

Procedures for Submitting Road Accident Data to Transport Scotland from non-CRASH Sources

With effect from [1 January 2013 tbc]

September 2011

STATS21

Procedures for Submitting Data to Transport Scotland

Contents

Contacts

Section	Page
1 Introduction	7
2 Local System Specifications	8
3 Local Validity Checks and Error Procedures	9
4 Writing Records	10
5 Procedures for Submitting Accident Data	11
6 Transport Scotland Error Procedures	12

Annex

1 Attendant Circumstance Records (including Contributory Factors)	14
2 Vehicle Records	18
3 Casualty Records	20
4 Additional Transport Scotland Error Checks	22

Contacts

Transport Scotland

For questions on the definitions and the coverage of the statistical returns, resolving queries raised about errors and inconsistencies in the data, information about the publication of the statistics, the submission of the data, and all other matters:

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Data should be e-mailed to the above address

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1. Introduction

This manual applies to the submission to Transport Scotland of “STATS 19” data with effect from the [“**January 2013” tbc**] returns.

The “STATS 19” statistics system for road accidents is used throughout Great Britain, with the Department for Transport (DfT) taking the lead in the design of the system, the definition of the information collected and the production of the notes of guidance.

It is for the use of police forces and local authorities (and their agents) where data is **not** collected by a police force using the Collision, Recording And SHaring software (CRASH) and is designed primarily to give guidance on:

- a. the validity checks and error procedures to be carried out locally on STATS19 data (Section 3);
- b. the procedures for writing and submitting data to Transport Scotland (Sections 4 and 5);
- c. dealing with rejections or queries of data received by Transport Scotland (Section 6).

The manual is effective from 1 January 2013 and incorporates the changes made in the 2008 Review of Reported Personal Injury Road Accident Statistics

<http://www2.dft.gov.uk/pgr/statistics/committeesusergroups/scras/2008reviewstats19/index.html>

This manual does not describe how the accident report form is to be completed, nor does it give the definitions of the terms used on the form. That information is contained within the manual STATS20, which is available from the contacts listed on page 6.

Transport Scotland will expect to receive accident data for a particular geographical area from one source only; either the Police or a Council (or an agent operating on their behalf). This manual will refer to the body which sends the accident data to Transport Scotland as "the Local Processing Authority" (LPA).

The STATS19 data are analysed nationally by reference to a great variety of characteristics and attendant circumstances and the results are used extensively for research work and for guidance in the improvement of road safety in relation to roads, road users, vehicles and traffic movement. The data also form the basis for annual statistics on road accidents and casualties published by Transport Scotland.

Transport Scotland also passes on the Scottish data to DfT. Any queries that DfT has on the Scottish data are addressed to Transport Scotland, which consults Scottish LPAs where necessary.

Police or Councils experiencing (or anticipating) difficulties in collecting, validating or forwarding data to Transport Scotland should contact a member of the staff of the Transport Statistics branch within Transport Scotland (see page 6).

The Arrangements for the Submission of Late/Amendment Records for Accidents Occurring in 2012 or Earlier Years.

The previous procedures operate for returns up to and including the “December 2012” returns. In addition, in cases where it has been agreed by Transport Scotland and the LPA, as a transitional measure, the previous procedures will apply for any agreed ad-hoc submissions, early in 2013, of late and amended records of accidents which occurred in 2012 (or earlier years). (These submissions should not include any records for accidents occurring in 2013, of course.) Transport Scotland will agree with each LPA when it has received the last submission of data in the “2012” format from that LPA. **Thereafter, each LPA must ensure that any subsequent late or amendment records relating to accidents in 2012 (or earlier years) which it submits to Transport Scotland are in the format specified in this manual, and use the code-lists etc specified in the “January 2011” edition of the “STATS 20” manual.**

2. Local System Specifications

Introduction

The choice of both hardware and software for local road accidents systems is a matter for each LPA to decide. There are, however, certain basic utilities which LPAs should bear in mind when drawing up specifications for a new system, or modifying an existing one.

Specification

Each LPA's system should be able to:

- a. submit data to Transport Scotland in accordance with the requirements set out in Section 5 of this manual;
- b. carry out thorough validation for each record, including consistency checks for variables held on separate records within an accident set (an accident set is made up of one attendant circumstances and contributory factor record, together with at least one vehicle record and at least one casualty record). Ideally, accidents containing errors or for which some details are missing should be flagged until they are corrected/completed. The checks set out in this manual should be regarded as the minimum for each LPA;
- c. automatically reset the Transport Scotland export flag (a field within the LPA's system whose value indicates whether or not the accident set should be exported to the Department) whenever any of the STATS19 data for an accident is amended;
- d. submit amendment records (in the form of complete accident sets) to Transport Scotland in the event of changes to any of the accident details;
- e. resend a data submission to Transport Scotland. This is necessary because of occasional email problems;
- f. hold complete accident data for the calendar year(s) being reported to Transport Scotland;
- g. reset the Transport Scotland export flags for a year's data to enable a complete calendar year to be resubmitted. This is often the most convenient way for local processors and Transport Scotland to reconcile Accident and Casualty totals at year end.

