



EXCELLENCE IN POLICING INITIATIVE

Vehicle Pursuit Reporting Guide

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New Jersey Office of the Attorney General

www.njoag.gov/force



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NEW JERSEY ATTORNEY GENERAL OFFICE VEHICLE PURSUIT REPORTING PORTAL GUIDE

Through Benchmark Analytics, the New Jersey Office of the Attorney General has created a portal for all law enforcement officers in New Jersey to complete a report on a reportable use of force, show of force, or vehicle pursuit, submit it to their supervisor(s) for review, and submit it to the Office of the Attorney General. Officers may save a copy of their report for their own records. Command Staff in each agency have access to reporting and analytic features for their department. Each Prosecutor has access to these features for each agency in their jurisdiction.

Questions and Support

Direct technical questions about the use of force form or portal to Benchmark Analytics at:

TECHNICAL QUESTIONS

Support@benchmarkanalytics.com

1-888-40BENCH, option 2

Direct content questions, including when to fill out the use of force report and/or the definition of use of force first to your agency command staff, then your Prosecutor's Office, and finally the Office of the Attorney General. Questions may be emailed to the OAG at force@njoag.gov.

CONTENT QUESTIONS

Agency Command Staff

Prosecutor's Office

force@njoag.gov

Vehicle Pursuit

Vehicle pursuits should be initiated only in limited circumstances. In determining to pursue a vehicle, the officer's decision to pursue should always be undertaken with an awareness of the degree of risk to which the officer exposes law enforcement and the community by engaging in a vehicular pursuit. The officer must always weigh the need for immediate apprehension against the risk created by the pursuit. For more information, See “Attorney General’s Use of Force Policy: Addendum B Vehicular Pursuit Policy”.¹

Agencies must use the following vehicle pursuit definitions while using Benchmark.

What is a Vehicle Pursuit?

A vehicle pursuit involves pursuit driving which is an active attempt by a law enforcement officer operating a motor vehicle and utilizing emergency warning lights and an audible device to apprehend one or more occupants of another moving vehicle when the officer reasonably believes that the driver of the fleeing vehicle is aware of the officer's attempt to stop the vehicle and is resisting apprehension by increasing vehicle speed, committing traffic violations or otherwise attempting to elude the officer. It shall not constitute pursuit driving if the fleeing vehicle follows all traffic regulations after the officer activates the emergency warning lights and audible device (siren).

¹ See <https://www.njoag.gov/force>.

AN OFFICER MAY PURSUE WHEN

Officer reasonably believes that the violator has committed, or is engaged in a conspiracy or attempt to commit, any crime of the first degree or one of the following violent or serious crimes of the second degree:

- Manslaughter, N.J.S.A. 2C:11-4
- Vehicular Homicide, N.J.S.A. 2C:11-5
- Aggravated Assault, N.J.S.A. 2C:12-1(b)
- Disarming a Law Enforcement Officer, N.J.S.A. 2C:12-11
- Kidnapping, N.J.S.A. 2C:13-1
- Luring/Enticing a Child, N.J.S.A. 2C:13-6
- Human Trafficking, N.J.S.A. 2C:13-8
- Sexual Assault, N.J.S.A. 2C:14-2
- Robbery, N.J.S.A. 2C:15-1
- Arson, N.J.S.A. 2C:17-1
- Burglary, N.J.S.A. 2C:18-2
- Escape, N.J.S.A. 2C:29-5

OR

When an officer reasonably believes that the violator poses an imminent threat to the safety of the public or other officers, based upon the violator’s actions or operation of the vehicle prior to the initiation of the attempted motor vehicle stop.

Benchmark Analytics

The OAG has partnered with Benchmark Analytics to create a secure portal to collect use of force and vehicle pursuit reports and provide agencies with analytics on these reports.



USE OF FORCE PORTAL ADDRESS

<https://bms.benchmarkonline.app>

For information on how to log into Benchmark and the features within the system, please see the Use of Force Reporting Portal Guide.

Completing a Vehicle Pursuit Report

Each officer who engages in a pursuit is required to complete their own vehicle pursuit report. In instances where an officer is unable or unwilling to complete such a report, a supervisor may complete the report in their place.

Click on “New Report” on the left menu. Select the “NJOAG Vehicle Pursuit” button. The form will load.

Overview

© New NJOAG Vehicle Pursuit 2022 PILOT Report

The Vehicle Pursuit Report contains four tabs. These tabs are:

Incident

Police Vehicle

Pursued Vehicle

Injuries and Damages

TIPS

SAVE OFTEN.

