New Jersey
Motor Vehicle Commission

Police Guide for Preparing Reports of Motor Vehicle Crashes

New Jersey
Department of Transportation

Revised 2011

Introduction

This comprehensive manual was created by a dedicated group of professionals to help you understand what the requirements are in filing the NJTR- 1. Each data element is explained in detail and provides you with information supported by law and expert opinion.

N.J.S.A. 39:4-131 states:

"Every law enforcement officer who investigates a vehicle accident* of which report must be made as required in this Title, or who otherwise prepares a written report as a result of an accident* or thereafter by interviewing the participants or witnesses, shall forward a written report of the accident* to the division, on forms furnished by it, within five days after this investigation of the accident*."

The investigation and reporting of motor vehicle crashes is a necessary duty of a police officer. Reports are intended to help reduce the number of crashes, deaths and injuries through the collection of data elements and study how they occur. You play a vital role in the collection of this data and it is imperative that you understand each piece of information that you enter.

We gratefully acknowledge the following individuals for making this manual a reality.

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New Jersey State Police; Committee Chairmen – Sergeant First Class Robert Parlow
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* Statutory Language

History of Crash Reporting

Historically, most traffic crash reports were intended, and used, primarily as simple "Who, What, Where, When and maybe Why" chronicles. In this age of ever decreasing resources, and ever increasing needs, the ability to provide timely, accurate data to Highway Safety Officials becomes increasingly urgent, because it allows traffic safety officials to "do more with less".

Each traffic Crash Report is a memorialization of a "reportable" crash. The circumstances are rarely ideal as the officer must perform triage in attending to injured persons, minimize the impact and risk to surrounding traffic and then survey and analyze the crash scene.

Pursuant to the requirements of N.J.S.A. 39:4-131, an officer investigating a motor vehicle crash must submit to Motor Vehicle Commission a completed crash report within five (5) days. The reports are submitted by all law enforcement agencies in the State for any "reportable" motor vehicle traffic crash resulting in injury to or death of any person, or damage to property of any one person in excess of $500.00. As a result, approximately 310,000 (2010) crash reports are produced annually.

The Division of Highway Traffic Safety (DHTS) and the New Jersey Department of Transportation are responsible for allocating funds from the National Highway Traffic Safety Administration (NHTSA) and the Federal Highway Administration (FHWA) for the purpose of creating programs aimed at improving the safety of New Jersey roadways. Traffic crash analysis is often the foundation of these and other agencies' safety initiatives. Accuracy of the crash report is critical for this analysis.

Some of them are:

Division of Highway Traffic Safety

Motor Vehicles Commission

Division of State Police

Department of Transportation

Department of the Treasury

Department of Insurance

Department of Education

Department of Human Services

Office of Emergency Management Services

County and Municipal Traffic Engineers

County and Municipal Traffic Officers

Preliminary Instruction Guide

On July 16, 1997, The National Safety Council's Board of Directors passed a motion to eliminate the word ACCIDENT and replace it with the word CRASH. The reason for the motion was to change people's way of thinking about crashes. An accident is defined as "An unexpected or undesired event, chance or fortune" while a crash is "to cause a vehicle or aircraft to have a collision, to be involved in a crash." This reinforces the philosophy that crashes don't just happen; they have causes and can be prevented.

Although Title 39 has not yet changed to reflect this new trend in terminology the changes have been made in this manual.

The most recent NJTR-l went into effect on January 1, 2006. The report was renumbered through input from officers to assist you in the completion of the form. Some changes throughout the new report should be noted:
The report was changed from 124 blocks to 144 blocks.

Important points

- All 144 boxes on the Crash Report must be completed, even if you only enter a dash.
- Be very specific when entering the location of the crash. This information must be completed in order to pinpoint the exact location of the crash for geo-code processing.
- All reportable crash reports, including fatals, must be forwarded to the New Jersey Department of Transportation through the New Jersey Motor Vehicle Commission.
- Use a dash **(-)** to indicate non-applicable information in all blocks.
- Use double zeros (00) to indicate the required information is unknown in blocks 96 -133.
- 99 "Other" is no longer shown in each category. Write in "99" in the boxes where no choices for "Other" apply and you will explain in the narrative.
- If a box calls for a two digit numeric answer be sure to fill in both digits, i.e. 01,02,03
- List and number vehicles, bicyclists, and pedestrians in order of the sequence of crash events.
- When entering intersecting municipal street names, enter the numeric streets first and then the alpha streets in alphabetical order.
- A pedalcycle, when involved in a crash with a motor vehicle in transport, is considered a vehicle for purposes of crash reporting, except when coding ejection from vehicle (box 85). A pedalcyclist is not coded as being ejected from the cycle if involved in a crash.
- A person sitting behind the wheel of a parked vehicle should not have their information listed in the operator boxes (26-34, 56-64) but listed that information in the narrative (box 135)
- If a vehicle or a pedestrian caused the crash and DID NOT have any contact with a motor vehicle, explain the pedestrian information box 135 and enter a dash **(-)** in boxes 26 and/or 56.
- Write the pedestrian's identification in boxes 26 and 56. Do not list the driver's license number in boxes 32 and 62 for pedestrians.

1. Motor vehicle and traffic laws regarding taking of crash reports

A. Requirements for drivers

1. N.J.S.A.39: 4-130 requires that any driver of a vehicle or street car involved in an accident which results in injury or death of any person or damage to property of any one person in excess of $500 shall by the quickest means of communication notify the local police department or nearest office of the county police or state police of the accident.

2. The driver is further required to forward a written report of such accident within 10 days to Motor Vehicle Services on forms furnished by it.

3. A written report of an accident shall not be required by this section if a law enforcement officer submits a written report to Motor Vehicle Services pursuant to N.J.S.A.39: 4- 131.

B. Requirement for police officers

1. N.J.S.A.39: 4-131 requires the following:

   a. That Motor Vehicle Services shall prepare and supply to police departments forms for accident* reports. These forms will contain detailed information about the motor vehicle accident*, including the cause, the conditions then existing, and the persons and vehicles involved.

   b. Every law enforcement officer who investigates a vehicle accident* of which report must be made or who otherwise prepares a written report as a result of an accident* shall forward a written report of the accident* to Motor Vehicle Services, on the forms furnished by it, within 5 days after his or her investigation of the accident*

   c. The written report required to be forwarded by law enforcement officers and the information contained therein shall not be privileged or held confidential. Every citizen of this state shall have the right, during business hours and under supervision, to inspect and copy such reports and shall also have the right to purchase copies of the reports at the fee established by law.

2. Private property crashes are to be reported in the same manner as crashes occurring on public roadways. This includes crashes in parking lots, on private streets, and on any other location in the State.

C. Completing Accident* Report Form NJTR-1

I. The State of New Jersey Police Accident* Report Form NJTR-l is to be completed by the police officer for all investigations of motor vehicle crashes.

2. Form NJTR-1 A Motor Vehicle Accident* Description is to be completed if more than five people were involved in the crash or if additional space is needed for the description.

3. Form NJTR-l B Motor Vehicle Accident* Diagram, or other diagrams, shall be used in all crash cases involving serious injury or a fatality in lieu of block 134 on form NJTR-l. When using an NJTR-1B or other diagram write: SEE ATTACHED DIAGRAM" in block 135.

- Statutory Language

D.NJTR-1A Motor Vehicle Accident* Description

1. Use this form if more room is needed for the Accident* Description Box 135 and/or if there were more than five passengers in the vehicle(s).

E. Additional Report Pages

1. In many instances, the police officer conducting a crash investigation will find that it is necessary to submit more than one NJTR-1 form, to correctly report the investigation.

2. The need for an additional NJTR-1 report page would occur when the crash involved three or more cars, three or more pedestrians or pedalcyclists, or five or more vehicle occupants. This is necessary because an NJTR- 1 has space for only two vehicles and five occupants. Pedestrians and pedalcyclists are identified in the "Driver" parts of the NJTR-1 by listing name and address but not by including their driver's license.

3. When an additional form page is needed, the minimum entries required for the additional report are boxes 1 through 7, as outlined in the sections with the bold black lines.

   a. For example, if an additional report page is submitted because there were more than two vehicles, pedestrians, or pedalcyclists in the crash, the additional report pages need only reflect items 1 through 7 and all other items relating to the additional vehicles, pedestrians, or pedalcyclists covered in boxes 106-133.

A. Change Reports

1) Whenever it is necessary to make a change in information set out on a report which has already been submitted to Department of Transportation, a new report must be submitted showing the changes, with the change box checked at the top of the report form. One example would be a hit-and-run crash in which a report is submitted before the offender is identified. An additional report would be required to show the offender's identity and other pertinent new information developed and not previously reported. Another instance where a "Change Report" is required is when an injured party from a motor vehicle crash dies from their injuries after the initial crash report is submitted. Note that the NJSP & NJMVC are notified via the NLETS teletype and the NJDOT is to be notified via fax as per NJTR1 protocol information sheet.

2) The bold black lines (blocks 1-7) are always the minimum number of mandatory fields for additional NJTR-1s in the change report along with the names of Driver 1 and Driver 2 on the original report should be carefully printed in boxes 26 and 56, "Driver's Name", of the Change Report.

3) When submitting a change report only submit the information that needs to be changed or added. Do not fill in all of the blocks if there is no change in the original report.

B. Fatal Crashes

1. All fatal motor vehicle crashes shall be reported to the New Jersey State Police via CJIS2000 notification within 24 hours of occurrence.

2. In addition, a photocopy of the initial investigation report shall be submitted, in a special envelope, to the MVC Fatal Accident Review Board within 72 hours (N.J. Statute *39:5-30).* This should NOT be one of the two copies marked as "State Copy".

3. Upon completion of the investigation, a photocopy of the completed report shall be mailed to:

Division of State Police
Fatal Accident Investigation Unit
PO Box 7068
West Trenton, New Jersey 08628-7068

II. Recommended Procedures for the Handling of Motor Vehicle Crashes Not Investigated at the Scene.

1. The Department of Transportation has submitted the following recommended procedure for a late report of a motor vehicle crash that is not investigated at the scene.

   a. Police personnel should make an entry in their watch log indicating the date and time the reporting individual reported the motor vehicle crash to the police department.

   b. The department should then provide the reporting individual with an SR1 form (Motor Vehicle Accident Report)

   c. The reporting individual shall complete the form for reportable crashes. It is suggested that the reporting individual provide a copy to the police department for its files but follow your departmental procedures in this matter.

   d. The reporting individual shall mail a copy of the report to the agency indicated on the SR1 form.

   e. Police personnel should emphasize to the reporting individual that they should indicate in box 20 on the report that the police did not investigate the crash.

   f. If a department chooses to use a NJTR-1 report as a SR-1, "**SR-1**" should be written on the top of the report in bold letters.

To help you understand what an insurance company considers an “At-fault” crash, we have provided you with an excerpt from the New Jersey Department of Insurance, dated 8/18/97.

Department of Insurance

Title 11

11:3-34.3 Definition of “At Fault Accident*”

“At-fault accident” is any accident involving a driver insured under the policy which resulted in a payment by the insurer of at least $500.00, and for which the driver is at least proportionately responsible based on the number of vehicles involved.

A driver is [considered] proportionately responsible if 50 percent responsible for an accident* involving two drivers; if 33 1/3 percent responsible for an accident* involving three drivers, etc.

An at-fault accident* SHALL NOT INCLUDE the following:

1) Involvement in an accident* in which the motor vehicle owned or operated by the insured or other driver insured under the policy was lawfully parked.

2) Involvement in an accident* in which the motor vehicle was struck by a hit and run driver, if such accident* was reported to the proper authorities within 24 hours.

3) Involvement in an accident* in connection with which neither the named insured nor any other driver insured under the policy was convicted of a moving traffic violation and the owner or operator of another vehicle involved in such accident* was so convicted.

4) For physical damage losses other than collision.

5) For an accident* in which the motor vehicle was struck in the rear by another vehicle and a driver insured under the policy has not been convicted of a moving violation in connection with the accident*.

6) For an accident* occurring as a result of operation of any motor vehicle in response to an emergency if the operator at the time of the accident* was responding to the call to duty as a paid or volunteer member of any police or fire department, first aid squad, or any law enforcement agency.

* Statutory Language

PAGE NUMBER

At the top left corner of the report, there is a space: PAGE _____ of _____, make sure that this area is filled in. It will tell the reader how many pages there are for the crash report. Page numbers should be numbered consecutively in the upper left-hand corner of each additional page.

REPORTABLE/NON-REPORTABLE, CHANGE REPORT

At the top of the report, there are three small boxes (Reportable, Non-Reportable or Change). Make sure that ONE of these boxes is checked. This indication will advise the processing agency as to where specific data elements should be sent.

Reportable Crash: an accident that results in injury or death of any person or damage to property of any one person in excess of $500. (NJSA 39:4-130)

FATAL

Check this box at the top of the report if the crash involves a fatality. This box needs to be checked even though it will be reported elsewhere in the report. If the fatality occurs after the initial investigation report, you ***must*** submit a change report. (refer to NJSA 39:5-30d fatal protocol)

BOX 1- CASE NUMBER

Enter the DEPARTMENT CASE NUMBER where the crash occurred. Make sure that this number is present on ALL additional pages and any changes that you forward later.

Mutual Aid: If you are investigating a crash in another jurisdiction as part of mutual aid, then use a case number from the jurisdiction where the crash occurred. Municipalities who contract police services to other municipalities will regulate who is to be the custodian of records as part of that agreement. Indicate the investigating officer's agency in Box 135.

DO NOT WRITE ANY OTHER INFORMATION IN THIS BOX.

BOX 2- POLICE DEPARTMENT OF

Enter the name of the Police Department that generated the case number in box 1. Enter one of the CODES listed below for the Police Agency:

01- Municipal Police **02 -** State Police **03 -** County Police **04 -** Port Authority Police
99 - Other Police

Mutual Aid: If you are investigating a crash in another jurisdiction as part of mutual aid,

BOX 3-STATION/PRECINCT

Enter the Station/Precinct if applicable for your department; otherwise enter a dash **(-).**

BOX 4- DATE OF CRASH

Enter the date that the crash occurred. Fill in all boxes i.e.: 10-02-64

BOX 5- DAY OF WEEK

Circle the appropriate day of the week that the crash occurred. Make sure it corresponds with the date of crash in Box 4.

BOX 6-TIME

Enter the time of the crash. If the time is unknown, enter the time that the crash was reported to your agency. Make sure to use military time (e.g., 0730 hrs or 2200 hrs).

BOX 7-MUNICIPALITY CODE

Enter the 4-digit NCIC Municipal Code where the crash occurred.

BOX 8- TOTAL KILLED

Enter the number of persons killed as a result of this crash. Use a two digit number i.e.: 01,02,03. Verify the "Fatal" box is checked at the top of the report. If no one was killed as a result of this crash, enter dashes (--).

If there is an entry other than dashes in this box, make sure that Box 86 (victim's physical condition) is coded as a 01 (killed) and the name/address/date and time of death is recorded in the area next to Box 95. Note: Notify the State Police within 24 hours of the fatal as per NJSA 39:5-30d.

BOX 9- TOTAL INJURED

Enter the number of persons injured as a result of this crash. Use a two-digit number, i.e.: 01,02,03. If no one was injured as a result of this crash, enter dashes (--). If there is an entry other than dashes in this box, make sure there are entries in Boxes 86, 89, 90 & 91. There should never be 01 in Box 86 (Victim's Physical Condition) for just an injury crash.

If a person is injured they are not listed as killed in Box 8.

BOXES 10 THROUGH 22- CRASH LOCATION

The location where the crash occurred is generally deemed to be the location of the first harmful event. If a vehicle leaves the roadway in one jurisdiction and strikes another vehicle or object in another jurisdiction it is generally assumed that the investigating jurisdiction will be the one where the vehicle first left the roadway.

It is IMPORTANT to understand that boxes 10 through 22 MUST be filled out accurately and completely.

This new form was redesigned to take advantage of new technologies in crash data collections as well as to support existing manual methods. (GIS) geographic information system is used by the Processing Agency to pinpoint the locations of accidents and provide vital information to various agencies, in the interest of traffic safety and crash prevention.

This area of the report has been one of the most INCOMPLETE parts of the crash report and it becomes difficult, if not impossible to provide accurate location data. You must remember that this data is available to your agency, through the N.J.D.O.T., but is only as accurate as you make it.