Testing and Trials

Transport Scotland are happy to receive test data following LPA systems changes.

3. Local Validity Checks and Error Procedures

Background

Road accident data is used both locally and nationally:

- a. for directing remedial work on junctions and other accident locations;
- b. for directing publicity or training resources where needed;
- c. to maximise the effectiveness of police enforcement policies.

For all these uses it is essential that the data collected is reliable.

Local checking of the data is required to eliminate coding and keying errors, and also to check that all the variables have been completed as far as possible. Local checking also enables errors and/or queries to be settled with the minimum of delay.

Options for Data Validation and Transmission to DfT

There is a choice of two procedures for validating and transmitting STATS19 data. Either:

- a. the police check the data themselves, and then send the validated national data to Transport Scotland and to the appropriate local council. Data sent to the council(s) may contain additional locally agreed information, or
- b. the police send the data, including any additional local information, to the appropriate local council (or their agents), who then carry out the necessary validation procedures. The valid, nationally required data is then sent to Transport Scotland.

In both cases the data **must** be validated locally before transmission to Transport Scotland.

Validity Checks

Annexes 1 - 3, set out the checks which both Transport Scotland and DfT apply to the "STATS19 data". The Transport Scotland computer system carries out additional checks which are specified in Annex 4. LPAs are requested to ensure that their checks cover **both** the DfT checks **and** the Transport Scotland checks. In addition, LPAs are encouraged to carry out other local checks – for example, on the accuracy and consistency of the information about the accident locations (grid co-ordinates) and road class(es) and number(s).

In the case of "Hit and Run" accidents some data fields (e.g. Driver Age) may be missing. In these exceptional circumstances LPAs may allow BLANKS and relax the validation rules for certain variables.

Error Procedures

Accident sets which contain missing data or data which has been identified as invalid (or suspect), should be referred back to the originator as soon as possible for correction, or confirmation.

Incomplete accident sets which are missing one or more records, should not be sent to Transport Scotland. However, LPAs may submit accidents where minor data items are missing if they are able to resubmit with full details at a later date.

4. Writing Records

Record Format

The formats for the Attendant Circumstances, Vehicle and Casualty records are set out in Annexes 1 - 3.

Amendments

Only one set of records should appear on a file for an accident. Where details have been amended locally before the accident is first notified to Transport Scotland, the file should contain one complete set of 'new' (i.e. record type '1') records for the accident. Where details of an accident have been amended after submission to DfT, a complete set of 'amended' (record type '5') records should be supplied for the accident.

Deletion of Accident

If an accident needs to be removed from Transport Scotland's database (e.g. if a Procurator Fiscal's report attributes cause of death to natural causes and no other casualties are involved) the LPA should notify Transport Scotland's Transport Statistics Branch (see page 2), of the Police Force, Accident Reference, Date and Severity of the accident.

5. Procedures for Submitting Accident Data

Timescale for Submitting Data

Data should be sent to Transport Scotland **monthly**, within 6 weeks of the end of the month to which the return relates (or by the end of February, in the case of "December" returns). Transport Scotland would welcome any data that can be sent earlier.

Please Don't Delay a Return for a Small Number of Late or Erroneous Records: The dispatch of a month's data should not be held up for small numbers of late reports, nor for a small number of minor errors which can be sent or corrected in the following month's submission.

Data should be sent to Transport Scotland as a text file attachment to an E-mail.

Transport Scotland uses the Government Secure Intranet (GSI) to receive emails and LPAs are strongly encouraged to send their data from a secure email address (e.g. pnn, cjsm, gcsx). Data may be zipped, but self extracting zip files should not be used. Please speak to the principal contact listed on page 2 to discuss alternative arrangements for transmitting data.

The accompanying E-mail should identify the LPA and (main) month of data.

Records

Records must contain character data only and be delimited by Carriage Return/Line Feed.

Names of Files

Files should be named according to the following convention:-

99YYMM.DAT where:-

- '99' = the code number of the Police Force (e.g. 91=Northern, 92=Grampian etc)
- 'YYMM' = indicates the year/month sequence of the return (e.g. 0509 for the "September 2005 return").

6. Transport Scotland Error Procedures

The data are validated whilst being loaded onto the Transport Scotland's Transport Statistics branch road accidents database. Annexes 1, 2 and 3 describe the validation checks which are carried out by both Transport Scotland and DfT. Annex 4 describes the additional checks which are carried out by Transport Scotland. LPAs should carry out the same checks themselves, to avoid queries being raised on their data.

