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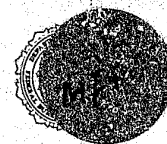
Federal Bureau of Investigation

Uniform Crime Reporting

National Incident-Based Reporting System

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VOLUME 1
Data Collection Guidelines

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VOLUME 1: DATA COLLECTION GUIDELINES

FOREWORD

Information about the National Incident-Based Reporting System (NIBRS) is contained in the three documents described below:

Volume 1: Data Collection Guidelines

This document is for the use of state and local UCR Program personnel (i.e., administrators, training instructors, report analysts, coders, data entry clerks, etc.) who are responsible for collecting and recording NIBRS crime data for submission to the FBI. It contains a system overview and descriptions of the offenses, offense codes, reports, data elements, and data values used in the system.

Volume 2: Data Submission Specifications

This document is for the use of state and local systems personnel (i.e., computer programmers, analysts, etc.) who are responsible for preparing magnetic tapes for submission to the FBI. It contains the tape data submission instructions, tape layouts, error-handling procedures, designations of mandatory and optional data elements, and data element edits that must be followed in submitting magnetic tapes to the FBI for NIBRS reporting purposes.

Volume 3: Approaches to Implementing an Incident-Based Reporting (IBR) System

This document is for the use of state and local systems personnel (i.e., computer programmers, analysts, etc.) who are responsible for developing a state or local IBR system which will meet NIBRS' reporting requirements. It contains suggested approaches to developing an IBR system, including a model incident report, standard data entry guide, data entry screens, and software design suggestions.

Copies of the above-listed documents can be obtained by writing to the:

Uniform Crime Reporting Section
Federal Bureau of Investigation
Washington, D.C. 20535

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I. OVERVIEW

The following information is furnished to provide an overall description of the National Incident-Based Reporting System (NIBRS), including its purpose, goals, development, and major features.

A. Purpose and Goals

Since the establishment of the Uniform Crime Reporting (UCR) Program in 1930, the volume, diversity, and complexity of crime steadily increased while the UCR Program remained virtually unchanged. Recognizing the need to address crime's growing challenge, the law enforcement community in the late 1970s called for a thorough study of the UCR Program with the objective of revising the Program to meet law enforcement's needs into the 21st Century. NIBRS is the result of that study, and its purpose is to satisfy those needs.

In order to ensure that it fulfills its purpose, NIBRS has adopted the following goals:

1. To enhance the quantity, quality, and timeliness of crime statistical data collected by the law enforcement community.

2. To improve the methodology used for compiling, analyzing, auditing, and publishing the collected crime data.

B. Basis of Guidelines and Specifications

The guidelines and specifications used in NIBRS are based on the recommendations of Abt Associates Inc., as set forth in their report entitled <u>Blueprint for the Future of the Uniform Crime Reporting Program</u>, dated May 1985. Using the <u>Blueprint</u>'s recommendations for general guidance, in January 1986, a private contractor and the FBI's Technical Services Division were assigned the task of developing the guidelines and design specifications for implementing a new "incident-based" system. Overall direction of the project was performed by the FBI's UCR Section.

Advice was sought and received from the National Association of State UCR Programs, International Association of Chiefs of Police, National Sheriffs' Association, National Alliance

Overview

of State Drug Enforcement Agencies, Drug Enforcement Administration, and various federal, state, and local criminal justice agencies. This was accomplished through formal conferences, informal meetings, and written and telephonic contacts. The advice which was received was of invaluable assistance in the preparation and refinement of the guidelines and specifications.

The original version of the guidelines and specifications was provided to the South Carolina Law Enforcement Division (SLED), Columbia, South Carolina, for use in conducting a pilot demonstration of the workability of the proposed new system. Copies of the document were also provided to interested state and local law enforcement agencies to keep them apprised of the progress of the effort and to encourage their input into the redesign process.

In order to conduct the pilot demonstration, SLED adapted its existing incident-based UCR system to operate in conformance with NIBRS' requirements. SLED also enlisted the cooperation of nine local law enforcement agencies, representing in relative terms the small, medium, and large departments in South Carolina, to participate in the project. The pilot demonstration ran from March 1, 1987, until September 30, 1987, and resulted in further refinement of the guidelines and specifications.

A National UCR Conference was held on March 1-3, 1988, at Orange Beach, Alabama, to present the new system to law enforcement and obtain feedback on its acceptability. The overwhelming consensus of the attendees was that the FBI should continue its effort to implement the system nationally. The conference also generated additional suggestions for perfecting the system.

Therefore, the guidelines and specifications for NIBRS are the product of a long process of repeated review and practical testing. Even though the guidelines and specifications are being published as the "final" version, the drafters recognize that, in the implementation of a system as large and as complex as NIBRS, unforeseen problems will require even more changes. Readers are encouraged to bring such problems to the attention of the FBI's UCR Section so that they can be resolved.

It should be noted that most of the general concepts for collecting, scoring, and reporting UCR data, as set forth in the Uniform Crime Reporting Handbook, remain applicable in NIBRS just as they have since the establishment of the traditional UCR Program nearly 60 years ago. For example, the jurisdictional rules for collecting data from the various law enforcement agencies (state, county, and city) and the conditions under which a State UCR Program. must operate remain the same. The major differences between NIBRS and the traditional UCR system appear in Subsection G on Pages 5-16.

A comprehensive "handbook" for NIBRS will be published in the future which will combine the old requirements retained from the traditional UCR Program with the new NIBRS requirements.

C. Benefits of Participation

An indispensable tool in the war against crime is the ability to identify with precision when and where crime takes place, what form it takes, and the characteristics of its victims and perpetrators. Armed with such information, law enforcement can better make its case to acquire the resources it needs to fight crime; and, after obtaining those resources, use them in the most efficient and effective manner. NIBRS provides law enforcement with that tool because it is capable of producing more detailed, accurate, and meaningful data than produced by the traditional UCR Program.

D. Requirements for Participation

1. **"Full" Participation** -- Full participation in NIBRS necessitates that an agency have the data processing and other resources needed to meet all of NIBRS' requirements. Participation should not place any significant new burden on officers preparing incident and arrest reports as most of the data required for NIBRS is already being entered into such reports. On the other hand, because the data to be extracted from the reports for national purposes is more detailed in NIBRS than in the traditional UCR Program, increased data entry and data processing burdens are involved. Therefore, agencies wishing to participate should have sufficient data processing and other resources to fulfill all of the reporting requirements set forth in Volume 2: Data Submission Specifications.

NIBRS data is to be generated as a by-product of state and local incident-based reporting (IBR) systems. This means that a state or local agency may build its IBR system to suit its individual needs, i.e., it can have a different file structure than that used by the National UCR Program and include additional data elements and data values. However, when it is time to report to the National UCR Program, the state or local agency should extract from its IBR system only the data required by NIBRS and record it onto magnetic tapes in NIBRS' format for submission to the FBI.

Before a state or local agency begins submitting data directly to the FBI, the agency will be asked to demonstrate its ability to meet NIBRS' reporting requirements by submitting "test" tapes to the FBI.

If a local agency is going to participate <u>indirectly</u> through its State UCR Program, it is the state's responsibility to ensure that the local agency is able to fulfill NIBRS' data submission requirements.

2. "Limited" Participation -- This is a lower level of participation which may be allowed if a state or local agency is unable to meet all of the offense-reporting requirements of full participation. Under limited participation, detailed incident reporting is reduced from 22 crime categories to 8 (i.e., the "Crime Index" offenses, including the expanded Forcible Sex Offenses of Forcible Rape, Forcible Sodomy, Sexual Assault With An Object, and Forcible Fondling). Other offenses are to be reported only when arrests occur. All of the other requirements for participation in NIBRS must be met.

Agencies considering "limited" participation should note the rules for "direct" versus "indirect" participation which follow.

E. "Direct" Versus "Indirect" Participation

Whether a local agency can participate by submitting data directly to the FBI or must submit its data indirectly through a State UCR Program will be determined by the following rules:

1. Local Agencies having a State UCR Program -- If the state has an IBR system which qualifies for participation in NIBRS, a local agency within the state can participate in NIBRS only through the State UCR Program.

If the state does not have a qualifying IBR system, the National UCR Program will consider allowing a local agency to submit data directly to the FBI if it serves a population of over 100,000 and has an IBR system which meets NIBRS' reporting requirements. The FBI will coordinate its decision with the appropriate State UCR Program. If an exception is granted, the local agency will execute a written agreement with the FBI to discontinue direct reporting when the State UCR Program is able to assume reporting for the agency.

2. Local Agencies not having a State UCR Program -- If the state does not have a State UCR Program, the National UCR Program will consider allowing a local agency to participate directly if it serves a population of over 100,000 and has an IBR system which meets NIBRS' reporting requirements. The number of local agencies allowed to participate directly will be limited by the availability of resources at the FBI to accommodate direct submissions.

If direct participation is granted to a local agency, it will execute a written agreement with the FBI to discontinue direct reporting if and when a State UCR Program is implemented and is able to assume reporting for the agency.

F. Parallel Operation of NIBRS and the Traditional UCR System

Participation in NIBRS is purely voluntary. Therefore, until an agency is ready to participate, it will continue to submit data in accordance with the requirements of the traditional UCR Program.

As it is recognized that the transition from the old to the new system will take considerable time, the National UCR Program will continue to collect, process, and publish traditional UCR data. This will be done by collecting data in the old format from agencies not participating in NIBRS, and by extracting the traditional data from the more comprehensive submissions of agencies participating in NIBRS.

The result will be a continuation of the traditional statistical time series and a gradual phase-in of the newer forms of statistics made possible by NIBRS. This "parallel" operation of the old and new systems will continue until such time as it is determined that the old system can be discontinued.

G. Major Differences Between NIBRS and the Traditional UCR System

NIBRS differs from the traditional UCR Program in the following significant ways:

1. **NIBRS Uses "Incident-Based" versus "Summary" Reporting** -- The biggest difference between NIBRS and the traditional UCR system is the degree of detail in reporting.

(a) **Traditional UCR Reporting** -- In the traditional system, law enforcement agencies tally the number of occurrences of Part I offenses, as well as arrest data for both Part I and Part II offenses, and submit aggregate counts of the collected data in monthly summary reports either directly to the FBI or indirectly through State UCR Programs. There is no requirement to tie arrests and exceptional clearances back to previously submitted incident reports. Therefore, the traditional UCR Program can be described as a "summary reporting" system. [Note: The traditional UCR system will hereinafter be referred to as the "Summary Reporting System" in this document.]

The types of data tallied include the numbers of offenses, clearances, types and values of stolen and recovered property, and the age, sex, race, and ethnic origin of persons who are arrested. Expanded data is collected on homicides (i.e., Murder and Non-negligent Manslaughter, Manslaughter by Negligence, and Justifiable Homicide) through the use of "Supplementary Homicide Reports."

See the Uniform Crime Reporting Handbook for a detailed description of the Summary Reporting System.

(b) **NIBRS Reporting** -- In NIBRS, law enforcement agencies collect detailed data regarding individual crime incidents and arrests and submit them in separate "reports" using prescribed data elements and data values to describe each incident and arrest. Therefore, NIBRS involves "incident-based reporting."

(1) **Group "A" Incident Report** -- Incident reports are submitted on what are called "Group 'A' Offenses." See Subsection G.2(b)(1) on Pages 10-11 for a list of the Group "A" Offenses. Group "A" Incident Reports are made up of six (6) segments and 52 data elements, as follows:

[Note: While Data Elements 1 (ORI Number) and 2 (Incident Number) are part of the Administrative Segment, they are repeated in the Offense, Property, Victim, Offender, and Arrestee Segments for the purpose of linking those segments to the Administrative Segment.]

Administrative Segment:

1 ORI Number
2 Incident Number
3 Incident Date/Hour
4 Cleared Exceptionally
5 Exceptional Clearance Date

Offense Segment:

[1 ORI Number]
[2 Incident Number]
6 UCR Offense Code
7 Offense Attempted/Completed
8 Offender(s) Suspected of Using
9 Location Type
10 Number of Premises Entered
11 Method of Entry
12 Type Criminal Activity
13 Type Weapon/Force Involved

Property Segment:

[1 ORI Number]
[2 Incident Number]
14 Type Property Loss/Etc.
15 Property Description
16 Value of Property
17 Date Recovered
18 Number of Stolen Motor Vehicles
19 Number of Recovered Motor Vehicles
20 Suspected Drug Type
21 Estimated Drug Quantity
22 Type Drug Measurement

Victim Segment:

[1 ORI Number]
[2 Incident Number]
23 Victim (Sequence) Number
24 Victim Connected to UCR Offense Code(s)
25 Type of Victim
26 Age (of Victim)
27 Sex (of Victim)
28 Race (of Victim)
29 Ethnicity (of Victim)
30 Resident Status (of Victim)
31 Aggravated Assault/Homicide Circumstances
32 Additional Justifiable Homicide Circumstances
33 Type Injury
34 Offender Number(s) to be Related
35 Relationship(s) of Victim to Offender(s)

Offender Segment:

[1 ORI Number]
[2 Incident Number]
36 Offender (Sequence) Number
37 Age (of Offender)
38 Sex (of Offender)
39 Race (of Offender)

Arrestee Segment:

[1 ORI Number]
[2 Incident Number]
40 Arrestee (Sequence) Number
41 Arrest (Transaction) Number
42 Arrest Date
43 Type of Arrest

44 Multiple Clearance Indicator
45 UCR Arrest Offense Code
46 Arrestee Was Armed With
47 Age (of Arrestee)
48 Sex (of Arrestee)
49 Race (of Arrestee)
50 Ethnicity (of Arrestee)
51 Resident Status (of Arrestee)
52 Disposition of Arrestee Under 18

Unlike the Summary Reporting System, in NIBRS, arrests and exceptional clearances relating to previously submitted Group "A" Incident Reports are submitted as "updates" to those reports.

See Section V, "Reports," for more information on the Group "A" Incident Report.

(2) **Group "B" Arrest Report** -- "Group 'B' Offenses" are reported only when an arrest is involved; and, then, only an arrest report is submitted. See Subsection G.2(b)(2) on Page 11 for a description of the Group "B" Offenses. The Group "B" Arrest Report does not include incident data, but uses only data elements which describe the arrestee and the circumstances of the arrest.

Group "B" Arrest Reports are made up of 13 data elements, as follows:

Group "B" Arrest Report:

 1 ORI Number
*41 Arrest (Transaction) Number
*40 Arrestee (Sequence) Number
 42 Arrest Date
 43 Type of Arrest
 45 UCR Arrest Offense Code
 46 Arrestee Was Armed With
 47 Age (of Arrestee)
 48 Sex (of Arrestee)
 49 Race (of Arrestee)
 50 Ethnicity (of Arrestee)
 51 Resident Status (of Arrestee)
 52 Disposition of Arrestee Under 18

*The order of these two data elements is reversed from that in the Arrestee Segment.

See Section V, "Reports," for more information on the Group "B" Arrest Report.

(3) **Data Elements and Data Values Used in NIBRS Reports** -- As shown above, there are 52 data elements used in NIBRS to describe the victims, offenders, arrestees, and circumstances of crimes.

There are two types of data elements, i.e., "Mandatory" and "Optional." Data must be entered into "Mandatory" data elements in reports submitted to the FBI or the reports will be rejected by the FBI's computer as containing an error. For example, a number must be entered into Data Element 2 (Incident Number). Whether data is entered into "Optional" data elements is up to the discretion of the submitting agency, so the absence of data in them will not cause rejections. For example, no entry is required for Data Element 29 (Ethnicity of Victim).

See Volume 2: Data Submission Specifications, Section IV, "Mandatories," for the designations of which data elements are "Mandatory" and which are "Optional" for NIBRS reporting purposes.

Data values are the specific codes which are allowed to be entered into the data elements in reports submitted to the FBI. For example, the allowed data values for Data Element 27 (Sex of Victim) are "M" = Male, "F" = Female, or "U" = Unknown. If a different data value is entered, it will be rejected by the FBI's computer as an error.

See Section VI, "Data Elements and Data Values," for more information on the data elements and data values used in NIBRS.

State and local IBR systems may include additional data elements and data values to satisfy their state and local needs; however, only those prescribed in these guidelines are to be submitted to the national level for NIBRS reporting purposes.

2. NIBRS Involves Expanded Offense Reporting

(a) **Offenses Reported in the Summary Reporting System** -- In the Summary Reporting System, counts are collected on the number of criminal incidents involving the following eight (8) "Crime Index" offenses (Part I Offenses):

1. Murder and Nonnegligent Manslaughter
2. Forcible Rape
3. Robbery
4. Aggravated Assault
5. Burglary
6. Larceny-Theft
7. Motor Vehicle Theft
8. Arson

Numerical counts are also collected on persons arrested for both Part I (Crime Index) Offenses and Part II (most other) Offenses. These counts are broken down by crime categories and the age, sex, race, and ethnic origin of the arrestees.

(b) **Offenses Reported in NIBRS** -- There are two categories of offenses reported in NIBRS, Group "A" and Group "B." It is important to determine which category an offense belongs to because, depending on whether a crime is a Group "A" or "B" Offense, either a "Group 'A' Incident Report" or a "Group 'B' Arrest Report" is to be submitted. To assist coding personnel in making such determinations, an offense lookup table has been provided. See Section III, "Offense Lookup Table."

(1) **Group "A" Offenses** -- These are the offenses which are reported in "Group 'A' Incident Reports." There are 22 Group "A" crime categories and they are made up of 46 offenses:

[<u>Note</u>: The numbers in parentheses are the UCR Offense Codes of the offenses.]

1. Arson (200)
2. Assault Offenses
    Aggravated Assault (13A)
    Simple Assault (13B)
    Intimidation (13C)
3. Bribery (510)
4. Burglary/Breaking and Entering (220)
5. Counterfeiting/Forgery (250)
6. Destruction/Damage/Vandalism of Property (290)
7. Drug/Narcotic Offenses
    Drug/Narcotics Violations (35A)
    Drug Equipment Violations (35B)
8. Embezzlement (270)
9. Extortion/Blackmail (210)
10. Fraud Offenses
    False Pretenses/Swindle/Confidence Game (26A)
    Credit Card/Automated Teller Machine Fraud (26B)
    Impersonation (26C)
    Welfare Fraud (26D)
    Wire Fraud (26E)
11. Gambling Offenses
    Betting/Wagering (39A)
    Operating/Promoting/Assisting Gambling (39B)
    Gambling Equipment Violations (39C)
    Sports Tampering (39D)
12. Homicide Offenses
    Murder and Nonnegligent Manslaughter (09A)
    Negligent Manslaughter (09B)
    Justifiable Homicide (09C)

13. Kidnaping/Abduction (100)
14. Larceny/Theft Offenses
        Pocket-picking (23A)
        Purse-snatching (23B)
        Shoplifting (23C)
        Theft From Building (23D)
        Theft From Coin-Operated Machine or Device (23E)
        Theft From Motor Vehicle (23F)
        Theft of Motor Vehicle Parts or Accessories (23G)
        All Other Larceny (23H)
15. Motor Vehicle Theft (240)
16. Pornography/Obscene Material (370)
17. Prostitution Offenses
        Prostitution (40A)
        Assisting or Promoting Prostitution (40B)
18. Robbery (120)
19. Sex Offenses, Forcible
        Forcible Rape (11A)
        Forcible Sodomy (11B)
        Sexual Assault With An Object (11C)
        Forcible Fondling (11D)
20. Sex Offenses, Nonforcible
        Incest (36A)
        Statutory Rape (36B)
21. Stolen Property Offenses (Receiving, etc.) (280)
22. Weapon Law Violations (520)

        See Section II, "Offenses," for more information
regarding Group "A" Offenses.

        (2) **Group "B" Offenses** -- These are the offenses which
are reported in "Group 'B' Arrest Reports." They include all
offenses which are not Group "A" Offenses, except for most "Traffic
Offenses." Group "B" Offenses are to be reported using the following
11 crime categories:

        1. Bad Checks (90A)
        2. Curfew/Loitering/Vagrancy Violations (90B)
        3. Disorderly Conduct (90C)
        4. Driving Under the Influence (90D)
        5. Drunkenness (90E)
        6. Family Offenses, Nonviolent (90F)
        7. Liquor Law Violations (90G)
        8. Peeping Tom (90H)
        9. Runaway (90I)
       10. Trespass of Real Property (90J)
       11. All Other Offenses (90Z)

        See Section II, "Offenses," for more information
regarding Group "B" Offenses.

3. NIBRS Uses Revised and New Offense Definitions

The definitions for the eight (8) Crime Index offenses used in the Summary Reporting System are set forth in the Uniform Crime Reporting Handbook. Those definitions are still to be used when classifying offenses for reports in that system.

Several of the definitions for the Crime Index offenses had to be revised for NIBRS reporting purposes. For example, the definition of "Rape" in the Uniform Crime Reporting Handbook is: "The carnal knowledge of a female forcibly and against her will." NIBRS' definition is: "The carnal knowledge of a person, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity."

