

STATS 20

Department for Transport

Instructions for the Completion of Road Accident Reports from non-CRASH Sources

With effect from 1 January 2011

September 2011

STATS20

Instructions for the Completion of Road Accident Reports

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1. INTRODUCTION

- 1.1 The STATS20 manual provides a detailed explanation of the information, referred to as STATS19, which is the set of data which has to be collected by a Police Officer when an injury road accident is reported to them.). It is for the use of police forces and local authorities (and their agents) where data is not collected by a police force using CRASH software.
- 1.2 This is the 2011 edition of STATS20 and incorporates amendments arising from the 2008 Review of Road Accident Data:
<http://webarchive.nationalarchives.gov.uk/20110503151558/http://dft.gov.uk/pgr/statistics/committee/susergroups/scras/2008reviewstats19/reviewreport.pdf>
as approved by the Standing Committee on Road Accident Statistics (SCRAS). SCRAS comprises representatives from the Department for Transport (DfT), police forces, local authority associations and other Government departments with an interest in the collation of road accident data.
- 1.3 LPAs may continue to code data in accordance with the 2005 version of this manual (dated October 2004) until 1 January 2013 to avoid the need for multiple system updates as the police Collision, Recording And Sharing software (CRASH) is rolled out nationally.
- 1.4 The STATS19 reports are analysed nationally by reference to a great variety of characteristics and attendant circumstances and the results are used extensively for research work and for guidance in the improvement of road safety in relation to roads, road users, vehicles and traffic movement. The data also form the basis for annual statistics on road accidents and casualties published by DfT, the Scottish Government (SG) and the Welsh Government (WG). Local authorities also publish similar statistics.
- 1.5 Local authorities also make extensive use of road accident data. Engineers use it extensively for establishing priority sites for remedial measures and previous experience has shown that even low cost measures can be extremely effective in reducing or eliminating accidents at particular sites.
- 1.6 Road safety officers also gain much of their evidence on which to base national and local educational programmes and training from the data which accrue from local road accident statistics.
- 1.7 The police, who collect these data, also use them as a guide to the operational tactical deployment of their patrols in order to fulfil one of their primary roles, the reduction of casualties.
- 1.8 The accumulated data, over long periods of time, is also used by a range of establishments for research into road safety measures.
- 1.9 It is because of the many various uses to which this data is put that the need for accuracy and prompt return is paramount. The speedy return of accurate data will not only be of value to those bodies noted above but will also do much to enhance the early publication of Departmental accident and casualty statistics, which are of great use to those working in the field of accident prevention and road safety education.
- 1.10 A separate document, STATS21, describes:
 - (a) The validity checks and error procedures to be carried out locally on STATS19 data;
 - (b) The procedures for writing and submitting data to DfT/SG/WG;
 - (c) The specification of media formats in which the data can be submitted to DfT, SG or WG;
 - (d) The procedures for dealing with rejections or queries of data received by DfT/SG/WG.
- 1.11 By "Reported" it is meant that STATS19 data for the injury accident has to be collected by the Police Force concerned and then passed on to DfT/SG/WG and local highway authority in the agreed format.

2. ACCIDENTS TO BE REPORTED

- 2.1 All road accidents involving human death or personal injury occurring on the Highway ('road' in Scotland) and notified to the police within 30 days of occurrence, and in which one or more vehicles are involved, are to be reported. This is a wider definition of road accidents than that used in Road Traffic Acts.
- 2.2 Examples of accidents **to be reported** include:
- (a) accidents which commence on the highway but which involve casualties off the highway (eg. where a vehicle runs out of control while on the highway and causes casualties elsewhere);
 - (b) accidents involving the boarding and alighting of buses or coaches and accidents in which passengers already aboard a bus/coach are injured, whether or not another vehicle or a pedestrian is involved;
 - (c) accidents to pedal cyclists or horse riders, where they injure themselves or a pedestrian;
 - (d) accidents resulting from deliberate acts of violence, but excluding casualties who are subsequently identified as confirmed suicides;
 - (e) accidents within bus stations/interchanges **where they form part of the highway**;
 - (f) accidents in Royal Parks (on roads to which the public have motor vehicle access)
- 2.3 Examples of accidents **which should not be reported** include:
- (a) accidents which do not involve personal injury;
 - (b) accidents on private roads (except Royal Parks) or in car parks;
 - (c) accidents reported to the police 30 or more days after they occurred;
 - (d) accidents involving confirmed suicides only.

NOTES

- A. The Road Traffic Act 1988 (section 170), as amended by Section 72 of the 1991 Act, stipulates that all fatal or injury accidents on public roads involving at least one mechanically propelled vehicle should be reported by the public to the police unless insurance documents, name and address, and details of vehicle ownership and registration are exchanged between drivers. This legislation defines the duty of the public to report a personal injury road accident.
- B. In the past the interpretation of "mechanically propelled vehicle" has varied widely between local police forces, particularly about whether pedal cycle accidents, not involving a motor vehicle, should be reported. **The STATS19 requirement is clear that all accidents involving non-motor vehicles such as pedal cycles and ridden horses on 'public roads' (see 2.4) should be reported, regardless of motor vehicle or pedestrian involvement.** See Note L on page 44 for other examples of non-motor vehicles. Also, Note C on page 69 contains examples which should not be treated as vehicles.

2.4 The following table gives examples of locations at which accidents should or should not be reported:

Location	Included in STATS19?
Highway	
Motorway (including A(M) road), 'A', 'B' or 'C' road	Yes
Unclassified road	Yes
Toll road or bridge where Secretary of State or local authority is the highway authority	Yes
Highway - limited access road or lane	
Pedestrianised road with limited access for motor vehicles	Yes
Bus lane, busway or guided busway	Yes
Tram or light rail track	Yes (if part of Highway)
Tram level crossing – whether or not involving tram	Yes (if crossing is Highway)
Cycle lane, cycleway or shared access footway	Yes (if part of Highway)
Footway or pavement	Yes (if part of Highway)
Public right of way with limited access	
Country track, byway open to all traffic, cycle path or cycle track with lawful access for motor vehicles	Yes
Footpath or bridleway with no lawful access for motor vehicles	No
Cycle path/track with no lawful access for motor vehicles	No
Private roads	
Unadopted roads	No
Airports	No (unless Highway)
Harbours	No (unless Highway)
Hospital areas	No (unless Highway)
Private residential estates	No (unless Highway)
Private retail shopping parks	No (unless Highway)
Private industrial estates	No (unless Highway)
Military areas	No
Municipal or private parks	No (unless Highway)
Royal parks	Yes
Service areas	No
Other areas to which motor vehicles may have access	
Car parks (municipal and private) and access roads	No
Bus stations	No (unless Highway)
Railway stations	No
Railway level crossings - train not involved in accident	Yes
Railway level crossings - accident involving train	No
Petrol stations	No
Picnic areas	No
Pedestrian malls	No

NOTE

Highway ("road" in Scotland) is a road with unrestricted right of access for all or some classes of motor vehicles.

3. VEHICLES TO BE REPORTED

3.1 Complete vehicle details, regardless of whether the vehicle was damaged or not, are required for **each** vehicle which was involved in, or contributed to, an injury accident. This includes pedal cycles, ridden horses and horse-drawn vehicles. (See Note L on page 44 for other examples of non-motor vehicles).

Including:

- (a) vehicles in which driver/rider/passenger was injured;
- (b) vehicles which suffered damage in the accident;
- (c) vehicles which caused injury to a pedestrian (including parked vehicles on or off the carriageway into which a pedestrian walked);
- (d) vehicles which were in collision with another vehicle in the accident;
- (e) vehicles which did not suffer damage, nor caused nor contained casualties, but which contributed to the accident (includes parked, stationary, temporarily held-up or moving vehicles and untraced vehicles).

4. CASUALTIES TO BE REPORTED

4.1 Any persons killed or injured in a road accident (as defined in 2.1)

Including:

- (a) a person who moves quickly to avoid being involved in an accident, is successful in that, but in doing so incurs an injury (eg. twists an ankle). Also includes occupant of vehicle which manoeuvres or brakes suddenly to avoid an impact, but in so doing sustains an injury;
- (b) a pedestrian who injures himself on a parked vehicle;
- (c) a person who is injured after falling from a vehicle;
- (d) a person who is injured boarding or alighting a bus or coach;
- (e) a person injured whilst aboard a bus or coach as a result of braking, a sudden manoeuvre or a collision, whether or not another vehicle is involved;
- (f) a person who is injured away from the carriageway as a result of an accident which commenced on the public highway;
- (g) all casualties in accidents arising from deliberate acts of violence involving a vehicle;

Excluding:

- (h) death/injury to babies unborn up to the time of the accident;
- (i) person injured in a road accident as a result of illness (eg. fit) immediately prior to the accident, where the only injury sustained is deemed to be a result of the illness rather than the road accident. All other casualties involved in the accident should be included;
- (j) person who dies in a road accident from natural causes (eg. heart attack) and whose death is not ascribed by the Coroner's Court (Procurator Fiscal in Scotland) to have been a result of the accident. Other casualties in these accidents should be reported;
- (k) confirmed suicides. Other casualties in these accidents should be reported. Injured persons suspected of having attempted suicide should be reported;
- (l) any person who witnesses an accident and suffers shock but who is not directly involved.

NOTES

- A. Cases (j) and (k) may be reported to DfT/SG/WG in the first instance, pending the decision of the Coroner's Court (or Procurator Fiscal). It may, therefore, be necessary for the police/local processing centre to notify DfT/SG/WG if, at a later stage, such cases are to be deleted from their computer records (see STATS21).
- B. Definitions of casualty severity can be found in Section 3.9 of Annex 3, on page 72.

5. CONTRIBUTORY FACTORS

- 5.1 The Contributory Factors (see page 113) in a road accident are the key actions and failures that led directly to the actual impact. They show why the accident occurred and give clues about how it may have been prevented.
- 5.2 Contributory Factors should only be completed for accidents where a police officer attended the scene and obtained details for the report.
- 5.3 The Accident, Vehicle and Casualty records mainly record objective details. The Contributory Factors are largely subjective and depend on the skill and experience of the investigating officer to reconstruct the events which led directly to the accident. The notes in Annex 4 aim to present the system clearly and so to minimise the scope for differences in reporting. However, the need to exercise judgement when recording Contributory Factors is unavoidable.
- 5.4 The Contributory Factors reflect the Reporting Officer's opinion at the time of reporting and are not necessarily the result of extensive investigation. Furthermore, it is recognised that subsequent enquiries could lead to the reporting officer changing his opinion. This is not a problem.
- 5.5 Factors should be identified on the basis of evidence rather than guesses about what may have happened. This evidence can come from various sources such as witness statements, vehicle and site inspections. It can be of variable quality, which is the reason for recording the assessment of the reliability of the Contributory Factors.
- 5.6 When there is conflicting evidence (eg. conflicting witness statements) the reporting officer should decide on the most plausible account of the accident and, taking into account all other available evidence, base the codes on this.
- 5.7 **Procedure:**
1. Select up to six factors from the grid, relevant to the accident.
 2. Factors may be shown in any order, but an indication must be given of whether each factor is **very likely (A)** or **possible (B)**.
 3. Only include factors which have contributed to the accident (eg. do **not** include "Poor road surface" unless it was relevant to the accident).
 4. More than one factor may, if appropriate, be related to the same road user.
 5. The same factor may be related to more than one road user.
 6. The participant should be identified by the relevant vehicle or casualty reference number (eg. 001, 002 etc), preceded by "V" if factor applies to a vehicle, driver/rider or the road environment (eg. V002), or "C" if the factor relates to a pedestrian or passenger casualty (eg. C001).
 7. Enter "U000" if the factor relates to an uninjured pedestrian.

ANNEX 1 - ATTENDANT CIRCUMSTANCES VARIABLES

1.1 RECORD TYPE

1	
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CODES

- 11. New accident record
- 15. Amended accident record

NOTES

- A. First box always coded 1 to enable accident records to be easily identified during computer processing and analysis at local and national levels.
- B. In second box, code 5 only to be used when an accident record already sent to DfT/SG/WG is to be replaced by an amended record.

1.2 POLICE FORCE

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NOTES

- A. Enter the code number of the police force in whose area the accident occurred. The relevant codes are listed in Annex 6 on page 101.
- B. Note that leading zeros are incorporated in some of these codes and **must** be entered (eg. the code for Cumbria is entered as 03).

1.3 ACCIDENT REFERENCE

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NOTES

- A. The accident reference allocated by the police must be unique within that police force for the accident and for the calendar year in which it took place. It must also be sufficient for the police to identify the accident in the event of a query.
- B. The accident reference may contain a total of 7, or fewer, numbers and/or alphabetic characters in any sequence convenient to Police Force requirements.
- C. Unused spaces to the left of accident references containing less than 7 characters are to be coded zero (eg. ABC123 would be coded 0ABC123).

1.5 NUMBER OF VEHICLE RECORDS

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NOTES

- A. Enter the number of vehicle records submitted for the accident.
- B. Unused boxes to the left of the number of vehicles should be coded zero (eg. if 2 vehicles were involved, this item would be coded 002).

1.6 NUMBER OF CASUALTY RECORDS

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NOTES

- A. Enter the number of casualty records submitted for the accident.
- B. Unused boxes to the left of the number of casualty records should be coded zero (eg. if there were 3 casualty records, this item would be coded 003).

1.7 DATE Day Month Year
 0

NOTES

- A. The first two boxes are to be used for the day, the second two for the month and the remaining four boxes for the year.
- B. Unused boxes to the left of the day or month are to be entered as zeros (eg. 9 June 2011 would be coded as 09062011).

1.9 **TIME** Hours Minutes

NOTES

- A. The hours, on a **24 hour** system, are to be entered in the first two boxes.
- B. The number of minutes past any of these hours should be recorded in the two right hand boxes, to the nearest minute.
- C. Zeros should be entered where necessary, i.e. 8 minutes past 9am. is entered as 0908.
- D. The coding 0000 is now permitted for midnight. The date should be set as the following day (eg. where an accident occurs at midnight between 8th and 9th June 2011, the date entered should be 09062011).

1.10 LOCAL AUTHORITY

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NOTES

- A. Enter the code number of the local authority in whose area the accident occurred.
- B. The codes comply with the Government Statistical Service (GSS) Coding and Naming policy for statistical geographies, which was implemented on 1 January 2011.
- C. The codes are listed in Annex 7 on pages 102-108.
- D. If ONS should revise their codes for an area (eg. As a result of a boundary change) LPAs should continue to use the codes listed in Annex 7 until a revision is agreed with DfT.

1.11 LOCATION Easting Northing

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FULL ORDNANCE SURVEY GRID REFERENCE NUMBER

NOTES

- A. The first Northing box (shown in grey) is only for use in the extreme North of Scotland.
- B. Alpha map reference nodes are **not** acceptable.
- C. Local authorities/police using link/node systems are expected to code their accidents on the above basis but a local authority can have an additional variable for link/node reference on its local variant of STATS19, for local use, if it so chooses. If so, this information is not to be sent to DfT/SG/WG.
- D. An accident should usually be located where the first impact, at which an injury was sustained, occurred, although there may be circumstances in which the LPA feel it more appropriate to locate the accident at the point where a vehicle lost control. Where a vehicle impacts after having left the carriageway, the accident should, normally, be located at the point at which the vehicle first left the carriageway.

1.12 1st ROAD CLASS

CODES

1. Motorway
2. A(M)
3. A
4. B
5. C
6. Unclassified

NOTES

- A. Enter the code number for the class of the road on which the accident location is being recorded.
- B. For an accident at a junction, where the accident cannot clearly be allocated to one specific road, the class of the **main** road, should be the one which is entered here. The **main** road is defined as the road which has priority. For roundabouts and signal controlled junctions, the main road is the one with the highest class of all the roads entering the junction. If roads are of equal class then the road with the lowest number should be taken as the main road.
- C. It is for individual local processing authorities to decide whether or not to separately identify 'C' roads. Where this is not done, such roads should be coded 6 'Unclassified'.
- D. The Road Class for an accident occurring on a Service Road running alongside a major road should be coded according to the class of the Service Road itself (usually 'Unclassified'), not the major road.
- E. Codes 1 - 4 must be accompanied by a valid road number in 1.13 (1st Road Number).
- F. See also "Examples for coding the locations of accidents and vehicles" on page 23.

1.13 1st ROAD NUMBER

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NOTES

- A. Enter the road number of the road whose class was entered at 1.12 (1st Road Class). See 1.12 Note B where the accident cannot be clearly allocated to one specific road.
- B. If the road number contains less than four digits, leading zeros should be inserted to the left of the number (eg. A46 is coded 0046).
- C. If 1.12 is coded 5 or 6, the local processing authority will decide whether a road number is required.
- D. If 1.12 is coded 1 - 4, 1.13 must contain a valid road number.