All fields on the form are required.

For some fields, only one answer may be selected. An arrow on the right side of the response field indicates only one option may be selected.

In multi-answer fields, select ALL options that apply.

In all fields with pre-defined options, you may choose a response by scrolling the list OR by typing into the box. Typing will filter responses matching typed text. Select your choice.

Navigate from one tab to another by clicking the tab on the top menu bar or clicking “next” or “previous” on the bottom of the screen.

Incident Tab

Incident Information

Agency Case Number*

Reason for Pursuit*

Pursuit Initiated by Other Agency? No

Incident Date*

Time Pursuit Initiated*

Address / Location of Pursuit Initiated* Municipality Initiated In*

Address / Location of Pursuit Terminated* Municipality Terminated In*

Distance Traveled*

Enter mileage in miles, including cents (e.g. 1.2)

Time Pursuit Ended*

Conditions for Roadway 1

Type of roadway* Area Description*

Surface Conditions*

Weather*

Vehicular Traffic Conditions* Pedestrian Traffic Conditions*

[Conditions for Roadway](#)

Emergency Equipment Activated No Why was emergency equipment not activated?

Number of Marked Vehicles*

Number of Unmarked Vehicles*

Was an Outside Agency Involved? No

Was continued pursuit authorized by supervisor? No Pursuit Outcome*

This tab captures general information about the incident and location(s) of the pursuit. Officers will complete information on mileage, roadway conditions, number of vehicles involved, and the outcome of the pursuit.

WHEN COMPLETING THIS REPORT ENTER INFORMATION RELATED TO YOUR OWN INVOLVEMENT IN THE PURSUIT- E.G. THE DISTANCE YOU TRAVELLED, NOT THE OVERALL DISTANCE OF THE PURSUIT.

Agency Case #/File #/Incident #

NOTE: This field will be used to link reports on the same incident. Ensure adherence to your agency case number nomenclature.

Reason for Pursuit (select all that apply)

Select applicable categories to describe the reason for the pursuit from the list below. Response options shall include an attempt or conspiracy to commit the selected crime.

DEFINITIONS

1st Degree Crime

Manslaughter, N.J.S.A. 2C:11-4

Vehicular Homicide, N.J.S.A. 2C:11-5

Aggravated Assault, N.J.S.A. 2C:12-1(b)

Disarming a Law Enforcement Officer, N.J.S.A. 2C:12-11

Kidnapping, N.J.S.A. 2C:13-1

Luring/Enticing a Child, N.J.S.A. 2C:13-6

Human Trafficking, N.J.S.A. 2C:13-8

Sexual Assault, N.J.S.A. 2C:14-2

Robbery, N.J.S.A. 2C:15-1

Arson, N.J.S.A. 2C:17-1

Burglary, N.J.S.A. 2C:18-2

Escape, N.J.S.A. 2C:29-5

Imminent Threat to Public or Other Officers

This response prompts a follow-up question requesting further specification.

Other

Pursuit Initiated by Other Agency

Indicate whether the pursuit was initiated by another agency

RESPONSE OPTIONS

Yes

Selecting “Yes” prompts a follow-up question to specify the other agency

No

Incident Date

Time Pursuit Initiated (military time)

Address/Location of Pursuit Initiated

Municipality Initiated In

Address/Location of Pursuit Terminated

Municipality Terminated In

Distance Travelled

Indicate whether you will be entering mileage information as an **approximate** or **actual** mileage

Enter Mileage

Time Pursuit Ended

Conditions for Roadway 1



ENTER ROADWAY TYPE FOR EACH ROADWAY YOU TRAVELLED DURING YOUR INVOLVEMENT IN THE PURSUIT. CLICK “+ TYPE FOR ROADWAY’ TO ADD ANOTHER ROADWAY TO THE FORM.

Types of Roadway

Classify the roadway.

RESPONSE OPTIONS

State highway

Municipal roadway

County highway

Private roadway

Area Description

Classify the area of roadway 1- select all that apply.

RESPONSE OPTIONS

Residential

Urban

Other Highway

Commercial

Suburban

Construction

Divided Highway

Rural

Surface Conditions

Classify the surface conditions of roadway 1- select all that apply.

RESPONSE OPTIONS

Wet

Muddy

Dry

Other

Icy/Snowy

Weather

Indicate weather conditions of roadway 1. Select all that apply.

