

# **TRAFFIC STOP DATA COLLECTION**

## **2024 TRAFFIC STOP DATA SHEET**

### **EXPLANATION OF REQUIRED DATA ELEMENTS**

Illinois Department of Transportation  
Office of Planning & Programming  
Bureau of Data Collection  
January 1, 2024

**2024 TRAFFIC STOP DATA SHEET**

The information contained in the 2024 Traffic Stop Data Sheet will need to be collected and submitted to the Illinois Department of Transportation (IDOT). This form can be printed from IDOT's website. It is up to the individual agency to determine the best means of collecting this data.



**Traffic Stop Data Sheet**

Agency Code

**\*\*Section A - Traffic Stop Information\*\***

Date of Stop (MM/DD/YYYY)  Time of Stop (Military Time)  Duration of Stop (Minutes)

Officer Name  Officer Badge Number

Name of Driver

Address  City  State  Zip Code

Vehicle Make  Vehicle Year  Driver's Year of Birth (ex: 1957)

Driver Sex  
1  Male 2  Female 3  Gender X (Non-Binary, etc.) 9  Unknown

Driver Race  
1  White 2  Black or African American 3  American Indian or Alaska Native 4  Hispanic or Latino 5  Asian  
6  Native Hawaiian or Other Pacific Islander

Reason for Stop  
1  Moving Violation 2  Equipment 3  Commercial Vehicle 4  License Plate / Registration

If Moving, Type of Violation  
1  Speed 2  Lane Violation 3  Seat Belt 4  Traffic Sign or Signal 5  Follow too Close 6  Other

Result of Stop  
1  Citation 2  Written Warning 3  Verbal Warning / Stop Card

Beat of Location Stop

**\*\*Section B - Searches\*\***

Vehicle Consent Search Requested?  Yes  No Consent Given?  Yes  No Search Conducted?  Yes  No Search Conducted By?  Consent  Other

If yes, what was found: 1  Drugs 2  Drug Paraphernalia 3  Alcohol 4  Weapon 5  Stolen Property 6  Other

If a search of the Vehicle was conducted, was contraband found? 1  Yes 2  No

If the contraband found was drugs, what was the amount? 1  < 2 grams 2  2-10 grams 3  11-50 grams 4  51-100 grams 5  > 100 grams

Driver Consent Search Requested?  Yes  No Consent Given?  Yes  No Search Conducted?  Yes  No Search Conducted By?  Consent  Other

Passenger(s) Consent Search Requested?  Yes  No Consent Given?  Yes  No Search Conducted?  Yes  No Search Conducted By?  Consent  Other

If a search of the Driver or Passenger(s) was conducted, was contraband found? 1  Yes 2  No

If yes, what was found: 1  Drugs 2  Drug Paraphernalia 3  Alcohol 4  Weapon 5  Stolen Property 6  Other

If the contraband found was drugs, what was the amount? 1  < 2 grams 2  2-10 grams 3  11-50 grams 4  51-100 grams 5  > 100 grams

**\*\*Section C - Police Dog Sniff Searches\*\***

Did a police dog perform a sniff of the vehicle? 1  Yes 2  No

If a police dog performed a sniff of the vehicle, did the dog alert to the presence of contraband? 1  Yes 2  No

If an alert occurred, was the vehicle searched? 1  Yes 2  No

If the vehicle was searched, was contraband found? 1  Yes 2  No

If yes, what was found: 1  Drugs 2  Drug Paraphernalia 3  Alcohol 4  Weapon 5  Stolen Property 6  Other

If the contraband found was drugs, what was the amount? 1  < 2 grams 2  2-10 grams 3  11-50 grams 4  51-100 grams 5  > 100 grams

## **2024 TRAFFIC STOP DATA SHEET INSTRUCTIONS**

The following information must be collected whenever an officer stops a motorist for a traffic violation (even when only a verbal warning is given). This data must be submitted to IDOT.

### **SECTION A – TRAFFIC STOP INFORMATION**

#### **Agency Code**

This number is unique to your agency and provided by IDOT. (This field is not required to be completed since this is for internal use only. This field is not included in the DB File Format)

- Format: 5 digit number (Example: 12354)

#### **Date of Stop**

This is the date the traffic stop occurred.

- Format: MM/DD/YYYY (Example: 01/01/2024)

#### **Time of Stop**

This is the time the traffic stop occurred. The time of stop should be recorded in military time.

- Format: HH:MM (Example: 15:45)

#### **Duration of Stop**

This is the total time, in minutes, from when the vehicle was stopped until the driver is free to leave or taken into physical custody.

- Example: 1 hour should be recorded as 60 minutes (60)

#### **Officer Name**

This field should list name of the officer who conducted the traffic stop.