Furthermore, many new definitions had to be devised for offenses which had not been previously defined for UCR reporting purposes, e.g., the definitions for "Forcible Sodomy," "Sexual Assault With An Object," and "Forcible Fondling."

See Section II, "Offenses," for all of the offense definitions used in NIBRS.

4. NIBRS Uses New UCR Offense Codes

No official UCR Offense Codes have been established for the Summary Reporting System. However, the numbers 1 through 29, with or without alphabetic suffixes, are used in the Uniform Crime Reporting Handbook to enumerate offense categories. For example, "1.a" stands for "Murder and Nonnegligent Manslaughter" and "29" for "Runaways-(Persons under 18)."

In NIBRS, 57 three-character "UCR Offense Codes" have been established. They have been set forth in parentheses after the offenses listed in Subsection G.2(b) on Pages 10-11, above.

Forty-six (46) of the codes are for the 46 Group "A" Offenses in NIBRS. These codes are based on the four-digit National Crime Information Center (NCIC) Uniform Offense Classification Codes in order to facilitate interrelating offense data between the NCIC and UCR systems. This was accomplished by using in the UCR Offense Codes the same first two characters as used in the NCIC coding system. The third character in the UCR Code is either a zero (0) or an alphabetical letter (A, B, etc.) referencing a subcategory of the crime category. For example, the NCIC Code for Simple Assault is "1313," while the UCR Code is "13B."

Eleven (11) of the codes are for the 11 Group "B" crime categories in NIBRS. A separate "900" series was assigned to the Group "B" crime categories to clearly distinguish them from the Group "A" Offenses. For example, the NCIC Offense Code for Bad Checks is "2606," while the UCR Code is "90A."

See Section IV, "Offense Codes," for more information on the offense codes used in NIBRS.

5. NIBRS Does Not Use the "Hierarchy Rule"

In the Summary Reporting System, offense reporting is governed by the "Hierarchy Rule" which works in the following manner: If more than one crime was committed by the same person or group of persons and the time and space intervals separating the crimes were insignificant, then the crime highest in the Crime Index hierarchy (see Subsection G.2(a) on Page 9, above) is the only one reported. Consequently, in multiple-crime incidents, the lower listed, less serious Part I offenses are not reported. [Note: Arson is an exception to the Hierarchy Rule as it is to be reported regardless of any companion crimes.]

The Hierarchy Rule is not used in NIBRS. Therefore, if more than one crime was committed by the same person or group of persons and the time and space intervals separating them were insignificant, all of the crimes are reported as offenses within the same incident.

Since in NIBRS all offenses occurring in an incident are to be reported, care must be taken to identify all of the offenses involved in an incident. For example, a rape case might also involve the crimes of Motor Vehicle Theft and Kidnaping, and they should all be reported. Care must also be taken to ensure that each offense which is reported is a separate, distinct crime, rather than just a part of another offense. For example, every robbery includes some type of assault; but, because the assault is an element which makes up the crime of Robbery, only Robbery should be reported. On the other hand, if during a robbery the victim is forced to engage in sexual relations, both Robbery and Forcible Rape should be reported, as forced sexual intercourse is not an element of robbery.

6. NIBRS Provides Greater Specificity in Reporting

Because the Summary Reporting System collects most of its crime data in the form of categories (e.g., age groupings, property value groupings, etc.), it provides very little capability to break down the resulting data into specific subcategories.

On the other hand, because NIBRS collects the details of crime incidents, it allows much greater specificity in reporting. For example, breakdowns can be made between: crimes against individuals, businesses, financial institutions, government, religious organizations, society/public, and other entities; crimes committed by and against residents versus nonresidents; and crimes involving various types of weapons and injuries. Furthermore, because NIBRS collects the specific values of stolen and recovered property, many more monetary value breakdowns can be made.

7. NIBRS Has a New Scoring Category Called "Crimes Against Society"

In the Summary Reporting System, there are two scoring categories: "Crimes Against Persons" (e.g., Aggravated Assault, Murder, Forcible Rape, etc.) where one offense is counted for each victim; and "Crimes Against Property" (e.g., Burglary, Larceny-Theft, Robbery, etc.) where one offense is counted for each distinct operation (except Motor Vehicle Theft, where one offense is counted for each stolen vehicle).

In NIBRS, it was necessary to add a new scoring category to account for crimes such as Drug/Narcotic Offenses, Gambling Offenses, Pornography/Obscene Material, and Prostitution Offenses. They are not "Crimes Against Persons" as they do not actually involve a "victim," nor are they "Crimes Against Property" because property is not the real object of the crimes. Since these crimes represent society's prohibitions on engaging in certain types of activity, a new scoring category of "Crimes Against Society" was created. One offense is to be counted for each Crime Against Society.

8. NIBRS Provides a Means for Distinguishing "Attempted" Versus "Completed" Crimes

In the Summary Reporting System, there is no way to report whether most crimes were completed or only attempted. Therefore, many "attempted" crimes are reported as though they were completed. Exceptions are: (1) "Attempts to Commit Forcible Rape"; and (2) "Assault to Murder" and "Attempt to Murder" which are both classified as Aggravated Assault instead of Murder.

In NIBRS, each offense is designated as either "A" = Attempted or "C" = Completed in Data Element 7 (Offense Attempted/ Completed). However, as in the Summary Reporting System, an "Assault to Murder" or an "Attempted Murder" is still reported as Aggravated Assault.

9. More Correlation Between Offenses, Property, Victims, Offenders, and Arrestees

The Summary Reporting System provides limited capability to correlate the data which is collected. For example, only in homicides can the age, sex, race, and ethnicity of offenders be correlated with the age, sex, race and ethnicity of their victims.

NIBRS employs both "explicit" (specifically coded) and "implied" (non-coded but connected by virtue of proximity) linkages. Explicit linkages are used to connect offenses, property, victims, offenders, and arrestees to the incident, and to connect victims to the offenses committed against them. One of the implied linkages is between the offenders and victims within an incident. Because all of the offenders must have participated in some way in the commission of all of the offenses included in the incident, all of the offenders have an implied linkage to all of the victims. These explicit and implied linkages provide the capability to generate reports reflecting a multitude of interrelationships of the collected data.

10. Expanded Victim-to-Offender Relationship Data

In the Summary Reporting System, the victim's relationship (e.g., the victim was the husband, wife, employer, employee, etc., of the offender) is reported only for homicides (i.e., Murder and Nonnegligent Manslaughter, Manslaughter by Negligence, and Justifiable Homicide).

In NIBRS, the victim's relationship to the offender(s) is reported when the victim was the object of a "Crime Against Person," i.e., Assault Offense, Homicide Offense, Kidnaping/Abduction, Forcible Sex Offense, or Nonforcible Sex Offense. Victim-to-offender relationship data is also reported for Robbery (a "Crime Against Property") because one of its elements is an assault, which makes it a violent crime.

11. NIBRS Has Increased "Circumstances" Reporting

In the Summary Reporting System, "circumstances" data is collected only for homicides.

In NIBRS, circumstances data is collected on aggravated assaults, as well as homicides. Furthermore, up to two circumstance codes can be entered for each aggravated assault or murder.

12. NIBRS Expands the Application of the "Hotel Rule"

In the Summary Reporting System, the "Hotel Rule" is used to reduce the burden of reporting burglaries of temporary lodgings.

The Hotel Rule states: If a number of dwelling units
under a single manager are burglarized and the offenses are most
likely to be reported to the police by the manager rather than the
individual tenants, the burglary should be scored as one offense.

In NIBRS, this rule has been expanded to include rental
storage facilities (i.e., "Mini-Storage" and "Self-Storage"
buildings). In order to determine the number of structures or
enclosures which were burglarized, the number of rooms, units,
suites, storage compartments, etc., which were broken into is to
be reported in Data Element 10 (Number of Premises Entered).

13. NIBRS Requires Magnetic Tape Submission for Direct Participation

In the Summary Reporting System, direct submissions are
made to the FBI by State UCR Programs and local agencies using
manual forms, and by State UCR Programs using magnetic tapes.

In NIBRS, all agencies submitting data directly to the
FBI must use magnetic tapes. This does not mean that local agencies
within a state must use magnetic tapes in submitting data to their
state IBR system. The State UCR Programs will prescribe the forms
of submission they will accept from the local agencies participating
in their IBR systems.

H. Miscellaneous Features of NIBRS

1. Contents of Group "A" Incident Reports

Each "Group 'A' Incident Report" can contain up to 10
types of offenses (e.g., Arson, Burglary, Forcible Rape, etc.), 999
victims, 99 offenders, and 99 arrestees. Ten (10) different types
of property (e.g., "Automobiles," "Bicycles," "Clothes/Furs," etc.)
can be entered for each of six types of property loss/etc. (i.e.,
"Burned," "Counterfeited/Forged," "Destroyed/Damaged/Vandalized,"
"Recovered," "Seized," or "Stolen" (includes bribed, defrauded,
embezzled, extorted, ransomed, robbed, etc.).

2. Clearing Records in NIBRS

In NIBRS, clearances are performed at the incident level
rather than on an individual offense basis. This means that a
clearance by arrest or exceptional means of one offense in a
multiple-offense incident will clear the entire incident. The first
Arrestee Segment reported in connection with an incident will
automatically clear the incident. An incident cannot be cleared by
exceptional means if it was already cleared by arrest, i.e., an
Arrestee Segment was previously submitted.

3. The "Concept of Time and Place" As Used in NIBRS

The "Concept of Time and Place" provides: If more than one crime was committed by the same person or group of persons and the time and space intervals separating them were insignificant, all of the crimes make up a single incident.

In the Summary Reporting System, the concept is used to determine whether the Hierarchy Rule is to be applied to a group of crimes; and if so, the crime which is highest in the hierarchy is the only one reported.

In NIBRS, although the Hierarchy Rule is not used, the Concept of Time and Place is still applied to determine whether a group of crimes constitute a single incident. This is of crucial importance since the application of the concept will determine whether the crimes are to be reported as individual incidents or as a single incident comprised of multiple offenses.

Because of the emphasis in NIBRS on reporting all of the crimes involved in an incident, additional clarification of the Concept of Time and Place, as it applies in NIBRS, is provided below:

An "incident" is defined for NIBRS reporting purposes as one or more offenses committed by the same offender, or group of offenders acting in concert, at the same time and place.

"Acting in concert" requires that the offenders actually commit or assist in the commission of the crime(s). The offenders must be aware of, and consent to, the commission of the crime(s); or, even if nonconsenting, their actions assist in the commission of the offense(s). This is important because all of the offenders in an incident are considered to have committed all of the offenses in the incident. If one or more of the offenders did not act in concert, then there is more than one incident involved.

"Same time and place" means that the time interval between the offenses and the distance between the locations where they occurred were insignificant. Normally, the offenses must have occurred during an unbroken time duration and at the same or adjoining location(s). However, incidents can also be comprised of offenses which by their nature involve continuing criminal activity by the same offender(s) at different times and places, as long as the activity is deemed to constitute a single criminal transaction. (See Example (3), below, for an illustration of a "continuing" offense.)

Because it is not possible to provide instructions which
will cover all of the possible fact situations which might occur, in
some cases the reporting agency will have to use its best judgment
in determining how many incidents were involved.

The following examples illustrate how the Concept of Time
and Place is applied in NIBRS:

Example (1): Two offenders robbed a bar. The bartender
was forced at gun point to give over money from the cash register.
The robbers also took money and jewelry from three customers. One
of the robbers, in searching for more customers to rob, found a
female customer in the rest room and raped her there outside of the
view of the other offender. When the rapist returned, both robbers
left. There were two (2) incidents, i.e., one involving Robbery and
the other involving Forcible Rape, because the offenders weren't
"acting in concert" in both offenses.

Example (2): Same fact situation as Example (1), except
that the rape occurred in the bar and the other offender told the
rapist to stop and only rob the victim. There was only one incident
with two offenses, i.e., Robbery and Forcible Rape. Although the
other robber did not consent to the rape, by displaying a gun he
prevented someone coming to the victim's assistance and thereby
assisted in the commission of the crime.

Example (3): Over a period of 18 months, a computer
programmer working for a bank manipulated the bank's computer so
that he could systematically embezzle $70,000. This continuing
criminal activity constituted a single "incident" involving the
crime of Embezzlement.

4. NIBRS' Updating Policy

NIBRS provides for adding, modifying, and deleting data as
set forth in Volume 2: Data Submission Specifications.

The National UCR Program's updating policy is: A report
is required to be updated only if the change would substantially
alter the report's statistical significance. Circumstances giving
rise to the need to update include finding out that a serious error
was made in originally entering the report or the occurrence of a
subsequent event which materially affects the report.

Examples of circumstances requiring updating are: the
discovery of an additional unreported offense, victim, and/or
offender; a subsequent arrest or exceptional clearance; discovery of
a significant amount of unreported property loss; the recovery of
stolen property; or the incorrect entry of important data, such as
the offense code, the victim's or arrestee's sex or race, etc.

Examples of circumstances not requiring updating are: the exact age of the offender (e.g., 22) is learned after an age range (e.g., 20-25) was reported; the true value of stolen property is learned (e.g., $958) after the approximate cost (e.g., $1,000) was reported; or it is learned that, besides suffering a severe laceration which was reported, the victim suffered internal injury.

An agency participating in NIBRS may, of course, perform more updating than is required by the National UCR Program's policy. Therefore, as a general rule, if a State UCR Program (or "direct" local agency participant) updates a record in its IBR system, the record should also be updated in the national file.

5. NIBRS' Emphasis on Drug Offenses

In response to the Nation's serious drug problem, special emphasis has been given in NIBRS to Drug/Narcotic Offenses. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance is to be reported. The unlawful manufacture, sale, purchase, possession, or transportation of drug equipment (paraphernalia) is also to be reported. If the offenders are suspected of having used drugs or narcotics during or shortly before the commission of the crime(s), this is also to be reported.

Because it is often difficult to determine the true identity of drugs or narcotics at the time an initial incident report is prepared, only the "Suspected Drug Type" needs to be reported. Also, because of problems in determining the "street value" of drugs or narcotics, no value is to be reported when they are seized in connection with Drug/Narcotic Violations. However, in order to obtain some measure of the Nation's drug problem, the "Estimated Quantity" of the seized drug or narcotic is to be reported. [Note: When drugs or narcotics are involved in other types of crime, e.g., they were stolen as a result of a burglary, theft, robbery, etc., their value rather than their quantity is to be reported.]

6. NIBRS Accounts for "Computer Crime"

The advent of computers was closely followed by the emergence of "Computer Crime," i.e., crimes directed at, and perpetrated through the use of, computers and related equipment. As the use of computers has increased, so has the incidence of Computer Crime. Faced with this growing problem, several states have enacted statutes specifically addressing Computer Crime. Therefore, the question arose as to how Computer Crime should be treated in NIBRS.

It is the National UCR Program's position that Computer
Crime actually involves the historical common-law offenses of
larceny, embezzlement, trespass, etc., which are being perpetrated
through the use of a new "tool," the computer. Therefore, if
larcenies, embezzlements, trespasses relating to computers were to
be reported under a new classification called "Computer Crime," the
National UCR Program's traditional time series relating to such
crimes would be distorted.

To avoid such a result, NIBRS provides the capability
to indicate whether a computer was the object of the crime [by
entering "07" = Computer Hardware/Software into Data Element 15
(Property Description)] and to indicate whether the offenders used
computer equipment to perpetrate a crime [by entering "C" = Computer
Equipment into Data Element 8 (Offenders Suspected of Using)]. This
ensures the continuance of the traditional crime statistics and at
the same time "flags" incidents which involve Computer Crime.

7. Quality Assurance

Expanded quality assurance standards and measures are
being developed for NIBRS.

Data quality standards will be established for crime data
which is submitted to NIBRS. These standards are to be used for two
purposes: (1) To assess the completeness and accuracy of data being
submitted to the National UCR Program; and (2) to provide a precise
basis for making adjustments to the national statistics to account
for any broad-based discrepancies which are identified.

Efforts will also be made by the National UCR Program to
assist State UCR Programs and "direct" local agency participants
in identifying and correcting shortcomings in their IBR systems.
In furtherance of that objective, the National UCR Program is
developing a set of uniform auditing procedures which can be used by
participants to conduct self-audits of their automated systems and
manual procedures to ensure that they meet NIBRS' data collection
and reporting requirements.

The auditing procedures will be based on generally
accepted auditing practices recognized by the American Institute of
Certified Public Accountants, as well as on procedures used by NCIC
and the FBI's internal inspection staff. The National UCR Program
will train State UCR Program personnel in the use of the auditing
procedures and will monitor their application to ensure their
effectiveness.

II. OFFENSES

A. Reason for Distinguishing Between Group "A" and "B" Offenses

The National Incident-Based Reporting System (NIBRS) compiles detailed reports on two types of offenses -- "Group 'A' Offenses" and "Group 'B' Offenses." The two groupings are based on the amount of reporting required for each. Both incidents and arrests are to be reported for Group "A" Offenses, i.e., "Group 'A' Incident Reports" are submitted on them. Only arrests are to be reported for Group "B" Offenses, i.e., "Group 'B' Arrest Reports" are submitted on them.

The difference in reporting treatment recognizes the inherent qualities of offenses which dictate that some are appropriate indicators of the dimensions and trends in crime on a national scale (i.e., Group "A" Offenses), while others are not (i.e., Group "B" Offenses).

The following criteria were used in deciding whether a crime was to be designated as a Group "A" Offense: (1) The seriousness or significance of the offense; (2) the frequency or volume of its occurrence; (3) how widespread the offense occurs in the United States; (4) whether the offense will come to the attention of law enforcement; (5) whether law enforcement is the best channel for collecting data regarding the offense; (6) the burden placed on law enforcement in collecting data on the offense; (7) the national statistical validity and usefulness of the collected data; and (8) the National UCR Program's responsibility to make crime data available not only to law enforcement but to others having a legitimate interest in it.

B. Sources of Offense Definitions

The definitions which were developed for NIBRS are not meant to be used for charging persons with crimes. To the contrary, they are meant to be "receptacles" or "pigeonholes" for reporting crimes that are committed throughout the United States. State statutes must be very specific in defining crimes so that persons facing prosecution will know the exact charges being placed against them. On the other hand, the definitions used in NIBRS must be generic in order not to exclude varying state statutes relating to the same type of crime.

Accordingly, the offense definitions in NIBRS are based on the common-law definitions found in Black's Law Dictionary, as well as those used in the Uniform Crime Reporting Handbook and the NCIC Uniform Offense Classifications. Since most state statutes are also based on the common-law definitions, even though they may vary as to specifics, most should fit into the corresponding NIBRS offense classifications.

If a state statute for an offense includes additional offenses not fitting the NIBRS offense definition, the nonconforming offenses should be reported according to their NIBRS offense classifications. For example, some states have "Larceny" statutes which are so broadly worded as to include the crime of Embezzlement. If an embezzlement is perpetrated within such a state, it should be reported to NIBRS as Embezzlement, not Larceny.

C. Group "A" Offense Definitions

There are 22 Group "A" crime categories made up of 46 Group "A" Offenses. The crime categories are listed below in alphabetical order for ease of looking them up rather than in the order of their importance.

Immediately following the name of each crime category is an indication of whether it involves a "Crime Against Person," "Crime Against Property," or "Crime Against Society". The crimes are to be scored as follows: For a Crime Against Person, count one offense for each victim. Count one offense for each Crime Against Property. Also count one offense for each Crime Against Society.

1. ARSON (Crime Against Property)

   Definition: To unlawfully and intentionally damage, or attempt to damage, any real or personal property by fire or incendiary device.

   [NOTE: The type of property burned is to be entered into Data Element 15 (Property Description). The following property categories will be derived by the National UCR Program from those entries:

   ● Structures-Single Occupancy Dwellings - houses, townhouses, duplexes, mobile homes, or other private dwellings which are occupied by a single person, family, housemates, or other group

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- **Structures-Other Dwellings** - any other residential dwellings not meeting the definition of "Single Occupancy Dwellings," such as apartments, tenements, flats, boarding houses, or dormitories, as well as temporary living quarters, such as hotels, motels, inns, etc.

- **Structures-Storage** - barns, garages, storehouses, warehouses, etc.

- **Structures-Industrial/Manufacturing** - factories, plants, assembly lines, etc.

- **Structures-Other Commercial/Business** - stores, office buildings, restaurants, etc.

- **Structures-Community/Public** - colleges, hospitals, jails, libraries, meeting halls, passenger terminals, religious buildings, schools, sports arenas, etc.

- **Structures-Other** - any other structures not meeting the above definitions, such as outbuildings, monuments, buildings under construction, etc.

