ford, Toyota (Toyt), etc. Appropriate character abbreviations can be used in this box. Refer to Appendix B, page 56 for a complete listing.

Model

| |
|-------|
| MODEL |
|-------|

Definition: The manufacturer-assigned code denoting a family of motor vehicles (within a make) that have a degree of similarity in construction, such as body, chassis, etc. Generally the secondary name given to a vehicle indicated on the registration card, such as Escalade, Four Runner, Camry, Camaro, etc.

Indicate the model. If no model is indicated or unknown, then mark with a dash. 

Year

| |
|------|
| yyyy |
|------|

Definition: The model year assigned to a motor vehicle by the manufacturer.

Motor Vehicle Body Type

| | | | |
|---------------|---|---|-----------------------|
| | 2 Motor Vehicle Body Type | 09 Truck Tractor | 18 RV/Motor Home |
| | 01 Passenger Car (2 door) | 10 Truck/Trailer | 19 No Motor Vehicle |
| | 02 Passenger Car (4 door) | 11 Heavy Truck Other | (trailer only) |
| ← 2-Odd Veh. | 03 Station Wagon | 12 Motorcycle | 20 ATV - Street Legal |
| | 04 Pickup | 13 School Bus | |
| | 05 Sport Utility Vehicle | 14 Bus/Motorcoach (not school) | 97 Other* |
| ← 2-Even Veh. | 06 Van or Mini Van | 15 Farm Equipment (combine, etc.) | 99 Unknown |
| | 07 Single Unit Truck (2 axles, 6 tires) | 16 Motorized Scooter/Moped, etc. | |
| | 08 Single Unit Truck (3 or more axles) | 17 Off Road Vehicle (snowmobile, ATV, etc.) | |

Definition: The category indicating the general configuration or shape of a motor vehicle distinguished by characteristics such as number of doors, rows of seats, windows, or roof line.

Determine the body style or type of vehicle: for example, 2-door, station wagon, pickup, etc. A bus is defined as a motor vehicle designed primarily for carrying more than eight persons per the regulations of the Federal Motor Carrier Safety Administration.

Enter the two-digit code describing the Motor Vehicle Body Type for each vehicle:

| | | | |
|----|--------------------------------------|----|--|
| 01 | Passenger Car (2 door) | 12 | Motorcycle |
| 02 | Passenger Car (4 door) | 13 | School Bus |
| 03 | Station Wagon | 14 | Bus/Motorcoach (not school) |
| 04 | Pickup | 15 | Farm Equipment (combine, etc.) |
| 05 | Sport Utility Vehicle | 16 | Motorized Scooter/Moped, etc. |
| 06 | Van or Mini Van | 17 | Off Road Vehicle (snowmobile, ATV, etc.) |
| 07 | Single Unit Truck (2 axles, 6 tires) | 18 | RV/Motor Home |
| 08 | Single Unit Truck (3 or more axles) | 19 | No Motor Vehicle (trailer only) |
| 09 | Truck Tractor | 20 | ATV – Street Legal |
| 10 | Truck/Trailer | 97 | Other* (Explain in Narrative) |
| 11 | Heavy Truck | 99 | Unknown |

Note: “Jeep” type, “Blazer” type, “Escalade” type vehicles and crossover vehicles should be coded as 05, Sport Utility Vehicles.

Trailing Units

| | | | | | | |
|-------------|----|-----------------------|----|-------------------------|----|------------------------|
| 3-Odd Veh. | 3 | Trailing Unit(s) | 04 | Horse Trailer | 09 | Semi-Trailer - Triples |
| | 00 | No Trailer/Attachment | 05 | Towed Motor Vehicle | 10 | Mobile Home |
| 3-Even Veh. | 01 | Utility Trailer | 06 | Combination - 2 or More | 11 | Farm Equipment/Trailer |
| | 02 | Boat Trailer | 07 | Semi-Trailer - Single | 97 | Other* |
| | 03 | Camping Trailer | 08 | Semi-Trailer - Doubles | 99 | Unknown |

Definition: This is the type of trailing unit behind the vehicle.

Enter the two-digit code describing the type of trailing unit for each vehicle:

| | | | | | |
|----|-----------------------|----|-------------------------|----|-------------------------------|
| 00 | No Trailer/Attachment | 05 | Towed Motor Vehicle | 09 | Semi-Trailer - Triples |
| 01 | Utility Trailer | 06 | Combination - 2 or More | 10 | Mobile Home |
| 02 | Boat Trailer | 07 | Semi-Trailer - Single | 11 | Farm Equipment/Trailer |
| 03 | Camping Trailer | 08 | Semi-Trailer - Doubles | 97 | Other* (Explain in Narrative) |
| 04 | Horse Trailer | | | 99 | Unknown |

Cargo Body Type

| | | | | | | |
|-------------|----|---|----|------------------|----|------------|
| 4-Odd Veh. | 4 | Cargo Body Type | 06 | Auto Transporter | 09 | Flatbed |
| | 96 | Not Applicable | 07 | Concrete Mixer | 10 | Cargo Tank |
| 4-Even Veh. | 01 | Van/Enclosed Box | 08 | Garbage/Refuse | 11 | Pole |
| | 02 | Hopper (grain, gravel, etc) | | | 12 | Log Truck |
| | 03 | Bus/Van (seats for 9 - 15 people, including driver) | | | 13 | Dump |
| | 04 | Bus (seats more than 15 people, including driver) | | | 97 | Other* |
| | 05 | Intermodal Container Chassis | | | 99 | Unknown |

Definition: This field relates to the type of body for commercial vehicles only. If the vehicle is not a commercial vehicle, such as a passenger vehicle or SUV, use code ‘96 Not Applicable’.

Enter the two-digit code describing the cargo body type for each vehicle:

| | | | |
|----|---|----|-------------------------------|
| 01 | Van/Enclosed Box | 08 | Garbage/Refuse |
| 02 | Hopper (grain, gravel, etc) | 09 | Flatbed |
| 03 | Bus/Van (seats for 9 - 15 people, including driver) | 10 | Cargo Tank |
| 04 | Bus (seats more than 15 people, including driver) | 11 | Pole |
| 05 | Intermodal Container Chassis | 12 | Log Truck |
| 06 | Auto Transporter | 13 | Dump |
| 07 | Concrete Mixer | 96 | Not Applicable |
| | | 97 | Other* (Explain in Narrative) |
| | | 99 | Unknown |

Special Function of Motor Vehicle

| 5 Special Function of Motor Vehicle | | |
|-------------------------------------|-------------------------------|--------------------------|
| 5-Odd Veh. | 00 None | 06 Fire - Non-Emer |
| | 01 Law Enforcement - Emer | 07 Snowplow - In Use |
| | 02 Law Enforcement - Non-Emer | 08 Tow Truck - In Use |
| | 03 Ambulance - Emer | 09 Construction - In Use |
| 5-Even Veh. | 04 Ambulance - Non-Emer | 99 Unknown |
| | 05 Fire - Emer | |

Definition: The type of special function (Emergency, Non-Emergency, In Use) being served by each vehicle at the time of the crash, regardless of whether or not the function is marked on the vehicle.

Determine the type of special function of each vehicle. If the vehicle has no special function, enter code '00 None'.

Note: Emergency refers to vehicles that had their lights/sirens activated when the crash occurred.

Enter the two-digit code describing the special function type:

| | | | |
|----|---------------------------------|----|-----------------------|
| 00 | None | 06 | Fire – Non-Emergency |
| 01 | Law Enforcement -Emergency | 07 | Snowplow - In Use |
| 02 | Law Enforcement – Non-Emergency | 08 | Tow Truck - In Use |
| 03 | Ambulance - Emergency | 09 | Construction - In Use |
| 04 | Ambulance – Non-Emergency | 99 | Unknown |
| 05 | Fire - Emergency | | |

OCCUPANT(S)

| |
|------------------|
| OCCUPANT(S) # |
|------------------|

Definition: The total number of occupants (the driver and all passengers) in the motor vehicle, including persons on the motor vehicle at the time of the crash.

SPEED

This subsection includes information about the speed of the vehicles at the time of the crash.

| SPEED | POSTED | POSTED ADVISORY | EST TRAVEL | EST IMPACT | ESTIMATED BY: | |
|-------|--------|-----------------|------------|------------|---|--|
| | | | | | <input type="checkbox"/> Officer <input type="checkbox"/> Driver | <input type="checkbox"/> Occupant <input type="checkbox"/> Witness <input type="checkbox"/> None |

Posted

Definition: Authorized speed limit for the motor vehicle at the time of the crash. The speed limit may be indicated by a regulatory speed limit sign. If the speed limit for the roadway or area (parking lot, private property, etc.) is unknown or not posted, leave blank.

Posted Advisory

Definition: Warning signs with a posted advisory speed (such as for curves, construction, etc.) at the crash location. Leave blank if there is not a Posted Advisory speed limit.

Estimated Travel

Definition: The estimated travel speed of this vehicle prior to the crash.

Estimated Impact

Definition: The estimated speed of this vehicle at impact. Leave blank if unknown or not applicable.

This speed may or may not be the same as the estimated travel speed. The estimated impact speed will depend up many factors including any attempts to brake or swerve.

Note: Impact speed cannot be higher than estimated travel speed.

Estimated By

Definition: The person that estimated the speeds.

Check the appropriate box.

INSURANCE

| | | | | |
|---|-------------------------------|----------------|-----------------|---------------|
| INSURANCE COMPANY | | EFFECTIVE DATE | EXPIRATION DATE | POLICY NUMBER |
| INSURANCE APPEARS VALID <input type="checkbox"/> YES <input type="checkbox"/> NO | AGENCY/AGENT THAT SOLD POLICY | ADDRESS | | PHONE () |

The information recorded in these boxes is important for identifying uninsured motorists and is needed by the DLD. It also helps support law enforcement in removing irresponsible drivers and their uninsured vehicles from Utah roads.

If you are provided with an insurance card, binder, or insurance policy, take the information from the document provided and fill out the information on the crash report. Otherwise, obtain this information from the driver.

Insurance Company

Definition: Name of the insurance company providing coverage for the vehicle. If there is no insurance information write 'None'.

Effective Date

Definition: Date the insurance policy became effective for the vehicle (mm/dd/yy).

Expiration Date

Definition: Expiration date of the insurance policy stated on the insurance document (mm/dd/yy). If no documentation exists, ask the driver to estimate the date.

Policy Number

Definition: Insurance policy number.

Insurance Valid

Check the appropriate box. Mark "yes" if proof of valid insurance is provided. Mark "no" if no insurance can be verified.

Agency/Agent that Sold Policy

Definition: Name of the insurance agent that provided the insurance for the vehicle as indicated on the card or by the driver. If there is no agent leave blank.

Address

Definition: Address of the insurance agency.

DO NOT FORGET THE ZIP CODE. The zip code is very important especially with large companies.

Phone

Definition: Phone number for Financial Responsibility's department.

Vehicle Number 2, 3, 4, etc.

These fields should be filled out in exactly the same manner as described above for vehicle number 1.

SEQUENCE OF EVENTS

| SEQUENCE OF EVENTS (Codes 01 - 96) | FIRST EVENT | SECOND EVENT | THIRD EVENT | FOURTH EVENT |
|---------------------------------------|-------------|--------------|-------------|--------------|
| | | | | |

Definition: The events in sequence related to the motor vehicle (NOT DRIVER), including both non-collision and collision events.

The sequence of events boxes are used to describe what occurred during the crash. In order to account for potentially complex scenarios, you may enter up to four events per vehicle. If there are more than four events, record the four most significant events. The sequence of events codes are grouped into three categories: 1) non-collision (i.e. ran-off road and rollover); 2) collisions with non-fixed objects (i.e. motor vehicle vs. motor vehicle and motor vehicle vs. pedestrian); and 3) collisions with fixed objects (i.e. utility poles or trees).

The following codes will be used for the First Event, Second Event, Third Event, Fourth Event, Most Harmful Event and First Harmful Event of the crash (Box 37 on the overlay).

Note: Refer only to vehicle events NOT DRIVER ACTIONS.

Non-Collision:

| | | | |
|----|--|----|---|
| 00 | No Damage or Injury, This Vehicle | 07 | Overturn/Rollover |
| 01 | Ran Off Road Right | 08 | Cargo/Equipment Loss or Shift |
| 02 | Ran Off Road Left | 09 | Jackknife |
| 03 | Crossed Median/Centerline | 10 | Fire/Explosion |
| 04 | Equipment Failure (tire, brakes, etc.) | 11 | Immersion |
| 05 | Separation of Units | 12 | Fell/Jumped From Motor Vehicle |
| 06 | Downhill Runaway | 19 | Other Non-Collision* (Explain in Narrative) |

Collision with Person, Vehicle, or Non-Fixed Object

| | | | |
|----|----------------------------------|----|--|
| 20 | Other Motor Vehicle in Transport | 27 | Work Zone/Maintenance Equipment |
| 21 | Parked Motor Vehicle | 28 | Freight Rail |
| 22 | Pedestrian | 29 | Light Rail |
| 23 | Pedal cycle | 30 | Passenger Heavy Rail |
| 24 | Skates, Scooters, Skateboards | 31 | Thrown or Fallen Object |
| 25 | Animal – Wild | 39 | Other Non-Fixed Object* (Explain in Narrative) |
| 26 | Animal – Domestic | | |

Collision with Fixed Object

| | | | |
|----|---|----|--|
| 40 | Guardrail | 53 | Other Post, Pole or Support |
| 41 | Concrete Barrier | 54 | Utility Pole/Light Support |
| 42 | Cable Barrier | 55 | Traffic Signal Support |
| 43 | Crash Cushion | 56 | Culvert |
| 44 | Guardrail End Section | 57 | Ditch |
| 45 | Concrete Sloped End Section | 58 | Embankment |
| 46 | Cable Barrier End Section | 59 | Snow Bank |
| 47 | Access Control Cable | 60 | Tree/Shrubbery |
| 48 | Bridge Rail | 61 | Mailbox/Fire Hydrant |
| 49 | Bridge Pier or Support | 62 | Fence |
| 50 | Bridge Overhead Structure | 64 | Curb |
| 51 | Traffic Sign Support | 69 | Other Fixed Object* (Explain in Narrative) |
| 52 | Delineator Post | | |
| 96 | Not Applicable (used only to fill unused box[es]) | | |

Note: Important for use in conjunction with most harmful event and motor vehicle maneuver to generate complete information about the crash.

First Event

Definition: The first injury or damage-producing event caused by the vehicle (mechanical means) that characterizes the crash type.

