NCDOT
North Carolina Department of Transportation

DMV-349 Crash Report Form

DMV-349

Instructional Manual

Published April 28, 2009
Updated August 25, 2011

By: Division of Motor Vehicles
Traffic Records Branch
In accordance with Section 20-166.1
Motor Vehicle Laws of North Carolina

Table of Contents

Chapter 1: Introduction to DMV-349 5

Reporting Requirements 5

Chapter 2: The DMV-349 Pad 8

The DMV-349 Form 10

Multi-Occupant Vehicle Form 12

Chapter 3: Filling out the DMV-349 Form 14

Statistical Code Boxes 1 through 32 14

General Crash Information 15

1 Locality 15
2 Predominant Development Type 15
3 Road Service Condition 15
4 Weather Condition – First 16
5 Weather Condition – Second 16
6 Weather Contributed to the Crash 16
7 Ambient Light 16

Harmful Events/Contributing Circumstances Information 17

8 Contributing Circumstances, Non-Motorist – First 17
9 Contributing Circumstances, Non-Motorist – Second 17
10 First Harmful Event (Crash Level) 18
11 Most Harmful Event (Crash Level) 22
12 Contributing Circumstances, Roadway – First 22
13 Contributing Circumstances, Roadway – Second 23
14 Contributing Circumstances, Driver 1 – First 23
15 Contributing Circumstances, Driver 1 – Second 24
16 Contributing Circumstances, Driver 1 – Third 24
17 Contributing Circumstances, Driver 2 – First 24
18 Contributing Circumstances, Driver 2 – Second 24
19 Contributing Circumstances, Driver 2 – Third 25
20 Commercial Motor Vehicle 25

Occupant and Non-Motorist Information 26

21 Vehicle Number 27
22 Person Type 27
23 Seating Position 27
24 DOB 28
25 Ethnicity 28
26 Gender 28
27 Occupant/Non-Motorist Protection 29

28 Air Bag Deployment 29
29 Air Bag Switch Status 29
30 Trapped Status 30
31 Ejection Status 30
32 Injury Status 30
Vehicle Towed To/By 31
Emergency Medical Services 31
Front of DMV-349 32
Reporting and Control Information 32
Urban Intersections 36
33 Relation to Roadway Surface 36
Urban Non – Intersections 38
Rural Intersections 40
Rural Non – Intersections 42
Non – Intersection Near Interchange 44
Interchange Ramps 45
Service Roads 46
Private Property 47
Public Vehicular Areas 48
Driver Information 49
34 Vision Obstruction 50
35 Physical Condition 50
36 D.L. Restrictions 50
37 Alcohol/Drugs Suspected 51
38 Alcohol/Drugs Test 51
39 Test Results (if known) 51
40 Vehicle Seizure (DWI) 51
Pedestrian, Bicyclist, Moped Operator, or Other 52
Owner Information 53
41 Vehicle Style (Type) 54
42 Vehicle Drivable 54
43 Traffic Damage (TAD) 55
44 Estimated Damage 55
Reporting Crashes Involving CMVs 56
45 Cargo Body Type 56
Identifying Vehicle Styles and Cargo Type 60
Identifying Motor Carriers in Crashes 61
Problems Identifying the Correct Information 63
Rented and Leased CMVs 63
Commercial Driver License (CDL) 64
Emergency Medical Services 67
46 Name of EMS 67
47 Destination of Injured Person 67
Back of DMV-349 68

48 Points of Initial Contact **68**
Crash Sequence (Unit Level) **69**
49 Vehicle Maneuver/Action 69
50 Non-Motorist Action 70
51 Non-Motorist Location Prior to Impact 70
52 First Harmful Event - Vehicle Level 71
53 Second Harmful Event - Vehicle Level 77
54 Third harmful Event - Vehicle Level 77
55 Fourth Harmful Event - Vehicle Level 78
56 Most Harmful Event - Vehicle Level 78
57 Distance/Direction to Object Struck 78
58 Vehicle Underride/Override 78
59 Vehicle Defects 79
Vehicle Information **79**
60 Authorized Speed Limit 79
61 Estimate of Original Traveling Speed 80
62 Estimate of Speed at Impact 80
63 Tire Impressions Before Impact 80
64 Distance Traveled After Impact 80
65 Emergency Vehicle Use 80
66 Post Crash Fire 80
67 School Bus – Contact Vehicle 80
68 School Bus – Noncontact Vehicle 81
Roadway Information **81**
69 Road Feature 81
70 Road Character 83
71 Road Classification 84
72 Road Surface Type 84
73 Road Configuration 85
74 Access Control 85
75 Number of Lanes 86
76 Traffic Control Type 86
77 Traffic Control Operating 86
Work Zone Related **87**
78 Workzone Area 87
79 Work Activity 88
80 Work Area Marked 88
81 Location of Crash 88
Trailer Information **88**
82 Trailer Type 89
83 Overwidth Trailer/Mobile Home 90
Commercial Vehicle: Hazardous Materials Involvement **90**
84 Crash Diagram **92**
85 Narrative **93**

86 Additional Property Damage 93
Witnesses 93
Traffic Violations 94
Officer/Agency 94

Appendix A: Glossary of Terms 95

Index 117

Chapter 1: Introduction to DMV-349

Highway safety starts with Crash data.

Only an investigating officer can collect timely information at the crash scene and provide the experience, objectivity and professionalism needed to represent the public's interest.

Information, which he or she may record, should be based on the officer's professional opinion.

North Carolina motor vehicle laws state that a reportable motor vehicle traffic crash must meet at least one of the following criteria:

- The crash resulted in a fatality, or
- The crash resulted in a non-fatal personal injury, or
- The crash resulted in total property damage amounting to $1,000.00 or more, or
- The crash resulted in property damage of any amount to a vehicle seized, or
- The vehicle has been seized and is subject to forfeiture under G. S. 20-28.2.

In addition, a reportable motor vehicle traffic crash must occur on a trafficway (any land way open to the public as a matter of right or custom for moving persons or property from one place to another) or occur after the motor vehicle runs off the roadway but before events are stabilized. The terms collision, accident, and crash are synonymous when describing a motor vehicle crash.

Reporting Requirements

The DMV Crash Report Form (paper or electronic) is to be used by all law enforcement officers to report motor vehicle crashes in North Carolina.

After the investigation of a crash is completed, North Carolina General Statute 20-166.1 requires that the investigating officer make a written report of the crash within 24 hours. The law enforcement agency must submit the report to the Division of Motor Vehicles (DMV) within 10 days after receiving it. If the officer writing the report is a member of the State Highway Patrol, the officer must forward the report to the Division of Motor Vehicle (DMV).

Important: When a person injured in a reportable crash dies as a result of the crash within 12 months after the crash, and the death was not reported in the original report, the law enforcement officer investigating the crash must file a supplemental report that includes the death.

The Division of Motor Vehicles (DMV) requests that:

- The most current version of the DMV-349 form is used.
- The DMV-349 form should be typewritten or, if handwritten, the officer should use black ink.
- The report must be legible. This is of the utmost importance for clarity, when reports are microfilmed or imaged.
- The original should be submitted to DMV Traffic Records branch at:

Mailing address:	**Physical location:**
Traffic Records Branch North Carolina Division of Motor Vehicles 3106 Mail Service Center Raleigh, NC 27699-3106	1100 New Bern Avenue Raleigh, NC 27697

For specific questions about coding, please contact the Operation Support Unit at (919) 861- 3084.

The **DMV-349 Instructional Manual** is available on the DMV Web site at http://www.ncdot.org/dmv/driverservices/.

To request a **Crash Report DMV-349 pad**, fill out a Requisition form on the DMV Web site at http://www.ncdot.org/dmv/driverservices/ and either fax it to (919) 715-3076 or mail it to the Traffic Records Branch.

The National Highway Traffic Safety Administration (NHTSA) defines a motor vehicle traffic crash investigation as the thorough examination of all elements contributing to the crash, resulting in a well-founded explanation of the series of events which occurred and based upon the factual data.

When an officer submits a North Carolina Crash Report Form to the DMV, he or she provides valuable data to many different groups of people working to make North Carolina streets and highways safer. It is important that officers are also aware of some of the state level uses of this data, such as enforcement of North Carolina's financial responsibility law by the DMV. Some users of the data may include the county engineer planning to resurface a road, the city consultant developing safe school routes, the high school driver education teacher planning a curriculum, or the public works director planning reconstruction of a hazardous intersection. In addition to county and city officials, other users of crash data include the university researcher studying the problems of older drivers, the automobile manufacturer evaluating a design, or the people at all levels of the public and private sectors who support law enforcement's efforts to combat drunk driving.

Traffic crash reports are subject to be viewed by lawyers, judges, insurance companies and the general public. Crash prevention programs and successful prosecutions in court are both dependent upon proper and complete crash investigation and report writing. Subsequent levels of investigation rely on the quality of the information contained on the DMV-349. The location of the crash, the road condition at the time of the crash and the other evidence at the scene cannot be replaced or recreated, unless the officer during the initial investigation documents these things.

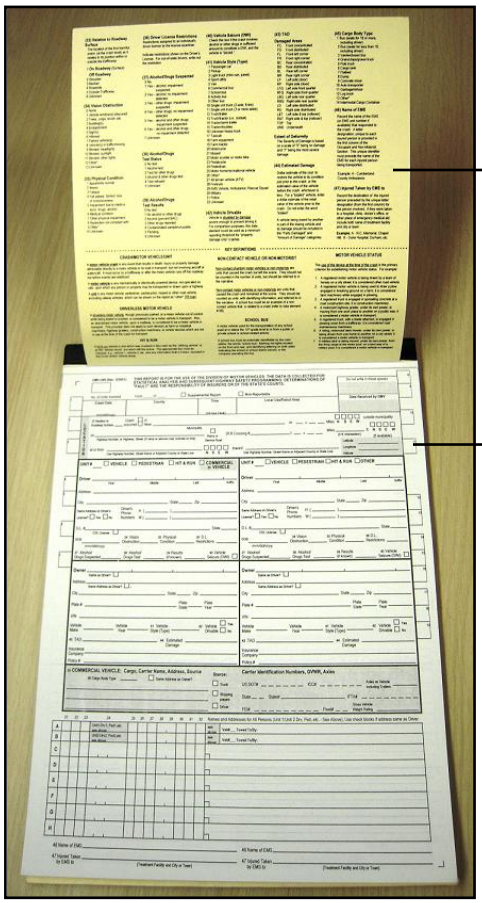
Chapter 2: The DMV-349 Pad

Each crash report pad contains twenty DMV-349 reports. Green sheets of driver exchange information (each sheet containing two driver exchange forms) accompany each DMV-349 report. The officer is able to record driver and vehicle information onto driver exchange forms and share this information along with the request form for a copy of a motor vehicle crash report with each of the drivers involved. Officers are still required to record a minor amount of information at the bottom (shaded areas) for each of the individual driver exchange forms.

The Crash Report pad contains:

- Twenty double-sided DMV-349 Reports
- Two copies of Driver Exchange Forms per DMV-349 Report
- Extra Driver Exchange Forms are located at the end of the pad
- North Carolina Multi-Occupant Vehicle forms are located at the end of the pad

It is recommended that the Officer completes the statistical code boxes (1-32) first including as much information as possible at the bottom of the form. When completing these boxes use the codes from the cream colored top cover sheet.



Underside of the top cover sheet

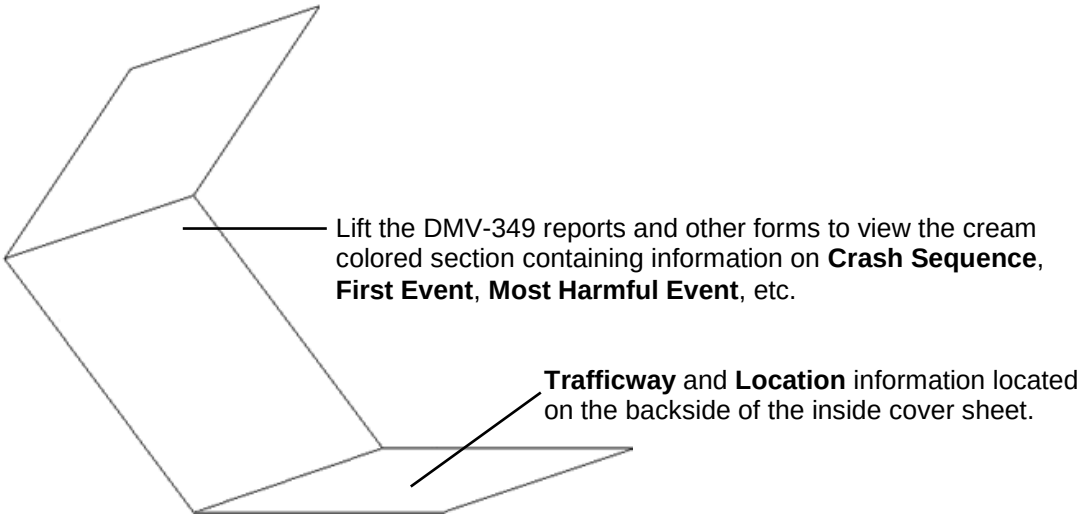
Statistical code boxes

Lift the cream colored top cover sheet, complete the face of the DMV-349 as completely as possible using the codes on the underside of the top cover sheet. Additional definitions are provided at the bottom of the underside of the top cover sheet, which are critical in dealing with special types of crashes, such as crashes involving hit & runs, non-contact vehicles, etc.

With the front side of the DMV-349 completed, tear out the report and the two Driver Exchange Forms. Complete the bottom part of each of the Driver Exchange Forms and tear along the perforations, providing each involved driver with a copy of the information pertaining to the other driver(s) in the crash.

NOTE: A second Driver Exchange Form is provided to cover crashes with three drivers. Next, turn the DMV-349 over and complete the back side of the report using the codes from the top of the cream colored insert cover sheet, which is used to protect the next crash report form/NCR paper from the writing/coding of the current form being completed.

Pulling the cream colored insert cover sheet out of the pad reveals, on the back side, **Trafficway** and **Location** descriptive information for officer reference in completing the report, using terminology that is consistent with other users of the crash reporting system.



The bottom inside face of the cream colored crash report pad itself is revealed by lifting the DMV-349 reports away from the pad. This section of the pad contains important information concerning **Crash Sequence of Events**, **First Event**, **Most Harmful Event**, etc.

The back side of the crash report pad contains valuable information concerning where to telephone or write with questions concerning filling out the DMV-349, a reference for crashes involving commercial motor vehicles (CMV), completing supplemental reports, other important definitions, and a short summary of why officers submit crash report forms.

The DMV-349 Form

DMV-349 (Rev. 1/2009)

THIS REPORT IS FOR THE USE OF THE DIVISION OF MOTOR VEHICLES. THE DATA IS COLLECTED FOR STATISTICAL ANALYSIS AND SUBSEQUENT HIGHWAY SAFETY PROGRAMMING. DETERMINATIONS OF "FAULT" ARE THE RESPONSIBILITY OF INSURERS OR OF THE STATE'S COURTS.

Do not write in these spaces

Date Received by DMV

No. of Units Involved — Form ____ of ____ — ☐ Supplemental Report — ☐ Non-Reportable

Crash Date	County	Time	Local Use/Patrol Area
mm/dd/ccyy		(24 Hour Clock)	

LOCATION

33 Relation to Roadway Surface ____ Crash occurred ☐ In ☐ Near ____ Municipality or ___ . ___ Miles ☐N ☐S ☐E ☐W outside municipality

on ____ Highway Number, or Highway, Street. (If ramp or service road, indicate on line) ☐ Ramp or Service Road (R.R.Crossing #____) ___ . ___ Miles ____ (0 ft.-Intersection) ft. ☐N ☐S ☐E ☐W (If available)

at or from ____ Use Highway Number, Street Name or Adjacent County or State Line ☐N ☐S ☐E ☐W toward ____ Use Highway Number, Street Name or Adjacent County or State Line

Latitude ____ Longitude ____ Altitude ____

UNIT # ____ ☐ VEHICLE ☐ PEDESTRIAN ☐ HIT & RUN ☐ COMMERCIAL 20 VEHICLE

Driver ____ First Middle Last Suffix

Address ____

City ____ State ____ Zip ____

Same Address on Driver's License? ☐ Yes ☐ No — Driver's Phone Numbers H ( ) ____ W ( ) ____

D.L. # ____ CDL License ☐ D.L. Class ____ State ____

DOB ____ mm/dd/ccyy — 34 Vision Obstruction ____ — 35 Physical Condition ____ — 36 D.L. Restrictions ____

37 Alcohol/ Drugs Suspected ____ — 38 Alcohol/ Drugs Test ____ — 39 Results (if known) ____ — 40 Vehicle Seizure (DWI) ☐

Owner ____ Same as Driver? ☐

Address ____ Same Address as Driver? ☐

City ____ State ____ Zip ____

Plate # ____ Plate State ____ Plate Year ____

VIN ____

Vehicle Make ____ Vehicle Year ____ 41 Vehicle Style (Type) ____ 42 Vehicle Drivable ☐ Yes ☐ No

43 TAD ____ 44 Estimated Damage ____

Insurance Company ____

Policy # ____

UNIT # ____ ☐ VEHICLE ☐ PEDESTRIAN ☐ HIT & RUN ☐ OTHER ____

Driver ____ First Middle Last Suffix

Address ____

City ____ State ____ Zip ____

Same Address on Driver's License? ☐ Yes ☐ No — Driver's Phone Numbers H ( ) ____ W ( ) ____

D.L. # ____ CDL License ☐ D.L. Class ____ State ____

DOB ____ mm/dd/ccyy — 34 Vision Obstruction ____ — 35 Physical Condition ____ — 36 D.L. Restrictions ____

37 Alcohol/ Drugs Suspected ____ — 38 Alcohol/ Drugs Test ____ — 39 Results (if known) ____ — 40 Vehicle Seizure (DWI) ☐

Owner ____ Same as Driver? ☐

Address ____ Same Address as Driver? ☐

City ____ State ____ Zip ____

Plate # ____ Plate State ____ Plate Year ____

VIN ____

Vehicle Make ____ Vehicle Year ____ 41 Vehicle Style (Type) ____ 42 Vehicle Drivable ☐ Yes ☐ No

43 TAD ____ 44 Estimated Damage ____

Insurance Company ____

Policy # ____

20 COMMERCIAL VEHICLE: Cargo, Carrier Name, Address, Source

Unit ____ 45 Cargo Body Type ____ ☐ Same Address as Owner?

Source: ☐ Truck ☐ Shipping papers ☐ Driver

Carrier Identification Numbers, GVWR, Axles

US DOT# ____ ICC# ____ Axles on Vehicle Including Trailers ____

State ____ State # ____ IFTA# ____

FEI# ____ Fleet# ____ Gross Vehicle Weight Rating ____

Names and Addresses for All Persons (Unit 1/Unit 2 Drv, Ped, etc. - See Above); Use check blocks if address same as Driver

	21	22	23	24	25	26	27	28	29	30	31	32		
A				Unit1-Drv1, Ped1,etc. see above									see above	Veh#___ Towed To/By:
B				Unit2-Drv2, Ped2,etc. see above									see above	Veh#___ Towed To/By:
C														
D														
E														
F														
G														
H														

46 Name of EMS ____

47 Injured Taken by EMS to ____ (Treatment Facility and City or Town)

46 Name of EMS ____

47 Injured Taken by EMS to ____ (Treatment Facility and City or Town)

48 POINTS OF INITIAL CONTACT (Write in Codes)	Unit# ___	
	Unit# ___	
CRASH SEQUENCE (Unit Level)	Unit#___	Unit#___
49 Vehicle Maneuver/Action		
50 Non-Motorist Action		
51 Non-Motorist Location Prior to Impact		
52 **Crash Sequence - First Event for This Unit**		
53 Crash Sequence - Second Event "		
54 Crash Sequence - Third Event "		
55 Crash Sequence - Fourth Event "		
56 **Most Harmful Event for This Unit**		
57 Distance/Direction to Object Struck		
58 Vehicle Underride/Override		
59 Vehicle Defects		

VEHICLE INFO.	Veh.#___	Veh.#___
60 Authorized Speed Limit		
61 Estimate of Original Traveling Speed		
62 Estimate of Speed at Impact		
63 Tire Impressions Before Impact (ft.)		
64 Distance Traveled After Impact (ft.)		
65 Emergency Vehicle Use		
66 Post Crash Fire (if "Yes" check block)	☐	☐
67 School Bus - Contact Vehicle "	☐	☐
68 School Bus - Noncontact Vehicle "	☐	☐

COMMERCIAL VEHICLE: Hazardous Materials Involvement Unit _____

Haz Mat Placard ☐ Yes ☐ No

Hazardous Cargo ☐ Yes ☐ No

Released (does not include fuel from fuel tank)

Carrying Haz Mat ☐ Yes ☐ No

From Placard indicate:

4-digit placard number or name from diamond or box

1-digit number from bottom of diamond

ROADWAY INFO.	
69 Road Feature	
70 Road Character	
71 Road Classification	
72 Road Surface Type	
73 Road Configuration	
74 Access Control	
75 Number of Lanes	
76 Traffic Control Type	
77 Traffic Control Oper	

WORK ZONE RELATED	
78 Workzone Area	
79 Work Activity	
80 Work Area Marked	
81 Crash Location	

TRAILER INFO.	Unit.#___	Unit.#___
82 Trailer Type		
1st Trailer No. Axles		
Width (inches)		
Length (feet)		
2nd Trailer No. Axles		
Width (inches)		
Length (feet)		
83 Unit.#___ Overwidth Trailer and Overwidth Mobile Home	Overwidth Permit #	

84 **DIAGRAM**

Indicate North

Unit.#___ was: ☐ Traveling ☐ Parked Facing ☐ N ☐ S ☐ E ☐ W on _____

Unit.#___ was: ☐ Traveling ☐ Parked Facing ☐ N ☐ S ☐ E ☐ W on _____

85 **NARRATIVE** (Include pertinent and unusual aspects, which are not listed elsewhere on the form)

ADDITIONAL PROPERTY DAMAGE

86 Type/ Owner _____ Owner Address _____ Phone _____ State Property? ☐ Estimated Damage $ _____

WITNESSES

Name _____ Address _____ Phone No. (____) _____

Name _____ Address _____ Phone No. (____) _____

TRAFFIC VIOLATION(S)

Name _____ Charge(s) _____

(Citation # optional)

Name _____ Charge(s) _____

Officer Name | Officer Number | Department | Date of Report

Multi-Occupant Vehicle Form

Use the Multi-Occupant Vehicle form when a multi-occupant vehicle is involved in a crash. Multi-occupant vehicles are vans, shuttles, school or commercial buses. These vehicles may have a middle isle or a side isle. Use the seating position diagram to complete occupant entry.

- If the vehicle has two seats on each side of a middle isle (standard bus configuration), omit seats B and E.
- For vehicles with side seats use the double letters such as AA and FF to identify the seating position.
- For vehicles with a side isle (standard van configuration), use seats A, B and C.

Rows can be numbered from 1 through N with “N” being the last row of seats in the vehicle. For example, **2C** indicates that the person was in row 2 and seat C.

IMPORTANT: Enter the driver of all vehicles and (if applicable) the occupant in the front right seat on the DMV-349 form. Enter all other occupants on the Multi-Occupant Vehicle form. See the section 23 Seating Position on page 26 for detailed instructions.

North Carolina
Multi-Occupant Vehicle

DMV-349M (Rev. 10/99) Form ___ of ___

Date (mm/dd/ccyy)	County	Time (24 Hour Clock)

On Hwy _____ Highway Number, or Highway, Street. (If ramp or service road, indicate on line) ☐ Ramp or Service Road

Multi Occupant Vehicle Driver _____ First Middle Last Suffix

Officer _____ Rank Name Department Number

Please use seating position diagram to complete occupant entry.
Omit B and E for two seat configurations.
For side seats, use AA and FF where appropriate.

Seating Position Diagram

		DRIVER				
1	A	B	C	D	E	F
2	A	B	C	D	E	F
3	AA					FF
4	AA					FF
N	A	B	C	G	D	E	F

N = Remaining rows in Multi-Occupant Vehicle, last row shown.

Row and Seat Sample Only

	21	22	23	24	25	26	27	28	29	30	31	32	Names and Addresses for All Persons in Multi-Occupant Vehicle excluding Driver
2C	1	2	11	06 15 1999	B	M	2	0	0	2	1	5	Sample Entry only! Sample Entry only!
		2	11					0	0				
		2	11					0	0				
		2	11					0	0				
		2	11					0	0				
		2	11					0	0				
		2	11					0	0				

46 Name of EMS _____ 46 Name of EMS _____
47 Injured Taken by EMS to _____ (Treatment Facility and City or Town) 47 Injured Taken by EMS to _____ (Treatment Facility and City or Town)

		2	11					0	0				
		2	11					0	0				
		2	11					0	0				
		2	11					0	0				
		2	11					0	0				
		2	11					0	0				

46 Name of EMS _____ 46 Name of EMS _____
47 Injured Taken by EMS to _____ (Treatment Facility and City or Town) 47 Injured Taken by EMS to _____ (Treatment Facility and City or Town)

Chapter 3: Filling out the DMV-349 Form

When completing the DMV-349 form, if a response to a particular data element, such as Road Surface Condition does not fit one of the code values listed, choose "other" and provide the specific information in the crash narrative.

When a data element is not applicable to the crash, enter a dash (-) in the box. For example, when **0 No control present** is selected for data element **76 Traffic Control Type**, a dash (-) is entered for data element **77 Traffic Control Operating**.

76 Traffic Control Type	0
77 Traffic Control Operating	—

If an entire section of the DMV-349 form does not apply to the crash being reported, draw a diagonal line through the entire section. An example of a section which might not apply in a given crash is the "Unit 2" section in a single vehicle crash.

IMPORTANT: The grayed sections of the DMV-349 form DO NOT represent optional boxes. All boxes must be filled out if information is available.

Statistical Code Boxes 1 through 32

First complete the statistical code boxes, using the top cover sheet. The following table lists these numbered boxes:

Statistical Code Box(es)	Description
1 through 7	General Crash Information. These boxes represent light, weather, and road surface information.
8 through19	These boxes contain contributing circumstances and crash type information.
20	This box represents crashes involving commercial motor vehicles (CMV).
21 through 32	These boxes include information pertaining to the persons involved in the crash.

General Crash Information

The general crash information encompasses statistical code boxes 1 through 7.

1 Locality

Locality is the general type and level of development in the vicinity of the collision. For example: If the estimated total development is less than 30% or about 1/3 of road frontage on both sides over a substantial distance from the scene of the collision, then enter a “1” for rural development.

1 Rural (<30% developed)
2 Mixed (30% to 70% developed)
3 Urban (>70% developed)

2 Predominant Development Type

The predominant type of development in the area in which the collision occurred. For example: Commercial (mainly retail stores), Institutional (schools, hospitals, government buildings).

1 Farms, woods, pastures
2 Residential
3 Commercial
4 Institutional
5 Industrial

3 Road Service Condition

Describes the roadway surface conditions at the time and place of the crash. This information is important to identify and correct high wet-surface crash locations in order to provide information for setting coefficient of pavement friction standards. Critical for preventive programs and engineering evaluations.

1 Dry
2 Wet
3 Water (standing, moving)
4 Ice
5 Snow
6 Slush
7 Sand, mud, dirt, gravel

8 Fuel, oil

9 Other* (write in the narrative)

10 Unknown

4 Weather Condition – First

The general atmospheric conditions that existed at the time of the crash.

1 Clear

2 Cloudy

3 Raining

4 Snowing

5 Fog, smog, smoke

6 Sleet, hail, freezing rain/drizzle

7 Severe crosswinds

8 Blowing sand, dirt, snow

9 Other* (write in the narrative)

5 Weather Condition – Second

A maximum of two weather conditions may be recorded in the crash, such as rain and severe crosswinds.

6 Weather Contributed to the Crash

An indication, in the officer's opinion as to whether or not weather (for example, smoke or hail) was a contributing factor in the crash.

1 Yes

2 No

3 Unknown

7 Ambient Light

The type of light that existed at the time of the crash. Note that extremely cloudy conditions may be classified as dawn (or dusk) if the ambient light conditions are similar.

1 Daylight

2 Dusk

3 Dawn

4 Darkness (lighted roadway)

5 Darkness (roadway not lighted)

6 Darkness (unknown lighting)

7 Other*

8 Unknown

Harmful Events/Contributing Circumstances Information

The Harmful Events/Contributing Circumstances information encompasses statistical code boxes 8 through 19.

8 Contributing Circumstances, Non-Motorist – First

Indicate the first contributing circumstance using the following codes, which include the events or circumstances or actions by the non-motorist, which may have contributed to the crash. A maximum of two contributing circumstances may be recorded for each involved non-motorist. This information is important for evaluating the effect that dangerous behavior by the non-motorist has on the crash.

0 None

1 Coming from behind parked vehicle

2 Darting

3 Lying and/or illegally in the roadway

4 Failure to yield right of way

5 Not visible (dark clothing, etc.)

6 Inattentive (talking, eating, etc.)

7 Failure to obey traffic signs, signals

8 Wrong side of road

9 Other* (write in the narrative)

10 Unknown

9 Contributing Circumstances, Non-Motorist – Second

Using the code values from the previous data element (**8 Contributing Circumstances, Non-Motorist – First**), indicate the second contributing circumstance (if applicable), which includes the events or circumstances or actions by the non-motorist, which may have contributed to the crash.