- **Mobile-Motor Vehicles** - automobiles, buses, trucks, recreational vehicles, and other motor vehicle (includes motorcycles, motor scooters, mopeds, snowmobiles, trail bikes, golf carts, etc.)

- **Mobile-Other Mobile Property** - aircraft; watercraft; and heavy construction/industrial equipment (includes farm, oil-field, and other heavy mobile equipment)

- **Other Property** - any other property not specifically described above as "Structures" or "Mobile"]

2. **ASSAULT OFFENSES** (Crimes Against Persons)

   Definition: An unlawful attack by one person upon another.

   [NOTE: By definition there can be no "attempted" assaults, only "completed" assaults. Therefore, "C" = Completed is to be entered into Data Element 7 (Offense Attempted/Completed) for all Assault Offenses.]

A. Aggravated Assault

Definition: An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

[NOTE: The type of weapon or force involved is to be entered into Data Element 13 (Type Weapon/Force Involved). For the purposes of the above definition, a "weapon" is a commonly known weapon (a gun, knife, club, etc.) or any other item (except "personal weapons," e.g., hands, fists, feet, teeth, etc.) which, although not usually thought of as a weapon, becomes one when used in a manner that could cause the types of severe bodily injury described in the above definition.

A "severe laceration" is one which should receive medical attention.

A "loss of consciousness" must be the direct result of force inflicted on the victim by the offender.

The circumstances of an Aggravated Assault are to be entered into Data Element 31 (Aggravated Assault/ Homicide Circumstances).]

B. Simple Assault

Definition: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

C. Intimidation

Definition: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

3. BRIBERY (Except "Sports Bribery") (Crime Against Property)

Definition: The offering, giving, receiving, or soliciting
of any thing of value (i.e., a bribe, gratuity,
or kickback) to sway the judgment or action of
a person in a position of trust or influence.

[NOTE: If the bribery involves changing the outcome of a
sporting contest or event, it should be reported under
Gambling Offenses as Sports Tampering, not Bribery.]

4. BURGLARY/BREAKING AND ENTERING (Crime Against Property)

Definition: The unlawful entry into a building or other
structure with the intent to commit a felony
or a theft.

[NOTE: The method of entry is to be reported in Data
Element 11 (Method of Entry) as either "F" = Force
or "N" = No Force. If both forced and unforced entries
are involved, enter "F" = Force. A forced entry is
where force of any degree, or a mechanical contrivance
of any kind (e.g., a passkey or skeleton key), is used
to unlawfully enter a building or other structure.
An unforced entry is one where the unlawful entry is
achieved without force through an unlocked door or
window.

When a hotel, motel, inn, or other temporary lodging,
or a rental storage facility is burglarized, the number
of premises (i.e., rooms, suites, units, storage
compartments, etc.) entered is to be reported in
Data Element 10 (Number of Premises Entered).

Incidental damage resulting from a Burglary (e.g.,
a forced door, broken window, hole in wall, dynamited
safe, etc.) is to be reported only if the amount of
damage is deemed substantial by the reporting agency.
If deemed substantial, the damage is to be reported
under the offense category "Destruction/Damage/Vandalism
of Property."]

5. **COUNTERFEITING/FORGERY** (Crime Against Property)

Definition: The altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or genuine; or the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud.

[NOTE: The type of property altered, counterfeited, or forged is to be entered into Data Element 15 (Property Description).

The type of activity (e.g., publishing, distributing, selling, buying, possessing, transporting, etc.) is to be entered into Data Element 12 (Type Criminal Activity).]

6. **DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY** (Except "Arson") (Crime Against Property)

Definition: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

[NOTE: This offense is to be reported only if the reporting agency deems that substantial injury to property has occurred. The offense includes a broad range of injury to property, i.e., from deliberate, extensive destruction of property at one extreme to mischievous, less extensive damage at the other extreme. It does not include destruction or damage to property caused by the crime of Arson.

Incidental damage (e.g., a forced door, broken window, hole in wall, dynamited safe, etc.) resulting from another offense (e.g., Burglary, Assault, Homicide, Larceny, Robbery, etc.) is also to be reported in this offense category if the reporting agency deems the amount of damage to be substantial. However, for the crime of Arson, incidental damage resulting from fighting the fire should be included as part of the loss caused by burning.]

7. DRUG/NARCOTIC OFFENSES (Except "Driving Under the Influence")
(Crimes Against Society)

Definition: The violation of laws prohibiting the production,
distribution, and/or use of certain controlled
substances and the equipment or devices utilized
in their preparation and/or use.

[NOTE: The type of activity (i.e., cultivating, manufacturing,
distributing, selling, buying, using, possessing,
transporting, or importing) is to be entered into
Data Element 12 (Type Criminal Activity).]

A. Drug/Narcotic Violations

Definition: The unlawful cultivation, manufacture,
distribution, sale, purchase, use, possession,
transportation, or importation of any
controlled drug or narcotic substance.

[NOTE: The type of drug or narcotic is to be entered into
Data Element 20 (Suspected Drug Type).

Because it is difficult to determine the "street
value" of drugs or narcotics seized in Drug/
Narcotic Violations, no value for them should be
entered into Data Element 16 (Value of Property).
However, their quantity is to be reported in Data
Element 21 (Estimated Drug Quantity) with the type
of measurement (e.g., kilograms, liquid ounces, etc.)
in Data Element 22 (Type Drug Measurement).]

B. Drug Equipment Violations

Definition: The unlawful manufacture, sale, purchase,
possession, or transportation of equipment or
devices utilized in preparing and/or using drugs
or narcotics.

8. EMBEZZLEMENT (Crime Against Property)

Definition: The unlawful misappropriation by an offender to
his/her own use or purpose of money, property,
or some other thing of value entrusted to his/her
care, custody, or control.

[NOTE: The type of victim is to be entered into Data Element
25 (Type of Victim). This will allow the National UCR
Program to derive breakdowns of: (a) from a "Financial
Institution"; (b) from "Other Type Business"; (c) from
a "Governmental Entity"; (d) from an "Individual"; (e)
from a "Religious Organization"; (f) from "Society/
Public"; and (g) from "Other" entities.]

9. **EXTORTION/BLACKMAIL** (Crime Against Property)

Definition: To unlawfully obtain money, property, or any other
thing of value, either tangible or intangible,
through the use or threat of force, misuse of
authority, threat of criminal prosecution, threat
of destruction of reputation or social standing,
or through other coercive means.

[NOTE: If the thing gained from Extortion/Blackmail is
intangible, it should be reported as "77" = Other
in Data Element 15 (Property Description).]

10. **FRAUD OFFENSES** (Except "Counterfeiting/Forgery" and
"Bad Checks") (Crimes Against Property)

Definition: The intentional perversion of the truth for the
purpose of inducing another person, or other
entity, in reliance upon it to part with some
thing of value or to surrender a legal right.

[NOTE: The most specific subcategory of fraud should be
reported whenever the circumstances fit the definition
of more than one of the subcategories listed below.
For example, most frauds would fit the definition of
False Pretenses/Swindle/Confidence Game. But, if
a credit card was used to perpetrate the fraud, the
offense would be classified as Credit Card/Automatic
Teller Machine Fraud.]

A. **False Pretenses/Swindle/Confidence Game**

Definition: The intentional misrepresentation of existing
fact or condition, or the use of some other
deceptive scheme or device, to obtain money,
goods, or other things of value.

B. **Credit Card/Automatic Teller Machine Fraud**

   Definition: The unlawful use of a credit (or debit) card
                 or automatic teller machine for fraudulent
                 purposes.

C. **Impersonation**

   Definition: Falsely representing one's identity or position,
                 and acting in the character or position thus
                 unlawfully assumed, to deceive others and
                 thereby gain a profit or advantage, enjoy some
                 right or privilege, or subject another person or
                 entity to an expense, charge, or liability which
                 would not have otherwise been incurred.

D. **Welfare Fraud**

   Definition: The use of deceitful statements, practices or
                 devices to unlawfully obtain welfare benefits.

E. **Wire Fraud**

   Definition: The use of an electric or electronic
                 communications facility to intentionally
                 transmit a false and/or deceptive message
                 in furtherance of a fraudulent activity.

11. **GAMBLING OFFENSES** (Crimes Against Society)

    Definition: To unlawfully bet or wager money or something else
                  of value; assist, promote, or operate a game of
                  chance for money or some other stake; possess or
                  transmit wagering information; manufacture, sell,
                  purchase, possess, or transport gambling equipment,
                  devices or goods; or tamper with the outcome of a
                  sporting event or contest to gain a gambling
                  advantage.

    [NOTE: If a seizure is involved, enter the type of property
             seized (e.g., "Money," "Gambling Equipment," etc.) into
             Data Element 15 (Property Description) and its value
             into Data Element 16 (Value of Property).]

A. Betting/Wagering

   Definition: To unlawfully stake money or something else of value on the happening of an uncertain event or on the ascertainment of a fact in dispute.

B. Operating/Promoting/Assisting Gambling

   Definition: To unlawfully operate, promote, or assist in the operation of a game of chance, lottery, or other gambling activity.

   [NOTE: This includes bookmaking, numbers running, transmitting wagering information, etc.]

C. Gambling Equipment Violations

   Definition: To unlawfully manufacture, sell, buy, possess, or transport equipment, devices, and/or goods used for gambling purposes.

   [NOTE: The type of activity (i.e., manufacturing, selling, buying, possessing, or transporting) is to be entered into Data Element 12 (Type Criminal Activity).]

D. Sports Tampering

   Definition: To unlawfully alter, meddle in, or otherwise interfere with a sporting contest or event for the purpose of gaining a gambling advantage.

   [NOTE: This offense includes engaging in bribery for gambling purposes. For example, if a jockey was bribed to lose a horse race, it would be reported as Sports Tampering, not Bribery.]

12. HOMICIDE OFFENSES (Crimes Against Persons)

Definition: The killing of one human being by another.

[NOTE: The circumstances of a homicide are to reported in Data Element 31 (Aggravated Assault/Homicide Circumstances).]

A. **Murder and Nonnegligent Manslaughter**

   Definition: The willful (nonnegligent) killing of one human being by another.

   [NOTE: "Assault to Murder" and "Attempted Murder" are to be reported as Aggravated Assault.]

B. **Negligent Manslaughter**

   Definition: The killing of another person through negligence.

   [NOTE: This offense does not include "Vehicular Manslaughter" which is a Group "B" Offense reportable as "90Z All Other Offenses."]

C. **Justifiable Homicide**

   Definition: The killing of a perpetrator of a serious criminal offense by a peace officer in the line of duty; or the killing, during the commission of a serious criminal offense, of the perpetrator by a private individual.

   [NOTE: A "serious criminal offense" is a felony or high misdemeanor. Additional circumstances regarding a Justifiable Homicide are to be reported in Data Element 32 (Additional Justifiable Homicide Circumstances).]

13. **KIDNAPING/ABDUCTION** (Crime Against Person)

   Definition: The unlawful seizure, transportation, and/or detention of a person against her/his will, or of a minor without the consent of his/her custodial parent(s) or legal guardian.

   [NOTE: Kidnaping/Abduction includes hostage-taking.]

14. **LARCENY/THEFT OFFENSES** (Crimes Against Property)

   Definition: The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another person.

[NOTE: Enter the type of property which was the object of the theft into Data Element 15 (Property Description).]

A. **Pocket-picking**

Definition: The theft of articles from another person's physical possession by stealth where the victim usually does not become immediately aware of the theft.

B. **Purse-snatching**

Definition: The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.

[Note: If more force was used than actually necessary to wrench the purse from the grasp of the person, then a strong-arm Robbery occurred, rather than Purse-snatching.]

C. **Shoplifting**

Definition: The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.

D. **Theft From Building**

Definition: A theft from within a building which is either open to the general public or where the offender has legal access.

E. **Theft From Coin-Operated Machine or Device**

Definition: A theft from a machine or device which is operated or activated by the use of coins.

F. **Theft From Motor Vehicle (Except "Theft of Motor Vehicle Parts or Accessories")**

Definition: The theft of articles from a motor vehicle, whether locked or unlocked.

G. **Theft of Motor Vehicle Parts or Accessories**

Definition: The theft of any part or accessory affixed to
the interior or exterior of a motor vehicle in
a manner which would make the item an attach-
ment of the vehicle, or necessary for its
operation.

[NOTE: If a motor vehicle part or accessory was stolen,
enter code "38" = Vehicle Parts/Accessories into
Data Element 15 (Property Description).]

H. **All Other Larceny**

Definition: All thefts which do not fit any of the
definitions of the specific subcategories
of Larceny/Theft listed above.

[NOTE: This subcategory includes thefts from fenced
enclosures, boats, and airplanes. Thefts of animals,
lawnmowers, lawn furniture, hand tools, and farm and
construction equipment are also included where no
break-in of a structure was involved.]

15. **MOTOR VEHICLE THEFT** (Crime Against Property)

Definition: The theft of a motor vehicle.

[NOTE: A "motor vehicle" is a self-propelled vehicle that runs
on the surface of land and not on rails, and which fits
one of the following property descriptions:

- **Automobiles** - sedans, coupes, station wagons,
convertibles, taxicabs, or other similar motor
vehicles which serve the primary purpose of
transporting people

- **Buses** - motor vehicles which are specifically
designed (but not necessarily used) to transport
groups of people on a commercial basis

- **Recreational Vehicles** - motor vehicles which are
specifically designed (but not necessarily used) to
transport people and also provide them temporary
lodging for recreational purposes

● **Trucks** - motor vehicles which are specifically designed (but not necessarily used) to transport cargo on a commercial basis

● **Other Motor Vehicles** - any other motor vehicles, e.g., motorcycles, motor scooters, trail bikes, mopeds, snowmobiles, golf carts, etc.

The type of motor vehicle is to be entered into Data Element 15 (Property Description) using the above property categories.]

16. **PORNOGRAPHY/OBSCENE MATERIAL** (Crime Against Society)

Definition: The violation of laws or ordinances prohibiting the manufacture, publishing, sale, purchase, or possession of sexually explicit material, e.g., literature, photographs, etc.

[NOTE: Enter the type of activity (i.e., manufacturing, publishing, selling, buying, or possessing) into Data Element 12 (Type Criminal Activity).]

17. **PROSTITUTION OFFENSES** (Crimes Against Society)

Definition: To unlawfully engage in or promote sexual activities for profit.

A. **Prostitution**

Definition: To unlawfully engage in sexual relations for profit.

[NOTE: This offense involves prostitution by both males and females.]

B. **Assisting or Promoting Prostitution**

Definition: To solicit customers or transport persons for prostitution purposes; to own, manage, or operate a dwelling or other establishment for the purpose of providing a place where prostitution is performed; or to otherwise assist or promote prostitution.

18. **ROBBERY** (Crime Against Property)

    Definition: The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

    [NOTE: The type of weapon/force used (or threatened) and the resulting injury are to be entered into Data Elements 13 (Type Weapon/Force Involved) and 33 (Type Injury), respectively.

    Because some type of assault is an element of the crime of Robbery, an assault should not be reported as a separate crime as long as it was performed in furtherance of the robbery. However, if the injury results in death, a Homicide Offense must also be reported.

    The "victims" of a robbery include not only those persons and other entities (businesses, financial institutions, etc.) from whom property was taken (or was attempted to be taken), but also those persons toward whom the robber(s) directed force or threat of force in perpetrating the offense. Therefore, although the primary victim in a bank robbery would be the "Financial Institution," the teller toward whom the robber pointed a gun and made a demand should also be reported as a victim.]

19. **SEX OFFENSES, FORCIBLE** (Crimes Against Persons)

    Definition: Any sexual act directed against another person, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent.

    A. **Forcible Rape** (Except "Statutory Rape")

        Definition: The carnal knowledge of a person, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.

[NOTE: If force was used or threatened, the crime should be classified as Forcible Rape regardless of the age of the victim. If no force was used or threatened and the victim was under the statutory age of consent, the crime should be classified as Statutory Rape.]

B. Forcible Sodomy

Definition: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

C. Sexual Assault With An Object

Definition: To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

[NOTE: An "object" or "instrument" is anything used by the offender other than the offender's genitalia. Examples are a finger, bottle, handgun, stick, etc.]

D. Forcible Fondling

Definition: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

[NOTE: Forcible Fondling includes "Indecent Liberties" and "Child Molesting." Because Forcible Fondling is an element of Forcible Rape, Forcible Sodomy, and Sexual Assault With An Object, it should be reported only if it is the sole Forcible Sex Offense committed against a victim.]

20. **SEX OFFENSES, NONFORCIBLE** (Except "Prostitution Offenses") (Crimes Against Persons)

    Definition: Unlawful, nonforcible sexual intercourse.

    A. **Incest**

       Definition: Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

    B. **Statutory Rape**

       Definition: Nonforcible sexual intercourse with a person who is under the statutory age of consent.

       [NOTE: If force was used or threatened, the offense should be classified as Forcible Rape, not Statutory Rape.]

21. **STOLEN PROPERTY OFFENSES** (Crimes Against Property)

    Definition: Receiving, buying, selling, possessing, concealing, or transporting any property with the knowledge that it has been unlawfully taken, as by Burglary, Embezzlement, Fraud, Larceny, Robbery, etc.

    [NOTE: The type of activity (i.e., receiving, buying, selling, possessing, concealing, and/or transporting) is to be entered into Data Element 12 (Type Criminal Activity).]

22. **WEAPON LAW VIOLATIONS** (Crimes Against Society)

> Definition: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

> [NOTE: The type of weapon is to be entered into Data Element 13 (Type Weapon/Force Involved).
>
> The type of activity (i.e., manufacturing, selling, buying, transporting, possessing, concealing, or using) is to be entered into Data Element 12 (Type Criminal Activity).]

D. Group "B" Offense Definitions

There are eleven (11) Group "B" crime categories. They encompass all of the crimes which are not Group "A" Offenses. A lookup table has been developed to help in classifying crimes as either Group "A" or "B" Offenses. It is contained in Section III, "Offense Lookup Table." The Group "B" crime categories are listed below in alphabetical order for ease of looking them up rather than in the order of their importance.

1. BAD CHECKS (Except "Counterfeited Checks" or "Forged Checks") (Crime Against Property)

    Definition: Knowingly and intentionally writing and/or negotiating checks drawn against insufficient or nonexistent funds.

    [NOTE: This offense includes "Fraudulent Checks" and "Insufficient Funds Checks," but not "Counterfeited Checks" or "Forged Checks."]

2. CURFEW/LOITERING/VAGRANCY VIOLATIONS (Crimes Against Society)

    Definition: The violation of a court order, regulation, ordinance, or law requiring the withdrawal of persons from the streets or other specified areas; prohibiting persons from remaining in an area or place in an idle or aimless manner; or prohibiting persons from going from place to place without visible means of support.

    [NOTE: This offense includes "Begging" and "Vagabondage." Persons prosecuted on charges of being a "Suspicious Character," "Suspicious Person," etc., are also to be included.]

3. DISORDERLY CONDUCT (Crime Against Society)

    Definition: Any behavior that tends to disturb the public peace or decorum, scandalize the community, or shock the public sense of morality.

[NOTE: This offense includes "Affray," "Blasphemy," "Profanity," "Obscene Language," "Desecrating the Flag," "Disturbing the Peace," and "Public Nuisance."]

4. **DRIVING UNDER THE INFLUENCE** (Crime Against Society)

Definition: Driving or operating a motor vehicle or common carrier while mentally or physically impaired as the result of consuming an alcoholic beverage or using a drug or narcotic.

[NOTE: This offense includes "Driving While Intoxicated."]

5. **DRUNKENNESS** (Except for "Driving Under the Influence") (Crime Against Society)

Definition: To drink alcoholic beverages to the extent that one's mental faculties and physical coordination are substantially impaired.

[NOTE: This offense includes "Drunk and Disorderly," "Common Drunkard," "Habitual Drunkard," and "Intoxication."]

6. **FAMILY OFFENSES, NONVIOLENT** (Crimes Against Persons and Society)

Definition: Unlawful, nonviolent acts by a family member (or legal guardian) which threaten the physical, mental or economic well-being or morals of another family member, and which are not classifiable as other offenses, such as Assault, Incest, Statutory Rape, etc.

[NOTE: This offense includes: "Abandonment"; "Desertion"; Neglect"; "Nonsupport"; and "Nonviolent Abuse" and "Nonviolent Cruelty" to other family members. It also includes the nonpayment of court-ordered alimony, as long as it is not considered to be "Contempt of Court" within the reporting jurisdiction. Do not include victims of these offenses who are merely taken into custody for their own protection.]

7. LIQUOR LAW VIOLATIONS (Except "Driving Under the Influence" and "Drunkenness") (Crimes Against Society)

Definition: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

8. PEEPING TOM (Crime Against Society)

Definition: To secretly look through a window, doorway, keyhole, or other aperture for the purpose of voyeurism.