Please remember to enter as much detailed information in these boxes to provide the necessary data for the Processing Agency to properly code the locations of all crash reports. If there are two municipal streets, list them in numeric order first, then the alpha name in alphabetical order, eg: 1st Street and Alpine Way, regardless of which one is the main roadway.

Note: the box for the street address has been omitted from this report. All crash locations that occurred on a street or highway will use the nearest intersecting road method of plotting locations. Parking lot crashes can be listed by a street address on line 10 because it is not located on a roadway (see examples).

BOX 10 CRASH OCCURRED ON

Enter the Road Name or the name of the state, county, municipal or US government authority roadway or parking lot where the crash occurred. If the crash occurred on a state, interstate, toll or county highway, enter the route number and approximate milepost of the crash in boxes 12 and 13. If you enter a Route number in box 12, you **must** also enter the milepost number in box 13.

List the highest road authority first in Box 10. If there are two roadways of the same hierarchy, list them in numeric order first, then the roadway names in alphabetical order, e.g.: 1st street and Alpine Way, regardless of which one is the main roadway.

Be as specific as possible for geo-coding purposes. You may use the street addresses along with the name of the business or the words "Parking Lot" on this line for parking lot crashes. Phrases such as "in front of" or "near" should not be used here.

The direction on line 10 is for divided roadways and one-way streets only. The direction of the road in block 10 should be recorded as the nominal direction as posted on road signs or identified on maps, **i.e**.: straight-line diagram for that street/road/highway where the crash occurred.

Even though a north-south road may actually run east-west for a segment, the direction should not change from the nominal direction for reporting purposes.

Note: Ramps and jug handles are plotted for this report with a different method then previously used. Please refer to BOXES 19-20 "RAMP IDENTIFICATION" for entering these locations on this report.

BOX 11 SPEED LIMIT

Enter the speed limit for the road in Box 10. Remember to put the statutory (NJSA 39:4-98) or posted speed limit and not the advisory speed limit. Advisory speeds are the speed limit signs with a yellow background and black letters and are used as a warning for a potential driving hazard ahead.

BOXES 12 & 13- ROUTE NUMBER AND MILEPOST

ROUTE SUFFIX CHOICES

A = Alternate

B = Business

C = Freeway

M-Mercer Alignment (I-95 only)

P =Pennsylvania Extension (NJ Turnpike Only)

S = Spur (County Routes Only)

T- Truck (Rt. 1 & 9 Only)

U-Upper (State Route 139 Only)

L = Lower (State Route 139 Only)

W=Western Alignment (NJ Turnpike, Rt. 9, Rt. 173)

If the crash occurred on a State, Interstate, Toll authority, or county route, you shall enter the route number and the route suffix, where applicable. **State and interstate roadways must have milepost numbers.**

Enter the approximate milepost in box 13. Note that the box requires three digits to the left and two digits to the right. Make sure that you place the digits in the correct boxes.

Example: A crash occurred on the Spur of county Route 518 at milepost 1.1. Boxes 12 and 13 will look like this:

0	5	1	8	S
12 Route No.				Suffix

0	0	1	1	0
13 Milepost				

Suffix is not to be used to indicate north (N) or south (S).

Straight-line diagrams may be utilized to obtain the milepost numbers

BOXES 14, 15, 16, 17- DISTANCE FROM NEAREST CROSS ROAD

Enter the NAME of, DISTANCE to, and DIRECTION to the nearest intersecting or non-intersecting cross road from the crash location. If the Crash occurred at an intersection, (39:1-1) intersection means the area embraced within the prolongation of the lateral curb lines or, if none, the lateral boundary lines of two or more highways which join one another at an angle, whether or not one such highway crosses another) indicate by placing an X in the "AT INTERSECTION WITH" Box 15 and place the cross road name in Box 17. For crashes that do not occur at intersections the distance measurements in Box 14 shall be measured from the center of the intersection to the point of impact for the crash.

Indicate the units of measurement to the nearest intersection in item 14.

Note: The NJTR- 1 does not contain space for a second intersecting street for locating between intersection crashes. The accuracy of identifying the name of, distance to and direction to the nearest cross road name is essential. Most engineering agencies use distance increments of 1/100 of a mile when determining locations for crashes.

e.g. Crash between two vehicles occurred on Route 22, 500 feet west of Rock Road. Boxes10 thru 18 will look like this:

10 CRASH CCURRED 0N **Route** 22 N 25 (11 Speed limit)
ROAD NAME Dir

0 0 2 2 - 0 5 2 . 1 0
12 ROUTE NO SUFFIX 13 MILEPOST

☐ AT INTERSECTION WITH

0500 14 ■ FEET ☐ MILES 15 ☐ N ☐ E ☐ S ■ W 16 OF : **Rock Road** 25 (18 Speed Limit)
17 Cross Road Name

BOX 18 SPEED LIMIT

Enter the speed limit for the road in Box 17. Put the statutory (NJSA 39:4-98) or posted speed limit and not the advisory speed limit in Box 18. Advisory speeds are the speed limit signs with a yellow background and black letters and are used as a warning for a potential driving hazard ahead.

BOXES 19-20 RAMP IDENTIFICATION

A ramp is defined as "An auxiliary roadway used for entering or leaving through-traffic lanes". A "Jug Handle" is also considered a ramp. If the crash occurred on a ramp from one roadway (state, interstate, toll authority, county, or local) to another, the crash is considered occurring on the ramp and will be entered as such:

#10 Road Name/Route #
#19 Exits will be checked "to", Entrances will be checked "from".
#14 Distance to or from the secondary roadway
#15 Check feet or miles *(never check "at intersection with" for a ramp)*
#20 Exit, route, or secondary road name
#20 Enter NB-Northbound SB-Southbound EB-Eastbound WB-Westbound

After having already filled in the name and route number for the primary roadway in Box 10, place an "X" in either the "To" or "From" box, then write the name and/or route number that the vehicle was traveling to or from in Box 20. Then check whether the vehicle was traveling northbound, southbound, eastbound or westbound. If any ramp or surface street has a street name, then use the street name also.

Ramp entries are made by first determining the appropriate road hierarchy involved in the interchange or intersection. Road hierarchy involves determining which road is listed first in Box 10. The road hierarchy is, in descending order:

Interstate
State/Interstate Authority
State Highway
County
Municipal
U.S Government Property
State Park or Institution
County Authority, Park or Institution
Municipal Authority, Park or Institution
Private Property

Determine which road is the primary

A ramp is an extension of the main roadway. It is important to determine which roadway is the main roadway and which is the secondary roadway. The main roadway will always be listed in Box 10. The secondary roadway will always be listed in Box 20. Box 19 will be used to describe if the crash occurred on a ramp to or from the secondary roadway. Box 14 will be used to locate the crash on the ramp. A distance will be listed to or from the secondary roadway listed in Box 20.

Box 10. Enter the name or route number of the primary roadway, including direction of travel
Box 11. Enter Speed Limit of the primary roadway listed in Box 10
Box 12. Enter the route number of the Roadway listed in Box 10 and the suffix if applicable.
Box 20. Enter the secondary roadway and the direction to which the ramp connects.
Box 19. If the collision occurred on a ramp leading to the roadway listed in Box 20, check the "To" box
If the collision occurred on a ramp leading from the roadway listed in Box 20, check the "From" box
Box 14. Enter the distance of the collision relative to or from the roadway listed in Box 20

Generally speaking the lower numbered highway of highways on the same hierarchy will be the primary highway in regards to completing this report.

If the crash did not occur on a ramp, place a dash (-) in Box 20.

"The following is an example for coding a crash that occurred on a ramp leading from I-295 North to SH 73 South approximately 200 feet from SH 73"

CRASH
CCURRED 0N **Route** 295 N 55
10 ROAD NAME Dir
11 Speed limit

0 2 9 5 - 0 3 6 . 8 6
12 ROUTE NO SUFFIX 13 MILEPOST

☐ AT INTERSECTION WITH

200 ■ FEET ☐ N ☐ E OF :
14 ☐ S ☐ W

☐ MILES
15 16

18 Speed Limit
17 Cross Road Name

19 X TO ☐ NB ☐ EB
Ramp ☐ FROM Rt. 73 X SB ☐ WB
20 (Route No.)

BOXES 21 & 22- LATITUDE AND LONGITUDE

If you are equipped with Global Positioning System (GPS) equipment that can provide latitude and longitude coordinates of a crash location, enter the latitude and longitude coordinates of the crash location in the appropriate boxes.

When reading the coordinates directly from a vehicle based or hand held GPS receiver, take care that the receiver is as close to the initial point of impact of the crash as possible before recording the location coordinates.

If you are not equipped with a GPS receiver, put dashes **(--)** in boxes 21 and 22.

NOTE: This form is designed for the GPS readouts in decimal degrees, not hours, minutes and seconds.

BOX 23 & 53 VEHICLE NUMBER

Enter a sequential number to each motor vehicle starting with number 1. List pedalcyclists and pedestrians after all motor vehicles. Motor vehicles are listed first, pedestrians second, bicyclists last. Enter a “P” for the pedestrian. Enter “B” for the pedalcyclists. Enter multiple pedestrians/pedalcyclists, as P1, P2, B1, B2, etc.,
on additional pages using one case number.

Pedestrians/pedalcyclists will be identified throughout the report in the corresponding position that they are assigned in these boxes. e.g., a pedestrian/pedalcyclist listed in the second position (box 53) would be further described or recognized in the boxes designated for vehicle 2 as depicted on the report overlay.

BOX 24 & 54 POLICY NUMBER

Enter the motor vehicle’s Insurance Policy number as it appears on the State of New Jersey Insurance Identification Card. If a New Jersey registered vehicle has no insurance, insert “uninsured”.

For out-of-state registered vehicles, insert the policy number, as it appears on their Insurance Identification Card. If no policy number is available, enter an asterisk (*) in Box 24 or Box 54 and explain in Box 135.

BOX 25 & 55 INSURANCE COMPANY CODE

Enter the Motor Vehicle's Insurance Code, as it appears on the State of New Jersey Insurance Identification Card. If the code is missing, place an asterisk (*) in Box 25 or Box 55 and explain in Box 135.

This information is necessary to send an inquiry to the Insurance Company and verify coverage.
The links for New Jersey Insurance codes:
3-digit MVC code- www.state.nj.us/mvc/numeric.pdf

For out-of-state registered vehicles, put an asterisk (*) in the box and insert the name of the insurance company in Box 135.

The insurance company name may be written in Box 135, if required by departmental SOP.

PARKED - PED - PEDALCYCLIST - RESPONDING TO EMERGENCY - HIT & RUN

"X" the appropriate box AND circle the words, if applicable. *This information is necessary to assure that the owner of a parked vehicle, a pedestrian or the victim of a hit and run does not have this crash charged to their record and insurance surcharges assessed.*

Responding to an Emergency **-** This box is checked only for motor vehicles responding to an emergency and **includes** volunteer Fire/Ambulance personnel in their own vehicles (see note page 8).

Hit & Run **-** This box is checked for the **ACTOR -** not the VICTIM. Place a diagonal line in the driver/owner boxes with the words "Hit & Run" to indicate that there is no information available.

BOXES 26 & 56 - DRIVER'S NAME

Enter the first name, middle initial and last name of the driver exactly as it appears on the license. Enter the same information for a pedalcyclist or pedestrian. If there is no middle initial, insert a dash **(-).** For example: If someone has an apostrophe in their name (O'Conner) the "O" is part of the last name NOT the middle initial.

BOXES 27 & 57- NUMBER AND STREET

Enter the street address, exactly as it appears on the driver's license. If change of address information is provided verbally, include it in Box 135. Enter the same information for a pedalcyclist or pedestrian. If there is an RD number and/or a P.O. Box number on the license, write it exactly as it appears, then include in brackets the name and number of the street where the driver actually resides or include this information in Box 135.

BOXES 28 & 58- CITY. STATE AND ZIP CODE

Enter the city, state and zip code exactly as indicated on the driver's license. Enter the same information for a pedalcyclist or pedestrian.

BOXES 29 & 59-SEX

Enter the sex as indicated on the driver's license: M = MALE F = FEMALE

BOXES 30 & 60- EYES

NJ EYE CODE CHART

1 = Black
2 = Brown
3 = Gray
4 = Blue
5 = Hazel
6 = Green
7,8,9 = Other

Enter the N.J. eye color code for the Driver.

Use the N.J. Eye Code Chart shown to the left.

BOXES 31 & 61-STATE

Enter the standard abbreviation for the state as indicated on the driver's license.

BOXES 32 & 62- DRIVER'S LICENSE NUMBER

Enter the license number, exactly as it appears on the driver's license. If the driver has no license, write "none". If the driver has a permit, enter the permit number followed by "permit".

BOXES 33 & 63- DATE OF BIRTH

Enter the date of birth of the person listed in Boxes 26 and 56 using the month, day, and year format (mm/dd/yy). Utilize preceding zeros, where applicable, e.g., 01,02, etc.

BOXES 34 & 64-EXPIRES

Enter the expiration date as indicated on the driver's license using month and year format (mm/yy). Utilize proceeding zeros where applicable, e.g., 01, 02, etc.

BOXES 35 & 65-OWNER'S NAME

Enter the Vehicle Owner's first name, middle initial and last name, exactly as it appears on the registration. If there is no middle initial, insert a dash (-).

If the driver is also the owner and the license and registration documents contain identical information, place an "X" in the "Same as Driver" box.

For a crash involving a combination vehicle (tractor-trailer/passenger car with trailer, etc., use boxes 35 and/or 65 through 45 and/or 75 to record information for the motorized unit. Record trailer information in Box 135 (Narrative).

BOXES 36 & 66 NUMBER AND STREET

Enter the street address, exactly as it appears on the registration. If change of address information is provided include it in Box 135. If there is an RD number and/or a P.O. Box number on the registration, write it exactly as it appears then include, in brackets, the name and number of the street where the owner actually resides in Box 135. If you have checked the "Same as Driver" box, then write the word SAME.

BOXES 37 & 67 – CITY, STATE AND ZIP CODE

Enter the city, state and Zip Code, exactly as it appears on the registration. If you have checked the "Same as Driver" box, then write the word SAME.

BOXES 38 & 68 - MAKE

Enter the vehicle's manufacture's name, e.g., Ford, Chevy, BMW, etc.

BOXES 39 & 69 - MODEL

Enter the vehicle's model as it appears on the registration.

Do not identify by the model's style, e.g. 4-door, sedan, etc.

BOXES 40 & 70 – COLOR

Enter the vehicle's color using the 2 digit code for the vehicle's color as indicated on the NJTR-1 overlay.

BOXES 41 & 71-YEAR

Enter the vehicle's year, as it appears on the registration.

BOXES 42 & 72 - PLATE NUMBER

Enter the vehicle's license plate number, as it appears on the registration.

BOXES 43 & 73 – STATE

Enter the accepted abbreviation of the state, as it appears on the registration.

BOXES 44 & 74 - VIN NUMBER

Enter the entire Vehicle Identification Number (VIN), as it appears on the registration. Since 1968, most domestic passenger cars were assembled with a "Vin Plate" that is visible through the windshield on the left side of the dash. The VIN may also be found on the nomenclature plate located on the driver's door. This number must match the registration and insurance card. A traditional VIN is 17 characters.

BOXES 45 & 75-EXPIRES

Enter the expiration in month and year format (mm/yy) as it appears on the vehicle registration.

BOXES 46 & 76 - VEHICLE REMOVED TO

Check the corresponding block if the vehicle was driven, towed or left at the scene. Enter the name of the tow company if the vehicle was towed. Check the appropriate box to the right to indicate if the vehicle was impounded, disabled, or both. The authority to remove a disabled vehicle from the roadway, whether involved in a crash or not, is NJSA 39:4-136. If vehicle was driven away, enter a dash **(-).**

BOXES 47 & 77 - AUTHORITY TO REMOVE VEHICLE

Check the box for the authority that approved the vehicle's removal.

BOXES 48 & 78 – ALCOHOL/DRUG TEST

This box indicates if alcohol or drug tests were conducted. Complete this section for all involved drivers and for pedestrians as applicable.

Test Given: Place an "X" in the NO, YES or REFUSED box to show if a test was given. If you place an "X" in the YES box, you must also place an "X" in one of the Breath, Blood or Urine box and enter the results in the Results box. If the specimen was sent to a lab place an "X" in the "Pending" box.

