

DEPARTMENT TRAFFIC COORDINATOR
COUNTER-TERRORISM AND SPECIAL OPERATIONS BUREAU

NOTICE
16.2

December 12, 2014

TO: All Commanding Officers

FROM: Department Traffic Coordinator, Counter-Terrorism and Special Operations Bureau

SUBJECT: NEW HEADING FOR TRAFFIC COLLISION REPORT NARRATIVE –
PARTY IDENTIFICATION

The California Highway Patrol (CHP) Form 556 narrative is used to document the findings of facts from a traffic collision investigation, documents information gathered during the on-scene investigation, and reflects an officer's investigative skills. The identification of all involved parties at the scene of a traffic collision is very important in criminal investigations and civil litigation. Any failure or inability to properly document how a driver was identified and their involvement in a traffic collision can adversely impact any future criminal prosecution and/or civil litigation.

Effective immediately, officers shall include a "Party Identification" heading to the traffic collision report narrative and this new heading should be listed after the "Cause" heading. This new heading requires the on-scene investigator to articulate how an involved party's identity was verified and what type of party (driver, bicyclist, pedestrian or other) the individual was at the time of the traffic collision. The "Party Identification" heading should not be included in a traffic collision report where an on-scene investigation was not conducted.

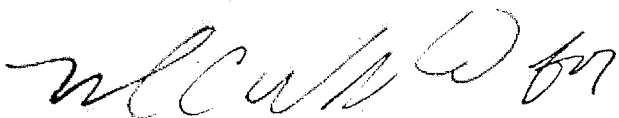
The following are examples of narratives that may be used under the "Party Identification" heading:

"P-1 was positively identified via their California Driver License. P-1 admitted to driving at the time of the traffic collision. P-2 was identified by their foreign passport issued by France. Witnesses statements indicated the P-2 was driving at the time of the traffic collision."

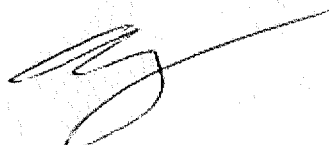
"P-1 was positively identified via a Department of Motor Vehicles inquiry. P-1 was seated in the driver's seat behind the wheel of V-1 upon our arrival to the scene of the traffic collision."

If you have any questions regarding this Notice, please contact Traffic Coordination Section, Emergency Operations Division, at (213) 486-0690.

APPROVED:



MICHAEL P. DOWNING, Deputy Chief
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