Recording Data at the Crash Level vs. the Vehicle Level

Data elements 10-11 refer to the first harmful and most harmful events at the crash level, while data elements 52-56 refer to the first four harmful events (52-55) and the most harmful event (56) at the vehicle level.

It is important that these separate data elements are captured at both the vehicle and crash levels and that a determination is made in a multi-vehicle crash, in addition to which harmful event was “first” in the crash and which was the “most harmful event.” These distinctions are important in classifying and comparing different types of crashes.

10 First Harmful Event (Crash Level)

The first harmful event is the first injury or damage producing event. This is used to characterize the crash type. The most harmful event is the event which caused the most severe injury or greatest amount of property damage.

The first injury or damage producing event characterizes the crash type and identifies the nature of the first harmful event. This is the first event which led to the crash, even though multiple vehicles may have been involved. Use the Crash Type codes defined below.

Non-Collision

1 Ran off Road Right - Vehicle runs off right side of the roadway.

2 Ran off Road Left - Vehicle runs off left side of the roadway.

3 Ran off Road Straight Ahead - Vehicle runs through “Y” or “T” intersection.

4 Jackknife – Truck pulling a semi-trailer or trailers where the trailing unit(s) and the pulling vehicle rotate with respect to each other.

5 Overturn/Rollover - Any event in which a motor vehicle in transport overturns for any reason without antecedent collision.

13 Other Non-Collision* (write in the narrative) – Any other event involving only the motor vehicle in transport, that is of a non-collision nature.

Includes: Accidental carbon monoxide poisoning by a motor vehicle in transport. Breakage of any part of the motor vehicle, resulting in injury or further damage. Explosion of any part of the motor vehicle. Fire starting in the motor vehicle. Falling or jumping from the motor vehicle. Occupant hit by an object in, or thrown against the motor vehicle. Injury or damage from a moving part of the motor vehicle. Object falling from, or in the motor vehicle. Striking a hole or bump in the roadway, etc.

Excludes: Carbon monoxide poisoning in a motor vehicle not in transport. Injury or damage resulting from a fight between occupants, cigarette burns,

discharge of a firearm in the motor vehicle, working on a motor vehicle not in transport, etc.

Collision of Motor Vehicle With

14 Pedestrian - Any collision involving a motor vehicle in transport and a pedestrian.

Includes: Person afoot, sitting, lying, or working upon a land way or place. Person in or operating a pedestrian conveyance.

Excludes: Person boarding or alighting from another conveyance, except a pedestrian conveyance. Person in the process of jumping or falling from a motor vehicle in transport.

15 Pedalcyclist - Any collision involving a motor vehicle in transport and a pedalcyclist, including devices known as bicycles, pedalcycles, unicycles and sidecars or trailers attached to these devices (which are moved by human power).

Includes: Includes any of the following devices in transport: Bicycle, tricycle, unicycle, trailers or sidecars attached to any of the above devices.

Excludes: Pedalcycle towed by motor vehicle, including: Hitching, and an unoccupied pedalcycle.

General: A pedalcyclist is any person riding upon a pedalcycle or in a sidecar attached to the pedalcycle. A stopped pedalcycle is considered to be in transport if it is in readiness for transport, such as stopped at a stop sign, traffic light, or waiting in traffic for any reason, if attended, and the pedalcyclist need not be occupying the riding saddle, but not pushing the pedalcycle. A coasting pedalcycle with rider is considered in transport. If the motor vehicle and pedalcycle are in transport, which one does the actual striking is immaterial.

16 Railway Train, Engine - Any collision involving a motor vehicle in transport and a railway train or railway vehicle.

Includes: Railway train, with or without cars. Motorized railway device. Railway device, such as cars, set in motion by a railway train or railway vehicle.

Excludes: Devices operated upon railway rails by human power.

Nonmotorized devices not set in motion by a railway train or railway vehicle.

Collisions in which a railway train was involved in a railway transport collision prior to involvement with the motor vehicle, such as derailment, or throwing some part, other road vehicle, animal, or pedestrian against a motor vehicle.

General: Motion of the motor vehicle is immaterial; it can be in motion or stopped in the path of the railway train.

Motion of the railway train is immaterial; it can be stopped in the path of the motor vehicle or in motion.

Whether the motor vehicle or the railway train does the actual striking is immaterial.

17 Animal - Any collision involving a motor vehicle in transport and an animal, herded or unattended.

Includes: Domestic and wild animals, flying animals, such as birds and bats.

Excludes: Ridden animals, animal drawing a conveyance.

General: Injury to wild animals, such as birds and rabbits, is excluded if there is no injury to any person or damage to the motor vehicle. Injury to domestic animals is treated as property damage, if there is no injury to any person or damage to the motor vehicle.

18 Movable Object* - Any collision involving a motor vehicle in transport and any other object which is movable or moving, but not fixed.

Includes: Animal-drawn vehicle (any type)
Animal carrying a person
Street car
Objects dropped from motor vehicle or other vehicles but not in motion
Objects set in motion by other motor vehicles
Special devices not considered in transport or as fixed objects
Fallen tree or stone
Landslide or avalanche materials, not in motion
Pedalcycle not in transport
Railway devices moved by human power
Nonmotorized devices not set in motion by railway train or railway vehicle.

Excludes: Objects set in motion by aircraft, watercraft, or railway.
Objects set in motion by cataclysm, lightning, or other natural and environmental factors.

19 Fixed Object* - Any collision involving a motor vehicle in transport and any object, which is fixed (not movable). Specific values for types of fixed objects struck (at the vehicle level) can be found in data elements 52-56.

Collision of Two or More Motor Vehicles

20 Parked Motor Vehicle - Any crash involving motor vehicle in transport and a motor vehicle not in transport.

Includes: Motor vehicle parked in a place designated for parking, even though the permitted time period may have expired.

Motor vehicle stopped or parked along the roadway where normal usage permits such stopping or parking, including parking adjacent to curbs and parking on trafficway shoulders.

Motor vehicle stopped or parked illegally, but otherwise outside the roadway traffic lanes, such as blocking a driveway, beside a fire hydrant, or in a loading zone.
Motor vehicle parked, disabled, or abandoned in roadway or off roadway.

Load in the process of falling from parked motor vehicle.

Excludes: Motor vehicle stopped or parked in traffic lanes where parking is prohibited, such as double parked, on the side of the street where there is no parking at any time along the length of the street, in tunnels or on bridges where parking is prohibited, or in a parking lane during the hours that it is required to be clear for traffic.

Stopped or parked self-propelled machinery even though such machinery is considered a motor vehicle when in transport.

Load that has fallen from a parked motor vehicle.

21 Rear End, Slow, or Stop - Rear end collision with one vehicle going at a slower speed, slowing down or stopping in traffic.

22 Rear End, Turn - Rear end collision with front vehicle turning.

23 Left Turn, Same Roadway - Collision with both vehicles traveling on same roadway prior to one or both turning left; may occur in passing maneuver or vehicles may be meeting.

24 Left Turn, Different Roadways - Collision of vehicles traveling on different roadways prior to one or both turning left.

25 Right Turn, Same Roadway - Collision with both vehicles traveling on the same roadway prior to one or both turning right (Occurs in passing on right at intersections, meeting of one-way road with two-way road, etc.). If one vehicle was turning left while the other was turning right, then code according to the vehicle, which appeared to cause the collision.

26 Right Turn, Different Roadways - Collision of vehicles traveling on different roadways prior to one or both turning right. If one vehicle was turning left while the other was turning right, then code according to the vehicle, which appeared to cause the collision.

27 Head On - Head on collision of motor vehicles moving in opposite directions in which initial contact is on the fronts of both vehicles.

28 Sideswipe, Same Direction - The collision of motor vehicles, traveling in the same direction, in which contact usually results from attempting to pass too closely, skidding, or other side-to-side initial contact. Damage is generally along entire side of vehicle.

29 Sideswipe, Opposite Direction - The collision of motor vehicles, traveling in opposite directions, in which contact usually results from attempting to pass too closely, skidding, or other side-to-side initial contact. Damage is generally along entire side of vehicle.

30 Angle Collision - Collision most often resulting in the vehicles hitting at or near right angles, with the front of one vehicle striking the side of the other vehicle. Most often occurs at an intersection when two vehicles are going straight on intersecting roads and neither vehicle is turning.

31 Backing Up – Collision in which one vehicle backs into another, generally stopped or parked vehicle.

32 Other Collision With Vehicle

11 Most Harmful Event (Crash Level)

Using the code values from the previous data element, (**10 First Harmful Event**), record the event which produced the greatest property damage or most severe injury in the crash. In a multi-vehicle crash, since each respective vehicle can experience its own unique "most harmful event", this data element is important for classifying and comparing crashes according to the most harmful event in each crash. If several vehicles are involved in a crash, it is important for the officer to identify which harmful event was the most harmful in the crash.

12 Contributing Circumstances, Roadway – First

Apparent condition of the road, which contributed to the crash. A maximum of two contributing circumstances may be in the crash. This information is important in determining highway maintenance and possible engineering needs.

0 None (no unusual conditions)

1 Road Surface Condition

2 Debris

3 Rut, Holes, Bumps

4 Work Zone (construction, maintenance, utility)

5 Worn Travel-Polished Surface

6 Obstruction in Roadway

7 Traffic Control Device Inoperative, Not Visible or Missing

8 Shoulders Low, Soft or High

9 No Shoulders

10 Non-Highway Work

11 Other* (write in the narrative)

12 Unknown

13 Contributing Circumstances, Roadway – Second

Using the code values from the previous data element (**12 Contributing Circumstances, Roadway – First**), indicate the second contributing circumstance attributable to the Roadway (if applicable), which may have contributed to the crash.

14 Contributing Circumstances, Driver 1 – First

The actions of the driver (maximum of three), which may have contributed to the crash. The importance is to record the cause of the crash, not necessarily the citation issued. Even though the citation issued is for a safe movement violation, it is better to record the specific contributing circumstances, e.g., improper turn or improper lane change, etc. This data is used to evaluate the effect that dangerous driver behavior has on the crash.

0 No contributing circumstances indicated
1 Disregarded yield sign
2 Disregarded stop sign
3 Disregarded other traffic signs
4 Disregarded traffic signals
5 Disregarded road markings
6 Exceeded authorized speed limit
7 Exceeded safe speed for conditions
8 Failure to reduce speed
9 Improper turn
10 Right turn on red
11 Crossed centerline/going wrong way
12 Improper lane change
13 Use of improper lane
14 Overcorrected/oversteered
15 Passed stopped school bus
16 Passed on hill
17 Passed on curve
18 Other improper passing
19 Failed to yield right of way
20 Inattention
21 Improper backing

22 Improper parking
23 Driver distracted
24 Improper or no signal
25 Followed too closely
26 Operated vehicle in erratic, reckless, careless, negligent or aggressive manner
27 Swerved or avoided due to wind, slippery surface, vehicle, object, non-motorist
28 Visibility obstructed
29 Operated defective equipment
30 Alcohol use
31 Drug use
32 Other* (write in the narrative)
33 Unable to determine
34 Unknown
35 Driver distracted by electronic communication device (cell phone, texting, etc.)
36 Driver distracted by other electronic device (navigation device, DVD player, etc.)
37 Driver distracted by other inside the vehicle
38 Driver distracted by external distraction (outside the vehicle)

15 Contributing Circumstances, Driver 1 – Second

Using the code values from the previous data element (**14 Contributing Circumstances, Driver 1 – First**), indicate the second contributing circumstance for Driver #1 (if applicable), which may have contributed to the crash.

16 Contributing Circumstances, Driver 1 – Third

Using the code values from data element (**14 Contributing Circumstances, Driver 1 – First**), indicate the third contributing circumstance for Driver #1 (if applicable), which may have contributed to the crash.

17 Contributing Circumstances, Driver 2 – First

Using the code values from data element (**14 Contributing Circumstances, Driver 1 – First**), indicate the first contributing circumstance for Driver #2 (if applicable), which may have contributed to the crash.

18 Contributing Circumstances, Driver 2 – Second

Using the code values from data element (**14 Contributing Circumstances, Driver 1 – First**), indicate the second contributing circumstance for Driver #2 (if applicable), which may have contributed to the crash.

19 Contributing Circumstances, Driver 2 – Third

Using the code values from data element (**14 Contributing Circumstances, Driver 1 – First**), indicate the third contributing circumstance for Driver #2 (if applicable), which may have contributed to the crash.

20 Commercial Motor Vehicle

Details concerning the carrier name, address, etc. are recorded in the shaded box below the Owner Information section on the front of the DMV-349. Additional information regarding trailer information and/or hazardous materials involved is recorded on the back of the DMV-349 above the Diagram area.

If the vehicle involved in the crash is a commercial motor vehicle (CMV), according to the definition provided in the glossary, check the **20 Commercial Vehicle** box located in the following section.

UNIT # ___ ☐ VEHICLE ☐ PEDESTRIAN ☐ HIT & RUN ☐ COMMERCIAL 20 VEHICLE

Driver _____
First Middle Last

Address _____

City _____ State _____ Zip _____

Same Address on Driver's License? ☐ Yes ☐ No

Driver's Phone Numbers H (___) _____
W (___) _____

DL# _____ D.L. Class _____ State _____
CDL License ☐

DOB _____ mm/dd/ccyy 34 Vision Obstruction ___ 35 Physical Condition ___ 36 D.L. Restrictions ___

37 Alcohol/ Drugs Suspected _____ 38 Alcohol/ Drugs Test _____ 39 Results (if known) _____ 40 Vehicle Seizure (DWI) ☐

Refer to the Reporting Crashes Involving CMVs section on page 55 for instructions on how to fill out the following CMV section.

20 COMMERCIAL VEHICLE: Cargo, **Carrier Name, Address, Source** **Carrier Identification Numbers, GVWR, Axles**

Unit ___ 45 Cargo Body Type _____ ☐ Same Address as Owner

Source:
☐ Truck
☐ Shipping Papers
☐ Driver

US DOT# _ _ _ _ _ _ ICC MC# _ _ _ _ _ _ Axles on Vehicle Including Trailers _____

State _ _ State# _____ IFTA# _ _ _ _ _ _ _ _

FEI# _ _ _ _ _ _ _ _ _ _ Fleet# _ _ Gross Vehicle Weight Rating _____

If the CMV was carrying hazardous material, this information is recorded on the back of the DMV-349 form. Refer to Commercial Vehicle: Hazardous Materials Involvement on page 89 for instructions on how to fill out the following section.

COMMERCIAL VEHICLE: Hazardous Material Involvement Unit ____

Haz Mat Placard ☐ Yes ☐ No

Hazardous Cargo ☐ Yes ☐ No

Released (does not include fuel from fuel tank)

Carrying Haz Mat ☐ Yes ☐ No

From Placard Indicate:

4-digit placard number or name from diamond or box: __ __ __ __

1-digit number from bottom of diamond: __

NOTE: Trailer information is also recorded on the back of the DMV-349 form.

Occupant and Non-Motorist Information

Boxes 21 through 32 include age, seating position, safety equipment, injury status and other information for occupants and non-motorists involved in a crash.

Each DMV-349 form contains spaces at the bottom of the form to record occupant and non-motorist information for the first two units or vehicles involved in the crash. If additional units are involved in the crash, which will require additional DMV-349 forms, occupant and non-motorist information must be recorded on the respective form for that unit or vehicle.

When recording the date of birth or age, name and address of the unit 1 and/or unit 2 driver, pedestrian, etc., these areas are shaded at the bottom of the form, since this information is already captured on the front of the DMV-349 in the unit 1/unit 2 sections of the report.

	21	22	23	24	25	26	27	28	29	30	31	32	Names and Addresses for All Persons (Unit 1/Unit 2 Drv, Ped, etc. - See Above); Use check blocks if address same as Driver	
A				Unit 1-Drv1, Ped1, etc. (see above)									See above	Veh# ____ Towed To/By:
B				Unit 2-Drv2, Ped2, etc. (see above)									See above	Veh# ____ Towed To/By:
C													☐	
D													☐	

Give the number of the striking or occupied vehicle, person type, seating position, date of birth/age, ethnicity, gender, occupant/non-motorist protection, air bag deployment/switch status, trapped, ejection, and injury status of all occupants and non-motorists. For motorcyclists or non-motorists (i.e., bicyclists), enter helmet usage. **Names and addresses are necessary for all persons involved in the crash,**

including non-motorists. (It may help later investigations, including identifying persons previously involved in a crash, as well as persons whose injury status is later updated following a crash).

21 Vehicle Number

Record the specific vehicle number in the crash (vehicle 1, vehicle 2, etc.) to be able to locate occupants and/or to identify which vehicle struck which non-motorist as well as further identify what happened to each vehicle involved in the crash.

22 Person Type

Identify the specific person type according to the following codes. This is important for classification purposes to evaluate countermeasures designed for specific people.

1 Driver

2 Passenger

Non-Motorist

3 Pedestrian

4 Pedalcyclist (bicyclist, tricycle, unicycle)

5 Roller skater, Roller blader, etc.

6 Other* (write in the narrative)

7 Unknown

23 Seating Position

Record the location for this occupant in, on, or outside of the motor vehicle prior to the crash impact, using the codes that follow. The seating position(s) for motorcyclists are provided as the left most seating positions in the first three rows of seat positions. This information is important, because without known seating positions for each person in the vehicle, it is not possible to fully evaluate the effect of occupant protection programs. Seating positions for vehicles requiring a greater number of spaces to record seating position can be found in the supplemental Multi-Occupant Form, which provides for up to 60 occupants.

1 Front – left (driver/motorcycle driver)

2 Front – middle

3 Front – right

4 Second seat – left (motorcycle passenger)

5 Second seat – middle

6 Second seat – right

7 Third row – left (motorcycle passenger)

8 Third row – middle

9 Third row – right

10 Sleeper section of cab (truck)

11 Passenger in other enclosed passenger area (refer to supplemental multi-occupant form)

12 Passenger in unenclosed area (pickup)

13 Trailing unit

14 Riding on vehicle exterior

15 Unknown

24 DOB

Enter the date of birth (DOB) – mm/dd/yyyy, for each person involved in the crash. If not available, record the approximate age of the person. Enter “0” if the child is less than a year old. Shaded areas represent driver or non-motorist information, which is already listed above on the DMV-349 in the Unit 1/Unit 2 sections of the report.

25 Ethnicity

Enter the ethnic affiliation of the person.

W White

B Black

I American Indian

H Hispanic

A Asian

O Other* (write in the narrative)

U Unknown

26 Gender

Enter the sex of the person. This information is necessary to evaluate gender on occupant protection systems and vehicle design characteristics.

M Male

F Female

U Unknown

27 Occupant/Non-Motorist Protection

The occupant protection, or non-motorist protection, used by person(s) involved in the crash.

0 None used

1 Lap belt only

2 Shoulder and lap belt

3 Shoulder belt only

4 Child restraint

5 Helmet (motorcyclist or non-motorist)

Codes 6-8 for non-motorist only

6 Protective pads

7 Reflective clothing

8 Lighting

9 Other* (write in the narrative)

10 Unable to determine

28 Air Bag Deployment

Deployment status of an air bag, relative to each specific occupant. This information is necessary to evaluate the effectiveness of air bags and other occupant protection equipment, especially at a time when air bags are rapidly increasing in the vehicle population and when consumers are allowed to have the air bag disconnected under certain conditions.

0 No Air Bag(s)

1 Not deployed

2 Deployed – front

3 Deployed – side

4 Deployed – both front and side

5 Unknown

29 Air Bag Switch Status

Switch status of air bag switch.

0 No ON-OFF switch

1 Switch in ON position

2 Switch in OFF position

3 Unknown if ON-OFF switch present

4 Unknown position in vehicle

30 Trapped Status

Persons who are restrained in the vehicle by damaged vehicle components. This information is important to evaluate vehicle integrity, the impact of the need for means to extricate vehicle occupants and the medical outcome for victims who are entrapped.

1 Yes

2 No

3 Unknown

31 Ejection Status

The location of each occupant's body as being completely or partially thrown from the vehicle as a result of the crash.

1 Not ejected

2 Totally ejected

3 Partially ejected

4 Unknown

32 Injury Status

The most severe injury to a person involved in the crash. This information is necessary for injury outcome analysis and evaluation. This element is also critical in providing linkage between the crash, EMS, and hospital records.

1 Killed – Deaths (which must occur within 12 months after the crash) resulting from injuries sustained in a specific road vehicle crash.

IMPORTANT: A fatality occurring during a motor vehicle crash must be reported to the DMV within 24 hours. The completed DMV-349 form should follow within 10 days as required by general statute 20-166.1. When the death resulting from a crash occurs within 12 months after the crash, the investigating agency must submit a supplemental report, including the death, to the DMV.

2 A injury type (disabling) - Injury obviously serious enough to prevent the person injured from performing his normal activities for at least one day beyond the day of the collision. Massive loss of blood, broken bone, unconsciousness of more than momentary duration are examples.

3 B injury type (evident) - Obvious injury, other than killed or disabling, which is evident at the scene. Bruises, swelling, limping, soreness, are examples. Class B injury would not necessarily prevent the person from carrying on his normal activities.

4 C injury type (possible) - No visible injury, but person complains of pain, or has been momentarily unconscious.

5 No injury

6 Unknown

IMPORTANT: Record the names and addresses of all persons involved in the crash, including non-motorists. Shaded areas represent driver and/or non-motorist information, which is already listed above on the DMV-349 in the Unit 1/Unit 2 sections of the report.

Vehicle Towed To/By

Enter the appropriate vehicle number, 1, 2, 3, etc., and where the vehicle was towed, followed by the name of the business responsible for the vehicle towing.

Emergency Medical Services

Two spaces are provided at the bottom of each DMV-349 form to record the name of the Emergency Medical Services (or EMS unit number if available) and the destination (name of treatment facility and city or town) for persons injured in the crash. A letter designation, unique to each person is provided in the first column at the bottom of the DMV-349. This unique identifier must precede both the name of the EMS Unit as well as the destination information for each injured person that is transported. For example:
A - Cumberland County Ambulance, A - Cape Fear Valley Medical Center, Fayetteville.

See Emergency Medical Services on page 66 for additional information regarding fields **46 Name of EMS** and **47 Destination of Injured Person**.

Front of DMV-349

Reporting and Control Information

No. of Units Involved

In the **No. of Units Involved** box, enter the total number of units involved in the crash. A unit is any motor vehicle, pedestrian, pedalcyclist, moped, or other road vehicle, *excluding railway vehicles,* which can be shown on the report as "other" RR train.

For purposes of this manual a motor vehicle is any mechanically or electrically powered device, not operated on rails, upon which or by which any person or property may be transported or drawn upon a highway. Any object such as a trailer, coaster, sled or wagon being towed by a motor vehicle is considered a part of the motor vehicle, including such devices when detached while in motion, or set in motion by a motor vehicle, such as during pushing. Also, the load, including occupants, upon or in the motor vehicle, or upon or in the device being towed or pushed, is considered a part of the motor vehicle. Motor vehicle includes, but is not limited to, the following devices:

- Automobiles *(any type)*, bus, motorcycle, motorized bicycle or scooter, motorized fire engine, truck, van, trolley bus not operating upon rails.
- Construction machinery, farm and industrial machinery, road roller, tractor, army tank, highway grader, or similar devices equipped with wheels or treads, while in transport under own power.
- Special motorized devices such as go-carts, midget racers, invalid chairs, snowmobiles, swamp buggies, or similar devices, while in transport under own power.

A motor vehicle with a trailer is one unit, a dual trailer(s) is one unit, and one vehicle towing another using a towbar is one unit. If a rope or chain is used it is two units.

Non-Contact Road Vehicles or Non-Motorists

Non-contact phantom motor vehicles or non-motorists are units that caused the crash but left the scene. They should not be counted in the number of units in the crash, but should be referred to in the narrative.

Non-contact motor vehicles or non-motorists are units that caused the crash and remained at the scene. They should be counted as units with identifying information, and referred to in the narrative. A school bus could be an example of a non-contact vehicle that is related to a crash (refer to data element **68 School Bus – Noncontact Vehicle**).

Establishing Motor Vehicle Status

The use of the device at the time of the crash is the primary criterion for establishing motor vehicle status. Any determination regarding under own power, or in use on a land way or place, is not difficult. Also, establishing motor vehicle status is not a problem with devices that come within the provisions of motor vehicle registration laws.

Problems arise with devices normally not considered to be motor vehicles, with devices normally not used in transport upon trafficways, and with motor vehicles used in an uncommon manner.

Motor Vehicle Status

The following examples are illustrative of the “use of concept” in determining motor vehicle status of the device or motor vehicle at the time of the crash:

- A registered motor vehicle is being drawn by a team of horses upon a city street: It is other road vehicle (animal harnessed to a conveyance).
- A registered motor vehicle is being used to draw a breaking plow engaged in breaking ground on a farm: It is machinery (farm) while engaged in plowing.
- A registered truck hauling concrete (transit-mix) is engaged in discharging or spreading its load of concrete at a road construction site: It is machinery (road construction) while engaged in discharging or spreading its load of concrete.
- A motorized highway grader, under its own power, is moving from one work place to another, upon a public way: It is a motor vehicle in transport.
- A road roller, under its own power, is engaged in compacting road materials on a trafficway under construction: It is machinery (road construction) while engaged in compacting road materials or otherwise moving at the construction site.
- A farm tractor is engaged in hauling a trailer load of corn on a farm, upon a private place: It is a motor vehicle in transport.
- A snowmobile is being driven, under its own power, in a state park for recreational purposes: It is a motor vehicle in transport.
- An army tank is being moved, under its own power, from the firing range to the motor pool, upon a land way of a military post: It is a motor vehicle in transport.
- A registered truck, with a blade attached for plowing snow, is engaged in plowing snow from a trafficway: It is machinery (road maintenance) while engaged in plowing snow.
- A riding, motorized lawn mower, under its own power, is being driven from one home to another, upon a city street: It is a motor vehicle in transport.

Driverless Motor Vehicle

A driverless motor vehicle, though previously parked, or a motor vehicle out of control while being towed or pushed, is considered to be a motor vehicle in transport. Also, an abandoned motor vehicle, upon a roadway, is considered to be a motor vehicle in transport. This principle does not apply to such devices as farm or industrial machinery, highway graders, construction machinery, or similar devices which are not in use at the time of the crash for transport.

Form ____ of ____

Indicate which page this form represents from the total number of forms comprising this crash report, such as **Form1 of 1**, **Form 1 of 2**, etc. The DMV-349 is designed to capture driver/non-motorist and vehicle information for two units in a crash. If a crash involves more than two units, subsequent DMV-349 forms would be required, depending on the number of units.

The DMV-349 is designed to only record information for a single commercial motor vehicle (CMV) on the form. For instances where two or more CMVs are involved in the same crash, a second DMV-349 must be submitted with the appropriate information for subsequent CMVs.

Supplemental Report

Check the **Supplemental Report** box when writing a supplemental report. Supplemental traffic crash reports must be submitted when:

- The original report was incomplete because of lack of information or an incomplete investigation.
- A correction on the original report is necessary because of inaccurate information.
- A person dies of injuries sustained in a traffic crash within one year of the crash.

IMPORTANT: Enter the date of the crash, not the date the Officer filled out the report.

When completing a supplemental report:

- It is NOT necessary to rewrite all information as listed on the original DMV-349 report.
- Supplemental reports MUST be reported on a separate DMV-349 from the original report.
- The location MUST be completed and shall include the date, and time.
- List ONLY the names of drivers (or owner, if no driver) as shown on the original report.

- List the additional information or correction to be made.
- If the original report included a hit & run driver and the driver has been apprehended, the supplement MUST include all information for that respective driver and vehicle on the front and back of the report.
- Supplemental reports MUST be forwarded in the same manner as original reports.

Non-Reportable

Some locals may choose to report crashes which do not meet the State's criteria for a reportable crash. If these are submitted to the State, the **Non-Reportable** box should be checked. As indicated on page 1 and on the top cover sheet for the DMV-349, a reportable motor vehicle traffic crash must include a fatality, injury, property damage of $1,000.00 or greater, or property damage of any amount to a vehicle seized. A reportable crash must occur on a trafficway or occur after the motor vehicle runs off the roadway but before events are stabilized.

For providing copies of reportable crashes, requests will be made, as usual to the DMV. This "non-reportable" check box will be used to direct requests for copies of non-reportable crashes back to the originating agency which investigated the crash.