Enter the two-digit code in the box, indicating the most appropriate code from list above (NOT DRIVER ACTIONS).

Example: A vehicle does not run a stop sign, although at times, the vehicle may have equipment failure.

Second Event

This is the second event in the chain of events that took place during the crash.

Enter the two-digit code in the box, indicating the most appropriate code from list above (NOT DRIVER ACTIONS). If there is no second event, mark '96 Not Applicable'.

Third Event

This is the third event of the chain of events that took place during the crash. Enter the two-digit code in the box, indicating the most appropriate code from list above (NOT DRIVER ACTIONS). If there is no third event, mark '96 Not Applicable'.

Fourth Event

This is the fourth event of the chain of events that took place during the crash. Enter the two-digit code in the box, indicating the most appropriate code from list above (NOT DRIVER ACTIONS). If there is no fourth event, mark '96 Not Applicable'.

| Sequence of Events (codes 01 - 96 only) Most Harmful Event (codes 00, 07 - 69 only) | | (front page, each vehicle) | 37 First Harmful Event (codes 07 - 69 only) | |
|--|--|-------------------------------------|---|--|
| Non-Collision: | Collision With Person, Vehicle, or Non-Fixed Object | Collision With Fixed Object: | | |
| 00 No Damage or Injury, This Vehicle | 20 Other Motor Vehicle in Transport | 40 Guardrail | 54 Utility Pole/Light Support | |
| 01 Ran Off Road Right | 21 Parked Motor Vehicle (off roadway) | 41 Concrete Barrier | 55 Traffic Signal Support | |
| 02 Ran Off Road Left | 22 Pedestrian | 42 Cable Barrier | 56 Culvert | |
| 03 Crossed Median/Centerline | 23 Pedalcycle | 43 Crash Cushion | 57 Ditch | |
| 04 Equipment Failure (tire, brakes, etc.) | 24 Skates, Scooters, Skateboards | 44 Guardrail End Section | 58 Embankment | |
| 05 Separation of Units | 25 Animal - Wild | 45 Concrete Sloped End Section | 59 Snow Bank | |
| 06 Downhill Runaway | 26 Animal - Domestic | 46 Cable Barrier End Section | 60 Tree/Shrubbery | |
| 07 Overturn/Rollover | 27 Work Zone/Maintenance Equipment | 47 Access Control Cable | 61 Mailbox/Fire Hydrant | |
| 08 Cargo/Equipment Loss or Shift | 28 Freight Rail | 48 Bridge Rail | 62 Fence | |
| 09 Jackknife | 29 Light Rail | 49 Bridge Pier or Support | 63 Curb | |
| 10 Fire/Explosion | 30 Passenger Heavy Rail | 50 Bridge Overhead Structure | 69 Other Fixed Object* | |
| 11 Immersion | 31 Thrown or Fallen Object | 51 Traffic Sign Support | 96 Not Applicable (used only to fill unused box(es)) | |
| 12 Fell/Jumped From Motor Vehicle | 32 Other Non-Fixed Object* | 52 Delineator Post | | |
| 19 Other Non-Collision* | | 53 Other Post, Pole or Support | | |

Note: This information is important for uniformity in reporting motor vehicle crash statistics, understanding crash causation, and identifying possible crash avoidance countermeasures. For analytic purposes it may be desirable to collect and use information about subsequent events.

MOST HARMFUL EVENT FOR VEHICLE

(use codes 00, 07 – 69)

| | |
|---|--|
| MOST HARMFUL EVENT For VEHICLE <small>(Use codes 00, 07 - 69)</small> | |
|---|--|

Definition: Vehicle event that resulted in the most severe injury or, if no injury, the greatest property damage involving this motor vehicle. Enter the two-digit code from the Sequence of Events code list that was the Most Harmful Event for each vehicle (NOT DRIVER ACTIONS).

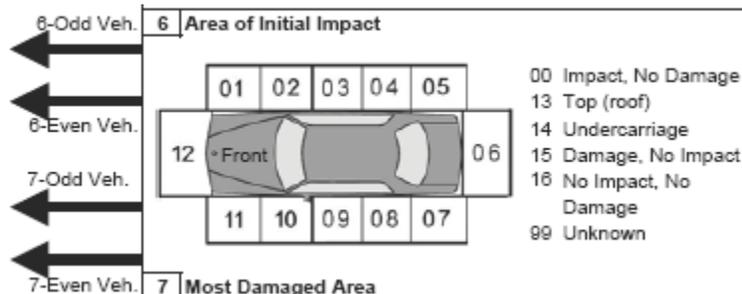
This field is designed to capture which event was most responsible for the injuries that resulted from the crash. This may not necessarily be the first event. For instance, if a vehicle leaves the road and strikes a tree, then a code of '60 Tree/Shrubbery' should be entered here. Striking the tree would be the event most responsible for the injuries. Most likely, there were no injuries resulting from only leaving the road. Also, not all codes listed under sequence of events can cause injuries. For this reason, codes 01 through 06 CANNOT be used in this box.

Note: It is possible that one or more vehicles are coded '00 No Damage or Injury', as long as there is at least one vehicle that has a Most Harmful Event recorded.

VEHICLE DAMAGE

This section is for the areas of damage to the motor vehicle caused by the crash. This includes the areas of the motor vehicle that received the initial impact and the area that was most damaged.

Area of Initial Impact



Definition: The area of the motor vehicle that received the initial impact from the crash.

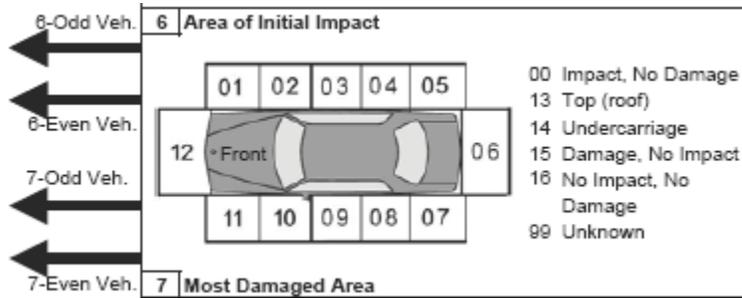
This information is useful in determining the direction of the initial forces involved in the crash.

Enter the two-digit codes from the diagram or the other codes listed to show the area of impact of each vehicle (Refer to Appendix E for non-passenger car vehicles, page 59).

Enter the code for the area of the vehicle that received the initial impact:

| | | | | | |
|---------|-------------------|----|-------------------|----|----------------------|
| 00 | Impact, No Damage | 14 | Undercarriage | 16 | No Impact, No Damage |
| 01 – 12 | (use diagram) | 15 | Damage, No impact | 99 | Unknown |
| 13 | Top (roof) | | | | |

Most Damaged Area



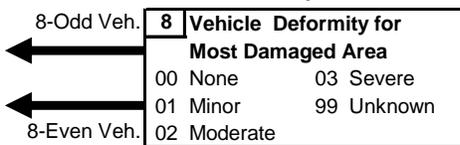
Definition: The area of the vehicle that received the most damage.

This information is important when assessing the likelihood that passengers sitting in different parts of the vehicle sustained injuries. Often, the area of initial impact and most damaged area will be the same; however, this is not always the case.

Enter the two-digit codes from the diagram or the other codes listed for the most damaged area of each vehicle:

| | | | | | |
|---------|-------------------|----|-------------------|----|----------------------|
| 00 | Impact, No Damage | 14 | Undercarriage | 16 | No Impact, No Damage |
| 01 – 12 | (use diagram) | 15 | Damage, No impact | 99 | Unknown |
| 13 | Top (roof) | | | | |

Extent of Deformity for Most Damaged Area



Definition: Estimate of the total damage to the motor vehicle resulting from the crash.

Estimate the level of deformity sustained by this motor vehicle caused by the crash. This information is useful in estimating the forces involved in the crash and estimating the likelihood of injury for passengers in the motor vehicle.

Enter the appropriate two-digit code for each vehicle:

| | |
|----|--|
| 00 | None – No visible damage to the motor vehicle |
| 01 | Minor – Damage that does not affect the operation of or disable the motor vehicle and is mostly cosmetic in nature |
| 02 | Moderate – Damage that is between minor and severe |
| 03 | Severe – Intrusion of damage into the passenger compartment |
| 99 | Unknown |

Damage

| | | |
|-------------------|------------------------------------|--|
| VEHICLE DAMAGE | ESTIMATED DAMAGE | <input type="checkbox"/> \$1 - \$999 |
| | <input type="checkbox"/> NO DAMAGE | <input type="checkbox"/> \$1,000 or MORE |

Definition: Estimated amount of damage, in dollars, to the vehicle.

Check the box that best describes your estimate of the damage to each vehicle. If the vehicle was not damaged, mark “No Damage” in the box.

Complete this section for each vehicle involved in the crash. It is important to note that any vehicles being towed or carried on another vehicle such as a truck or flatbed trailer would be considered cargo and not classified as vehicles.

DIRECTION OF VEHICLE TRAVEL

| 14 Direction of Vehicle Travel | | |
|---|-------------------------|-------------------|
| 01 Northbound | 96 Not Applicable | 14-Odd Veh. → |
| 02 Southbound | (immobile from previous | |
| 03 Eastbound | crash, stuck, etc). | 14-Even Veh. → |
| 04 Westbound | 99 Unknown | |
| 05 Not on Roadway (also for parked motor vehicle) | | |

Definition: The direction of a motor vehicle's travel on the roadway before the crash.

Enter the appropriate two-digit direction code that best describes the direction of vehicle travel prior to the crash:

| | |
|---------------|---|
| 01 Northbound | 05 Not on Roadway (also for parked motor vehicle) |
| 02 Southbound | 96 Not Applicable (immobile from previous crash, stuck, etc). |
| 03 Eastbound | 99 Unknown |
| 04 Westbound | |

VEHICLE CONTRIBUTING CIRCUMSTANCES

| 15 Vehicle Contributing Circumstances | | | |
|---------------------------------------|-----------------------|----------------------|-------------------|
| 00 None | 07 Headlights | 14 Cargo | 15-Odd Veh. → |
| 01 Brakes | 08 Signal Lights | 15 Fuel System | |
| 02 Steering | 09 Tail Lights | 16 Mirrors | 15-Even Veh. → |
| 03 Power Train | 10 Horn | 17 Wipers | |
| 04 Suspension | 11 Windows/Windshield | 18 Body, Doors, Hood | |
| 05 Tires | 12 Wheels | 97 Other* | |
| 06 Exhaust | 13 Trailer Hitch | 99 Unknown | |

Definition: Pre-existing vehicle defects, mechanical system failures, or other vehicle maintenance-type conditions that may have contributed to the crash.

Enter the appropriate two-digit code for each vehicle:

| | | |
|----------------|-----------------------|----------------------------------|
| 00 None | 07 Headlights | 14 Cargo |
| 01 Brakes | 08 Signal Lights | 15 Fuel System |
| 02 Steering | 09 Tail Lights | 16 Mirrors |
| 03 Power Train | 10 Horn | 17 Wipers |
| 04 Suspension | 11 Windows/Windshield | 18 Body, Doors, Hood |
| 05 Tires | 12 Wheels | 97 Other* (Explain in Narrative) |
| 06 Exhaust | 13 Trailer Hitch | 99 Unknown |

VEHICLE MANEUVER

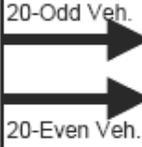
| 18 Vehicle Maneuver | | | |
|-----------------------|---------------------------------|----------------------|-------------------|
| 01 Straight Ahead | 07 Making U-turn | 13 Parked | 18-Odd Veh. → |
| 02 Backing | 08 Leaving Traffic Lane | 14 Parking Maneuvers | |
| 03 Changing Lanes | 09 Entering Traffic Lane | 97 Other* | 18-Even Veh. → |
| 04 Overtaking/Passing | 10 Stopped in Traffic Lane | 99 Unknown | |
| 05 Turning Right | 11 Slowing in Traffic Lane | | |
| 06 Turning Left | 12 Immobile From Previous Crash | | |

Definition: The controlled maneuver the motor vehicle was executing immediately prior to the beginning of the sequence of events.

Enter the appropriate two-digit code for the controlled vehicle maneuver for each motor vehicle prior to the beginning of the sequence of events:

- | | | | |
|----|----------------------|----|-------------------------------|
| 01 | Straight Ahead | 09 | Entering Traffic Lane |
| 02 | Backing | 10 | Stopped in Traffic Lane |
| 03 | Changing Lanes | 11 | Slowing in Traffic Lane |
| 04 | Overtaking/Passing | 12 | Immobile From Previous Crash |
| 05 | Turning Right | 13 | Parked |
| 06 | Turning Left | 14 | Parking Maneuvers |
| 07 | Making U-turn | 97 | Other* (Explain in Narrative) |
| 08 | Leaving Traffic Lane | 99 | Unknown |

TRAFFIC CONTROL DEVICE

| | | |
|------------------------------------|---------------------------------------|--|
| 20 Traffic Control Device | 07 HOV Lane |  |
| 00 None | 08 Ramp Metering - Active | |
| 01 Traffic Control Signal | 09 School Zone | |
| 02 Flashing Traffic Control Signal | 10 School Zone Reduced Speed - Active | |
| 03 Stop Sign | 11 Railroad Crossing-No Signal | |
| 04 Yield Sign | 12 Railroad Crossing-Signal/Gate | |
| 05 Warning Sign | 97 Other* | |
| 06 Flagger or Officer | 99 Unknown | |

Definition: The type of traffic control device applicable to the motor vehicle at the crash location.

Enter the appropriate two-digit code for each motor vehicle involved in the crash:

- | | | | |
|----|---------------------------------|----|------------------------------------|
| 00 | None | 08 | Ramp Metering – Active |
| 01 | Traffic Control Signal | 09 | School Zone |
| 02 | Flashing Traffic Control Signal | 10 | School Zone Reduced Speed – Active |
| 03 | Stop Sign | 11 | Railroad Crossing-No Signal |
| 04 | Yield Sign | 12 | Railroad Crossing-Signal/Gate |
| 05 | Warning Sign | 97 | Other* (Explain in Narrative) |
| 06 | Flagger or Officer | 99 | Unknown |
| 07 | HOV Lane | | |

ROADWAY DESCRIPTION

| | |
|--|---|
| 21 Roadway Description |  |
| 01 Two-Way, Not Divided | |
| 02 Two-Way, Not Divided With a Continuous Left Turn Lane | |
| 03 Two-Way, Divided, Unprotected Median | |
| 04 Two-Way, Divided, Positive Median Barrier | |
| 05 One-Way | |
| 99 Unknown | |

Definition: The type of roadway the vehicle was traveling on and whether it serves one-way or two-way traffic. A divided highway is a facility that is continuously separated by either a barrier or a raised/depressed median between the opposing directions of traffic.

