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IMPROVING THE INVESTIGATION OF MURDER:
THE HOMICIDE INFORMATION AND TRACKING SYSTEM (HITS)

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EXECUTIVE SUMMARY

The research on criminal investigation emphasizes the central role of information in the apprehension of offenders. The more and better the information, the more likely a case will be solved. However, the lack of coordinated investigation activities, systematically organized records, and quick and easy access to all potentially useful information have typically prevented the most efficient and effective utilization of available information. Obviously, the connections that investigators usually try to make between pieces of information can be accomplished much faster and more productively with a computer, improving the ability to solve crimes and apprehend offenders.

The Homicide Information and Tracking System (HITS) is a statewide, computerized information system that was designed and implemented as the central investigation and research component of a project, entitled "Improving the Investigation of Homicide and the Apprehension of Murderers," funded by the National Institute of Justice. A primary objective of the project is to describe and assess the implementation and utilization of the HITS in murder investigations in Washington state. Other research objectives include the empirical identification of "solvability factors" in successful homicide investigations, and the development of a better social scientific understanding of murder incidents, victims, and offenders. Data input of the HITS

are currently being analyzed to address the latter objectives, and the results will be discussed in subsequent papers and publications. This report focuses on the implementation, utilization, and replication of the HITS, a model homicide-investigation resource and tool.

Each of the 274 law enforcement agencies in Washington state agreed to support and participate in the Homicide Information and Tracking System. The cooperation of every agency was critical to a comprehensive and successful implementation of the HITS. Therefore, the first steps in implementation focused on maximizing the cooperation of all the police and sheriff's departments. In general, this was accomplished by informing the person who was responsible for the investigation of murders in each agency of the objectives of the project and their anticipated role in the HITS. Agencies were sent letters of introduction; the VICAP system was demonstrated at various law enforcement agencies; a monthly homicide investigators' group was organized by the Attorney General's Office; bulletins about murderers traveling in the state were sent to investigators; and investigators helped develop the system, particularly the data collection instrument (HITS Form) that they would ultimately use in their murder investigations. Those activities, plus the solid reputation of the Attorney General's Criminal Division in conducting and coordinating homicide investigations, and the assurance that the HITS would be absolutely secure and improve investigations, all contributed to the 100% participation of

eligible law enforcement agencies. This overwhelming support and cooperation of the law enforcement community established a facilitative environment for the comprehensive, relatively smooth, and successful implementation of the project.

A parallel implementation effort attempted to determine the number of murders, and to identify the victims, for each police jurisdiction between January 1, 1981 and December 31, 1986. An accurate list of 1,295 victims was produced, with some difficulty, by verifying and cross-checking the often discrepant reports of the State Bureau of Vital Statistics, the Uniform Crime Report (UCR) section of the Washington Association of Police Chiefs and Sheriffs, all of the medical examiner/coroner offices, and individual police and sheriff's departments. The final list was used to organize and guide the collection of data from each of the victim case files.

Most of the information that is entered into the HITS is collected from individual case files with a data collection instrument that was designed for both investigation and research purposes. The HITS Form is used to record comprehensive, detailed information on 467 items that tap the essential characteristics of a murder and its investigation. After extensive development work and pretests on sample case files, the final version and its accompanying coding manual were used in intensive coder training and reliability testing.

The selection of coders was based on a comparison of the coding reliability of different types of candidate coders:

homicide investigators, general investigators, criminologists, and university students. After initial training and the coding of two test cases, the observed variation in reliability scores and motivation levels of each of the groups led to the decision to use homicide investigators as coders, exclusively. Their experience with murder investigations, familiarity with murder case files, and knowledge of law enforcement protocol made it easier to train them and also, apparently, made them the most reliable coders.

The training of homicide investigators occurred at four locations across the state, with each training session attended by more than 10 detectives. Not all trainees became coders for the project, and of those who did, 13 coded 95% of the cases. Two homicide investigators in the Seattle, King County area, where many of the murders were located, coded 60% of the total number of cases. The reliability of coding was monitored in two ways throughout the data collection process: first, a minimum of 10% of each coder's completed HITS Forms were reviewed and evaluated for coding accuracy; and second, every case that was coded was checked for internal consistency on every item by comparing the original HITS Form with its corresponding printout. On both measures the average coding reliability was greater than 99% -- an impressive level of accuracy.