If any of the following errors are detected within a record, the full accident set for that record is held in a separate table away from the main database. Transport Scotland's Transport Statistics branch will contact the appropriate LPA with details. Depending upon the circumstances, such as the nature of the error(s) and the amount of additional information that may be required to correct the error(s), the Statistics branch may amend the record on-line (in which case the LPA will not require to resubmit the record, but should correct the details held on its system) or the LPA may have to resubmit the accident sets in a subsequent submission. The hard errors are:

- a. accident reference contains BLANKs or lower case characters;
- b. there is no attendant circumstance, vehicle or casualty record for an accident set;
- c. police force or local authority codes are invalid or are inconsistent with each other;
- d. number of vehicles and/or casualties noted on the attendant circumstances record is inconsistent with the actual number of vehicle/casualty records in the accident set;
- e. there is no vehicle record corresponding to the vehicle reference specified on a casualty record.

Soft Errors

Transport Scotland validation procedure produces a report listing the apparent errors and queries in each accident set, which is sent to the LPA. Depending upon the number and nature of the errors and queries, and the information provided in the LPAs response, the Statistics branch may amend the records on-line (in which case the LPA will not require to resubmit the records, but should correct the details held on its system) or the LPA may have to resubmit the accident sets in a subsequent submission. If any LPA continues to submit similar errors each month then it will be asked to amend its validation procedures.

ANNEXES

Annex 1 - Attendant Circumstances Record (includes Contributory Factor data)

STATS20 Ref	Variable Name	Character Position	Acceptable Format/Range	Consistency Checks (See Sections 3 and 4)	Comments (See Sections 3 and 4)
1.1	Record Type	01-02	2 numerics	11 or 15	
1.2	Police Force	03-04	2 numerics	Within expected local range	
1.3	Accident Reference	05-11	7 alphanumerics	Must be unique for accident year	BLANKs and lower-case letters not acceptable
1.5	Number of Vehicles	12-14	3 numerics 001-999	Must equal total number of vehicle records present for accident set	
1.6	Number of Casualties	15-17	3 numerics 001-999	Must equal total number of casualty records present for accident set	
1.7	Date of Accident	18-25	8 numerics ddmmyyyy	Must be a valid date Date must not be in the future Query Year if not current or previous calendar year	Unused space on left of day and month coded 0. eg 010705
1.9	Time of Accident	26-29	4 numerics hhmm 0000-2359	Query if 0000	Unused space on left of hour and minute coded 0. eg 0805
1.10	Local Authority	30-38	9 alphanumerics	Must be compatible with police force code	
1.11	Location	39-51	13 numerics 6 chars easting 7 chars northing	Within expected range for police force or local authority code	
1.12	1st Road Class	52	1 numeric 1-6		
1.13	1st Road Number	53-56	4 numerics or BLANK	IF 1.12 (1st Road Class) = 1-4 THEN 1.13 = 0001 - 9999	
1.14	Road Type	57	1 numeric 1, 2, 3, 6, 7, 9	IF 1.15 (Speed Limit) = 70 THEN 1.14 NOT = 2 or 6	
1.15	Speed Limit (permanent)	58-60	3 numerics 005-070	Query if 1.15 not 020, 030, 040, 050, 060 or 070	
1.16	Junction Detail	61-62	2 numerics 00-03, 05-09, 99	IF 1.16 = 00 THEN 1.17 (Junction Control), 1.18 (2nd Road Class) and 1.19 (2nd Road Number) = BLANK. IF 1.16 = 01, 02, 03, 05, 06 or 07 THEN 1.17 = 1-4 and 1.18 = 1-6. IF 1.16 = 99 THEN 1.26 = 3	
1.17	Junction Control	63	1 numeric 1-4, 9 or BLANK	IF 1.17 = 9 THEN 1.26 = 3 IF 1.17 = BLANK THEN 1.16 = 00	
1.18	2nd Road Class	64	1 numeric 1-6, 9 or BLANK	Query if 1.16 (Junct Detail) = 08 and 1.18 NOT = 6 IF 1.18 = 9 THEN 1.26 = 3	
1.19	2nd Road Number	65-68	4 numerics 0001-9999 or BLANK	IF 1.18 (2nd Road Class) = 1-4 THEN 1.19 = 0001-9999	
1.20a	Pedestrian Crossing - Human Control	69	1 numeric 0-2, 9	IF 1.20a = 1 or 2 AND 1.16 (Junction Detail) = 00 THEN 1.12 (1st Road Class) NOT = 1 or 2 IF 1.20a = 9 THEN 1.26 = 3	
1.20b	Pedestrian Crossing - Physical Facilities	70	1 numeric 0, 1, 4, 5, 7, 8, 9	IF 1.20b = 1, 4, 5 or 8 AND 1.16 (Junction Detail) = 00 THEN 1.12 (1st Road Class) NOT = 1 or 2 IF 1.20b = 9 THEN 1.26 = 3	
1.21	Light Conditions	71	1 numeric 1, 4, 5, 6, 7		
1.22	Weather	72	1 numeric 1-9		

