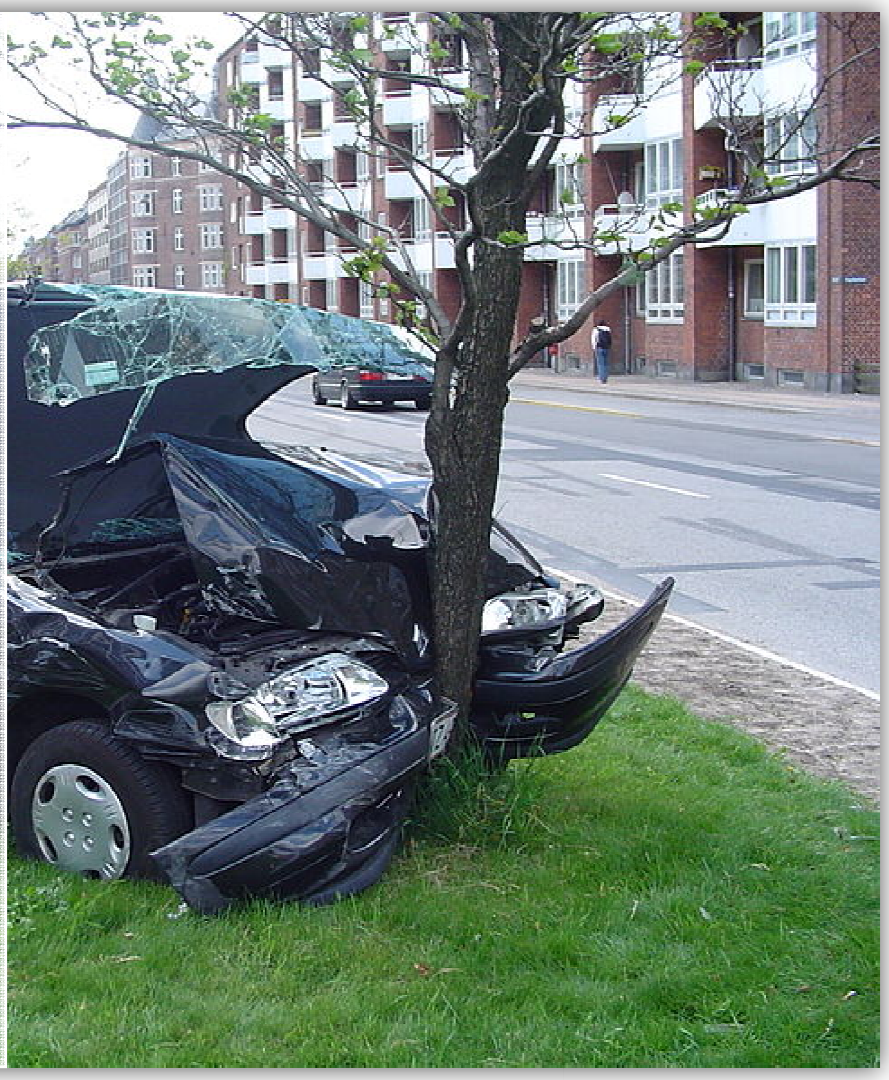
Crash Record Inventory Manual

Bureau of Planning and Community Assistance

2013



A QUICK REFERENCE GUIDE TO THE COLLECTION, ORGANIZATION, AND ANALYSIS OF THE DATA CONTAINED IN THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION'S GEOGRAPHIC INFORMATION SYSTEM "CRASHES" LAYER. DATA COLLECTED THROUGH CRASH REPORTS SUBMITTED BY NH STATE POLICE, AND MUNICIPAL POLICE DEPARTMENTS. THIS MANUAL BASED ON THE METADATA FOR THE CRASHES LAYER – END OF YEAR 2012

New Hampshire DOT
Department of Transportation

New Hampshire Department of Transportation
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Introduction

The Bureau of Planning catalogues, analyzes, and distributes the crash data gleaned from accident reports submitted by municipal and state police. The information contained within these reports is vital to organizations such as the Bureau of Traffic and the Bureau of Highway Design, as well as other state and federal agencies. The following guide defines each of the attributes found in the attribute tables of the "Crashes" layer in the NHDOT drop-down menu. Since the layer is divided into two characteristically identical sub-layers, "Locatable Crashes" and "Non-Locatable Crashes," this guide will cover the attributes of both. If you require data beyond what is shown, or if you find an error, please contact the Road Inventory Section at the New Hampshire Department of Transportation, Bureau of Planning and Community Assistance:

John O. Morton Building
7 Hazen Dr
Concord, NH
(603). 271.3344

NOTE: This data set is the property of the State of New Hampshire and is available for public use under the State's Right-to-Know laws. The data is under continual review and is not guaranteed to be free of errors or omissions. It represents the efforts of the NH Department of Transportation to deliver an accurate statewide roadway network with updated roadway inventory information. No claim is made as to the validity or reliability or to any implied uses of these data.

The Basics

KEY INFORMATION

For more information, please visit these helpful resources:

- http://www.nhtsa.gov/
- http://www.transportation.org/Pages/default.aspx
- http://www.nh.gov/dot/org/operations/traffic/index.htm
- http://www.nh.gov/dot/org/projectdevelopment/planning/index.htm
- http://www.nh.gov/safety/

Year of Crash

Purpose

Starting in the year 2002, NHDOT has processed, analyzed, and maintained records of all reported vehicular accidents. Each record is first sorted by the year in which the crash occurred, and then by the severity (Fatal, Injury, or Property Damage Only).

The Basics

KEY INFORMATION

Data Name: ACDYEAR

Definition: Year in which the crash occurred

Data Type: Numerical - Entered as the last two (2) digits of the year number.

Source: Crash Report

Data Accuracy:

Crash Number

Purpose

After being grouped by year, crashes are assigned an ID number. Crash numbers are assigned sequentially as NHDOT analysts receive the police reports. Crash numbers are formulated as the last two digits of the accident year, followed by the 4-digit sequential number associated with the receipt of the report.