1.14 ROAD TYPE



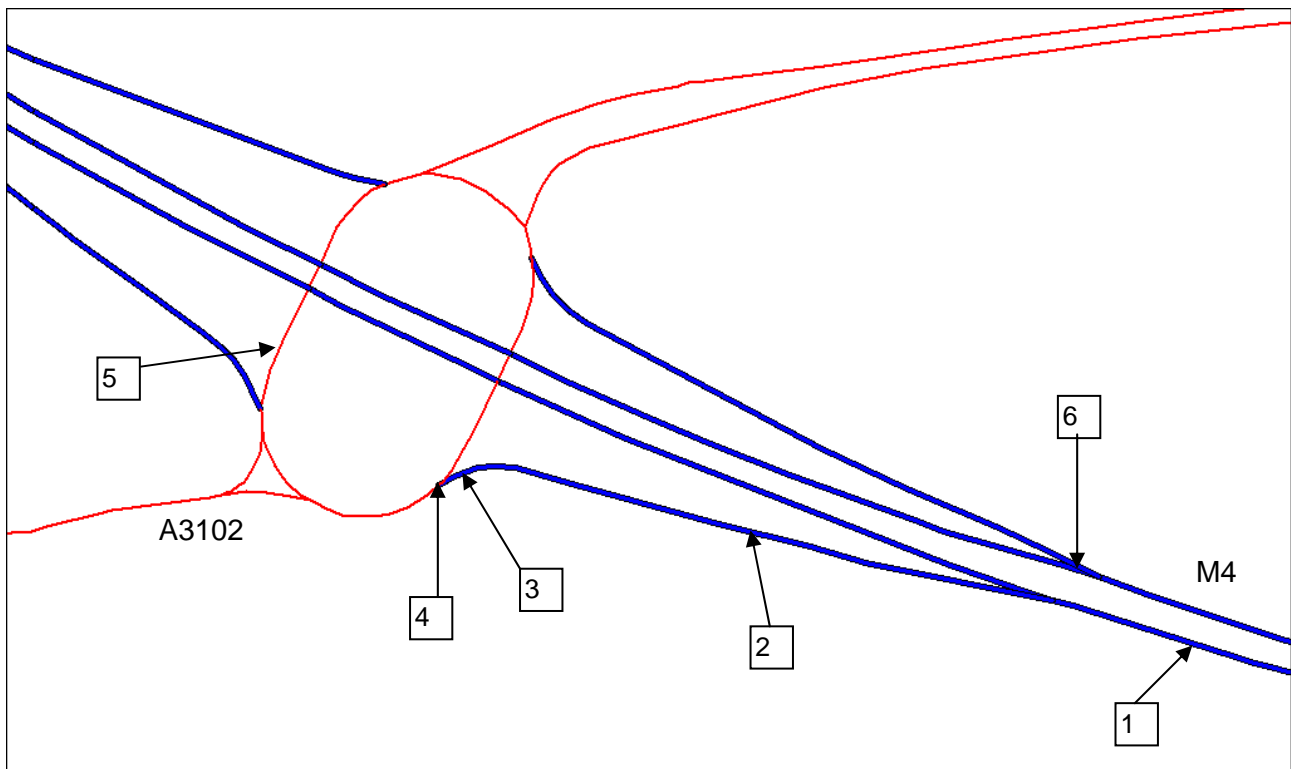
CODES

1. Roundabout
2. One way street
3. Dual carriageway
6. Single carriageway
7. Slip Road
9. Unknown

NOTES

- A. Enter the appropriate code for the road on which the accident occurred.
- B. The road type for an accident which occurs off the main carriageway (eg. footway or cycleway) should be coded as appropriate for the main carriageway. Eg. the road type for an accident occurring on a cycleway running alongside a dual carriageway should be coded 3.
- C. For junction accidents, where the road layout at the scene of the incident is different from the general road type, the code appropriate to the general road type should be used. Eg. an accident which occurs on the approach to a junction, where, for a short section, the road has a central reservation, but where the general road type is Single Carriageway, should have Road Type coded 6.
- D. Roundabout includes mini-roundabouts and large, purpose built gyratory systems. Where existing streets have been made into a one way (gyratory) system the Road Type should be coded 2.
- E. One way streets with contraflow bus or cycle lanes should be coded 3 or 6, as appropriate.
- F. Slip roads are dedicated to getting traffic from one road to another. They include roads connecting grade separated roads (i.e. roads at different levels) and "filter lanes" at non-grade separated junctions which connect two roads by avoiding a roundabout or other junction. Includes slip lanes marked by white lines at roundabouts, but which are not physically separated from the roundabout.
- G. A dual carriageway is a road in which the opposing carriageways are physically separated (eg. by a central reservation or barrier). Carriageways separated only by line markings (or no markings at all) are single.
- H. If a contraflow is on a dual carriageway due to roadworks, use code 3 as normal but enter code 4, 'Road works present' in 1.24 (Special Conditions).
- I. Code 9 'Unknown' should only be used in exceptional circumstances where no information on road type is available, or where the other Road Type codes are inappropriate.
- J. If 1.15 (Speed Limit) is coded 70, 1.14 must **not** be coded 2 or 6.

EXAMPLES FOR CODING THE LOCATIONS OF ACCIDENTS AND VEHICLES



Acc	Description	1.12	1.13	1.14	1.16	1.17	1.18	1.19	Veh	2.7	2.10
1	Veh 1 hits offside of Veh 2 whilst moving to nearside lane on main carriageway of motorway, 100 metres from junction	1	4	3	00				001	11	0
									002	18	0
2	Veh 1 crashes on exit slip road, 50m. from junction with motorway main carriageway and 50m. from roundabout	1	4	7	00				001	18	0
3	Veh 1 crashes into rear of Veh 2 which is waiting in queue on slip road, 10m from junction with roundabout	1	4	7	01	2	3	3102	001	04	1
									002	03	1
4	Veh 1 pulls out from slip road onto roundabout and hits nearside of vehicle 2	3	3102	1	01	2	1	4	001	05	4
									002	18	8
5	Veh 1 crashes into rear of Veh 2 which brakes suddenly on roundabout, more than 20m. from any entry/exit roads	3	3102	1	00				001	18	0
									002	04	0
6	Veh 1 joining main carriageway of motorway from entry slip collides with Veh 2 which is in nearside lane	1	4	3	05	4	1	4	001	12	7
									002	18	8

1.15 SPEED LIMIT (Permanent)

0		
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MPH

NOTES

- A. This applies to the general speed limit applicable to the road on which the accident occurred, not to that governing a specified class of vehicle (eg. articulated vehicle or tram), even when such a vehicle is involved.
- B. The actual limit in mph is to be entered in every case.
- C. Where a lower variable or temporary speed limit is in force (mandatory or otherwise) the normal speed limit applicable to the road, **not** the temporary one, should be entered. Possible examples include sections of roads outside schools at certain times of day, roadworks sites and sections of the M25.
- D. Speeds of under 20mph should only be used in very exceptional circumstances and the reporting officer should confirm that the accident is on a Highway ('road' in Scotland). See Section 2, pages 6 and 7.
- E. The local processing authority should query any speed limit coded other than 20, 30, 40, 50, 60 or 70mph, as to whether the accident actually occurred on the highway.

1.16 JUNCTION DETAIL

0	
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CODES

- 00. Not at or within 20 metres of junction
- 01. Roundabout
- 02. Mini roundabout
- 03. T or staggered junction
- 05. Slip road
- 06. Crossroads
- 07. Junction – more than 4 arms (not a roundabout)
- 08. Using private drive or entrance
- 09. Other junction

NOTES

- A. Junction is defined as a place where two or more roads meet (excluding where one of the roads crosses the other by a bridge or flyover) whatever the angle of the axes of the roads. The meeting point of a public highway and private drive (in use at time of accident) is a junction for this purpose.
- B. If there are two or more junctions within 20 metres of the accident, code the junction which is closest to the accident.
- C. A gap in the central reservation of a road is not a junction and should be coded 00 unless other roads join the dual carriageway at that point.
- D. Code 00 is to be used when the accident occurs more than 20 metres from a junction. Codes 01 - 09 must be used for points at or within 20 metres of a junction.
- E. 'Roundabout' includes the whole of the circular highway and sections of the roads leading into it (within 20 metres of the circular highway). Roundabout also includes sections of large gyratory systems which are within 20 metres of entrance/exit points. Where an accident occurs more than 20 metres from entrance/exit point, code 00 should be used. (See also "Examples for coding the locations of accidents and vehicles" on page 23).
- F. A 'mini-roundabout' is a roundabout having a flush or slightly raised circular marking less than 4 metres in diameter.
- G. Code 03, 'T or staggered junction' includes 3 arm junctions at which 2 roads join at an acute angle (previously known as 'Y' junction).
- H. Use code 05 'Slip road' only for accidents occurring within 20 metres of the point where a slip road (including filter lane at roundabout - See 1.14 Note F) merges with or diverges from the nearside of the main carriageway.

Accidents occurring on slip roads, within 20 metres of a roundabout should be coded 01 or 02 as appropriate. Accidents occurring on slip roads which are not within 20 metres of a junction should be coded 00.
- I. Crossroads: four arm junction where the alignments of both roads are uninterrupted whatever the angle of the crossing, and the arms are **not** staggered.
- J. Using Private Drive or entrance: **not** to be used merely to record the presence of a private drive or entrance. Only for use where the private drive or entrance is being used by a vehicle involved in the accident.

- K. Other Junction: only to be used in exceptional circumstances where the junction is not defined above.
- L. If 1.16 is coded 01 - 03 or 05 - 09, items 1.17 (Junction Control), 1.18 (2nd Road Class) and, if applicable, 1.19 (2nd Road Number) must be completed. On each vehicle record, 2.10 (Junction Location of Vehicle) must be coded 1 - 8.
- M. If 1.16 is coded 00, items 1.17, 1.18 and 1.19 must **not** contain any coded entries and 2.10 must be coded 0 for each vehicle.
- N. See also "Examples for coding the locations of accidents and vehicles" on page 23.

1.17 JUNCTION CONTROL



CODES

1. Authorised person
2. Automatic traffic signal
3. Stop sign
4. Give way or uncontrolled

NOTES

- A. To be completed for 'junction accidents' only. If item 1.16 (Junction Detail) is coded 00, leave 1.17 blank.
- B. An 'authorised person' at a junction means a police officer, traffic warden in uniform or school crossing patrol (see 1.20a - Note C) who is controlling the traffic.
- C. If an 'authorised person' is controlling the junction, even if there are traffic signals or other junction controls, code 1 'authorised person' should be entered.
- D. Where part time traffic signals are employed, use code 2 if the traffic signals were in operation at the time of the accident, and code 4 if not.
- E. On a junction where the traffic signals are out of action and where there is no authorised person in control, this variable should be coded 2, and an appropriate code to indicate the state of the traffic signals will also normally be necessary under item 1.24 (Special Conditions at Site).
- F. See also "Examples for coding the locations of accidents and vehicles" on page 23.

1.18 2nd ROAD CLASS



CODES

1. Motorway
2. A(M)
3. A
4. B
5. C
6. Unclassified

NOTES

- A. To be completed for 'junction accidents' only.
- B. Enter the class, as coded above, of the road at the junction which has not already been coded as 1st Road Class.
- C. Where, at a junction, there is more than one road to choose from for this variable (i.e. as the second road), then the road with the highest class should be chosen.
- D. It is for individual local processing authorities to decide whether or not to separately identify 'C' roads. Where this is not done, such a road should be coded 6 'Unclassified'.
- E. Where Junction Type is coded as 'Using private drive or entrance', 2nd Road Class should be coded '6 – Unclassified'.
- F. See also "Examples for coding the locations of accidents and vehicles" on page 23.

1.19 2nd ROAD NUMBER

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NOTES

- A. Enter the road number of the road whose class was entered at 1.18 (2nd Road Class).
- B. If the road number contains less than four digits, leading zeros should be inserted to the left of the number (eg. A46 is coded 0046).
- C. If 1.18 is coded 5 or 6, the local processing centre will decide whether a road number is used.
- D. If 1.18 is coded 1 - 4, 1.19 must contain a valid road number.

1.20a PEDESTRIAN CROSSING - HUMAN CONTROL



CODES

- 0. None within 50 metres
- 1. Control by school crossing patrol
- 2. Control by other authorised person

NOTES

- A. This section should be coded for every personal injury accident. If, **at the time of the accident**, there is no 'Pedestrian crossing with **human** control' within 50 metres, enter code 0.

Only record the presence of a pedestrian crossing if:

- a. a pedestrian is involved in an accident on, or within 50 metres of, a pedestrian crossing, or
 - b. the pedestrian crossing facility was within 50 metres of the accident, along the route travelled or intended to be travelled, by vehicle(s) involved in the accident, **and was considered to be a factor in the accident**, regardless of whether there was direct pedestrian involvement.
- B. Codes 1 and 2 should be used regardless of whether the human control site had a physical pedestrian crossing facility.
- C. School crossing patrol means 'lollipop' men and women in uniform, who are lawfully appointed.
- D. An 'Other authorised person' means a police officer or a traffic warden in uniform.
- E. 1.20a and 1.20b should always refer to the same site. In the unlikely event of a pedestrian crossing with human control **and** a physical pedestrian crossing facility being available at **different** sites within 50 metres of an accident (and both are deemed to have been a factor in the accident), the codes in 1.20a and 1.20b should refer to the site nearest the accident.
- F. If 1.20a is coded 1 or 2 and 1.16 (Junction Detail) is coded 00, then 1.12 (1st Road Class) must not be coded 1 or 2.
- G. See also "Examples" on page 32.

1.20b PEDESTRIAN CROSSING - PHYSICAL FACILITIES



CODES

- 0. No physical crossing facility within 50 metres
- 1. Zebra crossing
- 4. Pelican, puffin, toucan or similar non-junction pedestrian light crossing
- 5. Pedestrian phase at traffic signal junction
- 7. Footbridge or subway
- 8. Central refuge - no other controls

NOTES

- A. This section should be coded for every personal injury accident. If there was no 'Physical pedestrian crossing facility' within 50 metres of the accident, enter code 0.

Only record the presence of a pedestrian crossing if:

- a. a pedestrian is involved in an accident on, or within 50 metres of, a pedestrian crossing, or
- b. the pedestrian crossing facility was within 50 metres of the accident, along the route travelled or intended to be travelled, by vehicle(s) involved in the accident, **and was considered to be a factor in the accident**, regardless of whether there was direct pedestrian involvement.

See also "Examples" on page 32.

- B. A zebra crossing should be coded as such even if the beacons or stripes are defective.
- C. Code 4 includes any pedestrian crossing which is **not** at a junction, and has traffic lights controlling the traffic, **and** lights controlling pedestrians (or pedestrians and cyclists) crossing.
- D. 'Pedestrian phase at traffic signal junction' is any pedestrian crossing at a junction controlled by traffic lights which has an indicator light for pedestrians (or pedestrians and cyclists) only. This does **not** include normal traffic signals with pedestrian stud crossing points but no special indicator lights for pedestrians.
- E. Where a junction controlled by traffic lights has pedestrian crossings with indicator lights for pedestrians on one or more arms (or filter lanes), but no similar facilities on the other arms, allocate code 5 or 0 as appropriate to the junction arm at which (or nearest to which) the accident occurred.
- F. Where light controls are defective on a light controlled pedestrian crossing, code 4 or 5 should still be used.
- G. Code 8 'Central refuge - no other controls' should only be used when the refuge is not part of any other pedestrian crossing facility (this code is not applicable to median strips on dual carriageways).
- H. When more than one physical pedestrian crossing facility is present within 50 metres (and both/all are deemed to have been a factor in the accident), the nearest one to the accident should be coded.
- I. 1.20a and 1.20b should always refer to the same site. In the unlikely event of a pedestrian crossing with human control **and** a physical pedestrian crossing facility being available at **different** sites within 50 metres of an accident (and both are deemed to have been a factor in the accident), the codes in 1.20a and 1.20b should refer to the site nearest the accident.
- J. Raised tables/platforms are **not** to be considered as pedestrian facilities unless they are marked further as Zebra or Pelican Crossing etc.

K. If 1.20b is coded 1, 4, 5 or 8 and 1.16 (Junction Detail) is coded 00, then 1.12 (1st Road Class) must not be coded 1 or 2.