RESPONSE OPTIONS

Clear

Fog

Cloudy

Severe Crosswinds

Rain

Other

Snow/sleet/ice

Vehicle Traffic Conditions

Indicate vehicle traffic conditions of roadway 1. Select all that apply.

RESPONSE OPTIONS

None

Medium

Light

Heavy

Pedestrian Traffic Conditions

Indicate pedestrian traffic conditions of roadway 1. Select all that apply.

RESPONSE OPTIONS

None

Medium

Light

Heavy

Emergency Equipment Activated

RESPONSE OPTIONS

Yes

No

Selecting “No” prompts a follow-up question. [See](#) “Why was emergency equipment not activated?”

Why was emergency equipment not activated?

RESPONSE OPTIONS

No Sirens

Sirens not functioning properly

No Lights

Lights not functioning properly

Number of Marked Vehicles

Number of Unmarked Vehicles

Was an Outside Agency Involved

Was continued pursuit authorized by supervisor?

RESPONSE OPTIONS

Yes

Selecting “Yes” prompts a follow-up question. [See](#) “Authorizing Supervisor”

No

Authorizing Supervisor

Pursuit Outcome

RESPONSE OPTIONS

Vehicle Stopped

Officer Crashed

Subject Vehicle Crashed

Pursuit Terminated

Suspect Escaped

Click "Save Draft" and then click "Next" in the bottom right hand corner to move to the next Tab.

Save Draft

Next

Police Vehicle Tab

Police Vehicle Information

Initiating Officer or Assisting Police Vehicle*

Driver Name*

Police Vehicle Number*

Police Vehicle Type*

Police Vehicle Marked No

Officer recording available? No

Approximate Top Speed Reached (mph)*

This tab captures information pertaining to the police vehicle the submitting officer used during the vehicle pursuit.

Initiating Officer or Assisting Police Vehicle?

Indicate whether you are the primary police vehicle or the assisting police vehicle.

Driver Name

Police Vehicle Number

Police Vehicle Type

RESPONSE OPTIONS

Car

Pick-Up Truck

SUV

Motorcycle

Police Vehicle Marked

Approximate Top Speed Reached

Officer Recording Available

RESPONSE OPTIONS

Yes

No

Selecting “Yes” prompts a follow-up question. See “Specify Type of Recording Available”

Specify Type of Recording Available

RESPONSE OPTIONS

Dash Cam

Body Cam

Officer Race

Indicate officer’s race according to the Federal OMB standard. Select all that apply.

Click “Save Draft” and then click “Next” in the bottom right hand corner to move to the next Tab.

Save Draft

Next

Pursued Vehicle Tab

Pursued Vehicle Information

Do you know the driver's information? No

Vehicle Type*

Vehicle Make*

Vehicle Year*

Tire Deflation Device Used? No

Was subject Arrested at the end of the pursuit?*

Vehicle Model*

Pursued Vehicle Actions During the Pursuit*

Number of Passengers*

This tab captures information pertaining to the pursued (or violator’s) vehicle during the vehicle pursuit.

Driver Identification if known- name, address, age, gender, race, and ethnicity

Vehicle Type

Vehicle Make

Vehicle Model

Vehicle Year

Pursued Vehicle Actions During the Pursuit

Specify the actions of the pursued vehicle DURING the pursuit only.

RESPONSE OPTIONS

Disobeyed Stop Sign/Light

Drove Wrong Way

Forced Vehicle Off Road

Drove Without Lights

Hit and Run

Other

Speeding

None of the above

Weaving

Tire Deflation Device Used

RESPONSE OPTIONS

Yes

This response prompts a follow-up question requesting whether the device was successful and the identification of the officer deploying the deflation device. See “Successful?” and “Officer Deploying Deflation Device”.

No

Successful?

RESPONSE OPTIONS

Yes

No

Officer Deploying Deflation Device

Was the subject arrested at the end of the pursuit?

RESPONSE OPTIONS

Yes

No

Fled

Number of passengers

Click “Save Draft” and then click “Next” in the bottom right hand corner to move to the next Tab.

Save Draft

Next

Injuries and Damages Tab

Crashes

Any crashes associated with this pursuit?

 No

Injuries Information

Any injuries?

 No

Damages

Any damages to property?

 No

This tab captures information pertaining to any crashes, injuries, or damages incurred as the result of the vehicle pursuit, including those to officers, persons in the pursued vehicle, or third parties. For each section, officers may enter information for multiple crashes, injuries, and/or damages by clicking the appropriate add more button.