Enter the appropriate two-digit code for each motor vehicle involved in the crash:

- | | | | |
|----|---|----|---|
| 01 | Two-Way, Not Divided | 04 | Two-Way, Divided, Positive Median Barrier |
| 02 | Two-Way, Not Divided With a Continuous Left Turn Lane | 05 | One-Way |
| 03 | Two-Way, Divided, Unprotected Median | 99 | Unknown |

VISUAL CONTRIBUTING CIRCUMSTANCES

| 24 Visual Contributing Circumstances | |
|---|----------------------|
| 00 None | 07 Moving Vehicle(s) |
| 24-Odd Veh. ← 01 Weather Condition | 08 Building |
| ← 02 Physical Obstruction | 09 Guardrail/Barrier |
| 03 Windshield or Other Window Obscured | 10 Glare |
| ← 04 Trees, Crops, Bushes, Other Vegetation | 11 Smoke |
| 24-Even Veh. ← 05 Parked Vehicle(s) | 97 Other* |
| 06 Signs, Billboards, etc. | 99 Unknown |

Definition: Apparent visual conditions that may have contributed to the crash. If more than one condition exists, enter the code element for each vehicle that most directly contributed to the crash.

For each vehicle, enter in the appropriate two-digit code for the visual contributing circumstances that existed at the time of the crash:

| | | | |
|----|--|----|-------------------------------|
| 00 | None | 07 | Moving Vehicle(s) |
| 01 | Weather Condition | 08 | Building |
| 02 | Physical Obstruction | 09 | Guardrail/Barrier |
| 03 | Windshield or Other Window Obscured | 10 | Glare |
| 04 | Trees, Crops, Bushes, Other Vegetation | 11 | Smoke |
| 05 | Parked Vehicle(s) | 97 | Other* (Explain in Narrative) |
| 06 | Signs, Billboards, etc. | 99 | Unknown |

DISPOSITION OF VEHICLE

| | |
|--------------------------|-----------|
| Disposition of Vehicle # | TOWED BY: |
| Disposition of Vehicle # | TOWED BY: |

| Disposition of Vehicle |
|------------------------|
| 01 Retained by Driver |
| 02 Towed/Disabled |
| 03 Towed/Impounded |
| 04 Towed Other |
| 05 Hit and Run |
| 96 Not Applicable |

For each vehicle, three items of information are needed:

- Enter the vehicle number of each vehicle from the front of the form after the # symbol. 
- Enter the appropriate two-digit code located on the back of the overlay in the Driver(s) and Person(s) Involved Information box (middle lower section):

| | | | |
|----|--------------------|----|----------------|
| 01 | Retained by Driver | 04 | Towed Other |
| 02 | Towed/Disabled | 05 | Hit and Run |
| 03 | Towed/Impounded | 96 | Not Applicable |
- If the vehicle was towed, enter the company or private party that towed the vehicle.

COMMERCIAL VEHICLES

This subsection relates to commercial vehicles involved in a crash. For the purposes of crash reporting, the term “commercial vehicle” means any vehicle involved in a crash with one or more of the following:

- A truck having a GCWR of 10,001 or more pounds
- A vehicle displaying a hazardous material placard
- A vehicle designed to transport 9 or more people, including the driver

Refer to Appendixes F and H – K; pp. 60 – 64 for additional information.

Commercial vehicle specific information is captured on the report form in the boxes shown below.

| | | | | | | | | |
|--|-------------------------|---|---|--|-----------------------------------|------------|---|---|
| CARRIER | COMMERCIAL VEHICLE INFO | NAME | STREET, CITY, STATE, ZIP | | PHONE () | | <input type="checkbox"/> CDL Presented at Scene | |
| <input type="checkbox"/> Same as Owner | CVSA INSPECTION # | GCWR / GVWR (check one) | <input type="checkbox"/> 10,001 - 26,000 lbs | HAZ MAT RELEASED | HAZ MAT PLACARD # or NAME - CLASS | CARGO CODE | PURPOSE OF USE | <input type="checkbox"/> GOVT <input type="checkbox"/> PERSONAL |
| US DOT # | | <input type="checkbox"/> 10,000 lbs or LESS | <input type="checkbox"/> MORE THAN 26,000 lbs | <input type="checkbox"/> YES <input type="checkbox"/> NO | | | <input type="checkbox"/> INTERSTATE <input type="checkbox"/> INTRASTATE | |

Commercial Vehicle Information

Definition: Information related to the commercial vehicle carrier.

Enter the carrier’s name. If the carrier is the same as the owner, check the ‘Same as Owner’ box. If not, leave the box unchecked.

Enter the carrier’s complete address. Verify the carrier address by using registration, shipping, or lease paperwork.

Enter the carrier’s phone number including the area code. It is extremely important to obtain a correct phone number so that the parties can be contacted later to verify or provide additional information as needed.

Check the “CDL Presented” box if the CDL was presented by the driver. This information is required by the DLD. If the driver does not present his or her license, do not check the box.

US DOT

Definition: The identification number, name and address of an individual, partnership or corporation responsible for the transportation of persons or property as indicated on the shipping manifest.

Enter the appropriate U.S. DOT number shown on the side of the commercial vehicle. This includes taxis and limousines.

Note: The Federal Motor Carrier Safety Administration (FMCSA) along with Utah Department of Transportation (UDOT) have the authority to fine and sanction unsafe interstate and intrastate truck and bus companies. A key method used to identify potentially unsafe motor carriers is to collect crash data by the identification number, name and address of the company. The street address allows UDOT and FMCSA to visit carriers to conduct a review of compliance with Federal Motor Carrier Safety Regulations and provides a crosscheck for the correct identity of the carrier. The identification number (found on the power unit, and assigned by the U.S. DOT or by a state) is a key element for carrier identification in the UDOT and FMCSA databases for crashes and other carrier information. This data element is collected at the scene to meet FMCSA 90 day reporting requirements.

CVSA Inspection

Definition: If an inspection was conducted at the scene by a CVSA Truck Inspector, enter the ten digit inspection number in the box.

G.C.W.R. / G.V.W.R.

Definition: The Gross Vehicle Weight Rating (GVWR) is the amount recommended by the manufacturer as the upper limit to the operational weight for a motor vehicle and any cargo (human or other) to be carried. The Gross Combination Weight Rating (GCWR) is calculated by summing the GVWRs for each unit in a combination-unit motor vehicle. Thus for single-unit trucks there is no difference between the GVWR and the GCWR. For combination trucks (truck tractors pulling a single trailer, truck tractors pulling double or triple trailers, trucks pulling trailers, and trucks pulling other motor vehicles) the GCWR is the total of the GVWRs of all units in the combination.

Additional regulations are imposed on all motor vehicles with GCWR/GVWRs of more than 26,000 lbs (11,793 kg). The manufacturer's weight rating can be found on a plate usually located on the door jam.

Check the appropriate G.C.W.R. /G.V.W.R. box of the commercial vehicle:

- 10,000 lbs. or less
- 10,001 – 26,000 lbs.
- More than 26,000 lbs.

Hazardous Materials

Definition: Indication that a motor vehicle had a hazardous materials placard as required by federal/state regulations. Hazardous materials that were released from the cargo compartment should be documented whether or not the motor vehicle displayed a placard.

Any substance or material which has been determined by the U.S. Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce and which has been so designated under regulations of the U.S. DOT. A truck transporting hazardous materials can be identified by a diamond shaped sign that must be affixed to any motor vehicle that carries hazardous materials. It usually contains a four-digit number in the middle of the placard, a one-digit number at the bottom that indicates the hazard class and specific material being carried. (Refer to Appendix J page 63.)

Haz Mat Released

Check the appropriate box for hazardous materials released from the cargo compartment.

Note: Leaking fuel from the power unit does not constitute a reportable hazard release of material. This only refers to cargo.

Haz Mat Placard Number – Class

Definition: U.S. DOT placard number and one- or two-digit class number.

Enter the appropriate four-digit U.S. DOT placard number and one- or two-digit class number with a decimal in the box provided. These can be found on the diamond shaped hazardous material sign if present. If the vehicle placard is not visible, retrieve the numbers from other sources AFTER the hazardous material is determined.

Description of Cargo

Definition: Description of cargo being transported.

This subsection is to be used with commercial vehicles only, unless Haz-Mat is being transported. Identify the cargo being transported in the space provided.

Purpose of Use

Definition: Purpose of use of the carrier vehicle.

- Government (Govt): Any government agency or exempt vehicle such as a city bus, snowplow, school bus, etc. License plate will indicate exempt status.
- Personal: Any personal use that is not associated with business or commercial use.
- Interstate: The term means commercial vehicle travel exists or occurs between two or more states.
- Intrastate: The term means commercial vehicle travel exists or occurs within the geographical boundaries of the State of Utah. Generally there is a UT following the U.S. DOT number on the truck.

Note: This section is for Motor Carrier Vehicles ONLY.

Trailing Units

| #1 TRAILER LICENSE PLATE # | STATE | EXP DATE | LENGTH | #2 TRAILER LICENSE PLATE # | STATE | EXP DATE | LENGTH | #3 TRAILER LICENSE PLATE # | STATE | EXP DATE | LENGTH |
|----------------------------|-------|----------|--------|----------------------------|-------|----------|--------|----------------------------|-------|----------|--------|
| | | mm / yy | | | | mm / yy | | | | mm / yy | |

Enter the license plate number, state and expiration date for up to three trailer units.

1ST Trailer License Plate

Definition: License plate number of the trailer.

State

Definition: Two-letter state abbreviation.

Note: Appropriate state and country abbreviations are located in the Appendix A, page 54.

Expiration Date

Definition: Two-digit month and two-digit year expiration date from the trailer license plate.

Length

Definition: Trailer length in feet.

Note: The length can be found stamped on some trailers. If necessary use roll-a-tape to measure for the trailer length.

Note: 2ND Trailer and 3RD Trailer information should be entered exactly as instructed for the 1ST Trailer.

PEOPLE LEVEL INFORMATION

The information in this section is related to individuals involved in the crash. It is important that this information be complete and accurate so individuals can be contacted at a later date if needed. DLD and the courts use this information when citations are issued.

DRIVER INFORMATION

Driver

| | | | |
|--------|-------|---------|------|
| DRIVER | FIRST | INITIAL | LAST |
| | | | |

Definition: The full name of the driver.

Write the full name of the person driving the motor vehicle at the time of the crash. If the person driving the vehicle is licensed, the name should be exactly the same as shown on the driver license.

Driver Address

| | |
|--------------------------|-----------|
| STREET, CITY, STATE, ZIP | PHONE () |
| | |

Definition: The current address of the driver.

Do not copy the address from the driver license unless the driver has acknowledged that the information is correct. Otherwise, obtain the street address or RFD number, apartment number, city, state, and zip code from an accurate source.

Driver's License

| | | | | | |
|----------------|-------|--------|-------|----------------|----------------|
| DRIVER LICENSE | STATE | NUMBER | CLASS | ENDORSEMENT(S) | RESTRICTION(S) |
| | | | | | |

State

Definition: The geographic or political entity issuing a driver's license. The state could be any of the states of the United States (including the District of Columbia and outlying areas), Indian Nations, U.S. Government, Canadian Provinces, and Mexican States (including the Distrito Federal), as well as other jurisdictions.

Indicate the state that issued the driver's license. Abbreviate the name of the state using acceptable two character codes (Refer to Appendix A for appropriate state and country codes, page 54).

Number

Definition: The unique driver's license number assigned to the individual.

Record the driver's driver license number. Be sure to copy the number completely and accurately. Auto fill makes this simple for electronic submissions. If the driver is not licensed, enter a dash to indicate none.

License Class

Definition: Issued to drivers after successfully completing a driver’s test that qualifies them to operate a specific type of motor vehicle.

Enter the driver license classification letter (i.e. A, C, D, etc.)

Endorsement Codes

Definition: Issued to drivers after successfully completing a specialized test that qualifies them to operate a specific type of motor vehicle.

If a driver does not have a driver’s license, put a dash in the box to indicate none. 

Restriction Codes

Definition: Restrictions assigned to an individual’s driver license by the license examiner.

Note: If a driver has an out of state license, please adapt their code to fit the Utah codes.

Date of Birth

| | | |
|---------------|----|------|
| DATE OF BIRTH | | |
| mm | dd | yyyy |

Definition: The month, day, and year of the birthday of the driver.

Enter the date of birth. This information should be taken from the driver license or other identification received in the investigation.

If you do not have a date of birth put a dash in the box. 

Age

| |
|-----|
| AGE |
|-----|

Indicate the age of the driver from his or her most recent birthday. Infants under one year of age are coded as 0. If you do not know the age, please mark “U” for unknown.

DRIVER CONDITION

| | | | | |
|----------------------------|---------------------------|------------------------|--|--------------|
| 16 Driver Condition | | | | 16-Odd Veh. |
| 01 Appearing Normal | 04 Exceeded HOS Limits | 06 Emotional/ Prior to | | → |
| 02 Illness / Medical | 05 Under the Influence of | 97 Other* | | |
| 03 Fatigue/Asleep | Alcohol/Drugs/Medications | 99 Unknown | | → |
| | | | | 16-Even Veh. |

Definition: Any relevant condition of the driver immediately preceding the crash.

Note: Emotional is noted for the condition BEFORE the crash.

Enter the appropriate two-digit code for each driver involved in crash:

| | | | |
|----|---------------------|----|--|
| 01 | Appearing Normal | 05 | Under the Influence of Alcohol/Drugs/Medications |
| 02 | Illness/Medical | 06 | Emotional/Prior to |
| 03 | Fatigue/Asleep | 97 | Other* (Explain in Narrative) |
| 04 | Exceeded HOS Limits | 99 | Unknown |

DRIVER CONTRIBUTING CIRCUMSTANCES

| 17 Driver Contributing Circumstances | | |
|--------------------------------------|------------------------------|---------------------|
| 00 None | 08 Disregard Traffic Signals | 16 Improper Backing |
| 01 Exceeded Posted Speed Limit | 09 Disregard Road Markings | 17 Improper Signal |
| 02 Too Fast for Conditions | 10 Swerved or Evasive Action | 18 Improper Passing |
| 03 Failed to Yield Right-of-Way | 11 Followed too Closely | 19 Improper Turn |
| 04 Failed to Keep in Proper Lane | 12 Reckless/Aggressive | 20 Hit and Run |
| 05 Improper Lane Change | 13 Wrong Side/Wrong Way | 21 Street Racing |
| 06 Over-Correcting/Over-Steering | 14 Improper Parking/Stopping | 97 Other* |
| 07 Disregard Traffic Signs | 15 Ran Off Road | 99 Unknown |

17-Odd Veh.