9. RUNAWAY (Persons under age 18) (Not a "Crime")

Definition: A person under 18 years of age who has left home without the permission of his/her parent(s) or legal guardian.

[NOTE: While running away does not constitute a criminal offense, each "handling" of a runaway should be reported using the "Group 'B' Arrest Report" format.]

10. TRESPASS OF REAL PROPERTY (Crime Against Society)

Definition: To unlawfully enter land, a dwelling, or other real property.

11. ALL OTHER OFFENSES (Crimes Against Persons, Property, and Society)

Definition: All crimes which are not Group "A" Offenses and not included in one of the specifically named Group "B" crime categories listed above.

[NOTE: "Traffic Offenses" are excluded except for "Driving Under the Influence" (see Group "B" crime category 4, above), "Hit and Run," and "Vehicular Manslaughter."]

III. OFFENSE LOOKUP TABLE

A. Description of Lookup Table

This offense lookup table has been compiled to assist in determining whether a crime is a Group "A" or Group "B" Offense. This is an important distinction because both <u>incidents</u> and <u>arrests</u> involving Group "A" Offenses are to be reported using "Group 'A' Incident Reports," and <u>arrests</u> (only) involving Group "B" Offenses are to be reported using "Group 'B' Arrest Reports."

The table should not be used to determine (classify) what offenses were involved in a criminal incident. Such a determination must have already been made. After the offenses have been classified, the table is to be used to ascertain whether the offenses are Group "A" or Group "B" offenses. The table does not include all of the offenses which can possibly occur. Therefore, it should be used as a "general guide."

Care should be taken to identify all of the offenses involved in a particular criminal incident. For example, Forcible Rape might be accompanied by the crimes of Motor Vehicle Theft and Kidnaping. A notational reminder of "Other offenses may have been committed" has been included for some of the crimes which are most likely to involve companion offenses.

Care must also be taken to ensure that each offense which is reported is a separate, distinct crime and not just a part of another offense. For example, every robbery includes some type of assault; but, because the assault is an element which makes up the crime of Robbery, only Robbery should be reported. However, if during a robbery the victim was forced to engage in sexual relations, both Robbery and Forcible Rape should be reported, as forced sexual intercourse is not an element of the crime of Robbery.

B. How to Classify Offenses of General Applicability

When an offense is prefixed by:

Accessory Before/After The Fact,
Aiding/Abetting,
Conspiracy to Commit,
Facilitation of,
Solicitation to Commit,
Threat to Commit,

etc., it should be reported as the substantive offense.

For example, "Conspiracy to Commit Robbery" is to be reported as Robbery.

"Attempts to Commit" (i.e., attempted crimes) are also to reported the same as the substantive offense, with the data value "A" = Attempted in Data Element 7 (Offense Attempted/Completed).

C. Offense Lookup Table

Various types of crime have been listed below, followed by whether they are a Group "A" or Group "B" Offense. This is followed by the NIBRS crime category covering them. For example, the crime of "Abduction" is listed as a Group "A" Offense covered by the crime category "Kidnaping-Abduction." As the list does not include all of the crimes which can occur, the determination of whether an unlisted crime is a Group "A" or "B" Offense will be a judgment call by the reporting agency.

Offense/Group "A" or "B"/Covered By

- A -

Abandonment/"B"/Family Offenses, Nonviolent
Abduction/"A"/Kidnaping-Abduction
Abortion/"B"/All Other Offenses
Abuse, Nonviolent/"B"/Family Offenses, Nonviolent
    or All Other Offenses
Accessory After the Fact/(Classify same as substantive offense)
Accessory Before the Fact/(Classify same as substantive offense)
Accosting/"B"/All Other Offenses
Adulterated Food, Drugs, or Cosmetics/"B"/All Other Offenses
    (Other offenses may have been committed, e.g., Homicide;
    Aggravated or Simple Aggravated Assault; Fraud; etc.)
Adultery/"B"/All Other Offenses
Affray/"B"/Disorderly Conduct
Aiding and Abetting/(Classify same as substantive offense)
Aiding Prisoner to Escape/"B"/All Other Offenses
Air Piracy-Hijacking/"B"/All Other Offenses (Other offenses may
    have been committed, e.g., Aggravated Assault; Extortion;
    Robbery; Kidnaping; etc.)
Alcoholic Beverage Control (ABC) Laws/"B"/Liquor Law Violations
Antitrust Law Violations/"B"/All Other Offenses
Arson/"A"/Arson
Assault/"A"/Assault Offenses

Offense/Group "A" or "B"/Covered By

Assault, Aggravated/"A"/Assault Offenses
Assault and Battery/"A"/Assault Offenses
Assault, Minor/"A"/Assault Offenses
Assault, Sexual/"A"/(Classify as Forcible Rape, Sodomy, or Fondling;
    Sexual Assault With An Object; or Statutory Rape)
Assault, Simple/"A"/Assault Offenses
Assembly, Unlawful/"B"/All Other Offenses
Automatic Teller Machine Fraud/"A"/Fraud Offenses

- B -

Bad Checks/"B"/Bad Checks
Battery/"A"/Assault Offenses
Begging/"B"/Curfew-Loitering-Vagrancy Violations
Bestiality/"B"/All Other Offenses
Betting, Unlawful/"A"/Gambling Offenses
Bigamy/"B"/All Other Offenses
Blackmail/"A"/Extortion-Blackmail
Blasphemy/"B"/Disorderly Conduct
Blue Law Violations/"B"/All Other Offenses
Boating Law Violations/"B"/All Other Offenses
Bomb Threat/"A"/Assault Offenses (Intimidation)
Bombing Offenses/"A"/(Classify same as substantive offense,
    e.g., Homicide; Aggravated or Simple Assault; Destruction-
    Damage-Vandalism of Property; Weapon Law Violations; etc.)
Bookmaking/"A"/Gambling Offenses
Breaking and Entering (B&E)/"A"/Burglary-B&E
Bribery/"A"/Bribery
Bribery, Sports/"A"/Gambling Offenses (Sports Tampering)
Buggery (Consensual Sodomy)/"B"/All Other Offenses
Burglary/"A"/Burglary-B&E
Burglary Tools, Possessing/"B"/All Other Offenses
Buying Stolen Property/"A"/Stolen Property Offenses

- C -

Canvassing, Illegal/"B"/All Other Offenses
Card Game, Unlawful/"A"/Gambling Offenses
Carrying Concealed Weapon/"A"/Weapon Law Violations
Checks, Bad/"B"/Bad Checks

Offense/Group "A" or "B"/Covered By

Checks, Fraudulent/"B"/Bad Checks
Checks, Insufficient Funds/"B"/Bad Checks
Child Abuse, Nonviolent/"B"/Family Offenses, Nonviolent
Child Abuse, Violent/"A"/Assault Offenses
Child Cruelty, Nonviolent/"B"/Family Offenses, Nonviolent
Child Cruelty, Violent/"A"/Assault Offenses
Child Molesting/"A"/Sex Offenses, Forcible
Child Neglect/"B"/Family Offenses, Nonviolent
Civil Rights Violations/"B"/All Other Offenses
Combinations in Restraint of Trade/"B"/All Other Offenses
Commercialized Sex/(Classify as Prostitution Offenses;
    Pornography-Obscene Material; or All Other Offenses)
Commercialized Vice/(Classify as Prostitution Offenses;
    Pornography-Obscene Material; or All Other Offenses)
Common Drunkard/"B"/Drunkenness
Compounding a Felony or Misdemeanor/"B"/All Other Offenses
Computer Crime/(Classify same as substantive offense)
Concealed Weapon/"A"/Weapon Law Violations
Conditional Release Violation/"B"/All Other Offenses
Confidence Game/"A"/Fraud Offenses
Conflict of Interest/"B"/All Other Offenses
Consensual Sodomy/"B"/All Other Offenses
Conservation (Environment or Ecology) Laws/"B"/All Other Offenses
Conspiracy to Commit/(Classify same as substantive offense)
Contempt of Court/"B"/All Other Offenses
Contract Fraud/"A"/Fraud Offenses
Contributing to the Delinquency of a Minor/"B"/All Other Offenses
    (Other offenses may have been committed, e.g., Pornography-
    Obscene Material; Prostitution; Liquor Law Violations; etc.)
Conversion/(Classify as Embezzlement; Trespass of Personal Property;
    etc.)
Corrupt Conduct by Juror/"B"/All Other Offenses (Other offenses may
    have been committed, e.g., Bribery; False Statement; etc.)
Counterfeiting/"A"/Counterfeiting-Forgery
Credit Card Fraud/"A"/Fraud Offenses
Criminal Defamation/"B"/All Other Offenses
Criminal Libel/"B"/All Other Offenses
Criminal Slander/"B"/All Other Offenses
Cruelty to Animal(s)/"B"/All Other Offenses
Cruelty to Children, Nonviolent/"B"/Family Offenses, Nonviolent;
    or All Other Offenses
Cruelty to Children, Violent/"A"/Assault Offenses
Curfew Violations/"B"/Curfew-Loitering-Vagrancy Violations

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Offense/Group "A" or "B"/Covered By

- D -

Damage Property/"A"/Destruction-Damage-Vandalism of Property
Deception/"A"/Fraud Offenses
Defamation, Criminal/"B"/All Other Offenses
Desecrating the Flag/"B"/Disorderly Conduct
Desertion/"B"/Family Offenses, Nonviolent
Destroying Evidence/"B"/All Other Offenses
Detention, Forcible/"A"/Kidnaping-Abduction
Detention, Unlawful/"A"/Kidnaping-Abduction
Dice Game, Unlawful/"A"/Gambling Offenses
Disinterment, Unlawful/"B"/All Other Offenses
Disorderly Conduct/"B"/Disorderly Conduct
Disturbing the Peace/"B"/Disorderly Conduct
Driving Under the Influence (DUI)/"B"/Driving Under the Influence
Driving While Intoxicated (DWI)/"B"/Driving Under the Influence
Drug Equipment Violations/"A"/Drug-Narcotic Offenses
Drug Offenses/"A"/Drug-Narcotic Offenses
Drug Paraphernalia Offenses/"A"/Drug-Narcotic Offenses
Drunk/"B"/Drunkenness
Drunk and Disorderly/"B"/Drunkenness
Drunkard, Common/"B"/Drunkenness
Drunkard, Habitual/"B"/Drunkenness
Drunkenness/"B"/Drunkenness

- E -

Eavesdropping/"B"/All Other Offenses
Ecology Law Violations/"B"/All Other Offenses
Election Law Violations/"B"/All Other Offenses
Embezzlement/"A"/Embezzlement
Entry, Forcible/"A"/Burglary-B&E
Entry, Nonforcible/"A"/Burglary-B&E
Entry, Unlawful/"A"/Burglary-B&E
Environment Law Violations/"B"/All Other Offenses
Equipment, Drug/"A"/Drug-Narcotic Offenses
Equipment, Gambling/"A"/Gambling Offenses
Escape (Flight)/"B"/All Other Offenses
Espionage/"B"/All Other Offenses (Other offenses may have been
    committed, e.g., Burglary; Larceny-Theft; etc.)

Offense/Group "A" or "B"/Covered By

Explosives Offenses/"A"/(Classify same as substantive offense,
    e.g., Homicide; Aggravated or Simple Assault; Destruction-
    Damage-Vandalism of Property; Weapon Law Violations; etc.)
Extortion/"A"/Extortion-Blackmail

- F -

Facilitation of/(Classify same as substantive offense)
Failure to Appear/"B"/All Other Offenses
False Arrest/"B"/All Other Offenses
False Citizenship/"B"/All Other Offenses
False Fire Alarm/"B"/All Other Offenses
False Pretenses/"A"/Fraud Offenses
False Report or Statement/"A"/Fraud Offenses
False Report or Statement/"B"/All Other Offenses
Family Offenses, Nonviolent/"B"/Family Offenses, Nonviolent
Family Offenses, Violent/"A"/Assault Offenses; Homicide Offenses;
    Forcible Sex Offenses; etc.
Fish and Game Law Violations/"B"/All Other Offenses
Flight to Avoid Confinement, Custody, Giving Testimony, or
    Prosecution/"B"/All Other Offenses
Fondling, Forcible/"A"/Sex Offenses, Forcible
Forcible Detention/"A"/Kidnaping-Abduction
Forcible Entry/"A"/Burglary-B&E
Forcible Rape/"A"/Sex Offenses, Forcible
Forgery/"A"/Counterfeiting-Forgery
Fornication (consensual)/"B"/All Other Offenses
Fraud/"A"/Fraud Offenses
Fraud, Automatic Teller Machine (ATM)/"A"/Fraud Offenses
Fraud, Contract/"A"/Fraud Offenses
Fraud, Credit Card/"A"/Fraud Offenses
Fraud, Procurement/"A"/Fraud Offenses
Fraud, Telephone/"A"/Fraud Offenses
Fraud, Welfare/"A"/Fraud Offenses
Fraud, Wire/"A"/Fraud Offenses
Fraudulent Checks/"B"/Bad Checks
Frequenting a House of Prostitution/"B"/All Other Offenses
Fugitive/"B"/All Other Offenses

Offense/Group "A" or "B"/Covered By

- G -

Gambling/"A"/Gambling Offenses
Gambling Devices Offenses/"A"/Gambling Offenses
Gambling Equipment Offenses/"A"/Gambling Offenses
Gambling Goods, Possession of/"A"/Gambling Offenses
Gambling Paraphernalia, Possession of/"A"/Gambling Offenses
Gaming Offenses/"A"/Gambling Offenses

- H -

Habitual Drunkard/"B"/Drunkenness
Harassment/"B"/All Other Offenses
Harboring/"B"/All Other Offenses
Hate Crime/(Classify same as substantive offense, e.g., Arson;
    Assault; Murder; Destruction-Damage-Vandalism of Property; etc.)
Health and Safety Laws (Adulterated Food, Drugs, or Cosmetics)/"B"/
    All Other Offenses (Other offenses may have been committed,
    e.g., Homicide; Aggravated or Simple Assault; Fraud; etc.)
Hijacking-Air Piracy/(Report the substantive offenses committed,
    e.g., Aggravated Assault; Extortion; Robbery; Kidnaping; etc.)
Hit and Run/"B"/All Other Offenses (Other offenses may have been
    committed, e.g., Driving Under the Influence; Vehicular
    Manslaughter, etc.)
Homicide/"A"/Homicide Offenses
Homicide, Justifiable/"A"/Homicide Offenses
Homosexual Act or Conduct/"B"/All Other Offenses
Hostage-Taking/"A"/Kidnaping-Abduction
House of Prostitution, Frequenting a/"B"/All Other Offenses
House of Prostitution, Operating a/"A"/Prostitution Offenses

- I -

Immigration Law Violations (Illegal Alien Entry; False Citizenship;
    Smuggling Alien; etc.)/"B"/All Other Offenses
Impersonation/"A"/Fraud Offenses
Incendiary Device Offenses/(Report substantive offenses committed,
    e.g., Arson; Homicide; Aggravated or Simple Assault; Weapon Law
    Violations; Destruction-Damage-Vandalism of Property; etc.)

Offense/Group "A" or "B"/Covered By

Incest/"A"/Sex Offenses, Nonforcible
Indecent Exposure/"B"/All Other Offenses
Indecent Liberties/"A"/Sex Offenses, Forcible (Forcible Fondling)
Influence Peddling/"A"/Bribery
Insufficient Funds Checks/"B"/Bad Checks
Intimidation/"A"/Assault Offenses
Intoxicated/"B"/Drunkenness
Intoxication/"B"/Drunkenness
Invasion of Privacy/"B"/All Other Offenses
Involuntary Manslaughter/"A"/Homicide Offenses (Negligent
    Manslaughter)

- J -

Jury Tampering/"B"/All Other Offenses (Other offenses may have been
    committed, e.g., Bribery; Extortion-Blackmail; Intimidation;
    etc.)
Justifiable Homicide/"A"/Homicide Offenses

- K -

Kickback/"A"/Bribery
Kidnaping/"A"/Kidnaping-Abduction
Kidnaping, Parental/"A"/Kidnaping-Abduction
Killing/"A"/Homicide Offenses

- L -

Larceny/"A"/Larceny-Theft Offenses
Leaving the Scene of an Accident/"B"/All Other Offenses (Other
    offenses may have been committed, e.g., Vehicular Manslaughter;
    Driving Under the Influence; etc.)
Libel, Criminal/"B"/All Other Offenses
Liquor Law Violations/"B"/Liquor Law Violations
Littering/"B"/All Other Offenses
Loitering/"B"/Curfew-Loitering-Vagrancy Violations
Looting/"A"/(Classify as either Burglary or Larceny, as appropriate)
Lottery, Unlawful/"A"/Gambling Offenses

Offense/Group "A" or "B"/Covered By

- M -

Mail Fraud/"A"/Fraud Offenses
Malicious Mischief/"A"/Destruction-Damage-Vandalism of Property
Mandatory Release Violation/"B"/All Other Offenses
Manslaughter, Negligent/"A"/Homicide Offenses
Manslaughter, Nonnegligent/"A"/Homicide Offenses
Manslaughter, Vehicular/"B"/All Other Offenses
Military Law Violations (AWOL; Desertion; etc.)/"B"/All Other
    Offenses
Minor Assault/"A"/Assault Offenses
Misappropriation/"A"/Embezzlement
Missing Person/(Should not be reported as it is not an "offense")
Molesting, Child/"A"/Sex Offenses, Forcible
Monopoly in Restraint of Trade/"B"/All Other Offenses
Moonshining/"B"/Liquor Law Violations
Motor Vehicle Theft/"A"/Motor Vehicle Theft
Murder/"A"/Homicide Offenses

- N -

Narcotic Offenses/"A"/Drug-Narcotic Offenses
Neglect of Family/"B"/Family Offenses, Nonviolent
Negligent Manslaughter/"A"/Homicide Offenses
Nonpayment of Alimony/"B"/Family Offenses, Nonviolent;
    or All Other offenses (if treated as Contempt of Court)
Nonsupport/"B"/Family Offenses, Nonviolent
Numbers/"A"/Gambling Offenses

- O -

Obscene Communication/"B"/All Other Offenses
Obscene Language, Use of/"B"/Disorderly Conduct
Obscene Material/"A"/Pornography-Obscene Material
Obscene Telephone Call/"B"/All Other Offenses
Obstructing Criminal Investigation/"B"/All Other Offenses
Obstructing Justice/"B"/All Other Offenses
Obstructing Police Officer(s)/"B"/All Other Offenses
Operating a House of Prostitution/"A"/Prostitution Offenses

Offense Lookup Table

<u>Offense/Group "A" or "B"/Covered By</u>

<u>- P -</u>

Pandering/"A"/Prostitution Offenses
Paraphernalia Offenses, Drug/"A"/Drug-Narcotic Offenses
Paraphernalia Offenses, Gambling/"A"/Gambling Offenses
Parental Kidnaping/"A"/Kidnaping-Abduction
Parole Violation/"B"/All Other Offenses
Passing Bad Checks/"B"/Bad Checks
Patronizing a House of Prostitution/"B"/All Other Offenses
Patronizing a Prostitute/"B"/All Other Offenses
Peeping Tom/"B"/Peeping Tom
Perjury/"B"/All Other Offenses (Other offenses may have been
    committed, e.g., Bribery; etc.)
Perjury, Subornation of/"B"/All Other Offenses (Other offenses may
    have been committed, e.g., Bribery; Extortion-Blackmail;
    Intimidation; etc.)
Pickpocket/"A"/Larceny-Theft Offenses
Pimping/"A"/Prostitution Offenses
Pocket-Picking/"A"/Larceny-Theft Offenses
Polygamy/"B"/All Other Offenses
Pornography/"A"/Pornography-Obscene Material
Possession of Burglary Tools/"B"/All Other Offenses
Possession of Drug Equipment/"A"/Drug-Narcotic Offenses
Possession of Gambling Equipment/"A"/Gambling Offenses
Possession of Stolen Property/"A"/Stolen Property Offenses
Privacy, Invasion of/"B"/All Other Offenses
Probation Violation/"B"/All Other Offenses
Procurement Fraud/"A"/Fraud Offenses
Procuring for Prostitution/"A"/Prostitution Offenses
Profanity/"B"/Disorderly Conduct
Prostitution/"A"/Prostitution Offenses
Prostitution, Soliciting for/"A"/Prostitution Offenses
Prostitution, Transporting Persons for/"A"/Prostitution Offenses
Prowler/"B"/All Other Offenses
Public Nuisance/"B"/Disorderly Conduct
Purse-snatching/"A"/Larceny-Theft Offenses

<u>- Q -</u>

Quarantine, Violation of/"B"/All Other Offenses

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Offense/Group "A" or "B"/Covered By