EXAMPLES

Accident Circumstance	1.20a	1.20b
Accident on road with no crossing facility, human or physical within 50m	0	0
Accident at school crossing patrol site without physical crossing facility	1	0
Accident on zebra crossing with school crossing patrol	1	1
Accident at pelican crossing - no crossing patrol or control by other auth. person	0	4
Pedestrian accident within 50m of pedestrian subway, no human control	0	7
Accident at crossroads controlled by traffic lights, no 'green man' or human control	0	0
'Shunt' accident in queue of traffic at Pelican Crossing - pedestrian not hit	0	4
Driver loses control of vehicle on bend within 50m. of Zebra crossing, but the pedestrian crossing in no way contributed to the accident	0	0
Accident at junction normally controlled by traffic lights, including 'green man' phase for pedestrians. Lights out of action - traffic controlled by police officer	2	5

1.21 LIGHT CONDITIONS



CODES

1. Daylight
4. Darkness: street lights present and lit
5. Darkness: street lights present but unlit
6. Darkness: no street lighting
7. Darkness: street lighting unknown

NOTES

- A. This section should be coded for all personal injury accidents, whether in daylight or darkness.
- B. 'Darkness' means half an hour after sunset to half an hour before sunrise. 'Daylight' means all other times.
- C. 'Street lights lit' includes instances where alternate lamps are lit. Scattered or isolated lamps which are lit should be treated as 'street lights unlit' (code 5).
- D. The distinction between 'street lights unlit' and 'no street lights' is made because it is important in assessing factors affecting accident rates.
- E. The use of code 7 should be avoided if at all possible.

1.22 WEATHER



CODES

1. Fine without high winds
2. Raining without high winds
3. Snowing without high winds
4. Fine with high winds
5. Raining with high winds
6. Snowing with high winds
7. Fog or mist - if hazard
8. Other
9. Unknown

NOTES

- A. This refers to weather conditions at the time and location of the accident.
- B. 'Fine without high winds' means any weather condition which does not have an adverse effect on driving (i.e. cannot be coded 2 - 8).
- C. 'Raining' includes drizzle, hail and sleet not tending to build up a deposit.
- D. 'Snowing' includes sleet building up a deposit.
- E. 'Fog' does not include light mists which did not constitute a driving hazard on the road where the accident occurred.
- F. The combinations of certain conditions with high winds (codes 4 - 6) should only be coded if the winds are deemed to have adversely affected driving conditions for one or more of the vehicles in the accident. The use of these codes does not imply that the high winds were a cause of the accident.
- G. If two or more codes are appropriate, enter the code of the condition which is deemed to have most adversely affected driving conditions.
- H. 'Other' should be used to indicate any other adverse weather condition which is not separately specified by the codes above. This code should be avoided if at all possible.

1.23 ROAD SURFACE CONDITION



CODES

1. Dry
2. Wet/Damp
3. Snow
4. Frost/Ice
5. Flood (surface water over 3cm deep)

NOTES

- A. This refers to the road surface condition at the time of the accident.
- B. Codes 4 and 5 do not necessarily mean that the whole carriageway was covered.

1.24 SPECIAL CONDITIONS AT SITE



CODES

- 0. None
- 1. Automatic traffic signal out
- 2. Automatic traffic signal partially defective
- 3. Permanent road signing or marking defective or obscured
- 4. Roadworks
- 5. Road surface defective
- 6. Oil or diesel
- 7. Mud

NOTES

- A. This section should be completed for every personal injury accident whether or not such conditions were considered to be contributory to the accident. Use code 0 only if there were no special conditions at the accident site.
- B. An automatic traffic signal (including a pelican/puffin/toucan crossing) is 'out' (code 1) if it is totally inoperative at the time of the accident (i.e. no light(s) whatsoever in operation). Do **not** use this code to record part time signals which are not in operation (unless there is clear evidence that the part time signals are defective).
- C. An automatic traffic signal (including a pelican/puffin/toucan crossing) is 'partially defective' when any defect not covered by Code 1 exists. (See Note B above regarding part time traffic signals).
- D. If roadworks are present and any of the other conditions are also present, code 4 is preferred if the roadworks were **hit** by at least one vehicle.

Includes accidents occurring within the coned area approaching (or immediately following) roadworks.
- E. A defective road surface (code 5) includes any obvious road surface defect, such as pot holes, cracks (but not lack of skid resistance) and surface melting, but **not** the presence of ice, snow or flood.

1.25 CARRIAGEWAY HAZARDS



CODES

- 0. None
- 1. Dislodged vehicle load in carriageway
- 2. Other object in carriageway
- 3. Involvement with previous accident
- 6. Pedestrian in carriageway - not injured
- 7. Any animal in carriageway (except ridden horse)

NOTES

- A. To be completed for all personal injury accidents. Use Code 0 only when none of the other codes apply.
- B. Codes 1, 2, 3, 6 & 7 are to be used only to indicate an object **not expected** to be found in the carriageway. They should not be used to record impact with a bollard, refuge, kerb etc., which are permanent features.
- C. Code 1 should not be used where a vehicle load has been dislodged as a result of the accident currently being coded.
- D. If a dislodged vehicle load is in the carriageway as a result of a previous accident then use code 3.
- E. If code 3 and another code apply, enter code 3.
- F. Only live animals should be coded under 7. Dead animals (or dead pedestrians) should be coded as 'other objects' (code 2).

'Animal' relates to all animals that may be construed to have been a 'Carriageway Hazard' and not just those animals defined in the road traffic act.

1.26 DID A POLICE OFFICER ATTEND THE SCENE AND OBTAIN THE DETAILS FOR THIS REPORT?

CODES

1. Yes
2. No
3. No – Accident details completed by member of the public using “self reporting” form

NOTES

- A. Code 1 should be used where a police officer attended the scene of the accident and obtained the details for this report. It is not necessary for the reporting officer to have witnessed the actual accident for code 1 to be used.
- B. Code 2 should be used in all other cases (eg. accident reported "over the counter" at a police station) where details are recorded by a police officer or member of civilian staff.
- C. Code 3 should only be used where a member of the public records details of the accident themselves using a dedicated “self reporting” form. This form may include additional “Unknown” codes in some fields.

ANNEX 2 - VEHICLE VARIABLES

2.1 RECORD TYPE

2	
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CODES

- 21. New vehicle record
- 25. Amended vehicle record

NOTES

- A. First box always coded 2 to enable vehicle records to be easily identified during computer processing and analysis at local and national levels.
- B. In second box, code 5 only to be used when a vehicle record already sent to DfT/SG/WG is to be replaced by an amended record.

2.2 POLICE FORCE

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NOTE

Repeat of Police Force code entered on the attendant circumstances record at item 1.2.

2.3 ACCIDENT REFERENCE

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NOTE

Repeat of Accident Reference on the attendant circumstances record at item 1.3.

2.4 VEHICLE REFERENCE NUMBER

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NOTES

- A. The first vehicle coded should be numbered 001 and any subsequent vehicles should be numbered in sequence.
- B. No two vehicles in an accident should have the same vehicle reference number.

2.5 TYPE OF VEHICLE

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CODES

- 01. Pedal cycle
- 02. Motorcycle 50cc and under
- 03. Motorcycle over 50cc and up to 125cc
- 04. Motorcycle over 125cc and up to 500cc
- 05. Motorcycle over 500cc
- 97. Motorcycle – unknown cc
- 23. Electric motorcycle
- 08. Taxi/Private hire car
- 09. Car
- 10. Minibus (8 - 16 passenger seats)
- 11. Bus or coach (17 or more passenger seats)
- 16. Ridden horse
- 17. Agricultural vehicle (includes diggers etc.)
- 18. Tram/Light rail
- 19. Van/Goods vehicle 3.5 tonnes maximum gross weight (mgw) and under
- 20. Goods vehicle over 3.5 tonnes and under 7.5 tonnes mgw
- 21. Goods vehicle 7.5 tonnes mgw and over
- 98. Goods vehicle – unknown weight
- 22. Mobility scooter
- 90. Other vehicle

NOTES

- A. Vehicles (other than cars or minibuses used as taxis or private hire vehicles) should be coded according to their construction and not according to their use at the time of the accident. For example, a van which is being used for the carriage of passengers should nevertheless be coded as a goods vehicle. Vehicles of the armed forces should be recorded under the heading appropriate to a civilian vehicle of the same type if there is one, otherwise they should be coded as 'Other motor vehicle' or 'Other non-motor vehicle'.
- B. Pedal cycles: this code applies to pedal cycles being ridden **in the carriageway or on a cycleway or pavement** and also applies to toy cars and toy tricycles **in the carriageway**. Toy cars and toy tricycles on the footpath should be ignored and their riders classified as pedestrians. Includes electrically assisted pedal cycles defined in the Electrically Assisted Pedal Cycles Regulations 1983 No 1168.
- C. Motorcycle includes mopeds, motor scooters, motorcycle combinations and three wheeled motorcycles. "Quad bikes" should be coded 90.
- D. "Electric motor cycle" includes all electrically powered motorcycles over 0.25 kW, whether or not they are also equipped with pedals.
- E. "Taxi" includes any vehicle operating as a hackney carriage, regardless of construction, and bearing the appropriate district council or local authority hackney carriage plates.

Vehicles operating as private hire cars (i.e. 'minicabs') may or may not bear private hire plates, but are to be coded 08 in either case.
- F. Car: includes three wheeled cars, estate cars, family vans/multi-people carriers, Land Rovers and similar four-wheel drive vehicles.
- G. Minibus: includes minibus, micro-bus, post buses and Dial-a-Bus. Minibuses equipped to carry less than 17 seated passengers should be coded 10, even if used as buses.

Minibuses equipped to carry 17 or more seated passengers should be coded 11.

- H. Bus or coach: This category is to be determined by the construction of the vehicle rather than its use. All buses or coaches equipped to carry 17 or more seated passengers should be coded 11, regardless of whether or not being used in stage operation.
- I. Agricultural vehicles (includes diggers etc.): This category will mainly include agricultural tractors (whether or not towing), mobile excavators and front dumpers. Goods vehicles used to transport agricultural produce or livestock should be coded 19, 20 or 21 as appropriate. Heavy plant such as large mobile cranes should be coded 90 'Other motor vehicle'.
- J. Goods vehicles (codes 19, 20, 21 and 98) include three-wheeled goods vehicles (provided they are not controlled by a pedestrian), tankers, HGV tractors travelling without their semi-trailers, trailers, and articulated vehicles as defined in item 2.6, but excluding caravans and 'other tows' which are not goods vehicles.

Code 19 applies to vans (including car based vans) or small goods vehicles (including pick-up trucks) which are licensed for Private and Light Goods use (PLG). Code 19 should be used for vehicles up to 3.5 tonnes maximum gross weight.

Codes 20 and 21 apply to larger vehicles licensed as over 3.5 tonnes maximum gross weight. This information can normally be determined from the 'taxable weight' on the heavy goods vehicle tax disk. If not on the tax disk the gross vehicle weight will normally be shown on a DfT plate. This is situated in the cab of a rigid or an articulated vehicle and on the nearside of the chassis of a drawbar trailer.

Use the 'maximum gross weight' or 'train weight' to determine this code. Do not use 'towing unit gross weight' or 'manufacturer's design weight'. Note that certain classes of large vehicles do not require plating tests and may not display weight on the tax disk.

- K. Mobility scooter is a powered wheelchair or scooter with a maximum unladen weight of 150 kg and a maximum speed of 8 mph.
- L. Other vehicles are types of vehicle not falling into any of the main categories. Examples are ambulances, fire engines, motor caravans, quad bikes, pedestrian controlled vehicles with a motor, refuse vehicles, road rollers, mobile cranes, tower wagons and army tanks. Also included are miscellaneous types of vehicles without a motor, other than pedal cycles. Examples are vehicles drawn by an animal, invalid carriages that are self propelled without a motor, and pedestrian controlled vehicles without a motor which are normally used on the road (eg. street barrows). Vehicles which are normally on the pavement, such as prams, should not be recorded as vehicles nor should led horses. Toy cars and toy tricycles on the pavement should not be recorded, their riders being classified as pedestrians.

Unattached, stationary caravans are not vehicles and they should be coded under Section 1.25 (Carriageway Hazards).

Some further guidance is contained in the notes of item 3.6 (Casualty Class) on page 69.

- M. Codes 01 - 09 should be prefixed with a zero (eg. 'Car' should be coded 09).
- N. The local processing authority should query any vehicle type coded 01, 02, 16, 17, 18 or 22 if 1.12 (1st Road Class) is coded 1 or 2.
- O. Code 90 should be accompanied by a description of the vehicle type in 2.5a (Other Vehicle).

2.5a OTHER VEHICLE

FREE TEXT – 50 CHARACTERS

NOTES

- A. To be completed when 2.5 (Type of Vehicle) is coded 90.
- B. This will provide more flexibility about new vehicle types coming on to the market and their involvement in accidents.

2.6 TOWING AND ARTICULATION



CODES

- 0. No tow or articulation
- 1. Articulated vehicle
- 2. Double or multiple trailer
- 3. Caravan
- 4. Single trailer
- 5. Other tow

NOTES

- A. An articulated vehicle is a tractor with a semi-trailer so constructed that a significant part of the weight of the semi-trailer is borne by the tractor. It does **not** include a tractor without its semi-trailer, which should be coded 0, nor a combination made up of a rigid vehicle and a drawbar trailer, which should be coded 4. A drawbar trailer has at least 2 axles, the front axle of which is steered by the drawbar connecting it to the drawing vehicle.

Articulated (bendy) buses should be coded 1.
- B. A double/multiple trailer should be taken to mean two or more trailers.
- C. A caravan means a two-wheeled or four-wheeled trailer designed for accommodation, or as a mobile office etc.
- D. Single trailer is any rigid vehicle towing a drawbar trailer or trailer with fixed axle(s), other than a caravan, via a rigid bar.
- E. Mobile compressors, other heavy plant and equipment, fairground and circus equipment are each to be regarded as single trailers - coded 2 or 4 if applicable.
- F. Other tow is any other towing arrangement not defined in codes 0 - 4 and includes vehicles towing by rope, and breakdown trucks towing another vehicle by crane-mounted tow or a towing bar but it specifically excludes any drawbar trailer.
- G. If 2.6 is coded 1 or 2, then 2.5 (Type of Vehicle) should be coded 11, 18, 20, 21, 90 or 98.

2.7 MANOEUVRES



CODES

- 01. Reversing
- 02. Parked
- 03. Waiting to go ahead but held up
- 04. Slowing or stopping
- 05. Moving off
- 06. U turn
- 07. Turning left
- 08. Waiting to turn left
- 09. Turning right
- 10. Waiting to turn right
- 11. Changing lane to left
- 12. Changing lane to right
- 13. Overtaking moving vehicle on its offside
- 14. Overtaking stationary vehicle on its offside
- 15. Overtaking on nearside
- 16. Going ahead left hand bend
- 17. Going ahead right hand bend
- 18. Going ahead other

NOTES

- A. This refers to actions immediately before the accident.
- B. A vehicle in the process of parking should be coded 01 or 04 as appropriate, not 02.
- C. A bus/coach stationary at a bus stop should be coded as 'Parked', code 02.
- D. A vehicle moving across the road to park on the offside should be coded 12, even if lanes are not marked.

Code 12 also includes vehicles merging from a slip road.
- E. Code 14 should include where:
 - i. the vehicle being overtaken on the offside is temporarily held up;
 - ii. a parked vehicle is being overtaken on the offside and a vehicle record has been produced for that parked vehicle (i.e. the parked vehicle is deemed to have been contributory to the accident).
- F. Code 15 should be used where the vehicle being overtaken is parked (see Note E(ii) above), broken down, temporarily held up or moving.
- G. Codes 01 - 09 should be prefixed with a zero (eg. 'Moving off' should be coded 05).
- H. See also "Examples for coding the locations of accidents and vehicles" on page 23.

2.8 VEHICLE MOVEMENT COMPASS POINT

From To

CODES

1. North
 2. North east
 3. East
 4. South east
 5. South
 6. South west
 7. West
 8. North west
00. Parked

NOTES

- A. These codes should reflect true compass directions.
- B. The 'from' box gives the direction from which the vehicle had come prior to the accident.
- C. The 'to' box gives the **intended** direction of the vehicle had there not been an accident.
- D. U turns: these are coded with the same code 'from' and 'to' (eg. a vehicle travelling from north and making a U turn will be coded 11).
- E. Stationary vehicles waiting to turn, or to go ahead, should be coded as if they were moving vehicles.
- F. Roundabouts: code both directions as if no roundabout were present (i.e. as if going straight ahead or turning, or intending to turn, left or right).
- G. Vehicles reversing (for whatever reason) shall be coded as if their intended direction was that in which they were reversing (eg. A vehicle reversing on the hard shoulder of the northbound carriageway of a dual carriageway should be coded as From North – To South).