17-Even Veh.

Definition: The actions of the driver that, based on the judgment of the investigating law enforcement officer, contributed to the crash.

The contributing circumstances are separated into two categories: primary and secondary contributing circumstances. The primary contributing circumstance is the action that most directly contributed to the cause of the crash. The secondary contributing circumstance is any additional action that contributed to the cause of the crash. If, in the judgment of the investigating officer, there is only one contributing circumstance for a driver, mark '00 None' in the box for secondary contributing circumstance.

Example: a vehicle may be '02 Too Fast for Conditions' and '11 Followed too Closely'.

Enter the primary two-digit code first and the secondary two-digit code second:

| | | | |
|----|-------------------------------|----|-------------------------------|
| 00 | None | 12 | Reckless/Aggressive |
| 01 | Exceeded Posted Speed Limit | 13 | Wrong Side/Wrong Way |
| 02 | Too Fast for Conditions | 14 | Improper Parking/Stopping |
| 03 | Failed to Yield Right-of-Way | 15 | Ran Off Road |
| 04 | Failed to Keep in Proper Lane | 16 | Improper Backing |
| 05 | Improper Land Change | 17 | Improper Signal |
| 06 | Over-Correcting/Over-Steering | 18 | Improper Passing |
| 07 | Disregard Traffic Signs | 19 | Improper Turn |
| 08 | Disregard Traffic Signals | 20 | Hit and Run |
| 09 | Disregard Road Markings | 21 | Street Racing |
| 10 | Swerved or Evasive Action | 97 | Other* (Explain in Narrative) |
| 11 | Followed too Closely | 99 | Unknown |

DRIVER DISTRACTION

| 19 Driver Distraction | | |
|-----------------------|----------------------------|-------------------|
| 00 None | 03 Other Electronic Device | 06 TV/ Monitor |
| 01 Cell Phone | 04 Passengers | 07 Other Inside |
| 02 Radio/CD/DVD etc. | 05 Texting | 08 Other External |
| | 97 Other* | 99 Unknown |

19-Odd Veh.

19-Even Veh.

Definition: Distractions that may have affected the driver performance. This element focuses on distractions inside the vehicle prior to the crash.

Enter the appropriate two-digit code for each vehicle:

| | | | |
|----|-------------------------|----|-------------------------------|
| 00 | None | 06 | TV/ Monitor |
| 01 | Cell Phone | 07 | Other Inside |
| 02 | Radio/CD/DVD etc. | 08 | Other External |
| 03 | Other Electronic Device | 97 | Other* (Explain in Narrative) |
| 04 | Passengers | 99 | Unknown |
| 05 | Texting | | |

ALCOHOL/DRUG INFORMATION

If alcohol or drugs are suspected to be a factor in the crash, the report needs to include this information. Alcohol and drug related information is contained in this subsection.

Alcohol/Drug Use Suspected

| | | |
|-------------|----------|-----------------------------------|
| 9-Odd Veh. | 9 | Alcohol/Drug Use Suspected |
| | 00 | None |
| | 01 | Alcohol |
| | 02 | Drugs |
| | 03 | Both |
| | 99 | Unknown |
| 9-Even Veh. | | |

Definition: The law enforcement officer suspects that the driver involved in the crash has recently used alcohol or drugs. This field does not require that a test be administered and includes alcohol and/or drug use both under and over the legal limit.

Enter the appropriate two-digit code for the alcohol/drug use suspected for each driver:

| | | | |
|----|---------|----|---------|
| 00 | None | 03 | Both |
| 01 | Alcohol | 99 | Unknown |
| 02 | Drugs | | |

Alcohol/Drug Test

| | | |
|--------------|-----------|--------------------------|
| 10-Odd Veh. | 10 | Alcohol/Drug Test |
| | 00 | Not Given |
| | 01 | Refused |
| | 02 | Alcohol |
| | 03 | Drug |
| | 04 | Both |
| | 05 | Taken to M.E. |
| | 97 | Other* |
| 10-Even Veh. | | |

Definition: Indicate the type of alcohol or drug test (blood or urine), that was administered.

Enter appropriate two-digit code to indicate which test(s) were given either at the crash or if the driver was transported to a testing site for test administration:

| | | | |
|----|-----------|----|-------------------------------|
| 00 | Not Given | 04 | Both |
| 01 | Refused | 05 | Taken to M.E. |
| 02 | Alcohol | 97 | Other* (Explain in Narrative) |
| 03 | Drug | | |

Test Results

| | | |
|--------------|-----------|--------------------------|
| 11-Odd Veh. | 11 | Test Results |
| | 96 | Not Applicable / No Test |
| | 01 | Alcohol-Pos. |
| | 02 | Drug-Pos. |
| | 03 | Both-Pos. |
| | 04 | Negative |
| | 05 | Pending |
| 11-Even Veh. | | |

Definition: The general results of alcohol or drug test(s).

Often an officer will have to file an amendment for test results due to the amount of time needed for results to become available. The actual BAC results are recorded on the back of the form in the Person(s) Involved section.

Enter the appropriate two-digit code for the alcohol and/or drug test results:

| | | | |
|----|------------------------|----|---------------|
| 96 | Not Applicable/No Test | 03 | Both-Positive |
| 01 | Alcohol-Positive | 04 | Negative |
| 02 | Drug-Positive | 05 | Pending |

DRIVER(S) AND PERSON(S) INVOLVED INFORMATION

Information needed to complete this portion of the report form is found at the top of the back side of the overlay.

| DRIVER(S) AND PERSON(S) INVOLVED INFORMATION (Back Page, Upper Right) | | | | | | | | | |
|---|---------------------|-------------------------------|--------------------|-------------------------------------|---------------------------|----------------------|--|--|--|
| Person Type | | Sex | | Transport By | | Ejection | | | |
| 01 Driver | 04 Pedalcyclist | M | Male | 01 Not Transported | 04 Law Enforcement | 00 Not Ejected | | | |
| 02 Passenger | 05 Scooter/Skater | F | Female | 02 Ambulance | 05 Private Vehicle | 01 Totally Ejected | | | |
| 03 Pedestrian | 97 Other* | U | Unknown | 03 Helicopter | 99 Unknown | 02 Partially Ejected | | | |
| Injury Level | | Injury Area | | Safety Equipment | | Ejection Path | | | |
| 01 No Injury | | 00 None | 05 Abdomen/Pelvis | 00 None | 06 Booster Seat | 96 Not Applicable | (motorcycle, snowmobile, pedestrian, pedalcyclist, etc.) | | |
| 02 Possible Injury | | 01 Head | 06 Spine | 01 Lap & Shoulder Belt | 07 Helmet | 97 Other* | | | |
| 03 Non-Incapacitating Injury | | 02 Face | 07 Upper Extremity | 02 Shoulder Belt Only | 08 Helmet Plus Other | 99 Unknown | | | |
| 04 Incapacitating Injury | | 03 Neck | 08 Lower Extremity | 03 Lap Belt Only | 99 Unknown | | | | |
| 05 Fatal | | 04 Chest | 99 Unknown | 04 Child Restraint - Forward Facing | | | | | |
| Injury Cause | | Disposition of Vehicle | | Used Properly | | Extrication | | | |
| 00 None | 06 Other Interior | 01 Retained by Driver | | 01 Yes | 96 Not Applicable | 01 Not Extricated | | | |
| 01 Steering Wheel | 07 Vehicle Exterior | 02 Towed/Disabled | | 02 No | 99 Unknown | 02 Extricated | | | |
| 02 Dash/Windshield | 08 External Object | 03 Towed/Impounded | | Air Bag | | 03 Rear Window/Door | | | |
| 03 Airbag | 97 Other* | 04 Towed Other | | 00 None | 04 Deployed - Other | | | | |
| 04 Seatbelt | 99 Unknown | 05 Hit and Run | | 00 Not Deployed | 05 Deployed - Combination | | | | |
| 05 Roof | | 06 Not Applicable | | 02 Deployed - Front | 06 Deactivated | | | | |
| | | | | 03 Deployed - Side | 07 Missing | | | | |
| | | | | | 99 Unknown | | | | |

Information is needed for each driver, passenger, and non-motorist (i.e. pedestrian, bicyclist, etc.) involved in the crash. The person data elements describe the characteristics and actions of, and the consequences to the persons involved in the crash.

*Note: You will **NOT** need to fill out the driver's Name, Date of Birth (DOB), Age or Address in this section. It should be filled out on the front side in the driver section of the vehicle.*

| PERSON(S) INVOLVED | VEH # | DRIVER | Transported to: | BAC | Person Type | Seating Position | Sex | INJURY | | | Transported By | Safety Equipment | Used Properly | Air Bag | Ejection | Ejection Path | Extrication | |
|--------------------|-------|---------|-----------------|-----|-----------------|------------------|-----|--------|------|-------|----------------|------------------|---------------|---------|----------|---------------|-------------|--|
| | | | | | | | | Level | Area | Cause | | | | | | | | |
| | VEH # | DRIVER | Transported to: | BAC | | | | | | | | | | | | | | |
| | VEH # | DRIVER | Transported to: | BAC | | | | | | | | | | | | | | |
| | VEH # | Name | DOB | Age | Transported to: | | | | | | | | | | | | | |
| | # | Address | Phone () | | | | | | | | | | | | | | | |
| | VEH # | Name | DOB | Age | Transported to: | | | | | | | | | | | | | |
| | # | Address | Phone () | | | | | | | | | | | | | | | |
| | VEH # | Name | DOB | Age | Transported to: | | | | | | | | | | | | | |
| | # | Address | Phone () | | | | | | | | | | | | | | | |
| | VEH # | Name | DOB | Age | Transported to: | | | | | | | | | | | | | |
| | # | Address | Phone () | | | | | | | | | | | | | | | |

Name

| |
|------|
| Name |
|------|

Enter the name of the non-driver occupant or non-motorists involved in the crash.

Date of Birth (DOB)

| |
|-----|
| DOB |
|-----|

Definition: The month, day, and year of birth of the person involved in the crash.

Write the date of birth of the individual using the mm/dd/yyyy format. If you do not have a date of birth put a dash in the box. 

Age

| |
|-----|
| Age |
|-----|

Definition: Age of the person based on his or her most recent birthday.

Address/Phone

| | |
|---------|-----------|
| Address | Phone () |
|---------|-----------|

Definition: The current address and phone number of each non-driver occupant.

Make sure to fill in complete address information: street, city, state and zip code. The phone number must be complete and include the area code. It is very important for the DLD to have the complete address record and phone number.

Note: For motorcyclists, pedal cyclists, etc. use code '96 Not Applicable' rather than code '01 Ejected'. For non-motorists use '96 Not Applicable' rather than code '00 Not Ejected'.

Vehicle

Definition: The unique number assigned to each vehicle involved in the crash to the motor vehicle occupant(s).

Enter the number of the vehicle in which the person was traveling. It is important to match each person to the correct vehicle.

If the person involved in the crash is a non-motorist, such as a pedestrian or cyclist, enter 0 for the vehicle number.

Blood Alcohol Content

Definition: If a Blood Alcohol Content (BAC) test was given, enter the results in this space for each individual. If a BAC is not applicable enter a dash (for not applicable) or if a test is to be administered but the results are not yet know, enter U for Unknown.

Since BAC results aren't usually available when the original report is filled out, this will generally be submitted as part of a supplemental report.

INFORMATION FOR ALL VEHICLE OCCUPANTS

Enter the appropriate two-digit code for each of the following elements for each person involved in the crash: Person Type, Seating Position, Sex, Injury Level, Injury Area, Injury Cause, Transported By, Safety Equipment, Used Properly, Air Bag, Ejection, Ejection Path, and Extrication.

Person Type

Definition: The type of person involved in a crash.

Indicate the person type for each person involved in the crash using the following codes:

| | | | |
|----|---------------|----|-------------------------------|
| 01 | Driver | 05 | Scooter/Skater |
| 02 | Passenger | 97 | Other* (Explain in Narrative) |
| 03 | Pedestrian | 99 | Unknown |
| 04 | Pedal cyclist | | |

Seating Position

| SEATING POSITION | | |
|---------------------------|--------------------------------------|------------------------|
| 11 - Motorcycle Driver | 50 - Sleeper Section of Cab (Truck) | 57 - Right Side Driver |
| 21 - Motorcycle Passenger | 51 - Enclosed Cargo Area | 60 - Non-Motorist |
| 18 - Front Row Other | 52 - Unenclosed Cargo Area | 97 - Other* |
| 28 - Second Row Other | 54 - Trailing Unit | 99 - Unknown |
| 38 - Third Row Other | 55 - Riding on Vehicle Exterior | |
| 48 - Fourth Row Other | 56 - Seating Position 11, Not Driver | |

Definition: The location of each occupant in, on, or outside of the motor vehicle prior to the first event in the sequence of events of the crash.

Note: Codes '11 Motorcycle Driver' and '57 Right Side Driver' only apply to drivers of motor vehicles. If a second person is riding on the driver's lap in the driver's seat, use code 56 'Seating Position 11, Not Driver'.

Note: Code '60 Non-Motorist' should be used for persons not riding in or on a motor vehicle (pedestrians, scooter/skaters, pedal cyclists, etc).

Enter the appropriate two-digit code for the seating position of each person involved in the crash:

| | | |
|---------------------------|---------------------------------|--------------------------------------|
| 11 - Motorcycle Driver | 50 – Sleeper Section of Cab | 56 – Seating Position 11, Not Driver |
| 21 - Motorcycle Passenger | (truck) | 57 – Right Side Driver |
| 18 - Front Row Other | 51 – Enclosed Cargo Area | 60 – Non-Motorist |
| 28 - Second Row Other | 52 – Unenclosed Cargo Area | 97 – Other* (Explain in Narrative) |
| 38 – Third Row Other | 54 – Trailing Unit | 99 - Unknown |
| 48 – Fourth Row Other | 55 – Riding on Vehicle Exterior | |

Sex

Definition: The sex of the person involved in the crash.

Enter the appropriate code for the sex of each person involved in the crash:

| | |
|---|---------|
| M | Male |
| F | Female |
| U | Unknown |

INJURY DESCRIPTIONS

These three subsections refer to the injury that the driver, vehicle occupant(s) or non-motorist(s) may have sustained in a crash.

Injury Level

Definition: The injury severity level for each person involved in the crash.