- R -

Racketeering/(Classify same as substantive offenses, e.g., Bribery; Extortion-Blackmail; Larceny-Theft Offenses; etc.)
Rape (forcible)/"A"/Sex Offenses, Forcible
Rape By Instrumentation/"A"/Sex Offenses, Forcible
Rape, Statutory/"A"/Sex Offenses, Nonforcible
Receiving Stolen Property/"A"/Stolen Property Offenses
Reckless Endangerment/"B"/All Other Offenses
Reckless Manslaughter (nonvehicular)/"A"/Homicide Offenses (Negligent Manslaughter)
Reckless Operation of Aircraft/"B"/All Other Offenses
Release Violation, Conditional/"B"/All Other Offenses
Release Violation, Mandatory/"B"/All Other Offenses
Resisting Officer/"A"/Assault Offenses
Restraint, Unlawful/"A"/Kidnaping-Abduction
Revenue Law Violations/"B"/All Other Offenses
Riot/"B"/All Other Offenses (Other offenses may have been committed, e.g., Arson; Destruction-Damage-Vandalism of Property; etc.)
Robbery/"A"/Robbery
Rout/"B"/All Other Offenses (Other offenses may have been committed)
Runaway/"B"/Runaway

- S -

Sabotage/"B"/All Other Offenses (Other offenses may have been committed, e.g., Arson; Destruction-Damage-Vandalism of Property; etc.)
Sanitation Law Violations/"B"/All Other Offenses
Scalping, Ticket(s)/"B"/All Other Offenses
Sedition/"B"/All Other Offenses
Seduction/"B"/All Other Offenses
Sex, Commercialized/(Classify as Prostitution Offenses; Pornography-Obscene Material; or All Other Offenses)
Sex Offenses, Forcible/"A"/Sex Offenses, Forcible
Sex Offenses, Nonforcible/"A"/Sex Offenses, Nonforcible
Sexual Assault With An Object/"A"/Sex Offenses, Forcible
Shoplifting/"A"/Larceny-Theft Offenses
Simple Assault/"A"/Assault Offenses
Slander, Criminal/"B"/All Other Offenses
Smuggling Alien/"B"/All Other Offenses

Offense Lookup Table

<u>Offense/Group "A" or "B"/Covered By</u>

Smuggling Contraband/"B"/All Other Offenses (Other offenses may
    have been committed, e.g., Drug-Narcotic Offenses; etc.)
Sodomy, Consensual/"B"/All Other Offenses
Sodomy, Forcible/"A"/Sex Offenses, Forcible
Solicitation to Commit Felony/(Classify same as substantive offense)
Stolen Property-Buying, Receiving, or Possessing/"A"/Stolen
    Property Offenses
Stripping Motor Vehicle/"A"/Larceny-Theft Offenses
Strong-arm Robbery/"A"/Robbery
Subornation of Perjury/"B"/All Other Offenses (Other offenses may
    have been committed, e.g., Bribery; Extortion-Blackmail;
    Intimidation; etc.)
Suicide/(Should <u>not</u> be reported)
Suspicion/(Should <u>not</u> be reported as it is not an "offense")
Swindle/"A"/Fraud Offenses

- T -

Tax Law Violations/"B"/All Other Offenses
Telephone Call, Threatening/"A"/Assault Offenses (Intimidation)
Telephone Fraud/"A"/Fraud Offenses
Terrorism/(Classify same as substantive offense, e.g., Assault;
    Destruction-Damage-Vandalism of Property; Murder; etc.)
Theft/"A"/Larceny-Theft Offenses
Theft From Building/"A"/Larceny-Theft Offenses
Theft From Coin-Operated Machine or Device/"A"/Larceny-Theft
    Offenses
Theft From Motor Vehicle/"A"/Larceny-Theft Offenses
Theft of Motor Vehicle/"A"/Motor Vehicle Theft
Theft of Motor Vehicle Parts or Accessories/"A"/Larceny-Theft
    Offenses
Theft of Vehicles or Equipment Other than Motor Vehicles/"A"/
    Larceny-Theft Offenses
Threatening Behavior/"A"/Assault Offenses (Intimidation)
Threatening Conduct/"A"/Assault Offenses (Intimidation)
Threatening Gesture/"A"/Assault Offenses (Intimidation)
Threatening Telephone Call/"A"/Assault Offenses (Intimidation)
Threatening Words or Statement/"A"/Assault Offenses (Intimidation)
Threats/"A"/Assault Offenses (Intimidation)
Traffic Violations (Do <u>not</u> report <u>except for</u>: Driving Under the
    Influence (DUI); Driving While Intoxicated (DWI); Hit and Run;
    or Vehicular Manslaughter)

Offense/Group "A" or "B"/Covered By

Transmitting Wagering Information/"A"/Gambling Offenses
Transporting Persons for Prostitution/"A"/Prostitution Offenses
Treason/"B"/All Other Offenses (Other offenses may have been
    committed, e.g., Burglary; Larceny; etc.)
Trespass of Personal Property/"B"/All Other Offenses
Trespass of Real Property/"B"/Trespass of Real Property

- U -

Unlawful Assembly/"B"/All Other Offenses
Unlawful Entry/"A"/Burglary-B&E
Unlawful Restraint/"A"/Kidnaping-Abduction
Unlicensed Weapon/"A"/Weapon Law Violations
Unregistered Weapon/"A"/Weapon Law Violations
Uttering Bad Checks/"B"/Bad Checks

- V -

Vagabondage/"B"/Curfew-Loitering-Vagrancy Violations
Vagrancy/"B"/Curfew-Loitering-Vagrancy Violations
Vandalism/"A"/Destruction-Damage-Vandalism of Property
Vehicular Manslaughter/"B"/All Other Offenses
Vice, Commercialized/(Classify as Prostitution Offenses;
    Pornography-Obscene Material; or All Other Offenses)
Violation of Quarantine/"B"/All Other Offenses
Violation of Restraining Order/"B"/All Other Offenses

- W -

Wagering, Unlawful/"A"/Gambling Offenses
Weapon, Concealed/"A"/Weapon Law Violations
Weapon, Unlicensed/"A"/Weapon Law Violations
Weapon, Unregistered/"A"/Weapon Law Violations
Weapon Law Violations/"A"/Weapon Law Violations
Welfare Fraud/"A"/Fraud Offenses
Wire Fraud/"A"/Fraud Offenses
Wiretapping, Illegal/"B"/All Other Offenses

IV. OFFENSE CODES

There are a total of 57 three-digit Uniform Crime Reporting (UCR) offense codes for the Group "A" and Group "B" Offenses used in the National Incident-Based Reporting System (NIBRS).

A. Group "A" Offense Codes

There are 22 Group "A" crime categories and they are comprised of 46 Group "A" Offenses. Therefore, there are 46 Group "A" Offense Codes.

The Group "A" Offense Codes were derived from the four-digit National Crime Information Center (NCIC) Uniform Offense Classification Codes in order to facilitate interrelating offense data between the NCIC and UCR systems. This was accomplished by using in the UCR Offense Codes the same first two characters as used in the NCIC coding system. The third character of the UCR Code is either a zero (0) or an alphabetical letter (A, B, etc.) referencing a subcategory of the crime category. For example, the NCIC Code for Simple Assault is "1313," while the UCR Code is "13B."

There are two exceptions: (1) the NCIC Offense Code for Statutory Rape is "1116," while the UCR Code is "36B"; and (2) the NCIC Code for Forcible Fondling (of child) is "3601," while the UCR Code is "11D." These exceptions resulted from the fact that NCIC includes Statutory Rape in "Sexual Assaults," while UCR includes it in "Nonforcible Sex Offenses"; and NCIC includes "Child-Fondling" in "Sex Offenses," while UCR includes it in "Forcible Sex Offenses."

B. Group "B" Offense Codes

A separate "900" offense code numbering series has been assigned to the 11 Group "B" crime categories. For example, the NCIC Offense Code for Bad Checks is "2606," while the UCR Code is "90A."

The different numbering series was established to assist in distinguishing Group "B" Offenses from the Group "A" Offenses. The distinction is important because of the difference in reporting requirements between the two types of offenses. Incidents and arrests involving Group "A" Offenses are reported using "Group 'A' Incident Reports," while arrests (only) involving Group "B" Offenses are reported using "Group 'B' Arrest Reports."

C. Offense Code Table

The 57 UCR offense codes, as well as their NCIC counterparts, are listed below under their respective "Group 'A' Offenses" and "Group 'B' Offenses" captions:

UCR Offense	NCIC Code	UCR Code
GROUP "A" OFFENSES:		
ARSON	2001-2009; 2099	200
ASSAULT OFFENSES		
Aggravated Assault	1301-1312; 1314-1315	13A
Simple Assault	1313	13B
Intimidation	1316; 5215-5216	13C
BRIBERY	5101-5113; 5199	510
BURGLARY/BREAKING & ENTERING	2201-2205; 2207; 2299	220
COUNTERFEITING/FORGERY	2501-2507; 2509; 2510; 2589; 2599	250
DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	2901-2906; 2999	290
DRUG/NARCOTIC OFFENSES		
Drug/Narcotic Violations	3501-3505; 3510-3513; 3520-3523; 3530-3533; 3540-3543; 3560-3664; 3570-3573; 3580-3583; 3599	35A
Drug Equipment Violations	3550	35B

UCR Offense	NCIC Code	UCR Code
EMBEZZLEMENT	2701-2705; 2799	**270**
EXTORTION/BLACKMAIL	2101-2105; 2199	**210**
FRAUD OFFENSES		
False Pretenses/Swindle/ Confidence Game	2601-2603; 2607; 2699	**26A**
Credit Card/Automatic Teller Machine Fraud	2605	**26B**
Impersonation	2604	**26C**
Welfare Fraud	None	**26D**
Wire Fraud	2608	**26E**
GAMBLING OFFENSES		
Betting/Wagering	3903; 3906; 3917	**39A**
Operating/Promoting/ Assisting Gambling	3901-3902; 3904-3905; 3907; 3915-3916; 3918; 3920-3921	**39B**
Gambling Equipment Violations	3908-3914	**39C**
Sports Tampering	3919	**39D**
HOMICIDE OFFENSES		
Murder and Nonnegligent Manslaughter	0901-0908; 0911-0912	**09A**
Negligent Manslaughter	0909-0910	**09B**
Justifiable Homicide	None	**09C**
KIDNAPING/ABDUCTION	1001-1009; 1099	**100**

Offense Codes

UCR Offense	NCIC Code	UCR Code
LARCENY/THEFT OFFENSES		
Pocket-picking	2301	**23A**
Purse-snatching	2302	**23B**
Shoplifting	2303	**23C**
Theft From Building	2308; 2311	**23D**
From Coin-Operated Machine or Device	2307	**23E**
Theft From Motor Vehicle	2305	**23F**
Theft of Motor Vehicle Parts or Accessories	2304; 2407	**23G**
All Other Larceny	2306; 2309-2310; 2312-2316; 2410	**23H**
MOTOR VEHICLE THEFT	2401-2405; 2408; 2411; 2499	**240**
PORNOGRAPHY/OBSCENE MATERIAL	3700-3706; 3799	**370**
PROSTITUTION OFFENSES		
Prostitution	4003-4004	**40A**
Assisting or Promoting Prostitution	4001-4002; 4006; 4099	**40B**
ROBBERY	1201-1211; 1299	**120**
SEX OFFENSES, FORCIBLE		
Forcible Rape	1101-1103	**11A**
Forcible Sodomy	1104-1115	**11B**
Sexual Assault With An Object	None	**11C**
Forcible Fondling	3601 (Child)	**11D**

UCR Offense	NCIC Code	UCR Code
SEX OFFENSES, NONFORCIBLE		
Incest	3604; 3607	36A
Statutory Rape	1116	36B
STOLEN PROPERTY OFFENSES	2801-2805; 2899	280
WEAPON LAW VIOLATIONS	5201-5214; 5299	520

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GROUP "B" OFFENSES:

BAD CHECKS	2606	90A
CURFEW/LOITERING/VAGRANCY VIOLATIONS	6300; 6399	90B
DISORDERLY CONDUCT	5310-5311; 5399	90C
DRIVING UNDER THE INFLUENCE	5403-5404	90D
DRUNKENNESS	4200; 4299	90E
FAMILY OFFENSES, NONVIOLENT	3801-3803; 3806-3808; 3899	90F
LIQUOR LAW VIOLATIONS	4101-4104; 4199	90G
PEEPING TOM	3611	90H
RUNAWAY	None	90I
TRESPASS OF REAL PROPERTY	5707	90J
ALL OTHER OFFENSES	Various	90Z

V. REPORTS

There are two types of reports used in the National Incident-Based Reporting System (NIBRS): (1) the "Group 'A' Incident Report"; and (2) the "Group 'B' Arrest Report."

The Group "A" Incident Report is used to report <u>incidents</u> and <u>arrests</u> involving Group "A" Offenses. The Group "B" Arrest Report is used to report <u>arrests</u> (only) involving Group "B" Offenses. See Section II, "Offenses," for descriptions of Group "A" and Group "B" Offenses.

Detailed descriptions of the data elements listed in this section are set forth in Section VI, "Data Elements and Data Values."

A. Group "A" Incident Report

The Group "A" Incident Report is used to report both <u>incidents</u> and <u>arrests</u> involving Group "A" Offenses. It is comprised of six (6) segments (i.e., Administrative Segment, Offense Segment, Property Segment, Victim Segment, Offender Segment, and Arrestee Segment) and 52 data elements.

In most cases, an initial Group "A" Incident Report will contain an Administrative Segment, Offense Segment(s), Property Segment(s) (if applicable), Victim Segment(s), and Offender Segment(s). One or more Arrestee Segments may also be included if arrests were made by the time the initial report was submitted. However, in most cases, arrests will be made after the initial report and the Arrestee Segments will be submitted as "updates" to the initial report.

If an arrest involving a Group "A" Offense occurs for which there was no initial incident report previously submitted (e.g., an "on-view arrest"), a complete Group "A" Incident Report must be created and submitted, which not only provides the Arrestee Segment, but also the Administrative, Offense, Property (if applicable), Victim, and Offender Segments.

Sometimes applications for warrants are made without the police being notified of the details of the crime, e.g., "Bench Warrant" and "Warrant of Arrest" situations. In so far as possible, the information regarding such crimes should be obtained and reported in Group "A" Incident Reports or Group "B" Arrest Reports, depending on whether the crimes are Group "A" or Group "B" Offenses.

The six (6) Group "A" Incident Report segments are:

1. Administrative Segment

This segment contains administrative data which is applicable to the entire incident report (e.g., the identifying number assigned to the incident and the date and hour the incident occurred). A single Administrative Segment is to be submitted for each reported incident.

The data elements used in the Administrative Segment are:

1 ORI Number
2 Incident Number
3 Incident Date/Hour
4 Cleared Exceptionally
5 Exceptional Clearance Date

2. Offense Segment

Offense Segments are used to identify and describe the types of offenses involved in the incident (e.g., 200 Arson, 40A Prostitution, etc.). An Offense Segment is to be submitted for each of the (up to) ten (10) most serious (as determined by the reporting agency) Group "A" Offenses in the incident. Only one Offense Segment is to be submitted for each reported UCR Offense Code even though there may have been more than one victim of the crime. At least one Offense Segment must be submitted for each Group "A" Incident Report.

Example: In the same incident, the offender assaulted two persons by threatening them with a handgun. Only one Offense Segment should be submitted with "13A" = Aggravated Assault entered into Data Element 6 (UCR Offense Code). [Note: Two Victim Segments should also be submitted which are linked to this Offense Segment by entering "13A" into Data Element 24 (Victim Connected to UCR Offense Codes).]

The data elements used in the Offense Segment are:

[Note: While Data Elements 1 (ORI Number) and 2 (Incident Number) are part of the Administrative Segment, they are repeated in the Offense, Property, Victim, Offender, and Arrestee Segments for the purpose of linking those segments to the Administrative Segment.]

[1 ORI Number]
[2 Incident Number]
 6 UCR Offense Code
 7 Offense Attempted/Completed
 8 Offender(s) Suspected of Using
 9 Location Type
10 Number of Premises Entered
11 Method of Entry
12 Type Criminal Activity
13 Type Weapon/Force Involved

3. Property Segment

Property Segments are used to describe the type, value, and (for drugs and narcotics seized in drug cases) quantity of property involved in the incident.

A Property Segment is to be submitted for each type of property loss/etc., i.e., "Burned," "Counterfeited/Forged," "Destroyed/Damaged/Vandalized," "Recovered," "Seized," and/or "Stolen/Etc." (includes bribed, defrauded, embezzled, extorted, ransomed, robbed, etc.) which occurred in the incident.

Property Segments are to be submitted when a "Crime Against Property" or Kidnaping/Abduction is involved in an incident. Therefore, Property Segments are to be submitted only if the incident included one or more of the following offenses:

100 Kidnaping/Abduction
120 Robbery
200 Arson
210 Extortion/Blackmail
220 Burglary/B&E
23A Pocket-Picking
23B Purse-Snatching
23C Shoplifting
23D Theft From Building
23E Theft From Coin-Operated Machine or Device
23F Theft From Motor Vehicle
23G Theft of Motor Vehicle Parts or Accessories
23H All Other Larceny
240 Motor Vehicle Theft
250 Counterfeiting/Forgery
26A False Pretenses/Swindle/Confidence Game
26B Credit Card/Automatic Teller Machine Fraud
26C Impersonation
26D Welfare Fraud

26E Wire Fraud
270 Embezzlement
280 Stolen Property Offenses (Receiving, etc.)
290 Destruction/Damage/Vandalism of Property
35A Drug/Narcotic Violations
35B Drug Equipment Violations
39A Betting/Wagering
39B Operating/Promoting/Assisting Gambling
39C Gambling Equipment Violations
39D Sports Tampering
510 Bribery

The data elements used in the Property Segment are:

[1 ORI Number]
[2 Incident Number]
14 Type Property Loss/Etc.
15 Property Description
16 Value of Property
17 Date Recovered
18 Number of Stolen Motor Vehicles
19 Number of Recovered Motor Vehicles
20 Suspected Drug Type
21 Estimated Drug Quantity
22 Type Drug Measurement

Up to ten (10) types of property (e.g., "Aircraft," "Alcohol," "Automobiles," etc.) can be reported for each type of property loss/etc. If there was no property loss/etc., "1" = None is to be entered into Data Element 14 (Type Property Loss/Etc.), and Data Elements 15 through 22 are to be left blank. If it is not known whether a property loss/etc. occurred, "8" = Unknown is to be entered into Data Element 14, and Data Elements 15 through 22 are to be left blank.

4. Victim Segment

Victim Segments are used to describe the victims involved in the incident (e.g., their age, sex, race, etc.). A separate Victim Segment is to be submitted for each of the (up to 999) victims involved in the incident. There must be at least one Victim Segment in each incident report.

The data elements used in the Victim Segment are:

[1 ORI Number]
[2 Incident Number]

23 Victim (Sequence) Number
24 Victim Connected to UCR Offense Code(s)
25 Type of Victim
26 Age (of Victim)
27 Sex (of Victim)
28 Race (of Victim)
29 Ethnicity (of Victim)
30 Resident Status (of Victim)
31 Aggravated Assault/Homicide Circumstances
32 Additional Justifiable Homicide Circumstances
33 Type Injury
34 Offender Number(s) to be Related
35 Relationship(s) of Victim to Offender(s)

5. Offender Segment

Offender Segments are used to describe the offenders in the incident (e.g., their age, sex, race, etc.). An Offender Segment is to be submitted for each of the (up to 99) offenders involved in the incident. There must be at least one Offender Segment in each incident report.

The data elements used in the Offender Segment are:

[1 ORI Number]
[2 Incident Number]
36 Offender (Sequence) Number
37 Age (of Offender)
38 Sex (of Offender)
39 Race (of Offender)

If nothing is known about the offender(s) -- i.e., no one saw the offender(s) and there were no suspects, so even the number of offenders is unknown -- then "00" is to be entered into Data Element 36 (Offender Sequence Number) and Data Elements 37 through 39 are to be left blank.

6. Arrestee Segment

Arrestee Segments are used to report the apprehension of the persons who committed the crimes reported in Group "A" Incident Reports. An Arrestee Segment is to be submitted for each of the (up to 99) Arrestees who were involved in the incident. If there were no arrestees, this segment should not be submitted. The Arrestee Segment describes the arrestee (e.g., his/her age, sex, race, etc.) and the circumstances of the arrest.

The <u>data elements</u> used in the Arrestee Segment are:

[1 ORI Number]
[2 Incident Number]
40 Arrestee (Sequence) Number
41 Arrest (Transaction) Number
42 Arrest Date
43 Type of Arrest
44 Multiple Clearance Indicator
45 UCR Arrest Offense Code
46 Arrestee Was Armed With
47 Age (of Arrestee)
48 Sex (of Arrestee)
49 Race (of Arrestee)
50 Ethnicity (of Arrestee)
51 Resident Status (of Arrestee)
52 Disposition of Arrestee Under 18

B. Group "B" Arrest Report

The Group "B" Arrest Report is used to report arrests involving Group "B" Offenses. A separate report is to be submitted for each arrestee. The report is comprised of 13 data elements which describe the arrestee (e.g., his/her age, sex, race, etc.), the offense for which he/she was arrested (e.g., Robbery, Shoplifting, etc.), and the circumstances of the arrest. Incident reports are <u>not</u> submitted on Group "B" Offenses.