The Basics

KEY INFORMATION

Data Name: ACDNUMBER

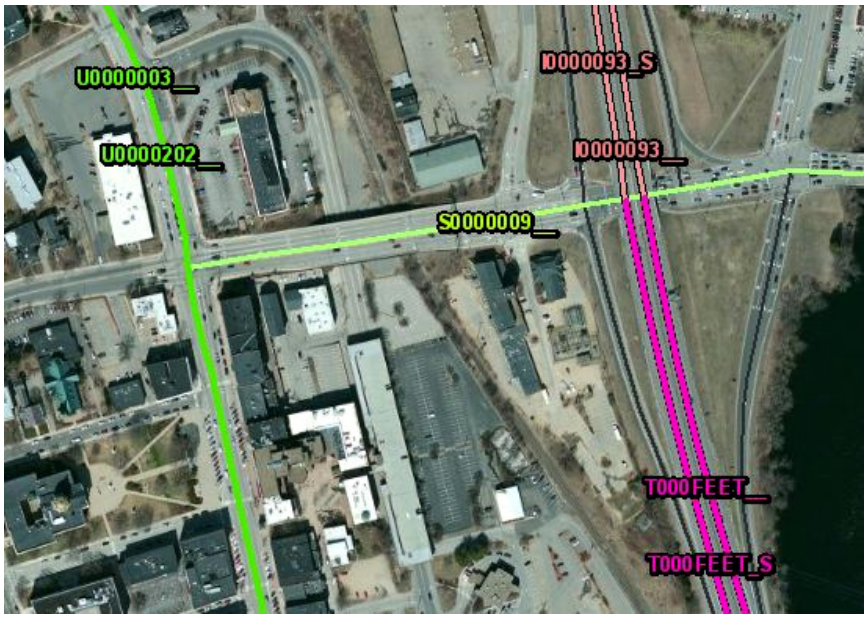
Definition: Crash numbers assigned in sequential order of (the occurrence of the crash/ receipt of the crash report), starting from XX0001 in each year.

Data Type: Numerical – 6 digit ID number

Source: NHDOT

Data Accuracy: High

Statewide Route Identifier



Purpose

The SRI is the quickest way to access roadway information using a single code. Note that all sections of a route (roadway), not including adjacent ramps or slip ramps *(see Appendix C)* are given the same SRI. For instance, Hazen Dr., Concord, NH (which is composed of 8 Sections) has an SRI of **P0998057__** along its entire length. Each section is given the same SRI as the continuous route because they are segments of a single roadway.

The Basics

KEY INFORMATION

Data Name: SRI

Definition: Statewide Route Identifier, a 10-digit identification number assigned to each roadway in the state.

Data Type: The SRI is entered in the following structure: *PTTTRRRRSD*, as shown in the flowchart on following page.

Source: Manually Generated (NHDOT)

Data Accuracy: High

Exceptions/Special Circumstances:

- SRI's are manually generated. For each new road, the Route Number *(see flowchart, page 25)* is assigned in ascending sequential order from the penultimate.
- All slip ramps (see Appendix C) for L and N roads are manually assigned a sequential SRI in each town.
- Topology is included in state and federal route systems (US, NH, and Interstate routes, including non-numbered state routes). No Topology is included in roadways classified as L or P. (Aerial photograph is included)

Statewide Route Identifier – Assigment Process

Traditional SRI Structure is: *PTTTRRRRSD*, where:

P = Route Prefix

- Y = Slip ramp
- R = Ramp
- T = Turnpike
- I = Interstate
- U = US route
- S = Numbered state route
- N = Non numbered state routes
- C = Circle
- L = Local road
- F = Federal road
- M = Maintenance road (Non-public)
- P = Private road

TTT = Town Identification Number

- Three digit town identification number
  - For example, Concord's Town Identification Number is '099'
  - (for "numbered" Routes *(i.e. Route 101)* = 000)

RRRR = Route Number

- Sequential in each town. Right justified and zero-filled
- For numbered routes, the route number is the route's numerical index *(i.e. for Route 101A, RRRR =0101)*
- For Turnpikes, RRRR = the turnpike's initials or abbreviation, right justified and zero-filled.

S = Route Suffix

- i.e. State Routes: 101A, 11B, 11C
- If none, S = _

D = Secondary Direction of Divided Highways *(see sidebar, right)*

- S = South
- W = West
- _ = Bi-directional or primary direction of divided highway (North or East bound)

The Basics

KEY INFORMATION

- Town Identification Numbers are explained on page % of this manual. For a full list of New Hampshire Town Identification Codes, please see Appendix A of this manual.

- NHDOT Surveys all State and Federal Highways from South to North, or from West to East. This directionality is known as the direction of inventory.
  - The direction of inventory delineates the northbound or eastbound barrel of a divided highway system as the primary direction.
  - Southbound and Westbound barrels are considered secondary, and are delineated by an "S" or "W" as the tenth character of their SRI.

*Ramps and Slip ramps do not follow typical SRI structure. The structures for these are shown in the table below.

Type	SRI Structure
Ramp (R)	*For ramps servicing L or N Roads:* **R**PTTTSDEEA *For ramps servicing all numbered routes:* **R**PRRRSDEEA, Where *EE* = Exit Number, and *A* equals section lettering.
Slip Ramp (Y)	Same convention as Ramps, but with **Y** rather than **R.**

Route Milepost of Crash

Purpose

Route mileposts are digitally calculated distances. They are measured in the GIS base map geometry, from the origin of a given SRI along its length. These route mileposts allow GIS analysts to accurately locate a crash incident in a digital mapping environment without the use of coordinate systems.