Date, Time and Control Information

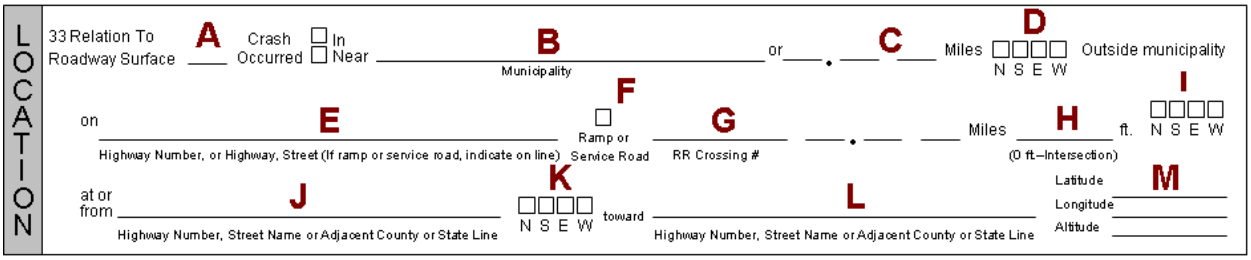
Date	County	Time	Local Use/Patrol Area	Do not write in these spaces
A mm/dd/ccyy	B	C (24 Hour Clock)	D	E Date Received by DMV F

Section	Enter
A	Enter the number of the month (01 through 12), day of month (01 through 31), and the calendar year (four-digit number) in which the crash occurred. For example, 01/17/2009.
B	Enter the name of the county in which the crash occurred.
C	Enter the time that the crash occurred, using the 24 hour clock. Noon is 1200, midnight is 2400. For crashes occurring exactly at midnight use 2359 hours. For example: 8 o'clock in the morning will be 0800 and 8:15 in the evening will be 2015.
D	The Local Use/Patrol Area box is reserved for any local law enforcement use. An optional use for this box for any locals who may choose to record their local crash report number, would be to provide a link between local and state data.
E	DO NOT write in this box. DMV reserved space.
F	DO NOT write in this box. This space is reserved for the date that the crash report is received within DMV.

Location Coding Examples

Urban Intersections

Use the instructions in this section for urban crashes which occur at intersections.

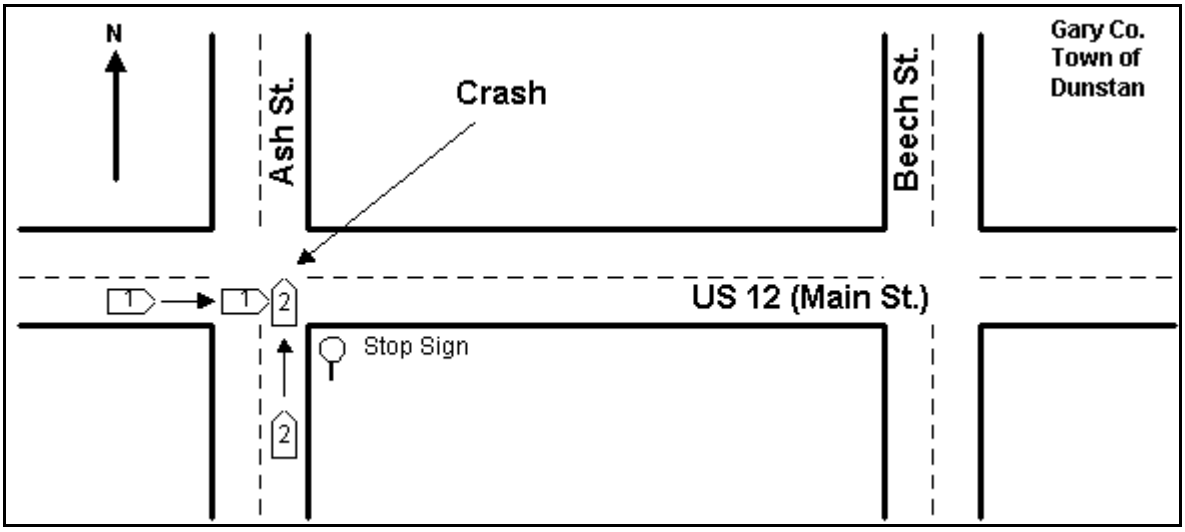


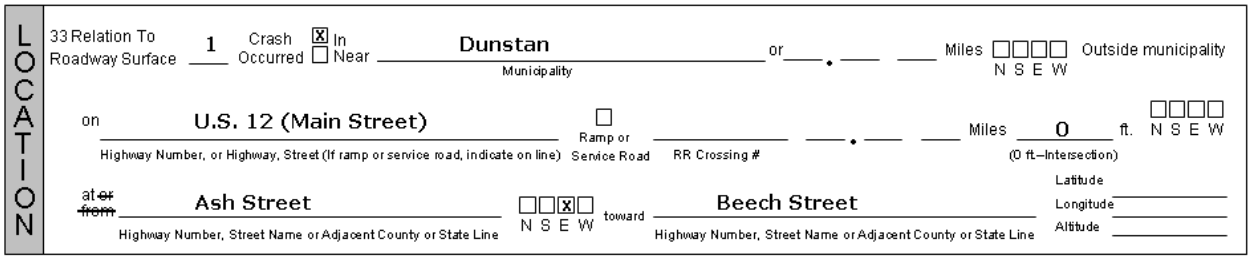
33 Relation to Roadway Surface

Section	Enter
A	Enter the code which indicates the specific location of the first harmful event (at the crash level): 1 **On Roadway** (Surface) **Off Roadway** 2 Shoulder 3 Median 4 Roadside 5 Outside Trafficway 6 Unknown Select **In** to indicate that the crash occurred inside the corporate limits of a city or town.
B	Enter the incorporated name of the city or town in which the crash occurred.
C	Leave blank since the crash occurred inside a corporate city or town limits.
D	Do not check any of the boxes since the crash occurred inside a corporate city or town limits.
E	Enter the class and the route number of one of the streets (with the name of the street in parenthesis) of the intersection. If the street does not have a route number, use the city street name. If ramp or service road, also indicate “ramp” or “service road.” Use the highest classification of the roads at the intersection in accordance with the listing below: I Interstate routes US US numbered routes NC NC numbered routes State State secondary route Local City street name PVA Public vehicular area PP Private road, property or driveway
F	Select if the location is on a **Ramp or Service Road**.
G	Leave blank.
H	Enter **0** for distance.
I	Leave blank.

Section	Enter
J	Strike out “or from” and enter the class and route number (with street name in parenthesis) of one other street of the intersection.
K	Enter the direction from J to get to L. I & K should be the same direction.
L	Enter the class and route number (with street name in parenthesis) of any nearby street that intersects with the street named in E.
M	**Latitude:** If available, enter the geographical latitude location in decimal degrees. For example, 13.32861. **Longitude:** If available, enter the geographical longitude location in decimal degrees. For example, 35.159494. **Altitude:** If available, enter the geographical altitude (elevation) in feet. For example, 2,000.

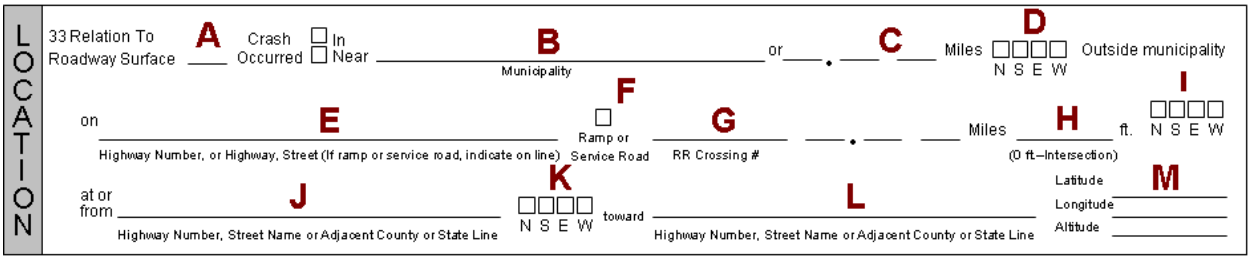
The following is an example of an urban intersection:





Urban Non – Intersections

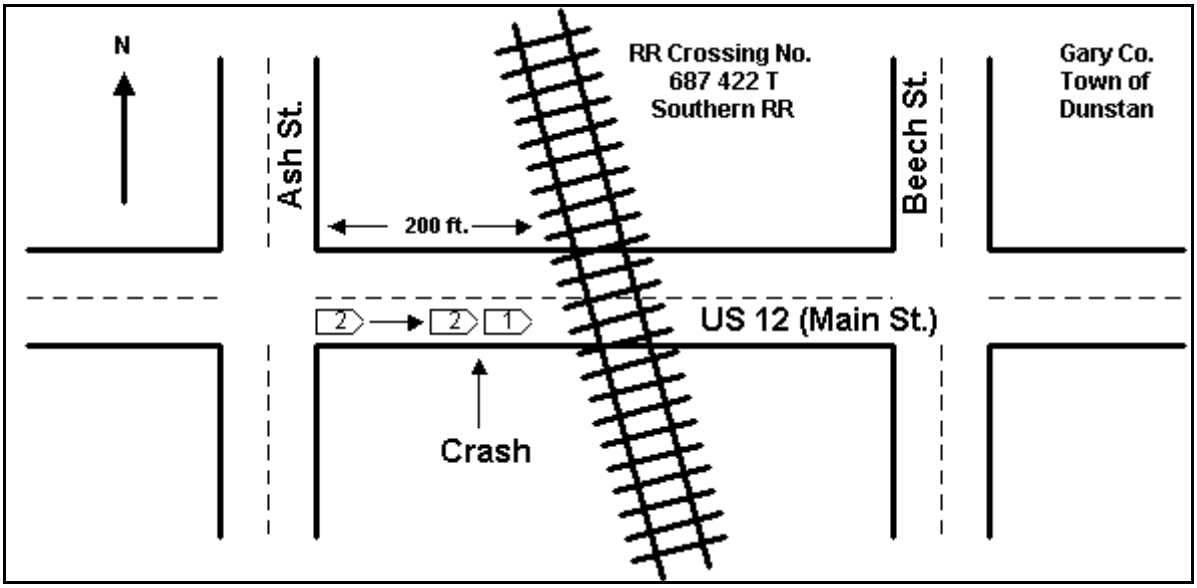
Use the instructions in this section for urban non-intersection crashes.

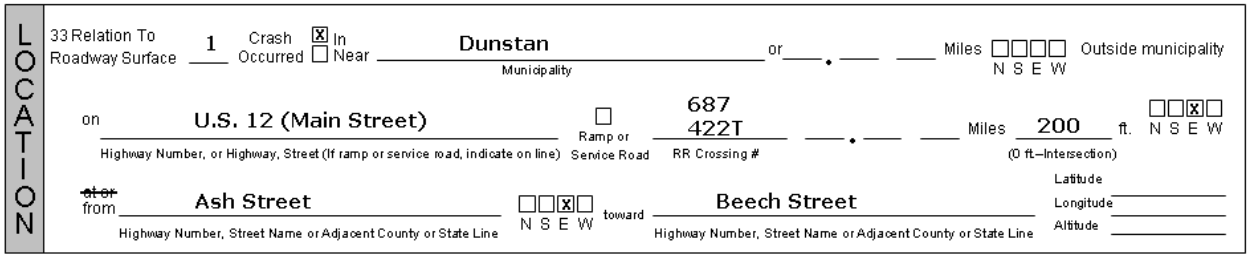


Section	Enter
A	Enter the code which indicates the specific location of the first harmful event (at the crash level): 1 **On Roadway** (Surface) **Off Roadway** 2 Shoulder 3 Median 4 Roadside 5 Outside Trafficway 6 Unknown Select **In** to indicate that the crash occurred inside the corporate limits of a city or town.
B	Enter the incorporated name of the city or town in which the crash occurred.
C	Leave blank since the crash occurred inside a corporate city or town limits.
D	Do not check any of the boxes since the crash occurred inside a corporate city or town limits.
E	Enter the class and the route number of one of the streets (with the name of the street in parenthesis) of the intersection. If the street does not have a route number, use the city street name. If ramp or service road, also indicate “ramp” or “service road.” Use the highest classification of the roads at the intersection in accordance with the listing below: I Interstate routes US US numbered routes NC NC numbered routes State State secondary route Local City street name PVA Public vehicular area PP Private road, property or driveway
F	Select if the location is on a **Ramp or Service Road**.
G	If not a rail-highway grade crossing, leave blank. If crash occurred at or near a rail-highway grade crossing, enter the number posted at the site. This number is composed of six digits and a letter, such as 687 422 T. It may be found strapped to a railroad signal post or part of the gate structure, on the crossbuck sign, or mounted on a separate post. If the number is missing or illegible, write in the name of the railroad company owning or operating the tracks (such as Southern, SCL, etc.) and strike through “#” on the form.

Section	Enter
H	Enter the distance, in feet, from the nearest intersecting street.
I	Enter the direction from the nearest intersecting street to the scene of the crash. Two boxes may be checked to indicate an intermediate direction, such as, Northeast. City streets may run in intermediate compass directions and should be listed as such.
J	Strike out “At or” and enter the name of the nearest intersecting street in the direction given, past the scene of the crash. The scene of the crash should be *between* the two streets named in J and L, with the direction from J and L being noted in I.
K	Enter the direction from J to get to L. I & K should be the same direction.
L	Enter the class and route number (with street name in parenthesis) of any nearby street that borders the street named in E.
M	**Latitude:** If available, enter the geographical latitude location in decimal degrees. For example, 13.32861. **Longitude:** If available, enter the geographical longitude location in decimal degrees. For example, 35.159494. **Altitude:** If available, enter the geographical altitude (elevation) in feet. For example, 2,000.

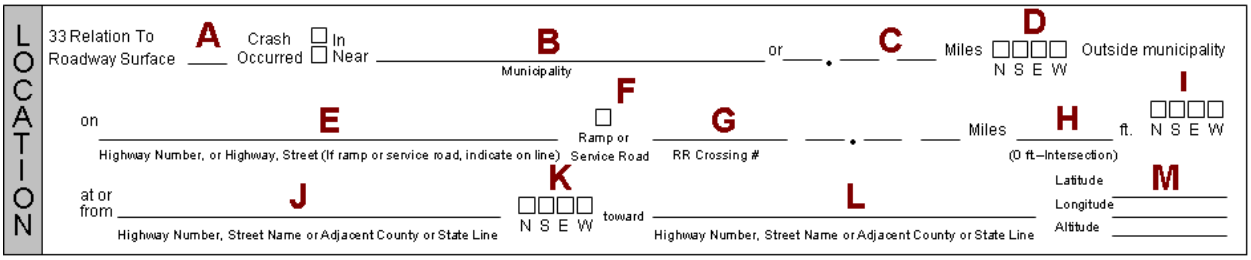
The following is an example of an urban non-intersection:





Rural Intersections

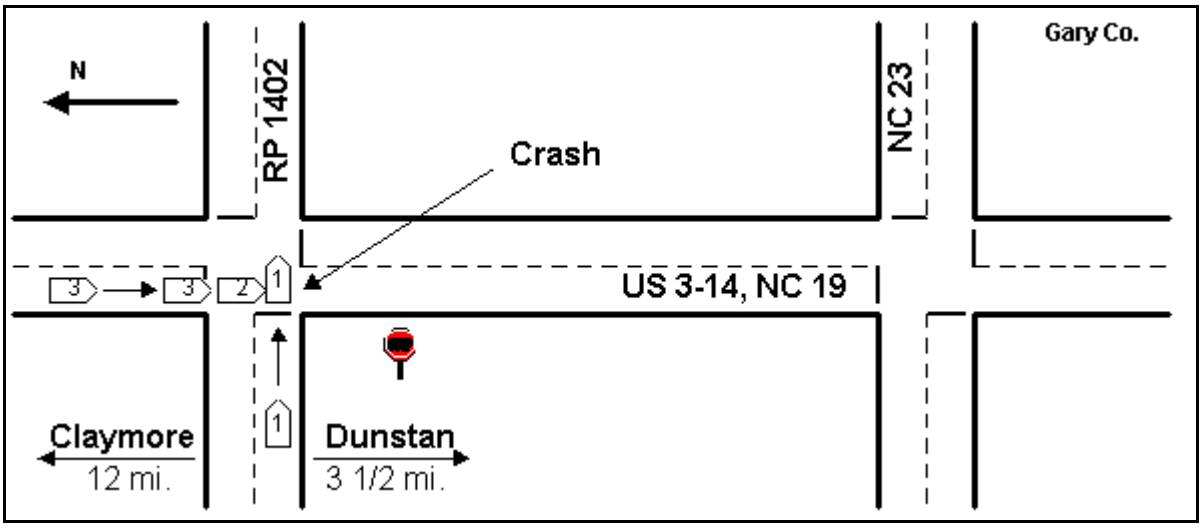
Use the instructions in this section for rural intersection crashes.

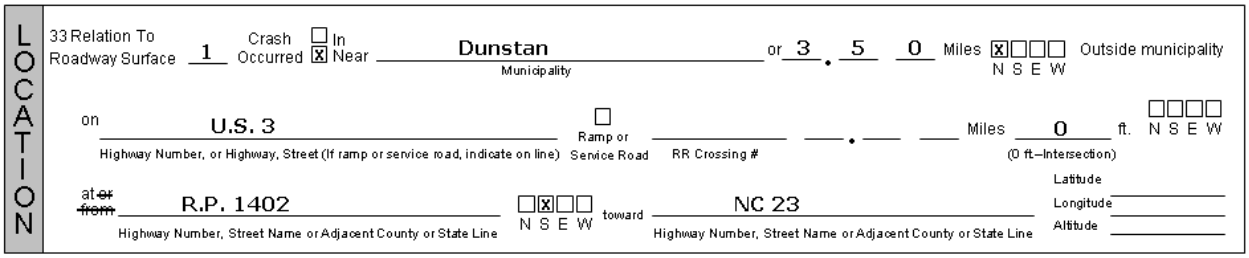


Section	Enter
A	Enter the code which indicates the specific location of the first harmful event (at the crash level): 1 **On Roadway** (Surface) **Off Roadway** 2 Shoulder 3 Median 4 Roadside 5 Outside Trafficway 6 Unknown Select **Near** since the crash occurred outside a corporate city limits.
B	Enter the incorporated name of the city or town in which the crash occurred.
C	Leave blank since the crash occurred inside a corporate city or town limits.
D	Do not check any of the boxes since the crash occurred inside a corporate city or town limits.
E	Enter the class and the route number of one of the streets (with the name of the street in parenthesis) of the intersection. If the street does not have a route number, use the city street name. If ramp or service road, also indicate “ramp” or “service road.” Use the highest classification of the roads at the intersection in accordance with the listing below: I Interstate routes US US numbered routes NC NC numbered routes State State secondary route Local City street name PVA Public vehicular area PP Private road, property or driveway **Exception:** T Intersections – Enter the road number and class if the crash occurred at a T intersection (Example: On RP1006, 0 ft. at/from US74 (Business) N toward RU1801). For a single vehicle collision where the motor vehicle runs through the T intersection, enter the road number and class of the roadway the vehicle was travelling on before entering the intersection and running off the roadway straight ahead.
F	Select if the location is on a **Ramp or Service Road**.

Section	Enter
G	Leave blank.
H	Enter **0** feet for distance in the “feet” section.
I	Leave blank.
J	Strike out **or from** and enter the name of one other road of the intersection.
K	Enter the direction from J to get to L. I & K should be the same direction.
L	For another reference, enter the name of the nearest road, city, county or state line from the intersection where the crash occurred, in the direction identified in K.
M	**Latitude:** If available, enter the geographical latitude location in decimal degrees. For example, 13.32861. **Longitude:** If available, enter the geographical longitude location in decimal degrees. For example, 35.159494. **Altitude:** If available, enter the geographical altitude (elevation) in feet. For example, 2,000.

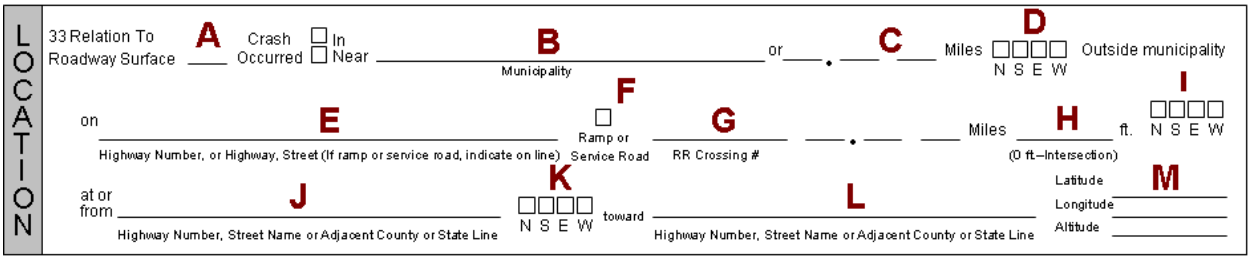
The following is an example of a rural intersection:





Rural Non – Intersections

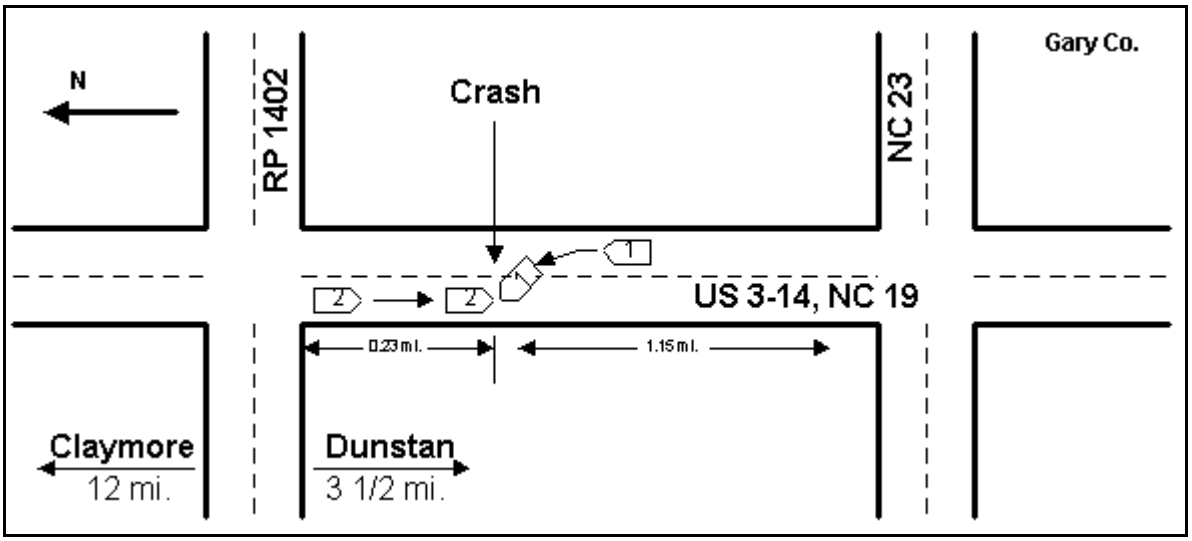
Use the instructions in this section for rural non-intersection crashes.



Section	Enter
A	Enter the code which indicates the specific location of the first harmful event (at the crash level): 1 **On Roadway** (Surface) **Off Roadway** 2 Shoulder 3 Median 4 Roadside 5 Outside Trafficway 6 Unknown Select **Near** since the crash occurred outside a corporate city limits.
B	Enter the name of the incorporated municipality nearest the scene of the crash.
C	Enter the road distance measured to the nearest 0.1 mile from the nearest incorporated municipality to the scene of the crash.
D	Enter the directions from the municipality named in “B” to the scene of the crash.
E	Enter the class and the route number of the road on which the crash occurred. If a road has more than one classification or number, use the highest class with the lowest number. For example: For US 3, US 14, and NC 19, enter US 3. I Interstate routes US US numbered routes NC NC numbered routes State State secondary route Local City street name PVA Public vehicular area PP Private road, property or driveway
F	Select if the location is on a **Ramp or Service Road**.
G	If collision occurred at a rail-highway grade crossing, enter number as described in the *Urban Non-Intersection* crash instructions. Otherwise leave blank.
H	Enter the distance in feet, if less than 500 feet, from the scene of the crash to the nearest intersecting road, county or state line or milepost marker on interstate roads. If the distance from the scene of the crash is more than 500 feet, enter the distance to the nearest one-hundredth mile. The miles and tenths of miles should be read directly from the odometer, and the hundredth should be estimated (0.01 miles is about 53 feet). If the measured distance is 10.0 miles or more, a closer reference point should be used.

Section	Enter
I	Enter the direction from the nearest intersecting road, county or state line to the scene of the crash. Two boxes may be checked to indicate an intermediate direction such as Southeast.
J	Strike out “At or” and enter the nearest intersecting road name, county or state line or milepost marker on interstate roads identified as a reference in I.
K	Enter the direction from J to get to L. I and K should be the same direction.
L	For a second reference, enter the name of the road, city, county or state which would be encountered by going from the reference named in J in the direction checked in I, past the scene of the crash. (The scene of the crash should be between the entries named in J and L.)
M	**Latitude:** If available, enter the geographical latitude location in decimal degrees. For example, 13.32861. **Longitude:** If available, enter the geographical longitude location in decimal degrees. For example, 35.159494. **Altitude:** If available, enter the geographical altitude (elevation) in feet. For example, 2,000.

The following is an example of a rural non-intersection:



LOCATION

33 Relation To Roadway Surface 1 Crash Occurred ☐ In ☒ Near Dunstan (Municipality) or 3 . 3 0 Miles ☒☐☐☐ N S E W Outside municipality

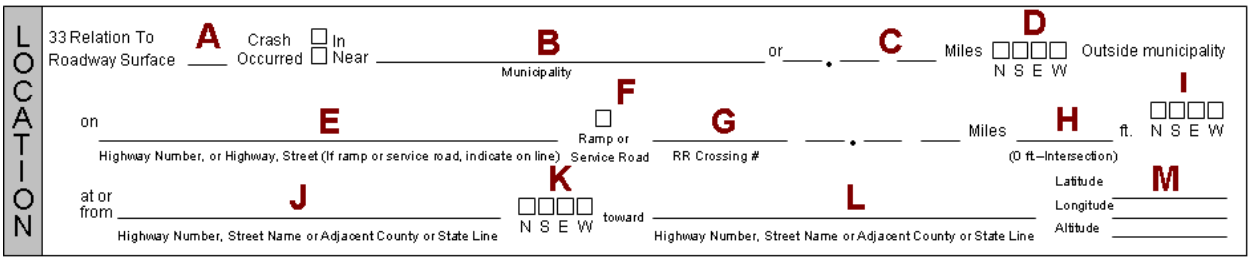
on U.S. 3 (Highway Number, or Highway, Street (If ramp or service road, indicate on line)) ☐ Ramp or Service Road RR Crossing # 0 . 2 3 Miles ____ ft. (0 ft–Intersection) ☐☒☐☐ N S E W

~~at or~~ from R.P. 1402 (Highway Number, Street Name or Adjacent County or State Line) ☐☒☐☐ N S E W toward NC 23 (Highway Number, Street Name or Adjacent County or State Line)

Latitude ____
Longitude ____
Altitude ____

Special Crash Locations

Non – Intersection Near Interchange

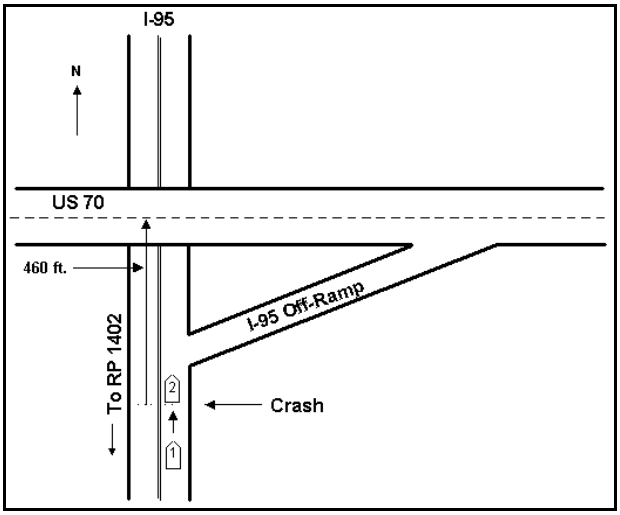


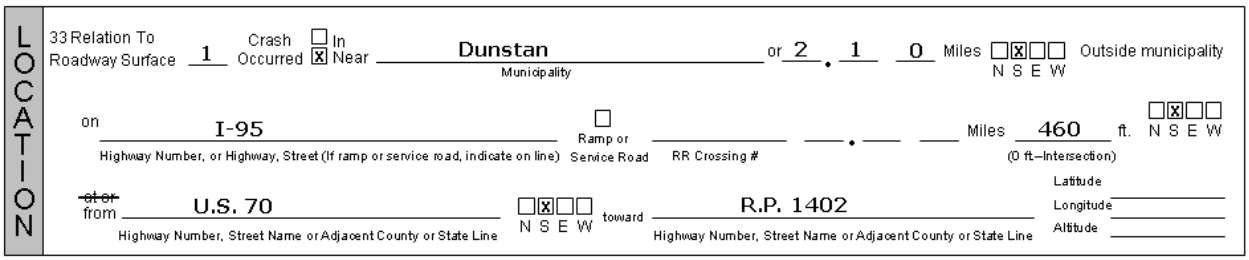
Except as noted, follow general instructions as given in the sections on urban or rural crash locations.

- Reference for crashes occurring on interstate roads may be a milepost marker without reference to any other road, county or state line. For example: Mile 143.
- Non-Intersection Crashes Near Interchange

  H, J. Do not use any ramp or service road terminal or intersection as the reference in J. If J is a divided highway, the distance in H should be to the center of the median on the crossing road J.