Annex 1 (Continued) - Attendant Circumstances Record (includes Contributory Factor data)

STATS20 Ref	Variable Name	Character Position	Acceptable Format/Range	Consistency Checks (See Sections 3 and 4)	Comments (See Sections 3 and 4)
1.23	Road Surface Condition	73	1 numeric 1-5, 9	IF 1.23 = 9 THEN 1.26 = 3	
1.24	Special Conditions at Site	74	1 numeric 0-7, 9	IF 1.24 = 9 THEN 1.26 = 3	
1.25	Carriageway Hazards	75	1 numeric 0-3, 6, 7, 9	IF 1.25 = 9 THEN 1.26 = 3	
1.26	Did a Police Officer Attend the Scene and Obtain Details for this Report?	76	1 numeric 1-3		
	Filler	77-79	3 numerics	000	
5.1	Contributory Factor 1	80-82	3 numerics 101-110, 201-206, 301-310, 401-410, 501-510, 601-607, 701-710, 801-810, 901-904, 999 or BLANK	Query if 1.26 = 1 and no CF is allocated IF 5.1 NOT = BLANK THEN 5.2 NOT = BLANK AND 5.3 NOT = BLANK AND 5.4 NOT = BLANK	
5.2	CF1 Participant Type Veh, Cas or Uninjured Pedestrian	83	1 alphanumeric V, C, U or BLANK	IF 5.2 NOT = BLANK THEN 5.1 NOT = BLANK IF 5.2 = 'V' THEN 5.1 NOT = 801-810 IF 5.2 = 'C' THEN 5.1 NOT = 201-410 or 506-607 IF 5.2 = 'C' AND Participant is Driver or Pedestrian THEN 5.1 NOT = 501-505 IF 5.2 = 'U' THEN 5.3 = 000	Must be UPPERCASE
5.3	CF1 Participant Vehicle/Casualty Reference no.	84-86	3 numerics 000-999 or BLANK	IF 5.2 = 'V' or 'C' THEN 5.3 = Vehicle Reference or Casualty Reference present in the accident set. IF 5.3 = 000 THEN 5.2 = 'U' IF 5.3 NOT = BLANK THEN 5.1 NOT = BLANK	
5.4	Confidence CF1	87	1 alphanumeric A, B or BLANK	IF 5.4 NOT = BLANK THEN 5.1 NOT = BLANK	Must be UPPERCASE

Annex 1 (Continued) - Attendant Circumstances Record (includes Contributory Factor data)

STATS20 Ref	Variable Name	Character Position	Acceptable Format/Range	Consistency Checks (See Sections 3 and 4)	Comments (See Sections 3 and 4)
5.5	Contributory Factor 2	88-90	3 numerics 101-110, 201-206, 301-310, 401-410, 501-510, 601-607, 701-710, 801-810, 901-904, 999 or BLANK	IF 5.5 NOT = BLANK THEN 5.6 NOT = BLANK AND 5.7 NOT = BLANK AND 5.8 NOT = BLANK	
5.6	CF2 Participant Type Veh, Cas or Uninjured Pedestrian	91	1 alphanumeric V, C, U or BLANK	IF 5.6 NOT = BLANK THEN 5.5 NOT = BLANK IF 5.6 = 'V' THEN 5.5 NOT = 801-810 IF 5.6 = 'C' THEN 5.5 NOT = 201-410 or 506-607 IF 5.6 = 'C' AND Participant is Driver or Pedestrian THEN 5.5 NOT = 501-505 IF 5.5 = 'U' THEN 5.7 = 000	Must be UPPERCASE
5.7	CF2 Participant Vehicle/Casualty Reference no.	92-94	3 numerics 000-999 or BLANK	IF 5.6 = 'V' or 'C' THEN 5.7 = Vehicle Reference or Casualty Reference present in the accident set. IF 5.7 = 000 THEN 5.6 = 'U' IF 5.7 NOT = BLANK THEN 5.5 NOT = BLANK	
5.8	Confidence CF2	95	1 alphanumeric A, B or BLANK	IF 5.8 NOT = BLANK THEN 5.5 NOT = BLANK	Must be UPPERCASE
5.9	Contributory Factor 3	96-98	3 numerics 101-110, 201-206, 301-310, 401-410, 501-510, 601-607, 701-710, 801-810, 901-904, 999 or BLANK	IF 5.9 NOT = BLANK THEN 5.10 NOT = BLANK AND 5.11 NOT = BLANK AND 5.12 NOT = BLANK	
5.10	CF3 Participant Type Veh, Cas or Uninjured Pedestrian	99	1 alphanumeric V, C, U or BLANK	IF 5.10 NOT = BLANK THEN 5.9 NOT = BLANK IF 5.10 = 'V' THEN 5.9 NOT = 801-810 IF 5.10 = 'C' THEN 5.9 NOT = 201-410 or 506-607 IF 5.10 = 'C' AND Participant is Driver or Pedestrian THEN 5.9 NOT = 501-505 IF 5.10 = 'U' THEN 5.11 = 000	
5.11	CF3 Participant Vehicle/Casualty Reference no.	100-102	3 numerics 000-999 or BLANK	IF 5.10 = 'V' or 'C' THEN 5.11 = Vehicle Reference or Casualty Reference present in the accident set. IF 5.11 = 000 THEN 5.10 = 'U' IF 5.11 NOT = BLANK THEN 5.9 NOT = BLANK	
5.12	Confidence CF3	103	1 alphanumeric A, B or BLANK	IF 5.12 NOT = BLANK THEN 5.9 NOT = BLANK	Must be UPPERCASE
5.13	Contributory Factor 4	104-106	3 numerics 101-110, 201-206, 301-310, 401-410, 501-510, 601-607, 701-710, 801-810, 901-904, 999 or BLANK	IF 5.13 NOT = BLANK THEN 5.14 NOT = BLANK AND 5.15 NOT = BLANK AND 5.16 NOT = BLANK	
5.14	CF4 Participant Type Veh, Cas or Uninjured Pedestrian	107	1 alphanumeric V, C, U or BLANK	IF 5.14 NOT = BLANK THEN 5.13 NOT = BLANK IF 5.14 = 'V' THEN 5.13 NOT = 801-810 IF 5.14 = 'C' THEN 5.13 NOT = 201-410 or 506-607 IF 5.14 = 'C' AND Participant is Driver or Pedestrian THEN 5.13 NOT = 501-505 IF 5.14 = 'U' THEN 5.15 = 000	Must be UPPERCASE
5.15	CF4 Participant Vehicle/Casualty Reference no.	108-110	3 numerics 000-999 or BLANK	IF 5.14 = 'V' or 'C' THEN 5.15 = Vehicle Reference or Casualty Reference present in the accident set. IF 5.15 = 000 THEN 5.14 = 'U' IF 5.15 NOT = BLANK THEN 5.13 NOT = BLANK	
5.16	Confidence CF4	111	1 alphanumeric A, B or BLANK	IF 5.16 NOT = BLANK THEN 5.13 NOT = BLANK	Must be UPPERCASE

