

Regional Notification Guidelines (Update April 3, 2007)		NOTE: This does NOT replace Departmental procedures relating to responses to specific incidents (i.e. Bridge Flags trigger specific notifications within the Structures Division)					
		Response					
Level 1 - Routine		CARS (Low)	Transcom Notification (Downstate)	Transcom Notification (Upstate)	STICC Notification	TransAlert	E-Tip
<i>Incident</i>							
Disabled vehicle		?					
Signal maintenance issues/activities		?					
Roadkill							
Weather → Rain, light snow flurries, etc. with little or no impact on the public.							
Highway maintenance issues/activities → Scheduled maintenance work that has little impact on motorists (mowing, debris removal, etc.)		X					
Construction Activities → Scheduled construction taking place that has little impact on motorists		X	X				
Routine congestion → Recurring rush hour volume delays		X	X				
Event with minor property damage → An incident on the shoulder with little or no impact to the public							
Level 2 - Moderate		CARS (Normal)	Transcom Notification (Downstate)	Transcom Notification (Upstate)	STICC Notification	TransAlert	E-Tip
<i>Incident</i>							
Minor impacts to the transportation system caused by:							
▶ Events with lane closures less than 1 hour → Maintenance work that requires temporary closure of a lane → Minor property damage incident in the travel lane that is cleared within 20		X	X				
▶ Events with minor injuries → An incident on the shoulder causing noticeable slow-downs but not blocking traffic.		X	X				
▶ Weather → Unusual and unexpected weather conditions that are significantly impacting travel speeds (black ice) and/or public safety.		X					
▶ Minor planned events such as Travers weekend, Belmont Stakes, etc.		X	X				
▶ Lane closure → Construction work that takes one or more travel lanes and modestly impacts traffic. → An event involving a detour of less than one day with modest traffic impact.		X	X				
▶ Bridge posting/flag							
▶ Events on major highways or arteries during rush hour → Scheduled construction work causing modest slowdowns during peak hours.		X	X				

Regions determine which Level 1 and Level 2 events warrant notification to Regional staff.

Level 3 - High	CARS (High)	Transcom Notification (Downstate)	Transcom Notification (Upstate)	STICC Notification	TransAlert	E-Tip
Incident <i>(MAY be Raised to Level 4 based on severity)</i>						
Major impacts to the transportation system caused by:						
▶ Road closure or high impact lane closure → Construction or maintenance work that occupies more than 50% of the lanes or takes a single travel lane on a congested limited access highway during peak hours → An event involving a moderate detour lasting more than one day or having heavy → Any verified blocking incident that is causing delays of more than 15 minutes. → Any lane closures that will cause delays of more than 15 minutes. → All lanes are blocked in one or both directions or a critical ramp is blocked with no easily-accessed alternative route. → Standing water or other obstruction across an otherwise open roadway.	X *	X	X (Interstates)	X	?	?
▶ Major planned events such as marathons or parades with road closures or detours → Special events with high traffic impact	?	X		X		X
▶ Weather related (or threat of ...) - blizzard, ice, high wind, flooding, landslide, → Widespread , very disruptive weather or poor visibility conditions (ice, fire, fog).	X			X	?	?
▶ Bus/Plane/Train/Ferry crash	?	?		X	?	
▶ Transit strike or transit interruption with widespread disruption	X	X		X	?	?
Other Significant Events Requiring Notification:						
▶ Work Zone vehicle intrusion, injury/fatal crash, or worker injury/death (may be level 4)	?	?		X	?	
▶ Bus incident (note: school bus may be level 4)	?	?		X	?	
▶ Train, Aircraft, or Ferry incident (including security issues)		?		X		
▶ Theft of aircraft, train, ferry, or state vehicle				X		
Potential Safety Hazards Requiring Notification:						
▶ Bridge Hit or structural failure	X	?	?	X	?	
▶ Significant HazMat Spill	?	X	?	X	?	
▶ Major Police or Fire Department Activity	X			X	?	
▶ Threat of terrorism or Bomb scare				X		
Request by Local Jurisdiction for NYSDOT Assistance				X		
Amber Alerts				X	X	
Other significant Event which in your professional judgement warrants notification or coordination with MO program areas. → Any widespread high level safety risk. → An event with an element of high visibility that will cause motorists to be seriously distracted (visible flames, a standoff with police, a suicidal person, etc).	? *	?		X	?	
Level 4 - Critical	CARS (Highest)	Transcom Notification (Downstate)	Transcom Notification (Upstate)	STICC Notification	TransAlert	E-Tip
Incident						
School bus incident resulting in injuries	?			X	?	
Closure (estimated) for 6 or more hours of a major highway or bridge facility (excluding construction or maintenance work or typical weather-related closures) → A fatality with an extended accident investigation scene expected. → A widespread event or emergency where traffic will be severely impacted over a long section of roadway over an extended period of time.	X	X	X	X	X	X
Crash or event involving injuries or deaths of 10 or more people	X	?	?	X	?	
Crash involving 20 or more vehicles	X	?	?	X	?	
Event involving DOT-owned building such as fire, flood, bomb threat				X		
Death of a DOT employee or DOT contractor employee on the job				X		
Event involving serious injury to a major public figure such as a member of congress, diplomat, etc				X		
Event such as a multi-vehicle, railroad crossing, bridge collapse, evacuation, border crossing, etc involving major media attention.	?			X	?	?
* CARS level may be "Highest" based on the actual incident. See the "IEN Impact Priority Criteria Table" for more information.		X - Response necessary		? - Response may be necessary based on details of event. See criteria.		