The collection of data from murder case files began in the summer of 1988 and, with data cleaning and corrections, took more than a year to complete. As HITS Forms were returned to the

Attorney General's Office, data entry operators entered the information that was recorded on each form into the computer. There were 38 categories of information, each with multiple items, on the victim, offender, incident, M.O., weapons, medical examiner findings, evidence, investigation procedures, and so on. For the HITS, the standards for data entry accuracy have to be higher than usual for the system to be efficient and effective -- errors may impede investigations. Therefore, every data entry for every HITS Form was verified and corrected, by one again comparing every item on the HITS Form with its printout. The reliability checks and comprehensive verification of data entry have produced one of the most accurate data sets on murder that has been compiled.

The HITS contains information from many different, yet related, sources. The information from the HITS Form constitutes the largest file. The next largest is Crime Data, which contains information from teletypes and newspapers. Detectives requests for information are maintained in Homicide Inquiry, for record-keeping purposes and in the event information becomes available in the future to answer a prior request. The Victim List includes basic case information on all murder victims. The Crime Line file records the chronological activities of known murderers, particularly their movements. The various data bases are cross-indexed in the HITS and can be searched simultaneously for information that may be relevant to a homicide investigation.

For the purpose of investigating murders, the most important feature of the relational-based data management system that operates the HITS is its ad hoc interactive search capability. A homicide investigator can design queries ²from the 467 fields of information on the HITS Form, or from the information contained in other HITS data files. For example: A detective asks the HITS staff if a murder case under investigation is related to any case in the past two years with a similar M.O. The victim is a white, female prostitute who has been strangled and then raped with a pipe. The body was found in a wooded area and covered with branches. A search on victim sex, race and lifestyle, method and cause of death, geographic location, body hidden/covered, and date of death or body discovery, may produce the names of similarly-murdered victims, investigating agencies, case numbers, and the primary investigator's name and phone number. The design of the query and the actual search usually take a few minutes, although for the more than 30 preformatted preindexed queries that have been developed, the response time may be a matter of seconds.

Since the summer of 1988, the Homicide Information and Tracking System has received about 200 requests for investigative assistance in murder cases. Almost one-half of the queries have resulted in some form of assistance, meaning that information was provided that facilitated the investigation. There are many actual case examples that illustrate the efficacy of the HITS in facilitating coordinated homicide investigations. Here, one will

have to suffice: A federal undercover agent overheard a subject bragging about killing two people in Washington and heading to the West again to kill someone else. The agent requested information on double murders in Washington state, and was put in contact with a Washington law enforcement agency that had cases similar to those discussed by the potential suspect. Consequently, the suspect is currently under investigation.

In addition to case examples of successful "hits", other evidence of the utility and efficacy of the HITS was produced from a survey in March 1990 of all police chiefs, sheriffs, and identified HITS users. A basic measure of the implementation of a service aimed at a specific group of potential users is the degree to which its existence is known among those users. Within one year of operation, more than 90% of the survey respondents knew about the availability of HITS as a new homicide investigation resource. The evidence also shows a high level of utilization of the HITS; for example, almost three-fourths of the surveyed homicide investigators reported that their agency had submitted information to the program. Of course, the most important measure is of its efficacy in homicide investigations: Does the HITS help investigators do their work more efficiently and effectively? The evidence is compelling -- almost 9 out of 10 respondents who used HITS reported that it was "somewhat" to "extremely" useful in their investigations. In short, the user survey results show that law enforcement agents responsible for homicide investigations in Washington state know about the

availability of the HITS as an investigation tool, use it when the opportunity arises, and believe that it is a useful addition to traditional methods of homicide investigation. It is supported by homicide investigators because it is a computerized information system that can be used easily, produces results quick,^{ly} and actually works.

Another very significant indicator of the successful implementation of the HITS, and of its potential as an investigative resource, was the action taken by the Washington State Legislature to provide the support required to expand the HITS to include other serious violent crimes and sex offenses. It is expected that the benefits of additional information and expert investigative assistance on predatory sex crimes and other violent crimes, many of which are related to murders, should exceed those already being realized by the current HITS program.

Finally, the HITS project has demonstrated the critical role of comprehensive, accurate, and accessible information in improving homicide investigations. From the beginning of the project, it was anticipated that other law enforcement agencies might be interested in replicating the HITS model in their own jurisdictions. Therefore, the report ends with a set of 17 guidelines for developing and implementing a Homicide Information and Tracking System in jurisdictions comparable to, or smaller than, Washington state in the annual number of murders.

CHAPTER 1
IMPLEMENTATION

Introduction

The implementation of the grant was preceded by contact with the Washington Association of Sheriffs and Police Chiefs (WASPC) and the Washington Sheriff's Association. It was determined that for the research to be comprehensive and for the statewide homicide information and tracking system to be truly effective, the full cooperation of these umbrella agencies was necessary and, definitely, a prerequisite. All the murder investigation files required for the research project were within the original authority of the Chiefs of Police and Sheriffs who were members of these associations. A presentation was made to the executive boards of the associations, requesting their cooperation in the project.