Do not hold this crash report to await lab results. Once the results are received from the lab, submit a change report that identifies the test results.

BOXES 49 & 79 - HAZARDOUS MATERIAL

If Hazardous Materials cargos are present at the crash, indicate if the material remained on board or spilled by placing an "X" in the ON BOARD or SPILL boxes. DO NOT check these boxes if only engine fluids are spilled.

If a placard is displayed on the vehicle signifying cargo is hazardous material, then information on that placard shall be used to fill in boxes 49 and/or 79. Identify the Hazardous Material by entering the 4-digit placard number from the placard displayed on the vehicle. The "Diamond" box is used to place the one (1) digit number that is displayed at the bottom of the placard. If more than one placard is displayed enter additional placard information in Box 135.

Write out the name of the material along the placard number line if a number is not available.

BOXES 50 & 80 CARRIER NUMBER

Enter the USDOT Carrier number of the COMMERCIAL VEHICLE. All Commercial Vehicle Carriers that are involved in Interstate Transport must have a USDOT number. **NOTE: the carrier and owner can be different entities. Be sure to check the accuracy of these entities for this entry. If additional owners and carriers are involved indicate the information in Box 135.**

WARNING: The driver of the vehicle and the USDOT Number on the driver or passenger side of the vehicle may not be that of the carrier responsible for the vehicle/load.

It is important to correctly identify the right motor carrier USDOT number. You must enter the number of the MOTOR CARRIER THAT IS RESPONSIBLE FOR THE CARGO/VEHICLE.

The Motor Carrier is the person(s) who has care, custody, and control of the load/vehicle, and/or is directing the movement of the vehicle whether loaded or empty. Identifying the Motor Carrier will entail a driver interview and/or possibly the examination of multiple sources of information, which may include: markings on the vehicle (Name and USDOT #, vehicle registration, shipping papers, trip or term lease documents, and the driver's log book (record of duty status). **The driver interview is often the most important source of information.** (To properly identify the responsible Motor Carrier, use the Motor Carrier Identification flowchart on page 65.)

Accurate information on this report will identify and remove unsafe commercial vehicles on New Jersey roadways and may be used in determining State and Local Federal transportation safety funding levels.

BOXES 51 & 81 – COMMERCIAL VEHICLE WEIGHT

Check the block if the commercial vehicle's GVWR (gross vehicle weight rating)/GCWR (gross combined weight rating) is:

- ☐ Weight is ≤ 10,000 lbs. (less than or equal to 10,000 lbs.)
- ☐ Weight is ≥ 10,001 to 26,000 lbs. (equal to or greater than 10,001 lbs but less than 26,001 lbs.)
- ☐ Weight is ≥ 26,001 lbs. (equal to or greater than 26,001 lbs.)

Commercial Vehicles: Though a vehicle displays commercial plates it does not necessarily mean that the vehicle will be considered a commercial vehicle for crash report purposes. For crash report purposes, a CMV (commercial motor vehicle) is defined as any one of the following:

A) A vehicle that has a GVWR/GCWR of 10,001 pounds or more
B) A vehicle that carries hazardous material and is required to display or displays a placard
C) A vehicle that carries 9 or more people, including the driver
D) Any other vehicle that requires a Commercial Driver's License (CDL), e.g. Livery/Limo

BOXES 52 & 82 – CARRIER NAME

Enter the commercial vehicle Carrier Name for each vehicle that corresponds with the USDOT Carrier number in Boxes 50 and 80. **Enter Carrier Address in Box 135, followed by the Driver License Class Code of the vehicle operator**. (See definition of commercial vehicle as defined above.)

BOXES 83 THRU 95 (Persons Involved Data)

This section of the crash report records important information about all persons involved in the crash. You will note that this section is labeled A thru E down the left side, beginning in Box 83. These letters A thru E are sometimes mistaken as the entry for Box 83, **THEY ARE NOT.** Entries must begin in Box 83. If there is an entry other than dashes in box 8 & 9, make sure that there are entries in boxes 86, 89, 90 & 91.

You will note that there is room to enter only *5* involved persons (one per line). If more than five persons are involved, use supplementary report form NJTR-1 A for additional involved persons. If there are more than *5* additional persons you may extend the lines and enter the additional persons. A copy of the NJTR-lA can be found in this manual.

For large numbers of persons involved in a crash, as in multi-passenger vehicles, you may also use a multi occupant bus form available on the DOT Crash Records website: http://www.state.nj.us/transportation/refdata/accident/policeres.shtm

BOX 83-WHICH VEHICLE OCCUPIED

WHICH VEHICLE OCCUPIED

1-Vehicle 1
2-Vehicle 2
B-Pedalcycle
P-Pedestrian
O-Other*

All passengers must be listed, even non-injured.

If a person was in vehicle 1, write 1 in row A under column 83.

Each additional person will be listed in Rows B-E under column 83.

For additional persons in the same \vehicle write 1in rows B-C under column 83. if there are no people in vehicle #1 start listing data about vehicle #2

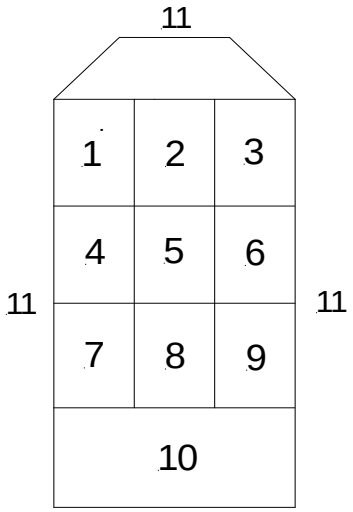
For a third or fourth or fifth vehicle, use the number 3, 4, *5* in the column that identifies the corresponding person in that car.

A person in a wheelchair, including electronic mobility assist devices as defined in NJSA 39:1-1, is considered a pedestrian.

For multiple pedestrians or pedalcyclists involved in a crash they shall be entered as P1, P2, B1, B2, etc. in Box 83.

BOX 84- POSITION IN/ON VEHICLE

POSITION IN/ON VEHICLE
00 Unknown
01- Driver
02 - through 10 – Passengers
11 - Riding/Hanging on outside



Use the diagram to show the position of each person inside or hanging onto the vehicle.

A person sitting on someone's lap has the same numbered position as that person.

If there are 4 people sitting in front seat, the 4th person takes the #2 position along with the regular #2 person.

If 4th person is in the rear, they take the #5 position along with the regular #5 person.

Passengers in a bus are #10. Additional passengers should be listed in the Bus Seating Charts, as well as in boxes 83 thru 95.

A passenger on a motorcycle is #4, except if the motorcycle has a sidecar and then the passenger would be # 3.

For Pedestrians and Bicyclist always use a dash (-)

NJTR-1A

POLICE AGENCY_____

STATION CASE NO

136 CRASH DESCRIPTION
(REFER TO VEHICLE BY NUMBER)

ALL INVOLVED

	83	84	85	86	89	88	89	90	91	92	93	94	95	
A														
B														
C														
D														
E														

Note: you may extend the lines on this form in order to accommodate additional persons involved.

NJTR-1A (R 7/05)

OFFICER'S SIGNATURE_____ BADGE NUMBER_____

BOX 85- EJECTION FROM VEHICLE

EJECTION FROM VEHICLE

01 Not Ejected
02 Partial Ejection
03 Ejected
04 Trapped

This box is used to indicate if a **DRIVER** or **PASSENGER** was ejected from a vehicle. **This does not apply to a pedestrian or pedalcyclist.**

Partial Ejection - A portion of the person's torso or head protruding out of the vehicle. It does not mean just arms sticking out of a window.

Trapped - If some type of mechanical force is used to free a person from the vehicle, such as a pry-bar or the Jaws of Life.

BOX 86- VICTIM'S PHYSICAL CONDITION

VICTIM'S PHYSICAL CONDITION

01 Killed
02 Incapacitated
03 Moderate Injury
04 Complaint of Pain

If an entry is made here, the crash is considered REPORTABLE. "No Injury" receives a dash in this box. Entries must correspond with numbers in box 8 "Total Killed" & box 9 "Total Injured".

Killed - Victim is deceased. (Must check "Fatal" box at the top of the report).

Incapacitated - Victim has a non-fatal injury. Cannot walk, drive or normally continue the activities that they could perform before the motor vehicle crash.

Moderate Injury - An evident injury, other than fatal and incapacitating. Injury is visible, such as a lump on head, abrasion, bleeding or lacerations.

Complaint of Pain - A reported or claims of injury that is not fatal, incapacitating or moderate. Injury is not visible to the investigating officer

BOX 87–AGE

Enter the age of each involved person where Box 87 intersects with it corresponding row. Use preceding zeros for numbers 1 through 9, i.e.: 01, 02, 03.

If victims are under 1 year old write in the number of months followed by an "M" for month, i.e. 02M, 11M. Write 1m for everything under one month of age.

BOX 88-SEX

Enter the sex of each involved person where Box 88 intersects with its corresponding row.

M=Male F=Female

BOX 89- LOCATION OF MOST SEVERE PHYSICAL INJURY

LOCATION OF MOST SEVERE INJURY

01 Head
02 Face
03 Eye
04 Neck
05 Chest
06 Back
07 Shoulder/Upper Arm
08 Elbow/Lower Arm/Hand
09 Abdomen/Pelvis
10 Hip/Upper Leg
11 Knee/Lower Leg/Foot
12 Entire Body

Indicate the location of the most severe injury that the person sustained as a result of the crash where Box 89 intersects with its corresponding row. The investigating officer need only ascertain the injuries at the scene of the crash, not from a doctor's diagnosis or hospital records.

Example: If the driver had a severe head injury, a broken arm and contusions, you would list the **most severe,** which is the Head Injury 01.

NOTE: If there is a dash in Box 86, enter a dash (-) in boxes 89, 90 and 91.

BOX 90- TYPE OF MOST SEVERE PHYSICAL INJURY

TYPE OF MOST SEVERE PHYSICAL INJURY

01 - Amputation
02 - Concussion
03 - Internal
04 - Bleeding
05 - Contusion/Bruise/Abrasion
06 - Burn
07 - Fracture/Dislocation
08 - Complaint of Pain

Indicate the type of the most severe injury that the person sustained as a result of the crash. The investigating officer need only ascertain the injuries at the scene of the crash, not from a doctor's diagnosis or hospital records.

01-Amputation - Severed parts

02-Concussion - Dazed condition as a result of a blow to the head

03-Internal - No visible injury but signs of anxiety, internal pain and thirst

04-Bleeding - Obvious discharge of blood

05-Contusion/Bruise/Abrasion - Discoloration of skin, or top layer of skin is scraped

06-Burn - Reddening, blistering or charring of skin over a portion of the body

07-Fracture/ Dislocation- Swelling or evidence of displaced bones

08-Complaint of Pain - No visible injury noted, but victim complains of pain

BOX 91 REFUSED MEDICAL TREATMENT

Enter 01-Yes, if the individual sustained or claimed an injury but refused immediate medical treatment.
Enter 02-No, if the individual was treated and/or transported to a medical facility.

NOTE: If there is a dash in Box 86, enter a dash (-) in boxes 89, 90 and 91.

BOX 92 & 93 SAFETY EQUIPMENT AVAILABLE AND USED

SAFETY EQUIPMENT

01 - None Used
02 - Lap Belt only
03 – Harness only
04 - Lap Belt & Harness
05 - Child Restraint
06 – Helmet
07 - Reserved
08 – Airbag
09 - Airbag & Seat Belts
10- Safety Vests (Ped Only)

Box 92 identifies safety equipment **AVAILABLE**. Most late model cars will be coded in Box 92 AVAILABLE (i.e., "09"airbags and seat belts). Identify the safety equipment available where Box 92 intersects with its corresponding row.

Box 93 indicates safety equipment **USED**.

Indicate the safety equipment used where Box 93 intersects with its corresponding row.

If an airbag Does Not Deploy, it is not considered USED in Box 94

Complete Boxes 92 and 93 for every person involved in the crash, whether injured or not.

If a helmet is not DOT approved, explain in Box 135

Use dash (-) for pedestrians in these boxes as 01 is an invalid entry except where 10 is applicable.

BOX 94- Air Bag Deployment

Enter the corresponding number for the type of airbag deployed for the occupant.

01 Front
02 Side
07 Other
08 Multiple

BOX 95- HOSPITAL CODE

You use this box to enter the **HOSPITAL CODE NUMBER** of the hospital that the victim was taken to for treatment. The hospital codes are listed at the following website: http://nj.gov/health/ems/documents/hospital_infomation.pdf

SAMPLE ENTRIES FOR COLUMNS 83 THROUGH 95

Crash involving 2 vehicles and 5 people:

Line A shows the Driver of Vehicle #1(1), his position as the driver (1), that he is Dead (1), trapped in the vehicle (4), 29 years old (29), male (M), Chest Injury (05), Internal Injuries (3), Safety equipment available was airbag & seat belts (09), Safety equipment used was none (01), (hospital code-Overlook Hospital *7055).*

Line B shows the Passenger of Vehicle #1 (1), his position in the front of the vehicle passenger side (3), moderate injury (3), not ejected (01), 9 years old (09), male (M), Head injury (01), Bleeding (4), Safety equipment available was airbag & seat belts (09), Safety equipment used was none (O1), Ambulance Run Number (hospital code-Overlook Hospital 7055*).*

Line C shows the Driver of Vehicle #2 (2), her position as the driver (1), that she has no injuries (-), not ejected (1), 62 years old (62) and female (F), no injuries (--), no injuries (-), Safety equipment available was airbag (08), Safety equipment used was none because airbag did not deploy (01), Ambulance Run Number is not applicable (-)**.**

Line D shows the Passenger of Vehicle #2 (2), her position in the front of the vehicle passenger side (3), complaint of pain (4), not ejected (1), 42 years old (42), female (F), complain of neck pain (04), complaint of pain (8), safety equipment available was harness (03), safety equipment used was harness (03), (hospital code-Overlook Hospital 7055).

Line E shows the 2nd passenger of vehicle #2 (2), his position behind the driver in the back seat (4), no injuries (-), not ejected (1), 7 years old (7), male (M), no injuries (--), no injuries (-)**,** safety equipment available was lap belt (02), Safety equipment used was lap belt (02).

83	84	85	86	87	88	89	90	91	92	93	94	95	
A **1**	**1**	**2**	**1**	**2 9**	**M**	**0 5**	**3**	**2**	**0 9**	**0 1**	**01**	**70 55**	**Bill Beans 156 Truck Turn Lane, Cherry Hill, NJ 01/24/05 0723**
B **1**	**3**	**3**	**3**	**0 9**	**F**	**0 1**	**4**	**2**	**0 9**	**0 1**	**01**	**70 55**	**Tom Beans**
C **2**	**1**	**-**	**-**	**6 2**	**F**	**- -**	**-**	**1**	**0 8**	**0 1**	**01**	**- -**	
D **2**	**3**	**4**	**3**	**4 2**	**F**	**0 4**	**8**	**2**	**0 3**	**0 3**	**01**	**70 55**	**Elaine Wrigley**
E **2**	**4**	**-**	**-**	**0 7**	**M**	**- -**	**-**	**1**	**0 2**	**0 2**	**01**	**- -**	

NOTE: For a fatality, you must also list the name, address, date and time of the death in the box next to Box 95.

BOX 96- ROAD DIVIDED BY

ROAD DIVIDED BY

01 Barrier Median
02 Curbed Median
03 Grass Median
04 Painted Median
05 None

Indicate the physical separation dividing the roadway.

Barrier Median-any physical separation that precludes the vehicle from
traversing the median (ie. guide rail, jersey barrier, wooded areas)

Curbed Median-any median that divides traffic lanes that has a sloped or vertically curbed edging along or around the median.

Grass Median- any traversable grass median.

Painted Median- any separation between live lanes that is painted with double yellow lines and cross-hatching. Painted centerlines on the roadway alone are not considered medians, write 05 None in Box 96.

If no physical separation is present, or if the crash occurs in an intersection, place 05 in Box 96.

BOX 97- TEMPORARY TRAFFIC CONTROL ZONE

TEMPORARY TRAFFIC CONTROL ZONE
01 No
02 Yes-Construction Zone
03 Yes-Maintenance Zone
04 Yes-Utility Zone
05 Yes-Incident Zone

A **Construction Zone** is defined as a roadway construction zone that displays signs warning of a construction zone longer than one day. The construction zone begins at the first construction sign and ends at the last sign as per MUTCD part VI .