Enter the appropriate two-digit code for the type of injury suffered by each person in the crash:

| | | | |
|----|---------------------------|----|-----------------------|
| 01 | No Injury | 04 | Incapacitating Injury |
| 02 | Possible Injury | 05 | Fatal |
| 03 | Non-Incapacitating Injury | | |

Injury Area

Definition: The primary or most obvious area of the person's body that was injured during the crash.

If a person is not injured, enter '00 None' (do not leave the box blank). Enter the appropriate two-digit code for the area of the body that suffered the most severe injury:

| | | | | | |
|----|------|----|-----------------|----|-----------------|
| 00 | None | 04 | Chest | 08 | Lower Extremity |
| 01 | Head | 05 | Abdomen/Pelvis | 99 | Unknown |
| 02 | Face | 06 | Spine | | |
| 03 | Neck | 07 | Upper Extremity | | |

Injury Cause

Definition: The cause of the primary injury.

Enter the appropriate two-digit code of the object that caused the injury:

| | | | | | |
|----|-----------------|----|------------------|----|-------------------------------|
| 00 | None | 04 | Roof | 97 | Other* (Explain in Narrative) |
| 01 | Steering Wheel | 05 | Other Interior | 99 | Unknown |
| 02 | Dash/Windshield | 06 | Vehicle Exterior | | |
| 03 | Airbag | 07 | External Object | | |

Transported To

Definition: Name of the medical facility to which the injured person was transported.

If an individual was transported to a medical facility, please enter the medical facility where the individual was transported. If the person is not transported to a medical facility, please enter '00 Not Applicable'.

Transported By

Definition: The type and identity of the unit that transported the patient to the receiving medical facility.

Enter the appropriate two-digit code for the type of emergency medical service or other agency that transported the person involved:

| | | | | | |
|----|-----------------|----|-----------------|----|-------------------------------|
| 01 | Not Transported | 04 | Law Enforcement | 97 | Other* (Explain in Narrative) |
| 02 | Ambulance | 05 | Private Vehicle | 99 | Unknown |
| 03 | Helicopter | | | | |

Safety Equipment Used

Definition: The safety restraint equipment in use by an occupant or the safety equipment used by a motorcyclist or non-motorist at the time of the crash.

Note: Enter safety equipment use also for non-motorists (bicyclists, skaters, etc.). For example, if a skater is using helmet and pads, enter code '08 Helmet Plus Other'. Pedestrians or joggers using reflective clothing should be coded as '97 Other' and described in the narrative*

Enter the appropriate two-digit code for the type of safety equipment for each person involved:

| | | | |
|----|----------------------------------|----|-------------------------------|
| 00 | None | 06 | Booster Seat |
| 01 | Lap & Shoulder Belt | 07 | Helmet |
| 02 | Shoulder Belt Only | 08 | Helmet Plus Other |
| 03 | Lap Belt Only | 97 | Other* (Explain in Narrative) |
| 04 | Child Restraint - Forward Facing | 99 | Unknown |
| 05 | Child Restraint - Rear Facing | | |

Used Properly

Definition: This code refers to safety equipment in use by occupants in the vehicle.

Example: Wearing a lap belt but with the shoulder belt under their arm or over their head.

Enter the appropriate two-digit code to indicate if the safety equipment was used properly for each person involved:

| | | | |
|----|-----|----|----------------|
| 01 | Yes | 96 | Not Applicable |
| 02 | No | 99 | Unknown |

Air Bag

Definition: The deployment status of the air bags relative to the occupant's position in the vehicle.

Enter the appropriate two-digit code for the status of the airbag for each person involved in the crash:

| | | | |
|----|------------------|----|------------------------|
| 00 | None | 05 | Deployed – Combination |
| 01 | Not Deployed | 06 | Deactivated |
| 02 | Deployed - Front | 07 | Missing |
| 03 | Deployed - Side | 99 | Unknown |
| 04 | Deployed - Other | | |

Ejection

Definition: The occupant was completely or partially thrown from the interior of the motor vehicle, excluding motorcycles, as a result of a crash.

Note: For motorcyclists, pedal cyclists, etc. use code '96 Not Applicable' rather than code '01 Totally Ejected'. Similarly for non-motorists use '96 Not Applicable' rather than code '00 Not Ejected'.

Enter the appropriate two-digit code for the driver and/or passenger(s) ejection:

| | | | |
|----|-------------------|----|--|
| 00 | Not Ejected | 96 | Not Applicable (motorcycle, snowmobile, pedestrian, pedal cyclist, etc.) |
| 01 | Totally Ejected | 99 | Unknown |
| 02 | Partially Ejected | | |

Ejection Path

Definition: The path or portion of the car through which the person(s) was ejected from vehicle.

Enter the appropriate two-digit code for the ejected individual:

| | | | |
|----|------------------|----|-------------------------------|
| 96 | Not Applicable | 97 | Other* (Explain in Narrative) |
| 01 | Windshield | 99 | Unknown |
| 02 | Side Window/Door | | |

Extrication

Definition: Extrication refers to the use of equipment or other force to remove persons from the vehicles, i.e., more than just lifting or carrying persons out of the wreckage.

Enter the appropriate two-digit code for the driver and/or passenger(s) regarding extrication:

| | |
|----|----------------|
| 01 | Not Extricated |
| 02 | Extricated |
| 99 | Unknown |

Note: Please do not enter a code of '02 Extricated' for helping a person from a vehicle. Extricated will generally require mechanical means such as "jaws of life" or other extrication equipment.

VEHICLE OWNER INFORMATION

This subsection includes information about the owners of the vehicles involved in the crash.

Owner

| | | | |
|-------|---|---------|------|
| OWNER | FIRST | INITIAL | LAST |
| | <input type="checkbox"/> Same as Driver | | |

Verify ownership by checking the information contained in the vehicle registration. Enter the vehicle owner.

If the operator is under authority of a carrier, go to the Commercial Carrier Box and use the carrier name. Otherwise, obtain the information from the registration certificate, the driver, or other available sources.

Address

| | |
|--------------------------|---------------|
| STREET, CITY, STATE, ZIP | PHONE () |
|--------------------------|---------------|

Verify the address on the vehicle registration before entering information given by the driver. If the registration information is incorrect, obtain the street address or RFD number, apartment number, city, state, zip code and phone number from some other source. Always indicate: street, city, state, zip, and phone number, including area code. This information is critical to help support license suspension and revocation.

NON-MOTORIST INFORMATION

A non-motorist is any person other than an occupant of a motor vehicle in transport. This includes pedestrians, bicyclists, other cyclists, occupants of other motor vehicles not in transport, and occupants of transport vehicles other than motor vehicles.

Non-Motorist Action

| | | | |
|---|--------------------------|------------|------|
| 30 Non-Motorist Action | | | 30 → |
| 96 Not Applicable | 05 Cycling | 97 Other* | |
| 01 Entering or Crossing Road | 06 Working | 99 Unknown | |
| 02 Walking, Running, Jogging, Playing, etc. | 07 Working on Vehicle | | |
| 03 Approaching or Leaving Motor Vehicle | 08 Pushing Motor Vehicle | | |
| 04 Standing, Lying, Sitting | 09 Alcohol/Drugs | | |

Definition: The action of the non-motorist prior to the crash.

If more than one condition exists, enter the one that most directly contributed to the crash.

Note: If no non-motorists were hit, fields 31-32 should be coded '96 Not Applicable'.

Enter the appropriate two-digit code to indicate any non-motorist action:

| | |
|---|----------------------------------|
| 96 Not Applicable | 06 Working |
| 01 Entering or Crossing Road | 07 Working on Vehicle |
| 02 Walking, Running, Jogging, Playing, etc. | 08 Pushing Motor Vehicle |
| 03 Approaching or Leaving Motor Vehicle | 09 Alcohol/Drugs |
| 04 Standing, Lying, Sitting | 97 Other* (Explain in Narrative) |
| 05 Cycling | 99 Unknown |

Non-Motorist Contributing Circumstances

| | | | |
|---|---|--|------|
| 31 Non-Motorist Contributing Circumstances | | | 31 → |
| 96 Not Applicable | 05 Inattentive | | |
| 00 None | 06 Failure to Obey Traffic Signs, Signals, or Officer | | |
| 01 Improper Crossing | 07 Failure to Yield Right-of-Way | | |
| 02 Darting | 08 In Roadway (standing, on knees, lying, etc.) | | |
| 03 Wrong Side of Road | 97 Other* | | |
| 04 Not Visible | 99 Unknown | | |

Definition: Any relevant condition of the non-motorist that is directly related to the crash.

Enter the appropriate two-digit code to indicate any non-motorist action that contributed to the crash. If more than one condition exists, enter the one that most directly contributed to the crash:

- | | | | |
|----|--------------------|----|--|
| 96 | Not Applicable | 05 | Inattentive |
| 00 | None | 06 | Failure to Obey Traffic Signs, Signals, or Officer |
| 01 | Improper Crossing | 07 | Failure to Yield Right-of-Way |
| 02 | Darting | 08 | In Roadway (standing, on knees, lying, etc.) |
| 03 | Wrong Side of Road | 97 | Other* (Explain in Narrative) |
| 04 | Not Visible | 99 | Unknown |

Non-Motorist Location

| | | |
|--|-----------------------------|------------|
| 32 Non-Motorist Location | | |
| 96 Not Applicable | 08 Shoulder | 97 Other* |
| 01 Marked Crosswalk at Intersection | 09 Island | 99 Unknown |
| 02 Unmarked Crosswalk at Intersection | 10 Sidewalk | |
| 03 Mid-Block Crosswalk | 11 Roadside | |
| 04 School Crosswalk at Intersection | 12 Dedicated Bike Path/Lane | |
| 05 Mid-Block School Crosswalk | 13 Shared Use Path/Trail | |
| 06 In Roadway (no crosswalk or intersection) | 14 Outside Right-of-Way | |
| 07 Median (not on shoulder) | 15 Inside Building | |

32 →

Definition: The non-motorist's location with respect to the roadway at the time of the crash.

Enter the appropriate two-digit location code for any non-motorist involved in the crash:

- | | | | |
|----|---|----|-------------------------------|
| 96 | Not Applicable | 09 | Island |
| 01 | Marked Crosswalk at Intersection | 10 | Sidewalk |
| 02 | Unmarked Crosswalk at Intersection | 11 | Roadside |
| 03 | Mid-Block Crosswalk | 12 | Dedicated Bike Path/Lane |
| 04 | School Crosswalk at Intersection | 13 | Shared Use Path/Trail |
| 05 | Mid-Block School Crosswalk | 14 | Outside Right-of-Way |
| 06 | In Roadway (no crosswalk or intersection) | 15 | Inside Building |
| 07 | Median (not on shoulder) | 97 | Other* (Explain in Narrative) |
| 08 | Shoulder | 99 | Unknown |

LAW ENFORCEMENT ACTION

| | |
|---|------------|
| CHARGE(S) <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> PENDING <input type="checkbox"/> UNKNOWN | CITATION # |
|---|------------|

The following boxes are used by law enforcement.

Charge(s)

Indicate the charge(s) relating to the crash in the space provided. Also check the appropriate status of the charge(s) in the corresponding box.

Citation

Enter the number of the citation.

WITNESSES INFORMATION

This subsection relates to the information of persons who witnessed the crash. Passengers in the vehicles involved in the crash should not be listed here, but should be shown under the passenger section. If additional space is needed, fill out the Additional Person Form.

| | | |
|------------|---------------|--------------------|
| WITNESSES | | |
| Name _____ | Address _____ | Phone (____) _____ |
| Name _____ | Address _____ | Phone (____) _____ |

Name

Print the witness' full name.

Address

Enter the complete address including the house or apartment number, street, city, state and zip code.

Phone Number

Enter the complete phone number, including the area code.

APPENDIX A – State and Country Abbreviations

UNITED STATES (USA)

| | | |
|--------------------------|--------------------|--------------------------|
| AK, Alaska | ME, Maine | TN, Tennessee |
| AL, Alabama | MI, Michigan | TX, Texas |
| AR, Arkansas | MN, Minnesota | UT, Utah |
| AZ, Arizona | MO, Missouri | VA, Virginia |
| CA, California | MS, Mississippi | VT, Vermont |
| CO, Colorado | MT, Montana | WA, Washington |
| CT, Connecticut | NC, North Carolina | WI, Wisconsin |
| DE, Delaware | ND, North Dakota | WV, West Virginia |
| DC, District of Columbia | NE, Nebraska | WY, Wyoming |
| FL, Florida | NH, New Hampshire | GU, Guam |
| GA, Georgia | NJ, New Jersey | PR, Puerto Rico |
| HI, Hawaii | NM, New Mexico | VI, Virgin Islands (US) |
| IA, Iowa | NV, Nevada | AA, Armed Forces America |
| ID, Idaho | NY, New York | AE, Armed Forces Africa |
| IL, Illinois | OH, Ohio | AP, Armed Forces Pacific |
| IN, Indiana | OK, Oklahoma | |
| KS, Kansas | OR, Oregon | |
| KY, Kentucky | PA, Pennsylvania | |
| LA, Louisiana | RI, Rhode Island | |
| MA, Massachusetts | SC, South Carolina | |
| MD, Maryland | SD, South Dakota | |

MEXICO (MX)

| | | |
|--------------------------|-------------------------|--------------|
| BJ, Baja Calif (S) | CU, Coahuila | TL, Tlaxcala |
| YU, Yucatan | GP, Guadeloupe, | VC, Veracruz |
| DF, Distrito Federal-Mex | TA, Tamaulipas | |
| CH, Chihuahua | TF, Tuamotu Archipelago | |

CANADA (CD)

| | | |
|----------------------|-------------------------|--------------------------|
| AB, Alberta | NK, New Brunswick | PE, Prince Edward Island |
| BC, British Columbia | NT, Northwest Territory | PQ, Quebec |
| MB, Manitoba | NS, Nova Scotia | SN, Saskatchewan, |
| NF, Newfoundland | ON, Ontario | YT, Yukon Territory |

NATIVE AMERICAN RESERVATIONS

| | | |
|--------------------------|--------------------------|--------------------------|
| Absentee Shawnee, EE | Midway Islands, MW | Red Lake, RL |
| Apache Tribe, AX | Osage Nation, OG | Seminole Nation, SK |
| Chipewa Turtle Mtn, UC | Okinawa, OI | Seneca-Cayuga Tribes, DV |
| Comanche Nation, DP | Otoe-Missouria Tribe, OO | Shakopee, KP |
| Iowa Tribe, IW | Oglala Sioux, OS | Sinaloa, SI |
| Kickapoo Tribe, KK | Oneida Tribe of Indi, OT | Wichita Tribe, WT |
| Kiowa, KW | Pawnee Tribe, PW | Wyandotte Tribe, WD |
| Menominee, IX | Ponca Tribe, PN | |
| Miami Tribe, DS | Pottawa, DW | |
| Muscogee (Creek) TRI, DT | Puebla, PB | |

