

Enclosure 3 Carrier Identification Guidance*

The guidance below will help assist in entering commercial motor carriers and some non-commercial motor carriers into the SAFETYNET crash system. This applies only to crashes involving vehicles that meet the criteria for crashes reportable to FMCSA.

For Commercial Motor Carriers (interstate and intrastate)

For resolving proper carrier identification, the carrier is not always the same as the registered vehicle owner. For example, an owner/operator may lease the vehicle to another motor carrier who is responsible for the load. It is important the responsible carrier be identified and entered into SAFETYNET.

When Carrier Identification data are provided:

- Select “Interstate” or “Intrastate” in the Carrier Type drop-down list to reflect the carrier’s operating authority.
- Enter the USDOT number for the carrier responsible for the load.
- Enter the MC/MX number if provided.
- Enter the name of the carrier responsible for the load.
- Enter the street address, city, state and zip code of the carrier indicated above.
- The “Carrier ID Unavailable” box should not be checked when carrier information is provided.

For situations where partial information is provided, such as the USDOT without the Carrier Name, or the Carrier Name and Address alone, attempt to search SAFETYNET’s census using the fields provided and complete the full carrier information. Do not check the Carrier ID Unavailable check box.

When Carrier Identification data are not provided:

This guidance is to be used only in situations where **no** carrier information is provided (i.e., USDOT, carrier name, street address, city name, state, zip code and carrier type are all missing) and the state is unable to obtain the carrier information from other sources. An option is to determine if the registered vehicle owner is a truck or bus company and contact the company to determine the responsible carrier.

- Select “Other Operation/Not Specified” in the Carrier Type drop-down list.
- Enter “Unknown” in the Responsible Party, Street Address, and City Name fields
- Enter “UK” in the State field
- Enter “99999” in the Zip Code field

Example inclusions:

1. Hit-and-Run and unattended, parked trucks or buses where the crash report contains **no** carrier data fields (i.e., USDOT and carrier name, street address, city name, state and zip code). For example, an unattended commercial motor vehicle is parked on the shoulder of the highway and is struck by another motor vehicle. On the crash report form, none of the carrier information is filled out.
2. Stolen trucks or buses that would otherwise qualify.
3. Any other truck or bus where the law enforcement officer does not record **any** carrier information on the crash report form and it cannot be obtained from other sources.

For Non-Commercial Trucks and Buses

Government Trucks and Buses - local, city, state and federal vehicles:

- Select “Not in Commerce - Government”** in the Carrier Type drop-down list.
- Enter the name of the entity responsible for the safe movement of the vehicle. This could be the name of a state or local government agency or school system.
- Enter the street address, city name, state and zip code of the entity indicated above.

Rental Trucks used by Private Individuals:

This guidance is **only** used for rental trucks that are over 10,000 lbs. GVWR/GCWR and where it is known from the crash report or other reliable sources (i.e., the rental company or proper DataQ challenge) that the vehicle was rented by individuals for a non-commercial purpose.

- Select “Not in Commerce – Other Trucks”** in the Carrier Type drop-down list to reflect the responsible entity’s operating authority.
- Enter “Individual” in the Responsible Party field.
- Enter “Unknown” in the Street Address and City Name fields.
- Enter “UK” in the State field.
- Enter “99999” in the Zip Code field.

Example rental trucks include: U-Haul, Budget, Penske and Ryder. For example, John Smith rents a U-Haul truck to relocate his household items from one residence to another.

NOTE: If it cannot be determined that the use was for a non-commercial purpose, record the carrier information supplied by the crash report. Contacting the rental company is an option to resolve some of these situations before a challenge by the rental company.

* This document provides guidance in the use of SAFETYNET version 3.4 to the most current version and replaces the previously titled, “Procedures for Entering Crashes without Carrier Identification into SAFETYNET” used for SAFETYNET versions prior to 3.4.

** These methods will prevent crash records from being included in the calculation of State’s non-match rate in SAFETYNET and in the accuracy methodology, as well as preventing the case from ending up in DataQs.

** This Carrier Type selection will make it unnecessary to check the Carrier ID Unavailable box. This selection will change the “Carrier Name” field label to “Responsible Party”, and USDOT Number, MC/MX Number, Carrier ID Unavailable, Search, and Copy Search Data will all be grayed out and inoperable.