Annex 1 (Continued) - Attendant Circumstances Record (includes Contributory Factor data)

STATS20 Ref	Variable Name	Character Position	Acceptable Format/Range	Consistency Checks (See Sections 3 and 4)	Comments (See Sections 3 and 4)
5.17	Contributory Factor 5	112-114	3 numerics 101-110, 201-206, 301-310, 401-410, 501-510, 601-607, 701-710, 801-810, 901-904, 999 or BLANK	IF 5.17 NOT = BLANK THEN 5.18 NOT = BLANK AND 5.19 NOT = BLANK AND 5.20 NOT = BLANK	
5.18	CF5 Participant Type Veh, Cas or Uninjured Pedestrian	115	1 alphanumeric V, C, U or BLANK	IF 5.18 NOT = BLANK THEN 5.17 NOT = BLANK IF 5.18 = 'V' THEN 5.17 NOT = 801-810 IF 5.18 = 'C' THEN 5.17 NOT = 201-410 or 506-607 IF 5.18 = 'C' AND Participant is Driver or Pedestrian THEN 5.17 NOT = 501-505 IF 5.18 = 'U' THEN 5.17 = 000	Must be UPPERCASE
5.19	CF5 Participant Vehicle/Casualty Reference no.	116-118	3 numerics 000-999 or BLANK	IF 5.18 = 'V' or 'C' THEN 5.19 = Vehicle Reference or Casualty Reference present in the accident set. IF 5.19 = 000 THEN 5.18 = 'U' IF 5.19 NOT = BLANK THEN 5.17 NOT = BLANK	
5.20	Confidence CF5	119	1 alphanumeric A, B or BLANK	IF 5.20 NOT = BLANK THEN 5.17 NOT = BLANK	Must be UPPERCASE
5.21	Contributory Factor 6	120-122	3 numerics 101-110, 201-206, 301-310, 401-410, 501-510, 601-607, 701-710, 801-810, 901-904, 999 or BLANK	IF 5.21 NOT = BLANK THEN 5.22 NOT = BLANK AND 5.23 NOT = BLANK AND 5.24 NOT = BLANK	
5.22	CF6 Participant Type Veh, Cas or Uninjured Pedestrian	123	1 alphanumeric V, C, U or BLANK	IF 5.22 NOT = BLANK THEN 5.21 NOT = BLANK IF 5.22 = 'V' THEN 5.21 NOT = 801-810 IF 5.22 = 'C' THEN 5.21 NOT = 201-410 or 506-607 IF 5.22 = 'C' AND Participant is Driver or Pedestrian THEN 5.21 NOT = 501-505 IF 5.22 = 'U' THEN 5.23 = 000	Must be UPPERCASE
5.23	CF6 Participant Vehicle/Casualty Reference no.	124-126	3 numerics 000-999 or BLANK	IF 5.22 = 'V' or 'C' THEN 5.23 = Vehicle Reference or Casualty Reference present in the accident set. IF 5.23 = 000 THEN 5.22 = 'U' IF 5.23 NOT = BLANK THEN 5.21 NOT = BLANK	
5.24	Confidence CF6	127	1 alphanumeric A, B or BLANK	IF 5.24 NOT = BLANK THEN 5.21 NOT = BLANK	Must be UPPERCASE