- Example: Chris Jones

#### **Officer Badge Number**

This should list the badge number of the officer who conducted the traffic stop.

- Example: 245

#### **Name of Driver**

List the name of the driver.

- Format: Last Name, First Name (Example: Smith, John)

#### **Address**

List the driver's address.

- Example: 2134 S. Main St.

#### **City**

List the driver's city.

- Example: Springfield

#### **State**

List the driver's state.

- Example: IL

### Zip Code

List the driver's zip code.

- Example: 62703

### Vehicle Make

List the make of the vehicle stopped.

- Example: Dodge

### Vehicle Year

List the year of the vehicle stopped.

- Format: YYYY (Example: 2024)

### Driver's Year of Birth

List the year of birth for the driver.

- Format: YYYY (Example: 1981)

### Driver Sex

Select the sex of the driver.

- 1: Male
- 2: Female
- 3: Gender X (Non-Binary, etc.)
- 4: Unknown

### Driver Race

Select the race of the driver. This should be the officer's "subjective determination of the race of the person stopped" (625 ILCS 5/11-212). Public Act 97-0396 changed the race categories for the traffic stop study (effective: January 1, 2012). These new categories correlate with the 2010 census data. The race categories are: American Indian or Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, White. To be consistent with the previous form, the categories will be listed in the following order:

- 1: White
- 2: Black or African American
- 3: American Indian or Alaska Native
- 4: Hispanic or Latino
- 5: Asian
- 6: Native Hawaiian or Other Pacific Islander

Public Act 97-0396 provides a description for each race category.

- "White" means a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- "Black or African American" means a person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black or African American".
- "American Indian or Alaska Native" means a person having origins in any of the original peoples of North and South America, including Central America, and who maintains tribal affiliation or community attachment.
- "Hispanic or Latino" means a person of Cuban, Mexican, Puerto Rican, South or Central

American, or other Spanish culture or origin, regardless of race.

- "Asian" means a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, but not limited to, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- "Native Hawaiian or Other Pacific Islander" means a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

#### Reason for Stop

This is the initial reason the vehicle was stopped. If a vehicle was stopped for speeding, but the driver was given a citation for no insurance, speeding would be the "Reason for Stop." Also, if "Moving Violation" is selected as the reason for stop, the "Type of Moving Violation" must be completed. Note: A seatbelt violation is listed as a "Moving Violation."

- 1: Moving Violation
- 2: Equipment
- 3: License Plate/Registration
- 4: Commercial Vehicle

#### *"Commercial Vehicle" Explanation*

Commercial Vehicle has been added as an option for this field. This should be checked when the primary reason for the stop was a violation of rules and regulations related to commercial vehicles. "Commercial Vehicle" should not be selected when the commercial vehicle was stopped for a Moving Violation, Equipment Violation, or License Plate/Registration Violation. For example, if a commercial vehicle was stopped because they look like they may be possibly overweight, then it would be appropriate to select this option. However, if a commercial vehicle was stopped for speeding, then Moving Violation/Speeding should be selected.

#### Type of Moving Violation (If "Reason for Stop" is Moving Violation)

This field needs to be completed if the reason for stop was a "Moving Violation."

- 1: Speed
- 2: Lane Violation
- 3: Seat Belt
- 4: Traffic Sign or Signal
- 5: Follow too close
- 6: Other

#### Result of Stop

This is the most severe outcome of the stop. If a vehicle is stopped, and the driver receives a citation and a warning, "Citation" should be selected. You will only fill out one Traffic Stop Data Sheet per stop (even if they receive several citations, warnings, etc).

- 1: Citation
- 2: Written Warning
- 3: Verbal Warning (stop card)

#### Beat Location of Stop

Enter the beat location of the stop. This field should indicate where the stop occurred. This is a required field, and entering "0" or leaving this field blank is not acceptable. It is up to the

agency to determine the best method to identify location of stop using this field.

## **SECTION B – SEARCHES**

### *Entering Information about searches*

The Illinois Traffic Stop Study (ITSS) includes information about searches conducted during vehicle stops. The law that created the study defined two general categories of search, consent searches and searches by other means. When completing the questions about searches, officers should focus on the **principle justification for the search**.

Note: If an officer conducts a vehicle consent search he should indicate that the search was based on “consent.” That is, even if there was another type of search conducted on the same stop this will be classified as a consent search. A consent search is a search that is based on a request by the officer to conduct a search and there no other legal or procedural justification for the search. On some occasions an officer may request to consent search a vehicle and the driver denies the request. The officer should complete the form to indicate that consent was requested and denied. However, if a search is subsequently performed based on some other justification, after the consent search is denied, that information should be entered in the appropriate section.