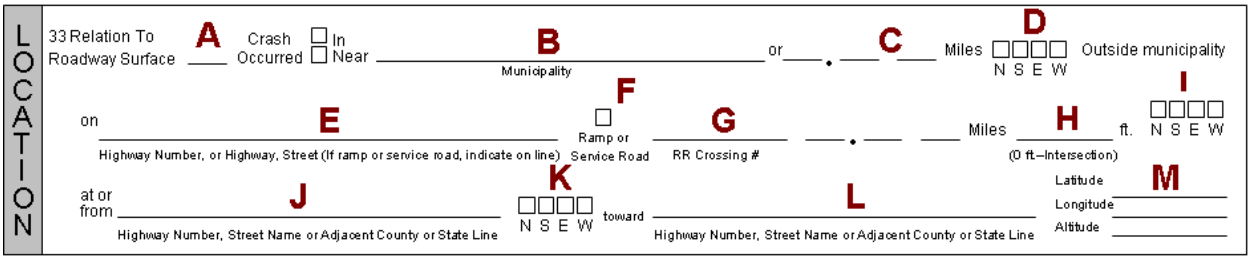
The following is an example of a non-intersection near interchange:





Interchange Ramps

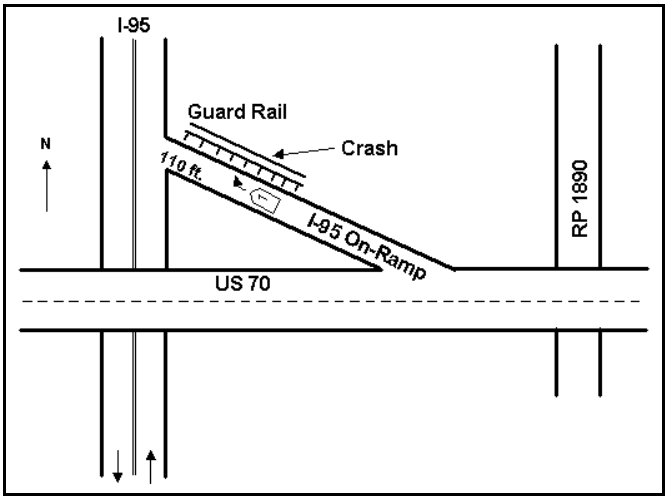
Use the instructions in this section for intersection ramp crashes.

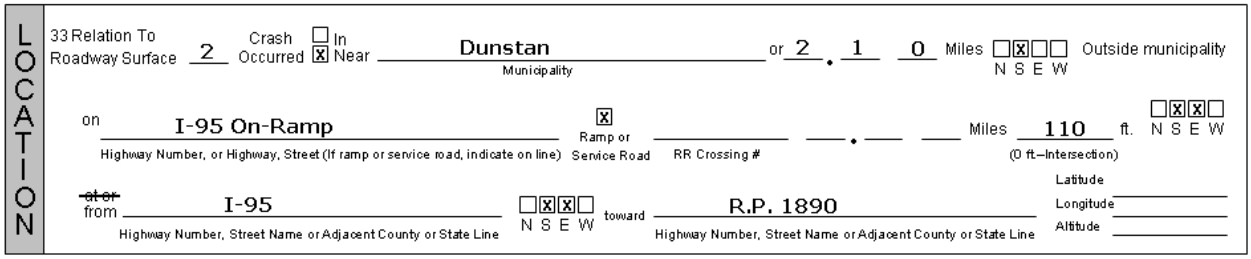


Follow the general instructions in the sections on urban or rural crash locations, along with the following:

Section	Enter
E	If the connection is from a minor roadway to a major roadway, enter the number/name of the major road, followed by the word **on-ramp**.
F	Check if the location is on a **Ramp or Service Road**.
H,I	Enter the distance in feet from the scene of the crash to the road (I) that the ramp serves. If the distance is more than 500 feet, enter the distance to the nearest one-hundredth mile. Distances should be measured to the center of the other road given.

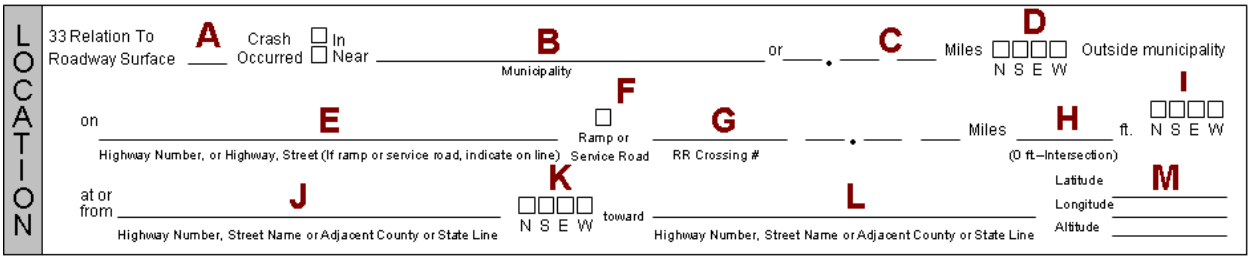
The following is an example of an interchange ramp:





Service Roads

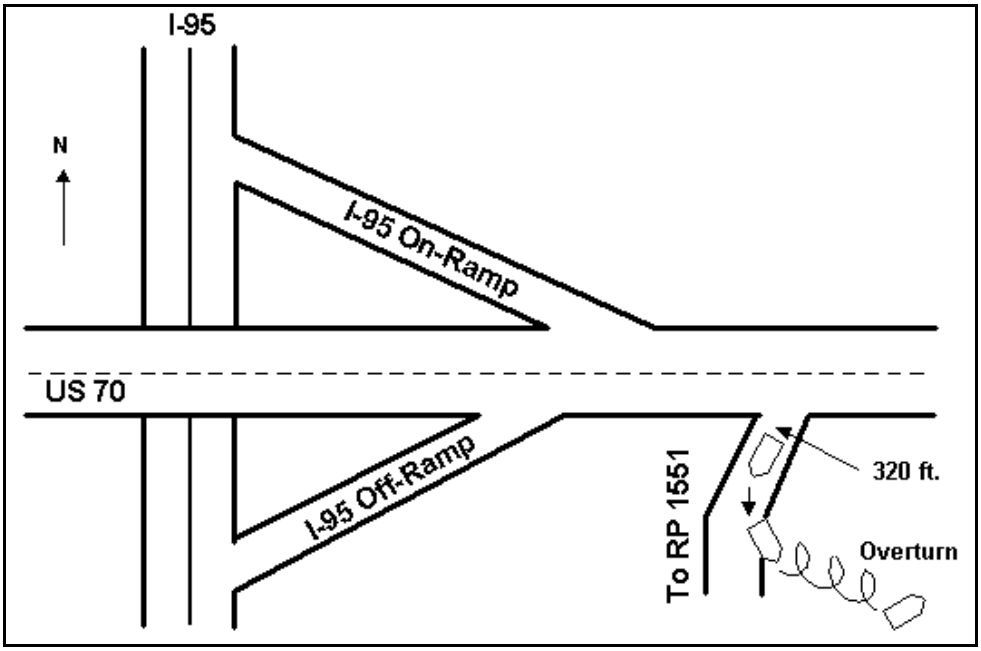
Use the instructions in this section for service road crashes.

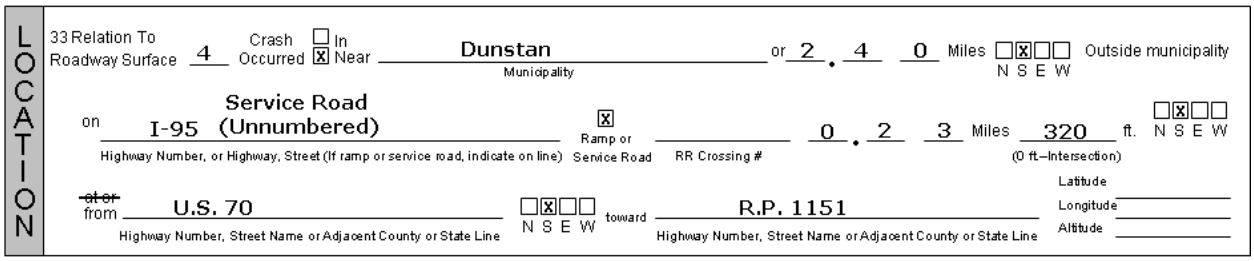


Follow the general instructions in the sections on urban or rural crash locations, along with the following:

Section	Enter
E	Enter the class and number of the service road. If the service road is not numbered, enter the class and number of the road it parallels, add the word “service road”, and indicate that the road is unnumbered. For example, I-95 Service Road (Unnumbered).

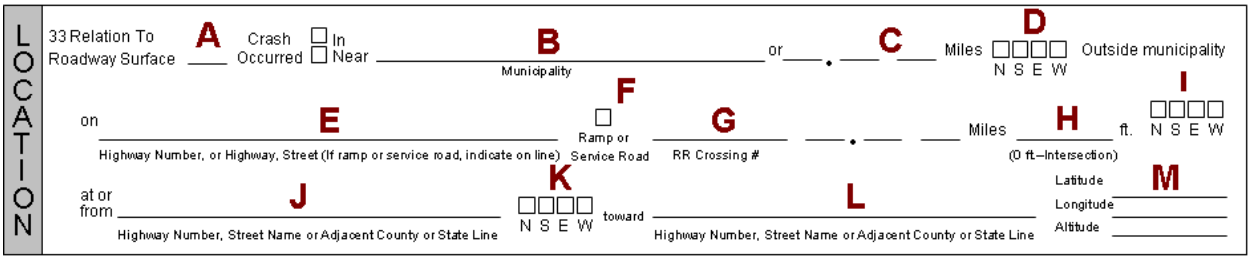
The following is an example of a service road:





Private Property

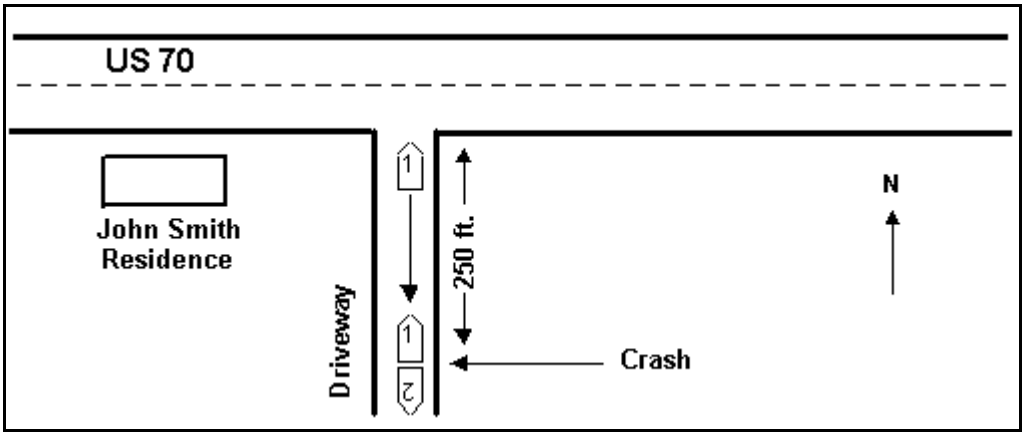
Use the instructions in this section for private property crashes.

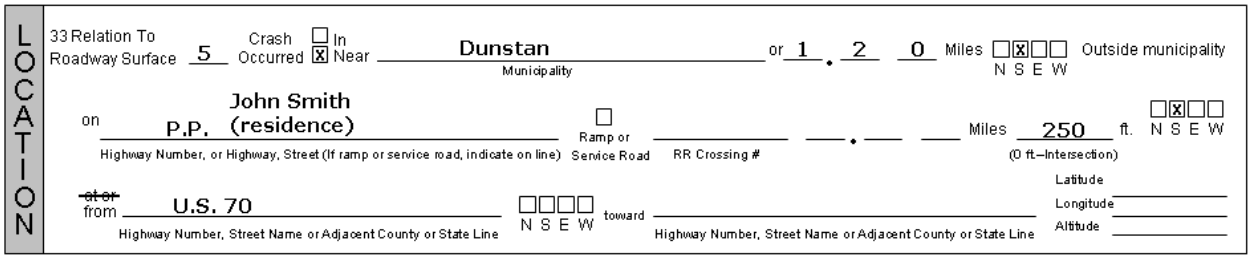


Follow the general instructions in the sections on urban or rural crash locations, along with the following: Enter **Non-Traffic** in either the local use or patrol area boxes.

Section	Enter
E	Enter P.P. and place in parenthesis a brief description or name of the private drive, or other private area.
F	If applicable.
G	If applicable.
H, I, J	Enter the distance in feet if less than 500 feet or in miles and tenths of miles to the road or street (L) located nearest the crash.
K	Leave blank unless private drive or road leads to another numbered road or street.
L	Leave blank unless private drive or road leads to another numbered road or street.

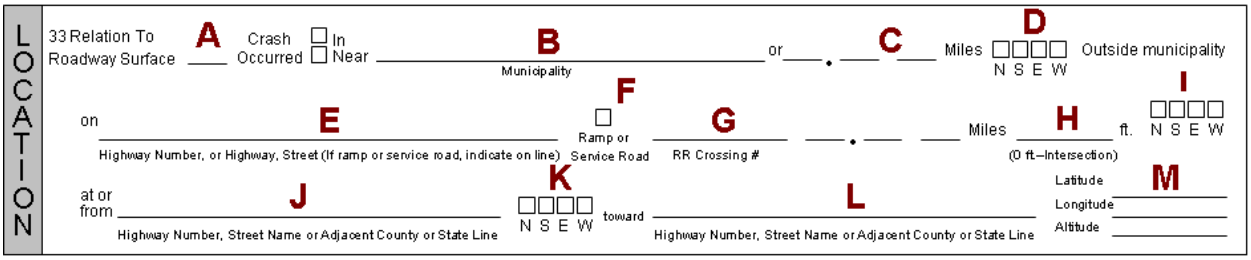
The following is an example of private property:





Public Vehicular Areas

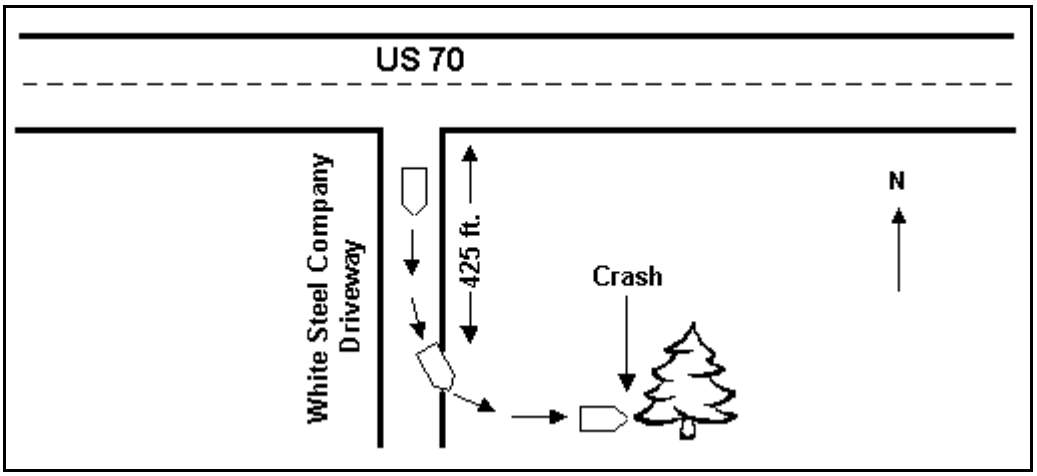
Use the instructions in this section for public vehicular area crashes.

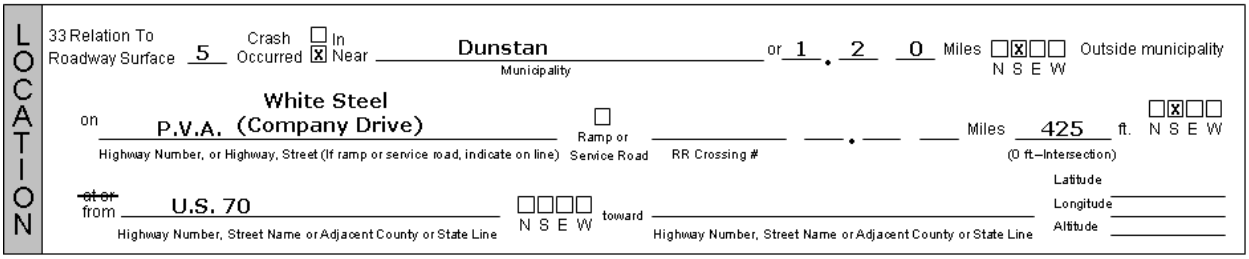


Follow the general instructions in the sections on urban or rural crash locations, along with the following:

Section	Enter
E	Enter P.V.A. and place in parenthesis a brief description of where the crash occurred, name of shopping center, business, etc.
F	If applicable.
G	If applicable.
H, I, J	Enter the distance in feet if less than 500 feet or in miles and tenths of miles to the road or street (L) located nearest the crash.
K	Leave blank unless public drive or road leads to another numbered road or street.
L	Leave blank unless public drive or road leads to another numbered road or street.

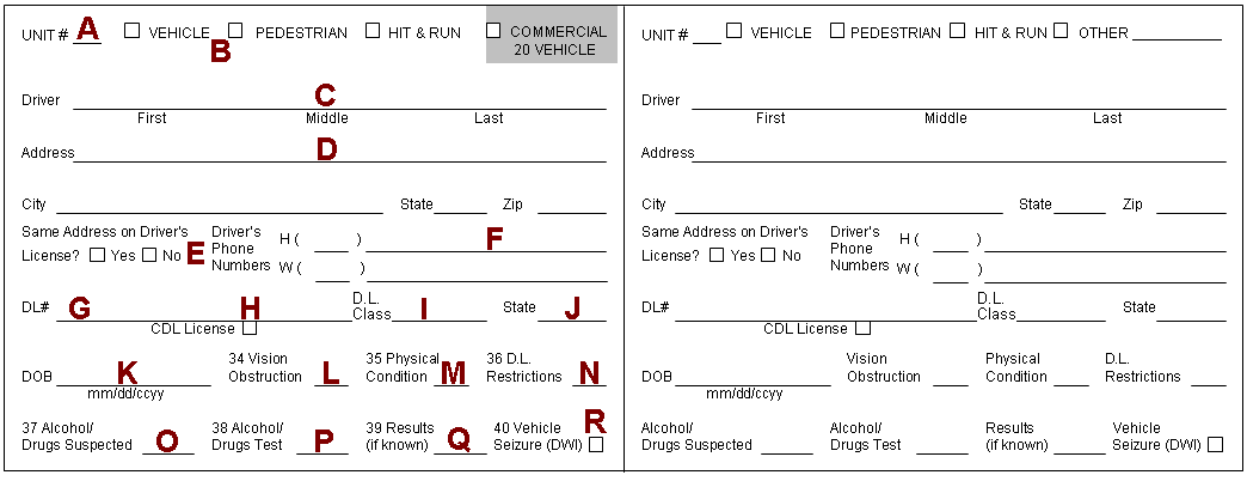
The following is an example of a public vehicular area:





Driver Information

(For Drivers of Vehicles 1 & 2, items A through R are the same). For Non-Motorists, such as Pedestrians, Pedalcyclists, etc., please note the exceptions, following the instructions for code #40 Vehicle Seizure (DWI). **Accuracy is of the utmost importance.**

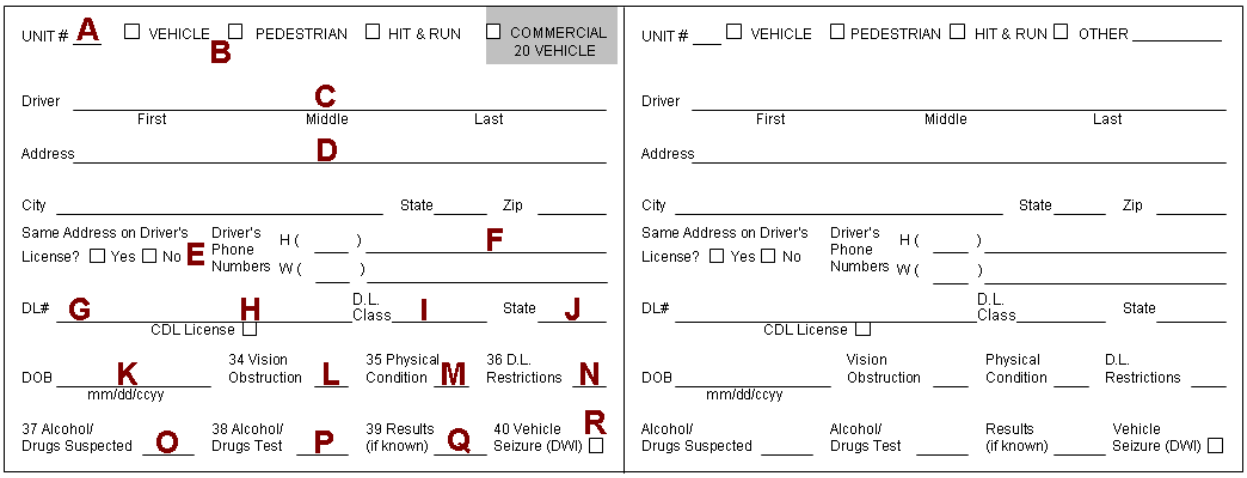


Section	Enter
A	Indicate unit number, such as unit 1, unit 2, etc. For crashes involving more than two vehicles, indicate the appropriate unit numbers on the additional DMV-349 forms. For crashes involving two or more commercial motor vehicles (CMV), a separate DMV-349 is required for each CMV involved.
B	Check the appropriate box on each side of the form. Information pertaining to a commercial motor vehicle is recorded in the space for unit 1. Information pertaining to a railway vehicle, which is not a unit, is recorded on the right, as "other" RR train. **NOTE:** See the next section, Pedestrian, Bicyclist, Moped Operator, or Other for instructions on how to fill out the rest of the sections when B is not a Vehicle.
C	Enter the driver's name exactly as it appears on his/her driver's license. For Juveniles, list the first, middle and last name.
D	Enter **current** address of the driver, giving street address or rural road number, city, state and zip code. Post office box numbers are not acceptable. If the driver is not available, use the address shown on the driver's license.
E	Check the appropriate box to indicate if driver's current address is the same as it appears on the driver's license. **This information is important to DMV.**
F	Enter the driver's home and work phone numbers; include area code.
G	Enter the driver's license number. If a driver has a permit, enter "permit number." **The driver's license number is used to access individual records, therefore, it is important that this number be written correctly.**
H	Check this box if the license is a commercial driver's license (CDL).
I	Enter the driver license class.
J	Enter the state in which the driver license was issued.

Section	Enter
K	Enter the driver's date of birth. Enter the number of the month (01 through 12), day of month (01 through 31), and the calendar year (four digit number). For example, 05/23/1968.
L	**34 Vision Obstruction** Description of what prevented the driver or non-motorist from seeing whether or not such movement(s) could be made in a safe manner. 0 None 1 Vehicle window(s) obscured 2 Trees, crops, brush, etc. 3 Building(s) 4 Embankment 5 Sign(s) 6 Hillcrest 7 Parked vehicle(s) 8 Vehicle(s) in traffic/moving 9 Blinded, headlights 10 Blinded, sunlight 11 Blinded, other lights 12 Other* (write in the narrative) 13 Unknown
M	**35 Physical Condition** The condition of the driver and/or non-motorist at the time of the crash. 1 Apparently normal 2 Illness 3 Fatigue 4 Fell asleep, fainted, loss of consciousness 5 Impairment due to medications/drugs/alcohol 6 Medical condition 7 Other physical impairment 8 Restriction not complied with 9 Other* (write in the narrative) 10 Unknown
N	**36 D.L. Restrictions** Restrictions assigned to an individual's driver license by the license examiner. Officer is instructed to indicate the restrictions that are shown on the driver license. For out-of-state drivers, the restriction should be written out. If additional space is needed, write in the narrative.

Section	Enter
O	**37 Alcohol/Drugs Suspected** Investigating police officer's assessment of whether alcohol or other drugs were used by the vehicle driver or non-motorist. 0 No 1 Yes – alcohol, impairment suspected 2 Yes – alcohol, no impairment detected 3 Yes – other drugs, impairment suspected 4 Yes – other drugs, no impairment detected 5 Yes – alcohol and other drugs, impairment suspected 6 Yes – alcohol and other drugs, no impairment detected 7 Unknown
P	**38 Alcohol/Drugs Test** Whether or not a test was given, including the type, or whether a test was refused. 0 No test 1 Alcohol test 2 Test for drugs other than alcohol 3 Test for alcohol and other drugs 4 Test refused 5 Unknown
Q	**39 Test Results (if known)** Indication of the degree of presence of alcohol or other drugs through testing. 0 No test 1 No alcohol or other drugs 2 Alcohol (percent BAC) 3 Other drugs reported 4 Contaminated sample/unusable 5 Pending 6 Unknown
R	**40 Vehicle Seizure (DWI)** Check this box if the crash involves alcohol or other drugs in sufficient amount to constitute a DWI and the vehicle is "seized" in accordance with G.S. 20-28.3.

Pedestrian, Bicyclist, Moped Operator, or Other

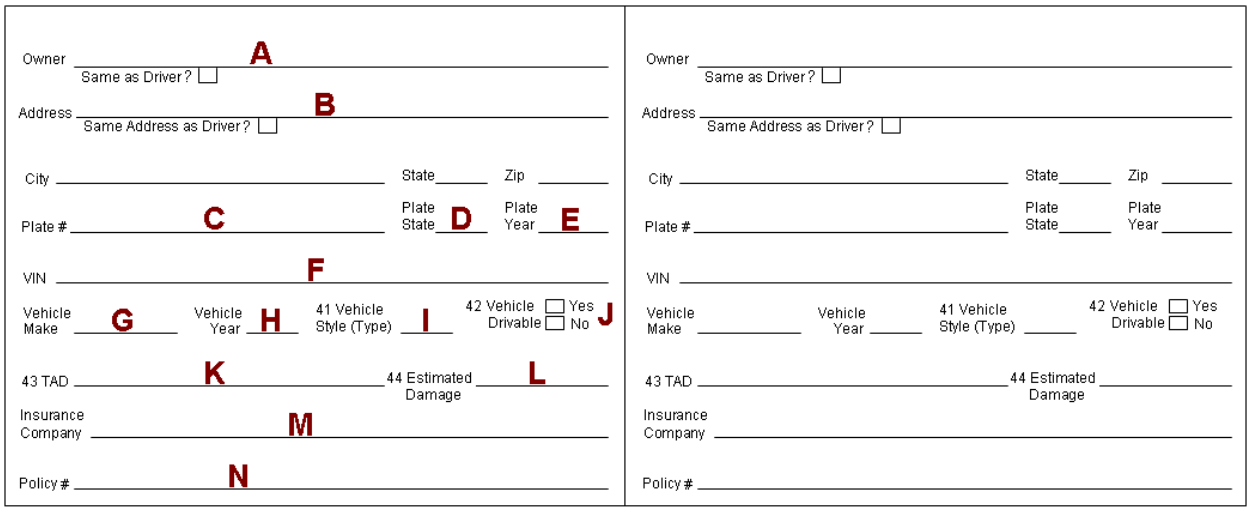


Section	Enter
A	Indicate unit number.
B	Select the appropriate box.
C	Enter name.
D	Enter **current** address.
E	Leave blank.
F	If known, enter phone numbers, including area code.
G	Enter the driver's license number.
H	Leave blank.
I	Enter the driver license class.
J	Enter the state in which the driver license was issued.
K	Enter date of birth if determined. Otherwise, enter estimate of age enclosed in parentheses. Example (est. 14) for estimated age 14.
L	**34 Vision Obstruction** Enter the appropriate code from "Vision Obstruction" – data element #34, to decide what, if anything, prevented the driver or non-motorist from seeing that such movement could be made in a safe manner. If "other", write in the narrative. If vehicle is driverless, leave blank.
M	**35 Physical Condition** Enter physical condition.
N	**36 D.L. Restrictions** Enter restrictions.
O	**37 Alcohol/Drugs Suspected** Enter alcohol/drugs suspected.

Section	Enter
P	**38 Alcohol/Drugs Test** Enter alcohol/drugs tested.
Q	**39 Results (if known)** Enter test results (if known).
R	Leave blank.

Owner Information

This section contains information on how to successfully fill out the Owner section of the report.



Section	Enter
A	Enter the vehicle owner's name. Check the box if the owner and driver are the same. Use information from registration laws or other valid document.
B	Enter the address of the owner, using street or rural road number, city, state and zip code. Check the box if the address is the same as the driver.
C	Enter license place number, exactly as displayed on the registration plate or tag affixed to the vehicle. For combination trucks, vehicle plate number is obtained from the power unit or tractor. If no vehicle plate exists, e.g., military or postal vehicles, refer to vehicle registration document, or other forms of identification.
D	Enter the state in which license plate was issued.
E	Enter the year that the license plate was valid.
F	Enter the vehicle identification number (VIN) which may be found on or near the left front door post, or on or near the firewall and on the registration card. To insure accuracy, enter number and check it in reverse order.

