

***MARYLAND CRASH  
RECONSTRUCTION  
COMMITTEE  
(MCRC)***

**CRASH REPORTING FORMAT**

**Created: May 20, 2003**

**Revision: June 24, 2003**

## **Part I: Observations of the Investigator**

- 1. Basic synopsis of the overall scene:**
  - a. Road names**
  - b. Vehicle positions**
  - c. Initial assessment**
- 2. Vehicle damage-brief overview**
- 3. Personal injuries-brief overview**
- 4. Miscellaneous damage (fixed objects, etc.)**

## **Part II: Environment**

- 1. Road construction (e.g. asphalt/blacktop, macadam, concrete)**
- 2. Any roadway defects**
- 3. Weather/road conditions**
- 4. Location of signs, signals or lane indicators**
- 5. Any other pertinent information**

## **Part III: Measurements**

- 1. Roadway dimensions**
- 2. Areas of impact and rest for each traffic unit**
- 3. Location of any marks on the roadway (skid, scuff, gouge, etc)**
- 4. Any other pertinent measurements**

### **Part III: Vehicle Data**

**Any additional information about the traffic unit(s) not included in Part I:**

- 1. Detailed operator(s) information (license information, condition, injuries, anything not covered in Part I)**
- 2. Seatbelt examination and/or airbag deployment (Crash Data Recorder information downloaded)**
- 3. Tire information (specifications, condition, etc)**
- 4. Vehicle defects and modifications**
- 5. Extensive description of vehicle damage (e.g. fogged, snow/ice covered windows, contact and induced damage, crush deformation)**
- 6. Damage heights**
- 7. Unusual cargo or load shift**
- 8. Any pertinent Recall information**  
**(<http://www.nhtsa.dot.gov/>)**

### **Part IV: Physical Evidence**

- 1. Any physical evidence taken into custody**
- 2. Any property taken into custody for safekeeping**
- 3. Any preliminary and/or evidentiary test results for ETOH or CDS**
- 4. Any physical evidence not covered elsewhere in this report observed at the scene that is appropriate to the case**

## **Part V: Interviews**

**Summarize interviews and statements of:**

- 1. Vehicle operators, occupants and pedestrians**
- 2. Any witnesses**
- 3. Affected property owners**
- 4. Emergency personnel providing pertinent information  
(Summarize only if required per Departmental policy)**

## **Part VI: Notifications**

- 1. Next of kin**
  - a. Name, address, telephone number**
  - b. Relationship**
  - c. Results of interview (actions of deceased prior to crash)**
- 2. Supervisory personnel**
  - Name, rank, Departmental ID number, assignment**
- 3. Public Information Office/Communications Center**
- 4. States Attorney (if necessary per jurisdictional policy)**
- 5. Owner(s)/representative(s) of affected property**

## **Part VII: Medical Examiner Information**

- 1. Official who pronounced the death**
- 2. Time death was pronounced**
- 3. Disposition of the deceased**
- 4. Removal information**
  - a. Funeral home representatives/ambulance personnel**
  - b. Time of removal**
  - c. Location (funeral home information or morgue)**

## **Part VIII: Crash Reconstruction**

- 1. Calculations**
- 2. Formulas used**
- 3. Coefficient of friction/drag factor ( $\mu$ )**
- 4. Grade and/or superelevation**
- 5. Speed analysis**
- 6. Crush deformation**
- 7. Other**

## **Part X: Large Diagram**

- 1. Scale diagram (if needed)**
- 2. Unscaled diagram**

## **Part XI: Investigator's Summary**

- 1. Summary of the entire crash sequence of events**
- 2. Investigator's conclusions**
- 3. Charges placed with supporting evidence, if applicable**
- 4. Status of the investigation**
  - a. Forwarded to the State's Attorney's Office for review/additional charges**
  - b. Any follow-up needed**
    - i.) Laboratory results (e.g. BAC, CDS)**
    - ii.) Autopsy report results**

**NOTE: All follow-up documentation should reference the specific Crash Report Format Section [e.g. Part V-Interviews (Follow-up)]**