### *Documenting passenger search information when multiple passengers are searched*

If any of the passengers are searched based on a consent search request, the passenger search section should reflect that a consent search was requested, consent was given, and a search was conducted based on “consent.” For example, if there are two passengers searched, and one passenger is searched based on consent, and the other passenger is searched based on means other than consent, this search should be recorded as “consent.”

## **VEHICLE SEARCH INFORMATION**

### Vehicle Consent Search Requested?

Choose “Yes” or “No” for this field.

- Yes – Officer requested consent to search the vehicle and this request is the principle justification for the search.
- No – Vehicle consent search was not requested by the officer

### Vehicle Consent Given?

If “Yes” is selected for “Vehicle Consent Search Requested?” then you must answer “Yes” or “No” to whether consent was given to search the vehicle.

If “No” is selected for “Vehicle Consent Search Requested?” then this field is Not Applicable.

- Yes – Officer requested consent to search the vehicle and consent was given by the driver.
- No – Officer requested consent to search the vehicle and consent was denied by the driver.

### Vehicle Search Conducted?

Choose “Yes” or “No” for this field.

- Yes – Vehicle search was conducted by the officer
- No – Vehicle search was not conducted by the officer

### Vehicle Search Conducted By?

If “Yes” is selected for “Vehicle Search Conducted?” then you must specify the means by which the search was conducted.

If “No” is selected for “Vehicle Search Conducted?” then this field is Not Applicable.

- Consent – the principle justification for the search is based on a consent search request by the officer and consent was given by the driver.
- Other – the principle justification for the search is based on means other than consent of the driver.

### **VEHICLE CONTRABAND INFORMATION**

If “Yes” is selected for “Vehicle Search Conducted,” then you must specify whether or not contraband was found, the type of contraband found, and the amount (if the contraband found was drugs).

If “No” is selected for “Vehicle Search Conducted?” then these fields are Not Applicable.

#### **If a search of the vehicle was conducted, was contraband found?**

- Yes – Vehicle search conducted, contraband found.
  - Vehicle - Drugs (Yes/No)
    - Vehicle - If the contraband found was “Drugs”, then specify the amount in grams.
      - 1: < 2 grams
      - 2: 2-10 grams
      - 3: 11-50 grams
      - 4: 51-100 grams
      - 5: > 100 grams
  - Vehicle - Drug Paraphernalia (Yes/No)
  - Vehicle - Alcohol (Yes/No)
  - Vehicle - Weapon (Yes/No)
  - Vehicle - Stolen Property (Yes/No)
  - Vehicle - Other (Yes/No)
- No – Vehicle search conducted, contraband not found.

### **DRIVER SEARCH INFORMATION**

#### **Driver Consent Search Requested?**

Choose “Yes” or “No” for this field.

- Yes – Officer requested consent to search the Driver and this request is the principle justification for the search.
- No – Driver consent search was not requested by the officer

#### **Driver Consent Given?**

If “Yes” is selected for “Driver Consent Search Requested?” then you must answer “Yes” or “No” to whether consent was given to search the Driver.

If “No” is selected for “Driver Consent Search Requested?” then this field is Not Applicable.

- Yes – Officer requested consent to search the Driver and consent was given by the driver.
- No – Officer requested consent to search the Driver and consent was denied by the driver.

#### **Driver Search Conducted?**

Choose “Yes” or “No” for this field.

- Yes – Driver search was conducted by the officer

- No – Driver search not conducted by the officer

#### Driver Search Conducted By?

If “Yes” is selected for “Driver Search Conducted?” then you must specify the means by which the search was conducted.

If “No” is selected for “Driver Search Conducted?” then this field is Not Applicable.

- Consent – the principle justification for the search is based on a consent search request by the officer and consent was given by the driver.
- Other – the principle justification for the search is based on means other than consent of the driver.

### **PASSENGER(S) SEARCH INFORMATION**

#### Passenger(s) Consent Search Requested?

Choose “Yes” or “No” for this field.

- Yes – Officer requested consent to search the Passenger(s) and this request is the principle justification for the search.
- No – Passenger(s) consent search was not requested by the officer

#### Passenger(s) Consent Given?

If “Yes” is selected for “Passenger(s) Consent Search Requested?” then you must answer “Yes” or “No” to whether consent was given to search the Passenger(s).

If “No” is selected for “Passenger(s) Consent Search Requested?” then this field is Not Applicable.

- Yes – Officer requested consent to search the Passenger(s) and consent was given by the Passenger(s).
- No – Officer requested consent to search the Passenger(s) and consent was denied by the Passenger(s).

#### Passenger(s) Search Conducted?

Choose “Yes” or “No” for this field.

- Yes – Passenger(s) search was conducted by the officer.
- No – Passenger(s) search was not conducted by the officer.

#### Passenger(s) Search Conducted By?

If “Yes” is selected for “Passenger(s) Search Conducted?” then you must specify the means by which the search was conducted.