A **Maintenance Zone** is defined as any short-term work zone set up for one day or less.

A **Utility Zone** is either a construction or maintenance zone established by any public or private utility.

An **Incident Zone** is an area of a highway where temporary traffic controls are imposed by authorized officials in response to a road user incident, natural disaster, or special event.

BOX 98- LIGHT CONDITION

LIGHT CONDITION
01 Daylight
02 Dawn
03 Dusk
04 Dark, Street lights off
05 Dark, No Street lights
06 Dark, Street lights on, continuous lighting
07 Dark, Street lights on, spot lighting

Enter the light condition **at the immediate location of the crash and at the time of the crash,** which may be different from the time you conduct your investigation.

Continuous lighting entails a roadway being fully lit along its length. Spot lighting may indicate a roadway where there is alternating dark spots and lit areas along the roadway.
Inoperable street lights are listed as "04".

Box 99 Road System

ROAD SYSTEM
01- Interstate
02- State Highway
03- State/Interstate Authority- See Note
04- State Park or Institution
05- County
06 -County Authority, Park or Institution
07- Municipal
08- Municipal Authority, Park or Institution
09- Private Property
10- U.S Government Property

Write the appropriate number in the box that accurately identifies the road system where the crash occurred.

US Routes are identified as 02 State Highway.

This road system code must match the entry in Box 10 "Crash Occurred On".

If 01, 02, or 03 are entered, then enter a milepost number in Box 13.

School parking lots and driveways as well as any land owned and maintained by a governing body are to be included. Example: an elementary school would be code 08, a county college would be code 06 and a state college would be code 04.

Note: Toll roads, Palisades Interstate Parkway, Interstate Bridges Commissions are identified as 03

BOX 100- ROAD CHARACTER

ROAD CHARACTER
01 - Straight and Level
02 - Straight and Grade
03 - Straight at Hillcrest
04 - Curve and Level
05 - Curve and Grade
06 - Curve and Hillcrest

Select the roadway characteristic that best describes the roadway at the location of the crash.

This data is used to determine sight distance from an engineering point of view and should describe the alignment of the road.

BOX 101- ROAD SURFACE TYPE

ROAD SURFACE TYPE

01 - Concrete
02 - Blacktop
03 - Gravel
04 - Steel Grid
05 - Dirt

Road Surface Type refers to the physical makeup of the road, at the location of the crash. Examples include:

Concrete - Portland cement concrete

Blacktop - Bituminous concrete (asphalt), including chip road sealing (oil and stone) and macadam

Other - Must be noted in Box 135; e.g.: cobblestones wood (bridge decks), steel construction plates, etc.

BOX 102-ROAD SURFACE CONDITION

ROAD SURFACE CONDITION

01-Dry
02-Wet
03-Snowy
04-Icy
05-Slush
06-Water (Standing/moving)
07-Sand
08-Oil

Identify the road surface, at the time of the crash.

Include foreign substances such as vehicle fluids that were present prior to the crash as “Other” and must be listed in Box 135.

Oil includes all petroleum products.

Only enter one choice.

BOX 103-ENVIRONMENTAL CONDITION

ENVIRONMENTAL CONDITION

01-Clear
02-Rain
03-Snow
04-Fog/Smog/Smoke
05-Overcast
06-Sleet/Hail/Freezing Rain
07-Blowing Snow/Sand/Dirt
08-Severe Crosswinds

Enter the weather condition at the time of the crash, which may be different from when you arrived at the scene.

Only enter one choice.

Additional comments in Box 135.

BOX 104- TOTAL NUMBER OF VEHICLES INVOLVED IN CRASH

Enter the total number of vehicles involved in the crash. This total should correspond with the number of entries in Boxes 35 and 65 in the first page and additional NJTR-1 reports for the same crash. **A Pedestrian or Pedalcyclist is not counted in this number.**

BOX 105- CRASH TYPE

CRASH TYPE

With other MV as first event

01 Same Direction (Read-End)
02 Same Direction (Sideswipe)
03 Right Angle
04 Opposite Direction (Head on, Angular)
05 Opposite Direction (Side Swipe)
06 Struck Parked Vehicle
07 Left Turn/U-turn
08 Backing
09 Encroachment

With below as first event

10 Overturn
11 Fixed Object
12 Animal
13 Pedestrian
14 Pedalcycle
15 Non-fixed Object
16 Railcar/vehicle

Enter the number that most accurately describes the crash type.

This box describes the first event of the crash.

Encroachment is a situation where a vehicles' lane of travel is entered by another vehicle.

Examples are listed in the appendix.

BOXES 106 & 107 OVERSIZE/OVERWEIGHT PERMIT

OVERSIZE/OVERWEIGHT PERMIT

01-Yes

02-No

Commercial vehicles only, all other types of vehicles enter a dash (-).

Only to be completed in a commercial vehicle crash.

Select 01 if oversize/overweight permit has been issued by NJDOT.

BOXES 108 & 109 VEHICLE TYPE

VEHICLE TYPE

Passenger Vehicles
01 – 19

01 Pass Car/Station Wagon/Minivan
02 Passenger Van (< 9 seats)
03 Cargo Van (10,000 lbs or less)
04 Sport Utility Vehicle
05 Pickup
06 Recreational Vehicle
07 All Terrain Vehicle
08 Motorcycle
09 (Reserved)
10 Any Previous w/Trailer
11 Moped
12 Street Car/ Trolley
13 Pedalcycle
19 Other Passenger Vehicle

Trucks
20 – 30

20 Single Unit (2 axle)
21 Single Unit (3+ axle)
22 Light Truck with Trailer
23 Single Unit Truck with Trailer
24 Truck Tractor (Bobtail)
25 Tractor Semi-Trailer
26 Tractor Double
27 Tractor Triple

29 Other Truck
30 Bus/Large Van (seats 9 or more)

Indicate each vehicle involved by type.

Passenger Vehicles: Less than 10,001 lbs. GCWR, or seats less than 9 passengers (GCWR=Gross Combination Weight Rating)

03 CargoVan-Step Van**,** Full-size van. Example: FedEx

04 Sport Utility - utility vehicles. Examples: Ford
Explorer, Chevy Blazer, GMC Envoy, Dodge Durango

05 Pickup- Includes open, rack body and pickup trucks

06 Recreation Vehicle - Vehicles used for recreational purposes only, e.g. travel trailers (Winnebago, Fleetwood, etc.)

07 All Terrain Vehicles (ATV's) with either 3, 4, 6 or more tires

08 Motorcycle - All motor-operated vehicles of the
bicycle/tricycle type, except MOPED, ATVs

11 Moped - Pedal bicycle with helper motor (under *50cc)*

BOXES 110 & 111 VEHICLE USE

VEHICLE USE

01 - Personal
02 - Business/Commerce
03 - Government
04 - Responding to Emergency
05 - Machinery in Use

Personal: Any vehicle being operated for personal use.

Business/Commerce: Any vehicle being operated for private business, commerce or hire.

Government: Any vehicle being operated for governmental use.

Responding to Emergency: Operation of any motor vehicle in response to an emergency. (see note on page 8)

Machinery in Use: e.g., Snow plow with the plow down and actively engaged in the removal of snow; forklift with a load, or any motor vehicle not being utilized as a "vehicle in transport".

BOXES 112 & 113 SPECIAL FUNCTION VEHICLES

SPECIAL FUNCTION VEHICLES

01 Work Equipment
02 Police
03 Military
04 Fire/Rescue
05 Ambulance
06 Taxi/Limo
07 Vehicle used as school bus
08 Vehicle used as "other" bus
09 School bus
10 Transit Bus
11 Other Bus
12 Vehicle used as Snowplow
13 Vehicle towing another vehicle

Enter the appropriate number to further describe the special function or how the vehicle was being used at the time of the crash, otherwise enter a dash (-).

01 Work Equipment: Any equipment not in transport, actively being used in its designed or intended purpose.
02 Police – Any vehicle marked or unmarked police vehicle.
04 Fire/Rescue - Includes Mobile Intensive Care Units (non-transport) vehicles.
05 Ambulance – Any vehicle used for victim transport.
06 Taxicab/Limo - Any passenger vehicle used for transportation of passengers for hire (usually with "livery" or "taxicab" plates)
07 Vehicle Used as school bus-vehicle used to/from transport students and/or faculty to a school activity in an official capacity
08 Vehicle used as "other" bus- any other vehicle with non-bus configuration used to transport passengers
09 School Bus - Any school vehicle: passenger car, minibus (8-16 passenger) or full size bus with school registration S-I or S-2 type plates.
10 Transit Bus - Commercial Vehicle used for transport of passengers (non-school). Includes vehicles registered as an "Omnibus"
11 Other Bus -special use vehicles, i.e. private coaches.
12 Vehicle used as Snow plow- Plow is down and the vehicle is actively being used to clear the roadway of snow or slush.
13 Vehicle towing another vehicle: Includes but not limited to tow trucks

BOXES 114 & 115 CARGO BODY TYPE (Commercial Vehicle Only)

CARGO BODY TYPE

01 Bus (9-15 seats)
02 Bus greater than 15 seats
03 Van/Enclosed Box
04 Cargo Tank
05 Flatbed
06 Dump
07 Concrete Mixer
08 Auto Transporter
09 Garbage/Refuse
10 Hopper (grain/gravel/chips)
11 Pole Trailer
12 Intermodal Chassis
13 No Cargo Body

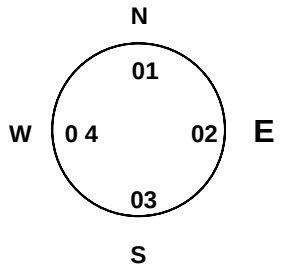
Enter the Cargo Body Type of the vehicle described in boxes 115 and 116, only if they are considered commercial vehicles, otherwise enter a dash **(-).**

#2 (van/enclosed box) includes any type of CMV, trailer or semi-trailer with an enclosed box.

#5 Flatbed (Truck/trailer)

#12 Intermodal Chassis: Marine, rail terminal equipment as well as over the road equipment where different size intermodal containers are securely placed upon the transport vehicle (i.e. chassis) for transportation to/from destinations. A chassis is the frame on wheels that an intermodal container is secured to for transport by a truck

BOXES 116-117 DIRECTION OF TRAVEL OF VEHICLES



The direction of travel of the vehicles should normally be recorded as the nominal direction as posted on road signs or identified on maps, **i.e**.: straight-line diagrams for the street where the crash occurred.

Even though a north-south road may actually run east-west for a segment, the direction should not change for reporting purposes. If a vehicle is traveling in the wrong direction (i.e northbound in a southbound lane) enter the actual direction of travel of the errant vehicle.

When a vehicle is backing on a roadway, its direction of travel is opposite the nominal direction, then the direction it was actually moving, not necessarily the direction it was facing, is the nominal direction.

When a vehicle is parked, indicate the direction the front vehicle was facing prior to the crash.

DO NOT ENTER THE LETTERS (N.S.E.W.)

NOTE: Only enter one choice. e.g.: Do not enter 0102 for northeast!

BOX 118 A & B & 119 A & B - APPARENT CONTRIBUTING CIRCUMSTANCES

Apparent Contributing Circumstances

Human/ Driver Actions 01 – 29

01 Unsafe Speed
02 Driver Inattention*
03 Driver Failed to Obey Traffic Control Device
04 Driver Failed to Yield Right of Way to Vehicle/Pedestrian
05 Improper Lane Change
06 Improper Passing
07 Improper Use/Failed to Use
08 Improper Turning
09 Following Too Closely
10 Backing Unsafely
11 Improper use/no lights
12 Wrong Way
13 Improper Parking
14 Failure to Keep Right
25 None
29 Other Driver/Pedalcyclist Action

Vehicle Factors 31 – 49

31 Defective Lights*
32 Brakes*
33 Steering*
34 Tire *
35 Wheels*
36 Windows/Windshield*
37 Mirrors*
38 Wipers*
39 Vehicle Coupling/Hitch/Safety Chains*
49 Other Vehicle Factor

Road/Environmental Factors 51 – 69

51 Road Surface Condition*
52 Obstruction/Debris on Road*
53 Ruts, Holes, Bumps*
54 Traffic Control Device* Defective/Missing*
55 Improper Work Zone*
56 Physical Obstruction(s) (viewing, etc)*
57 Animal(s) in Roadway*
58 Improper/Inadequate Lane Markings*
59 Sun Glare*
69 Other Roadway Defects

The Investigator should determine the most prominent factor(s) contributing to the crash, even if a summons is not issued. Select up to two choices for each driver, but only one is required as a minimum.

Although it may seem that alcohol involvement may be included in boxes 118 & 119 and may have contributed to the crash, other factors such a speed, failure to yield, road deficiencies or other improper driving actions may be the **PROXIMATE (actual)** cause of the crash.

A determination should be made based on the crash investigation. Statistical data is gathered from this section to study the cause and effect of crashes. For example, if a vehicle was involved in a crash and the road or environmental conditions listed in boxes 102 and 103 were icy or snow covered, you may enter 01 (unsafe speed) even if a summons is not issued.

Do not use "25 None" for all vehicles. There is always an apparent contributing circumstance for one or all of the vehicles in a multi-vehicle crash.

Any selection marked with an asterisk (*) under Apparent Contributing Circumstances and any selection using "other" must be further explained in box 135.

CONTRIBUTING CIRCUMSTANCES (continued)

Pedestrian Factors 71-89

71 Failed to obey Traffic control Device
72 Crossing where prohibited
73 Dark clothing/Low visibility to driver
74 Inattentive*
75 Failure to yield Right of Way
76 Walking on wrong side of road
77 Walking in road when sidewalk is present
78 Running/Darting Across Traffic
85 None
89 Other Pedestrian Factors

BOXES 120 & 121 – APPARENT PHYSICAL STATUS

APPARENT PHYSICAL STATUS

00 Unknown
01 Apparently Normal
02 Alcohol Use
03 Drug Use (Illicit)*
04 Medication*
05 Alcohol and Drug Use*
06 Physical Handicaps
07 Illness
08 Fatigued
09 Fell Asleep

Indicate the physical status of the operator, pedalcyclist, pedestrian, **immediately before the crash.** If unknown, place a zero-zero (00) in box 120 or 121

06 Physical Handicaps may include:

- Severe Vision or Hearing Impairments
- Deafness or Blindness
- Leg/Foot/Arm or Hand Amputation

When illicit drugs (03-Drug Use), prescriptions (04-Medication), and/or combinations of alcohol and drugs (05-Alcohol and Drug Use) are identified, describe by name or type of the drug/medication in box 135.

BOXES 122 & 123 – CELL PHONE IN USE

Indicate if the operator, pedestrian or pedalcycalist was using cell phone at the time of the crash. Enter “01” if it was a handheld cell phone, “02” for a hands free cell phone. Enter a dash (-) in each box if it does not apply.

BOXES 124 & 125- PRE-CRASH ACTION

Vehicle/Pedalcyclist Action (01-29)

01 Going Straight Ahead
02 Making Right Turn (not turn on red)
03 Making Left Turn
04 Making U Turn
05 Starting From Parking
06 Starting In Traffic
07 Slowing or Stopping
08 Stopped In Traffic
09 Parking
10 Parked
11 Changing Lanes
12 Merging/Entering Traffic Lane
13 Backing
14 Driverless/Moving
15 Passing
16 Negotiating Curve
17 Driving on Shoulder
18 Right Turn on Red Signal
29 Other Veh/Cyclist Action*

Pedestrian Action (31-49)

31 Pedestrian Off Road
32 Walking To/From School
33 Walking/Jogging On Road W/Traffic
34 Walking/Jogging On Road Against Traffic
35 Playing In Road
36 Standing/Lying/Kneeling In Road
37 Getting On Or Off Vehicle
38 Pushing Or Working On Vehicle)
39 Other Working In Roadway
40 Approaching Or Leaving School Bus
41 Coming From Behind Parked Vehicle
42 (reserved)

At Intersection

43 Crossing At "Marked" Crosswalk
44 Crossing At "Unmarked" Crosswalk

At Mid-Block

45 Crossing At "Marked" Crosswalk
46 Crossing/Jaywalking

49. Other Pedestrian Action*

These boxes are used to describe pre-crash actions for vehicles that had contact with another vehicle, pedestrian, or pedalcyclist.