The <u>data elements</u> used in the Group "B" Arrest Report are:

 1 ORI Number
*41 Arrest (Transaction) Number
*40 Arrestee (Sequence) Number
 42 Arrest Date
 43 Type of Arrest
 45 UCR Arrest Offense Code
 46 Arrestee Was Armed With
 47 Age (of Arrestee)
 48 Sex (of Arrestee)
 49 Race (of Arrestee)
 50 Ethnicity (of Arrestee)
 51 Resident Status (of Arrestee)
 52 Disposition of Arrestee Under 18

*The order of these two data elements is reversed
 from that in the Arrestee Segment.

If an arrest for a Group "B" Offense results in the clearance of a previously submitted Group "A" Incident Report, the reporting agency should submit an Arrestee Segment as an "update" to the previously submitted Group "A" Incident Report rather than a Group "B" Arrest Report. The Group "B" Offense Code is to be entered into Data Element 45 (UCR Arrest Offense Code) of the Arrestee Segment.

Example: On August 29, 1989, the subject was arrested for Driving Under the Influence (DUI), a Group "B" Offense. It was determined that he was wanted for a previously reported Robbery, a Group "A" Offense, which occurred on March 23, 1989. Instead of submitting a Group "B" Arrest Report, an Arrestee Segment should be submitted as an update to the previous Group "A" Incident Report, with "90D" (the UCR Offense Code for DUI) entered into Data Element 45 (UCR Arrest Offense Code).

VI. DATA ELEMENTS AND DATA VALUES

The "data elements" and "data values" set forth in this section represent those which are required to satisfy the National Incident-Based Reporting System's (NIBRS') reporting requirements. State and local agencies are encouraged to include additional data elements and values in their IBR systems to satisfy their own state and/or local needs, but to report only those set forth below to the National UCR Program.

A. Data Elements

"Data elements" are the data fields used in NIBRS to describe the victims, offenders, arrestees, and circumstances of criminal incidents and arrests. Examples are: "Incident Number," "UCR Offense Code," "Type of Victim," and "Age of Offender."

There are 52 data elements. Some are required to be reported, i.e., they are "Mandatory." Others may be reported at the option of the agency submitting the report to the FBI, i.e., they are "Optional." See Volume 2: Data Submission Specifications, Section IV, "Mandatories," for the designations of which data elements are "Mandatory" and which are "Optional." A description of each data element appears below under the caption, "C. Descriptions of the Data Elements and Data Values."

B. Data Values

"Data values" are the specific codes which are allowed to be entered into the data elements. Each code appears in bold print, followed by its underlined translation. Examples are: "M" = Male, "F" = Female, and "U" = Unknown, which are the data values allowed in the "Sex" data elements; and "W" = White, "B" = Black, "I" = American Indian/Alaskan Native, "A" = Asian/ Pacific Islander, and "U" = Unknown allowed in the "Race" data elements. The data values for each data element appear below under the caption, "C. Descriptions of the Data Elements and Data Values."

There are many more data values than there are data elements. If more than one of the data values associated with a data element would apply to the situation, use the most specific one. For example, a 7-Eleven store could be described in Data Element 9 (Location Type) as a "05" = Commercial/Office Building, "07" = Convenience Store, or "12" = Grocery/Supermarket. However, since "07" = Convenience Store is the most specific description, it should be used.

Furthermore, some data elements allow for the entry of more than one data value. For example, Data Element 12 (Type Criminal Activity) allows up to three (3) types of activity to be entered for each offense. If in a drug case, the offenders had grown marijuana and distributed it by having children sell it at school, the data values of "C" = Cultivating/Manufacturing/Publishing, "D" = Distributing/Selling, and "E" = Exploiting Children should be entered.

C. Descriptions of the Data Elements and Data Values

The following data elements and data values are used for reporting incidents and arrests involving Group "A" Offenses, and for reporting arrests involving Group "B" Offenses.

See Section II, "Offenses," for explanations of Group "A" and "B" Offenses. Also see Section V, "Reports," for explanations of the "Group 'A' Incident Report" and the "Group 'B' Arrest Report."

Whether a data element is used only in the Group "A" Incident Report or both the Group "A" Incident Report and the Group "B" Arrest Report is indicated by the following parenthetical indicators in each data element description:

Used In	Indicator
Group "A" Incident Report (only)	(A)
Group "A" and "B" Reports (both)	(A&B)

Caveat: The order of data values shown in this section is for data entry purposes. In a few instances the order is different from that appearing in Volume 2: Data Submission Specifications, which sets forth the order for magnetic tape submission purposes. For example, the order of data entry for Data Element 17 (Date Recovered) is shown herein as Month, Day, and Year (MM/DD/YYYY), while the order for magnetic tape submission is Year, Month, and Day (YYYY/MM/DD).

1 ORI Number - 9 characters (A&B): This is the 9-character NCIC Originating Agency Identifier (ORI) Number which has been assigned to your agency. It must be included in each Group "A" Incident Report segment or Group "B" Arrest Report.

Example: The ORI Number for the New York City Police Department is "NY0303000."

2 **Incident Number** - 12 characters (A): This is the number assigned by your agency to each Group "A" Incident Report to identify it uniquely, e.g., the Originating Agency Case (OCA) Number. The number can be up to 12 characters in length. The Incident Number must be included in each "segment" of the Group "A" Incident Report. [Note: Data Element 41 (Arrest Transaction Number) is the number which uniquely identifies each Group "B" Arrest Report.]

If and when data from a Group "A" Incident Report is furnished to an authorized entity for research purposes, the Incident Number will be encrypted by the FBI prior to its dissemination to ensure that the recipient cannot identify the actual case. State and local agencies may also encrypt their Incident Numbers before sending them to the FBI.

3 **Incident Date/Hour** - 11 characters (A): This data element must be included in each Group "A" Incident Report. It is to be used to enter the Month, Day, Year, and Hour (MM/DD/YYYY/HH) when the incident occurred or started, or the beginning of the time period in which it occurred (as appropriate). "Military" 24-hour time is to be used. If the "Incident Date" is unknown, enter the date of the report with the indicator "R" = Report. If the "Incident Hour" is unknown, leave the hour blank.

If the incident occurred on or between midnight and 0059, enter "00"; if on or between 0100 and 0159, enter "01"; if on or between 2300 and 2359, enter "23"; etc. If the incident occurred at exactly midnight, it is to be considered to have occurred at the beginning of the next day. Therefore, "00" should be entered for the hour, along with the next day's date.

Example (1): If a robbery occurred at 9:30 p.m. on July 2, 1989, the entry should be "07/02/1989/21."

Example (2): If a kidnaping started at 11:30 p.m. on November 1, 1989, and ended at 6:00 p.m., on November 16, 1989, the entry should be "11/01/1989/23."

Example (3): If a burglary occurred sometime between 11:15 a.m. on June 24, 1989, and 4:30 p.m. on June 26, 1989, the entry should be "06/24/1989/11."

Example (4): If the incident occurred at midnight on December 31, 1989, the entry should be "01/01/1990/00."

Example (5): If the date and hour of the incident are unknown but the date of the report was March 15, 1989, the entry should be "03/15/1989/R/bb" (where "b" equals a blank).

4 Cleared Exceptionally - 1 character (A): This data element must be included in each Group "A" Incident Report. It is used to indicate whether or not the incident was cleared exceptionally. If not, "N" = Not Applicable is to be entered. In a multiple-offense incident, the exceptional clearance of one offense, clears the entire incident. An incident cannot be cleared exceptionally if it was previously or at the same time cleared by an arrest, i.e., if an Arrestee Segment was or is being submitted.

In order to clear an offense by exceptional means, the following four conditions must be met: (1) the investigation must have clearly and definitely established the identity of at least one offender; (2) sufficient probable cause must have been developed to support the arrest, charging, and prosecution of the offender; (3) the exact location of the offender must be known so that an arrest could be made; and (4) there must be a reason outside the control of law enforcement which prevents the arrest, i.e., "A" through "E", below:

Allowed entries: (enter only one)

A = Death of Offender
B = Prosecution Declined (by the prosecutor for other than lack of probable cause)
C = Extradition Denied
D = Victim Refused to Cooperate (in the prosecution)
E = Juvenile/No Custody (the handling of a juvenile without taking him/her into custody, but rather by oral or written notice given to the parents or legal guardian in a case involving a minor offense)
N = Not Applicable (not cleared exceptionally)

Example (1): If an incident was not cleared by either an arrest or exceptional means by the time an initial Group "A" Incident Report was submitted regarding it, then "N" = Not Applicable should be entered.

Example (2): If, after a Group "A" Incident Report was submitted, an offender was arrested, the previously submitted report should be updated with an Arrestee Segment. The incident will be automatically cleared when the Arrestee Segment is received at the FBI. This data element should still contain "N" = Not Applicable.

Example (3): Suppose a Group "A" Incident Report was submitted and the offender was later arrested, but the victim refused to testify and there were no other witnesses. The previously submitted Group "A" Incident Report should be updated to change the contents of this data element from "N" = Not Applicable to "D" = Victim Refused to Cooperate.

5 **Exceptional Clearance Date** - 8 characters (A): If an incident was cleared by exceptional means (i.e., a code other than "N" was entered into Data Element 4), the Month, Day, and Year (MM/DD/YYYY) when the incident was cleared is to be entered into this data element.

Example: The incident was cleared on the "books" of the reporting agency on May 27, 1989. It was entered into the local and/or state computer on June 6, 1989. The date "05/27/1989" should be entered into this data element.

6 **UCR Offense Code** - 3 characters (A): This data element is to be used to enter the UCR Offense Codes of the up to ten (10) most serious (as determined by the reporting agency) Group "A" Offenses involved in the incident. There are 46 possible Group "A" Offense Code entries. A separate "Offense Segment" containing Data Elements 6 through 13 is to be submitted for each reported Group "A" Offense Code involved in the incident. Only one Offense Segment is to be submitted for each reported UCR Offense Code even though there may have been more than one victim of the crime. At least one Offense Segment must be included in a Group "A" Incident Report.

Example (1): If an incident involved robbery and rape, two Offense Segments should be submitted -- one with UCR Offense Code "120" (Robbery) and the other with "11A" (Forcible Rape).

Example (2): Even if two females were raped in Example (1), only one Offense Segment should be submitted with "11A" = Forcible Rape entered into Data Element 6 (UCR Offense Code). [Note: Two Victim Segments should also be submitted which are linked to the Offense Segment by entering "11A" into Data Element 24 (Victim Connected to UCR Offense Codes).]

7 **Offense Attempted/Completed** - 1 character (A): This data element is to be used to indicate whether each offense in the incident was completed or merely attempted. If there was more than one occurrence of the same UCR Offense within an incident and one was completed, then "Completed" must be entered.

It should be noted that "Attempted Murder" is to be reported as Aggravated Assault, and all Assault Offenses are to be coded as "Completed."

Allowed Entries: (enter only one)

A = Attempted
C = Completed

Example: During the same incident, Offender-01 raped Victim-001 and Offender-02 attempted to rape Victim-002 but had to leave the scene before the act was consummated because of arriving police. Since one rape was completed, "C" = Completed should be entered into the Offense Segment submitted for Forcible Rape.

8 Offender(s) Suspected of Using - 1 character (A): This data element is to be used to indicate whether any of the offenders in the incident were suspected of consuming alcohol or using drugs/narcotics during or shortly before the incident; or of using a computer, computer terminal, or other computer equipment to perpetrate the crime. Up to three (3) entries can be made.

While there is no requirement to indicate that none of the offender(s) was suspected of using alcohol, computer equipment, or drugs/narcotics, if the reporting officer did not indicate one of them, "N" = Not Applicable is to be entered.

Allowed entries: (enter up to 3)

A = Alcohol
C = Computer Equipment
D = Drugs/Narcotics
N = Not Applicable

Example (1): Witnesses to an assault reported that the victim and offender were in a bar drinking beer when an argument broke out and the offender attacked the victim with a knife. "A" = Alcohol should be entered.

Example (2): A rape victim advised that her attacker bragged that he had been "freebasing" cocaine just prior to the incident. "D" = Drugs/Narcotics should be entered.

Example (3): A medical supply warehouse was burglarized and large quantities of Methadone, Morphine, Benzedrine, and Valium were stolen. "D" = Drugs/Narcotics should not be entered because, while the drugs were the object of the crime, there was no indication that the offenders used drugs or narcotics before or during the incident.

Example (4): A computer "hacker" used his personal computer and a telephone modem to gain access to a company's computer and steal proprietary data. "C" = Computer Equipment should be entered.

Example (5): A private residence was burglarized and a personal computer was stolen, along with other items. "C" = Computer Equipment should not be entered because, while the computer was one of the fruits of the crime, it was not used to commit the crime.

9 **Location Type** - 2 characters (A): This data element is to be used to report the type of location/premises where each offense took place. Only one (1) location can be entered for each offense.

Allowed entries: (enter only one)

01 = Air/Bus/Train Terminal
02 = Bank/Savings and Loan (includes other financial institutions)
03 = Bar/Night Club
04 = Church/Synagogue/Temple (includes other religious buildings)
05 = Commercial/Office Building
06 = Construction Site
07 = Convenience Store
08 = Department/Discount Store
09 = Drug Store/Doctor's Office/Hospital (includes medical supply building)
10 = Field/Woods
11 = Government/Public Building
12 = Grocery/Supermarket
13 = Highway/Road/Alley (includes street)
14 = Hotel/Motel/Etc. (includes other temporary lodgings)
15 = Jail/Prison (includes penitentiary)
16 = Lake/Waterway
17 = Liquor Store
18 = Parking Lot/Garage
19 = Rental Storage Facility (includes "Mini-Storage" and "Self-Storage" buildings)
20 = Residence/Home (includes apartment, condominium, and nursing home)
21 = Restaurant (includes cafeteria)
22 = School/College (includes university)
23 = Service/Gas Station
24 = Specialty Store (includes fur store, jewelry store, TV store, dress shop, etc.)
25 = Other/Unknown

Example: An assault started in a bar ("03"), continued into an adjoining parking lot ("18"), and ended in the street ("13"). As the bar was the location where the offense was initiated and best describes the circumstances of the crime, "03" = Bar/Night Club should be entered.

10 **Number of Premises Entered** - 2 characters (A): This data element is to be used only if the crime is 200 Burglary/B&E and the "Hotel Rule" is applicable. In such cases, the number of structures (premises) entered is to be reported.

9 **Location Type** - 2 characters (A): This data element is to be used to report the type of location/premises where each offense took place. Only one (1) location can be entered for each offense.

Allowed entries: (enter only one)

- 01 = Air/Bus/Train Terminal
- 02 = Bank/Savings and Loan (includes other financial institutions)
- 03 = Bar/Night Club
- 04 = Church/Synagogue/Temple (includes other religious buildings)
- 05 = Commercial/Office Building
- 06 = Construction Site
- 07 = Convenience Store
- 08 = Department/Discount Store
- 09 = Drug Store/Doctor's Office/Hospital (includes medical supply building)
- 10 = Field/Woods
- 11 = Government/Public Building
- 12 = Grocery/Supermarket
- 13 = Highway/Road/Alley (includes street)
- 14 = Hotel/Motel/Etc. (includes other temporary lodgings)
- 15 = Jail/Prison (includes penitentiary)
- 16 = Lake/Waterway
- 17 = Liquor Store
- 18 = Parking Lot/Garage
- 19 = Rental Storage Facility (includes "Mini-Storage" and "Self-Storage" buildings)
- 20 = Residence/Home (includes apartment, condominium, and nursing home)
- 21 = Restaurant (includes cafeteria)
- 22 = School/College (includes university)
- 23 = Specialty Store (includes fur store, jewelry store, TV store, dress shop, etc.)
- 24 = Other/Unknown

Example: An assault started in a bar ("03"), continued into an adjoining parking lot ("18"), and ended in the street ("13"). As the bar was the location where the offense was initiated and best describes the circumstances of the crime, "03" = Bar/Night Club should be entered.

10 **Number of Premises Entered** - 2 characters (A): This data element is to be used only if the crime is 200 Burglary/B&E and the "Hotel Rule" is applicable. In such cases, the number of structures (premises) entered is to be reported.

In the Summary Reporting System, the Hotel Rule is applied to only temporary lodgings. It states: If a number of dwelling units under a single manager are burglarized and the offenses are most likely to be reported to the police by the manager rather than the individual tenants, the burglary should be scored as one offense.

In NIBRS, the Hotel Rule has been expanded to include rental storage facilities, i.e., "Mini-Storage" and "Self-Storage" buildings. Therefore, this data element is to be used if the offense is 220 Burglary/B&E and either "14" = Hotel/Motel/Etc. or "19" = Rental Storage Facility is entered into Data Element 9 (Location Type). The total number (up to 99) of individual rooms, units, suites, storage compartments, etc., entered is to be reported in this data element.

Example (1): A "Self-Storage" building was burglarized and 11 rented storage compartments were forcibly entered. The owner/manager of the building reported the incident to the police. The code "220" = Burglary/B&E should be entered into Data Element 6 (UCR Offense Code), the code "19" = Rental Storage Facility should be entered into Data Element 9 (Location Type), and the number "11" (for 11 compartments) should be entered into this data element.

Example (2): A private residence was burglarized. The code "220" = Burglary/B&E should be entered into Data Element 6 (UCR Offense Code) and "20" = Residence/Home should be entered into Data Element 9 (Location Type). However, because the "Location Type" was not "14" = Hotel/Motel/Etc. or "19" = Rental Storage Facility, no entry should be made into this data element. It should be blank.

11 Method of Entry - 1 character (A): This data element is to be used only if the offense is 220 Burglary/B&E. It is for reporting whether "Force" or "No Force" was used by the burglar(s) to enter the structure. A forced entry is where force of any degree, or a mechanical contrivance of any kind (including a passkey or skeleton key), was used to unlawfully enter a building or other structure. An unforced entry is one where the unlawful entry was achieved without force through an unlocked door or window. If both forced and unforced entries were involved in the crime, the entry should be reported as having been accomplished through "Force."

Allowed entries: (enter one if Burglary/B&E)

F = Force
N = No Force

Example: Investigation of a burglary complaint disclosed that the offender(s) entered the building through an unlocked street door and then forced a locked door to an office and stole a typewriter. Since one door was forced, "F" = Force should be entered.

12 **Type Criminal Activity** - 1 character (A): This data element is to be used to provide additional information on the criminal activity of the offender(s) in incidents involving:

    250 Counterfeiting/Forgery
    280 Stolen Property Offenses
    35A Drugs/Narcotics Violations
    35B Drug Equipment Violations
    39C Gambling Equipment Violations
    370 Pornography/Obscene Material
    520 Weapon Law Violations

Up to three (3) types of activity can be entered for each of the offenses listed above.

Allowed entries: (enter up to 3)

    B = Buying/Receiving
    C = Cultivating/Manufacturing/Publishing (i.e.,
        production of any type)
    D = Distributing/Selling
    E = Exploiting Children
    O = Operating/Promoting/Assisting
    P = Possessing/Concealing
    T = Transporting/Transmitting/Importing
    U = Using/Consuming

Example: The offenders published and sold pornographic photographs of children. Because up to three types of activity can be entered, "C" = Cultivating/Manufacturing/Publishing, "D" = Distributing/Selling, and "E" = Exploiting Children should be entered.

13 **Type Weapon/Force Involved** - 3 characters (A): This data element is to be used to enter the type(s) of weapon(s) or force used by the offender(s) in committing the following offenses:

    09A Murder and Nonnegligent Manslaughter
    09B Negligent Homicide
    09C Justifiable Homicide
    100 Kidnaping/Abduction
    11A Forcible Rape
    11B Forcible Sodomy
    11C Sexual Assault With An Object
    11D Forcible Fondling
    120 Robbery
    13A Aggravated Assault
    13B Simple Assault
    210 Extortion/Blackmail
    520 Weapon Law Violations

Up to three (3) types of weapons/force can be entered for each of the offenses listed above.

If the weapon was an "automatic" firearm, an "A" is to be added as a suffix to its code, e.g., "13A" = Automatic Rifle. An "Automatic Firearm" is defined as any firearm which shoots, or is designed to shoot, more than one shot at a time by a single pull of the trigger without manual reloading.