Crash Information

Number of Crashes²

Associated Case Number with the Crash

Address and Municipality of the Crash

Which Vehicles were involved in the Crash

RESPONSE OPTIONS

Police Vehicle

Suspect Vehicle

Third Party Vehicle

Injuries Information

Any Injuries?

Indicate whether you were injured.

RESPONSE OPTIONS

Yes

This response prompts several follow-up questions requesting further information.

No

² As defined in NJTR-1 Protocols and Instructions, a crash refers “to caus[ing] a vehicle or aircraft to have a collision, to be involved in a crash.”

Who was Injured?

RESPONSE OPTIONS

Primary Officer

Assisting Officer

Pursued Vehicle driver

Pursued Vehicle passenger

Third Party Driver

Third Party Passenger

Third Party Outside Vehicle

Pedestrian

Which Vehicle Involved in Injury

RESPONSE OPTIONS

Police Vehicle

Suspect Vehicle

Third Party Vehicle

NOTE: Response options for fields capturing information on injuries, medical treatment, and hospital treatment are identical to those used in the use of force form.

Type of injury

Was Person Killed?

Where was person pronounced?

Medical Treatment

Specify Hospital Treatment

Was first aid provided by an officer on scene?

Damages Information

Any damages to property?

What was damaged?

RESPONSE OPTIONS

- Car**
- Public/State/County/Municipal Property**
- Private Property**
- Business Property**

Which vehicle caused the damage?

RESPONSE OPTIONS

- Police Vehicle**
- Suspect Vehicle**
- Third Party Vehicle**

Click "Save Draft."



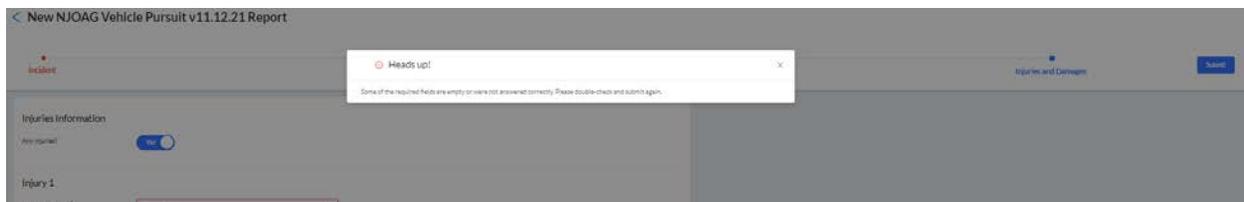
Submitting your Vehicle Pursuit Report

Click Submit on the top right.



Incomplete Fields

Any incomplete fields will be flagged and highlighted in red. These must be completed prior to submission.



