

TRAFFIC STOP DATA FORMAT GUIDE

Data should be formatted into Microsoft Excel or Access. The information that should be included in your dataset for reporting to the Maryland Statistical Analysis Center is included below. Please format your data according to the guidelines. The fields should appear labeled and in the order that they are presented below as well (without the numbers indicating order).

Fields to be Included

1. Agency

- Be consistent, use the same name, capitalization, etc each time

2. Gender

Code:

m = male

f = female

- Do not use capitalizations, spell out the gender, or use a numerical code

3. Race

Code:

w = Caucasian

b = African American

a = Asian

h = Hispanic

o = Other

u = Unknown

- Do not use capitalizations, spell out the race, or use a numerical code

4. Stop Reason

- This is the primary initial reason for the traffic stop
- Only report the Title and Subtitle for the following categories, please do not include other categories or any additional information.

Code:

13 = Title 13

21.2 = Title 21 Subtitle 2

21.3 = Title 21 Subtitle 3

21.4 = Title 21 Subtitle 4

21.6 = Title 21 Subtitle 6

21.7 = Title 21 Subtitle 7

21.8 = Title 21 Subtitle 8

21.9 = Title 21 Subtitle 9

21.11 = Title 21 Subtitle 11

21.13 = Title 21 Subtitle 13

21.14 = Title 21 Subtitle 14

22 = Title 22

24 = Title 24

99 = all other eligible traffic stops that do not fit into the above categories

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5. Registration

- Please indicate in-state or out of state registration, state of registration is not needed

Code:

i = in-state registration
o = out of state registration

- Do not capitalize, spell out registration status, or use numerical codes

6. Search

- Only code for stops in which a search took place

Code:

pers = person search only
prop = property search only
both = searched both person and property

- Do not capitalize, spell out type of search, or use numerical codes

7. Search Reason

- Only code for stops in which a search took place

Code:

cons = consensual search
incarrest = incident to arrest
exigent = exigent circumstances
prob = probable cause
k9 = K-9 Alert
other = all searches that cannot be categorized in the categories above

- Do not capitalize, spell out, use alternate categories, or use numerical codes

8. Disposition

- This refers to the search disposition
- Only code for stops in which a search took place

Code:

contra = contraband only
prop = property only
both = both contraband and property
none = nothing

- Do not capitalize, spell out, use alternate categories, or use numerical codes

9. Outcome

- Code for the most serious outcome. For example, if the driver received 2 citations and was arrested, only arrest should be coded. The order of severity is warning, citation, sero, arrest

Code:

warn = warning
cit = citation
sero = repair order
arr = arrest

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10. Arrest Reason

- Only code for cases in which arrest was the outcome of the stop

Code:

search = based on search

stop = based on traffic stop

other = all other reasons for arrest

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Example of Dataset Formatting

Agency	Gender	Race	Stop Reason	Registration	Search	Search Reason	Disposition	Outcome	Arrest Reason
Baltimore County	m	w	21.6	i	both	exigent	both	arrest	search
Baltimore County	m	w	21.4	i	both	incarrest	prop	arrest	other
Baltimore County	f	b	21.6	i				warn	
Baltimore County	m	h	13	i	prop	cons	none	cit	
Baltimore County	f	o	22	o	pers	prob	none	sero	
Baltimore County	f	a	22	i	both	cons	prop	arrest	search
Baltimore County	f	b	21.13	o				sero	
Baltimore County	m	w	21.8	i	prop	incarrest	prop	arrest	stop
Baltimore County	m	h	24	i	prop	k9	contra	arrest	search