Allowed entries: (enter up to 3)

    11 = Firearm (type not stated)
    12 = Handgun
    13 = Rifle
    14 = Shotgun
    15 = Other Firearm
    20 = Knife/Cutting Instrument (e.g., ax, ice pick,
            screwdriver, switchblade, etc.)
    30 = Blunt Object (e.g., club, hammer, etc.)
    35 = Motor Vehicle (when used as a weapon)
    40 = Personal Weapons (i.e., hands, feet, teeth, etc.)
    50 = Poison (includes gas)
    60 = Explosives
    65 = Fire/Incendiary Device
    70 = Drugs/Narcotics/Sleeping Pills
    90 = Other
    95 = Unknown
    99 = None

Example: Three robbers held up a bank. One was armed with a revolver, the second had a sawed-off shotgun, and the third had an automatic machine gun. The entries should be: "12" = Handgun; "14" = Shotgun; and "15A" = Automatic Other Firearm.

14 Type Property Loss/Etc. - 1 character (A): This data element is to be used to describe the type(s) of property loss, recovery, seizure, etc., which occurred in an incident. A separate "Property Segment" containing Data Elements 14 through 22 is to be submitted for each type of loss/etc., when the incident involved one or more of the following offenses:

    100 Kidnaping/Abduction
    120 Robbery
    200 Arson
    210 Extortion/Blackmail
    220 Burglary/B&E
    23A Pocket-Picking
    23B Purse-Snatching

80

23C Shoplifting
23D Theft From Building
23E Theft From Coin-Operated Machine or Device
23F Theft From Motor Vehicle
23G Theft of Motor Vehicle Parts or Accessories
23H All Other Larceny
240 Motor Vehicle Theft
250 Counterfeiting/Forgery
26A False Pretenses/Swindle/Confidence Game
26B Credit Card/Automatic Teller Machine Fraud
26C Impersonation
26D Welfare Fraud
26E Wire Fraud
270 Embezzlement
280 Stolen Property Offenses (Receiving, etc.)
290 Destruction/Damage/Vandalism of Property
35A Drug/Narcotic Violations
35B Drug Equipment Violations
39A Betting/Wagering
39B Operating/Promoting/Assisting Gambling
39C Gambling Equipment Violations
39D Sports Tampering
510 Bribery

The types of offenses in the incident (i.e, Arson, Bribery, Burglary/B&E, Counterfeiting/Forgery, Larceny/Theft, etc.) determine which type(s) of loss/etc. and data elements apply. See Volume 2: Data Submission Specifications, Section IV, "Mandatories," for designations of the types of property loss/etc. and data elements applicable to individual Group "A" Offenses.

Allowed entries: (enter one per Property Segment)

1 = None
2 = Burned (includes damage caused in fighting the fire)
3 = Counterfeited/Forged
4 = Destroyed/Damaged/Vandalized
5 = Recovered (to impound property which was previously stolen)
6 = Seized (to impound property which was not previously stolen)
7 = Stolen/Etc. (includes bribed, defrauded, embezzled, extorted, ransomed, robbed, etc.)
8 = Unknown

Example (1): For Arson, the entries might be "1" = None (an attempt with no property burned), "2" = Burned (property burned), or "8" = Unknown (not known whether property burned).

Example (2): For Burglary, the entries might be "1" = None (an attempted burglary, or the structure was entered but no property was taken), "7" = Stolen/Etc. (property was taken), "5" = Recovered (stolen property was recovered), "8" = Unknown (it is not known whether property was taken).

Example (3): If the same incident involved both Arson and Burglary, the choices of property loss/etc. codes shown in Examples (1) and (2) would be applicable, depending on the circumstances.

15 Property Description - 2 characters (A): This data element is to be used to enter descriptions of the property which was burned, counterfeited, destroyed/damaged/vandalized, etc., as a result of the incident.

Up to ten (10) property descriptions can be entered for each Property Segment (i.e., each type of property loss/etc.) involved in the incident. If more than ten types of property are involved, the nine (9) most valuable specifically codable types of property are to be entered and the remaining types of property are to be combined and entered as "77" = Other.

Allowed entries: (enter up to 10 per Property Segment)

01 = Aircraft (airplanes, dirigibles, gliders, etc.)

02 = Alcohol (alcoholic beverages, e.g., beer, wine, liquor, etc.)

03 = Automobiles (sedans, coupes, station wagons, convertibles, taxicabs, and other similar motor vehicles which serve the primary purpose of transporting people)

04 = Bicycles (includes tandem bicycles, unicycles, and tricycles)

05 = Buses (motor vehicles which are specifically designed, but not necessarily used, to transport groups of people on a commercial basis)

06 = Clothes/Furs (wearing apparel for human use, including accessories such as belts, shoes, scarves, ties, etc.)

07 = Computer Hardware/Software (computers, computer peripherals [e.g., tape and disk drives, printers, etc.], and storage media [e.g., magnetic tapes, magnetic and optical disks, etc.])

08 = Consumable Goods (expendable items used by humans for nutrition, enjoyment, or hygiene, e.g., food, beverages, grooming products, cigarettes, gasoline, firewood, etc.)

09 = <u>Credit/Debit Cards</u> (includes Automatic Teller Machine cards)

10 = <u>Drugs/Narcotics</u>

11 = <u>Drug/Narcotic Equipment</u>

12 = <u>Farm Equipment</u> (tractors, combines, etc.)

13 = <u>Firearms</u> (weapons that fire a shot by force of an explosion, i.e., handguns, rifles, shotguns, etc., but not "BB," pellet, or gas-powered guns)

14 = <u>Gambling Equipment</u> (gambling paraphernalia)

15 = <u>Heavy Construction/Industrial Equipment</u> (cranes, bulldozers, steamrollers, oil-drilling rigs, etc.)

16 = <u>Household Goods</u> (beds, chairs, desks, sofas, tables, refrigerators, stoves, washer/dryers, air conditioning and heating equipment, etc.)

17 = <u>Jewelry/Precious Metals</u> (bracelets, necklaces, rings, watches, etc., and gold, silver, platinum, etc.)

18 = <u>Livestock</u> (living farm-type animals, e.g., cattle, chickens, hogs, horses, sheep, etc., but <u>not</u> household pets, such as dogs and cats)

19 = <u>Merchandise</u> (items held for sale)

20 = <u>Money</u> (legal tender, i.e., coins and paper currency)

21 = <u>Negotiable Instruments</u> (any document, other than currency, which is payable without restriction, e.g., endorsed checks, endorsed money orders, and endorsed traveler's checks; "bearer" checks and bonds; etc.)

22 = <u>Nonnegotiable Instruments</u> (documents requiring further action to become negotiable, e.g., unendorsed checks, unendorsed money orders, etc.; food stamps; stocks and bonds; etc.)

23 = <u>Office-type Equipment</u> (typewriters, adding machines, calculators, cash registers, copying machines, etc.)

24 = <u>Other Motor Vehicles</u> (any other motor vehicles, e.g., motorcycles, motor scooters, trail bikes, mopeds, snowmobiles, golf carts, etc.)

25 = <u>Purses/Handbags/Wallets</u>

26 = <u>Radios/TVs/VCRs</u> (includes radios, televisions, videotape recorders, high fidelity and stereo equipment, compact disk players, etc.)

27 = <u>Recordings-Audio/Visual</u> (phonograph records, compact disks, tape recordings, cassettes, etc.)

28 = <u>Recreational Vehicles</u> (motor vehicles which are specifically designed, but not necessarily used, to transport people and also provide them temporary lodging for recreational purposes)

29 = <u>Structures-Single Occupancy Dwellings</u> (houses, townhouses, duplexes, mobile homes, or other private dwellings which are occupied by a single person, family, housemates, or other group)

30 = <u>Structures-Other Dwellings</u> (any other residential dwellings not meeting the definition of "Single Occupancy Dwellings," e.g., apartments, tenements, flats, boarding houses, dormitories, as well as temporary living quarters, such as hotels, motels, inns, etc.)

31 = <u>Structures-Other Commercial/Business</u> (stores, office buildings, restaurants, etc.)

32 = <u>Structures-Industrial/Manufacturing</u> (factories, plants, assembly lines, etc.)

33 = <u>Structures-Public/Community</u> (colleges, hospitals, jails, libraries, meeting halls, passenger terminals, religious buildings, schools, sports arenas, etc.)

34 = <u>Structures-Storage</u> (barns, garages, storehouses, warehouses, etc.)

35 = <u>Structures-Other</u> (any other structures not fitting the other "Structures" descriptions, e.g., outbuildings, monuments, buildings under construction, etc.)

36 = <u>Tools</u> (hand tools and power tools)

37 = <u>Trucks</u> (motor vehicles which are specifically designed, but not necessarily used, to transport cargo on a commercial basis)

38 = <u>Vehicle Parts/Accessories</u> (motor vehicle batteries, engines, transmissions, heaters, hubcaps, tires, manufacturers' emblems, license plates, sideview mirrors, radios, antennas, tape decks, etc.)

39 = <u>Watercraft</u> (motorboats, sailboats, houseboats, etc.)

77 = <u>Other</u> (all other property not fitting the above specific descriptions, including intangibles)

88 = <u>Pending Inventory</u> (property description unknown until an inventory is conducted)

99 = <u>(blank   )</u> (Special category to be used by the National UCR Program to compile statistics on certain designated types of property, e.g., "CB" radios, which are the object of theft fads)

Example (1): The following property was stolen as the result of a burglary: (1) a $10,000 stamp collection; (2) jewelry worth $5,000; (3) an $1,800 personal computer; (4) clothes worth $1,500; (5) silverware worth $800; (6) a $650 TV; (7) a $450 VCR; (8) a $400 microwave oven; (9) $350 in cash; (10) a $250 typewriter; (11) a $150 shotgun; (12) a $100 bicycle; (13) two credit cards (no value); and (14) ten blank personal checks (no value).

Item (1), the stamp collection, was the most expensive property; however, because it does not fit into any of the specifically coded property descriptions, it should be included in "77" = Other. Items (2) through (12) then become the nine most valuable codable properties as follows: the jewelry and silverware should be entered as code "17"; the personal computer as "07"; the clothes as "06"; the TV and VCR as "26"; the microwave oven as "16"; the cash as "20"; the typewriter as "23"; the shotgun as "13"; and the bicycle as "04." Items (13) and (14), i.e., the two credit cards and ten blank bank checks, should be combined with Item (1), the stamp collection, and entered as "77."

Example (2): If a house was destroyed by arson and the homeowners are away on an overseas trip making it impossible to determine the property loss until they return, enter "88" = Pending Inventory. [Note: An updated Property Segment with entries describing the type(s) of burned property should be submitted when the results of the inventory are subsequently learned.]

16 Value of Property - 9 characters (A): This data element is to be used to enter the total dollar values of the property which was burned (includes damage caused in fighting the fire), counter-feited, destroyed/damaged/vandalized, recovered, seized, stolen, etc., as a result of the incident.

See the Uniform Crime Reporting Handbook, Page 49, "Valuation of Stolen Property," for instructions on how to determine the value of stolen property. The value should be reported in whole dollars. The value entered for each property description should be the total value of the property loss/etc. for all of the victims in the incident. If the value is unknown, enter one dollar ($1.00) which means unknown, i.e., "1" = Unknown.

Up to ten (10) values can be entered to match the up to ten property descriptions which are associated with each Property Segment (i.e., each type of property loss/etc.) in the incident. If more than ten types of property are involved, the values of the nine (9) most valuable properties are to be entered; then, the total value of the remaining properties which were coded as "77 = Other" are to be entered.

If drugs or narcotics were seized in a drug case, no value is to be entered into this data element, but the estimated quantity of the drugs/narcotics is to be reported. Therefore, when the offense is 35A Drug/Narcotic Violations, "6" = Seized was entered into Data Element 14 (Type Property Loss/Etc.), and "10" = Drugs/Narcotics was entered into Data Element 15 (Property Description), no value is to be entered into this data element and Data Elements 20 (Suspected Drug Type), 21 (Estimated Drug Quantity), and 22 (Type Drug Measure-ment) are to be used instead.

However, when drugs or narcotics are involved in other types of crime (e.g., they were stolen through burglary, robbery, theft, etc., or destroyed by arson) their value is to be entered into this data element, and Data Elements 20, 21, and 22 are to be left blank.

Example (1): Two victims had their bicycles stolen at the same time and place -- one was worth $300 and the other $150. "04" = Bicycles should be entered into Data Element 15 (Property Description) and their total value "450" ($300 + $150 = $450) into Data Element 16 (Value of Property).

Example (2): In Example (1) given for Data Element 15, above, the values for each specifically coded property should be entered as follows: $5,800 for code "17" (the jewelry and silverware); $1,800 for code "07" (the personal computer); $1,500 for code "06" (the clothes); $1,100 for code "26" (the TV and VCR); $400 for code "16" (the microwave oven); $350 for code "20" (the cash); $250 for code "23" (the typewriter); $150 for code "13" (the shotgun); $100 for code "04" (the bicycle); and $10,000 for code "77" (the stamp collection, the two credit cards, and the ten blank checks).

Example (3): In Example (2) given for Data Element 15, above, since a determination of the property loss must await an inventory, "1" ($1.00) = Unknown should be entered into Data Element 16 (Value of Property). [Note: An updated Property Segment with appropriate property loss values should be submitted after the results of the inventory are learned.]

17 Date Recovered - 8 characters (A): If previously stolen property is recovered, the Month, Day, and Year (MM/DD/YYYY) of its recovery is to be entered into this data element. Accordingly, this data element is to be used only if "5" = Recovered is entered into Data Element 14 (Type Property Loss/Etc.).

Up to ten (10) dates of recovery can be entered to match each of the up to ten property descriptions which are associated with each Property Segment (i.e., each type of property loss/etc.) in the incident. If there is more than one date of recovery for the same "Property Description," enter the earliest date. If the recovery date is unknown, enter the date of the report.

Example: On March 28, 1989, three (3) cars were stolen from a used car lot. One of the cars was recovered on July 1, 1989. On July 24, 1989, a second car was recovered. The date entered into this data element should be "07/01/1989."

18 **Number of Stolen Motor Vehicles** - 2 characters (A): This data element indicates how many motor vehicles were stolen in the incident. Therefore, it is to be used only if the offense is 240 Motor Vehicle Theft, "7" = Stolen was entered into Data Element 14 (Type Property Loss/Etc.), and "03" = Automobiles, "05" = Buses, "24" = Other Motor Vehicles, "28" = Recreational Vehicles, or "37" = Trucks) was entered into Data Element 15 (Property Description). If the number is unknown, enter "00."

Example: In the example given for Data Element 17, above, the entry should be "03" because three cars were stolen.

19 **Number of Recovered Motor Vehicles** - 2 characters (A): This data element indicates how many motor vehicles were recovered in the incident. Therefore, it is to be used only if the offense is 240 Motor Vehicle Theft, "5" = Recovered was entered into Data Element 14 (Type Property Loss/Etc.), and "03" = Automobiles, "05" = Buses, "24" = Other Motor Vehicles, "28" = Recreational Vehicles, or "37" = Trucks) was entered into Data Element 15 (Property Description). If the number is unknown, enter "00."

Example: In the example given for Data Element 17, above, the entry should be "02" because two of the cars were recovered.

20 **Suspected Drug Type** - 1 character (A): This data element is to be used to identify the types of drugs or narcotics that were seized in a drug case. Therefore, it is used only if one of the offenses in the incident was 35A Drug/Narcotic Violations, "6" = Seized was entered into Data Element 14 (Type Property Loss/Etc.), and "10" = Drugs/Narcotics was entered into Data Element 15 (Property Description).

This data element is not to be used when drugs or narcotics were burned, stolen, etc., in connection with other offenses, such as Arson, Burglary/B&E, Larceny/Theft, etc.

Up to three (3) types of drugs/narcotics can be entered. If more than three are involved, the two most important (as determined by the reporting agency taking into account the quantity, value, and deadliness of the drugs/narcotics) are to be reported under their applicable drug types and the remaining drugs/narcotics are to be entered as a single "X" = Over 3 Drug Types entry.

Allowed entries: (enter up to 3)

    A = "Crack" Cocaine
    B = Cocaine (all forms except "Crack")
    C = Hashish
    D = Heroin

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E = Marijuana
F = Morphine
G = Opium
H = Other Narcotics: Codeine; Demerol; Dihydromorphinone
        or Dilaudid; Hydrocodone or Percodan; Methadone; etc.
I = LSD
J = PCP
K = Other Hallucinogens:  BMDA or "White Acid"; DMT; MDA;
        MDMA; Mescaline or Peyote; Psilocybin; STP; etc.
L = Amphetamines/Methamphetamines
M = Other Stimulants:  Adipex, Fastine, and Ionamin
        (Derivatives of Phentermine); Benzedrine; Didrex;
        Methylphenidate or Ritalin; Phenmetrazine or
        Preludin; Tenuate; etc.
N = Barbiturates
O = Other Depressants:  Glutethimide or Doriden;
        Methaqualone or Quaalude; Pentazocine or Talwin; etc.
P = Other Drugs:  Antidepressants (Elavil, Triavil,
        Tofranil, etc.); Aromatic Hydrocarbons;
        Propoxyphene or Darvon; Tranquilizers
        (Chlordiazepoxide or Librium, Diazepam or
        Valium, etc.); etc.
U = Unknown Type Drug
X = Over 3 Drug Types
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Example: In a drug case, the following drugs were seized:
(1) 1.5 kilograms of "Crack"; (2) 2.125 pounds of Marijuana; (3) 2.0
liquid ounces of Morphine; and (4) 500 Valium capsules. The "Crack"
was entered as "A" and the Marijuana as "E." The Morphine and
Valium were coded as a single "X" entry because more than three
types of drugs were seized.

21 Estimated Drug Quantity - 12 characters (A): This data
element is to be used to indicate the quantity of drugs or narcotics
seized in a drug case. Therefore, it is used only if one of the
offenses in the incident was 35A Drug/Narcotic Violations, "6" =
Seized was entered into Data Element 14 (Type Property Loss/Etc.),
and "10" = Drugs/Narcotics was entered into Data Element 15
(Property Description).

This data element is not to be used when drugs or narcotics
were burned, stolen, etc., in connection with other offenses, such
as Arson, Burglary/B&E, Larceny/Theft, etc.

Nine (9) characters are available to enter the number of whole
pounds, ounces, grams, etc., and three (3) more characters are
available to enter the decimal amount. A decimal point must be
entered to separate the whole and decimal amounts.

Up to three (3) entries can be made to match the up to three "20 Suspected Drug Type" entries. If more than three drugs or narcotics are involved, the quantities of the two most important (as determined by the reporting agency taking into account their quantity, value, and deadliness) are to be entered. Do not enter the quantity of the remaining drugs/narcotics which are coded as "X" = Over 3 Drug Types; leave this data element blank for them.

Example: In the example given for Data Element 20, above, the entries should be "1.5" for the "Crack" and "2.125" for the Marijuana. No "quantity" entries should be made for the Morphine or Valium.

22 Type Drug Measurement - 2 characters (A): This data element is to be used to indicate the type of measurement used in quantifying drugs or narcotics seized in a drug case. Therefore, it is used only if one of the offenses in an incident was 35A Drug/Narcotic Violations, "6" = Seized was entered into Data Element 14 (Type Property Loss/Etc.), and "10" = Drugs/Narcotics was entered into Data Element 15 (Property Description).

This data element is not to be used when drugs or narcotics were stolen, burned, etc., in connection with other offenses, such as Arson, Burglary/B&E, and Larceny/Theft.

Up to three (3) entries can be made to match the up to three "20 Suspected Drug Type" entries. If more than three are involved, enter the types of measurement of the two most important drugs or narcotics (as determined by the reporting agency taking into account their quantity, value, and deadliness). Do not enter the type of measurement for the remaining drugs or narcotics which are coded as "X" = Over 3 Drug Types; leave this data element blank for them.

Allowed entries: (enter up to 3)

WEIGHT	CAPACITY	UNITS
GM = Gram	ML = Milliliter	DU = Dosage Units/Items*
KG = Kilogram	LT = Liter	NP = Number of Plants**
OZ = Ounce	FO = Fluid Ounce	
LB = Pound	GL = Gallon	

*Number of capsules, pills, tablets, etc.
**E.g., Marijuana plants (bushes), etc.

Example: In the example given for Data Element 20, the entries should be "KG" for the "Crack" and "LB" for the Marijuana. No entries should be made for the Morphine or Valium.

23 **Victim (Sequence) Number** - 3 characters (A): Each victim in an incident is to be assigned a sequence number from "001" to "999." A separate "Victim Segment" containing Data Elements 23 through 35 is to be submitted for each numbered victim.

Example: If there were three (3) victims in the incident, three Victim Segments should be submitted -- one with Victim Sequence Number "001," another with "002," and the last with "003."

24 **Victim Connected to UCR Offense Code(s)** - 3 characters (A): This data element is to be used to link each victim to the up to ten (10) most serious (as determined by the reporting agency) Group "A" Offenses which were perpetrated against him/her during the incident.

