DEPARTMENT TRAFFIC COORDINATOR
COUNTER-TERRORISM AND SPECIAL OPERATIONS BUREAU

NOTICE
16.2

September 1, 2011

TO: All Commanding Officers

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

SUBJECT: NEW NARRATIVE HEADING FOR TRAFFIC REPORTS

The California Highway Patrol (CHP) Form 556 Narrative is used to record the findings of facts from a traffic collision investigation, documents information gathered during the on-scene investigation, and reflects an officer's investigative skills. In an effort to improve and clarify the findings of the on-scene investigator, a "Cause" heading has been added to the traffic collision investigation report narrative and shall be listed after the "Remarks" heading. The "Cause" heading will require the on-scene investigator to articulate the primary collision factor (PCF) and any other associated factor(s) that may have contributed to the traffic collision, based on the on-scene investigation. Under this heading, the investigator will provide an explanation of the PCF, any associated factor(s), and physical evidence and statements. This should be the basis for the officer's opinion. Furthermore, a party's action(s) or failure to act should be consistent with the traffic collision investigation report summary as well as the diagram or sketch. In the event of a felony traffic collision, the on-scene investigator shall document how the act or neglect was the proximate cause of injury as well as the degree of injury. The "Cause" heading shall not be included in any traffic collision investigation report wherein an on-scene investigation has not been conducted.

Two examples of the "Cause" heading may be as follows:

> "P-1 was in violation of Section 22450 of the California Vehicle Code ("Failure to Stop at a Stop Sign") based upon statements of parties, witnesses, and physical evidence."
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> "P-1 caused this collision by failing to yield the right-of-way to an emergency vehicle in violation of Section 21806(a) of the California Vehicle Code. The cause was determined by the statements of P-1, P-2, and Witnesses, tire marks and damage to both vehicles."

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

APPROVED:

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