2.9 VEHICLE LOCATION AT TIME OF ACCIDENT - RESTRICTED LANE / AWAY FROM MAIN CARRIAGEWAY

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CODES

- 00. On main carriageway - not in restricted lane
- 01. Tram/Light rail track
- 02. Bus lane
- 03. Busway (including guided busway)
- 04. Cycle lane (on main carriageway)
- 05. Cycleway or shared use footway (not part of main carriageway)
- 06. On lay-by or hard shoulder
- 07. Entering lay-by or hard shoulder
- 08. Leaving lay-by or hard shoulder
- 09. Footway (pavement)

NOTES

- A. Tram/Light rail track: Accidents occurring on tram/light rail track, where track forms part of the highway. This includes sections where the track forms part of the highway, but is segregated from the main carriageway for tram use only.

Accident does not necessarily have to involve tram or light rail vehicle.
- B. Bus lane: Lane marked off within main carriageway for use by buses (and possibly other permitted vehicles such as taxis and pedal cycles). Code 02 should be used even if lane restriction was not in force at the time of the accident.
- C. Busway: Section of highway segregated from main carriageway, for use by buses (including guided buses), and possibly other permitted vehicles such as taxis and pedal cycles.
- D. Cycle lane: Lane (advisory or mandatory) marked off within main carriageway for use by pedal cycles only.
- E. Cycleway: Forms part of the highway (road in Scotland) but is not part of the main carriageway. Includes shared use on footway (pavement) whether or not separated by white line.
- F. Footway (pavement): Footway, for use by pedestrians only, which forms part of the highway but is separated from the main carriageway. Includes grass verges.
- G. Other restricted lanes within the main carriageway, not listed above, (eg. for high occupancy vehicles or goods vehicles) should be coded 02.
- H. Vehicles involved in accidents on the hard shoulder **when it is being used as a running lane**, should be coded 00.
- I. If code 07 or 08 is used (Leaving or Entering lay-by or hard shoulder) then 2.7 (Manoeuvres) for this vehicle should not be coded 08 or 10 ('Waiting to turn left or right'). The manoeuvres usually associated with Leaving or Entering lay-by or hard shoulder include '04 - Slowing or stopping', '05 - Moving off', '11 or 12 - Changing lane to left or right' or '07 or 09 - Turning left or right', although other manoeuvres may be used where appropriate. Where a vehicle is waiting to leave a lay by or hard shoulder, code 06 - 'On lay-by or hard shoulder' should be used.
- J. If 1.12 (1st Road Class) is coded 1 or 2 then 2.9 must be coded 00, 02 or 05 - 08.

2.10 JUNCTION LOCATION OF VEHICLE



CODES

0. Not at, or within 20 metres of, junction
1. Approaching junction or waiting/parked at junction approach
2. Cleared junction or waiting/parked at junction exit
3. Leaving roundabout
4. Entering roundabout
5. Leaving main road
6. Entering main road
7. Entering from slip road
8. Mid junction - on roundabout or on main road

NOTES

- A. Codes 1 and 2 include vehicles waiting in a queue. Use code 0 if accident occurs in queue more than 20 metres from junction.
- B. Code 3 includes late lane changes immediately prior to leaving roundabout.
- C. Codes 4 and 6 only apply to vehicles attempting to enter the circulatory part of the roundabout or the main road. Code 1 should be used for vehicles waiting to enter the roundabout/main road.
- D. Code 5 includes vehicles leaving the main road on to a slip road.
- E. Mid junction (code 8) is defined as the area contained within the junction markings (eg. stop line/give way lines etc.). Where there are no markings, the middle of a junction is the area contained by extending kerb lines across the mouth of the roads meeting at the junction.
- F. Code 8 includes vehicles in the middle of the junction which are waiting to leave the main road (eg. waiting to turn right).
- G. If 1.16 (Junction Detail) is coded 01 - 09, then 2.10 **must** be coded 1 - 8. If 1.16 is coded 00, 2.10 must be coded 0.
- H. See also "Examples for coding the locations of accidents and vehicles" on page 23.

2.11 SKIDDING AND OVERTURNING



CODES

- 0. No skidding, jack-knifing or overturning
- 1. Skidded
- 2. Skidded and overturned
- 3. Jack-knifed
- 4. Jack-knifed and overturned
- 5. Overturned

NOTES

- A. 'Jack-knifed' should be entered in preference to 'skidded' when both apply.
- B. 'Skidded' or 'Jack-knifed' should be entered, where appropriate, irrespective of whether it is considered to have been a cause or a result of the accident.
- C. A vehicle which, as a result of the accident, was at any time on its roof, side, front or rear should be recorded as having overturned, even though it may have come to rest on its wheels. Two-wheeled motor vehicles and pedal cycles should only be coded 0 or 1. Such a vehicle is not regarded as 'overturned' when lying on its side.
- D. If 2.11 is coded 3 or 4, variable 2.6 (Towing and Articulation) **must** be coded 1 - 5 for that vehicle.

2.12 HIT OBJECT IN CARRIAGEWAY



CODES

- 00. None
- 01. Previous accident
- 02. Roadworks
- 04. Parked vehicle
- 05. Bridge - roof
- 06. Bridge - side
- 07. Bollard/Refuge
- 08. Open door of vehicle
- 09. Central island of roundabout
- 10. Kerb
- 11. Other object
- 12. Any animal (except ridden horse)

NOTES

- A. If more than one of the items above are hit, the code selected should be the one which the vehicle hit first.
- B. Kerb includes build out within traffic calming schemes. Road humps, speed cushions and similar traffic calming features should **not** be recorded under 2.12.
- C. Code 11 includes pedestrians which were dead before they were hit, but otherwise **excludes pedestrians** or anything recorded elsewhere as a vehicle.
- D. Code 12 excludes animals pulling vehicles (eg. horse and trap).

'Animal' relates to all animals that may be construed to have been a 'Carriageway Hazard' and not just those animals defined in the road traffic act.
- E. If 2.12 is coded 11, item 1.25 (Carriageway Hazards) must **not** be coded 0.
- F. If any vehicle runs into vehicle(s) which were involved in a previous accident, use code 01.

If a vehicle runs into debris associated with a previous accident or takes avoiding action and hits another object in the carriageway, code 02 - 12 as appropriate, and use code 3 for variable 1.25.

If 2.12 is coded 01, 1.25 must be coded 3.
- G. If any vehicle is involved with roadworks (Code 02) then 1.24 (Special Conditions at Site) should be coded 4.
- H. If 2.12 is coded 09 then 1.16 (Junction Detail) must be coded 1 or 2.
- I. Codes 1 - 9 should be prefixed with a zero (eg. 'Roadworks' Code 02).

2.13 VEHICLE LEAVING CARRIAGEWAY



CODES

0. Did not leave carriageway
1. Left carriageway nearside
2. Left carriageway nearside and rebounded
3. Left carriageway straight ahead at junction
4. Left carriageway offside onto central reservation
5. Left carriageway offside onto central reservation and rebounded
6. Left carriageway offside and crossed central reservation
7. Left carriageway offside
8. Left carriageway offside and rebounded

NOTES

- A. If a vehicle leaves the carriageway more than once, record the first occurrence.
- B. Enter Code 0 if any vehicle hit the kerb and rebounded.
- C. Code 3 applies to 'T' or staggered junctions where a vehicle on the minor road crossed the main road and left the carriageway opposite its approach road.
- D. Codes 7 and 8 should not be used for dual carriageways.
- E. A vehicle is 'Leaving the carriageway' when the vehicle reaches (temporarily or permanently) a position such that one or more of its wheels are on (or beyond) the limit of the carriageway in which it was originally travelling. This includes entering a separated busway or cycleway but **not** simply crossing a white line to enter a bus or cycle lane
- F. The hard shoulder should be treated as part of the carriageway.
- G. Footways are **not** part of the carriageway (eg. a vehicle leaving the carriageway nearside on to the footway should be coded 1).
- H. Hitting the centre of a roundabout constitutes having left carriageway offside and should be coded 7 or 8 as appropriate.
- I. If a vehicle hits a central reservation (code 4, 5 or 6), then 1.14 (Road Type) must be coded 3 'Dual carriageway'.
- J. Rebounded (Codes 2, 5 and 8) means returned after hitting something (eg. the central reservation, road furniture, parked vehicles etc). If this item is coded 2, 5 or 8 then 2.14 must refer to what the vehicle hit initially and cannot, therefore, be coded 00, 08 or 09.
- K. Pedal cycles away from the carriageway (eg. on cycleway or shared use footway) should be coded 0 in all cases.

2.14 FIRST OBJECT HIT OFF CARRIAGEWAY



CODES

- 00. None
- 01. Road sign/Traffic signal
- 02. Lamp post
- 03. Telegraph pole/Electricity pole
- 04. Tree
- 05. Bus stop/Bus shelter
- 06. Central crash barrier
- 07. Nearside or offside crash barrier
- 08. Submerged in water (completely)
- 09. Entered ditch
- 11. Wall or fence
- 10. Other permanent object

NOTES

- A. If more than one of the items above are hit, the code selected should be the one the vehicle hit first.
- B. If pedestrian railings or grass or other bank are hit, then Code 10 should be used.
- C. If any vehicle is involved with a bus stop (Code 05), item 1.12 (1st Road Class) cannot be 'Motorway' (code 1 or 2).
- D. If any vehicle is involved with a central crash barrier (Code 06) then 1.14 (Road Type) should be coded 3 'Dual carriageway'.
- E. Codes 0 - 9 should be prefixed with a zero (eg. 'Lamp post' Code 02).

2.16 FIRST POINT OF IMPACT



CODES

- 0. Did not impact
- 1. Front
- 2. Back
- 3. Offside
- 4. Nearside

NOTES

- A. This should be the first point to come into contact with another vehicle, pedestrian or other object. Damage to the vehicle need not have occurred.
- B. If a vehicle stops suddenly to avoid another vehicle/pedestrian/object in road, but there is no impact, then enter code 0.

2.21 SEX OF DRIVER

CODES

1. Male
2. Female
3. Not known

NOTES

- A. Code 3 'Not traced' should be used in the case of a 'hit and run' driver, or where the police are unable to trace the driver of the vehicle. However, where this information becomes available later (eg. where a 'hit and run' driver is pursued and caught), it should be entered.
- B. If a driver is injured, then the sex entered here must be repeated in item 3.7 (Sex of Casualty) for the driver casualty record for this vehicle.

2.22 AGE OF DRIVER

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NOTES

- A. Where an exact age at last birthday is not known, **enter an estimate**.
- B. Enter age in **years**, ignoring additional months. Unused spaces to the left of the age should be coded 0 (eg. for child cyclist aged 9 years 11 months, enter 009).
- C. Leave blank if it is not possible to make a reasonable estimate. **Do not enter 000, 099 or 999 to indicate 'not known'**.
- D. This data should be entered even if the driver is not injured.
- E. A blank is acceptable if the driver was 'hit and run', or if the vehicle was parked and unattended. However, where this information becomes available later (eg. where a 'hit and run' driver is pursued and caught), it should be entered.
- F. If a driver is injured, then the age entered here must be repeated in item 3.8 (Age of Casualty) for the driver casualty record for this vehicle.
- G. If 2.5 (Vehicle Type) is coded 02 - 05, 08 - 11, 17 - 21, 23, 97 or 98 then the local processing authority should query the driver age if this is under 16.

2.23 BREATH TEST



CODES

- 0. Not applicable
- 1. Positive
- 2. Negative
- 3. Not requested
- 4. Refused to provide
- 5. Driver not contacted at time of accident
- 6. Not provided (medical reasons)

NOTES

- A. This item refers to breath tests required under sections 6(1) or 6(2) of the Road Traffic Act 1988, but not to those required under section 7 of the Act, from persons arrested under sections 6(5) or section 4(6) of the Act. If the breath test required under sections 6(1) or 6(2) is positive, it should be so reported irrespective of whether a possible second breath test under section 7 or a blood or urine test confirms or contradicts the results of the first breath test.
- B. 'Not applicable' should **only** be used to cover pedal cyclists and other non-motor vehicle drivers to whom the legislation does not apply (i.e. any conditions not referred to in Sections 6(1) or 6(2) of the Road Traffic Act 1988).
- C. 'Not requested' should be used where it was decided not to require a breath test.
- D. 'Refused to provide' should be used where a driver refuses a breath test, irrespective of whether prosecution follows or not.
- E. 'Not contacted' should be used when a driver, from whom a test may be required, absents himself from the scene of the accident, or where the police do not attend the accident scene. Also includes vehicles which are parked and unattended.
- F. 'Not provided (medical reasons)' includes cases in which a hospital doctor or paramedic objected to the breath test and cases in which injury (including death) or circumstances rendered a breath test impracticable. Where code 6 and code 0 both apply, use code 0.
- G. If 2.5 (Vehicle Type) is coded 02 - 05, 08 - 11, 17 - 21, 23, 97 or 98 then 2.23 must not be coded 0.

2.24 HIT AND RUN



CODES

- 0. Other
- 1. Hit and run
- 2. Non-stop vehicle, not hit

NOTES

- A. 'Other' is to be coded when a vehicle, whether in, or contributing to the accident, stops at the scene of the accident and vehicle/driver data is obtainable.
- B. Where 'Hit and run' is used, it is likely that most information about the vehicle and its driver will be unknown. However, where this information becomes available later (eg. where a 'hit and run driver' is pursued and caught), it should be entered in the appropriate boxes elsewhere on STATS19.
- C. 'Non-stop vehicle, not hit' includes those cases where a vehicle was involved in, or contributory to, an accident, but did not or was not hit, and then left the scene of the accident so that little information is known for either the vehicle or its driver. Such a vehicle **cannot** be described as a 'hit and run' as the driver may be unaware of the accident.

2.26 VEHICLE REGISTRATION MARK

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NOTES

- A. The Vehicle Registration Mark (VRM) of all motor vehicles involved in a personal injury accident should be reported with the following exceptions:
 - i. foreign or diplomatic vehicles;
 - ii. military vehicles;
 - iii. vehicles displaying trade plates.

- B. For the vehicles listed in Note A above and for vehicles for which the registration is unknown or for which a registration mark is not required, the boxes should be left blank.

- C. Blank spaces in the middle of a VRM containing less than seven characters, should be removed.

- D. Where the VRM is less than seven characters long, it should be **left justified**, and the remaining boxes left blank.

EXAMPLE:

A	1	2	B	C	D	
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2.27 DRIVER HOME POSTCODE

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DRIVER HOME POSTCODE or one of the following CODES

1. Unknown
2. Non-UK resident
3. Parked and unattended

NOTES

- A. Complete as far as possible if full postcode not known.
- B. Special codes should be inserted in left hand box.
- C. If the postcode is not immediately available, leave blank.
- D. Students living away from home should give the postcode for their temporary address during term time and for their permanent address at all other times.

2.29 JOURNEY PURPOSE OF DRIVER/RIDER



CODES

1. Journey as part of work
2. Commuting to/from work
3. Taking pupil to/from school
4. Pupil riding to/from school
5. Other
6. Not known

NOTES

- A. Include under codes 3 and 4 only journeys in which school pupils up to and including 16 years of age are travelling, or being taken, to or from school. Enter code 5 in all other cases. Pre-school playgroups should be regarded as schools for this purpose.
- B. Where a journey has more than one purpose, enter the code relevant to the journey purpose at the time at which the accident occurred. For example, the journey purpose in an accident involving a parent travelling to work and taking a child to school should be coded 3 if the child is in or leaving the vehicle when the accident occurs, but should be coded 2 if the accident occurs after the child has alighted from the vehicle.
- C. A driver/rider involved in an accident whilst travelling to school to collect a pupil, or returning home after having taken a pupil to school, should be coded 3, if this is the only purpose for the journey.
- D. Enter code 1 for bus or taxi drivers transporting children to/from school.
- E. Enter code 5 for all known journeys other than those relating to work or to taking children to/from school.
- F. If the driver/rider is not available to be asked then the journey purpose should be coded 6.
- G. A commuting journey to be coded 2 is the journey made to get to work at the beginning of each working day or shift, or the journey made after work to get home from work.
- H. Codes 3 and 4 include journeys to/from pre-school or after-school activities **based at the school** but exclude journeys made to/from school activities which are not based at the school itself. Journeys between school and childcare organisation/childminder are included, but journeys between childcare and the pupil's home are not.