The Basics

KEY INFORMATION

Data Name: MP_ACCIDENT

Definition: Route milepost at which the crash occurred. Note that a route milepost has nothing to do with the mile *markers* commonly found on State and Federal Roads. Route mileposts are created in the digital geometry of the SRI and the Roads Layer.

Data Type: Numerical – Measured to the 0.000001

Source: GIS base map geometry

Data Accuracy: High

Type of Crash

Purpose

Knowing the accident type allows NHDOT and NHDOS to study the types of accidents associated with certain situations, and make changes to avoid them. They types of crashes reported are:

Collision	Non-Collision
1. Other Motor Vehicle	11. Overturn
2. Motor Vehicle Crossing Median	12. Spill (2-wheeled vehicles)
3. Parked Motor Vehicle	13. Fire
4. Railroad Train	14. Submersion
5. Bicyclist	15. Jackknife
6. Pedestrian	16. Explosion
7. Animal	
8. Thrown/Falling Object	
9. Other Object	
10. Fixed Object *(see below)*	
18. Pedal Cycle/Moped	
19. Snowmobile/OHRV	

The Basics

KEY INFORMATION

Data Name: TYPE_OF_ACCIDENT

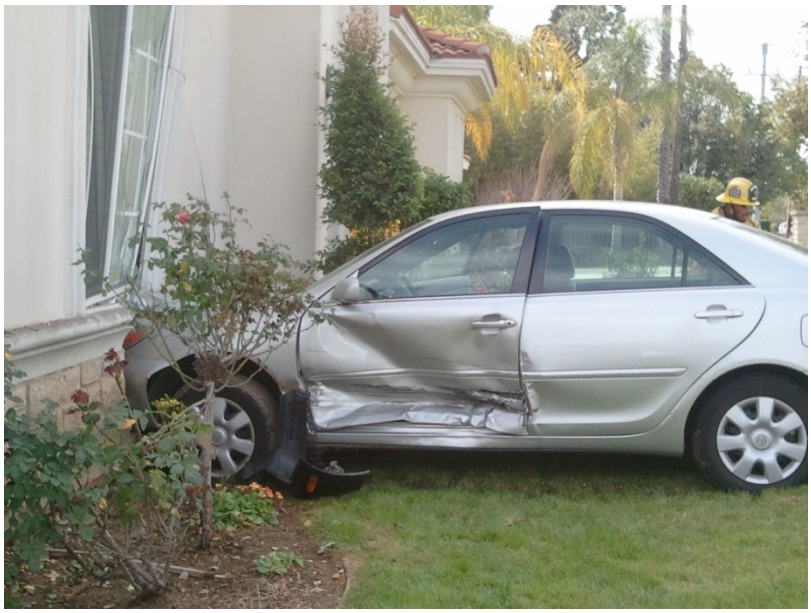
Definition: Code and description, describing the action of the crash itself.

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Fixed Object Struck



Purpose

When a vehicle strikes a fixed object, it is usually because the vehicle is out of control. Sometimes, the object may be a transportation feature, and may be placed such that it becomes an obstacle to motorists. The types of fixed objects reported are:

1. Traffic Signal
2. Sign Post
3. Guard Rail
4. Crash Cushion
5. Light Pole
6. Telephone/Electric Pole
7. Tree
8. Building/Wall
9. Bridge/Pier
10. Median
11. Barrier/Fence
12. Culvert/Headwall
13. Embankment/Ditch/Curb
14. Fire Hydrant/Parking Meter
15. RR Crossing Device
16. Overpass
17. Rock/Side slope
98. Other*

The Basics

KEY INFORMATION

Data Name: FIXED_OBJECT_STRUCK

Definition: In the case of "Type of Crash" having a value of "Fixed Object (10)", this field will describe the fixed object in question. If "Type of Crash" has a value other than "Fixed Object", this field will show <Null>.

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Location of First Harmful Event

Purpose

The location of the first harmful event provides valuable information to NHDOS Accident Reconstruction Specialists, and to NHDOT Highway Designers, who study crash data in order to improve the safety of our roads through redesign or modification.

The codes for location of the first harmful event are as follows:

1. At Intersection
2. Intersection Related
3. Along the Road
4. Along Road at Driveway Access
5. Off Roadway on Shoulder/Median
6. Off Roadway Beyond Shoulder
7. Ramp/Rotary
8. Toll Plaza/Booth
9. In a Driveway
10. In a Parking Lot

98. Other*

The Basics

KEY INFORMATION

Data Name:
LOCATION_FIRST_HARMFUL

Definition: Describes the location of the first harmful event in the crash in relation to the traveled roadway.

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: Medium

Road Alignment

Purpose

Vertical and horizontal roadway alignment can have significant impact on the causes of accident. Such impacts include, but are not limited to: loss of traction, shorter lines of sight, or reduced maneuverability.

The codes for road alignment at the incident site are as follows:

1. Straight and Level
2. Straight and On Grade
3. Straight at hill crest
4. Curve and level
5. Curve and on grade
6. Curve at hill crest

98. Other*
99. Unknown

The Basics

KEY INFORMATION

Data Name: ROAD_ALIGNMENT

Definition: Describes the horizontal and vertical shape of the roadway at the point at which the crash occurred.

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Road Condition

Purpose

The condition of the pavement surfaces impacts not only driving comfort, but also safety. Loose materials, hazardous deformations, and unstable shoulders can make avoiding an accident more difficult, and can even cause the accident themselves.

The codes for road condition are as follows:

1. Normal
2. Ruts/Holes/Bumps
3. Worn
4. Low/Soft Shoulders
5. Loose Gravel/Matter

98. Other*
99. Unknown

The Basics

KEY INFORMATION

Data Name: ROAD_CONDITION

Definition: Describes the Condition of the travel way at the point of the crash. This especially concerns debris or broken roadways.

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Surface Condition

Purpose

The unpredictable and often violent weather of northern New England can cause hazardous roadway conditions for drivers. While precipitation can increase the inherent danger involved in driving, it is most often a driver's choice to not adapt their driving to the situation that ultimately leads to the accident.