Annex 2 - Vehicle Record

STATS20 Ref	Variable Name	Character Position	Acceptable Format/Range	Consistency Checks (See Sections 3 and 4)	Comments (See Sections 3 and 4)
2.1	Record Type	01-02	2 numerics	21 or 25	
2.2	Police Force	03-04	2 numerics	As attendant circumstances record	
2.3	Accident Reference	05-11	7 alphanumerics	As attendant circumstances record	BLANKs and lower-case letters not acceptable
2.4	Vehicle Reference Number	12-14	3 numerics 001-999	Must be unique for each vehicle in the accident	
	Filler	15-17	3 numerics	000	
2.5	Type of Vehicle	18-19	2 numerics 01-05, 08-11, 16-23, 90, 97-99	IF 1.12 (1st Road Class) = 1 or 2 THEN query if 2.5 = 01, 02, 16, 17, 18 or 22 IF 2.5 = 99 THEN 1.26 = 3	
2.6	Towing and Articulation	20	1 numeric 0-5, 9	IF 2.6 = 1 THEN 2.5 (Type of Vehicle) = 11, 18, 20, 21, 90 or 98 IF 2.6 = 9 THEN 1.26 = 3	
2.7	Manoeuvres	21-22	2 numerics 01-18, 99	IF 2.7 = 99 THEN 1.26 = 3	
2.8a	Direction of Vehicle Travel - From	23	1 numeric 0, 1-8, 9	IF 2.8a = 9 THEN 1.26 = 3	
2.8b	Direction of Vehicle Travel - To	24	1 numeric 0, 1-8, 9	IF 2.8b = 9 THEN 1.26 = 3	
2.9	Vehicle Location at Time of Accident - Restricted Lane/ Away from Main Carriageway	25-26	2 numerics 00-09, 99	IF 2.9 = 07 or 08 THEN 2.7 (Manoeuvres) NOT = 08 or 10 IF 1.12 (1st Road Class) = 1 or 2 THEN 2.9 = 00, 02, 05, 06, 07 or 08 IF 2.9 = 99 THEN 1.26 = 3	
2.10	Junction Location of Vehicle	27	1 numeric 0-9	IF 1.16 (Junction Detail) = 00 THEN 2.10 = 0 IF 1.16 = 01-03 or 05-09 THEN 2.10 = 1-8 IF 2.10 = 9 THEN 1.26 = 3	
2.11	Skidding and Overturning	28	1 numeric 0-5, 9	IF 2.6 (Towing and Articulation) = 0 THEN 2.11 NOT = 3 or 4 IF 2.11 = 9 THEN 1.26 = 3	
2.12	Hit Object in Carriageway	29-30	2 numerics 00-02, 04-12, 99	IF 2.12 = 01 THEN 1.25 (Carriageway Hazards) = 3 IF 2.12 = 02 THEN 1.24 (Special Conditions at Site) = 4 IF 2.12 = 09 THEN 1.16 (Junction Detail) = 01 or 02 IF 2.12 = 11 THEN 1.25 = 1, 2, 3, 6 or 7 IF 2.12 = 99 THEN 1.26 = 3	
2.13	Vehicle Leaving Carriageway	31	1 numeric 0-9	IF 2.13 = 4, 5 or 6 THEN 1.14 (Road Type) = 3 IF 2.13 = 9 THEN 1.26 = 3	
2.14	First Object Hit Off Carriageway	32-33	2 numerics 00-11, 99	IF 2.14 = 05 THEN 1.12 (1st Road Class) NOT = 1 or 2 IF 2.14 = 06 THEN 1.14 (Road Type) = 3 IF 2.14 = 99 THEN 1.26 = 3	
2.16	First Point of Impact	34	1 numeric 0-4, 9	IF 2.16 = 9 THEN 1.26 = 3	