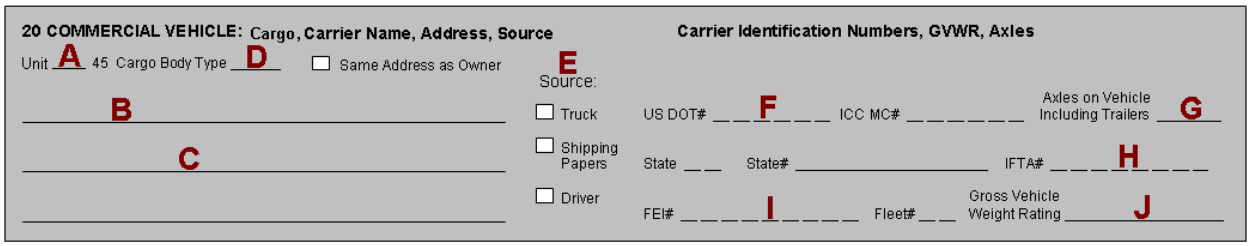
Section	Enter
G	Enter the make of the vehicle (Chevrolet, Ford, etc.). Important for use in identifying vehicle make for evaluation, research and crash comparison purposes.
H	Enter the model year of the vehicle.
I	**41 Vehicle Style (Type)** Enter the vehicle style (type) code. 1 Passenger car 2 Pickup 3 Light truck (mini-van, panel) 4 Sport utility 5 Van 6 Commercial bus 7 School bus 8 Activity bus 9 Other bus 10 Single unit truck (2-axle, 6-tire) 11 Single unit truck (3 or more axles) 12 Truck/trailer 13 Truck/tractor (i.e., bobtail) 14 Tractor/semi-trailer 15 Tractor/doubles 16 Unknown heavy truck 17 Taxicab 18 Farm equipment 19 Farm tractor 20 Motorcycle 21 Moped 22 Motor scooter or motor bike 23 Pedalcycle (bicycle, tricycle, unicycle) 24 Pedestrian 25 Motor home/recreational vehicle 26 Other* 27 All terrain vehicle (ATV) 28 Firetruck 29 EMS Vehicle, Ambulance, Rescue Squad, etc. 30 Military 31 Police 32 Unknown
J	**42 Vehicle Drivable** Indicate (by checking the appropriate box) whether the vehicle was disabled by damage severe enough to prevent driving it. For comparison purposes, this data element could be used as a minimum reporting threshold for “property damage only” crashes.

Section	Enter
K	**43 Traffic Damage (TAD)** Enter the areas of vehicle that were damaged in the collision. If more than one code is used to indicate primary damage in more than one area, separate the rating with a slash line (/). Cards are available from DMV with these codes. **Damaged Areas** FC Front Concentrated FD Front Distributed FL Front Left Corner FR Front Right Corner BC Rear Center BD Rear Distributed BL Rear Left Corner BR Rear Right Corner LP Left Side (door) RP Right Side (door) LFQ Left Side Front Quarter RFQ Right Side Front Quarter LBQ Left Side Rear Quarter RBQ Right Side Rear Quarter LD Left Side Distributed RD Right Side Distributed L&T Left Side & Top (rollover) R&T Right Side & Top (rollover) TOP Top UND Underneath Rate the Severity of Damage on a Scale of “0” being no damage and “7” being the most severe damage.
L	**44 Estimated Damage** Enter a dollar estimate of the cost to restore the vehicle to its condition just prior to the collision or an estimate of the value of the vehicle before the crash – whichever is less. For “totaled” vehicle, enter a dollar estimate of the retail value of the vehicle prior to the crash. **Do not enter the word “totaled.”** Note that a vehicle being towed by another is part of the towing vehicle and its damage should be included in the “Parts Damaged” and “Amount of Damage” categories. See http://www.ncdot.org/doh/preconstruct/traffic/safety/Reports/devices.pdf for a guide to estimating replacement costs and damages.
M	Enter the insurance company for the vehicle involved in the crash.
N	Enter the policy number.

Reporting Crashes Involving CMVs

The DMV-349 is designed to record information for a single CMV involved in a crash. Questions concerning hazardous materials involvement may be found on the reverse side of the DMV-349. All other cargo or commodities should be identified in the narrative.

IMPORTANT: In rare instances where two or more CMVs are involved in the same crash, a second DMV-349 must be submitted with the appropriate information for subsequent CMVs.

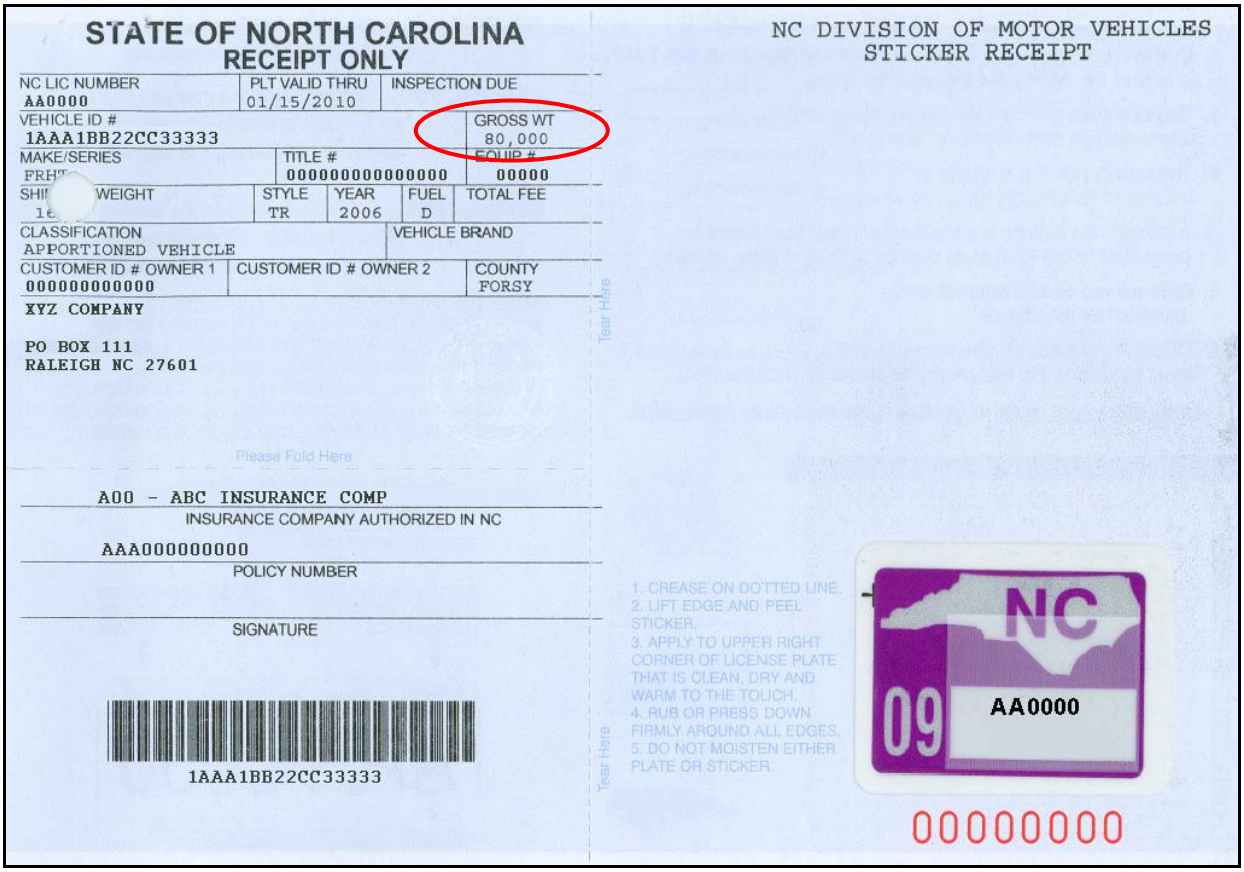


Section	Enter
A	Enter the Unit number.
B	Enter the name of the motor carrier company from the source (vehicle side, shipping papers, or driver) and check the appropriate box in E. **NOTE:** If the CMV is rented or leased, the lease agreement is beneficial to help identify the motor carrier name. See the section Rented and Leased CMVs on page 62 for more information.
C	Enter the address of the owner, using street or rural road number, city, state and zip code. If the address is the same as the Owner, check the box above.
D	**45 Cargo Body Type** Enter the cargo body type code. 1 Bus (seats for 16 or more, including driver) 2 Bus (seats more than 8, less than 16, including driver) 3 Van/enclosed box 4 Grain/chips/gravel truck 5 Pole truck 6 Cargo tank 7 Flatbed 8 Dump 9 Concrete mixer 10 Auto transporter 11 Garbage/refuse 12 Log truck 13 Other* (write in the narrative) 14 Intermodal Cargo Container
E	Enter the source of the carrier name/address information. Choices include the vehicle side, shipping papers, or driver.

Section	Enter
F	Enter the US DOT# and ICC MC# (Interstate Commerce Commission Motor Carrier Number), if the carrier has such numbers. Each of these numbers has six digits. If not, then enter the carrier's state ID number and the name of the state. **NOTE:** Some carriers might not have any of the three numbers.
G	Enter the total number of axles on the truck or bus. Include the axles on truck semi-trailers and trailers.
H	Enter the IFTA# (International Fuel Tax Agreement Number).
I	Enter the FEI# (Federal Employee Identification Number) and the Fleet Number. The Fleet Number is located on the cab card. An example of a cab card is located on page 58.
J	Enter the manufacturer's GVWR (Gross Vehicle Weight Rating). The value specified by the manufacturer as the recommended loaded weight of a single motor vehicle. The GVWR can be found on the certification label located on the: ▪ Driver's door or door frame ▪ Cab behind driver's seat ▪ Driver-side visor The GVWR can also be found on the following: ▪ Vehicle registration card ▪ Cab card Secondary manufacturers may increase the GVWR that the original manufacturer specifies when additional equipment is added to the cab-chassis. Second-stage manufacturers may add an additional GVWR plate, which can be a yellow sticker located on the door frame. The G.S. 20-4.01 definition: (12b) Gross Vehicle Weight Rating (GVWR). – The value specified by the manufacturer as the maximum loaded weight a vehicle is capable of safely hauling. The GVWR of a combination vehicle is the GVWR of the power unit plus the GVWR of the towed unit or units. When a vehicle is determined by an enforcement officer to be structurally altered in any way from the manufacturer's original design in an attempt to increase the hauling capacity of the vehicle, the GVWR of that vehicle shall be deemed to be the greater of the license weight or the total weight of the vehicle or combination of vehicles for the purpose of enforcing this Chapter. For the purpose of classification of commercial drivers license and skills testing, the manufacturer's GVWR shall be used.

See Commercial Vehicle: Hazardous Materials Involvement on page 89 for detailed information on Haz Mat information pertaining to the DMV-349.

The following *CMV registration card* and c*ab card* provide a visual resource for locating the required information.


STATE OF NORTH CAROLINA
RECEIPT ONLY

NC LIC NUMBER: AA0000
PLT VALID THRU: 01/15/2010
INSPECTION DUE:
VEHICLE ID #: 1AAA1BB22CC33333
GROSS WT: 80,000
MAKE/SERIES: FRHT
TITLE #: 000000000000000
EQUIP #: 00000
SHIP WEIGHT: 16
STYLE: TR
YEAR: 2006
FUEL: D
TOTAL FEE:
CLASSIFICATION: APPORTIONED VEHICLE
VEHICLE BRAND:
CUSTOMER ID # OWNER 1: 000000000000
CUSTOMER ID # OWNER 2:
COUNTY: FORSY

XYZ COMPANY

PO BOX 111
RALEIGH NC 27601

Please Fold Here

A00 - ABC INSURANCE COMP
INSURANCE COMPANY AUTHORIZED IN NC

AAA000000000
POLICY NUMBER

SIGNATURE

1AAA1BB22CC33333

Tear Here

NC DIVISION OF MOTOR VEHICLES
STICKER RECEIPT

1. CREASE ON DOTTED LINE.
2. LIFT EDGE AND PEEL STICKER.
3. APPLY TO UPPER RIGHT CORNER OF LICENSE PLATE THAT IS CLEAN, DRY AND WARM TO THE TOUCH.
4. RUB OR PRESS DOWN FIRMLY AROUND ALL EDGES.
5. DO NOT MOISTEN EITHER PLATE OR STICKER.

00000000

CMV Registration Card

IRP-CC
Rev. 11/05

NORTH CAROLINA APPORTIONED LICENSE CAB CARD

EXPIRES: 01/31/2010 VALID THRU: 02/15/2010

PLATE NUMBER AA0000 NC LICENSE WEIGHT 54000

THIS OFFICIAL NORTH CAROLINA REGISTRATION MUST BE CARRIED IN THE VEHICLE DESCRIBED HEREIN

1st REG: ABC COMPANY
2nd REG:
RLTNSHP:
ADDRESS 1234 ADDRESS LANE
CITY MORRISVILLE STATE NC ZIP CODE 27560-9260 TAX COUNTY MOORE

ACCOUNT NO: NC 000
FLEET/SUP NO: 1 /0
US DOT NO: 000000
EQUIPMENT NO: 0000

DATE REGISTERED	* TYPE /**CLASS	NC ANNUAL FEE	NC PERCENT
01/22/2009	COM/A	$ 834.60	7.420

YEAR	MAKE	BODY STYLE	VEHICLE IDENTIFICATION NUMBER
2001	INTL	TR	0AAAAAAA00B000000

*** SPECIAL VEHICLE CODE	FUEL TYPE	AXLES	UNLADEN WEIGHT
	D	2	13500

TITLED OWNER(S)
ABC COMPANY

TITLE/CNTL NO: 000000000000000

INSURANCE COMPANY
XYZ INSURANCE COMPANY
INSURANCE POLICY NUMBER
TRK298362300

COPIES OF THIS LICENSE CAB CARD ARE NOT VALID
You must apply for a duplicate apportioned registration. The fee is $15 00

The vehicle described herein has been proportionally registered with North Carolina and other jurisdictions listed below:

AL 54000	AR 54000	AZ 54000
CA 54999	CO 54000	CT 54000
DC 54000	DE 54000	FL 54000
GA 54000	IA 54000	ID 54000
IL 54000	IN 54000	KS 54000
KY 54000	LA 54000	MA 54000
MD 54000	ME 54000	MI 54000
MN 54000	MO 54000	MS 54000
MT 54000	ND 54000	NE 54000
NH 54000	NJ 54000	NM 54000
NV 54000	NY 54000	OH 54000
OK 54000	OR 54000	PA 54000
RI 54000	SC 54000	SD 54000
TN 54000	TX 54000	UT 54000
VA 54000	VT 54000	WA 54000
WI 54000	WV 54000	WY 54000
*** ******		

IF THIS VEHICLE IS SOLD OR OTHERWISE DELETED FROM YOUR APPORTIONED FLEET, THIS RECEIPT AND CORRESPONDING APPORTIONED LICENSE PLATE MUST BE SURRENDERED TO THE NORTH CAROLINA DIVISION OF MOTOR VEHICLES.

*TYPE OF OPERATION CODES		**COMMODITY CLASS CODES		***SPECIAL VEHICLE CODES	
COM	COMMON CARRIER	A	ALL	RECONST	RECONSTRUCTED
CON	CONTRACT CARRIER	H	HOUSEHOLD GOODS	WATR-FLD	WATER / FLOOD DAMAGE
FHE	FOR HIRE EXEMPT	L	LOGS	NON-USA	FOREIGN VEHICLES not meeting US standards
FHL	FOR HIRE LEASED	P	PASSENGERS (BUS)	SAL-RBLT	SALVAGE REBUILT
FHR	FOR HIRE RENTAL	E	EXEMPT INTERSTATE		
PVT	PRIVATE				

INSURANCE REQUIREMENTS FOR APPORTIONED VEHICLES
BASED ON TYPE OF OPERATION

COM & CON	$750,000.00 Combined Single Limits	BMC91X and Single State Registration
FHE / FHL / FHR	$750,000.00 Combined Single Limits	FHE-Form E & Interstate Filings FHL-Form E & Copy of Carrier's RS-3 FHR-Form E only
PVT	$750,000.00 Combined Single Limits	Insurance Certification by Registrant

IMPORTANT

To retain plate, Liability Insurance must be maintained continuously. (General Statute 20-309)
You must notify the Division of Motor Vehicles within 30 days of any change of address. (General Statute 20-67)
The Divison of Motor Vehicles will refuse to register vehicles on which taxes are delinquent. (General Statute 20-50.4)

FOR YOUR INFORMATION

A record of every vehicle registered with DMV is sent to the county tax assessor for listing.

Taxpayers are billed by the county approximately three (3) months after a license plate or sticker is issued.

The county has the authority to 'BLOCK' DMV registration records if a person fails to pay motor vehicle property taxes.

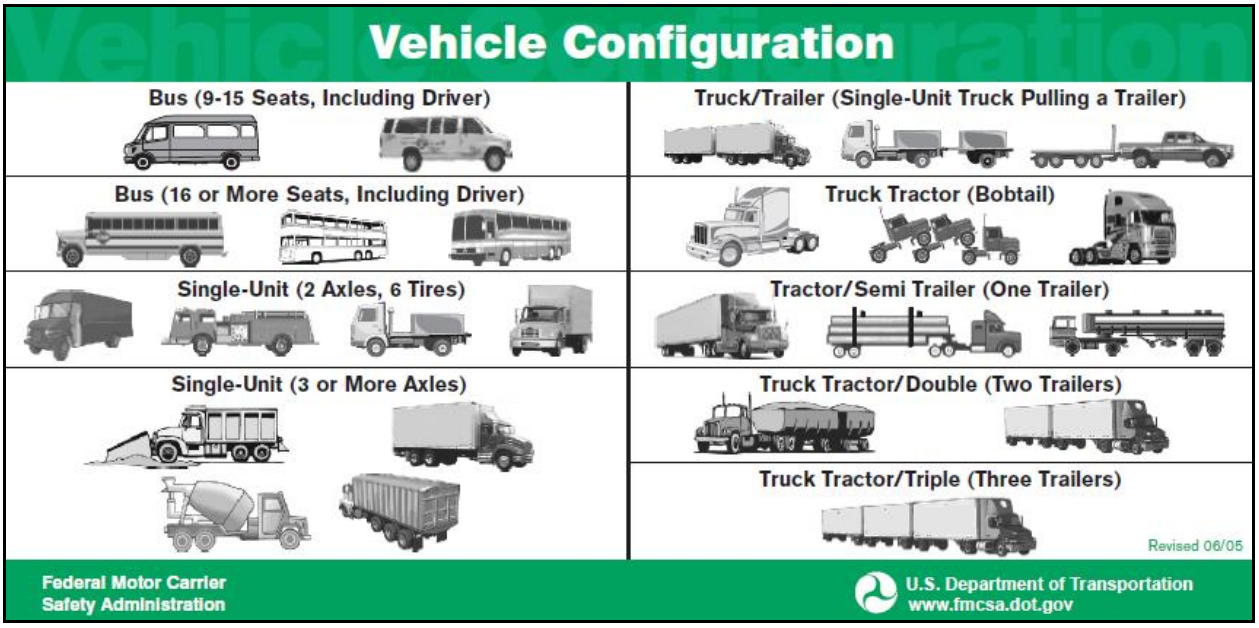
A 'BLOCK' can only be removed after a paid tax receipt (MAV-2) is presented to the plate agency at time of plate renewal.

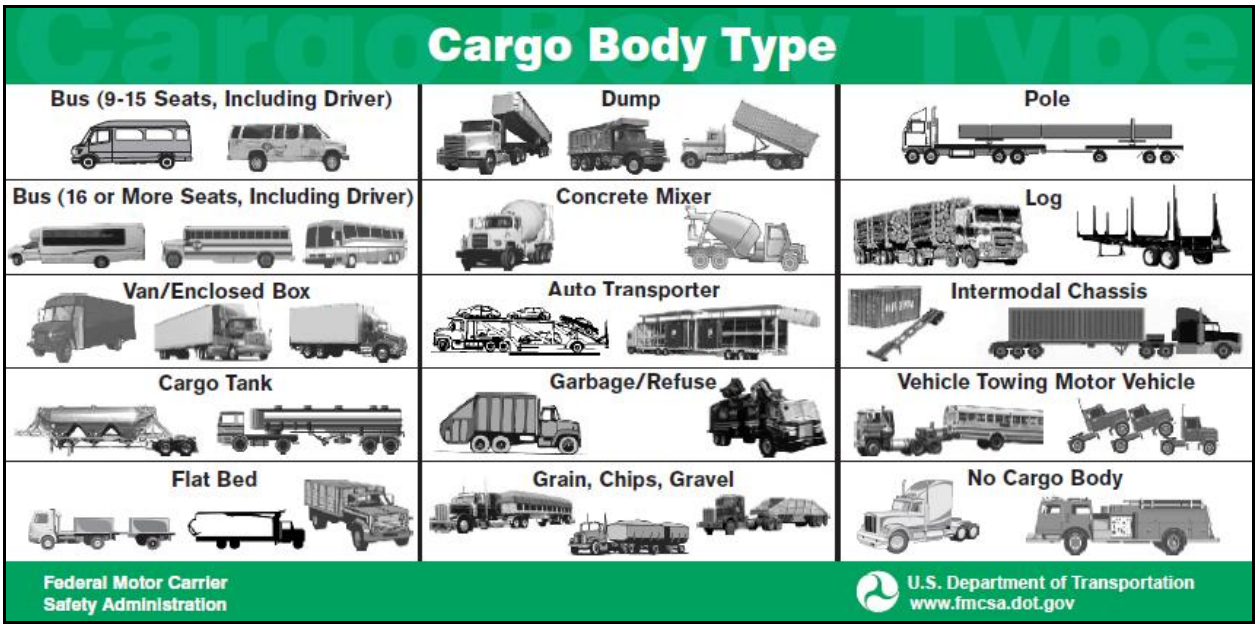
The IRP renewal application will indicate the vehicles which have tax blocks and must be removed before the vehicle(s) may be renewed.

Cab Card

Identifying Vehicle Styles and Cargo Type

The Federal Motor Carrier Safety Administration created quick reference cards called "Visor Cards." The following Visor Card illustrates the various vehicle and cargo body types:



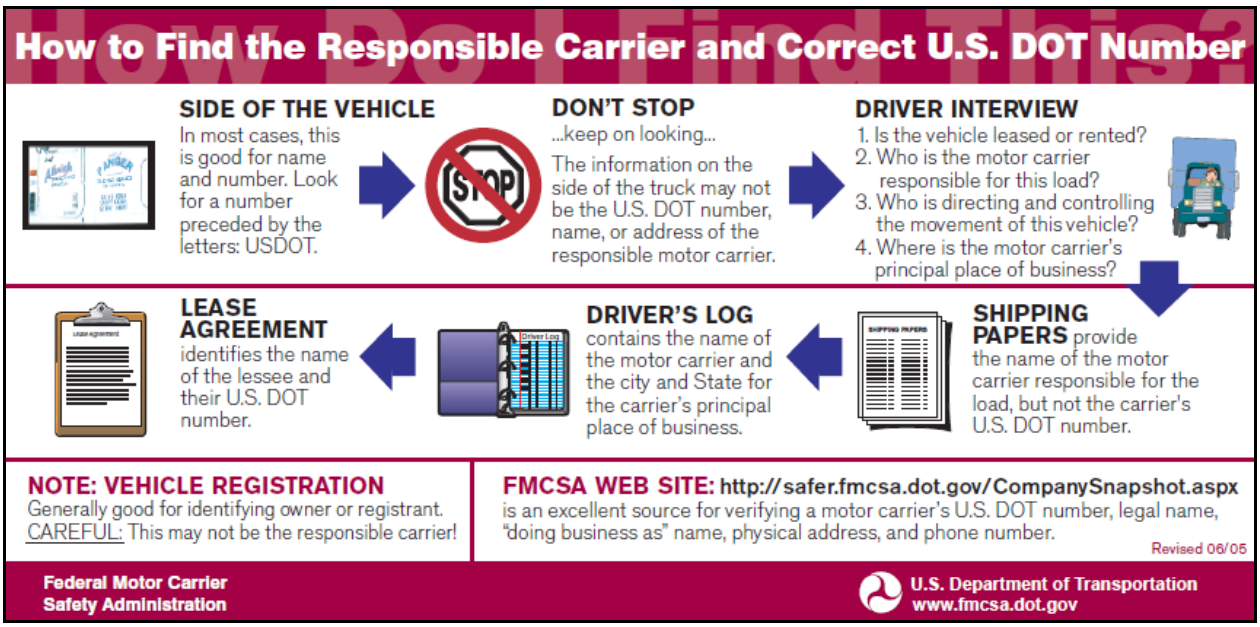


To obtain Visor Cards, contact the Operation Support Unit at (919) 861- 3084 or the NC Highway Patrol Motor Carrier Enforcement Section.

Identifying Motor Carriers in Crashes

Most motor carriers involved in crashes can be identified through the company name and US DOT number on the driver's side of the truck tractor or truck. Occasionally, determining the motor carrier and recording the important information (US DOT number, carrier name and address) can be difficult.

Follow the steps illustrated on this Visor Card to identify the motor carrier and US DOT number.



The back of this card contains the following examples.

Example 1

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

Q: Who is the motor carrier?

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

Example 2

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

Q: Who is the motor carrier?

A: John Smith is the motor carrier because K&S transferred the responsibly of the load to John Smith.

Example 3

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

Q: Who is the motor carrier?

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

Example 4

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

Q: Who is the motor carrier?

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

Example 5

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

Q: Who is the motor carrier?

A: XYZ is the motor carrier because XYZ is directing the carrying of the load.

Problems Identifying the Correct Information

The following situations can exist at the crash site:

- Shipping papers are only required for hazardous material cargo.
- Driver may say that there are no shipping papers, even when they may be in the vehicle.
- US DOT number is not available on the shipping papers or the driver's log for the carrier responsible for the load.

The following must display on the outside of a CMV:

- Legal or a single trade name of the CMV
- Motor carrier ID number, preceded by “USDOT”
- If the name of any person other than the operating carrier appears, the name of the operating carrier must appear and be preceded by “operated by”
- Other identifying information may be displayed on the vehicle if it is not inconsistent with the information required

The following issues make it difficult to identify the motor carrier:

- Multiple or missing markings on CMVs
- Leased CMVs (for example, Ryder Transportation Services)
- Owner operators who lease their vehicles and driving services to other carriers
- Agents of interstate van lines

Rented and Leased CMVs

When the CMV is rented or leased, the lease agreement is beneficial to help identify the motor carrier name.

Trip and long-term leasing can cause the names and numbers on doors to be different from the names on the shipping papers (bill of lading). A company can lease a tractor(s) or the owner's services to pull its load with the company's trailer(s). The carrier name and US DOT number on the driver's side of the tractor may be for the owner of the tractor(s), not the company responsible for the load. (This also applies to leased single-unit trucks.)

A short-term rental agreement for less than 30 days is required to be inside the vehicle. A carrier is required to have the carriers name and US DOT number on the side of the vehicle within 30 days of a long-term lease. One problem is that a company can extend a short-term (30 days) lease in an effort to keep from adding the company name and US DOT number on the vehicle. For example, a business entity rents a truck for 29 days, returns it, and then two days later rents it again.

Ryder Transportation Services (Ryder) is an example of a leased CMV. They lease their services to haul goods. In this instance, Ryder is the motor carrier and correct information is Ryder's US DOT number. Each Ryder vehicle has a unique number assigned to each vehicle.

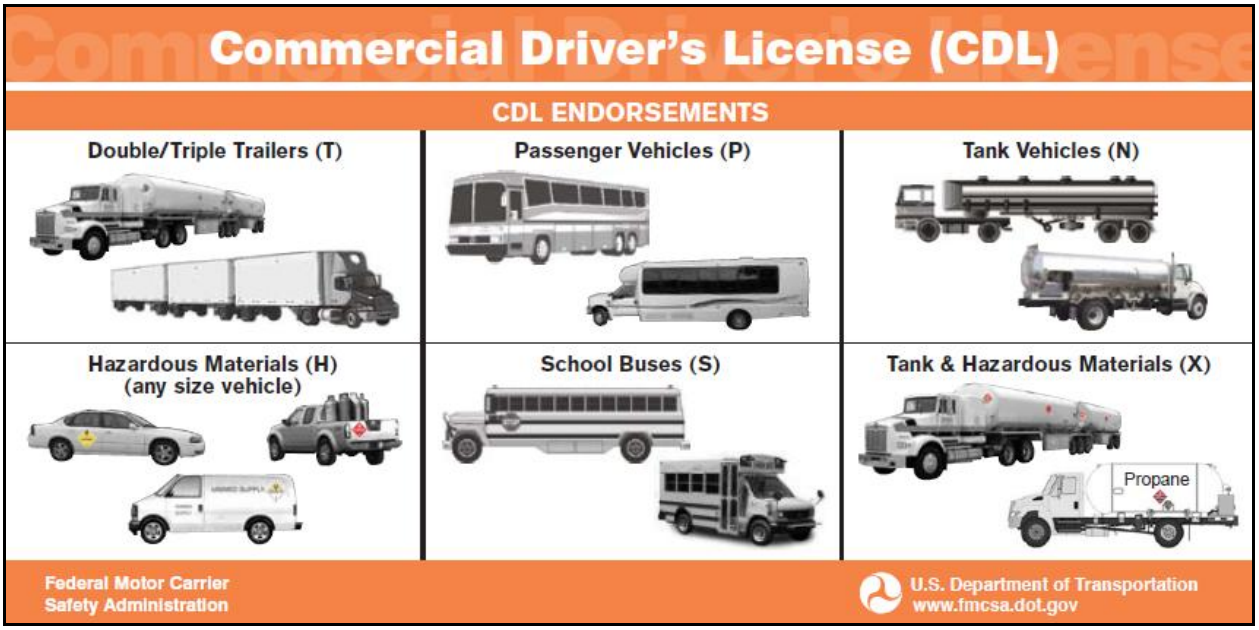
The Officer can call Ryder's regional or national office, provide them with this number and Ryder can subsequently provide the Officer with information on the company or individual that leased the vehicle.

