



CITY OF SAN DIEGO
Supervisor Vehicle/Industrial Incident Investigation
Report for Police, Fire-Rescue and Lifeguards

Distribution
 Submit this form and CD-1551 to your department Screener within seven (7) days of the receipt of CD-1551. SDFD follow Standard Instructions (S.I.).

*REMINDER. Commercial Drivers, follow the Post-Accident Testing Criteria.
 All supervisor's if there is suspicion the employee is under the influence, contact SDPD for assistance.*

Date of Incident	Time of Incident	City Employee's Name (Check One and Print Name Below) Driver <input type="checkbox"/> Passenger <input type="checkbox"/> Backer <input type="checkbox"/> Spotter <input type="checkbox"/> Other <input type="checkbox"/>	Employee PERNR#	Equipment Apparatus#	Vehicle License Plate#	Driver License# and Class
Date Reported						

City Vehicle Make: _____ Model: _____ Year: _____

Incident Properly Reported: Yes No Photos Taken: Yes No Authorized to Drive Vehicle: Yes No

Collision Report Taken: Yes No Agency: _____ Officer ID# _____ Collision Report Event #: _____

Did Incident:
 a. Occur on City property: Yes No
 b. Damage only to City property: Yes No
 c. Non-injury: Yes No
If the answer is "Yes" to ALL three, PD contact and a PD report is NOT required.

SDPD VEHICLES ONLY: Code 3: Yes No
 If Yes, include Responding Incident or Event #: _____
 PD:# _____
SDFD VEHICLES ONLY: Code 3: Yes No
 If Yes, include Responding Incident or Event #: _____
 FD:# _____

Department: _____ Division: _____ MS# _____

Supervisor's name filling out this report (Print): _____ Phone# _____

Address/Location of Incident: _____

Were any injuries reported at the scene by: Employee(s): Yes No Public: Yes No

Employee Vehicle was: Parked Proceeding Forward Stopped in Traffic Left Turn Right Turn Backing

Changing Lanes Preparing to Stop Other: _____

Road Conditions: Dry Wet Off Road Weather Conditions: Clear Cloudy Rainy Fog/Mist Dark

Investigating Supervisor (Narrative Required)

▼ Use this area to sketch or draw incident

Indicate North with **Arrow in Circle**

Please indicate vehicle type(s) (City, POV, Citizen, etc.) and circle all damaged areas related to this incident.



_____ Vehicle _____ Vehicle

Investigating Supervisor Name: _____ Signature: _____ Date: _____

Vehicle/Industrial Incident Processing Form for Police, Fire-Rescue and Lifeguards Screener

Employee's Name: _____

Screener's Name: _____ Incident Date/Time: _____

Date CD-1551 & CD-1555 Received at Screener: _____ Screening Date: _____

Type: Vehicle Industrial No Vehicle/Industrial Non-Preventable
No Vehicle/Industrial Preventable Vandalism/Crime

Cause of Incident (Reference CVC Worksheet): _____

Incident Category: 1A 1B 2 3 4 Non-Preventable Explanation: _____

Employee Preventable Incident History within LCFYP None

DATE	CATEGORY/POINTS	ASSIGNED DISCIPLINE
1st: _____		
2nd: _____		
3rd: _____		
4th: _____		

Employee accepted screening: Yes (complete incident history and forward to AA) No (forward to IRC Chair)

Incident Review Committee

Hearing Date: _____ IRC Screening Results/Recommendations: _____

Type: Vehicle Industrial No Vehicle/Industrial Non-Preventable
No Vehicle/Industrial Preventable Vandalism/Crime

Incident Category: 1A 1B 2 3 4 Non-Preventable

IRC Chair Signature: _____ Date: _____

Appointing Authority/Assistant or Deputy Chief

Appointing Authority imposed discipline: _____

Does discipline deviate from Discipline Chart? Yes No (If imposed discipline deviates from the Discipline Chart, a detailed justification **MUST** be provided and be approved by the Appointing Authority/Assistant or Deputy Chief before issued)

Served by (print): _____ Date: _____

Appointing Authority Signature: _____ Date: _____

Assistant or Deputy Chief Signature: _____ Date: _____

Employee accepted discipline: Yes No Employee requested appeal hearing: Date requested: _____

Appeals

Appeals Date: _____ Imposed discipline (final action from the appeal): _____

Appeal Hearing Officer Signature: _____ Date: _____

Chief's Signature: _____ Date: _____

Does discipline deviate from Discipline Chart? Yes No (If imposed discipline deviates from the Discipline Chart, a detailed justification **MUST** be provided and be approved by the Chief before issued).