OTHER COUNTRIES

United Arab Emirates, AE
Antigua and Barbuda, AI
Netherlands Antilles, AN
Antarctica, AQ
Argentina, AR
American Samoa, AM
Austria, AU,
Australia, AS
Aruba, AJ
Belgium, BG
Bahrain, BH
Bermuda, BM
Bolivia, BV
Bonaire, NX
Brazil, BZ
Bahamas, BS
Belize, BZ
British Solomon Island, BS
Canal Zone, CZ
Chile, CL
China, CN
Colombia, CB
Costa Rica, CR
Cuba, CU
Denmark, DK
Dominican Republic, DR
Ecuador, EU
Egypt, EY

Spain, SP
Finland, FD
Fiji, FJ
France, FR
England, GB
Germany, DE
Guatemala, GT
Greece, GR
Greenland, GL
Hong Kong, HK
Honduras, HD
Haiti, HT
Ireland, IE
Israel, IS
India, II
Iran, IR
Iraq, IQ
Iceland, IC
Italy, IT
Jamaica, JM
Jordan, JO
Japan, JP
North Korea, KN
South Korea, KO
Kuwait, KW
Morocco, MQ,
Monaco, MC
Nicaragua, NI

Netherlands, NL,
Norway, NW,
New Zealand, NZ
Peru, PU
Philippines, PI
Saudi Arabia, SA
Singapore, SR
Sweden, SE
Switzerland, SZ
Thailand, TH
Tonga, TG
Uruguay, UY
Venezuela, VZ
Samoa,, WS
Yemen, YE
Yugoslavia, YG
El Salvador, EL
Scotland, SS
Wales, WL
Western Samoa, WS

XX, Unknown

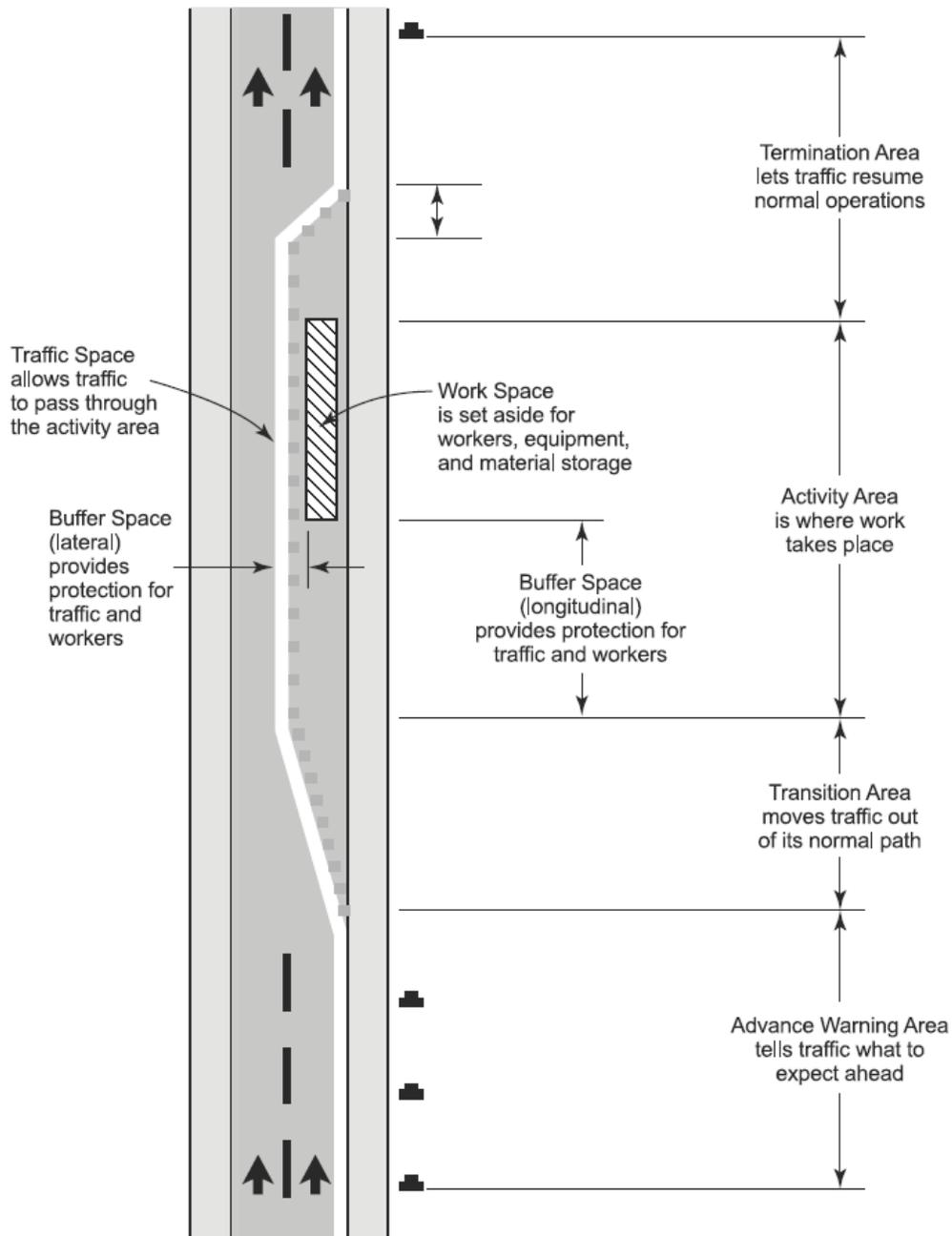
APPENDIX B – Vehicle Makes

NCIC Codes for Motor Vehicle Makes

| | | | |
|-----------------|------|---------------|------|
| ACURA | ACUR | LANCIA | LNCI |
| ALFA ROMEO | ALFA | LAND ROVER | LNDR |
| AMERICAN MOTORS | AMER | LEXUS | LEXS |
| ASUNA | ASUN | LINCOLN | LINC |
| AUDI | AUDI | MACK | MACK |
| AUSTIN | AUST | MAZDA | MAZD |
| BMW | BMW | MERCEDES BENZ | MERZ |
| BUICK | BUIC | MERCURY | MERC |
| CADILLAC | CADI | MERKUR | MERK |
| CAPRI | CAP | MG | MG |
| CHEVROLET | CHEV | MITSUBISHI | MITA |
| CHRYSLER | CHRY | NISSAN | NISS |
| DAEWOO | DAEW | OLDSMOBILE | OLDS |
| DAIHATSU | DAIH | OPEL | OPEL |
| DODGE | DODG | OSHKOSH | OSHK |
| EAGLE | EGIL | PASSPORT | PASS |
| FIAT | FIAT | PETERBUILT | PTRB |
| FORD | FORD | PEUGEOT | PEUG |
| FREGHTLINER | FRHT | PLYMOUTH | PLYM |
| FWD | FWD | PONTIAC | PONT |
| GEO | GEO | PORSCHE | PORS |
| GM | GM | RENAULT | RENA |
| GMC | GMC | SAAB | SAA |
| HARLEY DAVIDSON | HD | SATURN | STRN |
| HINO | HINO | SSI | SSI |
| HONDA | HOND | STERLING | STRG |
| HYUNDAI | HYUN | SUBARU | SUBA |
| INFINITI | INFI | SUZUKI | SUZI |
| INTERNATIONAL | INTL | TOYOTA | TOYT |
| ISUZU | ISU | TRIUMPH | TRIU |
| IVECO | IVEC | VOLKSWAGEN | VOLK |
| JAGUAR | JAGU | VOLVO | VOLV |
| JEEP | JEEP | WHITE | WHIT |
| JENSEN | JENS | WHITEGMC | WHGM |
| KAWASAKI | KAWK | WINNEBAGO | WINN |
| KENWORTH | KW | YAMAHA | YAMA |
| KIA | KIA | YUGO | YUGO |
| LADA | LADA | | |

APPENDIX C – Work Zone Diagram

DIAGRAM OF A WORK ZONE AREA*



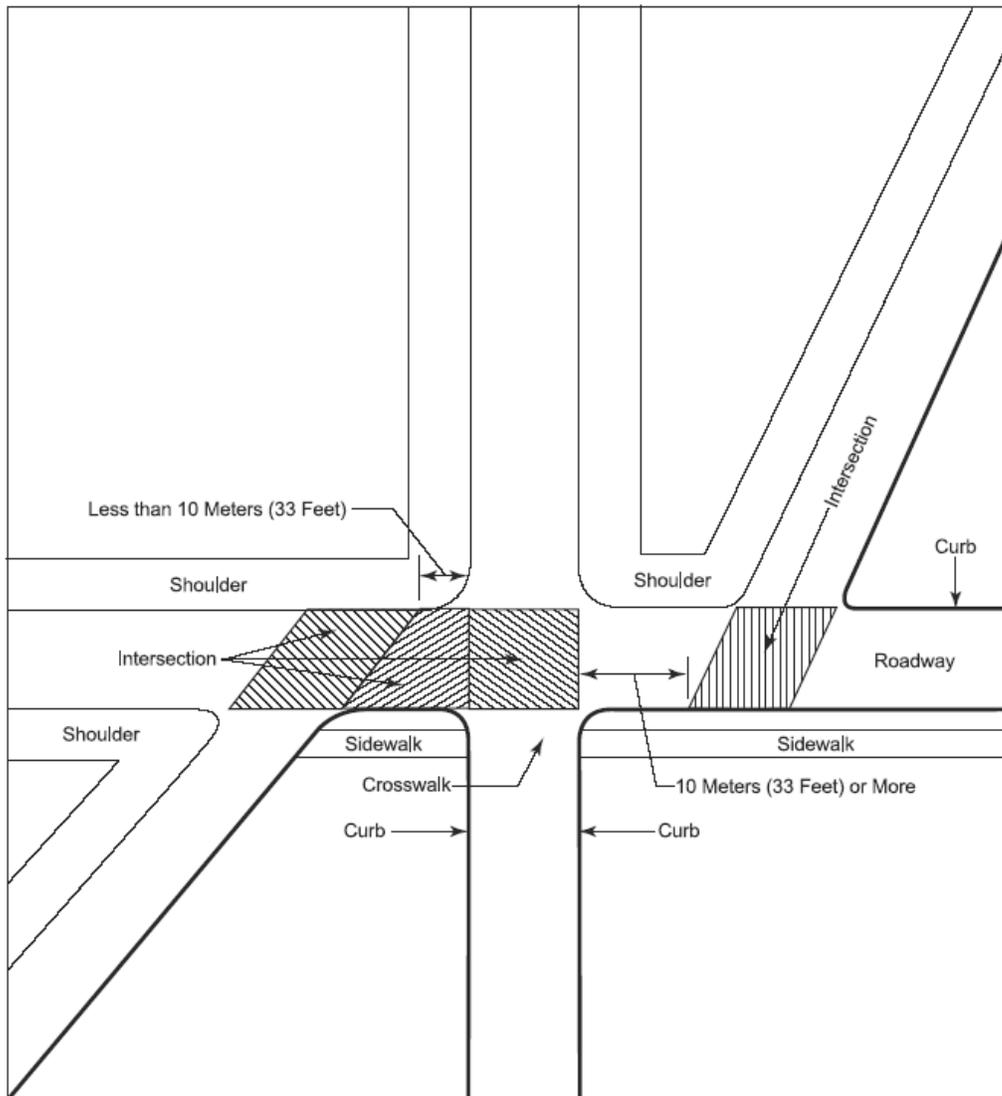
Legend:

➔ Direction of travel

*Source: FHWA.

APPENDIX D – Intersection Diagram

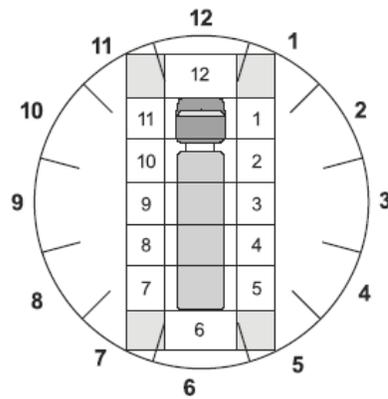
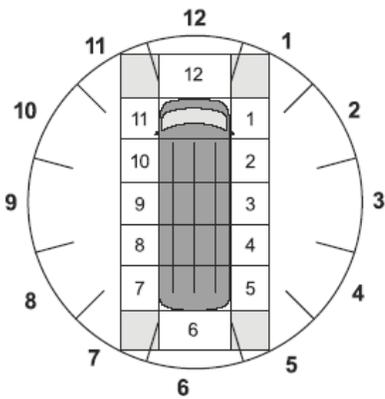
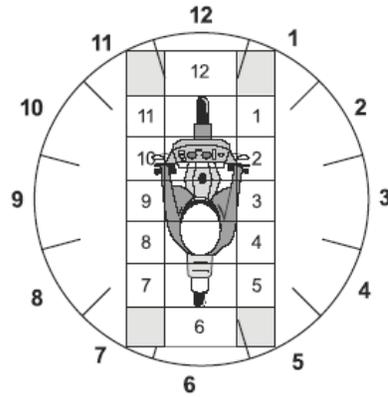
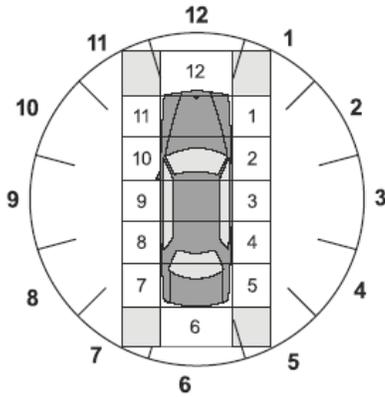
DIAGRAM OF AN INTERSECTION*



*Source: ANSI D16.1-1996 Manual on Classification of Motor Vehicle Traffic Accidents, Sixth Edition.

APPENDIX E – Vehicle Impact Points Diagram

CLOCKPOINT DIAGRAMS FOR DIFFERENT TYPES OF MOTOR VEHICLES*



*Source: FARS Coding Manual

APPENDIX F – FMCSA Reporting

Truck and Bus Crashes Reportable to FMCSA

REPORT A TRAFFIC CRASH IF IT INVOLVES...