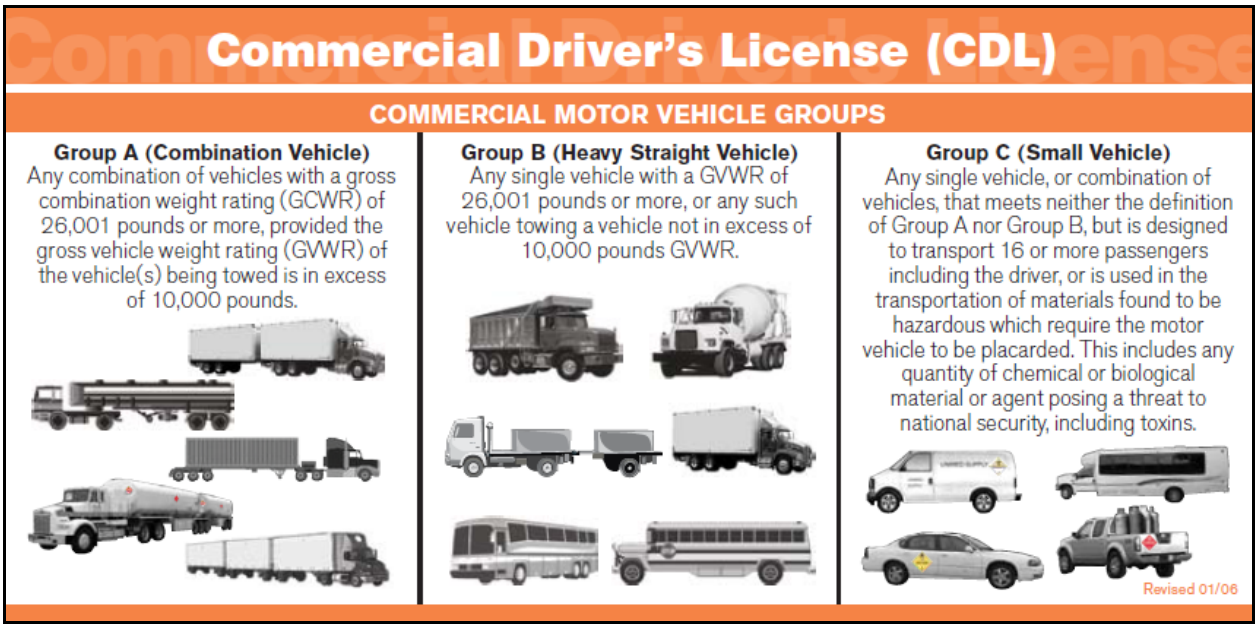
Commercial Driver License (CDL)

The CDL classes and the commercial motor vehicles that they authorize the operation of are as follows:

- **Class A:** Any combination of vehicles with a combined gross vehicle weight rating of 26,001 pounds or more, if the gross vehicle weight rating of the vehicle or vehicles being towed is in excess of 10,000 pounds.
- **Class B:** Any single vehicle with a gross vehicle weight rating of 26,001 pounds or more or any such vehicle towing a vehicle having a gross vehicle weight rating that is not in excess of 10,000 pounds.
- **Class C:** Any single vehicle, or combination of vehicles, that is not a Class A or Class B vehicle, but that either is designed to transport 16 or more passengers, including the driver, or is placarded for hazardous materials and any school bus with a gross vehicle weight rating of less than 26,001 pounds that is designed to transport fewer than 16 passengers including the driver.

The higher CDL class allows you to drive vehicles in any of the lower classes provided you have the correct endorsements. The following Visor Card illustrates the endorsements and classes/groups.





There are situations where a person is not required to have a NC CDL. The following are the exceptions:

- Active Duty Military with military licenses operating military vehicles.
- Firefighters meeting approved training standards and operating authorized emergency vehicles.
- Farmers in certain cases.
- Individuals operating motor homes or other vehicles used exclusively to transport personal possessions or family members, for non-business purposes.

Endorsements are necessary for the following commercial driving requirements:

- (T) Double/Triple Trailers.
- (P) Passenger Vehicles. For vehicles which are designed to carry 16 or more people (including the driver); or those which carry 15 or less people (including the driver) transporting children to or from school and home regularly for compensation.
- (N) Tank Vehicles. For vehicles designed to haul liquids or liquefied gases in bulk in permanently mounted tanks or portable tanks rated at 1,000 gallons or more.
- (H) Hazardous Materials. To carry hazardous materials in amounts requiring placards.
- (X) Endorsement code designating a Tank (N) vehicle that carries Hazardous Materials (H).

Emergency Medical Services

46 Name of EMS _____	46 Name of EMS _____
47 Injured Taken By EMS to _____ (Treatment Facility and City or Town)	47 Injured Taken By EMS to _____ (Treatment Facility and City or Town)

46 Name of EMS

Record the name of the EMS (or EMS unit number if available) that responded to the crash. A letter designation, unique to each injured person is provided in the first column of the Occupant and Non-Motorist Information section at the bottom of the DMV-349 form.

Unique letter designation column

	21	22	23	24	25	26	27	28	29	30	31	32	Names and Addresses for All Persons (Unit 1/Unit 2 Drv, Ped, etc. - See Above); Use check blocks if address same as Driver	
A				Unit 1-Drv1, Ped1, etc. (see above)									See above	Veh# ____ Towed To/By:
B				Unit 2-Drv2, Ped2, etc. (see above)									See above	Veh# ____ Towed To/By:
C													☐	
D													☐	

This unique letter designation must precede the name of the EMS for each injured person that is transported. For example: **A - Cumberland County Ambulance**.

47 Destination of Injured Person

Record the destination of each injured person that is transported from the scene of the crash. The destination should be preceded by the unique letter designation (see above) for the person involved. For example: **A - N.C. Memorial, Chapel Hill** and **B - Duke Hospital, Durham**.

If the injured were taken to a hospital, clinic, doctor's office, or other place of emergency medical aid, include both the name of the treatment facility and city or town. This is important in tracing the victim from the scene of the crash through the health care system.

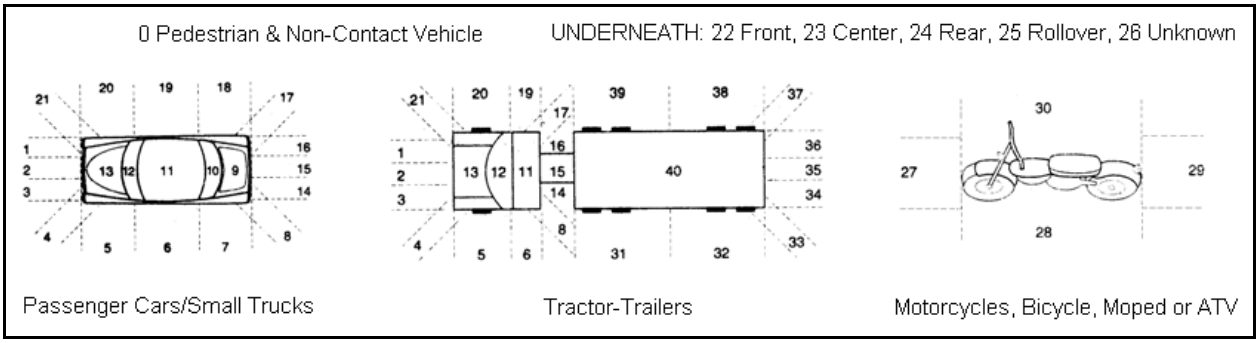
Back of DMV-349

Crash Sequence Information

This section contains information on how to properly fill out the back side of the DMV-349 report.

48 Points of Initial Contact

48 POINTS OF INTITIAL CONTACT (Write in Codes)	Unit# ___ _____	
	Unit# ___ _____	



Record the number corresponding to the points of initial contact of Unit 1 and Unit 2 if applicable with another vehicle, person or object. If contact overlaps areas, more than one number should be recorded. For back distributed impact on an automobile, record “14, 15, 16.” Points of initial contact consists of parts which the vehicle first contacts, not secondary.

0	Pedestrians
0	Non-Contact Vehicle
1-26	Vehicle (Passenger Cars/Small Trucks)
1-40	Vehicle (Tractor-Trailers)
27-30	Motorcycles, Bicycles, and Mopeds

If the vehicle rolled over and it is impossible to determine initial impact point, enter “25.”

If there is no contact (fell from moving vehicle, for example), the entry should be “0.”

Crash Sequence (Unit Level)

Boxes 49 through 59 contain crash sequence information. This data element is important for use in evaluating injury severity in relation to vehicle impact and crash severity.

CRASH SEQUENCE (Unit level)	Unit# ___	Unit# ___
49 Vehicle Maneuver/Action		
50 Non-Motorist Action		
51 Non-Motorist Location Prior to Impact		
52 Crash Sequence – First Event for This Unit		
53 Crash Sequence – Second Event for This Unit		
54 Crash Sequence – Third Event for This Unit		
55 Crash Sequence – Fourth Event for This Unit		
56 Most harmful Event for This Unit		
57 Distance to Object Struck (ft.)		
58 Vehicle Underride/Override		
59 Vehicle Defects		

49 Vehicle Maneuver/Action

For each vehicle, enter the code number, for the item that best describes the actions of the driver, in the investigating officer's opinion, just prior to the crash. This is important for evaluation purposes, particularly when combined with Direction of Travel.

1 Stopped in travel lane (driver still in vehicle)

2 Parked out of travel lanes

3 Parked in travel lanes

4 Going straight ahead

5 Changing lanes or merging

6 Passing

7 Making right turn

8 Making left turn

9 Making U turn

10 Backing (takes priority over other maneuvers)

11 Slowing or stopping
12 Starting in roadway (mostly from driveways, public or private)
13 Parking
14 Leaving parked position
15 Avoiding object in road
16 Other* (write in the narrative)

50 Non-Motorist Action

For each non-motorist, enter the code number, for the item that best describes the actions of the non-motorist, in the investigating officer's opinion, just prior to the crash.

1 Entering or crossing specified location
2 Walking, riding, running/jogging with traffic
3 Walking, riding, running/jogging against traffic
4 Working
5 Pushing vehicle
6 Approaching or leaving vehicle
7 Playing
8 Standing
9 Other* (write in the narrative)

51 Non-Motorist Location Prior to Impact

For non-motorist, enter the code number, for the item that best describes the location of the non-motorist, in the investigating officer's opinion, just prior to the crash.

1 Marked crosswalk at intersection
2 At intersection but no crosswalk
3 Non-intersection crosswalk
4 Driveway access crosswalk
5 In roadway
6 Not in roadway
7 Median (but not on shoulder)
8 Island
9 Shoulder
10 Sidewalk

11 Within 10 feet of roadway (not on shoulder, median, sidewalk, island)

12 Beyond 10 feet of roadway (within trafficway)

13 Outside trafficway

14 Shared-use path or trails

Sequence of Events (Vehicle Level)

At the vehicle level, the sequence of events are a list of things that occurred to each particular vehicle involved in a crash. The first harmful event is the first injury or damage producing event, while the most harmful event is the event, which caused the most severe injury or greatest amount of property damage to each vehicle.

To aid in recording this important information, similar code values have been maintained for recording crash type information at both the *crash level* and the *vehicle level*. The only difference between the two levels is that categories have been expanded at the vehicle level for “non-collision” and “fixed object” crash types, to present a greater number of categories for describing sequence of events for each involved vehicle.

For sequence of events, up to four harmful events may be recorded for each vehicle involved in the crash. If a vehicle experienced only one harmful event in the crash, events 2-4 would be marked with a dash (-), not applicable. The most harmful event may or may not be one of the four events.

It is important that these separate data elements are captured at both the vehicle and crash levels. These distinctions are important in classifying and comparing different types of crashes, and in comparing the events which produced specific damage or injury involving a particular vehicle.

52 First Harmful Event - Vehicle Level

Record the first harmful event in a continuous series of events which resulted in damage or personal injury. For example, if a vehicle runs off the roadway to the right, returns to the roadway out of control, and runs head-on into another motor vehicle, the First Harmful Event is coded as “Ran off road, right.” Use the Crash Type codes defined below.

0 Unknown

Non-Collision

1 Ran off Road Right - Vehicle runs off right side of the roadway.

2 Ran off Road Left - Vehicle runs off left side of the roadway.

3 Ran off Road Straight Ahead - Vehicle runs through “Y” or “T” intersection.

4 Jackknife

5 Overturn/Rollover - Any crash in which a motor vehicle in transport overturns for any reason without antecedent collision.

6 Crossed Centerline/Median

7 Downhill runaway

8 Cargo/Equipment Loss or Shift

9 Fire/Explosion

10 Immersion

11 Equipment Failure (tires, brakes, etc.)

12 Separation of Units

13 Other Non-Collision - Injury or damage involving only the motor vehicle that is of a non-collision nature.

Includes: Accidental carbon monoxide poisoning by a motor vehicle in transport. Breakage of any part of the motor vehicle, resulting in injury or further damage. Explosion of any part of the motor vehicle. Fire starting in the motor vehicle. Falling or jumping from the motor vehicle. Occupant hit by an object in, or thrown against the motor vehicle. Injury or damage from a moving part of the motor vehicle. Object falling from, or in the motor vehicle. Striking a hole or bump in the roadway, etc.

Excludes: Carbon monoxide poisoning in a motor vehicle not in transport.

Injury or damage resulting from a fight between occupants, cigarette burns, discharge of a firearm in the motor vehicle, working on a motor vehicle not in transport, etc.

Collision of Motor Vehicle With

14 Pedestrian - Any collision involving a motor vehicle in transport and a pedestrian.

Includes: Person afoot, sitting, lying, or working upon a land way or place. Person in or operating a pedestrian conveyance.

Excludes: Person boarding or alighting from another conveyance, except a pedestrian conveyance. Person in the process of jumping or falling from a motor vehicle in transport.

15 Pedalcyclist - Includes devices known as bicycles, pedalcycles, unicycles and sidecars or trailers attached to these devices. All of which are moved by human power in a collision involving a motor vehicle in transport.

Includes: Includes any of the following devices in transport:

- Bicycle
- Tricycle
- Unicycle
- Trailers or sidecars attached to any of the above devices

Excludes: Pedalcycle towed by motor vehicle, including:

- Hitching
- Unoccupied pedalcycle

General: A pedalcyclist is any person riding upon a pedalcycle or in a sidecar attached to the pedalcycle.

A stopped pedalcycle is considered to be in transport if in readiness for transport, such as stopped at a stop sign, traffic light, or waiting in traffic for any reason, if attended, and the pedalcyclist need not be occupying the riding saddle, but not pushing the pedalcycle.

A coasting pedalcycle with rider is in transport. If the motor vehicle and pedalcycle are in transport, which one does the actual striking is immaterial.

16 Railway Vehicle (train, engine) - Any collision involving a motor vehicle in transport and a railway train or railway vehicle.

Includes: Railway train, with or without cars, motorized railway device, railway device (such as cars) set in motion by a railway train or railway vehicle.

Excludes: Devices operated upon railway rails by human power.

Nonmotorized devices not set in motion by a railway train or railway vehicle.

Collisions in which a railway train was involved in a railway transport collision prior to involvement with the motor vehicle, such as derailment, or throwing some part, other road vehicle, animal, or pedestrian against a motor vehicle.

General: Motion of the motor vehicle is immaterial; it can be in motion or stopped in the path of the railway train.

Motion of the railway train is immaterial; it can be stopped in the path of the motor vehicle or in motion.

Whether the motor vehicle or the railway train does the actual striking is immaterial.

17 Animal - Any collision involving a motor vehicle in transport and an animal, herded or unattended.

Includes: Domestic and wild animals, flying animals, such as birds and bats.

Excludes: Ridden animals, animal drawing a conveyance.

General: Injury to wild animals, such as birds and rabbits, is excluded if there is no injury to any person or damage to the motor vehicle. Injury to

domestic animals is treated as property damage, if there is no injury to any person or damage to the motor vehicle.

18 Movable Object* - Any collision involving a motor vehicle in transport and any other object which is movable or moving, but not fixed.

Includes: Animal-drawn vehicle (any type)

- Animal carrying a person
- Street car
- Objects dropped from motor vehicle or other vehicles but not in motion
- Objects set in motion by other motor vehicles
- Special devices not considered in transport or as fixed objects
- Fallen tree or stone
- Landslide or avalanche materials, not in motion
- Pedalcycle not in transport
- Railway devices moved by human power
- Nonmotorized devices not set in motion by railway train or railway vehicle

Excludes: Objects set in motion by air craft, watercraft, or railway.

Objects set in motion by cataclysm, lightning, or other natural and environmental factors.

Collision of Two or More Motor Vehicles

20 Parked Motor Vehicle - Any crash involving motor vehicle in transport and a motor vehicle not in transport.

Includes: Motor vehicle parked in a place designated for parking, even though the permitted time period may have expired.

Motor vehicle stopped or parked along the roadway where normal usage permits such stopping or parking, including parking adjacent to curbs and parking on trafficway shoulders.

Motor vehicle stopped or parked illegally, but otherwise outside the roadway traffic lanes, such as blocking a driveway, beside a fire hydrant, or in a loading zone.

Motor vehicle parked, disabled, or abandoned in roadway or off roadway.

Load in the process of falling from parked motor vehicle.

Excludes: Motor vehicle stopped or parked in traffic lanes where parking is prohibited, such as double parked, on the side of the street where there is no parking at any time along the length of the street, in tunnels or on bridges where parking is prohibited, or in a parking lane during the hours that it is required to be clear for traffic.

Stopped or parked self-propelled machinery even though such machinery is considered a motor vehicle when in transport.

Load that has fallen from a parked motor vehicle.

21 Rear End, Slow, or Stop - Rear end collision with one vehicle going at a slower speed, slowing down or stopping in traffic.

22 Rear End, Turn - Rear end collision with front vehicle turning.

23 Left Turn, Same Roadway - Collision with both vehicles traveling on same roadway prior to one or both turning left; may occur in passing maneuver or vehicles may be meeting.

24 Left Turn, Different Roadways - Collision of vehicles traveling on different roadways prior to one or both turning left.

25 Right Turn, Same Roadway - Collision with both vehicles traveling on the same roadway prior to one or both turning right (Occurs in passing on right at intersections, meeting of one-way road with two-way road, etc.). If one vehicle was turning left while the other was turning right, then code according to the vehicle, which appeared to cause the collision.

26 Right Turn, Different Roadways - Collision of vehicles traveling on different roadways prior to one or both turning right. If one vehicle was turning left while the other was turning right, then code according to the vehicle, which appeared to cause the collision.

27 Head On - Head on collision of motor vehicles moving in opposite directions in which initial contact is on the front of both vehicles.

28 Sideswipe, Same Direction - The collision of motor vehicles, traveling in the same direction, in which contact usually results from attempting to pass too closely, skidding, or other side-to-side initial contact. Damage is generally along entire side of vehicle.

29 Sideswipe, Opposite Direction - The collision of motor vehicles, traveling in opposite directions, in which contact usually results from attempting to pass too closely, skidding, or other side-to-side initial contact. Damage is generally along entire side of vehicle.

30 Angle Collision - Collision most often resulting in the vehicles hitting at or near right angles, with the front of one vehicle striking the side of the other vehicle. Most often occurs at an intersection when two vehicles are going straight on intersecting roads and neither vehicle is turning.

31 Backing Up – Collision in which one vehicle backs into another, generally stopped or parked vehicle.

32 Other Collision With Vehicle

Collision with a Fixed Object

Brief descriptions are provided as a reference to selected fixed object types.

33 Tree

34 Utility Pole (with or without light) – A pole or post constructed for the primary function of supporting an electric line, telephone line or other electrical-electronic transmission line or cable.

35 Luminaire Pole (non-breakaway)

36 Luminaire Pole (breakaway) – A pole or post constructed to support a luminaire (complete lighting unit) for lighting a roadway.

37 Official Highway Sign (non-breakaway)

38 Official Highway Sign (breakaway) – Directional signs. A pole, post or structure constructed to support a highway sign intended to guide, regulate or inform highway users.

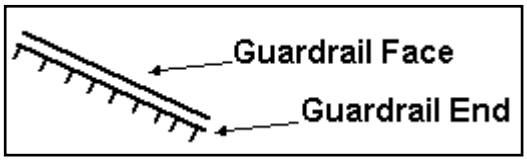
39 Overhead Sign Support – A pole, post, or structure constructed to support a sign which is over a roadway (usually installed on or relocated to nearby overpasses or other structures).

40 Commercial Sign – A sign placed by an area business as a means of advertising. Logo signs (advertising upcoming businesses along the roadway) placed by the State DOT are not commercial signs.

41 Guardrail End on Shoulder

42 Guardrail Face on Shoulder

43 Guardrail End in Median



44 Guardrail Face in Median – A guardrail is a longitudinal barrier consisting of posts and rails or cables, whose primary functions are to prevent penetration and to safely redirect an errant vehicle away from a roadside or median hazard.

45 Shoulder Barrier End (non-guardrail)

46 Shoulder Barrier Face (non-guardrail) – A concrete barrier or something other than a guardrail placed on the shoulder.

47 Median Barrier End (non-guardrail)

48 Median Barrier Face (non-guardrail) – A longitudinal barrier (such as concrete) used to prevent an errant vehicle from crossing the portion of a divided highway separating the traveled ways for traffic in opposite directions.

49 Bridge Rail End

50 Bridge Rail Face – A barrier attached to a bridge deck or a bridge parapet (a low wall built along the edge of a bridge deck) to restrain vehicles, pedestrians or other users.

51 Overhead Part of Underpass – Any part of an underpass that is over the reference or subject roadway. For a bridge, this typically refers to the beams or other structural elements supporting the bridge deck.

52 Pier on Shoulder of Underpass

53 Pier in Median of Underpass – A bridge pier is a support for a bridge structure other than at the ends.

54 Abutment (supporting wall) of Underpass – An abutment is a structure that supports the end of a bridge.

55 Traffic Island Curb or Median – A traffic Island is the cement or grassy area in the middle of a trafficway. A curb is a raised edge (typically less than 9 inches) or border to a roadway.

56 Catch Basin or Culvert on Shoulder

57 Catch Basin or Culvert in Median – A culvert is an enclosed structure providing free passage of water under a roadway.

58 Ditch – An open channel dug into the ground, usually paralleling the highway embankment and within the limits of the highway right-of-way.

59 Embankment – A mound of earth or stone above the original ground, built to hold back water or to support a roadway.

60 Mailbox

61 Fence or Fence Post

62 Construction Barrier – A traffic barrier designed to protect traffic from entering work areas, provide protection for workers, separate two-way traffic, protect construction, and separate pedestrian and vehicular traffic.

63 Crash Cushion – A barrier at a spot location designed to prevent an errant vehicle from impacting a fixed object hazard by gradually decelerating the vehicle to a safe stop or by redirecting the vehicle away from the hazard.

64 Other Fixed Object* (write in narrative)

53 Second Harmful Event - Vehicle Level

Using the code values from 52 Crash Sequence – First Event for this Unit (Vehicle Level), record the second harmful event for this vehicle in the crash.

54 Third harmful Event - Vehicle Level

Using the code values from 52 Crash Sequence – First Event for this Unit (Vehicle Level), record the third harmful event for this vehicle in the crash.

55 Fourth Harmful Event - Vehicle Level

Using the code values from 52 Crash Sequence – First Event for this Unit (Vehicle Level), record the fourth harmful event for this vehicle in the crash.

56 Most Harmful Event - Vehicle Level

Using the code values from 52 Crash Sequence – First Event for this Unit (Vehicle Level), record the most harmful event for this vehicle in the crash.

If there are no further events after the first harmful event or if later events are less serious, repeat the code given in “52”. The most harmful event may or may not be one of the four events (#52 through #55).

57 Distance/Direction to Object Struck

If an object was struck, enter the appropriate code to describe its distance and direction from the edge of the roadway. The edge of the roadway is where the roadway meets the shoulder. If no object is struck Code 0.

0 None

1 In road

2 Right of road, 0-10 ft.

3 Right of road, 11-30 ft.

4 Right of road, over 30 ft.

5 Left of road, 0-10 ft.

6 Left of road, 11-30 ft.

7 Left of road, over 30 ft.

8 Straight ahead, 0-10 ft.

9 Straight ahead, 11-30 ft.

10 Straight ahead, over 30 ft.

58 Vehicle Underride/Override

An underride refers to a vehicle sliding under another vehicle during a crash. An override refers to a vehicle riding up over another vehicle. Both can occur with a parked vehicle.

1 Underride

2 Override

3 Neither Underride or Override

4 Unknown

59 Vehicle Defects

Enter appropriate code for each vehicle: if “other” describe in the narrative. If pedestrian, enter a dash (-).

0 None detected
1 Defective brakes
2 Defective headlights
3 Defective rear lights
4 Defective steering
5 Defective tires
6 Other defects
7 Unknown

Vehicle Information

Boxes 60 through 68 contain vehicle information.

VEHICLE INFO.	Veh.# ___	Veh.# ___
60 Authorized Speed Limit		
61 Estimate of Original Traveling Speed		
62 Estimate of Speed at Impact		
63 Tire Impressions Before Impact (ft.)		
64 Distance Traveled After Impact (ft.)		
65 Emergency Vehicle Use		
66 Post Crash Fire (if "Yes" check block)	☐	☐
67 School Bus - Contact Vehicle	☐	☐
68 School Bus - Noncontact Vehicle	☐	☐

60 Authorized Speed Limit

Authorized speed limit for the vehicle at the time of the crash. The authorization may be indicated by the posted speed limit, blinking sign at construction zones, restricted speed for permitted vehicles, etc. This is important for evaluation purposes in spite of the fact that the speed of the vehicle at the time of the crash may differ significantly from the authorized speed limit. For PVA, list speed limit if posted. If pedestrian, enter a dash (-).

61 Estimate of Original Traveling Speed

Estimated speed in miles per hour for each vehicle involved in the crash. These estimates are to reflect the speed of each vehicle at the moment the driver initially perceived an existing hazard. If pedestrian, enter a dash (-).

62 Estimate of Speed at Impact

Estimated speed in miles per hour for each vehicle involved in the crash. These estimates reflect the speed of each vehicle at the moment of impact. If pedestrian, enter a dash (-).

63 Tire Impressions Before Impact

Length (in feet) of tire impressions (skid marks, tire print yaw) for each vehicle prior to impact. If pedestrian, enter a dash (-).

64 Distance Traveled After Impact

Distance (in feet) each vehicle or pedestrian traveled after impact as a result of the force of the collision.

65 Emergency Vehicle Use

Enter the appropriate code for the emergency vehicle involved in the crash. Code this variable only for an emergency vehicle traveling with physical emergency signals in use; typically blue/red light blinking, siren sounding, etc.

1 Fire truck

2 EMS Vehicle, Ambulance, Rescue Squad, etc.

3 Military

4 Police

66 Post Crash Fire

Indicate if there was a fire after the crash involving this unit. If yes, check the box.

67 School Bus – Contact Vehicle

This data element is used to determine "school bus related." The school bus, with or without a pupil on board, is directly involved as a contact vehicle. If yes, check the box.

68 School Bus – Noncontact Vehicle

This data element is also used to determine "school bus related." The school bus, with or without a pupil on board, is indirectly involved as a noncontact vehicle. If yes, check the box.

Roadway Information

Boxes 69 through 77 contain roadway information.

ROADWAY INFO.	
69 Road Feature	
70 Road Character	
71 Road Class	
72 Road Surface Type	
73 Road Configuration	
74 Access Control	
75 Number of Lanes	
76 Traffic Control Type	
77 Traffic Control Operating	

Using the codes which follow, enter the number of each item which best describes the following:

69 Road Feature

If the location of the first harmful event coincides with one of the road features indicated, list the specific road feature. Examples are: Underpass (“road-on” going under an overhead structure), Public Driveway (shopping center, service station, etc.), Non-intersection median crossing (road serving as private drive, a U-turn, etc.).