If “No” is selected for “Passenger(s) Search Conducted?” then this field is Not Applicable.

- Consent – the principle justification for the search is based on a consent search request by the officer and consent was given by the Passenger(s).
- Other – the principle justification for the search is based on means other than consent of the Passenger(s).

### **DRIVER/PASSENGER(S) CONTRABAND INFORMATION**

If “Yes” is selected for “Driver Search Conducted?” or “Passenger(s) Search Conducted?” then you must specify whether or not contraband was found, the type of contraband found, and the amount (if the contraband found was drugs).

If “No” is selected for “Driver Search Conducted?” and “Passenger(s) Search Conducted?”, then these fields are Not Applicable.

#### If a search of the Driver or Passenger(s) was conducted, was contraband found?

- Yes – Driver or Passenger(s) search conducted, contraband found.



- Driver or Passenger(s) - Drugs (Yes/No)
    - Driver or Passenger(s) - If the contraband found was "Drugs", then specify the amount in grams.
      - 1: < 2 grams
      - 2: 2-10 grams
      - 3: 11-50 grams
      - 4: 51-100 grams
      - 5: > 100 grams
  - Driver or Passenger(s) - Drug Paraphernalia (Yes/No)
  - Driver or Passenger(s) - Alcohol (Yes/No)
  - Driver or Passenger(s) - Weapon (Yes/No)
  - Driver or Passenger(s) - Stolen Property (Yes/No)
  - Driver or Passenger(s) - Other (Yes/No)
- No – Driver or Passenger(s) search conducted, contraband not found.

### **SECTION C – POLICE DOG SNIFF SEARCHES**

Officers are required to provide information about the use of police dogs on vehicle searches (Public Act 97-0469). Each time a dog is used to search a vehicle this data should be completed. There may be occasions when the dog is used along with other search strategies. For example, if a person granted permission to conduct a consent search, the officer would complete the appropriate information and indicate that the search was based on consent. If, however, subsequent to that search a police dog was used to search the vehicle that information should be completed. If contraband is found the officer should include that information in the appropriate section. That is, if contraband is located during the consent search it should be included under the consent search section. If, by contrast, it is found based on the dog sniff it should be included in that section.

#### Did a police dog perform a sniff of the vehicle?

Choose "Yes" or "No" for this field.

- Yes – Police dog performed a sniff of the vehicle.
- No – Police dog did not perform a sniff of the vehicle.

#### If a police dog performed a sniff of the vehicle, did the dog alert to the presence of contraband?

If "Yes" is selected for "Did a police dog perform a sniff of the vehicle?" then you must answer "Yes" or "No" to whether or not the dog alerted to the presence of contraband.

If "No" is selected for "Did a police dog perform a sniff of the vehicle?" then this field is Not Applicable.

- Yes – Police dog performed a sniff of the vehicle, dog alerted to the presence of contraband.
- No – Police dog performed a sniff of the vehicle, dog did not alert to the presence of contraband.

*If an alert occurred, was the vehicle searched?*

If “Yes” is selected for “If a police dog performed a sniff of the vehicle, did the dog alert to the presence of contraband?” then you must answer “Yes” or “No” to whether or not the vehicle was searched.

If “No” is selected for “If a police dog performed a sniff of the vehicle, did the dog alert to the presence of contraband?” then this field is Not Applicable.

- Yes – Police dog alerted to the presence of contraband and the vehicle was searched.
- No – Police dog alerted to the presence of contraband, but the vehicle was not searched.

***POLICE DOG SNIFF SEARCH CONTRABAND INFORMATION***

If “Yes” is selected for “If an alert occurred, was the vehicle searched?” then you must specify whether or not contraband was found, the type of contraband found, and the amount (if the contraband found was drugs).

If “No” is selected for “If an alert occurred, was the vehicle searched?” then these fields are Not Applicable.

*(Police Dog Sniff Search) If the vehicle was searched, was contraband found?*

- Yes – (Police Dog Sniff Search) Vehicle search conducted, contraband found.
  - *Police Dog Sniff Search - Drugs (Yes/No)*
    - *Police Dog Sniff Search - If the contraband found was “Drugs” then specify the amount in grams.*
      - 1: < 2 grams
      - 2: 2-10 grams
      - 3: 11-50 grams
      - 4: 51-100 grams
      - 5: > 100 grams
  - *Police Dog Sniff Search - Drug Paraphernalia (Yes/No)*
  - *Police Dog Sniff Search - Alcohol (Yes/No)*
  - *Police Dog Sniff Search - Weapon (Yes/No)*
  - *Police Dog Sniff Search - Stolen Property (Yes/No)*
  - *Police Dog Sniff Search - Other (Yes/No)*
- No – (Police Dog Sniff Search) Vehicle search conducted, contraband not found.