

**DEPARTMENT TRAFFIC COORDINATOR
TRANSIT SERVICES BUREAU**

NOTICE
8.1

May 11, 2023

TO: All Traffic Personnel

FROM: Department Traffic Coordinator

SUBJECT: AUTOMATED FIELD DATA REPORT AND TRAFFIC CRASHES

PURPOSE

The purpose of this Notice is to advise of the accurate completion of an Automated Field Data Report (AFDR) when an enforcement action is taken at the scene of a traffic crash.

BACKGROUND

The Department is committed to ensuring stops or encounters with community members are accurately documented in the AFDR database and reported to the State of California's Department of Justice. The reporting of stop data is mandated by the Racial and Identity Profiling Act and is delineated in Sections 13012 and 13519 of the California Penal Code and Section 12525.5 of the California Government Code. The Department's pre-text stop policy and AFDR policy are systems that measure and evaluate the cause and actions involved in stops by officers in the field. A recent review of the AFDR database has revealed that enforcement action taken at the scene of traffic crashes, which was not the result of an officer-initiated stop, requires modification.

PROCEDURES

Effective immediately, if the issuance of a traffic citation for driving without a license or lacking evidence of financial liability; or, an arrest was effected for driving under the influence, occurs at the scene of a traffic crash, then the AFDR system shall be completed as follows:

Field: Reason for Stop
Completion: Reasonable Suspicion
Note: This is not a discretionary stop and by selecting Reasonable Suspicion, it will eliminate the requirement for further review to be conducted.

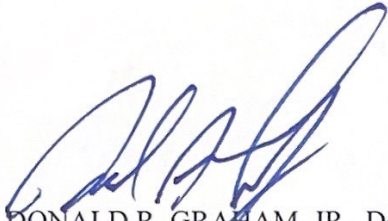
Field: Result of Stop
Completion: Selected the appropriate field
Note: The use of "No Action" should only be used in rare occasions such as when an error is made that led to the stop.

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Supervisor's Responsibilities

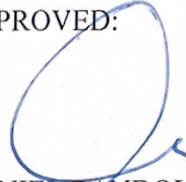
Supervisors shall continue to review each officer's AFDR and ensure the accurate completion of an AFDR. In the event an error is discovered, return the AFDR back to the officer to ensure compliance and provide training, when necessary.

If you have any questions, contact Traffic Coordination Section, Traffic Group, at (213) 486-0690.



DONALD R. GRAHAM, JR., Deputy Chief
Department Traffic Coordinator
Transit Services Bureau

APPROVED:



DANIEL RANDOLPH, Deputy Chief
Chief of Staff
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