Injuries Information

Any injuries? Yes

Injury 1

Who got injured?
 This field is required

Type of Injuries
 This field is required

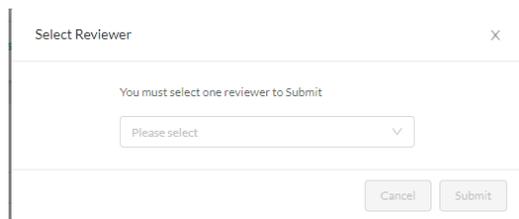
Was Person Killed? Yes

Which Vehicle Involved in Injury?
 This field is required

Where was person pronounced?
 This field is required

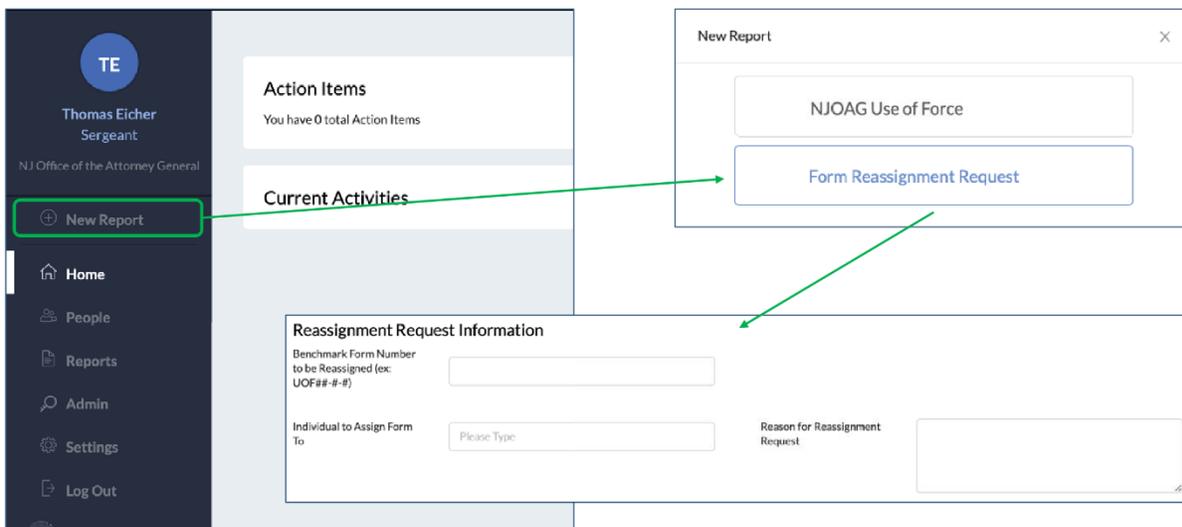
Selecting a Reviewer

Select a reviewer to review your vehicle pursuit report according to your agency's vehicle pursuit or review policies.



Changing the Selected Reviewer

Should an officer need to re-designate a reviewer on the vehicle pursuit report, this can be accomplished using the “Form Reassignment Request.” Under the “New Report” button, officers may select “Form Reassignment Request” and complete the required fields. Officers will need the Benchmark Form Number, the name of the new reviewer, and the reason for reassignment. The new reviewer will receive an email notification. Any user in your agency can request a form reassignment, however, once a report has been marked complete by a reviewer, it is final and cannot be reassigned. For further questions on modifying a completed report, please contact support@benchmarkanalytics.com .



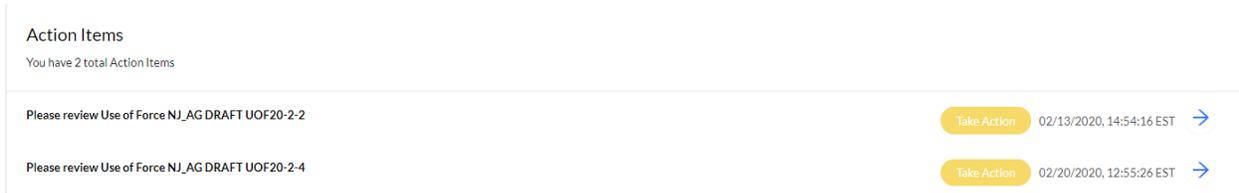
Printing your Report

To print your completed report (either as a hard copy or to print it as a PDF), click on the print icon on the top right.

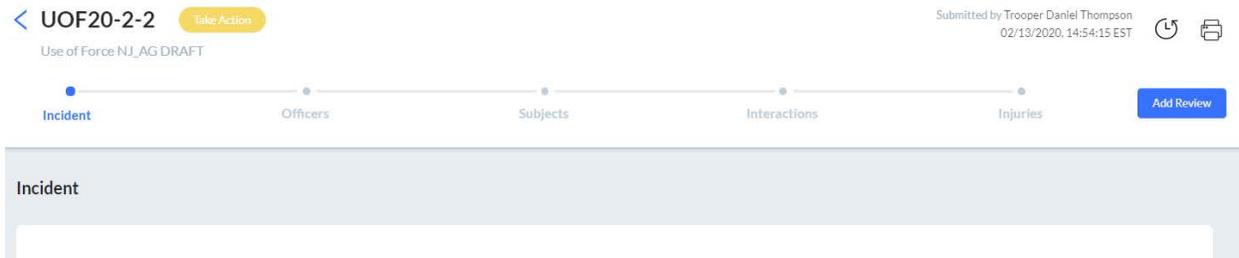


Reviewing a Completed Vehicle Pursuit Report

If you are selected as a reviewer on a vehicle pursuit report, you will receive a notification upon logging into Benchmark under the heading “Action Items.” If you are not the selected reviewer, you will not be able to review that vehicle pursuit report.



To review the report, click the blue arrow on the right side of the listed report. The completed report will open. You may review the report by clicking through the tabs.



When you are ready to complete your review, click “Add Review.” The page will scroll to the bottom of the page to complete your review by answering the following fields.

Resolution

Indicate your resolution to the report.

RESPONSE OPTIONS

Vehicle Pursuit Report Complete

Vehicle Pursuit Report Not Complete

This response will send the report back to the submitting officer. Specify in the “Notes” field what changes are needed to the report.

Notes

Indicate your notes on the review here, if applicable.