Any truck that has a gross vehicle weight rating (GVWR) of more than 10,000 pounds or a gross combination weight rating (GCWR) of more than 10,000 pounds used on public highways

OR

Any motor vehicle with seating to transport nine (9) or more people, including the driver's seat

OR

Any motor vehicle displaying a hazardous materials placard (regardless of weight)

...AND RESULTS IN

A fatality: any person(s) killed in or outside of any vehicle (truck, bus, car, etc.) involved in the crash or who dies within 30 days of the crash as a result of an injury sustained in the crash

OR

An injury: any person(s) injured as a result of the crash who immediately receives medical treatment away from the crash scene

OR

A tow-away: any motor vehicle (truck, bus, car, etc.) disabled as a result of the crash and transported away from the scene by a tow truck or other vehicle

Revised 06/05

Federal Motor Carrier
Safety Administration



U.S. Department of Transportation
www.fmcsa.dot.gov

Crashes involving commercial motor vehicles and some non-commercial motor vehicles must be reported on a State's crash report and to the FMCSA. A commercial motor vehicle is any motor vehicle that is used on a trafficway for the transportation of goods, property, or people in interstate or intrastate commerce.

INCLUDED:

Here are some examples of commercial and non-commercial operations that, when involved in a crash, should be included if they meet the criteria on the front of this card.

Examples:

1. A trucking company or individual owner/operator hauling the goods of a business for a fee.
2. A manufacturing company hauling its own products to retail stores, or a retail store delivering products to its buyers.
3. A farm hauling its produce to market.
4. A motorcoach, airport shuttle, or hotel-owned shuttle bus or limousine service transporting passengers.
5. A government-owned truck or bus.
6. A school bus transporting students to/ from school or school-related activities.
7. A rented or leased truck used to transport either commercial or personal goods.
8. A truck or truck tractor owned and operated for commerce being used for a personal trip or to transport personal goods.

EXCLUDED:

Here are some examples of non-commercial operations that, when involved in a crash, should not be included.

Examples:

1. A non-commercial horse owner transporting hay bales from his pasture on one side of the road to his stables on the other side of the road in a truck with a GVWR greater than 10,000 pounds.
2. A homeowner carrying recyclables to a drop-off point in a personally owned pickup truck with a GVWR greater than 10,000 pounds.
3. A family of 10 persons taking a trip in the family's 12-person van.
4. A personally owned pickup truck hauling a boat, horse or utility trailer with a GCWR greater than 10,000 pounds not operating in commerce or as part of a business.
5. A family operating a personally owned and registered recreational vehicle or motor home.

APPENDIX G – Motor Carrier Vehicle Configuration

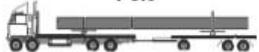
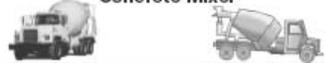
| Vehicle Configuration | |
|--|--|
| <p>Bus (9-15 Seats, Including Driver)</p>  | <p>Truck/Trailer (Single-Unit Truck Pulling a Trailer)</p>  |
| <p>Bus (16 or More Seats, Including Driver)</p>  | <p>Truck Tractor (Bobtail)</p>  |
| <p>Single-Unit (2 Axles, 6 Tires)</p>  | <p>Tractor/Semi Trailer (One Trailer)</p>  |
| <p>Single-Unit (3 or More Axles)</p>  | <p>Truck Tractor/Double (Two Trailers)</p>  |
| | <p>Truck Tractor/Triple (Three Trailers)</p>  |

Revised 06/05

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APPENDIX H – Motor Carrier Cargo Body Type

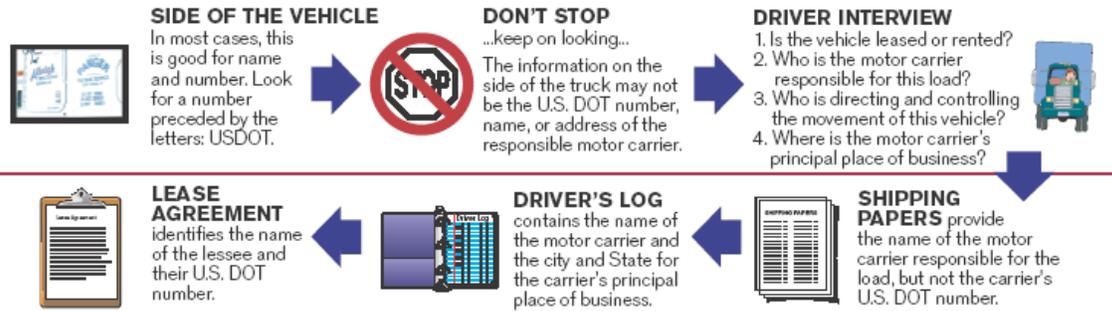
| Cargo Body Type | | |
|--|--|---|
| <p>Bus (9-15 Seats, Including Driver)</p>  | <p>Dump</p>  | <p>Pole</p>  |
| <p>Bus (16 or More Seats, Including Driver)</p>  | <p>Concrete Mixer</p>  | <p>Log</p>  |
| <p>Van/Enclosed Box</p>  | <p>Auto Transporter</p>  | <p>Intermodal Chassis</p>  |
| <p>Cargo Tank</p>  | <p>Garbage/Refuse</p>  | <p>Vehicle Towing Motor Vehicle</p>  |
| <p>Flat Bed</p>  | <p>Grain, Chips, Gravel</p>  | <p>No Cargo Body</p>  |

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APPENDIX I – Carrier and U.S. DOT Number

How to Find the Responsible Carrier and Correct U.S. DOT Number



NOTE: VEHICLE REGISTRATION

Generally good for identifying owner or registrant. **CAREFUL:** This may not be the responsible carrier!

FMCSA WEB SITE: <http://safer.fmcsa.dot.gov/CompanySnapshot.aspx>

is an excellent source for verifying a motor carrier's U.S. DOT number, legal name, 'doing business as' name, physical address, and phone number.

Revised 09/05

Federal Motor Carrier
Safety Administration

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How to Find the Responsible Carrier and Correct U.S. DOT Number

EXAMPLE 1: John Smith owns his own truck tractor, operating under John Smith Trucking. He contracts with White Manufacturing to take one of its trailers loaded with its goods from New York to Los Angeles.

Who is the Motor Carrier:

- A. John Smith?
- B. White Manufacturing?

John Smith is the motor carrier, because he is the entity that has agreed to carry this particular load.

EXAMPLE 2: John Smith, driving his truck tractor, utilizes a cargo broker, K&S Trucking, to obtain goods from Intermodal Inc. shipping company for his return trip back to New York.

Who is the Motor Carrier:

- A. John Smith?
- B. K&S Trucking?
- C. Intermodal Inc.?

John Smith is the motor carrier, because K&S transferred the responsibility of the load to John Smith.

EXAMPLE 3: John Smith, driving his truck tractor, leases his services to Polyester Chemical Company. Polyester directs Smith to deliver a semi-trailer from New York to St. Louis.

Who is the Motor Carrier:

- A. John Smith?
- B. Polyester?

The lease agreement between Polyester and Mr. Smith makes Polyester the motor carrier responsible for the load.

EXAMPLE 4: John Smith is driving a tractor/semi-trailer owned and operated by ABC Trucking.

Who is the Motor Carrier:

- A. John Smith?
- B. ABC Trucking?

ABC Trucking is the motor carrier. John Smith is just a driver for ABC Trucking.

EXAMPLE 5: John Smith is driving a tractor owned by ABC Trucking, which has been leased to XYZ Trucking. XYZ uses the tractor to pull XYZ trailers in its regular shipping service.

Who is the Motor Carrier:

- A. John Smith?
- B. ABC Trucking?
- C. XYZ Trucking?

In this case XYZ is the motor carrier, because XYZ is directing the carrying of the load.

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APPENDIX J – Hazardous Materials Information

Nine Classes of Hazardous Materials

Class 1: Explosives
Divisions: 1.1, 1.2, 1.3, 1.4, 1.5, 1.6



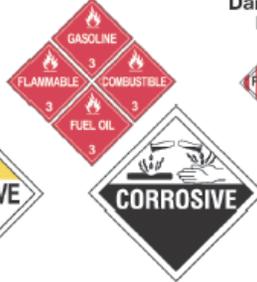
Class 6: Poison (Toxic) and Poison Inhalation Hazard

Class 2: Gases
Divisions: 2.1, 2.2, 2.3



Class 7: Radioactive

Class 3: Flammable Liquid and Combustible Liquid



Class 8: Corrosive

Class 4: Flammable Solid, Spontaneously Combustible, and Dangerous When Wet
Divisions 4.1, 4.2, 4.3



Class 9: Miscellaneous

Class 5: Oxidizer and Organic Peroxide
Divisions 5.1, 5.2



Dangerous

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Reporting Hazardous Materials Information

ACCURATE REPORTING SAVES LIVES

Data you collect is used to calculate risk assessment, determine response methods, and develop regulations. Vehicles carrying hazardous materials are required to carry shipping papers containing the HM Class and ID number (or name). Your Accident or Collision Report/Supplement may ask the following hazardous materials questions (exact wording will vary by State):

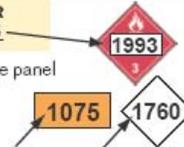
1. DOES THE VEHICLE HAVE A HAZARDOUS MATERIALS PLACARD? YES NO

Placards should be on all four sides of the vehicle. For containers with bulk packages inside, if the required ID# marking is not visible, the transport vehicle must be marked on each side and each end.



2. ENTER THE FOUR-DIGIT NUMBER (OR NAME) FROM THE PLACARD 1 9 9 3

The four-digit number may be on an orange panel or a white "square-on-point" panel. If no four-digit number appears on the placard, enter the Placard Name.



3. ENTER THE HAZARDOUS MATERIALS CLASS NUMBER FROM THE BOTTOM OF THE PLACARD 3

The Class Number can be a one- or two-digit number with a decimal in the middle. 5.1. It is critical for identifying and studying various types of hazardous materials involved in traffic crashes.



4. WAS HAZARDOUS CARGO RELEASED? YES NO

The intent of this question is to determine whether any of the placarded material was released or escaped from its transport container into the environment. Fuel or oil carried by the vehicle for its own use is NOT considered cargo and should not be reported in this section.

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APPENDIX K – Commercial Driver’s License Information (CDL)

Commercial Driver’s License(CDL)

Commercial Motor Vehicle Groups

| | | |
|---|---|--|
| <p>Group A (Combination Vehicle) Any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 pounds or more provided the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds.</p>  | <p>Group B (Heavy Straight Vehicle) Any single vehicle with a GVWR of 26,001 pounds or more, or any such vehicle towing a vehicle not in excess of 10,000 pounds GVWR.</p>  | <p>Group C (Small Vehicle) Any single vehicle or combination of vehicles, that meets neither the definition of Group A nor Group B, but is designed to transport 16 or more passengers including the driver, or is used in the transportation of materials found to be hazardous which require the motor vehicle to be placarded. This includes any quantity of chemical or biological material or agent posing a threat to national security, including toxins.</p>  |
|---|---|--|

Commercial Driver’s License(CDL)

CDL Endorsements

| | | |
|--|--|---|
| <p>Double/Triple Trailers (T)</p>  | <p>Passenger Vehicles (P)</p>  | <p>Tank Vehicles (N)</p>  |
| <p>Hazardous Materials (H) (any size vehicle)</p>  | <p>School Buses (S)</p>  | <p>Tank & Hazardous Materials (X)</p>  |

GLOSSARY

DEFINITIONS OF TERMS:

ALIGNMENT – The design of the roadway involved with the shape of the roadway within the horizontal and/or vertical planes.

ALLEY - A street or highway intended to provide access to the rear or side of lots or buildings in urban districts and not intended for the purpose of through vehicular traffic.

AMBULANCE - See AUTHORIZED EMERGENCY VEHICLE.

ASPHALT (BLACKTOP) - A road paved with a mixture of gravel and a dark colored, solid bituminous substance.

AUTHORIZED EMERGENCY VEHICLE - Vehicles of a fire department, police vehicles, and such ambulances and such other publicly or privately owned vehicles as are designated by the Commissioner of Public Safety.

BICYCLE - Every device propelled by human power upon which any person may ride, having two tandem wheels, either of which is more than 12 inches in diameter.

BICYCLIST - Anyone riding a bicycle, tricycle, unicycle, or in any trailers or sidecars attached to a bicycle.

BUS (MOTOR COACH) - Every motor vehicle designed for carrying more than 16 passengers (including the driver) and used for the transportation of persons; every motor vehicle, other than a taxicab, designed and used for the transportation of persons for compensation.

CANCELLATION - The termination by the Division of a license issued through error or fraud or for which consent under Section 53-3-211 has been withdrawn.

CENTERLINE - A line indicating the division of the roadway between traffic traveling in opposite directions.

COMMERCIAL DRIVER - Every person who is employed by another for the principal purpose of driving a motor vehicle; every person who drives a school bus transporting school children or nursery school children; or any motor vehicle when in use for the transportation of persons or property for compensation; and every person who is employed by another for the principal purpose of driving a motor vehicle, operating any motor vehicle or combination of vehicles having a combined gross laden weight in excess of 10,000 pounds.

CONCRETE – Roadway surface composed of mixture of water, sand, gravel, and cement.

CONTRIBUTING CIRCUMSTANCE – Action or condition which may have contributed to the crash.

COLLISION CRASH - Any crash involving a motor vehicle in transport, in which the motor vehicle, its load, its parts, or objects set in motion by the motor vehicle, collide with other things, such as other motor vehicles, railway trains, other road vehicles, pedestrians, animals or objects fixed, movable or moving.

CRASH – An event involving a motor vehicle that produces injury or damage.

CROSSWALK - (a) That part of a roadway at an intersection included within the connections of the lateral lines of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the traversable roadway; and in the absence of a sidewalk on one side of the roadway, that part of a roadway included within the extension of the lateral lines of the existing sidewalk at right angles to the centerline; or, (b) Any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by lines or other markings on the surface.

CURB - A vertical or sloping member, generally along and defining the edge of a roadway.

DENIAL - The withdrawal of a driving privilege by the Division to which the provisions of Title 41-12a-IV, Proof of Owner's or Operator's Security, do not apply.

DEPARTMENT - The Department of Public Safety.

DISQUALIFICATION - The suspension, revocation, cancellation, denial, or any other withdrawal by a state of person's privileges to drive a commercial motor vehicle.

DIVERGE AREA - Section of roadway, such as deceleration lane or off-ramp used to accommodate the traffic diverging.

DIVIDED HIGHWAY - A highway divided into two or more roadways by leaving an intervening space or by a physical barrier or by a clearly indicated dividing section so constructed as to impede vehicular traffic.