The codes for surface condition are as follows:

1. Dry
2. Wet
3. Snow/Slush
4. Ice
5. Muddy
6. Debris
7. Sand/Dust/Oil
98. Other*
99. Unknown

The Basics

KEY INFORMATION

Data Name: SURFACE_CONDITION

Definition: Describes the condition of the surface of the roadway at the point of the crash. Surface condition is described in terms of precipitation that had collected on the roadway at the point of the crash.

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Lighting

Purpose

As daylight fades, and drivers rely on headlights and streetlights to illuminate their paths of travel, hazards become less visible. A hazard that might be easily avoided when seen in broad daylight becomes much more surprising and less avoidable when it approaches out of the darkness.

The codes for lighting at the incident scene are as follows:

1. Daylight
2. Dawn
3. Dusk
4. Dark – Street Light On
5. Dark – Street Light Off
6. Dark – No Street Light

98. Other*
99. Unknown

The Basics

KEY INFORMATION

Data Name: LIGHTING_DESCR

Definition: Describes the lighting condition at the point of the crash

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Weather

Purpose

Weather events such as precipitation, fog, or blowing materials can cause loss of visibility to many drivers. This decreases the time in which drivers can react to potential hazards in their paths of travel, and may lead to incidents that would not have otherwise occurred.

The codes for weather description are as follows:

1. Clear
2. Cloudy
3. Rain
4. Snow
5. Sleet
6. Fog
7. Blowing Material
8. Severe Cross Winds
9. Rain and Fog
10. Sleet and Fog
11. No Adverse Conditions
99. Unknown

The Basics

KEY INFORMATION

Data Name: WEATHER_DESCR

Definition: Describes the weather conditions at the point of the crash

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Day of the Week

Purpose

Though it may seem trivial, the day of the week has a significant impact on both the frequency and severity of automotive crashes. The National Highway Transportation Safety Administration (NHTSA) has compiled significant data on the correlation of many factors to the frequency and severity of crashes, available at NHTSA's Fatal Accident Research System. For more information, see http://www-fars.nhtsa.dot.gov/Main/index.aspx.

The Basics

KEY INFORMATION

Data Name: ACDDAY

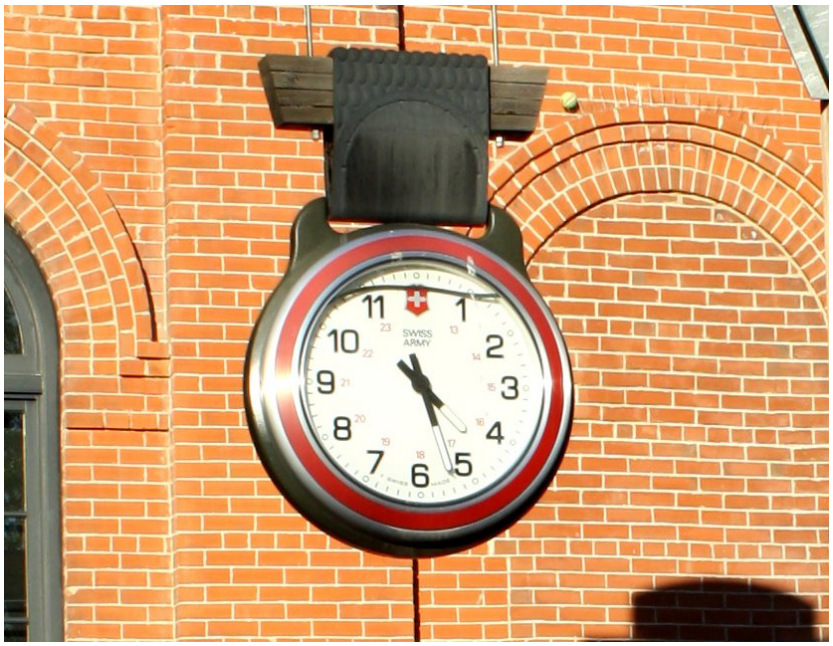
Definition: Day of the week on which the crash occurred

Data Type: Text – Name of Day

Source: Crash Report

Data Accuracy: High

Time of Day



Purpose

According to the University of Michigan's Transportation Research Institute Study[1], *Analysis of Accident Rates by Age, Gender, and Time of Day Based on the 1990 Nationwide Personal" Transportation Survey,* "Drivers of all ages combined experienced 10.37 fatal involvements per 100
Million miles at night and 2.25 during the day in 1990…" and, "Drivers of all ages experienced 3.45 injury involvements per million miles at night and 1.95 during the day…" The study shows a significant correlation between time of day and the frequency and severity of automotive crashes.

The Basics

KEY INFORMATION

Data Name: ACDTIME

Definition: Time at which the crash occurred, displayed in 24-hour (Military) format

Data Type: Numerical – Time, in 24-hr HH:MM format

Source: Crash Report

Data Accuracy: High

***1**. University of Michigan. Transportation Research Institute. ANALYSIS OF ACCIDENT RATES BY AGE, GENDER, AND TIME OF DAY BASED ON THE 1990 NATIONWIDE PERSONAL TRANSPORTATION SURVEY. By Dawn L. Massey and Kenneth L. Campbell. Arlington, Virginia: Insurance Institute for Highway Safety, 1993.ANALYSIS OF ACCIDENT RATES BY AGE, GENDER, AND TIME OF DAY BASED ON THE 1990 NATIONWIDE PERSONAL TRANSPORTATION SURVEY. Insurance Institute for Highway Safety. Web. 9 Apr. 2013.*

Total Number of Fatalities

Purpose

Fatalities are the most severe classification of crashes in the NHDOT/NHDOS system. Crashes are weighted in the database based on their severity, so that Safety Analysts can normalize crash data and show areas of high concern. This statistical Safety Analysis helps state agencies focus on areas most in need of attention first, and in doing so, prevent more crashes.