Annex 2 (Continued) - Vehicle Record

STATS20 Ref	Variable Name	Character Position	Acceptable Format/Range	Consistency Checks (See Sections 3 and 4)	Comments (See Sections 3 and 4)
2.21	Sex of Driver	35	1 numeric 1-3		
2.22	Age of Driver	36-38	3 numerics 01-120 or BLANK	IF 2.5 (Type of Vehicle) = 02-05, 08-11, 17-21, 23, 97 or 98 THEN query 2.22 if less than 16 Query if 2.22 = 099	If Driver Age is unknown 2.22 MUST = BLANK (not 000, 099 or 999)
2.23	Breath Test	39	1 numeric 0-6	IF 2.5 (Type of Vehicle) = 02-05, 08-11, 17-21, 23, 97 or 98 THEN 2.23 NOT = 0	
2.24	Hit and Run	40	1 numeric 0-2		
2.26	Vehicle Registration Mark (VRM)	41-47	7 alphanumerics For permitted formats see below	Query if 2.24 (Hit and Run) = 0 AND 2.5 (Type of Vehicle) = 02-05, 08-11, 17, 19-21, 23, 97 or 98 AND 2.26 = BLANK	
2.27	Driver Home Postcode	48-55	8 alphanumerics		
2.29	Journey Purpose of Driver/Rider	56	1 numeric 1-6		
	Filler	57	1 numeric	0	
2.35	Was Vehicle Left Hand Drive?	58	1 numeric 1, 2, 9	IF 2.35 = 2 THEN 2.5 (Type of Vehicle) NOT = 01-05, 16, 22, 23 or 97 IF 2.35 = 9 THEN 1.26 = 3	
	Filler	59-164			
2.5a	Other Vehicle	165-215	Free text 51 Characters	IF 2.5 (Type of Vehicle) = 90 THEN query if 2.5a does not contain more than 1 character	

Vehicle Registration Mark Format

The Vehicle Registration Mark must follow one of the following formats:

Common Numbers		Less Common Numbers					
AAA9A	A9AAA	A9	AA9	AAA9	9A	9AA	9AAA
AAA99A	A99AAA	A99	AA99	AAA99	99A	99AA	99AAA
AAA999A	A999AAA	A999	AA999	AAA999	999A	999AA	999AAA
AA99AAA		A9999	AA9999	AAA9999	9999A	9999AA	

Annex 3 - Casualty Record

STATS20 Ref	Variable Name	Character Position	Acceptable Format/Range	Consistency Checks (See Sections 3 and 4)	Comments (See Sections 3 and 4)
3.1	Record Type	01-02	2 numerics	31 or 35	
3.2	Police Force	03-04	2 numerics	As attendant circumstances record	
3.3	Accident Reference	05-11	7 alphanumerics	As attendant circumstances record	BLANKs and lower-case letters not acceptable
3.4	Vehicle Reference Number	12-14	3 numerics 001-999	Must be unique for each vehicle in the accident	
3.5	Casualty Reference Number	15-17	3 numerics 001-999	Must be unique for each casualty in the accident	
3.6	Casualty Class	18	1 numeric 1-3	There must be a maximum of 1 driver per related vehicle IF 3.6 = 3 THEN 3.10 (Pedestrian Location) = 01-10 AND 3.11 (Pedestrian Movement) = 1-9 AND 3.12 (Pedestrian Direction) = 0-9 AND 3.19 (Pedestrian Road Maintenance Worker) = 0-2	
3.7	Sex of Casualty	19	1 numeric 1, 2	IF 3.6 (Casualty Class) = 1 THEN 3.7 = 2.21 (Sex of Driver) for related vehicle	
3.8	Age of Casualty	20-22	3 numerics 000-120 or BLANK	IF 3.6 (Casualty Class) = 1 THEN 3.8 = 2.22 (Age of Driver) for related vehicle IF 1.26 = 1 or 2 THEN query if 3.8 = BLANK Query if 3.8 = 000 or 099	If Casualty Age is unknown 3.8 MUST = BLANK (not 000, 099 or 999)
3.9	Severity of Casualty	23	1 numeric 1-3		
3.10	Pedestrian Location	24-25	2 numerics 01-10 or BLANK	IF 3.10 = 01-04 THEN 1.20a (Pedestrian Crossing – Human Control) = 1 or 2 OR 1.20b (Pedestrian Crossing – Physical Facilities) = 1, 4, 5, 7, or 8 IF 3.10 = 1-10 THEN 3.6 (Casualty Class) = 3	
3.11	Pedestrian Movement	26	1 numeric 1-9 or BLANK	IF 3.11 = 1-4 THEN 3.10 (Pedestrian Location) NOT = 06 or 09 IF 3.11 = 5-8 THEN 3.10 NOT = 01-05 IF 3.11 = 1-9 THEN 3.6 (Casualty Class) = 3	
3.12	Pedestrian Direction	27	1 numeric 0-9 or BLANK	IF 3.12 = 0-9 THEN 3.6 (Casualty Class) = 3	
3.14	Seat Belt in Use	28	1 numeric 0-4	IF 3.9 (Casualty Severity) = 1 AND 3.6 (Casualty Class) = 1 or 2 AND 2.5 (Type of Vehicle) for related vehicle = 8 or 9 THEN 3.14 = 0-4 IF 3.14 = 0 AND 3.9 (Casualty Severity) = 1 AND 3.6 (Casualty Class) = 1 or 2 THEN query if 2.5 (Type of Vehicle) for related vehicle = 8 or 9	
3.15	Car Passenger	29	1 numeric 0-2, 9	IF 3.6 (Casualty Class) = 1 or 3 THEN 3.15 = 0 IF 3.6 = 2 AND 2.5 (Type of Vehicle) for related vehicle = 08 or 09 THEN 3.15 = 1, 2 or 9 IF 3.15 = 9 THEN 1.26 = 3	
3.16	Bus or Coach Passenger	30	1 numeric 0-4, 9	IF 3.6 (Casualty Class) = 1 or 3 THEN 3.16 = 0 IF 3.6 = 2 AND 2.5 (Type of Vehicle) for related vehicle = 11 THEN 3.16 = 1-4 or 9 IF 3.16 = 9 THEN 1.26 = 3	
3.19	Pedestrian Road Maintenance Worker	31	1 numeric 0-2 or BLANK	IF 3.19 = 0-2 THEN 3.6 (Casualty Class) = 3	