Bicycles are considered vehicles.

Write the pedestrian's identification in boxes 26 and 56. Do not list the driver's license number in boxes 32 and 62 for pedestrians.

A motorized wheelchair is not regulated as a motor vehicle and must be reported as a PEDESTRIAN.

12 Merging/Entering Traffic Lane- Crashes associated when two lanes merge into one, (i.e., acceleration or deceleration merges). This does not include "05-Starting From Parking".

14 Driverless/Moving- i.e., if a vehicle rolls out of a parking space, when a driver is ejected or exits, and the vehicle continues in motion

(43-46) Definitions for crosswalks may be found in NJSA 39:1-1.

BOXES 126 AND 127- TRAFFIC CONTROLS

TRAFFIC CONTROLS

01 Police Officer
02 Railroad, Watchman. Gates, etc.
03 Traffic Signal
04 Lane Markings
05 Channelization-Painted
06 Channelization-Physical
07 Warning Signal
08 Stop Sign
09 Yield Sign
10 Flagman
11 No Control Present
12 Flashing Traffic Control
13 School Zone (Signs/Flashing)
14 Adult School Crossing Guards

Make one selection for each vehicle involved in the crash. The particular traffic control device regulating the flow of traffic may be in proximity to the point of impact.

01 Police Officer Includes Special Law Enforcement Officer, Fire Police, and anyone with Title 40 responsibilities or that is allowed to stop traffic.

02 RR, Watchman, Gates, etc. - Includes all traffic control devices at railway grade crossings.

03 Traffic Signal - Includes any Red/Amber/Green type beacons or other signal devices used for stop and go to include metering and pedestrian signals.

04 Lane markings - Refers to lines separating the traveled portion from the shoulder, turning lanes and passing zones.

05 Channelization- Painted - A series of painted cross-hatching and lane lines, which indicate movement restrictions. Includes exit ramp markings.

06 Channelization- Physical - Includes "Jersey" barrier, traffic cones or similar devices such as construction barrels, physical curbing, and concrete islands.

07 Warning Signals - An Amber/Red flashing signal or any other electrically powered warning device.

10 Flagman - Includes all traffic-directors in work zones.

12 Flashing Traffic Control- A traffic signal that is placed into the flash mode.

14 Adult School Crossing Guards- Does not included school safety patrols.

BOXES 128 "a" through "d" & 129 "a" through "d" - SEQUENCE OF EVENTS

(select up to 4 for each vehicle)

SEQUENCE OF EVENTS

Non-Collision 01 – 19

01 Overturn/Rollover
02 Fire/Explosion
03 Immersion
04 Jackknife
05 Ran Off Road- Right
06 Ran Off Road- Left
07 Cross Median/Centerline
08 Downhill Runaway
09 Cargo/Equip Loss or Shift
10 Separation of Units
11 Fell/Jumped From MV
12 Thrown/Falling Object
13 Equipment Failure (blown tire, brake failure etc.)
19 Other Non-Collision

Collision w/Person, MV or Non-Fixed Object 21– 39

21 Pedalcyclist
22 Pedestrian
23 Train/Trolley/Other Railcar
24 Deer
25 Other Animal
26 MV in Transport
27 MV in Transport, Other Roadway
28 Parked MV
29 Work Zone/Maintenance Equipment
30 Struck By Object Set in Motion By MV
39 Other Non-Fixed Object

Collision w/Fixed Object 41 - 69

41 Impact Attenuator/Crash Cushion
42 Bridge Overhead Structure
43 Bridge Pier or Support
44 Bridge Parapet End
45 Bridge Rail
46 Guardrail Face
47 Guardrail End
48 Concrete Traffic Barrier
49 Other Traffic Barrier
50 Traffic Sign Support
51 Traffic Signal Standard
52 Utility Pole
53 Light Standard
54 Other Post, Pole, Support
55 Culvert
56 Curb
57 Ditch
58 Embankment
59 Fence
60 Tree
61 Mailbox
62 Fire Hydrant
69 Other Fixed Object

The sequence of events identifies the beginning of a crash and all subsequent actions.

Determine the sequence of events by answering the question **"What did the vehicle come in contact with?"**

These details will describe what happened.

If vehicle 1 runs off the road, hits a parked car (vehicle 2) and then a utility pole, the report should be filled out as follows:

Vehicle 1	Vehicle 2
128a - 05	129a - 26
128b - 28	129b - (-)
128c - 52	129c - (-)
128d **- (-)**	129d **-** (-)

If Vehicle 1 hits Vehicle 2 coming in the opposite direction, then hits a curb, then hits a tree. Vehicle 2 is hit by vehicle 1, hits pedalcyclist, and then hits a traffic sign support, the report should be filled out as follows:

Vehicle 1	Vehicle 2
128a - 26	129a - 26
128b - 56	129b - 21
128c - 60	129c - 50
128d - (-)	129d - (-)

If you use "19-Other non-collision" or "39-other non-fixed object" or "69-other fixed object", explain in box 135.

10 Separation of Units: e.g., a trailer separating from the tractor, a vehicle disconnecting from a tow truck, a container separating from the intermodal chassis

12 Thrown/Falling Object: An object striking a motor vehicle in transport. e.g., ice falling from a bridge, rocks falling from a ledge (Not "09-Cargo/Equipment Loss or Shift")

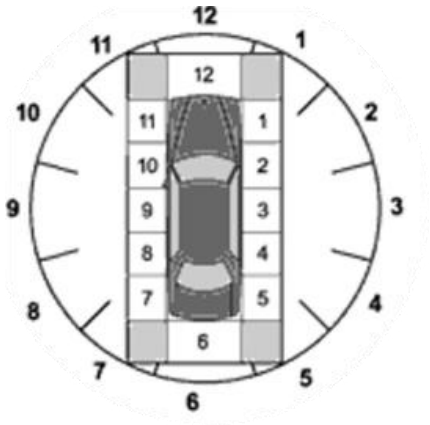
23 Train/Trolley/Other Railcar (includes light rail, trains, and trolleys): Where the train/trolley/railcar was involved in a crash with a motor vehicle, pedestrian or pedalcyclist while the Train/Trolley/Other Railcar is on rails within the right of way of the roadway and not situated on rails within it's own right of way. This includes at-grade crossings and rail lines running in a roadway. It does not include crashes where a train strikes a motor vehicle, pedestrian or pedalcyclist entirely within the right of way of the rail line and not at an at-grade crossing.

26 (MV in Transport): Is the state or 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 it is in motion; or in readiness for motion; but not parked

27 (MV in Transport, Other Roadway): Use in cases where a motor vehicle leaves the road and strikes a vehicle on a second road e.g., a vehicle running off a bridge and striking another vehicle on the road below.

BOXES 130, 131, 132 & 133- VEHICLE IMPACT

Enter the **INITIAL POINT OF IMPACT**, the point where the contact first began between two vehicles, a vehicle and trees, a vehicle and a pedestrian, etc.



13- ROOF
14- UNDERCARRIAGE
15- OVERTURNED
17- NONE VISIBLE

Enter the area of **PRINCIPAL DAMAGE** which is the area that was most damaged. Use the clockpoint diagram to identify the area of initial impact and principal damage.

Example below: Vehicle #1 was struck in the rear by Vehicle #2. Vehicle #1 sustained no damage. Vehicle #2 sustained damage to the front of the vehicle.

	INITIAL IMPACT 130	PRINCIPAL DAMAGE 131
VEH. 1	06	17
	132	133
VEH. 2	12	12

BOX 134- CRASH DIAGRAM

Indicate north by placing an arrow in the circle at the upper left corner of box 134. Draw each vehicle and number accordingly to correspond with boxes 23/53. Indicate the roadway boundaries, crossings, pavement markings, traffic controls, view obstructions and intersections related to the crash. If any vehicles were moved prior to your arrival, draw a representative diagram based on your investigation and indicate in box 135 that the vehicles were moved prior to your arrival. Include the pre-crash, crash and post crash positions of the vehicles on the diagram if possible. This can be accomplished on one diagram by depicting the vehicles along their path or on separate diagrams, depending on the investigator's preference. Use form NJTR-1B (supplemental sheet) in lieu of box 134 on form NJTR-1 in cases of serious injury or fatalities, or as applicable.

ALL REPORTS REQUIRE A DIAGRAM

BOX 135- CRASH DESCRIPTION

At a minimum describe the following 3 basic elements:

First: An outline of the physical facts involved in the crash

Second: A summary of the accounts from all operators, pedestrians and witnesses

Third: An objective evaluation statement by the investigator concerning his/her conclusions

Also explain any entries that had asterisk information identified throughout the form. Include pedestrian or pedalcyclist clothing worn at the time of the crash. Note any photos taken.

Use form NJTR-1A (supplemental sheet) if required.

BOX 136- DAMAGE TO OTHER PROPERTY

List all other property damage that occurred as a result of the crash not including the vehicles involved (i.e., fences, lawns, fire hydrants, etc.). List the property owner's name and address, along with the description of the property that was damaged. Use identifiers where applicable.

BOXES 137 & 139- CHARGE

Enter the number from boxes 23/53 of the person who received a summons and list the most serious charge by statute number. List only the most serious charge for each person. When there are multiple charges against a person, check the "Multiple Charges" box and list all additional charges in box 135.

BOXES 138 & 140- SUMMONS NUMBER

Enter the summons number for the charge listed in boxes 137 & 139. When there are multiple summonses issued, list the summons numbers adjacent to the additional charges in box 135.

BOX 141-OFFICER'S SIGNATURE

The investigating officer MUST sign or electronically enter his/her name or the report is not valid.

BOX 142- BADGE NUMBER

The investigating officer MUST enter his/her badge number.

BOX 143 - REVIEWED BY

The officer who reviews the report should check for accuracy, proper content and completeness then enter their initials in this box along with his/her badge number.

The reviewed reports should be forwarded to the jurisdiction's Custodian of Records. All reportable crash reports are to be submitted to NJDOT, as required by statute or regulation.

Refer to the NJDOT webpage for the current mailing address, protocols and other relevant information.

WWW.STATE.NJ.US/TRANSPORTATION/REFDATA/ACCIDENT/POLICERES/SHTM

BOX 144 – CASE STATUS

Choose either pending or complete based on your department's standard operating procedures. A submitted pending report can be updated to complete status with a change report.

NJDOT NJTR-1 PROTOCOL

NOTE: As of September, 2007 Motor Vehicles Fatal Unit, New Jersey State Police fatals Unit and FARS are now located under one roof with New Jersey Department of Transportation's Bureau of Safety Programs.

Non- Fatal Crash Reporting
A non-Fatal reportable crash (NJTR-1) needs only to be mailed to the New Jersey Department of Transportation (NJDOT, see address below) within 5 days in accordance with State Statue Title 39. None to Motor Vehicle Commission or State Police.

NJTR-1 State Copy	New Jersey Department of Transportation 1035 Parkway Avenue, CN 600 Trenton, NJ 08625 Atten: Bureau of Safety Programs - Crash Records Unit Phone (609) 530-3474 Fax (609) 530-3496

Fatal Crash Reporting

1. Local Police Dept & medical examiner do preliminary crash investigation.
2. Local Police **Send CJIC2000 Entry to State Police Fatal Unit within 24 hours *on all* Fatal crashes**.
3. **Mail a copy of NJTR-1 only to, Motor Vehicle Commission, Fatal Accident Review Board within 72 hours** (whether complete or not).

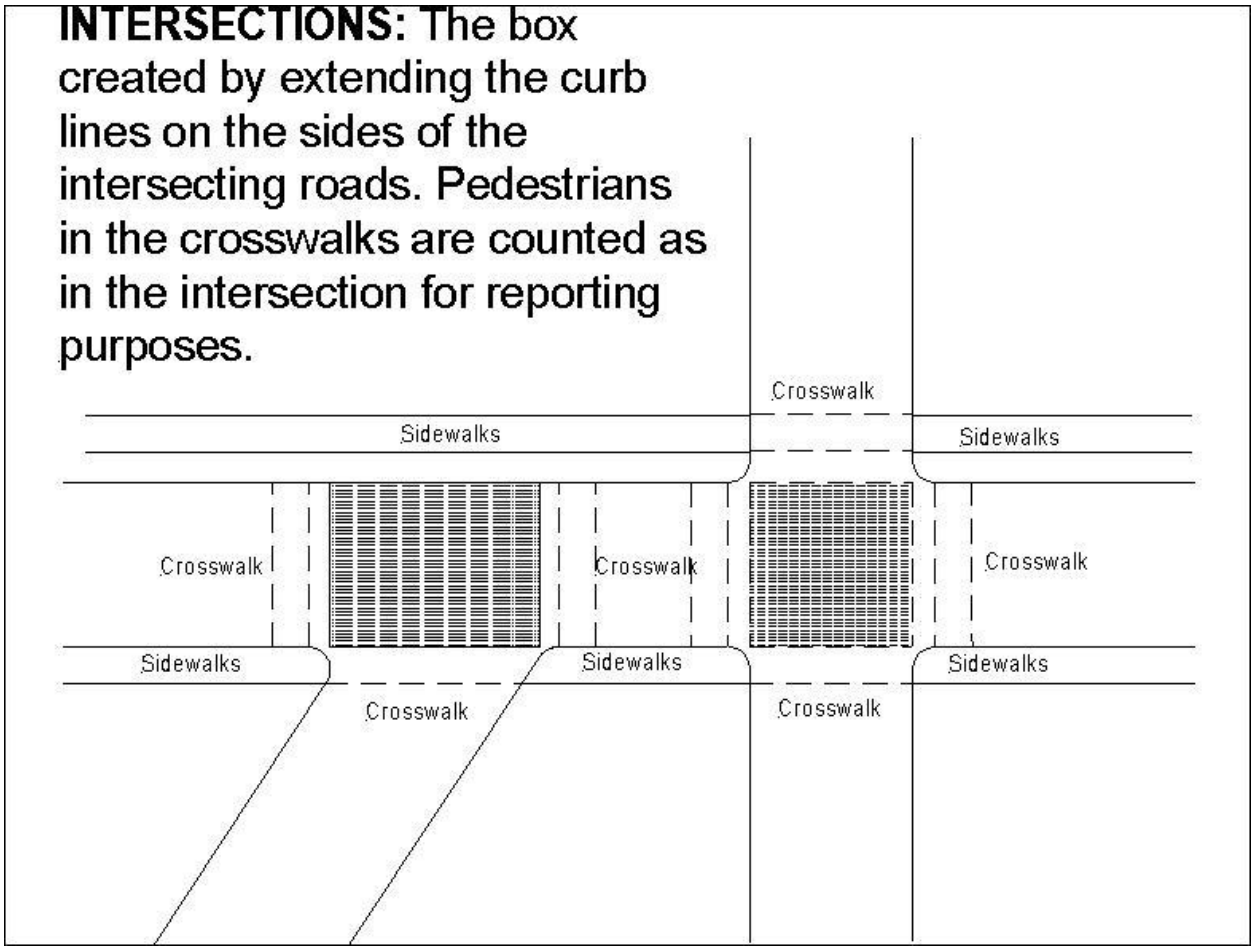
NJTR-1 State Copy	Motor Vehicle Commission Fatal Unit 1035 Parkway Avenue PO Box 157 Trenton, NJ 08625 Phone (609) 530-3819 Fax (609) 530-8734

NOTES:
I. If crash appears prosecutable and there is concern about filling in any specific boxes then leave them blank. Submit the form as incomplete.

II. Once the investigation is complete then submit NJTR-1 change report with copy of Investigation report to Motor Vehicle Commission, NJDOT and State Police.

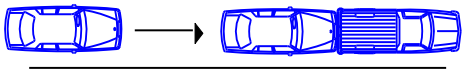
Definition of an Intersection as per Title-39:1-1

"Intersection" means the area embraced within the prolongation of the lateral curb lines or, if none, the lateral boundary lines of two or more highways that join one another at an angle, whether or not one such highway crosses another. The square in the center of the drawing below is an example of the area deemed to be an intersection. Any crash that occurs outside of the square of the intersection will have blocks 10 thru 22 (if applicable) completed at the top of the NJTR-1.