The Basics

KEY INFORMATION

Data Name: TOTALFATALS

Definition: Total number of fatalities that occurred as a result of the crash

Data Type: Numerical

Source: Crash Report

Data Accuracy: High

Total Number of Injuries

Purpose

Injuries are the second most severe classification of crashes in the NHDOT/NHDOS system. Crashes are weighted in the database based on their severity, so that Safety Analysts can normalize crash data and show areas of high concern. This statistical Safety Analysis helps state agencies focus on areas most in need of attention first, and in doing so, prevent more crashes.

The Basics

KEY INFORMATION

Data Name: TOTALINJURY

Definition: Total number of injuries that occurred as a result of the crash

Data Type: Numerical

Source: Crash Report

Data Accuracy: High

Property Damage Only (PDO)

Purpose

Property Damage Only crashes are the least severe classification of crashes in the NHDOT/NHDOS system. Crashes are weighted in the database based on their severity, so that Safety Analysts can normalize crash data and show areas of high concern. This statistical Safety Analysis helps state agencies focus on areas most in need of attention first, and in doing so, prevent more crashes.

The Basics

KEY INFORMATION

Data Name: PROPDAMAGEONLY

Definition: An "X" in this field denotes that there were no fatalities or injuries in the crash, and only personal property was damaged in the process

Data Type: Text

Source: Crash Report

Data Accuracy: High

Road Design

Purpose

Road design is often a factor in the cause of a crash. Each type of roadway utilizes different methods of traffic channelization, such as physical dividers, weaving sections, turning lanes, or ramps. With each of these channelization methods come a unique set of advantages, and a corresponding set of inherent hazards.
The roadway designs cataloged by NHDOT are as follows:

1. Interstate
2. Other Divided Highway
3. Not Physically Divided (2-way traffic)
4. Undivided Road (1-way traffic)
5. Driveway or Access way
98. Other*

The Basics

KEY INFORMATION

Data Name: ROAD_DESIGN

Definition: Describes the type of roadway on which the crash occurred.

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Traffic Controls

Purpose

Traffic Controls often prevent accidents by limiting conflicting traffic flow. However, when traffic controls are not followed, or if there are not sufficient controls on a given roadway section, crashes can and do occur.

The types of traffic controls cataloged by NHDOT are as follows:

1. Lane Control
2. No Passing Zone
3. None
4. Officer/Flagman/School Patrol
5. Other
6. RR Crossing-Flasher-Gate-Sign
7. Stop Sign
8. Traffic Signals
9. Visible Road Markings
10. Yield Sign

The Basics

KEY INFORMATION

Data Name: TRAFFIC_CONTROLS

Definition: Describes the traffic controls or markings (if any) that were present at the crash site.

Data Type: Text

Source: Crash Report

Data Accuracy: High

Severity

Purpose

Classifying the severity of crashes allows NHDOT Safety Analysts to sort and prioritize crash records within the GIS system. Severity is broken into the following categories:

1. Incapacitating
2. Killed
3. No Apparent Injury
4. Non-Incapacitating
5. Possible
6. Unknown

The Basics

KEY INFORMATION

Data Name: INJURYTYPE

Definition: Describes the severity of damage to the driver (s) and passenger (s) involved in the crash

Data Type: Text

Source: Crash Report

Data Accuracy: High

Additional Roadway Features

Purpose

Often, road construction of maintenance causes temporary changes in traffic flow. In these instances, inattentive motorists may perform maneuvers that would ordinarily be appropriate at a given site, but due to the changes in traffic, have become hazardous to themselves or to other motorists.

The codes for additional roadway features are as follows:

1. Roadway Under Construction
2. Roadway Under Maintenance
3. RR Crossing
4. None of the Above

The Basics

KEY INFORMATION

Data Name: ADDITIONAL_ROADWAY_FEATURES

Definition: Describes any special conditions of the roadway at the point of the crash which may have contributed to the crash

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Vehicle Action/Intent

Purpose

The action or intent of a vehicle in the moments leading up to a crash can make all of the difference to Accident Reconstruction Specialists and Safety Analysts. If the action was appropriate and legal, it could mean that the roadway needs to be redesigned, or the traffic pattern changed. But if the actions were unsafe or irregular, the blame can be shed more on the drivers than on the design of the roadway.

The Basics

KEY INFORMATION

Data Name: DIAGRAM CODE

Definition: Describes the maneuver of the primary crash vehicle that preempted the crash.

Data Type: Alpha-Numeric – Code and description

Source: Crash Report

Data Accuracy: High

Vehicle Action/Intent (Codes and Descriptions)

Vehicle

1. Following Roadway
2. Right Turn on Red
3. Making Right Turn
4. Making Left Turn
5. Making U-turn
6. Starting from parked
7. Starting in Traffic
8. Slowing or Stopping
9. Stopped in Traffic
10. Entering Parked Position
11. Parked Legally
12. Parked and Rolled
13. Changing Lanes/Merging
14. Overtaking/Passing
15. Passing on the Right
16. Backing
17. Parked Illegally
18. Avoid Something in Roadway
19. Wrong way on a 1-way road

97. Other Vehicle Action

Pedestrian or Bicyclist

41. Crossing with Signal
42. Crossing Against Signal
43. Crossing at Crosswalk – No Signal
44. Crossing – No Signal or Crosswalk
45. Walk/Ride with Traffic
46. Walk/Ride Against Traffic
47. Emerge from Front/Rear of Parked Vehicle
48. Get On/Off School Bus
49. Get On/Off Vehicle
50. Pushing/Working on Vehicle
51. Playing/Jogging
52. Standing/Walking

The Basics

KEY INFORMATION

(See previous page for key information on Vehicle Action/Intent)

Appendices

Appendix A: NHDOS Form DSMV 400

The NHDOS Form DSMV 400 is used for reporting all relevant crash data that can be collected at the scene.