DRIVER - Any person who drives or is in actual physical control of a vehicle.

EMERGENCY VEHICLE - See AUTHORIZED EMERGENCY VEHICLE.

EMS - An acronym for Emergency Medical Service.

EXPLOSIVES - Any chemical compound or mechanical mixture that is commonly used or intended for the purpose of producing an explosion and which contains any oxidizing and combustible units or other ingredients in such proportions, quantities or packing that an ignition by fire, by friction, by concussion, by percussion or by detonator of any part of the compound or mixture may cause a sudden generation of highly heated gases that the resultant gaseous pressures are capable of producing destructible effects on contiguous objects or of destroying life or limb.

EXTRICATION - The process of removing the vehicle from around a person that has been involved in a motor vehicle accident, when conventional means of exit are impossible or inadvisable.

FARM TRACTOR - Every motor vehicle designed and used primarily as a farm implement, for drawing plows, mowing machines, and other implements of husbandry.

FATAL INJURY - Any injury that results in death within thirty (30) days of the motor vehicle traffic crash.

FIXED OBJECT- Any stationary object in the roadway or immediately adjacent to the roadway such as a curb, bridge railing, traffic sign, fallen tree, or any object intentionally placed for an official purpose, such as traffic barricades, construction materials or similar objects.

HARMFUL EVENT – The term used to describe any action that results in damage to an object or injury to a person. In a collision, there can be several harmful events and these can be ordered into the sequence of events.

HAZARDOUS MATERIALS - Any substance or material which has been determined by the U.S. Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce and which has been so designed under regulations of the U.S. DOT. Includes any caustic, flammable, explosive, or any combination of these types of materials, in any solid, liquid, or gaseous form. See Section 109, 49 App. USC 1801.

HIGHWAY - The entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel.

HILLCREST CURVE – A hillcrest curve is a vertical curve that connects a segment of roadway with a segment of roadway that has a more negative grade (uphill to level, uphill to downhill) forming a crest.

HIT AND RUN - Crashes where the vehicle, or the driver of the vehicle, in transport is a contact vehicle in the crash, and departs the scene without stopping to render aid. Leaving the scene of a crash without giving proper identification or notification.

INCAPACITATING INJURY - Any injury, other than a fatal injury, which prevents the injured person from walking, driving or normally continuing the activities the person was capable of performing before the injury occurred. Often defined as "needing help from the scene."

INJURY - Any usually detectable bodily harm received by any person in a motor vehicle traffic crash.

INTERCHANGE - A system of interconnecting roadways in conjunction with one or more grade separations, providing for the movement of traffic between two or more roadways on different levels.

INTERSECTION - (a) The area embraced within the prolongation or connection of the lateral curb lines, or if none, then the lateral boundary lines of the roadways of two highways which join one another at, or approximately at, right angles, or the area within which vehicles traveling upon different highways joining at any other angle come in conflict; (b) where a highway includes two roadways 30 feet or more apart, then every crossing of each roadway of such divided highway by an intersecting highway shall be regarded as a separate intersection. In the event such intersecting highway also includes two roadways 30 feet or more apart, then every crossing of two roadways or such highways shall be regarded as a separate intersection; (c) the junction of an alley with a street or highway shall not constitute an intersection.

INTERSECTION CRASH - Any motor vehicle traffic crash in which the initial impact occurs within the limits of an intersection.

INTERSECTION RELATED CRASH - Any motor vehicle traffic crash that occurs on the approach to or exit from an intersection which results from an activity, behavior, or control affecting motor vehicle movement through the intersection which, in turn, affects motor vehicles on the approach to or exit from the intersection. If it cannot be clearly established that a crash is intersection related, assume that the crash is not intersection related.

IN TRANSPORT-

The state of condition of a vehicle when it is in use primarily for moving persons or property (including the vehicle itself) from one place to another and is:

- In motion (Motor vehicle in traffic on a highway)
- In readiness for motion; or
- On a roadway, and not parked in a designated parking area.
- In motion or within the portion of a transport way ordinarily used by similar transport vehicles.

In Transport May Also Include:

- Driverless motor vehicle in motion
- Motionless motor vehicle abandoned on a roadway
- Parked motor vehicle in transport during periods when parking is forbidden (Disabled motor vehicle on a roadway)

In roadway lanes used for travel during rush hours and parking during off-peak periods,

ISLAND, CHANNELIZING - A traffic island located in a roadway area to control and direct specific movements of traffic to definite channels.

ISLAND [TRAFFIC ISLAND] - An area within a roadway from which vehicular traffic is intended to be excluded, together with any area at the approach thereto occupied by signs or warning devices.

JURISDICTION - The area or range of judicial or other authority.

LOCAL AUTHORITIES - Every county, municipal, and other local board or body having authority to enact laws relating to traffic under the constitution and laws of the state.

MAKE [VEHICLE] - A distinctive name, applied to a group of vehicles from one manufacturer, which may be further subdivided into car line or body type, such as: Chevrolet, Ford, Porsche, etc.

MEDIAN - The portion of a divided highway separating the traveled ways for traffic in opposite direction.

MERGE AREA - Section of roadway, such as an acceleration lane or on-ramp used to accommodate the merging of multiple lanes of traffic.

MODEL [CAR LINE] - A name denoting a family of vehicles within a make which has a degree of commonality in construction, such as body, chassis, etc.

MODEL YEAR - A year designation used by the vehicle manufacturer for marketing (not necessarily the year of manufacture.)

MOPED - A bicycle that is equipped with a motor that has a capacity of less than 50 cubic centimeters piston displacement, or rated less than one brake horsepower. For the purpose of completing a motor vehicle crash report, a moped will be considered a motor vehicle.

MOST HARMFUL EVENT – The event which results in the most severe injury or, if not injury, the greatest property damage involving this vehicle.

MOTORCYCLE - Every motor vehicle, other than a tractor, having a seat or saddle for the use of the rider and designed to travel on not more than three wheels.

MOTOR VEHICLE - Every vehicle which is self-propelled and every vehicle which is propelled by electric power obtained from overhead trolley wires, but not operated upon rails.

MOTOR VEHICLE CRASH - A crash involving a motor vehicle in transport, but not involving aircraft or watercraft.

MOTOR VEHICLE TRAFFIC CRASH - Any motor vehicle crash that occurs on a traffic way or that occurs after the motor vehicle runs off a roadway but before events are stabilized. For a crash to have occurred, either property damage (to a motor vehicle or other property) or injury must have resulted.

NO INJURY (DAMAGE ONLY) – is a situation in which there is no reason to believe that any person suffered any bodily harm as a result of the motor vehicle crash. This includes confusion, excitement, anger, and internal injuries unknown to the person until after leaving the scene.– is a situation in which there is no reason to believe that any person suffered any bodily harm as a result of the motor vehicle crash. This includes confusion, excitement, anger, and internal injuries unknown to the person until after leaving the scene.

NON-INCAPACITATING INJURY - Any injury, other than a fatal injury or an incapacitating injury, which is evident to observers at the scene of the crash in which the injury occurred. Example: contusions (bruises), laceration, bloody nose.

NON-INTERSECTION CRASH -A motor vehicle crash that is not an intersection crash, or intersection-related crash.

NON-MOTORIST - Any person who is not an occupant of a motor vehicle in transport.

NON-VEHICLE DAMAGE - Damage to property other than motor vehicle, if there is no damage to a motor vehicle in the crash.

OCCUPANT [OF VEHICLE] - A driver, passenger, or other rider in or on a vehicle.

OPERATOR - Every person who is in actual physical control of a motor vehicle upon a highway.

OTHER ROAD VEHICLE- Any device, except motor vehicle and pedestrian conveyance (and pedal-cycle) in, upon, or by which any person or property may be transported upon a land way or place, such as a traffic way. Includes: animal drawn vehicle (any type); animal harnessed to a conveyance; animal carrying a person; and street car.

OVERTAKING - To be in the act of passing another vehicle.

OVERTURN - To turn on (its) side, front, or top. A vehicle's final resting place may be upright even though it overturned.

OWNER - A person having the property in or title to a vehicle. The term includes a person entitled to the use and possession of a vehicle subject to a security interest in another person, but excludes a lessee under a lease not intended as security.

PARK OR PARKING - The standing of a vehicle, whether occupied or not, other than temporarily for the purpose of and while actually engaged in loading or unloading property or passengers.

PAVEMENT - The part of a roadway having a constructed surface for the facilitation of vehicular movement.

PEDESTRIAN - Any person afoot.

PEDAL CYCLE - A vehicle which is operated solely by pedals, and propelled by human power. Pedal cycle includes, but is not limited to: bicycle (any size), tricycle, unicycle, pedal-operated four-wheeler, and any sidecar or trailer attached to any of these devices.

POLE TRAILER - Every vehicle without, motive power designed to be drawn by another vehicle and attached to the towing vehicle by means of a reach, or pole, or by being boomed or otherwise secured to the towing vehicle and ordinarily used for transporting long or irregular shaped loads such as poles, pipes or structural members capable, generally of sustaining themselves as beams between the supporting connections.

POSSIBLE INJURY - Complaint of pain without visible injury.

PROPERTY DAMAGE - Damage to or the destruction of public or private property, caused as a result of the crash.

RAILROAD - A carrier of persons or property upon cars, operated upon stationary rails.

RAILROAD SIGN OR SIGNAL- Any sign, signal or device erected by authority of a public body or official or by a railroad and intended to give you notice of the presence of railroad tracks or the approach of a railroad train.

RAMP - An inclined section of way over which traffic passes for the primary purpose of ascending or descending so as to make connections with other ways. Also, an interconnecting roadway of a traffic interchange, or any connection between highway facilities of different levels, on which vehicles may enter or leave a designated highway.

REGISTRATION - The certificate issued with correspondingly numbered plates and displaying information identifying the owner and describing the vehicle.

REVOCATION - The licensee's privilege to drive a motor vehicle is terminated.

RIGHT OF WAY - The right of one vehicle or pedestrian to proceed in a lawful manner in preference to another vehicle or pedestrian approaching under such circumstances of direction, speed and proximity as to give rise to danger of collision unless one grants precedent to the other.

ROAD - That part of the traffic way which includes both the roadway and any shoulder alongside the roadway.

ROADWAY - That part of the traffic way designed, improved, and ordinarily used for vehicular traffic. In the event that the traffic way includes two or more separate roadways, the term "roadways" refers to any such roadway separately, but not to all such roadways collectively. The roadway does not include any shoulder that may exist nor any other area not intended for regular vehicle travel.

RURAL AREA - For the purpose of this manual, a rural area is defined as any area *not* within the boundaries of a city, town, or established community that is shown on the official state map.

SAG CURVE - A sag curve is a vertical curve that connects a segment of roadway with a segment of roadway that has a more positive grade (downhill to level, downhill to uphill).

SCHOOL BUS - Every motor vehicle owned by a public or governmental agency and operated for the transportation of children to or from school or privately owned and operated for compensation for the transportation of children to or from school.

SEMITRAILER - Every vehicle without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by another vehicle.

SHOULDER - That portion of the road contiguous with the roadway for accommodation of stopped vehicles, for emergency use, and for lateral support of the roadway structure. The line between the roadway and the shoulder may be a painted edge line" a change in surface color or material, or a curb.

SIDEWALK - That portion of a street between the curb lines, or the lateral lines of a roadway, and the adjacent property lines, intended for use by pedestrians.

STREET OR HIGHWAY - The entire width between property lines of every way or place of whatever nature when any part thereof is open to the use of the public, as a matter of right, for purposes of vehicular traffic.

TRAFFIC - Pedestrians, ridden or herded animals, vehicles, streetcars, and other conveyances, either singularly or together while using any highway for purposes of travel.

TRAFFIC-CONTROL DEVICE - All signs, signals, markings and devices not inconsistent with the law of the Utah Code Annotated placed or erected by authority of a public body or official having jurisdiction, for the purpose of regulating, warning or guiding traffic.

TRAFFIC CONTROL SIGNAL - Any device, whether manually, electrically, or mechanically operated, by which symbolic information is communicated to drivers for the purposes of traffic control.

TRAFFIC LANE - A strip of roadway intended to accommodate the forward movement of a single lane of vehicles.

TRAFFIC WAY - The entire width between property lines, or other boundary lines, of every way or place, of which any part is open to the public for purposes of vehicular travel as a matter of right or custom.

TRAILER - Every vehicle with or without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing vehicle. (see POLE TRAILER and SEMITRAILER.)

TRAILING UNIT - DEFINITION

TRUCK - Every motor vehicle designed, used or maintained for the transportation of property.

TRUCK TRACTOR - every motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of the vehicle and load so drawn.

UNDERCARRIAGE - The supporting framework underneath a vehicle.

UNDER THE INFLUENCE - Drinking to the extent of affecting one's judgment and discretion or affecting one's nervous system to the extent that there is a failure of normal coordination, although not amounting to intoxication.

VEHICLE - every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, except devices moved by human power or used exclusively upon stationary rails or tracks.

WORK ZONE - Work zone locations includes collision and non-collision crashes occurring within the signs or markings indicating a work zone or occurring on approach to, within the signs or markings indicating a work zone or occurring on approach to, exiting from or adjacent to work zones that are related to the work zone. Excludes single-vehicle crashes involving working vehicles not located in trafficway.

WORK ZONE CRASH - A Work Zone Crash is a traffic crash in which the first harmful event occurs within the boundaries of a work zone or on an approach to or exit from a work zone, resulting from an activity, behavior or control related to the movement of the traffic units through the work zone. Includes collision and non-collision crashes occurring within the signs or markings indicating a work zone or occurring on approach to, exiting from or adjacent to work zones that are related to the work zone. or example: 1) An automobile on the roadway loses control within a work zone due to a shift or reduction in the travel lanes and crashes into another vehicle in the work zone; 2) A van in an open travel lane strikes a highway worker in the work zone; 3) A highway construction vehicle working on the edge of the roadway is struck by a motor vehicle in transport in a construction zone; 4) A rear-end collision crash occurs before the signs or markings indicating a work zone due to vehicles slowing or stopped on the roadway because of the work zone activity; 5) transport loses control in an open travel lane within a work zone due to a shift or reduction in the travel lanes and crashes into another vehicle which exited the work zone; 6) A tractor-trailer approaching an intersection where the other roadway has a work zone strikes a pedestrian outside the work zone because of lack of visibility caused by the work zone equipment involving working vehicles not located in traffic way. For example: maintenance truck strikes a highway worker inside the work site; 2) A utility worker repairing the electrical lines over the traffic way falls from the bucket of a cherry picker.

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