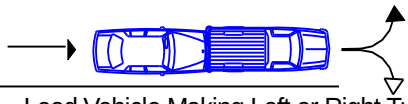


BOX 105- CRASH TYPE EXAMPLES

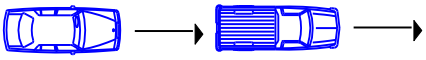
1) Same Direction, Rear End



Stopped Lead Vehicle



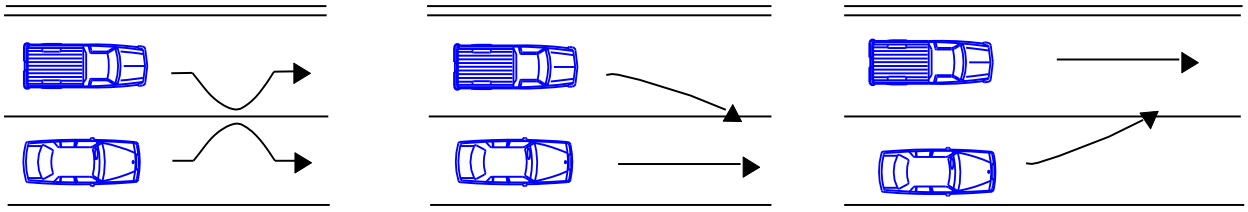
Lead Vehicle Making Left or Right Turn



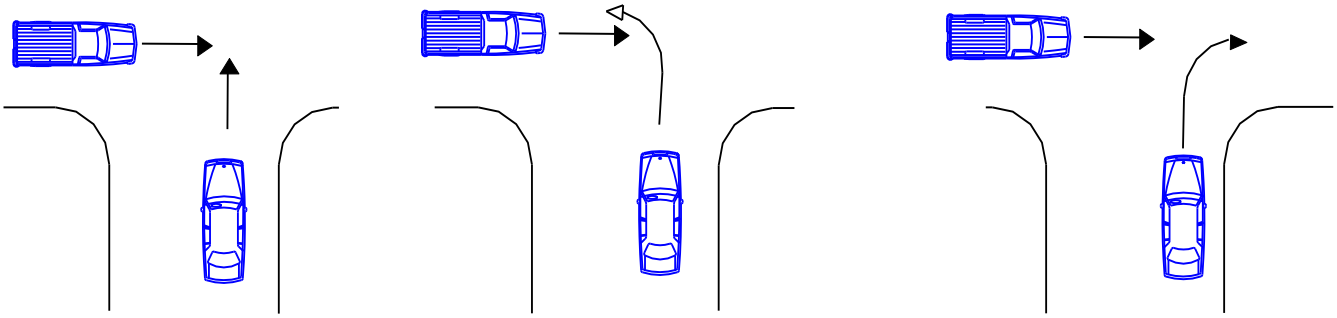
Both Vehicles Moving

Lead Vehicle Spun-Out (any impact angle)

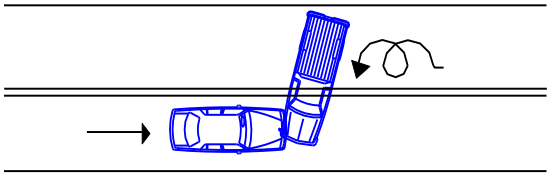
2) Side Swipe-Same Direction



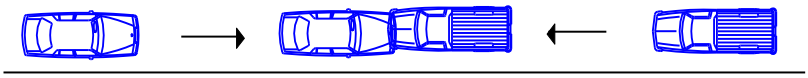
3) Right Angle



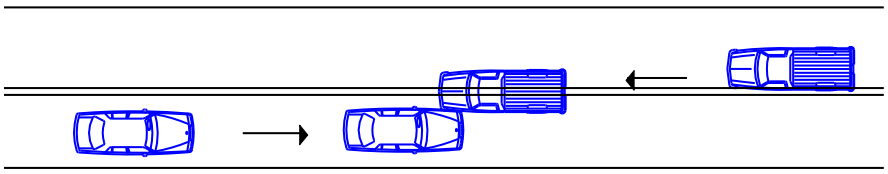
4) Opposite direction (head on/angular)



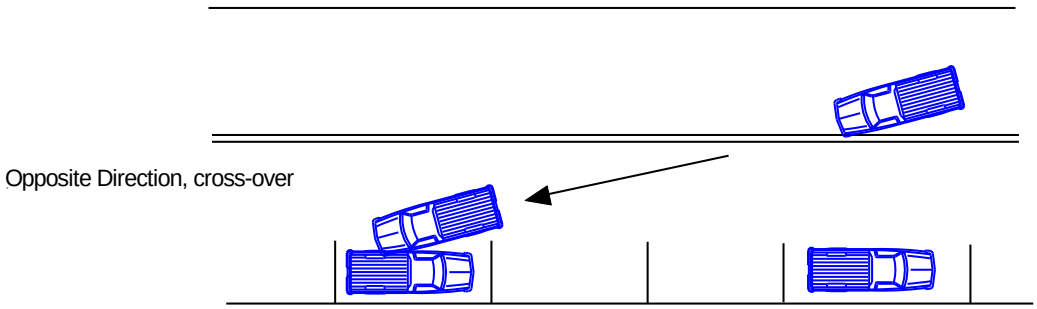
Opposite direction (head on)

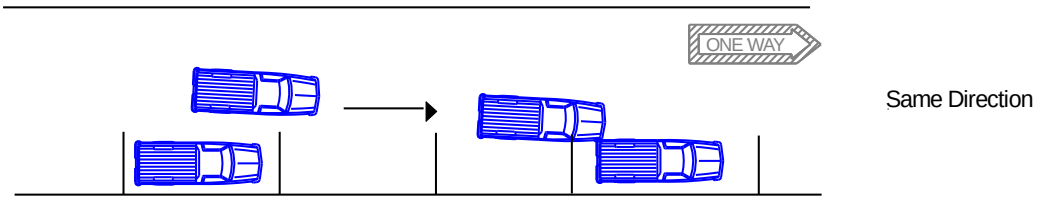


5) Opposite direction (side swipe)