2.35 WAS VEHICLE LEFT HAND DRIVE?

CODES

- 1. No
- 2. Yes

NOTES

- A. Enter Code 1 (No) for pedal cycles, motor cycles, ridden horses, mobility scooters and all other vehicles for which Left Hand Drive is not an option.

ANNEX 3 - CASUALTY VARIABLES

3.1 RECORD TYPE

3	
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CODES

- 31. New casualty record
- 35. Amended casualty record

NOTES

- A. First box always coded 3 to enable casualty records to be easily identified during computer processing and analysis at local and national levels.
- B. In second box, code 5 only to be used when a casualty record already sent to DfT/SG/WG is to be replaced by an amended record.

3.2 POLICE FORCE

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NOTE

Repeat of Police Force code entered on the attendant circumstances record at item 1.2.

3.3 ACCIDENT REFERENCE

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NOTE

Repeat of Accident Reference on the attendant circumstances record at item 1.3.

3.4 VEHICLE REFERENCE NUMBER

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NOTES

- A. Repeat of vehicle reference number on the associated vehicle record at item 2.4.
- B. A casualty record for a vehicle occupant should quote the vehicle reference number of the vehicle which the casualty occupied.
- C. A pedestrian casualty record should quote the vehicle reference number of the vehicle by which the pedestrian was first hit.

3.5 CASUALTY REFERENCE NUMBER

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NOTES

- A. The first casualty coded should be numbered 001 and the subsequent casualties should be numbered in sequence.
- B. No two casualties in an accident should have the same casualty reference number.

3.6 CASUALTY CLASS



CODES

1. Driver or rider
2. Vehicle or pillion passenger
3. Pedestrian

NOTES

- A. Code 1 includes a person riding a toy cycle, tricycle or pedal car **on the carriageway**, and the rider of a tandem bicycle who is controlling the machine. Code 1 also includes the riders of micro scooters with petrol engines or electric motors.

A person who, having been in control of a vehicle, falls from it (or is injured in the course of dismounting from it), should be recorded as 'Driver or rider' of that vehicle.

There must be a maximum of one casualty coded as driver for each related vehicle.

- B. Code 2 includes any occupant of a tandem bicycle who is not controlling the machine, and passengers on combination machines whether occupying sidecar or pillion. Persons riding on the roof, boot or bonnet of a vehicle and persons injured in the course of alighting or dismounting from a vehicle, should also be coded 2. Code 2 also includes a child who releases a vehicle's hand brake.

- C. Code 3 includes:

- i. person on a toy scooter, roller skates or skateboard;
- ii. person riding a toy cycle, tricycle or pedal car **on the footpath**;
- iii. person wheeling or holding a bicycle (whether on footpath or road);
- iv. person pushing or pulling a vehicle or operating a pedestrian controlled vehicle;
- v. person leading or herding animals;
- vi. occupant of a pram or pushchair;
- vii. a driver or passenger who has alighted safely from a vehicle and then sustains injury in an accident, whether injured by his own or some other vehicle;
- viii. person other than a cyclist holding on to the back of a vehicle (eg. on roller skates);
- ix. a person involved in an accident **after safely alighting from** a bus/coach and who is injured by some other vehicle (which would then be recorded as the vehicle involved).
- x. a person injured away from the highway (eg. in house or garden) by a vehicle which has lost control on the highway.

- D. A pedal cyclist riding across a pedestrian (or toucan) crossing should be coded 1.

- E. If 3.6 is coded 3, then 3.10 (Pedestrian Location) must be coded 01 - 10, 3.11 (Pedestrian Movement) must be coded 1 - 9, and 3.12 (Pedestrian Direction) must be coded 0 - 9.

3.7 SEX OF CASUALTY

CODES

1. Male
2. Female

NOTE

If the casualty is a driver, then the sex entered here must be the same as that in item 2.21 (Sex of Driver) for the driver.

3.8 AGE OF CASUALTY

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NOTES

- A. Where an exact age at last birthday is not known, **enter a reasonable estimate.**
If no estimate is made it will not be possible to classify the casualty as even child or adult. Thus every effort should be made to estimate an age.
- B. Enter age in **years**, ignoring additional months (eg. an 11 month old baby is 000 years).
- C. Unused spaces to the left of the age should be coded 0 (eg. for a child casualty aged 9 years, enter 009).
- D. Leave blank if it is not possible to make a reasonable estimate. **Do not enter 000, 099 or 999 to indicate 'not known'.**
- E. If the casualty is a driver, then the age entered here must be the same as that in item 2.22 (Age of Driver) for the driver.

3.9 SEVERITY OF CASUALTY



CODES

1. Fatal
2. Serious
3. Slight

NOTES

- A. 'Fatal' injury includes only those cases where death occurs in less than 30 days as a result of the accident. 'Fatal' does not include death from **natural causes or suicide** (see Section 4.1 on Page 9).

Where a person is injured in a road accident and dies subsequently, but death is not deemed to be directly related to the injuries sustained in the accident, casualty severity should be based on the injuries initially sustained (eg. casualties admitted to hospital following an accident but then contracting MSRA virus).

- B. Examples of 'Serious' injury are:

Broken neck or back
Severe head injury, unconscious
Severe chest injury, any difficulty breathing
Internal injuries
Multiple severe injuries, unconscious
Loss of arm or leg (or part)
Other chest injury, not bruising
Deep penetrating wound
Fracture
Deep cuts/lacerations
Other head injury
Crushing
Burns (excluding friction burns)
Concussion
Severe general shock requiring hospital treatment
Detention in hospital as an in-patient, either immediately or later
Injuries to casualties who die 30 or more days after the accident from injuries sustained in that accident.

- C. Examples of 'Slight' injury are:

Whiplash or neck pain
Shallow cuts/lacerations/abrasions
Sprains and strains (not necessarily requiring medical treatment)
Bruising
Slight shock requiring roadside attention.

(Persons who are merely shaken and who have no other injury should not be included unless they receive or appear to need medical treatment).

3.10 PEDESTRIAN LOCATION

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CODES

- 01. In carriageway, crossing on pedestrian crossing facility
- 02. In carriageway, crossing within zig-zag lines at crossing approach
- 03. In carriageway, crossing within zig-zag lines at crossing exit
- 04. In carriageway, crossing elsewhere within 50 metres of pedestrian crossing
- 05. In carriageway, crossing elsewhere
- 06. On footway or verge
- 07. On refuge, central island or central reservation
- 08. In centre of carriageway, not on refuge, central island or central reservation
- 09. In carriageway, not crossing
- 10. Unknown or other

NOTES

- A. If the casualty was not a pedestrian, leave these boxes blank.
- B. Codes 02 and 03 are only applicable to zebra and pelican/puffin/toucan crossings.
- C. A 'pedestrian crossing the road' is defined as one wholly or partly on the carriageway who has the intention to cross from one footway to another, or to a central reservation or refuge.
- D. If there is conflict between codes 05 and 08, enter code 05.
- E. If 3.10 is coded 01 or 04, then either 1.20a (Pedestrian Crossing - Human Control) must be coded 1 or 2, **or** 1.20b (Pedestrian Crossing - Physical Facilities) must be coded 1, 4, 5, 7 or 8.

If 3.10 is coded 02 or 03 then 1.20b must be coded 1 or 4.
- F. If 3.10 is left blank, then 3.6 (Casualty Class) must be coded 1 or 2.
- G. Codes 1 - 9 should be prefixed with zero (eg. 'In carriageway, crossing elsewhere' code 05).

3.11 PEDESTRIAN MOVEMENT



CODES

1. Crossing from driver's nearside
2. Crossing from driver's nearside - masked by parked or stationary vehicle
3. Crossing from driver's offside
4. Crossing from driver's offside - masked by parked or stationary vehicle
5. In carriageway, stationary - not crossing (standing or playing)
6. In carriageway, stationary - not crossing (standing or playing), masked by parked or stationary vehicle
7. Walking along in carriageway - facing traffic
8. Walking along in carriageway - back to traffic
9. Unknown or other

NOTES

- A. If the casualty was not a pedestrian, leave this box blank.
- B. In codes 1 - 4 'driver' means driver of vehicle which injured the pedestrian. Where a pedestrian was struck by more than one vehicle, this should be the driver of the first vehicle.
- C. In codes 5 and 6, include person **lying** in the carriageway, (eg. drunk) and people who were not moving in any clearly defined manner immediately prior to the accident.
- D. Where 3.10 (Pedestrian Location) is coded 06 'On footway or verge', or where the pedestrian is not in the carriageway, 3.11 should be coded 9 'Unknown or other'.
- E. If 3.11 is left blank, then 3.6 (Casualty Class) must be coded 1 or 2.
- F. If 3.11 is coded 1 - 4, then 3.10 (Pedestrian Location) should not be coded 06 or 09.
- G. If 3.11 is coded 5 - 8, then 3.10 should not be coded 01 - 05.

3.12 PEDESTRIAN DIRECTION



COMPASS POINT BOUND

CODES

- 0. Standing still
- 1. North
- 2. North east
- 3. East
- 4. South east
- 5. South
- 6. South west
- 7. West
- 8. North west
- 9. Unknown

NOTES

- A. If the casualty was not a pedestrian, leave this box blank.
- B. The actual, or intended, direction of travel of the pedestrian should be coded using one of the above codes, or the nearest approximation, where the direction of travel did not fall exactly on one of the given directions.
- C. A rough sketch plan of the accident scene is recommended, followed by checking on a suitable map to verify directions. Using the general direction of a road will not be appropriate in most cases.
- D. Code 9 should be avoided if at all possible.
- E. If 3.12 is left blank, then 3.6 (Casualty Class) must be coded 1 or 2.

3.14 SEAT BELT IN USE



CODES

- 0. Not applicable
- 1. Worn and independently confirmed
- 2. Worn but not independently confirmed
- 3. Not worn
- 4. Unknown

NOTE

This information is only required for casualties in fatal accidents, who are occupants of vehicles in which the wearing of seat belts is mandatory. LPAs may choose to collect this data for all casualty severities if preferred.

3.15 CAR PASSENGER



CODES

- 0. Not a car passenger
- 1. Front seat passenger
- 2. Rear seat passenger

NOTES

- A. This is intended to be used only in respect of car and taxi/private hire **passenger** casualties to show whether they were in a front or rear seat. The code to be entered is to be related to the seat which the casualty occupied immediately prior to the accident.
- B. Car drivers should be coded 0.
- C. Car, includes all vehicles within codes 08 and 09 of 2.5 (Type of Vehicle).
- D. Casualties who were riding on the outside of the vehicle should be coded as front seat passengers.
- E. Casualties in the middle row of family vans/multi-people carriers should be coded 2. This also applies to passengers in minibuses which are used as taxis or private hire vehicles.
- F. If variable 2.5 (Type of Vehicle) is coded 08 or 09 and 3.6 (Casualty Class) is coded 2, then 3.15 must be coded 1 or 2.

3.16 BUS OR COACH PASSENGER



CODES

- 0. Not a bus or coach passenger
- 1. Boarding
- 2. Alighting
- 3. Standing passenger
- 4. Seated passenger

NOTES

- A. Bus or Coach includes all vehicles within 2.5 (Type of Vehicle) code 11 (i.e. buses, coaches, minibuses equipped to carry 17 or more seated passengers).
- B. A person involved in an accident after safely alighting from a bus or coach should be classed as a **pedestrian** (i.e. code 0), and the bus or coach should only be recorded if it was subsequently involved in the accident.
- C. A person who falls from a bus or coach, or is boarding (code 1) or alighting (code 2) and is struck by another vehicle, should be recorded as a passenger, and the bus/coach should then be recorded as a vehicle involved. Codes 1 and 2 should **only** be used to indicate that the casualty was actually engaged in boarding or alighting from a bus/coach. They should **not** be used if the injured person was inside the vehicle passenger compartment either moving to alight or moving to a seat after boarding. Code 3 should be used in these circumstances (the injury will normally occur when the casualty is in the vicinity of the platform or doors).
- D. Codes 3 and 4 are to be used for passengers of a bus or coach injured other than when they were boarding or alighting.
- E. If variable 2.5 (Type of Vehicle) is coded 11 and 3.6 (Casualty Class) is coded 2, then 3.16 must be coded 1 - 4.

3.18 CASUALTY HOME POSTCODE

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CASUALTY HOME POSTCODE or one of the following CODES

1. Unknown
2. Non-UK resident

NOTES

- A. Complete as far as possible if full postcode not known.
- B. Special codes should be inserted in left hand box.
- C. If the postcode is not immediately available, leave blank.
- D. Students living away from home should give the postcode for their temporary address during term time and for their permanent address at all other times.

3.19 PEDESTRIAN ROAD MAINTENANCE WORKER

CODES

- 0. Not applicable
- 1. Yes
- 2. Not known

NOTES

- A. If the casualty was not a pedestrian, leave this box blank.
- B. Code 1 applies to road maintenance workers at, or within the coned area approaching (or immediately following), roadworks, whether or not they were actively engaged in road maintenance activities when the accident occurred.
- C. Code 0 applies to all other pedestrians.

3.20 CYCLE HELMET WORN

CODES

- 0. Not a cyclist
- 1. Yes
- 2. No
- 3. Not known

NOTES

- A. Codes 1 - 3 only apply to pedal cyclists.
- B. If the helmet was worn but was not strapped up, use Code 2.

ANNEX 4 - CONTRIBUTORY FACTORS

Contributory Factors should only be completed for accidents which were attended by a police officer.

ROAD ENVIRONMENT CONTRIBUTED

Codes 101 – 110 should be used where the road itself, or related street furniture, is deemed to have contributed to the accident. This includes animals or objects in the carriageway.

Use codes 702 - 704 where the road environment is linked to visibility problems or codes 801 - 810 where a pedestrian in the carriageway contributed to the accident.

The reporting officer should identify the vehicle (or in exceptional circumstances, the pedestrian) to which the code applies. Wherever possible, the reporting officer should identify the one participant to which the code most applies. Only where two or more vehicles are equally affected by the same code should that code be attributed to more than one vehicle.

INDIVIDUAL CODES

101 Poor or defective road surface

Includes any obvious road surface defect such as potholes and cracks. Also includes roads where a worn surface or poor skid resistance is thought to have contributed to the accident.

102 Deposit on road (eg. oil, mud, chippings)

Include any deposit arising from human (or animal) activity which has made sections of the road surface slippery or which has caused traction control problems for a vehicle.

103 Slippery road (due to weather)

To be used where the weather has caused the road surface to become slippery. This will be, mainly, wet or icy roads but will also include roads which are slippery because of melting tarmac.

104 Inadequate or masked signs or road markings

The warning or directional road signs or road markings, at the accident location, could not be clearly seen or read.

Includes road signs which are obscured by trees/vegetation or where the sign is unreadable due to glare or poor condition. Also includes road markings which have been worn away or covered by snow.

This code should also be used where the size, siting or lack of road signs or markings contributed to the accident.

105 Defective traffic signals

A totally, or partially, defective automatic traffic signal contributed to the accident.

Includes traffic signals which have previously been damaged by vehicle impact and have become misaligned.

Part-time signals outside the times of normal operation (and, therefore, not illuminated) should not be regarded as defective.

106 Traffic calming (eg. speed cushions, road humps, chicanes)

To be included where any traffic calming measure has contributed to the accident.

107 Temporary road layout (eg. contraflow)

Includes contraflow sections on dual carriageways, single alternate line working at roadworks on two way roads and all other locations where a temporary road layout has contributed towards an accident

108 Road layout (eg. bend, hill, narrow carriageway)

Use this code where the permanent layout of the road has contributed to the accident, including narrow lanes on dual carriageways and/or adverse camber.

This code is likely to be used often in conjunction with other codes (eg. loss of control on bend or poor driver behaviour on narrow road).

This code should **not** be used where the road layout contributed to a **visibility** problem and in such cases use the appropriate code from the group headed 'Vision affected by' (codes 701 to 710).

109 Animal or object in carriageway

'Animal' includes any animal (not just those defined in the Road Traffic Act) which contributed to the accident, whether or not the animal was hit. Excludes ridden horses and animals pulling vehicles (eg. horse and trap) because these are treated as vehicles in their own right. Pedestrians are also **not** included.

'Object' is defined as any object which the driver would not expect to find in the carriageway (eg. dislodged vehicle load, fallen tree) and which caused or contributed to the accident. Excludes permanent features such as bollards, refuges, kerb etc.

110 Slippery inspection cover or road marking.

To be included where any slippery inspection cover or road marking, has contributed to the accident

VEHICLE DEFECTS

Codes 201 - 206 should be used where a vehicle (including, where appropriate, pedal cycles, ridden horses, horse drawn vehicles or other non-motor vehicles) defect is identified as contributing to the accident or where there are grounds for suspecting that the defect contributed.

