

**DEPARTMENT TRAFFIC COORDINATOR
COUNTER-TERRORISM AND SPECIAL OPERATIONS BUREAU**

NOTICE
16.2

September 23, 2014

TO: All Traffic Commanding Officers

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

SUBJECT: AUTOMATED INDEX CRIME CODES FOR TRAFFIC COLLISION REPORTS – REMINDER

The purpose of this Notice is to remind all traffic division personnel of the importance of inputting accurate information into the Network Communications Systems (NECS) to obtain a Division of Records (DR) Number. It has been revealed through various queries of traffic collision statistics of the Automated Index Crime Codes (AICC), and the Consolidated Crime Analysis Database (CCAD) that inaccurate information is being inputted to obtain a DR Number. Consequently, the Department's ability to accurately conduct traffic collision analysis and focus appropriate enforcement and engineering efforts has been greatly hindered.

As part of the auditing function of traffic collision reports, traffic division auditors are reminded of their responsibility to ensure the accuracy of the DR Number. Traffic auditors shall verify through the AICC along with all other information entered into the CCAD for each traffic collision report to be audited. The below chart details the proper use of the AICC:

	0	1	2	3	4	5
1 st Digit						5
2nd Digit	No CPI	CPI				
3rd Digit	No Arrest	Manslaughter	DUI Misdemeanor	DUI Felony	H/R Felony	H/R Misdemeanor
4th Digit	No Injury	A Injury	B Injury	C Injury	K Injury	Prop Damage

- A Injury: Severe (Major or incapacitating injury)
- B Injury: Visible (Non-incapacitating injury or any visible injury other than major)
- C Injury: Pain (Complaint of pain without visible signs of injury)
- K Injury: Fatal

When a traffic collision report is audited and an error is identified, the traffic division auditor shall ensure that corrections are made immediately. To audit the CCAD information, log into NECS and enter "PCMOD" in the command line. At the resulting screen, auditors must then enter the DR Number of the report being audited as well as check the box next to the "PIR" line. This will then display the details for the corresponding DR, which will allow an auditor to make changes to the AICC and enter the proper Modus Operandi (MO) codes. The MO codes can be found in the most current version of the CCAD Manual on the Department's Local Area Network homepage.

All Traffic Commanding Officers

Page 2

16.2

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
Department Traffic Coordinator
Counter-Terrorism and Special Operations Bureau



STEPHEN R. JACOBS, Deputy Chief
Chief of Staff
Office of the Chief of Police

DISTRIBUTION "B"