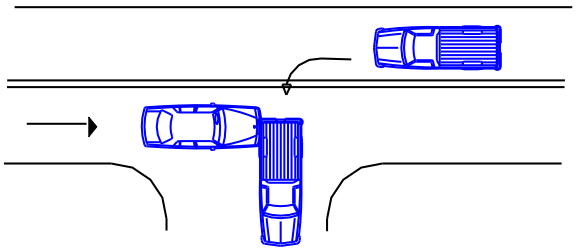


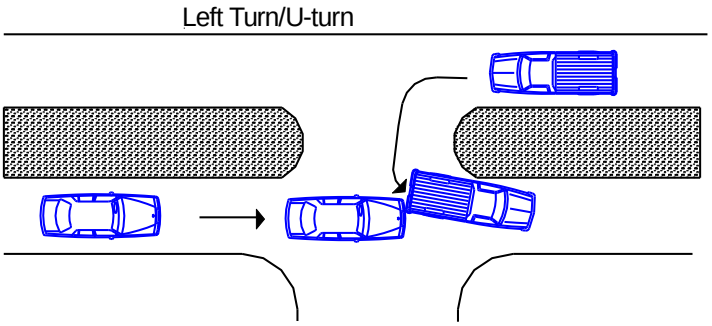
6) Parked Vehicle



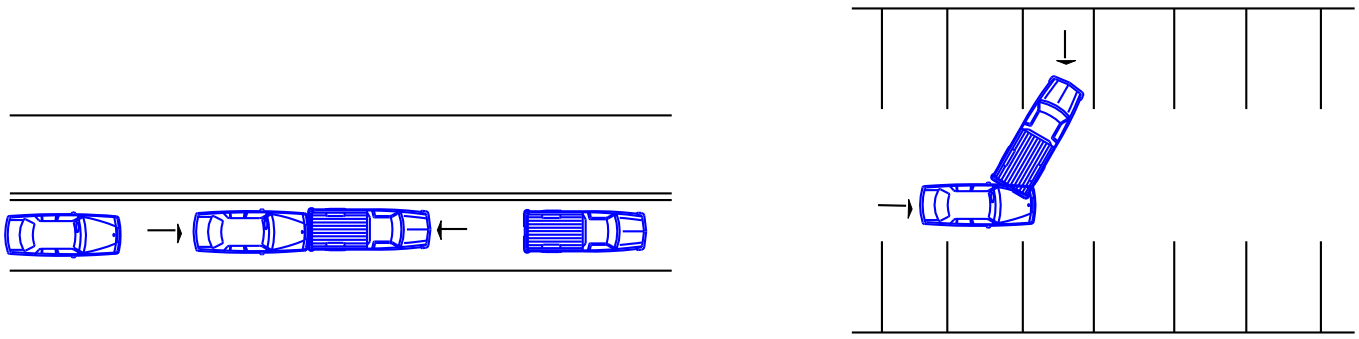


7) Left Turn/U-turn

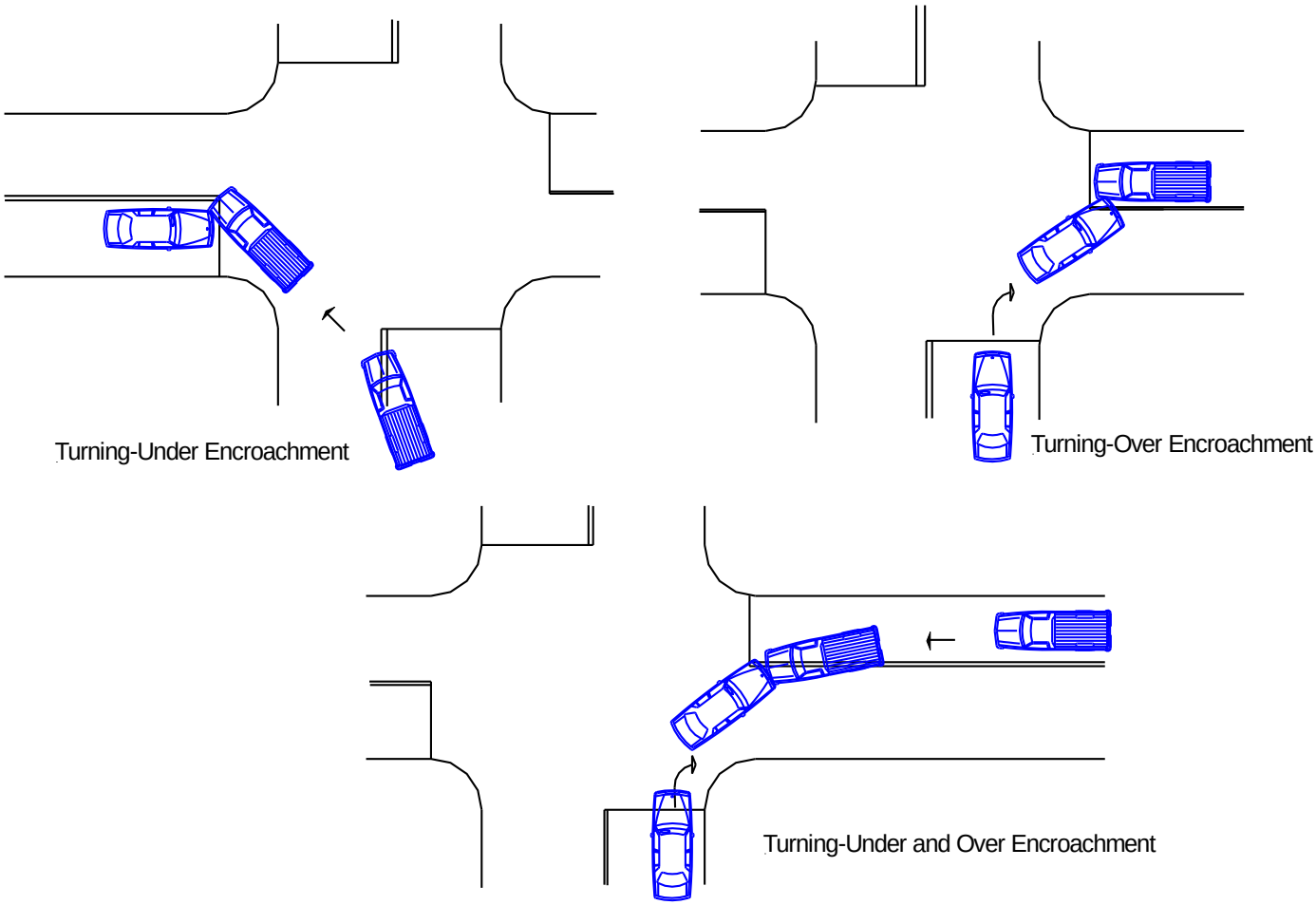




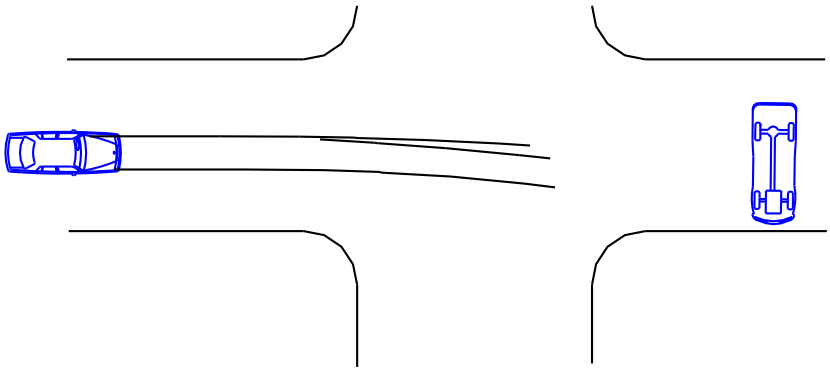
8) Backing



9) Encroachment

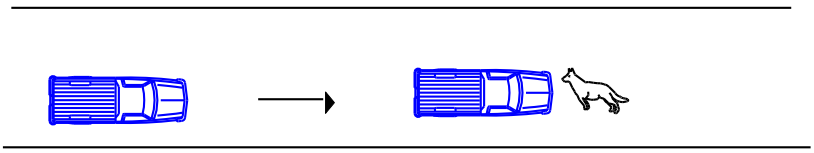


10) Overturned

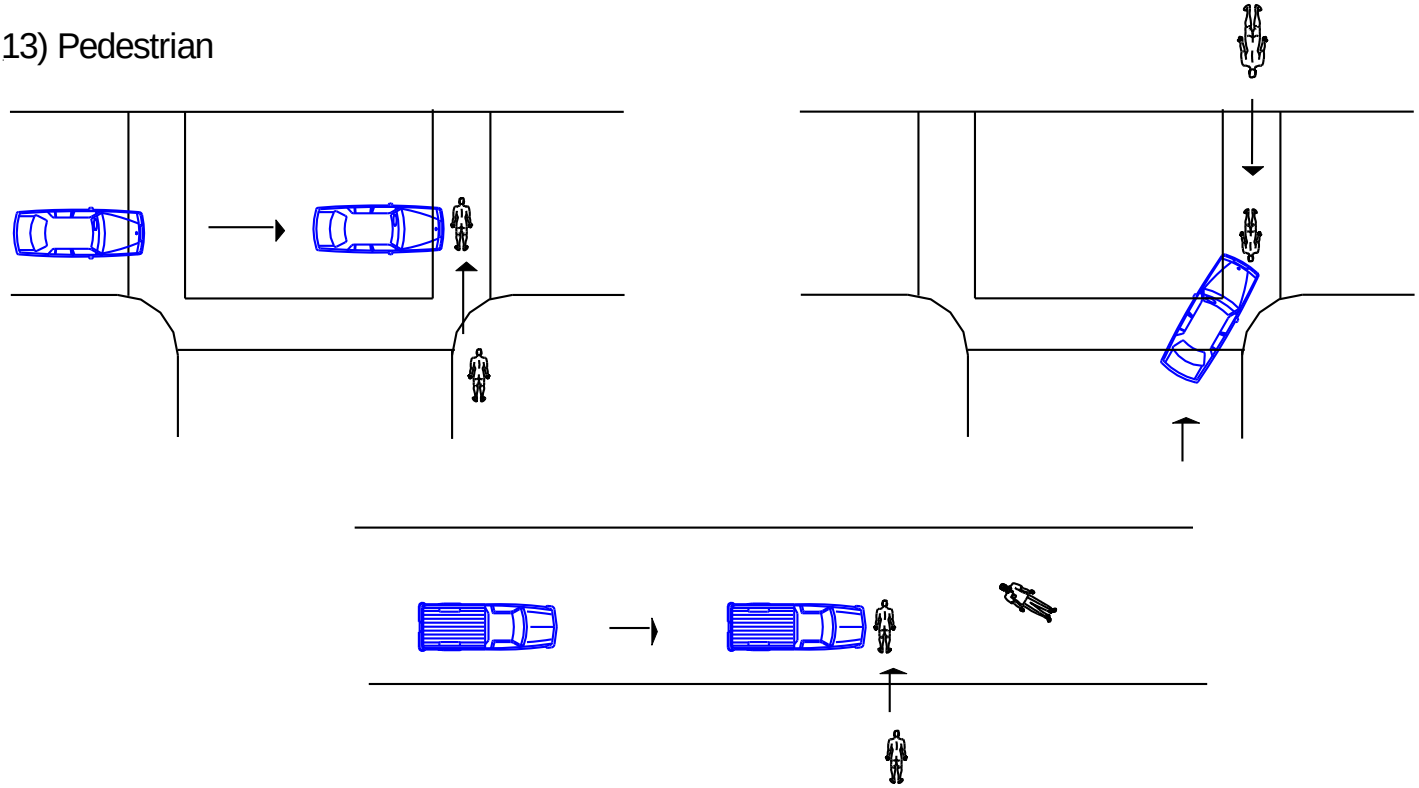


11) Fixed Object

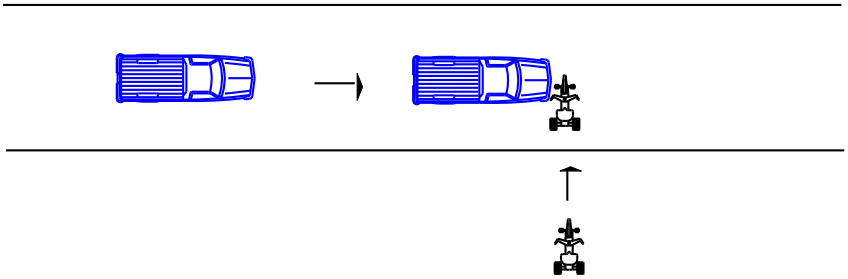
12) Animal



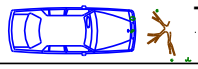
13) Pedestrian



14) Pedacycle

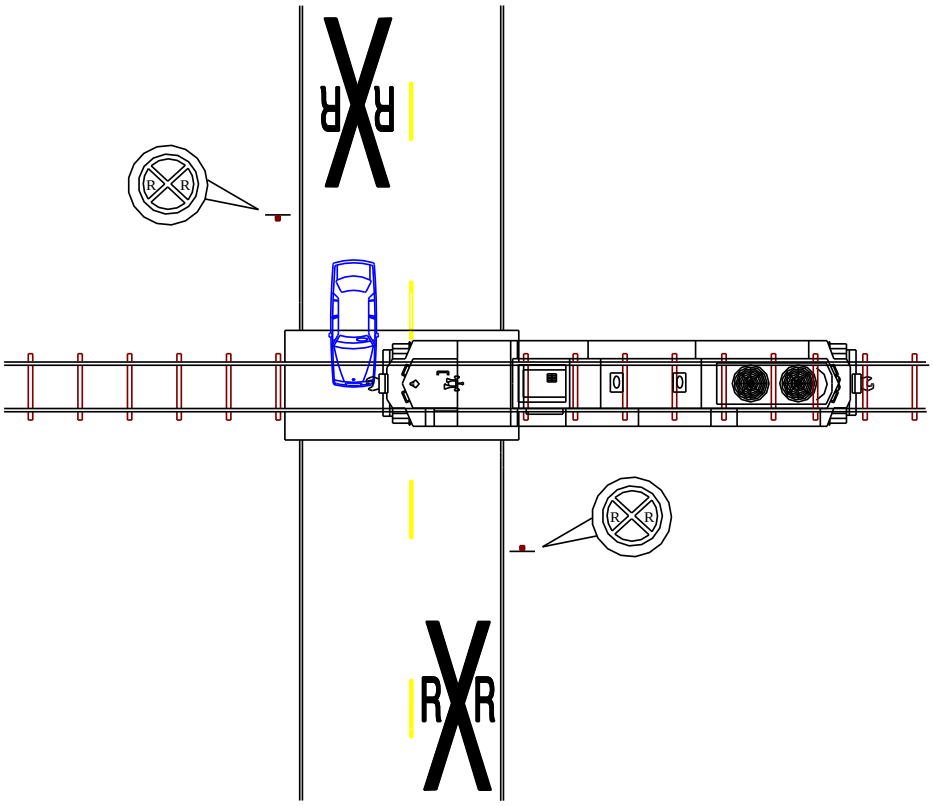


15) Non-Fixed Object



Tree Branch

16) Railcar/Vehicle



SELECTED DEFINATIONS FROM THE MANUAL ON CLASSIFICATION OF MOTOR VEHICLE TRAFFFIC ACCIDENTS (ANSI-1996)

2 Definitions

2.1.1 **person:** A person is any living human. Within the context of this manual, a fetus is considered to be part of a pregnant woman rather than a separate individual. After death, a human body is not considered to be a person.

2.1.2 **property:** Property is any physical object other than a person.

Inclusions:
_____Real property, personal property
_____Animals ____wild or domestic
_____Signs, guard rails, impact attenuators
_____And others

2.1.3 **transport device:** A transport device is any device designed primarily for moving persons or property along with the device itself from one place to another, except (1) a weapon, (2) a device used primarily within the confines of a building and its premises, or (3) a human-powered non-motorized device not propelled by pedaling.

Inclusions:
_____Airplane
_____Helicopter
_____Hovercraft
_____Ship
_____Submarine
_____Train
_____Boxcar
_____Caboose
_____Snowmobile
_____Automobile (See 2.2.12.)
_____Bus (See 2.2.10.)
_____Truck (See 2.2.13-2.2.26.)
_____Trailer (See 2.2.15.)
_____Semitrailer (See 2.2.17.)
_____Motorcycle (See 2.2.9.)
_____Bicycle
_____Moped (See 2.2.9.4.)
_____And others

Exclusions:

_____Devices not designed primarily for moving persons or property, such as construction machinery, farm or industrial machinery, snow plows, army tanks, etc.

_____Devices which do not move from one place to another, such as pipelines, elevators, escalators, ski lifts, conveyor belt systems, etc.

_____Weapons, such as guns, torpedoes, etc.

_____Devices used primarily within buildings and their premises, such as fork lifts in factories or lumber yards, motorized baggage trucks in railroad stations, etc.

_____Human-powered non-motorized devices not propelled by pedaling, such as skis, scooters, roller skates, baby carriages, etc.

2.1.4 **transport vehicle:** A transport vehicle consists of one or more devices or animals and their load. Such devices or animals must include at least one of the following:

1) a transport device, or a unit made up of connected transport devices, while idle or in use for moving persons or property from one place to another.

2) an animal or team of animals while in use for moving persons or property other than the animal or team itself from one place to another, or

3) a movable device such as construction, farm, or industrial machinery outside the confines of a building and its premises while in use for moving persons, the device itself, or other property from one place to another. If such a device or animal has a load, the load is part of that transport vehicle. Loads include:

_____persons or property upon, or set in motion by, the device or animal

_____persons boarding or alighting from the device or animal

_____persons or property attached to and in position to move with the device or animal. If the load upon a transport device includes another transport device, the entire unit including the load is considered to be a single transport vehicle.

Inclusions:

1) Transport Devices

_____Airplane towing a sailplane

_____Tugboat pushing a barge

_____Boxcar coupled to a caboose

_____Truck tractor towing a semi trailer and a trailer (See 2.2.21.)

_____Automobile towing a person on skates, skateboard or bicycle

_____Snowmobile towing a skier

_____Automobile towing another automobile

_____And others

2) Animals

_____Horse and rider

_____Dog team drawing a sled

_____Team of horses drawing a sled

_____Burro carrying a load of firewood

_____Mule towing a boat on a canal

_____And others

3) Other Movable Devices

_____Road grader while traveling under its own power from a maintenance depot to a working place
_____Lawn mower while being ridden down a street under its own power
_____Farm tractor while pulling a wagon loaded with corn from a field to a storage place
_____Army tank while moving under its own power from a firing range to a motor ped.
_____And others

Exclusions:

1) Transport Devices

_____Pickup truck while being used to power a saw
_____Dump truck while spreading its load
_____Tow truck while using its winch
_____Jeep while pulling a device picking up golf balls
_____Transit-mix concrete truck while discharging his load
_____Dump truck while plowing snow
_____And others

2.2.1 **traffic way:** A traffic way is any land way open to the public as a matter of night or custom for moving persons or property from one place to another.

2.2.4 **railway vehicle:** A railway vehicle is any land vehicle that is (1) designed primarily for, or in use for, moving persons or property from one place to another on rails and (2) not in use on a land way other than a railway.

Inclusions:

— Street car on private way
— And others
— Street car operating on trafficway (See 2.2.8.)
— And others
—

2.2.8 **other road vehicle:** An other road vehicle is any road vehicle other than a motor vehicle.

Inclusions:

— Animal-drawn vehicle (any type)
— Animal harnessed to a conveyance
— Animal carrying a person
— Street car (See 2.2.4.)
— Pedalcycle (See 2.2.27.)
— And others

2.2.15 **trailer:** A trailer is a road vehicle designed to be drawn by another road vehicle.

Inclusions:

_____Pole trailer (See 22.16)
_____Semi trailer (See 22.17.)
_____Full trailer (See 22.18.)

2.2.16 **pole trailer:** A pole trailer is a trailer designed to be attached to the towing road vehicle by means of a reach or pole, or by being boorned or otherwise secured to the towing road vehicle, and ordinarily used for carrying property of a long or irregular shapes such as poles,

pipes or structural members that are generally capable of sustaining themselves as beams between the supporting connections.

2.2.17 **semi trailer:** A semi trailer is a trailer, other than a pole trailer, designed for carrying property and so constructed that part of its weight rests upon or is carried by the towing road vehicle.

2.2.18 **full trailer:** A full trailer is a trailer, other than a pole trailer, designed for carrying property and so constructed that no part of its weight rest upon or is carried by the towing road vehicle. An auxiliary undercarriage assembly, commonly known as a converter dolly and consisting of a chassis, fifth wheel and one or more tow bars, is sometimes used to convert a semi trailer to a full trailer.

2.219 **single-unit truck:** A single-unit truck is a truck consisting primarily of a single motorized transport device. When connected to a trailer, such a device may be part of a truck combination (See 2.2.21)

2.2.20 **truck tractor:** A truck tractor is a motor vehicle consisting of a single motorized transport device designed primarily for drawing trailers.

2.2.21 **truck combination:** A truck combination is a truck consisting primarily of a transport device which is a single-unit truck or truck tractor together with one or more attached trailers.

Inclusions:
_____Truck tractor with semi trailer
_____Truck tractor with semi trailer and one or more full trailers
_____Single-unit truck with one or more full trailers
_____And others

2.2.23 **gross vehicle weight rating:** A gross vehicle weight rating is (1) a value specified by the manufacturer for a single-unit truck, truck tractor or trailer, or (2) the sum of such values for the units which make up a truck combination. In the absence of a gross vehicle weight rating, an estimate of the gross weight of a fully loaded unit may be submitted for such a rating.

2.2.27 **pedalcycle:** A pedalcycle is a non-motorized other road vehicle propelled by pedaling.

Inclusions:
_____Bicycle, tricycle, unicycle, pedalcar
_____And others

2.2.28 **roadway:** A roadway is that part of a trafficway designed, improved, and ordinarily used for motor vehicle travel or, where various classes of motor vehicles are segregated, that part of a trafficway used by a particular class. Separate roadways may be provided for northbound and southbound traffic or for trucks and automobiles. See Figure 1.

Exclusions:
_____Bridle paths, tricycle parts
_____And others

2.2.32 **shoulder:** A shoulder is that part of a trafficway contiguous with the roadway for emergency use, for accommodation of stopped road vehicles, and for lateral support of the roadway structure.

2.2.34 **in transport:** The term “in transport” denotes the state or condition of a transport vehicle which is in motion or within the portion of a transport way ordinarily used by similar transport vehicles. When applied to motor vehicles, “in transport” means in motion or on a roadway.

Inclusions:
_____Motor vehicle in traffic on a highway
_____Driverless motor vehicle in motion
_____Motionless motor vehicle abandoned on a roadway
_____Disabled motor vehicle on a roadway
_____And others

In roadway lanes used for travel during rush hours and parking during off-peak periods, a parked motor vehicle is in transport during periods when parking is forbidden.

2.2.35 **occupant:** An occupant is any person who is part of a transport vehicle.

2.2.36 **pedestrian:** A pedestrian is any person who is not an occupant.

2.2.37 **driver:** A driver is an occupant who is in actual physical control of a transport vehicle or, for an out-of-control vehicle, an occupant who was in control until control is lost.

2.2.38 **passenger:** A passenger is any occupant of a road vehicle other than its driver.

2.2.39 **pedalcyclist:** A pedalcyclist is any occupant of a pedalcyclist in transport.

2.2.40 **motorist:** A motorist is any occupant of a motor vehicle in transport.

2.2.41 **non-motorist:** A non-motorist is any person other than a motorist.
Inclusions:
_____Pedestrians
_____Occupants of motor vehicles not in transport
_____Disabled motor vehicle on a roadway
_____And others

2.2.43 **bikeway:** A bikeway is that part of a trafficway specifically designated as being open for pedalcycle travel or, where various classes of pedalcycle are segregated, that part of a trafficway open for a particular class. (See 2.2.28)

2.3.1 **injury:** An injury is boldly harm to a person.

Exclusions:
_____Effects of diseases such as strokes, heart attack, diabetic coma, epileptic seizure
_____And others

2.3.2 **fatal injury:** A fatal injury is any injury that results in death (See 3.1.3.)

2.3.3 **fatality:** A fatality is any death resulting from a fatal injury. (See 3.1.3.)

2.3.4 **incapacitating injury:** An incapacitating injury is 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.

Inclusions:
_____Severe lacerations
_____Broken or distorted limbs
_____Skull or chest injuries

_____Unconsciousness at or when taken from the accident scene
_____Unable to leave the accident scene without assistance
_____And others

Exclusions:
_____Monetary unconsciousness
_____And others

2.3.5 **non-incapacitating evident injury:** A non-incapacitating evident injury is any injury, other than a fatal injury or an incapacitating injury, which is evident to observers at the scene of the accident in which the injury occurred.

Inclusions:
_____Lump on head, abrasions, bruises, minor lacerations
_____And others

2.3.7 **damage:** Damage is harm to property that reduces the monetary value of that property.

Inclusions:
_____Harm to wild animals, or birds, which have monetary value
_____And others

Exclusions:
_____Harm to wild animals, or birds, which have no monetary value
_____Harm to a snowbank unless, for example, additional snow removal costs are incurred because of the harm
_____Mechanical failure during normal operation, such as tire blowout, broken fan belt, or broken axle
_____And others

2.4 Accidents

2.4.1 **harmful event:** A harmful event is an occurrence of injury or damage.

Inclusions:
Injury or damage resulting when a driver dies or loses consciousness because of a disease condition such as a stroke, heart attack, diabetic coma, or epileptic seizure. In such a case the immediate effect of the diseases, such as the driver's death or loss of consciousness is not itself considered to be a harmful event.

2.4.2 **deliberate intent:** Deliberate intent is the classification given to the cause of an event which occurs when a person acts deliberately to cause the event or deliberately refrains from prudent acts which prevent occurrence of the event.

Inclusions:
_____Suicide
_____Homicide
_____Injury or damage purposely inflicted
_____And others

Exclusions:
_____Injury or damage beyond that which was intended
_____And others

Examples:

1) When a driver intentionally kills or injures himself with a motor vehicle by driving it against a fixed object or into a body of water, for example, the driver's death or injury is a result of deliberate intent.
2) When a driver intentionally kills or injures another person with a motor vehicle, by running into a pedestrian for example, the death or injury is a result of deliberate intent.
3) When a driver intentionally causes damage with a motor vehicle, by ramming another vehicle, for example, the damage is a result of deliberate intent.

2.4.3 **legal intervention:** Legal intervention is a category of deliberate intent in which the person who acts or refrains from acting is a law-enforcing agent or other official.