Includes defects on towed trailers or caravans. Codes should be attributed to the towing vehicle.

Use code 999 where a vehicle defect not listed below has caused, or contributed to, the accident. Brief details must be supplied.

INDIVIDUAL CODES

201 Tyres illegal, defective or under-inflated

Includes tyre "blow-outs" and over-inflated tyres.

202 Defective lights or indicators

Only to be used if there was a fault with the lights or indicators.

For failure to signal or turn on lights see codes 404 & 506. Also use code 506 to record a pedal cyclist without lights.

203 Defective brakes

Only to be used where there was a fault in the breaking system which contributed to the accident.

Use code 307 to record a pedal cyclist failing to stop because of wet brakes.

204 Defective steering or suspension

Only to be used in cases where defective steering/suspension contributed to the accident.

205 Defective or missing mirrors

Includes mirrors which were poorly set, thereby creating a "blind spot"

206 Overloaded or poorly loaded vehicle or trailer

Includes vehicles carrying too many passengers and load movement in goods vehicles.

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INJUDICIOUS ACTION

DRIVER/RIDER ONLY

Codes 301 - 310 should be used, mainly, in cases where a driver has performed a manoeuvre or driven in such a manner as to contribute to the accident, and should be used regardless of whether or not the police propose taking further action against the driver.

These codes, which describe the driver/rider's actions, can be used in conjunction with codes 501 - 607 which provide further detail on why these actions were taken.

INDIVIDUAL CODES

301 Disobeyed automatic traffic signal

Driver/Rider did not stop at automatic traffic signal set at red.

Code applies to permanent and temporary traffic signals (eg. at roadworks).

This code should **not** be used for non-junction pedestrian crossings (eg. pelican or toucan - see code 304).

302 Disobeyed "Give Way" or "Stop" sign or markings

Driver/Rider did not stop at "Stop" sign or give way at "Give Way" sign or road markings. Includes manually operated Stop/Go signs at roadworks.

Code will often be used in conjunction with codes 401 & 402.

303 Disobeyed double white lines

Driver/rider deliberately crossed double white line road markings prior to accident.

Do not use this code to record a vehicle crossing the double white lines as result of losing control.

304 Disobeyed pedestrian crossing facility

Driver/rider caused accident by failing to stop (whether intentionally or not) at a pedestrian crossing.

For this code, a pedestrian crossing is defined as a Zebra crossing or Pelican, Puffin, Toucan or similar light controlled crossing. Central refuges, without any traffic control, are not treated as pedestrian crossings for the purposes of this code.

Use code 301 for driver/riders causing pedestrian accidents at traffic signal junctions.

305 Illegal turn or direction of travel

Includes turning left/right at junctions (or performing a "U-turn") where this is not permitted, or travelling the wrong way down a one way street or on the wrong side of a dual carriageway.

Includes turnings where specific types of vehicle are banned (eg. car turning at a junction where only buses are permitted to turn).

Do not use this code where a driver crossed briefly onto the wrong side of the road during a manoeuvre (eg. overtaking).

306 Exceeding speed limit

Driver/rider caused, or contributed to the accident, by exceeding the posted speed limit. This code should also be used in cases where the actions of another road user were the immediate cause of the accident but a speeding vehicle also contributed to causing the collision.

Includes exceeding variable speed limits (eg. on motorways) and speed limits based on vehicle type (including towing).

Use this code (not code 307) if driver/rider was exceeding the speed limit **and** travelling too fast for the conditions.

307 Travelling too fast for conditions

Driver/rider was travelling within the speed limit, but their speed was not appropriate for the road conditions and/or vehicle type (including towing), and contributed to the accident.

308 Following too close

Driver/rider was too close to the vehicle in front to avoid collision.

309 Vehicle travelling along pavement

Code can apply to any vehicle type (including ridden horses) travelling along the pavement. Code only applies to vehicles which were intentionally travelling along the pavement. Includes pedal cycle riders or drivers of electric invalid vehicles colliding with pedestrians, or being hit by vehicles emerging from private driveways.

Do **not** include vehicles which were travelling along or across the pavement as a result of having lost control on the main carriageway. Also, skateboards, toy scooters and toy tricycles are not defined as vehicle types and should not be included within this code.

This code is not intended for use with shared use facilities.

310 Cyclist entering road from pavement

Pedal cyclist contributed to the accident by riding from the pavement into the road.

Also includes cyclist crossing road on pedestrian or toucan crossing.

DRIVER/RIDER ERROR OR REACTION

DRIVER/RIDER ONLY

Codes 401 - 410 relate to an error of judgement by a driver/rider, or an action resulting from another party's actions. Wherever possible, further codes should be used to explain why these actions were taken (eg. impairment or distraction).

INDIVIDUAL CODES

401 Junction overshoot

Code should be used to record a driver/rider who did not stop at a junction and overshoot the stop line or give way markings. This code will frequently be used in conjunction with other codes which will give further detail on **why** the overshoot happened.

Code should **not** be used to record an overshoot at working automatic traffic signals (use code 301) but may be used if the automatic traffic signals are defective.

402 Junction restart (moving off at junction)

Identifies a driver/rider who has successfully stopped (or slowed to give way) at a junction, but has then moved off, and in doing so, has contributed to an accident. As with code 401, other codes can be used to explain why this action was taken (eg. impairment or distraction).

403 Poor turn or manoeuvre

Applies to any manoeuvre performed by the driver/rider which caused, or contributed to, the accident. Examples include reversing, turning left, right or U-turn, changing lanes or overtaking.

Also include poor vehicle positioning (eg. in middle of road, in wrong lane at junction or encroaching into bus/cycle lane).

Where codes 402 and 403 could both apply, use code 402.

404 Failed to signal or misleading signal

Indicates that driver/rider misled another road user (including pedestrian) by either giving a bad signal or by not signalling at all.

405 Failed to look properly

A driver/rider either failed to look where they were going or they looked, but misinterpreted what they saw (looked but did not see). Code may be used where driver/rider was not paying attention to the road ahead.

Code may be used in conjunction with code 402.

406 Failed to judge other person's path or speed

Driver/rider misinterpreted the intentions or actions of another road user. Includes misjudging a gap in the traffic when entering a main road, misjudging an overtaking manoeuvre (including passing too close to **motorised** vehicles) or wrongly anticipating the vehicle ahead in a queue moving off.

407 Too close to cyclist, horse rider or pedestrian

Use this code whether or not there was contact between the cyclist/horse rider/pedestrian and the passing vehicle.

Identify the passing vehicle in the "Which participant" box (not the cyclist, horse rider or pedestrian).

Includes contact with overhanging wing mirrors.

408 Sudden braking

To be used where a vehicle's **sudden** braking caused, or contributed to, an accident (regardless of whether the driver/rider was blameworthy). Do not use this code simply to record that a vehicle braked suddenly if this did not cause, or contribute to, the accident.

Code 308 will often be allocated to another vehicle in the same accident.

Use code 408 to record a bus breaking suddenly, causing a passenger to fall and injure themselves.

Includes vehicles braking suddenly for safety cameras.

409 Swerved

Use when swerving is a definite decision on the part of the driver to change direction suddenly.

Do not use this code simply to record that a vehicle swerved if this did not cause, or contribute to, the accident.

410 Loss of control

This code should be used where a driver/rider lost control of their vehicle, thereby causing or contributing to an accident, whether or not they were considered to be at fault. Wherever possible, at least one more code should be allocated to the same driver/rider to give an indication of why they lost control.

Includes ridden horses.

IMPAIRMENT OR DISTRACTION

DRIVER/RIDER ONLY

Codes 501 - 510 help explain why an accident happened and mainly centre on factors which hindered the driver/rider's performance. As with all codes 301 - 710, **pedal cyclists, horse riders and other driver/riders of non-motor vehicles are included.**

INDIVIDUAL CODES

501 Impaired by alcohol

Driver/rider was affected by alcohol and behaved in a way which caused, or contributed to, the accident - **whether or not they were above the legal limit.**

502 Impaired by drugs (illicit or medicinal)

Driver/rider was affected by drugs and behaved in a way which caused, or contributed to, the accident. Applies to illicit drugs as well as all medicines, whether prescription or 'over the counter'.

503 Fatigue

Driver/rider was so tired that they could not drive effectively or were unable to perceive hazards.

504 Uncorrected, defective eyesight

Driver/rider's poor vision helped bring about the accident. Includes driver/rider not wearing glasses when they should, or wearing the wrong glasses.

505 Illness or disability, mental or physical

Includes driver/rider either suddenly overcome by illness (eg. fit or blackout) or generally affected by illness (eg. cold or 'flu), or driver/rider suffering from a permanent disability, which contributed to the accident. Includes where a driver/rider sneezing or coughing contributes to the accident.

Also includes driver/riders suffering from poor mental health (eg. depression).

506 Not displaying lights at night or in poor visibility

Poor visibility includes twilight or other poor light conditions and/or weather related conditions (eg. rain or fog).

Includes cyclists riding at night without lights as well as motor vehicle driver/riders who have failed to turn on their lights (whether intentionally or not).

507 Rider wearing dark clothing at night

To be used in accidents where, if the cyclist's clothing had been brighter, then they would have been seen in time and the accident would not have occurred. Can be used in conjunction with code 506 if necessary.

508 Driver using mobile phone

Includes 'hand held' and 'hands free' phones, where their use (or attempted use) contributed to the accident, whether or not the driver has been reported for an offence.

Includes motorcycle and pedal cycle riders.

509 Distraction in vehicle

Use this code where a driver/rider was distracted by an event or action (including passenger action) occurring within the vehicle which prevented them from paying attention to the road.

Examples include using SatNav, adjusting radio or mp3, attending to child in distress, eating or drinking, lighting/dropped cigarette or wasp etc in vehicle.

510 Distraction outside vehicle

Use this code where a driver/rider was distracted by an occurrence outside the vehicle (eg. admiring the scenery, reading advertisement hoarding, accident on opposite carriageway) and which prevented them from paying full attention to the driving environment before the accident.

BEHAVIOUR OR INEXPERIENCE

DRIVER/RIDER ONLY

Codes 601 - 607 help explain why a driver/rider's actions contributed the accident.

INDIVIDUAL CODES

601 Aggressive driving

Use this code where the road user (including pedal cyclist) was driving/riding in an aggressive and/or dangerous manner which caused, or contributed to, the accident.

Includes cases where the driver/rider was competing (or similar interaction) with another road user. Also includes road rage, but not physical violence outside the vehicle.

602 Careless, reckless or in a hurry

Diver/rider either behaved in a negligent or thoughtless manner or was in a hurry and, therefore, behaved in an unsafe manner. This covers cases where the person shows lack of concern about the possible consequences of their actions (careless), acts in spite of the likely consequences (reckless), or fails to consider the consequences of their actions as a result of being in a hurry.

603 Nervous, uncertain or panic

Driver/rider behaved in such a nervous or uncertain manner that other road users were unable to predict their likely path, or driver/rider panicked in response to circumstances on the road.

604 Driving too slow for conditions, or slow vehicle (eg. tractor)

Use this code where a slow moving vehicle caused or contributed to the accident, even if the vehicle was not hit.

605 Learner or inexperienced driver/rider

Use this code where inexperience of driving in general, or inexperience of the particular type (but not model - see code 607) of vehicle, caused or contributed to the accident.

Includes inexperienced pedal cyclists or horse riders. Also includes under-age motor vehicle driver/riders.

Do **not** use this code simply to record the presence of a learner or inexperienced driver/rider.

606 Inexperience of driving on the left

Includes a temporary lapse by a foreign driver otherwise familiar with driving on the left.

Code may be used in conjunction with codes 305, 405 and 710.

607 Unfamiliar with model of vehicle

Use this code where a **reasonably** experienced driver/rider makes an error because of lack of familiarity with a particular model of vehicle. Examples include a motor cycle rider on a machine with a larger engine capacity than they are used to or a car driver unfamiliar with the controls in a different model of car.

Use code 605 for driver/riders unfamiliar with a particular **type** of vehicle.

VISION AFFECTED BY

DRIVER/RIDER ONLY

Codes 701 - 710 are used to record all factors which affected a driver or rider's vision. These factors are used when a failure or poor manoeuvre occurs because a driver/rider's view is obscured, preventing them from seeing a hazard, such as an approaching vehicle or a pedestrian in the road, and it appears that they could have avoided the hazard if they had been able to see it clearly.

INDIVIDUAL CODES

701 Stationary or parked vehicle(s)

The view of the driver/rider was obscured by a stationary or parked vehicle so they failed to recognise the path of another road user (eg. vehicle pulling out from junction or pedestrian crossing road) leading, either directly to a collision with that road user, or to the driver taking avoiding action, which then resulted in a collision.

The vehicle identified in the "Which participant" boxes should be the vehicle which was affected by the obscured vision **not** the masking vehicle.

For pedestrian accidents, code 701 will often be used in conjunction with code 801.

702 Vegetation

Use this code where the driver/rider's vision was affected by trees, hedges or any other form of vegetation.

Use code 104 where road signs are obscured by vegetation.

703 Road layout (eg. bend, winding road, hill crest)

Only use this code where the driver/rider's **vision** was affected by the road layout (eg. failing to see pedestrian crossing road at bend, or vehicle overtaking near crest of hill).

Use code 108 where any other factor relating to the road layout, other than driver/rider vision, contributed to the accident.

704 Buildings, road signs, street furniture

Use this code where the driver/rider's vision was affected by buildings, road signs, street furniture or any other man-made feature on, or near, the highway.

705 Dazzling headlights

The vehicle identified in the "Which participant" boxes should be the vehicle in which the driver/rider was dazzled by headlights **not** the vehicle displaying the dazzling lights.

706 Dazzling sun

Use this code where the driver is dazzled either directly by the sun or by the sun's reflection.

707 Rain, sleet, snow or fog

Only use this code where the driver/rider's **vision** was affected by these weather conditions and this contributed to the accident.

Use code 103 where the weather contributed to poor road conditions.

708 Spray from other vehicles

The vehicle identified in the "Which participant" boxes should be the vehicle in which the driver/rider's vision was affected by spray **not** the vehicle causing the spray.

709 Visor or windscreen dirty, scratched or frosted etc.

Only use this code where a dirty or scratched windscreen or visor affected the driver/rider's vision and contributed to the accident.

Includes frost covered windscreen or misted windscreen/visor.

Do not use this code simply to record the presence of a dirty/scratched windscreen or visor.

710 Vehicle blind spot

This refers to cases where a driver is unable to see a pedestrian or another vehicle because of a blind spot caused by the design of the vehicle (eg. windscreen or door pillars) or inadequate coverage of the mirrors.

Includes restricted rear vision caused by vehicle loading and blind spots on left hand drive vehicles.

PEDESTRIAN ONLY (CASUALTY OR UNINJURED)

Codes 801 to 810 only apply to pedestrians who have contributed to the accident, whether or not they were injured. Where they were a casualty, they should be identified by their reference number in the "Which participant" boxes (eg. C001). Where they contributed to the accident but were not injured, the reference "U000" should be entered in the "Which participant" boxes.

Do not use these codes simply to record the presence of a pedestrian, if their actions did not cause, or contribute to, the accident.

INDIVIDUAL CODES

801 Crossing road masked by stationary or parked vehicle

Pedestrian entered the carriageway from behind a stationary or parked vehicle which obscured him/her from the view of oncoming traffic.

Code will often be used in conjunction with code 701.

802 Failed to look properly

Pedestrian either failed to check the road for traffic when entering the carriageway, or looked but misinterpreted what they saw (looked but did not see).

Wherever possible, at least one more code should be allocated to the pedestrian to give an indication of **why** they failed to look properly.

803 Failed to judge vehicle's path or speed

Before entering the carriageway, pedestrian saw approaching vehicle but misjudged its speed or intended manoeuvre.

May be used in conjunction with code 404.

804 Wrong use of pedestrian crossing facility

Pedestrian entered the carriageway at any crossing with pedestrian lights while the lights indicated that the pedestrian should wait. Includes pedestrians entering the carriageway at a zebra crossing but failing to give the driver sufficient time to stop.

Code should not be used at traffic signal junctions without pedestrian phase.

805 Dangerous action in carriageway (eg. playing)

Pedestrian was acting in a dangerous manner in the carriageway either deliberately or through negligence. Examples include children playing in the street, deliberately crossing in front of speeding traffic or people collapsing drunk in the carriageway.

