



# Tell DVSA about a collision/incident if you're an Earned Recognition operator

**!** You must complete this form if you are an existing DVSA Earned Recognition operator and want to tell DVSA about any of the following collisions/incidents or events involving vehicles, persons or legal entities.

**!** If you need any further information or advice, please contact the ER team at [dvs aer@dvsa.gov.uk](mailto:dvs aer@dvsa.gov.uk).

Please select one or more boxes

Fatalities

Serious injuries (defined as breakage of any bone, damage to a major organ or hospitalisation overnight)

Allegations of a safety defect

Serious damage as a result of the incident (defined as major body and/or mechanical components damage, requiring specialist recovery and the vehicle being taken out of service for repair)

Vehicle catching fire

Any incident or adverse publicity that may bring the scheme into disrepute

S marked prohibitions

Reportable offences

Most serious infringements

The report should be submitted as soon as is practical.

**When instructed by either DVSA or the police, the vehicle must not be repaired or used on the public highway.**

If you're unsure whether an incident needs to be reported, report it anyway.

## Section 1

### **Organisation details**

Organisation name

Current ER id number

Contact name

Contact telephone

Email

## Section 2

### **Details of the collision/incident/event involving a vehicle or DVSA ER operator**

Under DVSA Earned Recognition scheme rules, we are reporting that the vehicle or operator has been involved in a  
details are given below.

Date of occurrence

Time of occurrence (00:00)

Location

Registration number or identification number

## Section 2 (continued)

### Details of the collision/incident/event involving a vehicle or DVSA ER operator

Please detail the cause of collision/nature of incident or event

Resulting damage/injuries to persons

Are the police aware of the incident?

Has the vehicle already been inspected by either DVSA or police?

Address where the vehicle can be inspected



#### Data protection

We collect, use and store your personal data so you can report a vehicle/person or entity has been involved in an accident, incident or event. We will use this data to investigate if we need to inspect a vehicle before it's repaired or if an operator visit needs to be carried out.

We may share your personal data if we have a lawful reason, for example, as part of a criminal investigation or to prevent fraud.  
[www.gov.uk/dvsa/privacy](http://www.gov.uk/dvsa/privacy)

**Please submit using the button below**

Or email to [dvsaer@dvsa.gov.uk](mailto:dvsaer@dvsa.gov.uk)

## Section 3

### For DVSA use only

#### Details of action required

Does the vehicle need to be inspected before repair?

Yes

No

Is an operator visit required?

Yes

No

When was the operator notified of the decision?

Date

Additional comments (if required)