Examples:

1) If a lawbreaker crashes either intentionally or unintentionally into a road block set up by police to stop him, the crash is considered a result of legal intervention. If a driver other than the lawbreaker crashes into the road block, the crash is not considered to be a result of legal intervention.
2) If a police car is intentionally driven into another vehicle, the crash is considered to result from legal intervention. If a lawbreaker being pursued by the police loses control of his vehicle and crashes, the crash is not considered to result from legal intervention unless the police intended that the lawbreaker crash.
3) If during the course of the pursuit, the police vehicle strikes a road vehicle other than the subject of the pursuit, a non-motorist, or property, then that harmful event is not legal intervention.

2.4.4 **unstabilized situation:** An unstabilized situation is a set of events not under human control. It originates when control is lost and terminates when control is regained or, in the absence of persons who are able to regain control, when all persons and property are at rest.

Exclusions:
Sets of events which are the result of deliberate intent or legal intervention

Examples:

1) If intentional acts cause injury or damage beyond that reasonably to be expected from the acts, the unexpected injury or damage is not the result of deliberate intent. There is, therefore, an unstabilized situation unless the contrary can be clearly established.
2) In a motor vehicle crash live electric wires fall on a motor vehicle, but there is no injury from the electric current while the occupants remain in the motor vehicle. The unstabilized situation ends with the occupants in a temporary position of safety. Any subsequent injury resulting from attempts by the occupants to leave the motor vehicle, or attempts by others to rescue the occupants is a part of a new unstabilized situation.
3) In a motor vehicle crash the occupants of the motor vehicle are carried or thrown into water, but there is no injury from the submersion and the occupants reach a temporary position of safety. At this point the unstabilized situation has ended. Any subsequent injury from attempts by the occupants to reach shore, or from attempts by others to rescue the occupants is part of a new unstabilized situation.

4) In a motor vehicle crash objects are loosened but remain in place until all persons are removed from danger from objects that might fall or roll. No property damage would result if the objects fell or rolled. This ends the unstabilized situation. Any subsequent injury attributable to the fall or roll of the loosened objects is not part of the original unstabilized situation.
5) In a motor vehicle crash the motor vehicle catches on fire and is burning, but all occupants have been rescued and the fire is under control. No additional property damage is expected. This is the end of the unstabilized situation. If the heat of the fire ignites nearby combustible materials, any subsequent injury or damage from the induced ignition is not a part of the original unstabilized situation.
6) In a motor vehicle crash an involved motor vehicle carrying explosive materials is stopped and occupants and bystanders are removed from the scene. At this point the unstabilized situation is ended. If the explosive materials detonate during later attempts to remove or salvage them, any injury or damage resulting from the explosion is not a part of the original unstabilized situation.
7) A pedestrian is struck by a motor vehicle in transport, which leaves the scene. The pedestrian comes to rest in the roadway. Any subsequent injury resulting from contact with another motor vehicle in transport is part of a new unstabilized situation.
8) A pedestrian is struck by a motor vehicle and thrown into the path of another motor vehicle without striking the pedestrian. A following vehicle swerves to avoid the stopped vehicle and collides with a fixed object. The first vehicle is a non-contact vehicle.

2.4.9 **transport accident:** A transport accident is an accident (1) that involves a transport vehicle in transport, (2) in which the first harmful event is not produced by the discharge of a firearm or explosive device, and (3) that does not directly result from a cataclysm.

Inclusions:
_____Motor vehicle driven into water after bridge was washed out during a hurricane or flood (cataclysm)
_____Motor vehicle driven into fallen materials covering a roadway after a landslide or avalanche (cataclysm)
_____And others

2.4.12 **motor vehicle accident:** A motor vehicle accident is a transport accident that (1) involves a motor vehicle in transport, (2) is not an aircraft accident or watercraft accident, and (3) does not include any harmful event involving a railway train in transport prior to involvement of a motor vehicle in transport.

Exclusions:
Any school bus accident in which no school bus is directly involved and which involves no other motor vehicle (See 2.8.2.)

Example:
If a child approaching a school bus, stopped with its red lights flashing, is struck by a pedalcycle, but neither the pedalcycle nor the child come in contact with the schoolbus, then there is (1) a school bus accident that is not a motor vehicle accident and (2) an other road vehicle accident (collision involving pedestrian).

traffic accident: A traffic accident is a road vehicle accident in which (1) the unstabilized situation originates on a trafficway or (2) a harmful event occurs on a trafficway.

2.4.22 **motor vehicle traffic accident:** A motor vehicle traffic accident is a motor vehicle accident which is a traffic accident.

2.6 ***Road Vehicle Accident Types***

2.6.1 **overturning accident:** An overturning accident is a road vehicle accident in which the first harmful event is the overturning of a road vehicle.

2.6.1.1 **collision accident:** A collision accident is a road vehicle accident other than an overturning accident in which the first harmful event is a collision of a road vehicle in transport with another road vehicle, other property or pedestrians.

2.6.2 **noncollision accident:** A noncollision accident is any road vehicle accident other than a collision accident.

Inclusions:
_____Overturning accident
_____Jackknife accident (See 2.6.4.)
_____Accidental poisoning from carbon monoxide generated by a road vehicle in transport
_____Breakage of any part of a road vehicle in transport, resulting in injury or in further property damage
_____Explosion of any part of a road vehicle in transport
_____Fire starting in a road vehicle in transport
_____Fall or jump from a road vehicle in transport
_____Occupant hit by an object in, or thrown against some part of a road vehicle in transport
_____Injury or damage from moving part of a road vehicle in transport
_____Object falling from, or in, a road vehicle in transport
_____Object falling on a road vehicle in transport
_____Toxic or corrosive chemicals leaking out of a road vehicle in transport
_____Injury or damage involving only the road vehicle that is a non-collision nature, such as a bridge giving way under the weight of a road vehicle, striking holes or bumps on the surface of the trafficway, or driving into water, without overturning or collision.

2.6.3 **jackknife accident:** A jackknife accident is s noncollision accident in which the first harmful event results from unintended contact between any two units of a multiunit road vehicle such as a truck combination.

2.6.5 **collision involving pedestrian:** A collision involving pedestrian is a collision accident in which the first harmful event is the collision of a pedestrian and a road vehicle in transport.

2.6.8 **collision involving parked motor vehicle:** A collision involving parked motor vehicle is a collision accident in which the first harmful event is the striking of a motor vehicle not in transport by a road vehicle in transport.

NJ Driver's License Number Codes:

Sex / Birth Month:
Male = 2-digit Birth Month…(01-12)
Female = Birth Month + 50…(51-62)

S 5 7 7 8 - 4 0 7 7 1 - 0 1 3 8 4

First Letter of driver's last name.

Middle Initial Code

Birth Year

Eye Color

Examples:

Name: **John J. Smith** Eye Code: **4 (Blue)**
DL #: **S5778-40771-01024** Sex: **M (Male)**
DOB: **01/38 (January, 1938)**

S 5 7 7 8 - 4 0 7 7 1 - 0 1 3 8 4

Smith	**John**	**J.**	**MOB (Month)**	**YOB (Year)**	**Eye Color**

Name: **Donna Smith** Eye Code: **3 (Gray)**
DL #: **S5778-17471-62643** Sex: **F (Female)**
DOB: **12/64 (December, 1964)**

S 5 7 7 8 - 1 7 4 0 0 - 6 2 6 4 3

Smith	**Donna**	**NMI**	**MOB (Month)**	**YOB (Year)**	**Eye Color**

Middle Initial Codes:

A - **61**	G - **67**	M - **74**	S – **82**	Y - **88**
B - **62**	H - **68**	N - **75**	T – **83**	Z - **89**
C - **63**	I - **69**	O - **76**	U – **84**	00 – **No Middle Initial**
D - **64**	J - **71**	P - **77**	V – **85**	
E - **65**	K - **72**	Q - **78**	W – **86**	
F - **66**	L - **73**	R - **79**	X – **87**	

What is a crash?

Some thoughts and examples on motor vehicle crash investigations.

How do I report an incident where an object or part of a load comes off a vehicle and strikes another vehicle?

An incident where an object or part of a load falls off of one vehicle and strikes a second or subsequent vehicle is to be considered a two-vehicle or multi-vehicle non-collision crash.

What if an object strikes a motor vehicle while in transport, is it classified as a crash for reporting purposes?

Tree branches, golf balls, baseballs, etc. striking a motor vehicle in transport can be classified as one vehicle, non-collision crashes. Pothole damage, strikes against raised manhole covers, etc., are considered fixed object crashes.

What are the criteria for classifying a reportable crash?

N.J.S. 39:4-129 & 39:4-130 require a police report for all crashes with damage in excess of $500.00 to any vehicle, or injury or death to any person are classified as "Reportable Accidents*". Crashes with less than $500.00 in damages and no injuries or death are considered "Non-Reportable Accidents", and may not necessitate a Motor Vehicle Crash Report (NJTR-1). Although these incidents need to be documented, please refer to your departmental policy as to how these incidents are to be recorded, such as NJTR-1, or incident report.

Where is the initial jurisdiction in a crash where a vehicle leaves the roadway in one jurisdiction and strikes an object or another vehicle in another jurisdiction?

The location where the crash occurred is generally deemed to be the location of the first harmful event. If a vehicle leaves the roadway in one jurisdiction and strikes another vehicle or object in another jurisdiction, it is generally assumed that the investigating jurisdiction will be the one where the vehicle first left the roadway.

How is a report completed when a snowplow strikes a motor vehicle or a fixed object while in the act of actively plowing a roadway?

If the snowplow strikes *another* vehicle while actively plowing on a roadway then a crash report is acceptable. N.J.S. 39:4-1 states that a vehicle actively working on a road surface is exempt from the provisions of Chapter 4. The incident becomes a crash because there is damage to another vehicle and not the snowplow. The other vehicle is the justification for the crash report. Place all of the information in the blocks of the NJTR-1 for the snowplow as you would for any other vehicle and NJDOT will disseminate the information of the crash as required.

When is an incident involving a forklift that strikes a pedestrian a crash?

When a forklift is in a building and is involved in an incident with a pedestrian it is considered a work incident, not a motor vehicle crash. In all other incidents where the forklift is "in transport" and not picking up or setting down a load, then it would be considered a motor vehicle for the purposes of this report.

Are incidents involving construction vehicles inside of an approved work zone considered motor vehicle crashes?

No, these incidents are considered work zone incidents or possibly OSHA incidents but not motor vehicle crashes. If a motor vehicle leaves a roadway and unintentionally enters a work zone and impacts anything within the work zone then that is classified as a motor vehicle crash.

How is a passenger riding in the bed of a pick-up truck, or someone who falls off the back of a trash truck listed in a crash report?

If there are riding in the cargo area they are listed in box 84 as a “10”. If they are riding or hanging on to the outside of the vehicle they are listed in box 84 as an “11”.

How do you list a bicyclist who reaches out and grabs a vehicle in transport for a tow but falls and is injured?

They are listed as a pedalcycalist. Be sure to include in the narrative the information about their hanging onto the vehicle and whether the vehicle operator knew of their improper actions.

Do we complete a crash report, NJTR-1, and a criminal investigation report for all fatal crashes?

Some police agencies complete all of the blocks on a NJTR-1 but include only the minimum information required. They then write their investigative report on a separate investigation report form and submit a change report that includes the investigation report. This is done so the information can be forwarded to the appropriate state agencies in the required time period without the need for rushing an investigation. NJTR-1s need to be sent to the NJDOT within 72 hours. Investigation reports are not usually released until the lead agency (prosecutor’s office) releases the report at the completion of the investigation
.

Do we complete a crash report, NJTR-1, for crashes where the acts are intentional?

Motor vehicle crashes are defined as unintentional events. If a suspect intentionally strikes a motor vehicle or a person with a motor vehicle then it is classified as an assault with a motor vehicle, or vehicular homicide if the victim dies as a result of injuries inflicted in the assault. These are strictly criminal investigations, not motor vehicle crashes.

How do you list a crash where a person jumps onto the exterior of a vehicle and the vehicle drives away?

They are listed as a motor vehicle crash with a passenger riding on the outside of the vehicle and receives an “11” in box 84.

At what point does a vehicle occupant become a pedestrian when they are exiting a parked or stopped motor vehicle?

If the occupant is seated in the vehicle they are considered to be an occupant of that vehicle even though their feet are in contact with the ground. If they are not seated and are in the process of standing or sitting and they are half in or out of the vehicle then they are considered pedestrians. If they are standing on any part of the vehicle at the time of a crash, and their feet are not in contact with the ground then they are considered passengers of that vehicle.

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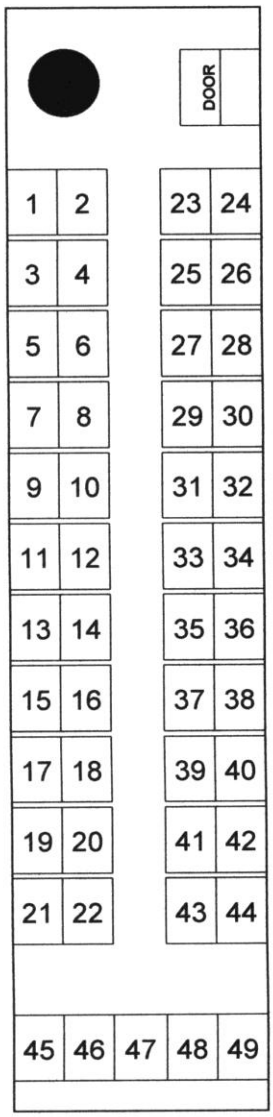
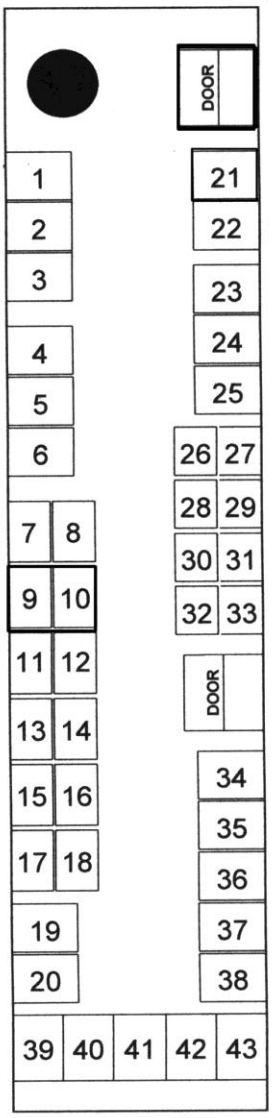
MCI-9, EAGLE & FLXIBLE



FLXIBLE TRANSIT & NOVA 06



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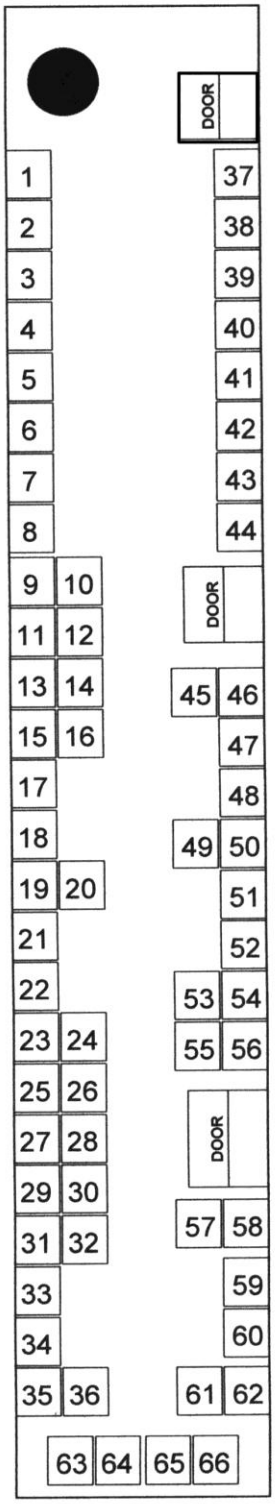

REAR

Police Agency _____

PAGE _____ OF _____

STATE OF NEW JERSEY

MOTOR VEHICLE CRASH DESCRIPTION

Police Agency _____

Station _____ **Case No.** _____

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SCHOOL BUS
(full size)

● DRIVER DOOR →

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MINIBUS

● DRIVER DOOR →

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9	10	11	12
13	14	15	16