Example: Two victims, Victim-001 and Victim-002, were robbed and Victim-001 was also raped. In the Victim Segment for Victim-001, both "120" (Robbery) and "11A" (Forcible Rape) should entered. In the Victim Segment for Victim-002, only "120" should be entered.

25 **Type of Victim** - 1 character (A): The type of victim is to be entered into this data element. Only one code is to be entered for each victim.

Allowed entries: (enter only one)

    I = Individual
    B = Business
    F = Financial Institution
    G = Government
    R = Religious Organization
    S = Society/Public
    O = Other
    U = Unknown

Example: During a bank robbery, the offender pointed a gun at a teller and demanded and received money. The robber also pistol whipped a customer who stood in his way as he made his getaway from the bank. There were three (3) victims, i.e., the bank ("F" = Financial Institution), the teller ("I" = Individual), and the pistol-whipped customer ("I" = Individual). Therefore, their codes should be entered into their respective Victim Segments.

26 **Age (of Victim)** - 4 characters (A): If the victim was a person (i.e., "I" = Individual was entered into "25 Type of Victim"), his/her age is to be entered into this data element either as an exact age, a range of days or years, or as unknown.

Allowed entries: (enter only one)

NN = <u>Under 24 hours</u> (neonate)
NB = <u>1-6 Days Old</u>
BB = <u>7-364 Days Old</u>
01 to 98 = <u>Years Old</u> (exact age in years)
99 = <u>Over 98 Years Old</u>
00 = <u>Unknown</u>
Any combination of "__" to "__" years

<u>Example</u>: If the victim was a person 18 years old, enter "18."

27 Sex (of Victim) – 1 character (A): If the victim was a person (i.e., "I" = <u>Individual</u> was entered into "25 Type of Victim"), his/her sex is to be indicated in this data element.

Allowed entries: (enter only one)

M = <u>Male</u>
F = <u>Female</u>
U = <u>Unknown</u>

<u>Example</u>: If the victim was a male, enter "M" = <u>Male</u>.

28 Race (of Victim) – 1 character (A): If the victim was a person (i.e., "I" = <u>Individual</u> was entered into "25 Type of Victim"), his/her race is to be indicated in this data element.

Allowed entries: (enter only one)

W = <u>White</u>
B = <u>Black</u>
I = <u>American Indian/Alaskan Native</u>
A = <u>Asian/Pacific Islander</u>
U = <u>Unknown</u>

<u>Example</u>: If the victim was a white person, enter "W" = <u>White</u>.

29 Ethnicity (of Victim) – 1 Character (A): If the victim was a person (i.e., "I" = <u>Individual</u> was entered into "25 Type of Victim"), his/her ethnic origin is entered into this data element.

Allowed entries: (enter only one)

H = <u>Hispanic Origin</u>
N = <u>Not of Hispanic Origin</u>
U = <u>Unknown</u>

Example: If the victim was not of Hispanic origin, enter "N" = Not of Hispanic Origin.

30 Resident Status (of Victim) - 1 character (A): If the victim was a person (i.e., "I" = Individual was entered into "25 Type of Victim"), whether he/she was a resident or nonresident is to be entered into this data element.

A "Resident" is a person who maintains his/her permanent home for legal purposes in the locality (i.e., town, city, or community) where the crime took place. [Note: State and county law enforcement agencies should base their determinations of residency on the town, city, or community where the crime occurred rather than their broader geographical jurisdictions.]

Allowed entries: (enter only one)

    R = Resident
    N = Nonresident
    U = Unknown

Example (1): If the victim was robbed in San Diego, California, where he resides, enter "R" = Resident.

Example (2): If the victim was a business (i.e., "B" = Business was entered into "25 Type of Victim"), this data element should be left blank.

31 Aggravated Assault/Homicide Circumstances - 2 characters (A): This data element is used to describe the circumstances of either an aggravated assault or a homicide. Therefore, it is to be used only with 13A Aggravated Assault and 09A-09C Homicide Offenses.

Allowed entries:

For: 13A Aggravated Assault (enter up to 2)
       09A Murder and Nonnegligent Manslaughter (enter up to 2)

    01 = Argument
    02 = Assault on Law Enforcement Officer(s)
    03 = Drug Dealing
    04 = Gangland
    05 = Juvenile Gang
    06 = Lovers' Quarrel
    07 = Mercy Killing (Not applicable to Aggravated Assault)
    08 = Other Felony Involved
    09 = Other Circumstances
    10 = Unknown Circumstances

For: 09B Negligent Manslaughter (enter only one)

    30 = Child Playing With Weapon
    31 = Gun-Cleaning Accident
    32 = Hunting Accident
    33 = Other Negligent Weapon Handling
    34 = Other Negligent Killings

For: 09C Justifiable Homicide (enter only one)

    20 = Criminal Killed by Private Citizen
    21 = Criminal Killed by Police Officer

Example (1): Two rival juvenile street gangs rumble over "turf" rights to sell drugs and one of the gang members is killed. Possible entries are "01" = Argument, "03" = Drug Dealing, and "05" = Juvenile Gang. While all three would apply, there is a limit of two entries. Therefore, the two most descriptive codes (as determined by the reporting agency) should be used. In this case, the reporting agency entered "03" and "05."

Example (2): In resisting arrest, a fugitive pulled a gun and fired two times in the direction of two police officers who were attempting to take him into custody. Neither officer was hit but both drew their weapons and returned the fire, killing the fugitive. As this was a Justifiable Homicide, "21" = Criminal Killed by Police Officer should be entered.

32 Additional Justifiable Homicide Circumstances - 1 character (A): This data element is to be used to further describe the circumstances of a justifiable homicide. Therefore, it is used only for 09C Justifiable Homicide (i.e., when either "20" = Criminal Killed by Private Citizen or "21" = Criminal Killed by Police Officer was entered into Data Element 31). Only one code can be entered.

Allowed entries: (enter only one)

    A = Criminal Attacked Police Officer and That Officer
            Killed Criminal
    B = Criminal Attacked Police Officer and Criminal
            Killed by Another Police Officer
    C = Criminal Attacked a Civilian
    D = Criminal Attempted Flight From a Crime
    E = Criminal Killed in Commission of a Crime
    F = Criminal Resisted Arrest
    G = Unable to Determine/Not Enough Information

Example: Assuming the same facts as in Example (2) for
Data Element 31, the possible entries are: "A" = Criminal Attacked
Police Officer and That Officer Killed Criminal; "B" = Criminal
Attacked Police Officer and Criminal Killed by Another Police
Officer; and "F" = Criminal Resisted Arrest. As only one code can
be entered, the most descriptive code (as determined by the
reporting agency) should be used. In this case, the reporting
agency entered "A."

33 Type Injury - 1 character (A): This data element is to be
used to describe the type(s) of bodily injury suffered by a person
(i.e., "I" = Individual was entered into "25 Type of Victim") who
was the victim of one or more of the following offenses:

    100 Kidnaping/Abduction
    11A Forcible Rape
    11B Forcible Sodomy
    11C Sexual Assault With An Object
    11D Forcible Fondling
    120 Robbery
    13A Aggravated Assault
    13B Simple Assault
    210 Extortion/Blackmail

Up to five (5) entries can be made for each victim.

Allowed entries: (enter up to 5)

    N = None
    B = Apparent Broken Bones
    I = Possible Internal Injury
    L = Severe Laceration
    M = Apparent Minor Injury
    O = Other Major Injury
    T = Loss of Teeth
    U = Unconsciousness

Example (1): The offender assaulted the victim with a tire
iron, breaking the victim's arm and opening up a cut about three
inches long and one inch deep on his back. The entries should be
"B" = Apparent Broken Bones and "L" = Severe Laceration. .

Example (2): The victim, a respected religious figure, is
blackmailed regarding his sexual activities. As he suffered no
physical injury, the entry should be "N" = None.

34 **Offender Number(s) to be Related - 2 characters (A):**
This data element is to be used, along with Data Element 35
(Relationships of Victim to Offenders), to report the relationships
of the victim to offenders who have perpetrated a "Crime Against
Person" or a Robbery against the victim. Therefore, this data
element is to be used <u>only if</u> one or more of the following UCR
Offense Codes was entered into Data Element 24 (Victim Connected
to UCR Offense Codes):

    09A Murder and Nonnegligent Manslaughter
    09B Negligent Homicide
    09C Justifiable Homicide
    100 Kidnaping/Abduction
    11A Forcible Rape
    11B Forcible Sodomy
    11C Sexual Assault With An Object
    11D Forcible Fondling
    120 Robbery
    13A Aggravated Assault
    13B Simple Assault
    13C Intimidation
    36A Incest
    36B Statutory Rape

Enter the Offender Sequence Numbers (Data Element 36) of the
up to ten (10) offenders for whom victim-to-offender relationships
are going to be reported in Data Element 35.

<u>Example</u>: If Victim-001's relationship to Offender-04 is to be
reported, enter "04."

35 **Relationship(s) of Victim to Offender(s) - 2 characters
(A):** This data element is to be used, along with Data Element 34
(Offender Numbers to be Related), to report the relationship of the
victim to offenders who have perpetrated a "Crime Against Person" or
a Robbery against the victim. Therefore, this data element is to be
used <u>only if</u> one or more of the following UCR Offense Codes was
entered into Data Element 24 (Victim Connected to UCR Offense
Codes):

    09A Murder and Nonnegligent Manslaughter
    09B Negligent Homicide
    09C Justifiable Homicide
    100 Kidnaping/Abduction
    11A Forcible Rape
    11B Forcible Sodomy
    11C Sexual Assault With An Object
    11D Forcible Fondling

120 Robbery
13A Aggravated Assault
13B Simple Assault
13C Intimidation
36A Incest
36B Statutory Rape

This data element is to be used to indicate the victim's relationship with up to ten (10) offenders involved in the incident.

Allowed entries: (enter up to 10)

WITHIN FAMILY:

SE = Victim Was Spouse
CS = Victim Was Common-Law Spouse
PA = Victim Was Parent
SB = Victim Was Sibling (brother or sister)
CH = Victim Was Child
GP = Victim Was Grandparent
GC = Victim Was Grandchild
IL = Victim Was In-law
SP = Victim Was Stepparent
SC = Victim Was Stepchild
SS = Victim Was Stepsibling (stepbrother or stepsister)
OF = Victim Was Other Family Member

OUTSIDE FAMILY BUT KNOWN TO VICTIM:

AQ = Victim was Acquaintance
FR = Victim was Friend
NE = Victim was Neighbor
BE = Victim was Babysittee (the baby)
BG = Victim was Boyfriend/Girlfriend
CF = Victim was Child of Boyfriend or Girlfriend
HR = Homosexual Relationship
XS = Victim was Ex-Spouse
EE = Victim was Employee
ER = Victim was Employer
OK = Victim was Otherwise Known

NOT KNOWN BY VICTIM:

RU = Relationship Unknown
ST = Victim was Stranger

Example (1): An employee assaulted his employer (a person) with his fists. "ER" = Victim Was Employer should be entered.

Example (2): Two unknown subjects rob a male and female couple. "ST" = Victim Was Stranger should be entered to indicate the relationship of each victim to each offender.

36 Offender (Sequence) Number - 2 characters (A): Each offender in the incident is to be assigned a sequence number from "01" to "99." A separate "Offender Segment" containing Data Elements 36 through 39 is to be submitted for each numbered offender. If nothing is known about the offender(s), enter "00" into this data element and leave Data Elements 37 through 39 blank.

Example (1): A corpse with five bullet holes in it was found in an abandoned warehouse. There were no witnesses to the crime or suspects. A single Offender Segment should be submitted with "00" entered into Data Element 36 (Offender Sequence Number) and with no entries in Data Elements 37 through 39.

Example (2): Two offenders were seen fleeing the scene of a burglary, but because they were wearing ski masks, their age, sex and race could not be determined. Two Offender Segments should be submitted -- one with Offender Sequence Number "01" and the other with "02." Applicable "unknown" codes should be entered into Data Elements 37, 38, and 39.

37 Age (of Offender) - 4 characters (A): The age of the offender is to be entered either as an exact number of years, a range of years, or as unknown.

Allowed entries: (enter only one)

    01 to 98 = Years Old (enter exact age in years)
    99 = Over 98 Years Old
    00 = Unknown
    Any combination of "__" to "__" years

Example: If the victim or a witness reported the offender's age as between 25 and 30 years old, "2530" (i.e., 25 to 30 years old) should be entered.

38 Sex (of Offender) - 1 character (A): The sex of the offender is to be indicated in this data element.

Allowed entries: (enter only one)

    M = Male
    F = Female
    U = Unknown

Example: The witness caught only a fleeting glance of the offender and, therefore, was unable to report the offender's sex. The entry should be "U" = Unknown.

39 Race (of Offender) - 1 character (A): The race of the offender is to be indicated in this data element.

Allowed entries: (enter only one)

W = White
B = Black
I = American Indian/Alaskan Native
A = Asian/Pacific Islander
U = Unknown

Example: If the offender was oriental, the entry should be "A" = Asian/Pacific Islander.

40 Arrestee (Sequence) Number - 2 characters (A&B): Each arrestee reported in a Group "A" Incident Report or Group "B" Arrest Report is to be assigned a sequence number from "01" to "99." In Group "A" Incident Reports, a separate "Arrestee Segment" containing Data Elements 40 through 52 is to be submitted for each numbered arrestee. A separate Group "B" Arrest Report is to be submitted for each person arrested for a Group "B" Offense.

Example: If two persons were arrested in connection with a previously submitted Group "A" Incident Report, two Arrestee Segments should be submitted -- one with Arrestee Sequence Number "01" and the other with "02."

41 Arrest (Transaction) Number - 12 characters (A&B): This is the number assigned by your agency to an arrest report to identify it uniquely. It may be the "Incident Number" of the previously reported incident relating to the arrest or a separate arrest transaction number.

If and when data about the arrest is furnished to an authorized entity for research purposes, the Arrest (Transaction) Number will be encrypted by the FBI prior to its dissemination to ensure that the recipient cannot identify the actual case. State and local agencies may also encrypt their Arrest (Transaction) Numbers before submitting them to the FBI.

42 **Arrest Date** - 8 characters (A&B): This data element is to be used to enter the Month, Day, and Year (MM/DD/YYYY) when the arrest took place.

Example: If the subject was arrested on July 23, 1989, the entry should be "07/23/1989."

43 **Type of Arrest** - 1 character (A&B): This data element is to be used to indicate the type of apprehension.

Allowed entries: (enter only one)

　　O = On-View Arrest (taken into custody without a warrant
　　　　or previous incident report)
　　S = Summoned/Cited (not taken into custody)
　　T = Taken Into Custody (based on warrant and/or
　　　　previously submitted incident report)

Example (1): The subject was arrested without a warrant while in the act of soliciting for prostitution on a street corner. The entry should be "O" = On-View Arrest.

Example (2): The subject was served with a subpoena summoning him to appear in court. The entry should be "S" = Summoned/Cited.

Example (3): The subject was taken into custody as the result of a complaint being filed, an investigation being conducted, and a warrant being issued. The entry should be "T" = Taken Into Custody.

44 **Multiple Clearance Indicator** - 1 character (A): This data element is to be used to indicate whether or not the apprehension of the arrestee resulted in the clearance of more than one previously reported incident within the jurisdiction served by the reporting agency. If so, it is important to indicate that there was only one arrestee responsible for the multiple clearances.

This is done by entering "M" = Multiple into all but one of the Arrestee Segments used to update the affected Group "A" Incident Reports, and by entering "C" = Count Arrestee into the remaining Arrestee Segment. If the arrest did not result in multiple clearances, enter "N" = Not Applicable.

Allowed entries: (enter one per Arrestee Segment)

　　M = Multiple
　　C = Count Arrestee
　　N = Not Applicable

Example (1): After the subject's apprehension for robbery, it was learned that he was also responsible for five additional robberies within the jurisdiction. One Arrestee Segment was keyed into the local computer, along with the Incident Numbers of the six incidents. The local computer then generated six Arrestee Segments which were duplicates except for their Incident Numbers. Five (5) of the Arrestee Segments had "M" = Multiple and one (1) had "C" = Count Arrestee entered into Data Element 44.

Example (2): If the subject's arrest did not clear additional incidents, the entry should be "N" = Not Applicable.

45 UCR Arrest Offense Code - 3 characters (A&B): The three-digit UCR Offense Code of the offense for which the arrestee was apprehended is to be entered into this data element. There are 57 possible code entries as the subject may have been arrested for any of the 46 Group "A" Offenses or any of the 11 Group "B" crime categories. If the arrestee was apprehended for more than one offense, the reporting agency is to determine which was the most serious offense and enter it as the arrest offense.

Example: If Arrestee-01 was arrested for both robbery and murder, the entry should be "09A" (Murder and Nonnegligent Manslaughter).

46 Arrestee Was Armed With - 3 characters (A&B): This data element is to be used to indicate whether the arrestee was armed with a commonly known weapon at the time of his/her apprehension. Up to two (2) entries can be made.

If the weapon was an "automatic" firearm, an "A" is to be added as a suffix to its code, e.g., "13A" = Rifle Automatic. An "Automatic Firearm" is defined as any firearm which shoots, or is designed to shoot, more than one shot at a time by a single pull of the trigger without manual reloading.

Allowed entries: (enter up to 2)

    01 = Unarmed
    11 = Firearm (type not stated)
    12 = Handgun
    13 = Rifle
    14 = Shotgun
    15 = Other Firearm
    16 = Lethal Cutting Instrument (e.g., switchblade knife,
         martial arts "stars," etc.)
    17 = Club/Blackjack/Brass Knuckles

Example (1): When the subject was arrested, he had in his possession a .357 Magnum handgun and a penknife. The entry should be "12" = Handgun. Because a small pocket knife is not generally considered to be a "weapon," it does not qualify for reporting.

Example (2): The subject resisted arrest using a liquor bottle and a chair as weapons before being subdued. The entry should be "01" = Unarmed. Although the subject used items as weapons, they were not commonly known weapons.

47 **Age (of Arrestee)** - 4 characters (A&B): The age of the arrestee is to be entered either as an exact number of years, a range of years, or as unknown.

Allowed entries: (enter only one)

01 to 98 = Years Old
99 = Over 98 Years Old
00 = Unknown
Any combination of "__" to "__" years

Example: The arrestee refused to give his date of birth, but he appeared to be 35 to 40 years old. Possible entries would be "00" = Unknown or "3540" (i.e., 35 to 40 years old). The reporting agency in this case entered the latter.

48 **Sex (of Arrestee)** - 1 character (A&B): The sex of the arrestee is to be indicated in this data element.

Allowed entries: (enter only one)

M = Male
F = Female

Example: If the arrestee was a female, the entry should be "F" = Female.

49 **Race (of Arrestee)** - 1 character (A&B): The race of the arrestee is to be indicated in this data element.

Allowed entries: (enter only one)

W = White
B = Black
I = American Indian/Alaskan Native
A = Asian/Pacific Islander
U = Unknown

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Example: If the arrestee was a white person, the entry should be "W" = White.

50 Ethnicity (of Arrestee) - 1 Character (A&B): The ethnic origin of the arrestee is to be entered into this data element.

Allowed entries: (enter only one)

H = Hispanic Origin
N = Not of Hispanic Origin
U = Unknown

Example: If the arrestee was Hispanic, the entry should be "H" = Hispanic Origin.

51 Resident Status (of Arrestee) - 1 character (A&B): Whether the arrestee was a resident or nonresident is to be entered into this data element.

A "Resident" is a person who maintains his/her permanent home for legal purposes in the locality (i.e., town, city, or community) where the crime took place. [Note: State and county law enforcement agencies should base their determinations of residency on the town, city, or community where the crime occurred rather than their broader geographical jurisdictions.]

Allowed entries: (enter only one)

R = Resident
N = Nonresident
U = Unknown

Example (1): The crime occurred in Phoenix, Arizona, and the arrestee maintained his legal residence in that city. The entry would be "R" = Resident.

Example (2): The crime occurred in Washington, D.C., but the arrestee maintained his legal residence in Alexandria, Virginia. The entry would be "N" = Nonresident.

52 Disposition of Arrestee Under 18 - 1 character (A&B): This data element is to be used only if the arrestee was 17 years of age or younger at the time of the arrest.

Allowed entries: (enter only one)

H = <u>Handled Within Department</u> (e.g., released to parents, released with warning, etc.)

R = <u>Referred to Other Authorities</u> (e.g., turned over to juvenile court, probation department, welfare agency, other police agency, criminal or adult court, etc.)

<u>Example (1)</u>: The arrestee, age 13, who was arrested for vandalizing a school, was released to his parents with a warning. The entry would be "H" = <u>Handled Within Department</u>.

<u>Example (2)</u>: The arrestee, age 17, who was arrested for murder, was turned over to the Adult Court to be tried as an adult. The entry would be "R" = <u>Referred to Other Authorities</u>.

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