0 No special feature

1 Bridge

2 Bridge approach

3 Underpass

4 Driveway, public

5 Driveway, private

6 Alley intersection

Intersection of roadways

7 Four-way intersection

8 T-intersection

9 Y-intersection

10 Traffic circle/roundabout

11 Five-point, or more

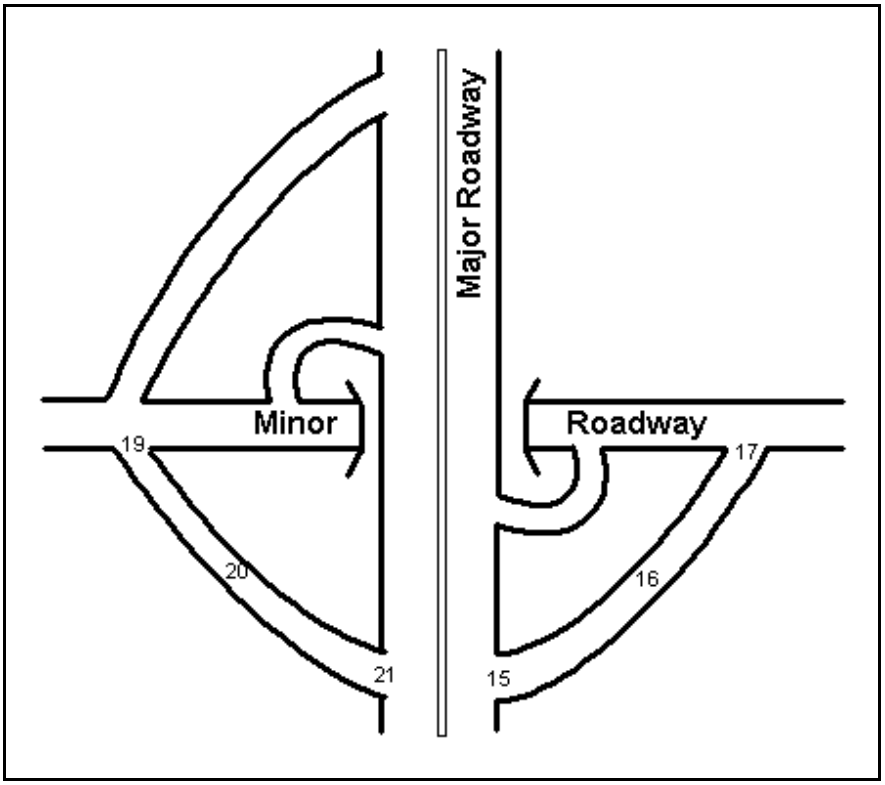
12 Related to intersection

13 Non-intersection median crossing

14 End or beginning of divided highway

Interchange

An interchange is a system of interconnecting roadways in conjunction with one or more grade separations, providing for the movement of traffic between two or more roadways on different levels. The roadway with the highest class is used as the reference for “on-ramp” and “off-ramp” determination. The following diagram illustrates the various ramp designations:



15 Off-ramp entry - The approach to an exit ramp serving as a connection from a major roadway to a minor roadway.

16 Off-ramp proper - The length of the ramp between the off-ramp entry and the off-ramp terminal.

17 Off-ramp terminal on crossroad - The intersection of an exit ramp with the destination route.

18 Merge lane between on and off ramp

19 On-ramp entry - An entrance ramp serving as a connection from a minor roadway to a major roadway.

20 On-ramp proper - The length of the ramp between the on-ramp and the on-ramp terminal.

21 On-ramp terminal on crossroad - The roadway area where an on-ramp joins the destination route.

22 Railroad crossing

23 Tunnel

24 Shared-use paths or trails

25 Other* (write in the narrative)

Road feature information is important for site specific safety studies to identify actual or potential safety problem locations. Bridge approach describes the area within 500 feet of the bridge. Intersection related refers to the influence area, which is caused by the operation of the intersection. The distance to which the influence area extends from the intersection depends on the intersection design, and traffic control as well as the operating characteristics.

70 Road Character

Road character describes the change in horizontal direction of a roadway, determined at the point of curvature. Examples are: Straight, grade (a straight uphill or downhill road), Straight, bottom (sag - opposite of hillcrest). This information is important for determining the relationship between horizontal alignment related crashes to guide future highway design, speed limits, and driver skill training (e.g., motorcycle curve entering speed).

1 Straight, level

2 Straight, hillcrest

3 Straight, grade

4 Straight, bottom (sag)

5 Curve, level

6 Curve, hillcrest

7 Curve, grade

8 Curve, bottom (sag)

9 Other* (write in the narrative)

71 Road Classification

The character of service or function of streets or highways. Use highest class (use road class for local streets having route designation). This is important for comparing crash rates/safety experience of highways of similar design characteristics so as to identify those highways or highway sections that have abnormal rates/experience for future improvements as well as generalized study of the highways in a region or state. Knowledge of the land use is needed in analyzing crashes as part of a network analysis.

1 Interstate

2 U.S. route

3 N.C. route

4 State secondary route

5 Local street

6 Public vehicular area

7 Private road, property or driveway

8 Other* (write in the narrative)

72 Road Surface Type

Actual surface type of the roadway in the area in which the crash occurred. Examples are: Grooved concrete (areas where the concrete surface has been sawed, scratched or molded to form grooves intended to improve traction or to make tire noise), Soil (dirt surfaces not identifiable as sand, gravel, or any paved type).

1 Concrete

2 Grooved concrete

3 Smooth asphalt

4 Coarse asphalt

5 Gravel

6 Sand

7 Soil

8 Other* (write in the narrative)

73 Road Configuration

A code indicating whether or not a trafficway is divided and whether it serves one-way or two-way traffic. Note that median must be present for a divided road. This information is useful in classifying crashes as well as identifying the environment of a particular crash, and to help guide future trafficway design and traffic control.

1 One-way, not divided

2 Two-way, not divided

3 Two-way, divided, unprotected median

4 Two-way, divided, positive median barrier

5 Unknown

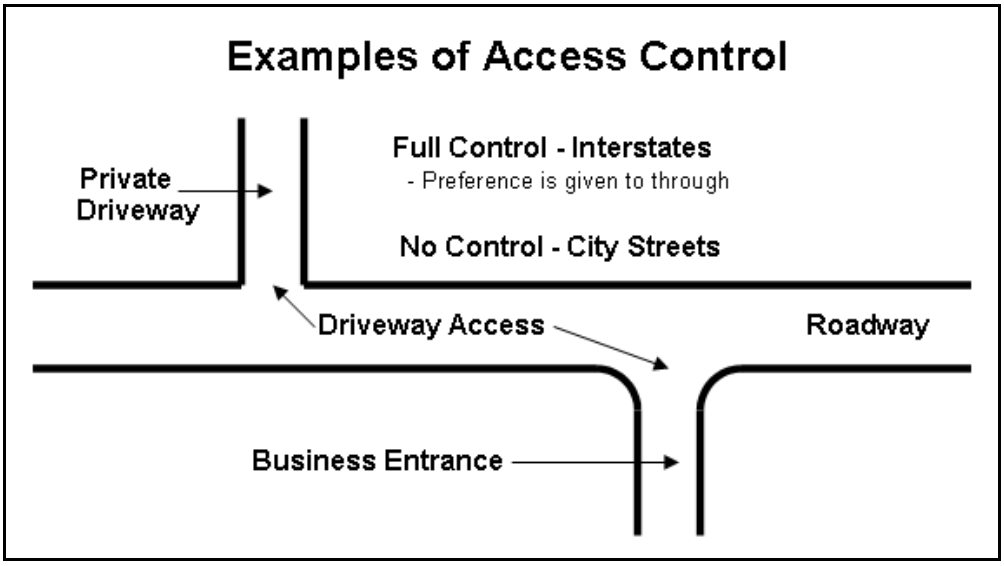
74 Access Control

The degree of access to a roadway, controlled by public authority.

1 *No access control* – Adjacent property owners are permitted one or more direct driveway connections to the street or highway.

2 *Full access control* –At-grade street intersections or driveways are not permitted on roads with full access control. Access to the highway is provided through interchanges with selected public roads. Full access control is a feature of all Interstate routes.

3 *Partial access control* – Adjacent property owners are allowed limited public crossroad intersections (at grade) and some carefully and predetermined driveways.



75 Number of Lanes

The total number of thru lanes of the “road-on” at the point of the collision (if two-way, total for both directions). Turning lanes are not considered or included unless they are continuous between intersections. Enter “0” for parking lots.

76 Traffic Control Type

The type of traffic control device (TCD) present at the collision site and if it was operating and visible at the time. Examples include: RR crossbucks only (the black on white cross-arm device), Human control (law officer, railroad flagman, etc.). It is important that this data element is collected at the scene because the presence of specific devices is better verified at the time of the crash. This data is important for ascertaining the relationship between the use of various TCDs and crashes and identifying the need for upgraded TCDs at specific crash locations.

0 No control present
1 Stop sign
2 Yield sign
3 Stop and go signal
4 Flashing signal with stop sign
5 Flashing signal without stop sign
6 RR gate and flasher
7 RR flasher
8 RR crossbucks only
9 Human control
10 Warning sign
11 School zone signs
12 Flashing stop and go signal
13 Double yellow line (no passing zone)
14 Other* (write in the narrative)

77 Traffic Control Operating

Indication of whether device was operating properly at time of the collision.

1 Yes
2 No
3 Unknown

If **0 No control present** is selected for the previous data element **76 Traffic Control Type**, a dash (-) should be entered for this data element. The following example illustrates how to properly code these boxes:

76 Traffic Control Type	0
77 Traffic Control Operating	–

Work Zone Related

Work zone boxes 78 through 81 are important for the following reasons:

- Assess the impact of various types of on-highway work activity on traffic safety.
- Evaluate Traffic Control Plans used at work zones.
- Make adjustments to the traffic control plans to enhance safety to workers and traveling public.

WORK ZONE RELATED	
78 Workzone Area	
79 Work Activity	
80 Work Area Marked	
81 Crash Location	

IMPORTANT: The grayed sections of the DMV-349 form DO NOT represent optional boxes. When a box is not applicable, enter a dash (-).

78 Workzone Area

Did crash occur in or near:

1 Construction work area

2 Maintenance work area

3 Utility work area

4 Intermittent/moving work e.g., patching pothole

5 No

79 Work Activity

Indicate if there was work activity at the time of the crash.

1 On going
2 No apparent activity

80 Work Area Marked

Indicate if the work area was marked with warning signs, cones, etc.

1 Yes
2 No

81 Location of Crash

Indicate the location of the crash in relation to the work area.

1 Before work area
2 In work area approach taper
3 Adjacent to actual work area

Trailer Information

TRAILER INFO.	Unit# ___	Unit# ___
82 Trailer Type		
1st Trailer Number of Axles		
Width (inches)		
Length (feet)		
2nd Trailer Number of Axles		
Width (inches)		
Length (feet)		
83 Unit# ____ Overwidth Trailer and Overwidth Mobile Home	Overwidth Permit # _____	

IMPORTANT: The grayed sections of the DMV-349 form DO NOT represent optional boxes. When a box is not applicable, enter a dash (-).

82 Trailer Type

Enter the appropriate code if this vehicle was pulling a trailer.

0 No trailer

Non-Semi Trailers

1 Boat
2 Camper
3 Utility
4 Horse
5 House trailer (mobile home)
6 Towed vehicle
7 Other non-semi trailer

Semi Trailers

8 Tanker
9 Enclosed van
10 Flatbed or platform
11 Other semi-trailer
12 Double trailer

1st Trailer Number of Axles

Enter the number of axles for trailer number 1. If the trailer is a semi-trailer, only the axles under the first trailer are recorded.

- Width (inches) - Enter the actual width of trailer or load measured at the widest point (in inches).
- Length (feet) - Enter the actual length of trailer number 1 (in feet).

2nd Trailer Number of Axles

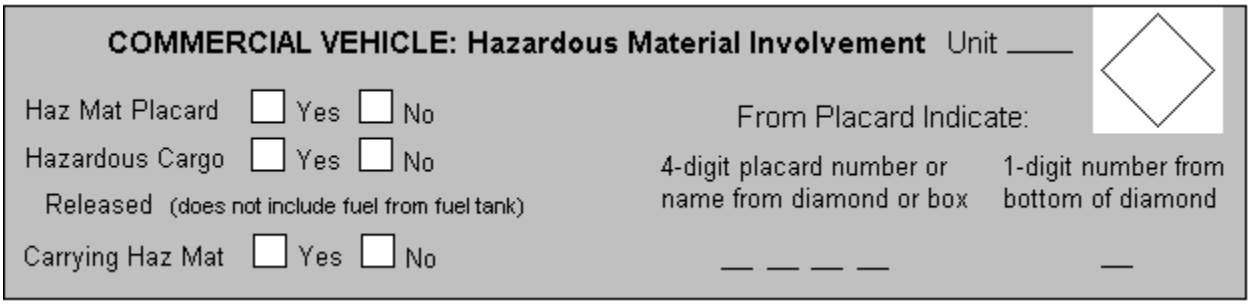
Enter the number of axles for trailer number 2.

- Width (inches) - Enter the actual width of trailer or load measured at the widest point (in inches).
- Length (feet) - Enter the actual length of trailer number 2 (in feet).

83 Overwidth Trailer/Mobile Home

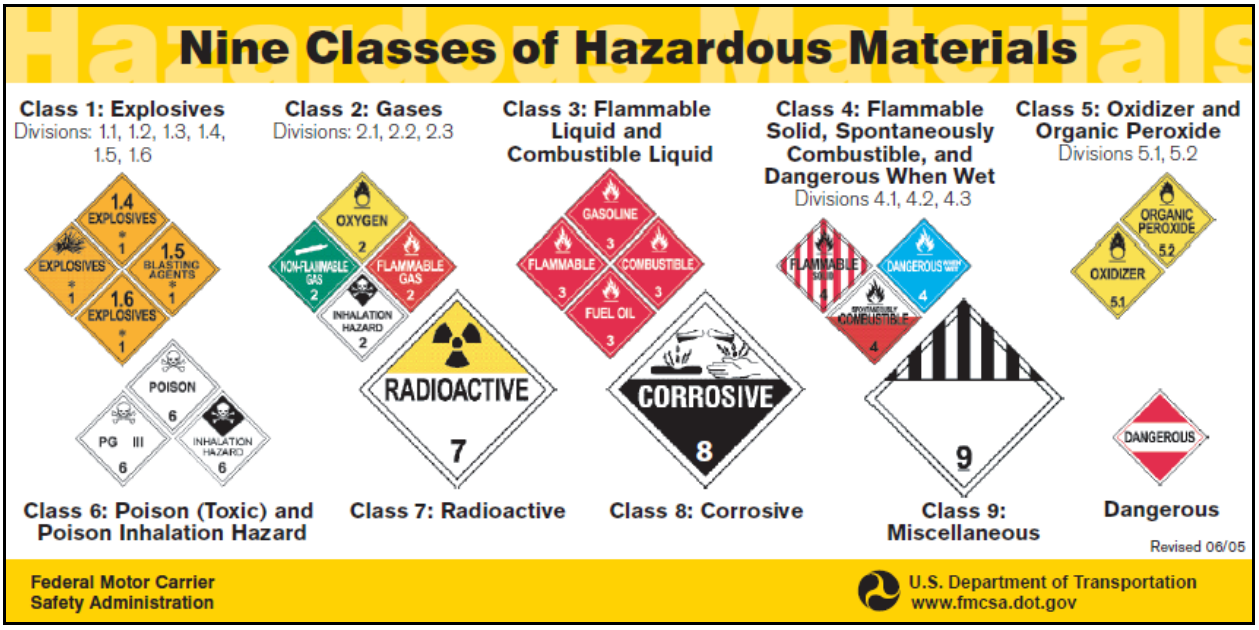
Enter the number of the vehicle pulling overwidth trailers, including overwidth mobile homes, followed by the permit number. Overwidth trailers may be carrying special equipment. Overwidth mobile homes include 12’, 14’ and 16’ width variations.

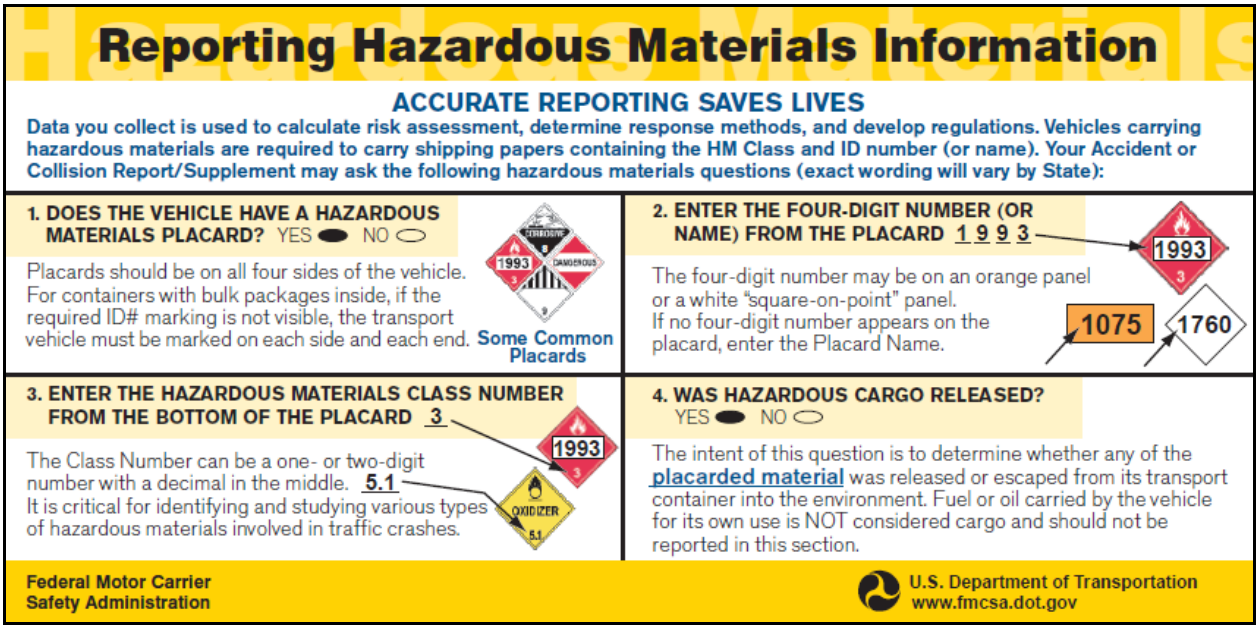
Commercial Vehicle: Hazardous Materials Involvement



Element	Description
Unit	Enter the Unit number.
Haz Mat Placard	Select **Yes** or **No** if present.
Hazardous Cargo Released	Select **Yes** if hazardous materials were released. This does not include fuel from the tank.
Carrying Haz Mat	Select **Yes** if the carrier is carrying hazardous materials.
From Placard Indicate	If available, indicate the 4-digit placard number or name from the diamond or box. If available, indicate the 1-digit number from the bottom of the diamond.

The following Visor Card illustrates the nine classes of hazardous materials and contains information on accurately reporting hazardous materials:





The following is an example of where to locate the **4-Digit Placard Number** (**2315** in this example) and the **1-Digit Placard Number** (**9** in this example) on shipping papers:

Use print or type. (Form designed for use on elite (12-pitch) typewriter.) Form Approved. OMB No. 2050-0039. Expires 9-30-9

UNIFORM HAZARDOUS WASTE MANIFEST

1. Generator's US EPA ID No. V A 5 0 0 1 3 5 7 9 2 4
Manifest Document No. 6 0 0 1 2
2. Page 1 of 1
Information in the shaded areas is not required by Federal law.

3. Generator's Name and Mailing Address
Grey Grubbing Collections
Hill Bottom Road
Cramer Point, VA 61420

4. Generator's Phone (668) 202-2653

5. Transporter 1 Company Name
Boomer Transport
6. US EPA ID Number N Y D 0 0 1 2 3 4 5 4 2

7. Transporter 2 Company Name
8. US EPA ID Number

9. Designated Facility Name and Site Address
Duell Disposal Systems
Mean Street Extension
Toughtown, VA 21602
10. US EPA ID Number V A D 0 0 0 2 4 6 8 6 4

11. US DOT Description (Including Proper Shipping Name, Hazard Class and ID Number)	HM		12. Containers No.	Type	13. Total Quantity	14. Unit Wt/Vol
a.	RQ	POLYCHLORINATED BIPHENYLS, SOLUTION, 9, UN2315, PGIII, MARINE POLLUTANT	0 0 1	T T	1 8 1 8 2	K
b.						
c.						
d.						

84 Crash Diagram

The crash diagram is an important part of the collision report because it enables the investigating officer to illustrate the special relationships existing between the vehicles and environment at the time of the crash. Care should be exercised to see any roadway or roadside feature that might possibly have been a contributing factor in the crash is shown. For example, if a vehicle is struck while exiting a driveway, give the name of any business located there or the name of the resident at the private driveway.

Draw a diagram of the crash scene, including:

- Roads and intersecting roads, widths of roads, shoulders and median strips.
- Direction of travel for each traffic lane.
- All roadside features pertinent to the crash (parked cars, trees, buildings, traffic signs and signals, etc.).
- Paths of travel for involved vehicles and pedestrians prior to, at and after the crash.

- Tire marks and debris, if important in the crash or otherwise needed.
- Measurements pertinent to the location of the point of impact should be shown on the diagram. Measure distances up to 500 feet with a tape, use odometer measurement of distances over 500 feet (528 ft. = 1/10 mi.).
- Draw an arrow pointing (true) north (relative to scene).

Illustrating an Interchange

When a crash occurs within an interchange (grade separation) area, the investigating officer should add a small line sketch of the interchange shape and show an “X” on it at the point the crash actually occurred. This small sketch should not use more than 25 percent of the total area and should also conform to the north arrow of the main collision sketch. Be sure to identify by name or number, or both, the roads, ramps, and service roads shown.

Vehicle Direction of Movement

Enter the direction each vehicle was headed at the time of the collision. This direction is the “compass” direction. If the direction is between two of the four cardinal points then two blocks can be checked such as NW, SW, etc. The street name or route number is then entered for each vehicle on the form.

85 Narrative

Insert a word description of events occurring prior to, during, and after the crash which are not elsewhere on the form. The description should note *all pertinent and unusual* aspects of the crash. The statements made in this narrative should be in the opinion of the investigating officer. The crash narrative or description provides valuable information to traffic researchers, enabling them to design and promote Highway Safety Programs.

An example of a current issue that is of concern to safety officials is the use of cell phones by drivers as they are operating their vehicles.

86 Additional Property Damage

Enter any property other than motor vehicles and their loads that was damaged, identify the property and its owner and enter an estimate of the dollar damage. Damage to signs, buildings, mailboxes, fences, etc., should be entered here. Indicate by checking the appropriate box if damage was done to “state property.”

Witnesses

Identify any reliable witness(es) who may be of help in future investigation(s) by recording their name, address and phone number.

Traffic Violations

Enter the names of any persons charged with a traffic violation, and the charges preferred. Citation numbers are optional (for local use).

Officer/Agency

Enter name, officer number, and department number of the officer preparing the report. The date of the report should be the date that the report was completed.

Appendix A: Glossary of Terms

This section contains definitions, interpretations, and examples related to motor vehicle and other road vehicle crashes.

-A-

Access Control
When the rights of owners or occupants of abutting land or other persons to access light, air, or view in connection with a highway is fully or partially controlled by public authority.

Air Bag Deployed
An air bag is out of its cover and protruding into the occupant compartment. The bag can be fully or partially deflated or inflated.

Alcohol/Drug Suspected
The Officer thinks drugs or alcohol has been used by the person.

Alcohol/Drug Involvement
The Officer's assessment of whether alcohol or other drug use was suspected or demonstrated to be present by test for any vehicle driver or non-motorist in the crash.

Alcohol
The percent of Blood Alcohol Content (BAC).

Alignment
The geometric characteristics or layout of a roadway. Alignment is usually subdivided into horizontal and vertical alignment.

Ambient Light
The type of light that exists at the time of a motor vehicle crash.

Angle – Manner of Impact
A crash involving two vehicles that impact at an angle. For example, the front of one vehicle impacts the side of another vehicle.

Animal in Roadway
Living beings which have the capacity for movement and motor response to stimulation but are not human beings. If a motor vehicle strikes an animal (other than a domestic animal) and harm results ONLY to the animal, the event is NOT a motor vehicle collision.

Approaching or Leaving Vehicle
Physical movement in the direction of or in the direction away from the vehicle.

At Intersection but No Crosswalk
An area which contains a crossing or connection of two or more roadways not classified as a driveway access but without the street crossing distinctly indicated for pedestrian crossing by lines or other markings on the surface of the roadway.

Auxiliary Lane
The portion of the roadway adjoining the through traveled way for parking, speed change, turning, storage for turning, weaving, truck climbing, or for other purposes supplementary to through traffic movement.

-B-

Backing
A start from a parked or stopped position in the direction of the rear of the vehicle.

Barrier
A device which provides a physical limitation through which a vehicle would not normally pass and is designed to contain or redirect an errant vehicle.

Bridge Parapet End
A low wall built along the edge of a bridge deck.

Bridge – Pier or Abutment
A bridge pier is a support for a bridge structure other than at the ends. A bridge abutment is the end support for a bridge.

Bridge – Overhead Structure
Any part of a bridge that is over the reference or subject roadway. In crash reporting, this typically refers to the beams or other structural elements supporting a bridge deck.

Bridge
A structure (including supports) carrying a roadway, etc. over an obstruction such as water, a railway, or other roadway, having an opening of 20 feet (6 m) or more measured along the center of the structure.

Bridge – Rail
A barrier attached to a bridge deck or a bridge parapet to restrain vehicles, pedestrians, or other users.

Bicyclist
See Pedalcyclist.

-C-

Cargo Body Type
Coded for buses and trucks over 10,000 pounds GVWR.

Cargo Tank
A single-unit truck, truck/trailer, or tractor/semi-trailer having a cargo body designed to transport either dry bulk (fly ash, etc.), liquid bulk (gasoline, milk, etc.), or gas bulk (propane, etc.).

Cargo/Loss or Shift
The release of the goods being transported from the cargo compartment of the truck, or the change in the position of the goods within the cargo compartment.

Cargo Released
The goods being transported by a truck spill out of the vehicle cargo compartment.

Carrier Identification Number
A unique number assigned by the U.S. Department of Transportation, Interstate Commerce Commission, or by the state to a motor carrier.

Carrier Name Source
Where the name of the motor carrier was noted, be it the power unit of the truck, the trailer, the shipping papers, or other documents.

Carrier Name
The name of an individual, partnership, or corporation responsible for the transportation of persons or property.

Cataclysm
A cloudburst, cyclone, earthquake, flood, tornado, or volcanic eruption.

Center Line
A yellow pavement marking used to separate traffic traveling in opposite directions. A center line need not be at the geometrical center of the pavement.

Changing Lanes
A vehicle shift from one traffic lane to another traffic lane moving in the same direction.

Cited
Driver or non-motorist issued a citation for actions which contributed to the crash.

Clearzone Distance
The total roadside boarder area, starting at the edge of the traveled way, available for safe use by errant vehicles. This area may consist of a shoulder, a recoverable slope, a non-recoverable slope, and/or a clear run-out area. The desired width is dependent on the traffic volumes and speeds, and roadside geometry.

Cloudy
Overcast with clouds. (Cloud refers to a visible mass of particles of water or ice in the form of fog, mist, or haze suspended usually at a considerable height in the air).

Collision
A road vehicle crash other than an overturning crash in which the first harmful event is a collision of a road vehicle in transport with another road vehicle, other property, animal or pedestrian.

Collision with Object Not Fixed
A collision crash in which the first harmful event is the striking by a road vehicle in transport of an object that is not fixed.

Collision with Fixed Object
A collision crash in which the first harmful event is the striking of a fixed object by a road vehicle in transport.

Commercial Motor Vehicle
North Carolina defines of a commercial motor vehicle (CMV) as any of the following motor vehicles that are designed or used to transport passengers or property:

a. A Class A motor vehicle that has a combined GVWR of at least 26,001 pounds and includes as part of the combination a towed unit that has a GVWR of at least 10,001 pounds.
b. A Class B motor vehicle.
c. A Class C motor vehicle that meets either of the following descriptions:
    1 Is designed to transport 16 or more passengers, including the driver.
    2 Is transporting hazardous materials and is required to be placard in accordance with 49 C.F.R. Part 172, Subpart F.

The *FMCSA* defines a CMV as any self-propelled or towed motor vehicle used on a highway in interstate commerce to transport passengers or property when the vehicle:

1 Has a gross vehicle weight rating or gross combination weight rating, or gross vehicle weight or gross combination weight, of 4,536 kg (10,001 ponds) or more, whichever is greater; or
2 Is designed or used to transport more than 8 passengers (including the driver) for compensation; or
3 Is designed or used to transport more than 15 passengers, including the driver, and is not used to transport passengers for compensation; or
4 Is used in transporting material found by the Secretary of Transportation to be hazardous under 49 U.S.C. 5103 and transported in a quantity requiring placarding under regulations prescribed by the Secretary under 49 CFR, subtitle B, chapter 1, subchapter C.

Commercial Sign
A sign placed by an area business as a means of advertising. Logo signs (advertising upcoming businesses along the roadway) placed by the State DOT are not commercial signs.

Concrete Mixer
A single-unit truck with a body specifically designed to mix or agitate concrete.

Construction Barrier
A traffic barrier designed to protect traffic from entering work areas, provide protection for workers, separate two-way traffic, protect construction, and separate pedestrian and vehicular traffic.