STATE OF NEW HAMPSHIRE
Department of Safety
Division of Motor Vehicles
MOTOR VEHICLE ACCIDENT REPORT
N.H.RSA 264:25 – REPORTING REQUIREMENTS

M.V. Use Only

In the State of New Hampshire, any Motor Vehicle Accident causing death, personal injury, or combined vehicle/property damage in excess of $1,000 must be reported in writing to the Division of Motor Vehicles within 15 days. Failure to report in the case of death or personal injury is a felony. Failure to report following a property damage only accident is a misdemeanor.

INSTRUCTIONS—PLEASE PRINT OR TYPE ALL INFORMATION—USE BLACK OR DARK BLUE INK

1. The date and location of the accident is very important and you must describe it as accurately and completely as possible in the space provided. When describing the location of your accident, indicate the direction and distance from the crash site to the nearest intersecting road or, for interstate highways, to the nearest mileage marker or exit number.

2. In Section C, for each occupant of your vehicle, or for a pedestrian or bicyclist, enter the requested information on a single line. Utilize a further report form if more than six persons involved. For a witness, enter a "W" in the "WHICH VEHICLE OCCUPIED" column; for a Pedestrian, enter a "P" in the box; for a Bicyclist, enter a "B". For a new born child (less than one year) enter "NB" for age. Enter "M" for Male and "F" for female.

3. You must enter injury information on all occupants, utilizing the following designations:
   K – Any injury that results in death.
   A – Severe lacerations, broke or distorted limbs, skull fracture, crushed chest, internal injuries, unconscious when taken from the accident scene, unable to leave the accident scene without assistance.
   B – Lump on head, abrasions, minor lacerations.
   C – Momentary unconsciousness. Limping, nausea, hysteria, complaint of pain (no visible injury).
   U – Unknown.
   N – Not injured.

4. Give your own and your vehicles owner's CURRENT name and address when completing the YOUR VEHICLE part of the form. Report all other driver's and vehicle's information exactly as it appears on their licenses and registrations. If you were involved in an accident with a Pedestrian or Bicyclist, check the appropriate box under OTHER VEHICLE and enter the Pedestrian or Bicyclist information in the OTHER VEHICLE – DRIVER section. If the other vehicle was unoccupied, be very sure to enter the correct vehicle plate number and vehicle make in the appropriate boxes. If you were involved in an accident in which there were more than two vehicles, additional report(s) must be filled out.

5. If you are driving a Commercial Motor Vehicle (Truck over 26,000 GVWR, Bus with more than fifteen seats, or vehicle placarded for Hazardous Materials), please indicate it in the appropriate box.

6. It is mandatory to provide complete insurance information in the section provided, or to indicate that your vehicle and/or license does not have insurance coverage. Your report must be signed and dated, else the report cannot be accepted.

7. If you have difficulty completing this form, your insurance agent may be able to assist you, otherwise contact the Accident Section of the Division of Motor Vehicles at (603) 271-3106 (Speech/Hearing Impaired HELP TTY/TDD Relay 225-4033).

8. Submit your completed and signed reports to:
   Department of Safety
   Accident Section
   23 Hazen Drive
   Concord, NH 03305

SECTION A

DATE OF ACCIDENT	DAY OF WEEK	TIME	☐ AM ☐ PM	CITY/TOWN
NUMBER OF VEHICLES	DID POLICE INVESTIGATE ACCIDENT AT SCENE?		☐ YES ☐ NO	POLICE DEPARTMENT

ACCIDENT OCCURRED ON _____ ROUTE # OR STREET NAME

Use the one that applies

1. AT THE INTERSECTION WITH _____ ROUTE # and/or EXIT # OR STREET NAME

2. _____ FEET N☐ W☐ E☐ S☐ OF _____ ROUTE # and/or EXIT # OR STREET NAME

SECTION B

Enter the number of the item in the corresponding box provided which best describes the circumstances of the accident.

TYPE OF ACCIDENT (1)

COLLISION WITH:
1. Other Motor Vehicle
2. Motor Vehicle Crossing Median
3. Parked Motor Vehicle
4. Railroad Train
5. Bicyclist
6. Pedestrian
7. Animal
8. Thrown or Falling Object
9. Other Object
17. Motor Vehicle in Transport
18. Pedal Cycle/Moped
19. Snowmobile/OHRV
10. Fixed Object

NON-COLLISION
11. Overturn
12. Spill (2 Wheel Vehicle)
13. Fire
14. Submersion
15. Jackknife
16. Explosion
98. Other*

If you enter 10 in box 1, enter number below for OBJECT STRUCT in box 2. Otherwise leave box 2 blank.

(2)
1. Traffic Signal
2. Sign Post
3. Guard Rail
4. Crash Cushion
5. Light Pole
6. Telephone/Electric Pole
7. Tree
8. Building Wall
9. Bridge/Pier
10. Median
11. Barrier/Fence
12. Culvert/Headwall
13. Embankment/Ditch/Curb
14. Fire Hydrant/Parking Meter
15. RR Crossing Device
16. Overpass
17. Rock/Sideslope
98. Other*

ACCIDENT LOCATION (3)
1. At Intersection
2. Intersection Related
3. Along the Road
4. Along Road at Driveway Access
5. Off Roadway on Shoulder/Median
6. Off Roadway Beyond Shoulder
7. Ramp/Rotary
8. Toll Plaza/Booth
9. In a Driveway
10. In a Parking Lot
98. Other*

TRAFFIC CONTROLS (4)
1. None
2. Traffic Signals
3. Stop Sign
4. Yield Sign
5. Lane Control
6. Visible Road Markings
7. Officer/Flagman
8. RR Crossing-Flasher-Gate
9. No Passing Zone
98. Other*