806 Impaired by alcohol

Pedestrian was affected by alcohol (whether or not completely drunk) and behaved in a way which caused, or contributed to, the accident. This code may be used in conjunction with codes 801 - 805.

807 Impaired by drugs (illicit or medicinal)

Pedestrian was affected by drugs and behaved in a way which caused, or contributed to, the accident. Applies to illicit drugs as well as all medicines, whether prescription or 'over the counter'. This code may be used in conjunction with codes 801 - 805.

808 Careless, reckless or in a hurry

Pedestrian either behaved in a negligent or thoughtless manner or was in a hurry and, therefore, behaved in an unsafe manner. This covers cases where the person shows lack of concern about the possible consequences of their actions (careless), acts in spite of the likely consequences (reckless), or fails to consider the consequences of their actions as a result of being in a hurry.

Also includes cases where a pedestrian was distracted (eg. using mobile phone).

809 Pedestrian wearing dark clothing at night

To be used in accidents where, if the pedestrian's clothing had been brighter, then they would have been seen in time and the accident would not have occurred.

810 Disability or illness, mental or physical

Includes pedestrian either suddenly overcome by illness (eg. blackout) or generally affected by illness (eg. cold or 'flu), or pedestrian suffering from a permanent disability (including poor eyesight), which contributed to the accident.

Also includes pedestrians suffering from poor mental health (eg. depression).

SPECIAL CODES

Codes 901 - 903 apply to vehicles being driven in special circumstances, which contributed to the accident, whilst code 904 covers one specific scenario.

Code 999 should only be used where no other code adequately summarises a factor which contributed to the accident.

INDIVIDUAL CODES

901 Stolen vehicle

The vehicle identified in the "Which participant" box must be the stolen vehicle.

Use this code only where the fact that the vehicle was stolen influenced the driver/rider's behaviour and contributed to the accident. Do not use this code simply to record the presence of a stolen vehicle.

902 Vehicle in course of crime

Use this code to record a vehicle which was being driven/ridden in the course of a crime and where this influenced the driver/rider's behaviour and contributed to the accident.

Use this code also where the vehicle was being pursued by the police in response to a suspected crime.

903 Emergency vehicle on a call

Use this code to record all emergency vehicles which were responding to emergency calls and which caused or contributed to the accident. Emergency vehicle should be displaying flashing blue light. Emergency vehicles include ambulances, fire engines (and other fire service vehicles), police, mountain rescue and coastguard vehicles. Also includes unmarked vehicles displaying flashing blue light.

Do not include emergency vehicles not displaying flashing blue light (eg. police cars on routine patrol, ambulances conveying patients to day centres or routine hospital appointments or fire engines returning from a call).

904 Vehicle door opened or closed negligently

Driver or passenger opened a vehicle door causing a collision with another vehicle (eg. pedal cycle or motor cycle) or caused a passing vehicle to swerve which then contributed to an accident.

Also applies to buses in which passengers are injured by opening or closing doors. Includes drivers who close vehicle door, trapping an alighted passenger's clothing, and then driving off.

999 Other - please specify below

To be used **only** when no contributory factor is available to describe a particular circumstance which contributed to the accident.

Includes all cases where a passenger caused or contributed to their own injury (eg. jumping from vehicle, "stealing a ride" and falling from vehicle, or being drunk and falling in bus).

Code will also include all vehicle defects not listed in codes 201 - 206 (eg. Wheel became detached from vehicle, engine fire or engine seized).

ANNEX 5 - DISCONTINUED STATS19 VARIABLES

The following variables are no longer required:

STATS19 Code	Variable Name	Date Removed	Notes
1.4	Severity of Accident	1 Jan 1994	
1.8	Day of Week	1 Jan 1994	
1.26	Overtaking Manoeuvre Patterns	Early 1980s	Code 1.26 now 'Place Accident Reported'
2.9a	Vehicle Location at Time of Accident - Road	1 Jan 2005	Values 1 -3 now incorporated within Code 2.10 'Junction Location of Vehicle'
2.15	Vehicle Prefix/Suffix Letter	1 Jan 1994	
2.17	First Contact Between each Vehicle	1 Jan 2011	
2.18	Part(s) Damaged	1 Jan 2005	
2.19	Number of Axles	1 Jan 1989	
2.20	Max. Permissible Gross Weight	1 Jan 1994	
2.28	Foreign Registered Vehicle	1 Jan 2011	Replaced by 2.35 – Was Vehicle Left Hand Drive?
3.13	School Pupil Casualty	1 Jan 2011	
3.14	Seat Belt Usage	1 Jan 1994	Reinstated 1 Jan 2011

ANNEX 6 - POLICE FORCE CODE NUMBERS

ENGLAND

01	Metropolitan Police
03	Cumbria
04	Lancashire
05	Merseyside
06	Greater Manchester
07	Cheshire
10	Northumbria
11	Durham
12	North Yorkshire
13	West Yorkshire
14	South Yorkshire
16	Humberside
17	Cleveland
20	West Midlands
21	Staffordshire
22	West Mercia
23	Warwickshire
30	Derbyshire
31	Nottinghamshire
32	Lincolnshire
33	Leicestershire
34	Northamptonshire
35	Cambridgeshire
36	Norfolk
37	Suffolk
40	Bedfordshire
41	Hertfordshire
42	Essex
43	Thames Valley
44	Hampshire
45	Surrey
46	Kent
47	Sussex
48	City of London
50	Devon and Cornwall
52	Avon and Somerset
53	Gloucestershire
54	Wiltshire
55	Dorset

WALES

60	North Wales
61	Gwent
62	South Wales
63	Dyfed-Powys

SCOTLAND

91	Northern
92	Grampian
93	Tayside
94	Fife
95	Lothian and Borders
96	Central
97	Strathclyde
98	Dumfries and Galloway

ANNEX 7 - LOCAL AUTHORITY CODE NUMBERS

ENGLAND

London

E09000001	City of London
E09000002	Barking and Dagenham
E09000003	Barnet
E09000004	Bexley
E09000005	Brent
E09000006	Bromley
E09000007	Camden
E09000008	Croydon
E09000009	Ealing
E09000010	Enfield
E09000011	Greenwich
E09000012	Hackney
E09000013	Hammersmith and Fulham
E09000014	Haringey
E09000015	Harrow
E09000016	Havering
E09000017	Hillingdon
E09000018	Hounslow
E09000019	Islington
E09000020	Kensington and Chelsea
E09000021	Kingston upon Thames
E09000022	Lambeth
E09000023	Lewisham
E09000024	Merton
E09000025	Newham
E09000026	Redbridge
E09000027	Richmond upon Thames
E09000028	Southwark
E09000029	Sutton
E09000030	Tower Hamlets
E09000031	Waltham Forest
E09000032	Wandsworth
E09000033	Westminster
EHEATHROW	London Airport (Heathrow)

Cumbria

E07000026	Allerdale
E07000027	Barrow-in-Furness
E07000028	Carlisle
E07000029	Copeland
E07000030	Eden
E07000031	South Lakeland

Lancashire

E07000117	Burnley
E07000118	Chorley
E07000119	Fylde
E07000120	Hyndburn
E07000121	Lancaster
E07000122	Pendle
E07000123	Preston
E07000124	Ribble Valley
E07000125	Rossendale
E07000126	South Ribble
E07000127	West Lancashire
E07000128	Wyre

Unitary authorities

E06000008	Blackburn with Darwen
E06000009	Blackpool

Merseyside

E08000011	Knowsley
E08000012	Liverpool
E08000013	St. Helens
E08000014	Sefton
E08000015	Wirral

Greater Manchester

E08000001	Bolton
E08000002	Bury
E08000003	Manchester
E08000004	Oldham
E08000005	Rochdale
E08000006	Salford
E08000007	Stockport
E08000008	Tameside
E08000009	Trafford
E08000010	Wigan

Cheshire

E06000049 Cheshire East
 E06000050 Cheshire West and Chester
 E06000006 Halton
 E06000007 Warrington

Northumbria

E06000048 Northumberland

Tyne and Wear

E08000020 Gateshead
 E08000021 Newcastle upon Tyne
 E08000022 North Tyneside
 E08000023 South Tyneside
 E08000024 Sunderland

Durham

E06000047 County Durham
 E06000005 Darlington

North Yorkshire

E07000163 Craven
 E07000164 Hambleton
 E07000165 Harrogate
 E07000166 Richmondshire
 E07000167 Ryedale
 E07000168 Scarborough
 E07000169 Selby

Unitary authority

E06000014 York

West Yorkshire

E08000032 Bradford
 E08000033 Calderdale
 E08000034 Kirklees
 E08000035 Leeds
 E08000036 Wakefield

South Yorkshire

E08000016 Barnsley
 E08000017 Doncaster
 E08000018 Rotherham
 E08000019 Sheffield

Humberside

E06000010 Kingston upon Hull, City of
 E06000011 East Riding of Yorkshire
 E06000013 North Lincolnshire
 E06000012 North East Lincolnshire

Cleveland

E06000001 Hartlepool
 E06000003 Redcar and Cleveland
 E06000002 Middlesbrough
 E06000004 Stockton-on-Tees

West Midlands

E08000025 Birmingham
 E08000026 Coventry
 E08000027 Dudley
 E08000028 Sandwell
 E08000029 Solihull
 E08000030 Walsall
 E08000031 Wolverhampton

Staffordshire

E07000192 Cannock Chase
 E07000193 East Staffordshire
 E07000194 Lichfield
 E07000195 Newcastle-under-Lyme
 E07000196 South Staffordshire
 E07000197 Stafford
 E07000198 Staffordshire Moorlands
 E07000199 Tamworth

Unitary authority

E06000021 Stoke-on-Trent

West Mercia

Worcestershire

E07000234 Bromsgrove
 E07000235 Malvern Hills
 E07000236 Redditch
 E07000237 Worcester
 E07000238 Wychavon
 E07000239 Wyre Forest

Unitary authorities

E06000019 Herefordshire, County of
 E06000051 Shropshire
 E06000020 Telford and Wrekin

Warwickshire

E07000218 North Warwickshire
 E07000219 Nuneaton and Bedworth
 E07000220 Rugby
 E07000221 Stratford-upon-Avon
 E07000222 Warwick

Derbyshire

E07000032 Amber Valley
 E07000033 Bolsover
 E07000034 Chesterfield
 E07000036 Erewash
 E07000037 High Peak
 E07000038 North East Derbyshire
 E07000039 South Derbyshire
 E07000035 Derbyshire Dales

Unitary authority

E06000015 Derby

Nottinghamshire

E07000170 Ashfield
 E07000171 Bassetlaw
 E07000172 Broxtowe
 E07000173 Gedling
 E07000174 Mansfield
 E07000175 Newark and Sherwood
 E07000176 Rushcliffe

Unitary authority

E06000018 Nottingham

Lincolnshire

E07000136 Boston
 E07000137 East Lindsey
 E07000138 Lincoln
 E07000139 North Kesteven
 E07000140 South Holland
 E07000141 South Kesteven
 E07000142 West Lindsey

Leicestershire

E07000129 Blaby
 E07000132 Hinckley and Bosworth
 E07000130 Charnwood
 E07000131 Harborough
 E07000133 Melton
 E07000134 North West Leicestershire
 E07000135 Oadby and Wigston

Unitary authorities

E06000016 Leicester
 E06000017 Rutland

Northamptonshire

E07000150 Corby
 E07000151 Daventry
 E07000152 East Northamptonshire
 E07000153 Kettering
 E07000154 Northampton
 E07000155 South Northamptonshire
 E07000156 Wellingborough

Cambridgeshire

E07000008 Cambridge
 E07000009 East Cambridgeshire
 E07000010 Fenland
 E07000011 Huntingdonshire
 E07000012 South Cambridgeshire

Unitary authority

E06000031 Peterborough

Norfolk

E07000143 Breckland
 E07000144 Broadland
 E07000145 Great Yarmouth
 E07000148 Norwich
 E07000147 North Norfolk
 E07000149 South Norfolk
 E07000146 King's Lynn and West Norfolk

Suffolk

E07000200 Babergh
 E07000201 Forest Heath
 E07000202 Ipswich
 E07000203 Mid Suffolk
 E07000204 St. Edmundsbury
 E07000205 Suffolk Coastal
 E07000206 Waveney

Bedfordshire

E06000055 Bedford
 E06000032 Luton
 E06000056 Central Bedfordshire

Hertfordshire

E07000095 Broxbourne
 E07000096 Dacorum
 E07000097 East Hertfordshire
 E07000098 Hertsmere
 E07000099 North Hertfordshire
 E07000100 St. Albans
 E07000101 Stevenage
 E07000102 Three Rivers
 E07000103 Watford
 E07000104 Welwyn Hatfield

Essex

E07000066 Basildon
 E07000067 Braintree
 E07000068 Brentwood
 E07000069 Castle Point
 E07000070 Chelmsford
 E07000071 Colchester
 E07000072 Epping Forest
 E07000073 Harlow
 E07000074 Maldon
 E07000075 Rochford
 E07000076 Tendring
 E07000077 Uttlesford

Unitary authorities

E06000033 Southend-on-Sea
 E06000034 Thurrock

Thames Valley Police

Unitary authorities (ex Berkshire)

E06000036 Bracknell Forest
 E06000037 West Berkshire
 E06000038 Reading
 E06000039 Slough
 E06000040 Windsor and Maidenhead
 E06000041 Wokingham

Buckinghamshire

E07000004 Aylesbury Vale
 E07000006 South Bucks
 E07000005 Chiltern
 E07000007 Wycombe

Unitary authority

E06000042 Milton Keynes

Oxfordshire

E07000177 Cherwell
 E07000178 Oxford
 E07000180 Vale of White Horse
 E07000179 South Oxfordshire
 E07000181 West Oxfordshire

Hampshire

E07000084 Basingstoke and Deane
 E07000086 Eastleigh
 E07000087 Fareham
 E07000088 Gosport
 E07000089 Hart
 E07000090 Havant
 E07000091 New Forest
 E07000085 East Hampshire
 E07000092 Rushmoor
 E07000093 Test Valley
 E07000094 Winchester

Unitary authorities

E06000046 Isle of Wight
 E06000044 Portsmouth
 E06000045 Southampton

Surrey

E07000208 Epsom and Ewell
 E07000213 Spelthorne
 E07000207 Elmbridge
 E07000209 Guildford
 E07000210 Mole Valley
 E07000211 Reigate and Banstead
 E07000212 Runnymede
 E07000214 Surrey Heath
 E07000215 Tandridge
 E07000216 Waverley
 E07000217 Woking

Kent

E07000105 Ashford
 E07000106 Canterbury
 E07000107 Dartford
 E07000108 Dover
 E07000109 Gravesham
 E07000110 Maidstone
 E07000111 Sevenoaks
 E07000112 Shepway
 E07000113 Swale
 E07000114 Thanet
 E07000115 Tonbridge and Malling
 E07000116 Tunbridge Wells

Unitary authority

E06000035 Medway

Sussex

East Sussex

E07000061 Eastbourne
 E07000062 Hastings
 E07000063 Lewes
 E07000064 Rother
 E07000065 Wealden

Unitary authority

E06000043 Brighton and Hove

West Sussex

E07000223 Adur
 E07000224 Arun
 E07000225 Chichester
 E07000226 Crawley
 E07000227 Horsham
 E07000228 Mid Sussex
 E07000229 Worthing

Devon and Cornwall

Devon

E07000040 East Devon
 E07000041 Exeter
 E07000043 North Devon
 E07000044 South Hams
 E07000045 Teignbridge
 E07000042 Mid Devon
 E07000046 Torridge
 E07000047 West Devon

Unitary authorities

E06000026 Plymouth
 E06000027 Torbay

Cornwall

E06000052 Cornwall

Avon and Somerset

Unitary authorities (ex Avon)

E06000022 Bath and North East Somerset
 E06000023 Bristol, City of
 E06000024 North Somerset
 E06000025 South Gloucestershire

Somerset

E07000187 Mendip
 E07000188 Sedgemoor
 E07000190 Taunton Deane
 E07000191 West Somerset
 E07000189 South Somerset

Gloucestershire

E07000078 Cheltenham
 E07000079 Cotswold
 E07000080 Forest of Dean
 E07000081 Gloucester
 E07000082 Stroud
 E07000083 Tewkesbury

Wiltshire

E06000030 Swindon
 E06000054 Wiltshire

Dorset

E07000048	Christchurch
E07000050	North Dorset
E07000051	Purbeck
E07000052	West Dorset
E07000053	Weymouth and Portland
E07000049	East Dorset