Annex 3 (Continued) - Casualty Record

STATS20 Ref	Variable Name	Character Position	Acceptable Format/Range	Consistency Checks (See Sections 3 and 4)	Comments (See Sections 3 and 4)
3.20	Cycle Helmet Worn	32	1 numeric 0-3	IF 3.6 (Casualty Class) = 1 or 2 AND 2.5 (Type of Vehicle) for related vehicle = 1 THEN 3.20 = 1-3 IF 3.20 = 0 THEN 2.5 (Type of Vehicle) for related vehicle NOT = 1	
3.18	Casualty Home Postcode	33-40	8 alphanumerics		

Annex 4 - Additional Scottish Executive Validity Checks

The checks detailed in this Annex operate in addition to checks currently operated by both Transport Scotland and DfT.
(NB: Transport Scotland no longer checks the Record Type against whether or not data for the accident are already on its database)

Attendant Circumstances Record

<u>STATS 19 Ref</u>	<u>Additional Scottish Executive Validation</u>
1.12	If 1.12 = 1 or 2 then query if 1.15 < 70 mph
1.13	If 1.12 (1st Road class) = 1 then 1.13 (1st Road number) must = 0073, 0074, 0077, 0008, 0080, 0876, 0898, 0009, 0090. If 1.12 = 2 then 1.13 must = 0823 or 0074.
1.18	If 1.18 (2nd Road class) = 1 then 1.19 (2nd Road number) must = 0073, 0074, 0077, 0008, 0080, 0876, 0898, 0009, 0090. If 1.18 = 2 then 1.19 must = 0823 or 0074.

Vehicle Record

<u>STATS 19 Ref</u>	<u>Additional Scottish Executive Validation</u>
2.4	If 2.4 not <= 1.5 (No. of vehicles) then query
2.7	Cross check between 2.7 (Manoeuvre) and 2.8 (Vehicle movement compass point). If 2.7 = 01, 03, 13-15, 18 then 2.8 cannot be = 11, 22, 33, 44, 55, 66, 77, 88 If 2.7 = 02 then 2.8 must = 00 If 2.7 = 06 then 2.8 must = 11, 22, 33, 44, 55, 66, 77, 88 If 2.7 = 07, 08 then 2.8 must = 12-14, 23-25, 34-36, 45-47, 56-58, 61, 67, 68, 71, 72, 78, 81-83 If 2.7 = 09, 10 then 2.8 must = 16-18, 21, 27, 28, 31, 32, 38, 41-43, 52-54, 63-65, 74-76, 85-87 If 2.7 = 11 then 2.8 must = 14, 15, 25, 26, 36, 37, 47, 48, 51, 58, 61, 62, 72, 73, 83, 84 If 2.7 = 12 then 2.8 must = 15, 16, 26, 27, 37, 38, 41, 48, 51, 52, 62, 63, 73, 74, 84, 85 If 2.7 = 16 then 2.8 must = 12-15, 23-26, 34-37, 45-48, 51, 56-58, 61, 62, 67, 68, 71-73, 78, 81-84 If 2.7 = 17 then 2.8 must = 15-18, 21, 26-28, 31, 32, 37, 38, 41-43, 48, 51-54, 62-65, 73-76, 84-87
2.8	Codes 20, 30, 40, 50, 60, 70 & 80 are invalid.
2.16	If 2.16 (First point of impact) = 0 then 2.17 (Other vehicle hit) must = 000.

Casualty Record

<u>STATS 19 Ref</u>	<u>Additional Scottish Executive Validation</u>
3.4	If 3.4 (Vehicle ref.) not <= 1.5 (No. of vehicles) then query.
3.5	If 3.5 not <= 1.6 (No. of casualties). then query