



Texas Department of Transportation

DEWITT C. GREER STATE HIGHWAY BLDG. • 125 E. 11TH STREET • AUSTIN, TEXAS 78701-2483 • (512) 463-8585

May 14, 2010

NOTIFICATION TO ALL LAW ENFORCEMENT AGENCIES

This notice is to provide clarification concerning return of crash reports to law enforcement agencies. A crash report can potentially be returned to the investigating agency three times. The first time would be a "Crash Return", the second time would be a "Level 1" return and the third time could be an "Invalid Business Rule" return. It is very important that all returns be reviewed, corrected and returned to TxDOT as quickly as possible. If, at any time, you are uncertain as to what correction is needed, please call (512) 486-5780 for assistance.

1. Crash Return

- A Crash Return will be received by law enforcement agencies for the following reasons:
 - Invalid form type – crashes from 2009 and prior being reported on 2010 CR-3
 - Incomplete – missing pages, missing units, portion of the form cut-off
 - Illegible – smudges, black streaks, printing too light, printing too dark

2. Level 1 (L1)

- An L1 Crash Return will be received by law enforcement agencies for the following reasons:
 - One or more of the 30 mandatory data fields is left blank or has an invalid code.
 - (Reference: CR-100, dated 05-10-10, Page 7).
 - Additional data fields that have been populated with invalid codes. Only code values that have been provided on the Code Sheet are permissible.
 - (Reference: CR-100, dated 05-10-10, Page 5 (Code Sheet values)).

3. Invalid Business Rule (IBR)

- An IBR will be received by law enforcement agencies when data submitted by the officer is in conflict with the Crash Records Information System's (CRIS) Business Rules. Business Rules are data filters that are programmed into CRIS to better control the values and format of data that is entered into the database.

Please pass this information along to other law enforcement agencies in your area. If you did not receive this letter directly from TxDOT please contact trf_crashrecords@dot.state.tx.us or call (512) 486-5780 to update your agency's contact information. We encourage you to visit our web site at www.dot.state.tx.us and search using the phrase "Crash Records" for previous notification letters:

Sincerely,

Tony Small, Director
Crash Records Section
Traffic Operations Division

THE TEXAS PLAN

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