ROAD DESIGN (5)
1. Interstate
2. Other Divided Highway
3. Not Physically Divided (2-way Traffic)
4. Undivided Road (1-Way Traffic)
5. Driveway or Access Way
98. Other*

ROAD SURFACE CONDITIONS (6)
1. Dry
2. Wet
3. Snow/Slush
4. Ice
5. Muddy
6. Debris
7. Sand/Dust/Oil
98. Other*
99. Unknown

WEATHER (7)
1. Clear
2. Cloudy
3. Rain
4. Snow
5. Sleet
6. Fog
7. Blowing Material
8. Severe Cross Winds
9. Rain and Fog
10. Sleet and Fog
11. No Adverse Conditions
99. Unknown

SECTION C

TYPE OF INJURY K, A, B, C, U, N (See Instructions Above)

LOCATION OF MOST SEVERE INJURY
1. Head
2. Neck
3. Chest
4. Arm(s)
5. Trunk/Torso
6. Leg(s)
7. Multiple
8. None
99. Unknown

OCCUPANT'S/INJURED'S POSITION IN OR ON:

VEHICLE: 1 2 3 / 4 5 6 / 7 / 8

1. Driver
2-7. Passengers
8. Ride/Hang on Vehicle

MOTORCYCLE/BIKE/SNOWMOBILE: 9 / 10 / 11
9. Driver (2/3/ Wheeled Vehicle)
10. Passengers (2/3/ Wheeled Vehicle)
11. Sidecar/Sled/ Hang on Vehicle
99. Unknown

THROWN FROM VEHICLE? Yes / No

SAFETY EQUIPMENT UTILIZED

	Code
Seat Belts used	S
Child Restraint used	C
Air Bag Deployed	A
Air Bag & Seat Belt	B
Helmet Worn (Motorcycles)	H
No equipment used	–

AGE	SEX	WHICH VEHICLE OCCUPIED?	8	9	10	11	12	NAME(S) OF OCCUPANTS IN YOUR VEHICLE / WITNESSES	ADDRESS / PHONE NO.	13	14	15

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SEE REVERSE SIDE

*Without DESCRIPTION OF ACCIDENT, ESTIMATE OF REPAIR, or OPERATOR'S SIGNATURE, report will NOT be accepted.

SECTION D

YOUR VEHICLE				OTHER VEHICLE				BICYCLIST ☐ PEDESTRIAN ☐
DRIVER LICENSE NO.	STATE	CLASSIFICATION		DRIVER LICENSE NO.	STATE	CLASSIFICATION		
DRIVER'S NAME LAST, FIRST, MIDDLE				DRIVER'S NAME LAST, FIRST, MIDDLE				
D.O.B.		SEX		D.O.B.			SEX	
CURRENT ADDRESS, NUMBER AND STREET		PHONE NO.		CURRENT ADDRESS, NUMBER AND STREET			PHONE NO.	
CITY/TOWN	STATE	ZIP CODE		CITY/TOWN	STATE		ZIP CODE	
PLATE NO.	STATE	TRAILER PLATE NO.	STATE	PLATE NO.	STATE	TRAILER PLATE NO.	STATE	
SAME AS DRIVER ☐	OWNER NAME LAST, FIRST, MIDDLE			SAME AS DRIVER ☐	OWNER NAME LAST, FIRST, MIDDLE			
CURRENT ADDRESS, NUMBER AND STREET		PHONE NO.		CURRENT ADDRESS, NUMBER AND STREET			PHONE NO.	
CITY/TOWN	STATE	ZIP CODE		CITY/TOWN	STATE		ZIP CODE	
MAKE	YEAR	COMMERCIAL VEHICLE ACCIDENT ☐		MAKE	YEAR	COMMERCIAL VEHICLE ACCIDENT ☐		
V.I.N.				V.I.N.				
VEHICLE TOWED ☐	BY	TO		VEHICLE TOWED ☐	BY	TO		
DESCRIBE DAMAGE TO VEHICLE				DESCRIBE DAMAGE TO VEHICLE				
*ESTIMATED COST TO REPAIR				*ESTIMATED COST TO REPAIR				

SECTION E

YOUR INSURANCE CO.	ESTIMATED PROPERTY DAMAGE (OTHER THAN VEHICLE)
AGENT	IDENTIFY DAMAGED PROPERTY OTHER THAN VEHICLE(S)
ADDRESS	
POLICY NUMBER / EFFECTIVE DATE	

SECTION F

ACCIDENT DIAGRAM

Check one of the diagrams if it adequately describes the accident, OR draw your own diagram on a separate sheet and attach. Number the vehicles, with your vehicle being No. 1.

Rear	Passing	Lt. Turn	Intersection	Rt. Turn	Rt. Turn	Head On	Sideswipe
1☐	2☐	3☐	4☐	5☐	6☐	7☐	8☐

* DESCRIBE THE ACCIDENT

± OPERATOR'S SIGNATURE | DATE OF REPORT (DAY / MONTH / YEAR)

VEHICLE TYPE

1. Automobile
2. Pick-Up/Light Truck
3. Panel/Van
8. Motorcycle
9. Moped
10. Motor Home
11. Passenger Light Van
12. Utility Vehicle (4x4)
13. Other/Unknown Light Truck
97. Motor Carrier
98. Other*

YOUR Vehicle 1 → 16
Other Vehicle 2 → 17

VEHICLE DIRECTION

1. North
2. East
3. South
4. West
99. Unknown

YOUR Vehicle 1 → 18
Other Vehicle 2 → 19

PRE-ACCIDENT ACTION

VEHICLE:
(Box 20 and/or 21)
1. Following Roadway
2. Right Turn on Red
3. Making Right Turn
4. Making Left Turn
5. Making U-Turn
6. Starting From Parked
7. Starting In Traffic
8. Slowing or Stopping
9. Stopping in Traffic
10. Entering Park Position
11. Parked Properly
12. Parked and Rolled
13. Changing Lanes/Merging
14. Overtaking/Passing
15. Passing on Right
16. Backing
17. Parked Improperly
18. Avoid Something in Road
19. Wrong Way on a 1-Way
97. OTHER Action in Road