Unitary authorities

E06000028	Bournemouth
E06000029	Poole

WALES**North Wales**

W06000001	Isle of Anglesey
W06000003	Conwy
W06000002	Gwynedd
W06000004	Denbighshire
W06000005	Flintshire
W06000006	Wrexham

Gwent

W06000019	Blaenau Gwent
W06000018	Caerphilly
W06000021	Monmouthshire
W06000022	Newport
W06000020	Torfaen

South Wales

W06000013	Bridgend
W06000015	Cardiff
W06000024	Merthyr Tydfil
W06000012	Neath Port Talbot
W06000016	Rhondda, Cynon, Taff
W06000011	Swansea
W06000014	The Vale of Glamorgan

Dyfed-Powys

W06000008	Ceredigion
W06000010	Carmarthenshire
W06000009	Pembrokeshire
W06000023	Powys

SCOTLAND

Northern

S12000017 Highland
S12000013 Na h-Eileanan an Iar
(Western Isles)
S12000023 Orkney Islands
S12000027 Shetland Islands

Grampian

S12000033 Aberdeen City
S12000034 Aberdeenshire
S12000020 Moray

Tayside

S12000041 Angus
S12000042 Dundee City
S12000024 Perth and Kinross

Fife

S12000015 Fife

Lothian and Borders

S12000010 East Lothian
S12000036 Edinburgh, City of
S12000019 Midlothian
S12000026 Scottish Borders
S12000040 West Lothian

Central

S12000005 Clackmannanshire
S12000014 Falkirk
S12000030 Stirling

Strathclyde

S12000035 Argyll & Bute
S12000008 East Ayrshire
S12000009 East Dunbartonshire
S12000011 East Renfrewshire
S12000043 Glasgow City
S12000018 Inverclyde
S12000021 North Ayrshire
S12000044 North Lanarkshire
S12000038 Renfrewshire
S12000028 South Ayrshire
S12000029 South Lanarkshire
S12000039 West Dunbartonshire

Dumfries and Galloway

S12000006 Dumfries & Galloway

ANNEX 8 - CENTRAL GOVERNMENT ENQUIRY POINTS

ENGLAND

Department for Transport
Road Safety Statistics
Zone 2/13
Great Minster House
33, Horseferry Road
London SW1P 4DR

Tel: 020 7944 6381
E-Mail: stats19@dft.gsi.gov.uk

WALES

Transport Statistics
KAS
Welsh Government
Cathays Park
Cardiff CF10 3NQ

Tel: 029 2082 5062
E-Mail: stats.transport@wales.gsi.gov.uk

SCOTLAND

Transport Statistics
Transport Scotland
Victoria Quay
Edinburgh
EH6 6QQ

Tel: 0131 244 7255 or 7256
FAX 0131 244 0871
E-Mail: transtat@scotland.gsi.gov.uk

2.26 VEHICLE REGISTRATION MARK				
Vehicle 001				
Vehicle 002				
Vehicle 003				
Vehicle 004				

2.35 WAS THE VEHICLE LEFT HAND DRIVE <input checked="" type="checkbox"/>	VEHICLE			
	1	2	3	4
No				
Yes				

2.5 / 2.5a TYPE OF VEHICLE <input checked="" type="checkbox"/>				
Car	09			
Taxi / Private hire car	08			
Van - Goods vehicle 3.5 tonnes mgw and under	19			
Goods vehicle over 3.5 tonnes mgw and under 7.5 tonnes mgw	20			
Goods vehicle 7.5 tonnes mgw & over	21			
Goods vehicle - unknown weight	98			
M/cycle 50cc and under	02			
M/cycle over 50cc and up to 125cc	03			
M/cycle over 125cc and up to 500cc	04			
Motorcycle over 500cc	05			
Motorcycle - cc unknown	97			
Electric Motorcycle	23			
Pedal cycle	01			
Bus or coach (17 or more passenger seats)	11			
Minibus (8-16 passenger seats)	10			
Agricultural vehicle (include diggers etc)	17			
Ridden horse	16			
Mobility scooter	22			
Tram / Light rail	18			
Other 1	90			
vehicle 2	90			
3	90			
4	90			

2.6 TOWING AND ARTICULATION <input checked="" type="checkbox"/>				
No tow or articulation	0			
Articulated vehicle	1			
Double or multiple trailer	2			
Caravan	3			
Single trailer	4			
Other tow	5			

2.22 AGE OF DRIVER (Estimate if necessary)				
Vehicle 001				
Vehicle 002				
Vehicle 003				
Vehicle 004				

2.27 DRIVER HOME POSTCODE or Code: 1- Unknown 2- Non UK Resident 3 - Parked & unattended				
Vehicle 001				
Vehicle 002				
Vehicle 003				
Vehicle 004				

2.23 BREATH TEST <input checked="" type="checkbox"/>	VEHICLE			
	1	2	3	4
Not applicable	0			
Positive	1			
Negative	2			
Not requested	3			
Refused to provide	4			
Driver not contacted at time of col'	5			
Not provided (medical reasons)	6			

2.24 HIT AND RUN <input checked="" type="checkbox"/>				
Not hit and run	0			
Hit and run	1			
Non-stop vehicle, not hit	2			

2.21 SEX OF DRIVER <input checked="" type="checkbox"/>				
Male	1			
Female	2			
Not known	3			

2.9 VEHICLE LOCATION AT TIME OF ACCIDENT RESTRICTED LANE/AWAY FROM MAIN C'WAY <input checked="" type="checkbox"/>				
On main carriageway not in restricted lane	00			
Tram / Light rail track	01			
Bus lane	02			
Busway (inc. guided busway)	03			
Cycle lane (on main carriageway)	04			
Cycleway or shared use footway (not part of main carriageway)	05			
On lay-by / hard shoulder	06			
Entering lay-by/ hard shoulder	07			
Leaving lay-by / hard shoulder	08			
Footway (pavement)	09			

2.10 JUNCTION LOCATION OF VEHICLE <input checked="" type="checkbox"/>				
Not at or within 20m of junction	0			
Approaching junction or waiting /parked at junction approach	1			
Cleared junction or waiting/ parked at junction exit	2			
Leaving roundabout	3			
Entering roundabout	4			
Leaving main road	5			
Entering main road	6			
Entering from slip road	7			
Mid junction- on roundabout or on main road	8			

2.7 MANOEUVRES <input checked="" type="checkbox"/>				
Reversing	01			
Parked	02			
Waiting to go ahead but held up	03			
Slowing or stopping	04			
Moving off	05			
U turn	06			
Turning left	07			
Waiting to turn left	08			
Turning right	09			
Waiting to turn right	10			
Changing lane to left	11			
Changing lane to right	12			
O'taking moving veh on its offside	13			
O'taking stationary veh on its offside	14			
Overtaking on nearside	15			
Going ahead left hand bend	16			
Going ahead right hand bend	17			
Going ahead other	18			

2.11 SKIDDING AND OVERTURNING <input checked="" type="checkbox"/>	VEHICLE			
	1	2	3	4
No skidding, jack-knifing or overturning	0			
Skidded	1			
Skidded and overturned	2			
Jack - knifed	3			
Jack - knifed and overturned	4			
Overturned	5			

2.12 HIT OBJECT IN CARRIAGEWAY <input checked="" type="checkbox"/>				
None	00			
Previous accident	01			
Roadworks	02			
Parked vehicle	04			
Bridge - roof	05			
Bridge - side	06			
Bollard / Refuge	07			
Open door of vehicle	08			
Central island of roundabout	09			
Kerb	10			
Any animal (except ridden horse)	12			
Other object	11			

2.13 VEHICLE LEAVING CARRIAGEWAY <input checked="" type="checkbox"/>				
Did not leave carriageway	0			
Left carriageway nearside	1			
Left carriageway nearside and rebounded	2			
Left carriageway straight ahead at junction	3			
Left carriageway offside onto central reservation	4			
Left carriageway offside onto central reserve and rebounded	5			
Left carriageway offside and crossed central reservation	6			
Left carriageway offside	7			
Left carriageway offside and rebounded	8			

2.14 FIRST OBJECT HIT OFF CARRIAGEWAY <input checked="" type="checkbox"/>				
None	00			
Road sign / Traffic signal	01			
Lamp post	02			
Telegraph pole / Electricity pole	03			
Tree	04			
Bus stop / Bus shelter	05			
Central crash barrier	06			
Nearside or offside crash barrier	07			
Submerged in water (completely)	08			
Entered ditch	09			
Wall or fence	11			
Other permanent object	10			

2.16 FIRST POINT OF IMPACT <input checked="" type="checkbox"/>				
Did not impact	0			
Front	1			
Back	2			
Offside	3			
Nearside	4			

2.29 JOURNEY PURPOSE OF DRIVER/RIDER <input checked="" type="checkbox"/>				
Journey as part of work	1			
Commuting to / from work	2			
Taking school pupil to/from school	3			
Pupil riding to / from school	4			
Other	5			
Not known	6			

Subject to local directions, boxes with a grey background need not be completed if already recorded

2.8 DIRECTION OF VEHICLE TRAVEL

1. Using the Example shown complete the FROM and TO boxes for the vehicles concerned, indicating direction of travel FROM and TO

2. If PARKED enter '00'

Vehicle 001

FROM TO

Vehicle 002

FROM TO

Vehicle 003

FROM TO

Vehicle 004

FROM TO

EXAMPLE

FROM TO

CASUALTY RECORD

<p>3.4 VEHICLE REFERENCE NUMBER Enter VEH No. which CASUALTY occupied (for pedestrians, code vehicle that struck them first) e.g. 001,002 etc.</p>	3.7 SEX OF CASUALTY <input checked="" type="checkbox"/>	CASUALTY					
		1	2	3	4	5	6
	Male	1					
	Female	2					

<p>3.18 CASUALTY HOME POSTCODE or Code: 1- Unknown 2- Non UK Resident</p>	<p>3.8 AGE OF CASUALTY (Estimate if necessary) For children less than a year enter 00</p>	CASUALTY					
		1	2	3	4	5	6
Casualty 001							
Casualty 002							
Casualty 003							
Casualty 004							
Casualty 005							
Casualty 006							

<p>3.15 CAR PASSENGER (not driver) <input checked="" type="checkbox"/></p>	<p>3.20 CYCLE HELMET WORN <input checked="" type="checkbox"/></p>	CASUALTY					
		1	2	3	4	5	6
Not a cyclist	0						
Yes	1						
No	2						
Not known	3						

<p>3.6 CASUALTY CLASS <input checked="" type="checkbox"/></p>	<p>3.16 BUS OR COACH PASSENGER <input checked="" type="checkbox"/> (17 passenger seats or more)</p>	CASUALTY					
		1	2	3	4	5	6
Driver/Rider	1						
Veh./pillion Passenger	2						
Pedestrian	3						

<p>3.9 SEVERITY OF CASUALTY <input checked="" type="checkbox"/></p>	<p>3.14 SEAT BELT IN USE <input checked="" type="checkbox"/></p>	CASUALTY					
		1	2	3	4	5	6
Fatal	1						
Serious	2						
Slight	3						

<p>3.10 PEDESTRIAN LOCATION <input checked="" type="checkbox"/></p>	<p>3.11 PEDESTRIAN MOVEMENT <input checked="" type="checkbox"/></p>	CASUALTY					
		1	2	3	4	5	6
In carriageway, crossing on pedestrian crossing facility	01						
In carriageway, crossing within zig-zag lines at crossing approach	02						
In carriageway, crossing within zig-zag lines at crossing exit	03						
In carriageway, crossing elsewhere within 50m of pedestrian crossing	04						
In carriageway, crossing elsewhere	05						
On footway or verge	06						
On refuge, central island or central reservation	07						
In centre of carriageway, not on refuge, island or central reservation	08						
In carriageway, not crossing	09						
Unknown or other	10						

LOCAL STATISTICS

PEDESTRIAN CASUALTIES ONLY

<p>3.12 PEDESTRIAN DIRECTION <input checked="" type="checkbox"/></p>	<p>3.19 PEDESTRIAN ROAD MAINTENANCE WORKER <input checked="" type="checkbox"/></p>	CASUALTY					
		1	2	3	4	5	6
Standing still	0						
Northbound	1						
Northeast bound	2						
Eastbound	3						
Southeast bound	4						
Southbound	5						
Southwest bound	6						
Westbound	7						
Northwest bound	8						
Unknown	9						

1. Select up to six factors from the grid, relevant to the accident.
2. Factors may be shown in any order, but an indication must be given of whether each factor is *very likely (A)* or *possible (B)*.
3. Only include factors that you consider contributed to the accident. (i.e. do NOT include "Poor road surface" unless relevant).
4. More than one factor may, if appropriate, be related to the same road user.
5. The same factor may be related to more than one road user.
6. The participant should be identified by the relevant vehicle or casualty ref no. (e.g. 001, 002 etc.), preceded by "V" if the factor applies to a vehicle, driver/rider or the road environment (e.g. V002), or "C" if the factor relates to a pedestrian or passenger casualty (e.g. C001).
7. Enter U000 if the factor relates to an uninjured pedestrian.

	103	102	101	110	108	107	109	104	105	106
Road Environment Contributed	Slippery road (due to weather)	Deposit on road (e.g. oil, mud, chippings)	Poor or defective road surface	Sunken, raised or slippery inspection cover	Road layout (e.g. bend, hill, narrow carriageway)	Temporary road layout (e.g. contraflow)	Animal or object in carriageway	Inadequate signs or road markings	Defective traffic signals	Traffic calming (e.g. speed cushions, road humps, chicanes)
Vehicle Defects	201	202	203	204	205	206				
	Tyres illegal, defective or under-inflated	Defective lights or indicators	Defective brakes	Defective steering or suspension	Defective or missing mirrors	Overloaded or poorly loaded vehicle or trailer				
Injudicious Action	308	306	302	301	307	310	305	304	309	303
	Following too close	Exceeding speed limit	Disobeyed Give Way or Stop sign or markings	Disobeyed automatic traffic signal	Travelling too fast for conditions	Cyclist entering road from pavement	Illegal turn or direction of travel	Disobeyed pedestrian crossing facility	Vehicle travelling along pavement	Disobeyed double white lines
Driver/Rider Error or Reaction	405	406	403	408	409	401	402	404	407	410
	Failed to look properly	Failed to judge other person's path or speed	Poor turn or manoeuvre	Sudden braking	Swerved	Junction overshoot	Junction restart (moving off at junction)	Failed to signal or misleading signal	Too close to cyclist, horse or pedestrian	Loss of control
Impairment or Distraction	501	502	508	503	509	510	505	504	507	506
	Impaired by alcohol	Impaired by drugs (illicit or medicinal)	Driver using mobile phone	Fatigue	Distraction in vehicle	Distraction outside vehicle	Illness or disability, mental or physical	Uncorrected, defective eyesight	Rider wearing dark clothing	Not displaying lights at night or in poor visibility
Behaviour or Inexperience	602	605	601	603	607	606	604			
	Careless, reckless or in a hurry	Learner or inexperienced driver/rider	Aggressive driving	Nervous, uncertain or panic	Unfamiliar with model of vehicle	Inexperience of driving on the left	Driving too slow for conditions or slow vehicle (e.g. tractor)			
Vision Affected by	701	703	706	707	708	705	710	702	704	709
	Stationary or parked vehicle(s)	Road layout (e.g. bend, winding road, hill crest)	Dazzling sun	Rain, sleet, snow or fog	Spray from other vehicles	Dazzling headlights	Vehicle blind spot	Vegetation	Buildings, road signs, street furniture	Visor or windscreen dirty, scratched or frosted etc.
Pedestrian Only (Casualty or Uninjured)	802	808	803	801	806	807	805	804	809	810
	Failed to look properly	Careless, reckless or in a hurry	Failed to judge vehicle's path or speed	Crossing road masked by stationary or parked vehicle	Impaired by alcohol	Impaired by drugs (illicit or medicinal)	Dangerous action in carriageway (e.g. playing)	Wrong use of pedestrian crossing facility	Pedestrian wearing dark clothing at night	Disability or illness, mental or physical
Special Codes	901	902	903	904						*999
	Stolen vehicle	Vehicle in course of crime	Emergency vehicle on a call	Vehicle door opened or closed negligently						Other - Please specify below

Driver/Rider Only (Includes Pedal Cycles and Horse Riders)

	1st	2nd	3rd	4th	5th	6th
<i>Factor in the accident</i>						
<i>Which participant? (e.g. V001, C001, U000)</i>						
<i>Very likely (A) or Possible (B)</i>						

*If 999 Other, give brief details

(Note: Only use if another factor contributed to the accident **and include it in the text description of how the accident occurred**)

These factors reflect the reporting officer's opinion at the time of reporting and may not be the result of extensive investigation