Contributing Circumstances
The actions of the driver or non-motorist, and/or the apparent condition of the road which contributed to the crash.

Crash Cushion
A barrier at a spot location designed to prevent an errant vehicle from impacting a fixed object hazard by gradually decelerating the vehicle to a safe stop or by redirecting the vehicle away from the hazard.

Crash Date and Time
The date (month, day, and year) and time (hour and minute) at which the crash occurred.

Crash City/Place
The city/place in which the crash occurred.

Crash Severity
The severity of a crash based on the most severe injury to any person or, if none injured, so designating.

Crash Roadway Location
Exact location on the roadway indicating where the crash occurred.

Crossover
Area in the median of a divided roadway where vehicles are permitted to travel, cross the opposing lanes of traffic or do a U-turn.

Culvert
An enclosed structure providing free passage of water under a roadway with a clear opening of twenty feet (6 m) or less measured along the center of the roadway.

Curb
A raised edge or border to a roadway. Curbs may be constructed of concrete, asphalt, or wood and typically have a face height of less than 9 inches (225 mm).

-D-

Dark – Roadway Not Lighted
It is dark and the roadway is not lighted by lights designed and installed to illuminate the roadway.

Dark – Lighted Roadway
It is dark but the roadway is lighted by lights designed and installed to illuminate the roadway. This is not lighting from store fronts, house lamps, etc.

Dart Out
Pedestrian enters the street mid-block and is struck by or walks or runs into a moving vehicle.

Date of Birth
Month, day, and year of birth of person involved in the crash.

Date and Time Crash Reported to Police Agency
The date and time at which the call was placed notifying the police agency about the crash.

Dawn
The first appearance of light in the morning.

Debris
The remains of something broken or destroyed.

Deliberate Intent
Suicide, homicide and other harmful events under human control.

Derived Data Elements
Derived data elements are not collected at the scene by the police. Instead they are obtained by counting or recoding information contained in existing data elements that have already been collected and computerized.

Direction of Travel before Crash
The direction of a vehicle's normal/general travel on the roadway before the crash. This is NOT a compass direction but a direction consistent with the overall direction of the road.

Disabling Damage
Damage which precludes departure of the vehicle from the scene of the crash in its usual operating manner after simple repairs.

Disregarded Traffic Signs, Signals, Road Markings, or Officer
Driver or non-motorist failed to comply with the instructions directed by traffic signs, signals, road markings, or a police officer at the scene.

Ditch
An open channel dug into the ground, usually paralleling the highway embankment and within the limits of the highway right-of-way.

Downhill Runaway
A motor vehicle that is moving down a hill without the ability to stop.

Driver
An occupant who is in actual physical control of a transport vehicle or, for an out-of-control vehicle, an occupant who was in control until control was lost.

Driver Condition
State of being, health, or physical fitness of the occupant who is in actual physical control of a transport vehicle at the time of the crash.

Driverless Motor Vehicle
A driverless motor vehicle, though previously parked, or a motor vehicle out of control while being towed or pushed, is considered to be a motor vehicle in transport. Also, an abandoned motor vehicle, upon a roadway, is considered to be a motor vehicle in transport. This principle does not apply to such devices as farm or industrial machinery, highway graders, construction machinery, or similar devices which are not in use at the time of the crash for transport.

Driver License Number
A unique number assigned by the authorizing agent issuing a driver license to the individual.

Driveway
A roadway providing access to property adjacent to a trafficway.

Driving Too Fast for Conditions
Traveling at a speed that was unsafe for the road, weather, traffic or other environmental conditions at the time.

Dump Truck
A truck which can be tilted or otherwise manipulated to discharge its load by gravity.

Dusk
The beginning of darkness in the evening.

-E-

Edge Line
A pavement marking used to mark the edge of pavement for driver guidance.

Ejection
An occupant's body completely or partially thrown from the vehicle as a result of a crash.

Embankment
A mound of earth or stone above the original ground, built to hold back water or to support a roadway.

Emergency Use
Indicates vehicles, such as military, police, ambulance, fire, etc., which are on an emergency response. Emergency refers to a vehicle that is traveling with physical emergency signals in use; typically red light blinking, siren sounding, etc.

EMS Response Unit Name
Name of Emergency Medical Services (EMS) unit that responded to the crash.

Exceeded Authorized Speed Limit
Driver was operating vehicle faster than posted speed limit at time of the crash.

-F-

Failed to Yield Right of Way
Driver or non-motorist did not give way to another vehicle or non-motorist as required.

Fatal Crash
Any motor vehicle or other road vehicle crash that results in fatal injuries to one or more persons.

Fatal Injury
Any injury that results in death within 12 months after the crash occurred.

- **A Type Injury (disabling):** An injury obviously serious enough to prevent the injured person from performing his normal activities for at least one day beyond the day of the crash.
- **B Type Injury (evident):** An obvious injury, other than a fatality or A Type injury, which is evident at the scene. Bruises, swelling, limping, soreness, are examples. This injury would not necessarily prevent the person from carrying on his normal activities.
- **C Type Injury (possible):** No visible injury, but person complains of pain, or has been momentarily unconscious.

Fell Asleep, Fainted, Fatigue, etc.
Driver experienced a temporary loss of consciousness or was operating in a reduced physical and mental capacity due to weariness, medication, or other drugs.

Fire/Explosion
Fire/explosion which was the cause or product of the crash.

First Harmful Event
The first injury or damage producing event which characterizes the crash type and identifies the nature of the first harmful event, such as an explosion in the vehicle.

Flashing Traffic Control Signal
Traffic control signal that is flashing or a single light flashing red or yellow.

Flatbed
A single-unit truck, truck/trailer, or tractor/semi-trailer whose body is without sides or roof, with or without readily removable stakes which may be tied together with chains, slats, or panels. This includes trucks transporting containerized loads.

Followed Too Closely
Driver was positioned too near another vehicle or non-motorist to permit safe response to any change in movement or behavior of the other vehicle or non-motorist.

Full Access Control
Authority to control access is exercised to give preference to through traffic by providing access connections with selected public roads only, by prohibiting crossings at grade or direct private driveway connections.

Functional Classification
A classification system in which highways and streets are grouped into classes, or systems, according to the character of the service they are intended to provide.

Functional Damage
Damage which is not disabling, but affects operation of the road vehicle or its parts.

-G-

Global Positioning System (GPS)
Exact geographic location indicated in terms of latitude and longitude.

Geographic Information System (GIS)
System which associates information with specific geographic locations, for example roadway characteristics by latitude/longitude.

Grade
The rate of ascent or descent of a roadway, expressed as a percent; the change in roadway elevation per unit of horizontal length.

Guardrail
A longitudinal barrier consisting of posts and rails or cables, whose primary functions are to prevent penetration and to safely redirect an errant vehicle away from a roadside or median hazard.

-H-

Harmful Event
An occurrence of injury or damage.

Hazardous Materials
Any substance or material which has been determined by the U.S. Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce and which has been so designed under regulations of the US DOT.

Hazardous Materials Involvement (Cargo Only)
Indication that a motor vehicle had a hazardous materials placard as required by federal regulations.

Highway Traffic Sign Post
A pole, post, or structure constructed to support a highway sign intended to guide, regulate, or inform highway users.

Highway, Street, or Road
A general term denoting a public way for purpose of vehicular travel, including the entire area within the right-of-way. Recommended usage in *urban* areas: highway or street. Recommended usage in *rural* areas: highway or road.

Hit & Run
A vehicle involved in the crash as the “striking vehicle” or as the “vehicle struck” but which left the scene. The appropriate box must be checked, e.g., vehicle 1, vehicle 2, etc., and any information that is known, included in the Driver and/or Vehicle areas.

Horizontal Alignment
The plan view of a roadway. Horizontal alignment is described in terms of lengths of tangents and degree of curves.

-I-

In Roadway
Physically located in that part of the trafficway designed, improved, and ordinarily used for motor vehicle travel.

Insufficient Information
When available information is insufficient to determine whether the injury or damage resulted from a motor vehicle in a transport collision, assume that it did and that the event is a motor vehicle collision.

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

- In motion;
- In readiness for motion; or
- On a roadway, but not parked in a designated parking area.

Intersection
An area which (1) contains a crossing or connection of two or more roadways not classified as driveway access and (2) is embraced within the prolongation of the lateral curb lines or, if none, the lateral boundary lines of the roadways. Where the distance along a roadway between two areas meeting these criteria is less than 33 feet, the two areas and the roadway connecting them are considered to be parts of a single intersection.

Intersection Related
May refer to a crash that occurs within the influence area of the intersection and is caused by the operation of the intersection. The influence area is a variable distance that depends on the intersection design, traffic control and operating characteristics.

Island
Cement or grassy area in the middle of a trafficway.

-J-

Jackknife
An event involving a truck pulling a semi-trailer or trailers where the trailing unit(s) and the pulling vehicle rotate with respect to each other.

-K-

-L-

Lap Belt Only Used
Use of or presence of only a lap safety belt either because vehicle is equipped only with lap belt or because shoulder belt is not in use.

Latitude/Longitude
For those agencies/municipalities which are able to record the geographic location of a crash in terms of latitude, longitude and altitude (elevation), fields exist in the **Crash Data** section on the NCCRF for capturing this information.

Light Truck with Only Four Tires
Trucks (mini-van, panel, pickup, sport utility) of 10,000 pounds gross vehicle weight rating or less.

Logbook
A document carried in the truck cab or bus in which commercial motor vehicle drivers must enter their record of duty status for each 24-hour period using methods proscribed by the US DOT.

Luminaire
A complete lighting unit consisting of a lamp or lamps together with the parts designed to distribute the light, to position and protect the lamps, and to connect the lamps to the power supply.

Luminaire Pole
A pole or post constructed to support a luminaire for lighting a roadway.

-M-

Marked Crosswalk at Intersection
That portion of the roadway at the intersection that is distinctly indicated for pedestrian crossing by lines or other markings on the surface of the roadway.

Mechanical Failure
Any mechanical failure, such as, a tire blowout, broken fan belt, broken axle, or similar event does not, by itself, constitute a motor vehicle collision. However, any subsequent injury or damage producing event resulting from the mechanical failure would be a motor vehicle collision if the motor vehicle is in transport.

Median
The portion of a divided trafficway separating the traveled way for traffic in opposing directions.

Median Barrier
A longitudinal barrier (such as concrete) used to prevent an errant vehicle from crossing the portion of a divided highway separating the traveled ways for traffic in opposite directions.

Most Harmful Event for This Vehicle
The most harmful event in terms of property damage and injury caused by this vehicle.

Most Damaged Area/Extent of Deformity
The location and severity of most damage on vehicle from crash.

Motor Vehicle
Any mechanically or electrically powered device, not operated on rails, upon which or by which any person or property may be transported or drawn upon a highway. For purpose of this guide, any object such as a trailer, coaster, sled or wagon being towed by a motor vehicle is considered a part of the motor vehicle, including such devices when detached while in motion, or set in motion by a motor vehicle, such as during pushing. Also, the load, including occupants, upon or in the motor vehicle, or upon or in the device being towed or pushed, is considered a part of the motor vehicle.

Motor Vehicle includes, but is not limited to the following devices:

- Automobiles (any type), bus, motorcycle, motorized bicycle or scooter, motorized fire engine, truck, van, trolley bus not operating upon rails.
- Construction machinery, farm and industrial machinery, road roller, tractor, army tank, highway grader, or similar devices equipped with wheels or treads, while in transport under own power.
- Special motorized devices such as go-carts, midget racers, invalid chairs, snowmobiles, swamp buggies, or similar devices, while in transport under own power.

Motor Vehicle Crash
Any event that results in death, injury or property damage attributable directly to a motor vehicle or its load in transport, but not involving aircraft or watercraft. It must occur on a trafficway or after the motor vehicle runs off the roadway but before events are stabilized.

Motor Vehicle Nontraffic Crash
Any motor vehicle crash occurring entirely in any place other than a trafficway.

Motor Vehicle Status
The use of the device at the time of the crash is the primary criterion for establishing motor vehicle status. For example:

- A registered motor vehicle is being drawn by a team of horses on a city street; it is considered other road vehicle.

- A registered motor vehicle is being used to draw a plow engaged in breaking ground on a farm; it is considered farm machinery while engaged in plowing.
- A registered truck is engaged in spreading concrete at a road construction site; it is construction machinery.
- A motorized highway grader, under its own power, is moving from one work place to another on a public way; it is considered a motor vehicle in transport.
- A registered truck, with a blade attached, is engaged in plowing snow from a trafficway; it is considered road maintenance machinery.
- A riding, motorized lawn mower, under its own power, is being driven from one home to another on a city street; it is considered a motor vehicle in transport.
- A military tank is being moved, under its own power, from the firing range to the motor pool, on a land way of a military post; it is considered a motor vehicle in transport.

Motor Home
A van where a frame-mounted recreational unit is added behind the driver or cab area or mounted on a bus/truck chassis.

Motorcycle
A two-wheeled motor vehicle having one or more riding saddles, and sometimes a third wheel for the support of a sidecar. The sidecar is considered a part of the motorcycle. Included are motor scooters, minibikes, and mopeds.

-N-

Non-Contact Motor Vehicles or Non-Motorists
Units that caused the crash and remained at the scene. They are counted as units with identifying information, and are referred to in the narrative.

Non-Contact Phantom Motor Vehicles or Non-Motorists
Units that caused the crash but left the scene. They should not be counted in the number of units, but should be referred to in the narrative.

Nonfatal Injury Crash
Any motor vehicle or other road vehicle crash, other than a fatal crash, that results in injuries, other than fatal, to one or more persons.

Non-Intersection Crosswalk
A portion of the roadway, not at an intersection, that is distinctly indicated for pedestrian crossing by lines or other markings on the surface of the roadway.

Non-Motorist
A non-motorist is any person other than a motorist, including pedestrians, pedal cyclists, roller bladers, and roller skaters, etc.

Non-Motorist Safety Equipment
The safety equipment used by the non-motorist, such as helmets, protective pads, reflective clothing, etc.

Number of Lanes
The total number of thru lanes of the “road on” at the point of the crash (if two-way, total for both directions). Do not count turning lanes unless they are continuous between intersections. Enter “0” for parking lots.

-O-

Official Highway Sign
A pole, post, or structure constructed to support a highway sign intended to guide, regulate, or inform highway users.

On-Off Switch (Air Bag Deployed)
A switch that activates/deactivates the front seat passenger or driver air bag.

Operating Defective Equipment (Driver)
Vehicle in transport or any part or component of vehicle in transport is deficient, faulty, incomplete, or incapacitated.

Other Road Vehicle
Any device, except motor vehicle and pedestrian conveyance, in, upon, or by which any person or property may be transported upon a land way or place, such as a trafficway. Includes:

- Animal-drawn vehicle (any type)
- Animal harnessed to a conveyance
- Animal carrying a person
- Street car
- Bicycle (pedal cycle)

Other Road Vehicle Crash
A crash involving another road vehicle in transport, but not involving an aircraft, a watercraft, a motor vehicle in transport, or a railway train.

Outside Trafficway
Not physically located on any land way open to the public as a matter of right or custom for moving persons or property from one place to another.

Overhead Part of Underpass
Any part of an underpass that is over the reference or subject roadway. For a bridge, this typically refers to the beams or other structural elements supporting the bridge deck.

Overhead Sign Support
A pole, post, or structure constructed to support a sign which is over a roadway (usually installed on or relocated to nearby overpasses or other structures).

Overturn/Rollover
A vehicle that has overturned at least 90 degrees to its side.

-P-

Pavement Markings
Markings set into the surface of, applied upon, or attached to the pavement for the purpose of regulating, warning, or guiding traffic. Markings are typically paint or plastic but may be devices of various materials.

Pedalcyclist
A vehicle operated solely by pedals and propelled by human power.

Includes:
- Bicycle (any size, with two wheels in tandem)
- Tricycle
- Unicycle
- Sidecar or trailer attached to any of the above devices

Excludes:
- These devices when towed by a motor vehicle, including hitching.

Pedestrian
Any person not in or upon a motor vehicle or other road vehicle.

Includes:
- Person afoot, sitting, lying, or working upon a land way or place.
- Person in or operating a pedestrian conveyance.

Excludes:
- Person boarding or alighting from another conveyance, except pedestrian conveyance.
- Person jumping or falling from a motor vehicle in transport.

Pedestrian Conveyance
A device, other than a transport device, used by a pedestrian for personal mobility assistance or recreation. These devices can be motorized or human powered, but not propelled by pedaling. Includes skateboards, roller skates, rollerblades, in-line skates (rollerblades), scooters (foot-powered), wheelchairs, and strollers.

Person
A person is any living human. Within the context of the ANSI D16.1 Classification Manual, a fetus is considered to be part of a pregnant woman rather than a separate individual. After death, a human body is not considered to be a person.

Physical Impairment
A condition that results in some decrease in a physical ability.

Point of Impact
The portion of the vehicle that impacted first in a crash.

Pole Trailer
A trailer designed to be attached to the towing vehicle by means of a reach or pole, or by being boomed or otherwise secured to the towing road vehicle, and ordinarily used for carrying property of a long or irregular shape.

Private Road or Driveway
Includes every road or driveway not open for the use of the public as a matter of right or custom for the purpose of vehicular traffic.

Property
Is any physical object other than a person.

Includes:
- Real property, personal property, animals (wild or domestic), signs, guardrails, impact attenuators, and others.

Property Damage Only
Crash in which at least one vehicle is damaged or other property damage occurs but no occupants or non-motorists are injured.

Public Vehicular Area
Includes any area that is generally open to and used by the public for vehicular traffic, including by way of illustration and not limitation any drive, driveway, road, roadway, street, alley, or parking lot upon the grounds and premises of:

- Any public or private hospital, college, university, school, orphanage, church, or any of the institutions, parks or other facilities maintained and supported by the state of North Carolina or any of its subdivisions; or
- Any service station, drive-in theater, supermarket, store, restaurant, or office building, or any other business, residential, or municipal establishment providing parking space for customers, patrons, or the public.
- Any property owned by the United States and subject to the jurisdiction of the State of North Carolina. (The inclusion of property owned by the United States in this definition shall not limit assimilation of North Carolina law when applicable under the provisions of Title 18, United States Code, section 13).

The term “public vehicular” area shall also include any beach area used by the public for vehicular traffic as well as any road opened to vehicular traffic within or leading to a subdivision for use by subdivision residents, their guests, and members of the public, whether or not the subdivision roads have been offered for dedication to the public.

The term “public vehicular area” shall not be construed to mean any private property not generally open to and used by the public. Report on a PVA should contain the same information as if the crash occurred on the roadway.

-Q-

-R-

Railway Grade Crossing
An intersection between a roadway and train tracks which cross each other at the same level (grade).

Railway Train
Any device, with or without cars coupled thereto, designed for transport upon a railway, including any device designed to operate upon railway tracks, under its own power, such as a motor vehicle equipped with flanged wheels. Nonmotorized devices, not set in motion by a railway train or vehicle, are not considered to be a railway train or vehicle.

Relation to Roadway
The location of the first harmful event as it relates to its position within or outside the trafficway.

Road
That part of a trafficway which includes both the roadway and any shoulder alongside the roadway.

Road Vehicle
Is any land vehicle other than a railway vehicle, including motor vehicles and other road vehicles.

Roadway
That part of a trafficway designed, improved, and ordinarily used for vehicular travel. In the event the trafficway includes two or more separate roadways, the term “roadway” refers to any such roadway separately, but not to all such roadways collectively.

-S-

School Bus
A motor vehicle used for the transportation of any school pupil at or below the 12th-grade level to or from a public or private school or school-related activity. It must be externally identifiable by the color yellow, the words “school bus”, flashing red lights located on the front and rear, and identifying lettering on both sides indicating the school or school district served, or the company operating the bus.

School Bus Related Crash
A motor vehicle crash in which a school bus, with or without a pupil on board, is involved directly as a contact vehicle or indirectly as a noncontact vehicle.

School Zone Signs
Signs which change the speed limit on roads adjacent to schools on school days, signs which give advance warning of school and signs which warn of children crossing the road.

Seating Position
Location of occupant within a vehicle or on a motorcycle.

Separation of Units
When the truck or truck tractor becomes separated from the semi-trailer and/or trailer(s) they are pulling.

Sequence of Events
A list of the things that occurred to the vehicle in question that was relevant to the crash.

Shoulder
That portion of the road contiguous with the roadway for accommodation of stopped vehicles, for emergency use, and for lateral support of the roadway structure. The line between the roadway and the shoulder may be a painted edge line, a change in surface color or material, or a curb. On some modern trafficways, there may be a surfaced shoulder on the right side, and frequently a narrower shoulder on the left side of a one-way roadway.

Shoulder Barrier
Concrete barrier or something other than a guardrail placed on the shoulder.

Shoulder and Lap Belt Used
In a two part occupant restraint system, both the shoulder belt and lap belt portions are connected to a buckle.

Shipping Papers (Truck)
The documents carried in the cab of the truck or truck tractor that indicates the cargo being carried and other motor carrier responsible for the movement of the cargo.

Single-Unit Truck (3-or-more axles)
A power unit that includes a permanently mounted cargo body (also called a straight truck) that has three or more axles.

Single-Unit Truck (2-axle, 6-tire)
A power unit that includes a permanently mounted cargo body (also called a straight truck) that has only two axles and at least six tires on the ground.

Stabilized Situation
The condition prevailing after motion and other action constituting the events of a crash have ceased and no further harm will ensue unless a new series of events is initiated by some means.

-T-

Test Status/Test Results
Indication as to whether alcohol or other drugs test was administered; if test was refused; if the results showed alcohol, the percent BAC; if the results showed other drugs reported; if the sample was contaminated or unusable.

Tractor/Semi-Trailer
A truck tractor that is pulling a semi-trailer.

Traffic Circle/Roundabout
An intersection of roads where vehicles must travel around a circle to continue on the same road or to any intersecting road.

Traffic Control Signal
A device which controls traffic movements by illuminating systematically a green, yellow, or red light.

Traffic Island
The cement or grassy area in the middle of a trafficway.

Traffic Lane
The specific part of the roadway that is used for vehicular travel.

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

Transport Collision
Any collision involving a device designed primarily for, or being used at the time primarily for, conveying persons or goods from one place to another. In classifying collisions which involve more than one kind of transport, the following order of precedence should be used:

- Aircraft
- Watercraft
- Motor vehicle
- Railway train
- Other road vehicle

This means that a collision involving aircraft and a motor vehicle or a watercraft and a motor vehicle will not be classified as a motor vehicle collision.

Trapped
Persons who are mechanically restrained in the vehicle by damaged vehicle components as a result of a crash.

Truck Tractor (Bobtail)
A motor vehicle consisting of a single motorized transport device designed primarily for pulling semi-trailers.

Truck/Trailer
A motor vehicle combination consisting of a single-unit truck and a trailer (a vehicle designed for carrying property and so constructed that no part of its weight rests upon or is carried by the towing road vehicle).

-U-

Underride/Override
An underride refers to a vehicle sliding under another vehicle during a crash. An override refers to a vehicle riding up over another vehicle. Both can occur with a parked vehicle.

Unit
Any motor vehicle, pedestrian, pedalcyclist, moped or other road vehicle, excluding railway vehicles.

Unstabilized Situation
A set of events not under human control. It originates when control is lost and terminates when control is regained or, in the absence of persons who are able to regain control, when all persons and property are at rest.

Utility Pole
A pole or post constructed for the primary function of supporting an electric line, telephone line or other electrical-electronic transmission line or cable.

-V-

Van/Enclosed Box
A single-unit truck, truck/trailer, or tractor/semitrailer having an enclosed body integral to the frame of the vehicle.
Vehicle Authorized Speed Limit
The posted speed limit for the type of vehicle being driven. Take into account that the limit might be different, for example, for a truck and a passenger car.

Vehicle Body Type
Code used in the Vehicle Identification Number to indicate the general configuration or shape or a vehicle distinguished by characteristics such as number of doors, seats, windows, roof line, hard top or convertible.

Vehicle License Plate Number
The number or other characters, exactly as displayed, on the registration plate or tag affixed to the vehicle. For combination trucks, vehicle plate number is obtained from the power unit or tractor.

Vehicle Maneuver/Action
What the vehicle was doing prior to the crash.

Vertical Alignment
The profile or elevation view of a roadway. Vertical alignment is described in terms of grades (uphill or downhill) and crest or sag curves.

-W-

Warning Signs
Signs used to warn traffic of existing or potentially hazardous conditions on or adjacent to a road.

Weight Rating of Power Unit of the Truck
A gross vehicle weight rating (GVWR) is a value specified by the manufacturer for a single-unit truck, truck tractor or trailer, or the sum of such values for the units which make up a truck combination.

Work Zone
A segment of the roadway marked to indicate that construction, maintenance, utility or intermittent work is being performed.

-X-

-Y-

-Z-

Index

access control, 84
additional property damage, 92
  witnesses, 92
address, 6
air bag
  deployment, 28
  switch status, 28
alcohol/drugs
  suspected, 50
  test, 50
ambient light, 15
animal, 19
authorized speed limit, 78
bicyclist. *See* pedalcyclist
carbon monoxide poisoning, 17
cargo body type, 55
commercial driver license
  Class A, 63
  Class B, 63
  Class C, 63
  visor card, 64
commercial motor vehicles, 24
  cargo body type, 55
  hazardous materials, 89
  leased, 62
  rented, 62
  shipping papers, 62
  vehicle style and cargo type, 59
contributing circumstances
  driver, 22
  non-motorist, 16
  roadway, 21
county, 34
crash date, 34
Crash Report DMV-349 pad
  ordering, 6
crash sequence, 68
  first event, 70
  fourth event, 77
  most harmful event, 77
  non-motorist action, 69
  non-motorist location prior to impact, 69
  second event, 76
  third event, 76
  vehicle maneuver/action, 68
damage, 54
date received by DMV, 34
destination of injured person, 66
diagram, 91
distance traveled after impact, 79
distance/direction to object struck, 77
DMV
  address, 6
  Web site, 6
DOB, 27
Driver Exchange form, 8
driver information, 48
  alcohol/drugs suspected, 50
  alcohol/drugs test, 50
  driver license restrictions, 49
  DWI, 50
  non-motorist, 51
  physical condition, 49
  test results, 50
  vehicle seizer, 50
  vision obstruction, 49
driver license restrictions, 49
driverless motor vehicle, 33
DWI, 50
ejection status, 29
emergency medical services, 66
  destination of injured person, 66
emergency vehicle use, 79
estimate
  damage, 54
  original traveling speed, 79
  speed at impact, 79
ethnicity, 27
fire, 79
first harmful event, 17
  non-collision, 17
fixed object, 19, 75
form
  Driver Exchange, 8
  Multi-Occupant Vehicle, 8, 12
gender, 27
glossary, 94

grayed boxes, 13
hazardous materials, 25, 89
injury status, 29
interchange, 81
intersection ramp, 44
jackknife, 17
leased CMV, 62
local use/patrol area, 34
locality, 14
location
  intersection ramp, 44
  non-intersection near interchange, 43
  of crash, 87
  private property, 46
  public vehicular area, 47
  rural intersection, 39
  rural non-intersection, 41
  service road, 45
  urban intersection, 35
  urban non-intersection, 37
mobile home, 89
moped operator, 51
most harmful event, 21
motor carriers, 60
motor vehicle status, 32
movable object, 19
Multi-Occupant Vehicle form, 8, 12
narrative, 92
non-intersection near interchange, 43
non-motorist, 51
non-reportable, 34
non-semi trailers, 88
number of lanes, 85
occupant and non-motorist, 25
  EMS, 66
occupant/non-motorist
  protection, 28
ordering
  DMV-349 pads, 6
original traveling speed, 79
overwidth trailer, 89
owner information, 52
  estimated damage, 54
  TAD, 54
  vehicle drivable, 53
  vehicle style, 53
pedalcyclist, 18, 26, 31, 71
pedestrian, 18, 25, 26, 31, 51, 67, 71, 72, 78, 79
person type, 26
physical condition, 49
placard, 89
points of initial contact, 67
post crash fire, 79
predominant development type, 14
private property, 46
public vehicular area, 47
relation to roadway surface, 35
rented CMV, 62
road
  character, 82
  classification, 83
  configuration, 84
  feature, 80
  service condition, 14
  surface type, 83
rural
  intersection, 39
  non-intersection, 41
school bus, 79
seating position, 26
semi trailers, 88
service road, 45
shipping papers, 62
speed at impact, 79
statistical code boxes, 13
supplemental report, 33
TAD, 54
test results, 50
time of crash, 34
tire impressions before impact, 79
traffic
  control
    operating, 85
    type, 85
  damage, 54
trailer type, 88
  non-semi trailers, 88
  semi trailers, 88
train, 18
trapped status, 29
two or more motor vehicles, 73

urban
  intersection, 35
  non- intersection, 37
vehicle
  defects, 78
  drivable, 53
  number, 26
  seizure, 50
  style, 53
  style and cargo type, 59
  towed, 30
  underride/override, 77
vision obstruction, 49
visor cards
  commercial driver license, 64
  motor carrier, 60
  US DOT number, 60
  vehicle style and cargo type, 59
weather
  condition, 15
  contributed to the crash, 15
witnesses, 92
work
  activity, 87
  area marked, 87
workzone area, 86