(Box 21 only)
41. Crossing with Signal
42. Crossing against Signal
43. Crossing at Crosswalk No Signal
44. Crossing No Signal/Crosswalk
45. Walk/Ride with Traffic
46. Walk/Ride against Traffic
47. Emerge from Front/Rear of Parked Vehicle
48. Get On/Off School Bus
49. Get On/Off Vehicle
50. Pushing/Working on Vehicle
51. Playing/Jogging
52. Standing/Walking
98. OTHER Pedestrian/Bicyclist Action

YOUR Vehicle 1 → 20
Other Vehicle or Ped/Bike 2 → 21

Glossary

Auxiliary lane – An auxiliary lane is defined as the portion of the roadway adjoining the traveled way for parking, speed change, turning, storage for turning, weaving, truck climbing, and other purposes supplementary to through traffic.

Channeled Intersection – An at-grade intersection in which traffic is directed into definite paths by islands.

Divided Highways – A divided highway is a highway with separated lanes for traffic in opposite directions.

FHWA – Federal Highway Administration. The Federal Highway Administration is a government agency instituted to assist state and local government in design, monitoring, and maintenance of federal-aid highways (including the Eisenhower Interstate System and other US routes)

GIS – Geographic Information System. GIS is a system in which features are created as points, lines, or polygons, and are spatially related in a geodesic coordinate system. Although our reference system is linear, GIS is actually based nodally; without nodes, none of the features in GIS could exist. NHDOT's Gegraphic Information System is edited and maintained throught ESRI's ArcGIS software, and is powered by Oracle databases (see Oracle database).

HPMS – Highway Performance Monitoring System. A system maintained by the Federal Highway Administration (see FHWA) that catalogues data on the "extent, condition, performance, use and operating characteristics of the nation's highways."

Interchange – An interchange is a system of interconnecting roadways in conjunction with one or more grade separations that provides for the movement of traffic between two or more roadways or highways on different levels.

Intersection – The general area where two or more highways join or cross. There are three types of intersections: intersections at grade, grade separations without ramps, and interchanges.

Median – The portion of a divided highway separating the traveled way for traffic in opposing direction. A positive barrier normally consists of a guardrail or a concrete "Jersey-type" barrier. A line of closely spaced (large) trees or of thick, impenetrable shrubbery on most of a section might also be considered a positive barrier median. Turning lanes or bays are not considered medians unless a median exists on the major portion of the roadway, and the turning lanes/bays are cut into the median at intersection, entrances to commercial enterprises, etc.
A continuous turning lane is not to be considered a median. Continuous crosshatching that is at least 4 feet wide may be considered a median, however, if a crosshatched portion of a roadway is used as a turning lane it is considered a turning lane, by law, not a median.
A curbed median consists of some kind of stone curbing (generally granite, 4 to 10 inches in height) which separates the roadway surface from a concrete, paved, or earthen "island" in the between the opposing travel ways.

NHDOT – New Hampshire Department of Transportation. The New Hampshire Deaprtment of Transportation is the state ageny in charge of design, construction, and maintenance of all state-owned, funded, or maintainted channels of transportation, including roadway, rail, air, and sea. In order to provide an expurgated system of transportation excellence in the Granite State, NHDOT (with the aid of Regional Planning Commisions (see RPC) and municipalities) also assiduously maintains a data system on all transportation channels in the state that are not state owned or maintained.

Node – A node is the most important feature in the GIS (see GIS) system. Nodes are created at the intersections of roadways in the physical world (either during field survey or through aerial imagery) and other breaks in a survey route such as legislative boundaries or notable roadway features such as bridges. Nodes are connected by anchor sections (see anchor section), not vise versa. Nodes may exist without anchor sections, however, anchor sections cannot exist without nodes to start and end them. Nodes give gemoetry to all of the shapes and features in GIS. Nodes are never deleted, though they may be retired. In this manner, their spatial locations are affirmed in perpetuity.

Oracle Database – Oracle databses are object-relational database maintenance systems which catalogue and relate data. These databases are maintained through computerized routines designed by NHDOT personnel. Oracle databases can be queried using *Structured Query Language* (SQL) to locate data and relationships.

Ramp – The term "ramp" includes all types, arrangements, and sizes of turning roadways that connect two or more legs at an interchange. The components of a ramp are 1) a terminal at each leg, and 2) a connecting road, usually with some curvature, and on a grade. The term interchange indicates that there are one or more grade separations between the interconnecting roadways. Ramp components are also being referred to as deceleration lane (exit terminal), ramp proper, and acceleration lane (entrance terminal). In some cases due to geometric and physical characteristic of highways the entrance terminal may be very short and followed by either a weaving section or an auxiliary lane.

Roadway – The portion of a highway, including shoulders, for vehicular use. A divided highway has two or more roadways.

Shoulders – The portion of the roadway contiguous with traveled way for accommodation of stopped vehicles, for emergency use and for lateral support of sub-base, base and surface course.

Slip ramp – An individual turning roadway that is separated from the normal traveled way by an island at a channelized intersection.

Traffic Lane – The portion of the roadway separated from the other portions by two parallel lines to channel vehicles traveling in the same direction. Lane lines are often painted with reflective paint to increase conspicuity.

Traveled way – The portion of the roadway for the movement of vehicles, exclusive of shoulders

Turning roadway – A connecting roadway for traffic turning between two intersection legs

Turnpike – A Turnpike is a roadway that is maintained through the money collected on it through tolls. Turnpikes are not the same as an Interstate Highways or US routes, although they may run concurrently, such as the FE Everett Turnpike and Interstate 93.

Weaving section – A Weaving section is a highway segment where the pattern of traffic entering and leaving at contiguous points of access results in crossed vehicle paths.