The prerequisite to their support of the HITS system was absolute security and proper dissemination of information in a way that did not detract from, but enhanced, each agency's ability to investigate. Investigators had to be confident that the agency managing their information would establish procedures to guarantee that the information stored in the system was the sole property of the agency responsible for the investigation. The procedures must reflect that in the event any inquiry is correlated ("hit") with their information, the investigating agency is informed immediately. Before the grant proposal was submitted to The National Institute of Justice (NIJ), the two associations sent letters of support (See Appendix 1) affirming

their cooperation and compliance with the Attorney General's efforts.

After the grant was awarded in September 1987, a planning session was held to establish the strategy and objectives for implementation of the project. The objectives identified were: (1) to develop the best method to maximize the cooperation among all of Washington state's police and sheriffs departments, and (2) to identify the number of murders for each police jurisdiction.

Maximizing Cooperation

The key to maximum cooperation was to inform each police officer, supervisor, detective, commander and executive officer who was ultimately responsible for the investigation of murders in each agency of the objectives and goals of the project. This process was accomplished in a number of ways.

A "letter of introduction" describing the purposes of the project, the value of the information system to the investigation of murders and the existing VICAP system available for use was the first informative action taken (See Appendix 2 for sample letter). Letters were sent to 235 police and 39 sheriffs departments and to various police personnel within any one agency depending on the size of that agency. For example, the Seattle Police Department is the largest police agency in the state and investigates more murders than any other agency. Letters were sent to the Chief of Police, the Criminal Investigation Commander and the Homicide Section personnel, ie. captain, lieutenant,

sergeants and detectives. On the other hand, the Garfield County Sheriff's Department received one letter because the department consists of the Sheriff and only three deputies.

Due to the large number of agencies and personnel that were contacted, it was essential to develop a computer database and related programs that were capable of tracking each person and agency and isolating different groups of agencies and persons for the ease of corresponding on a continuing basis. The program that was designed was a master address directory file called **NAME** (See Table 1).

NAME is a name and address directory that contained information regarding a law enforcement person and/or agency. At the time of data entry, a code was assigned to each person or agency. For example, the code for police departments in Washington state was "P" and "S" was for sheriffs departments. An "X" was for agencies outside the state of Washington. An "H" was for homicide detectives.

The assignment of a code facilitated the creation of mailing lists, envelope labels, and address lists, and allowed for the limitation of correspondence to selected groups. The **NAME** file interfaced with other files that had the same fields as **NAME**. Since the HITS database also contained these fields, it was not necessary for either the coder or data entry person to fill in the address information on the HITS form because the computer would automatically enter that information once the agency's identification number was recorded and entered. This process not

only saved time but reduced the chance of data entry errors for the remainder of the address fields.

Table 1

Name File

S1 (Screen 1)

1. @ID : Agency's Identification Number
2. L.NAME : Last Name of Chief, Officer, Detective, etc.
3. F. NAME : First Name of Chief, Officer, Detective, etc.
4. TITLE : Person's Title, Chief, Sheriff, Det. Lt., etc.
5. DEPT ; Agency Name, ie. Seattle Police Department
6. ADDRESS1 : Agency Street Address
7. ADDRESS2 : Agency's Mailing Address
8. CITY : City
9. ST : State
10. ZIP : Zip Code
11. PHONE : Person's or agency's telephone number
12. County : County of Jurisdiction

S2 (Screen 2)

Code

1. _____ S, P, X, H, etc. : Code for the person or agency on
2. _____ Screen 1; The Agency or Person may be given several different codes making it possible for the agency or person to be placed on various lists.

A major advantage at this stage of the implementation was the availability of the VICAP information system at the Attorney General's office that could be used in homicide investigations. Investigators could actually use a system that was similar, in concept, but not as comprehensive as the proposed HITS system, to obtain important information for murder investigations. Even investigators who did not have a murder case for the grant period could use the system. After becoming familiar with the VICAP

system, they were able to design valuable information requests for their subsequent murder investigations.

Another method used to inform investigators was to hold demonstrations of the VICAP system at various law enforcement agencies throughout the state. The value of a serial murder tracking system was demonstrated, and investigators were given the opportunity to form homicide information requests to the system. This procedure revealed the limitations of the VICAP system and demonstrated how a more comprehensive homicide information and tracking system with additional data, richer in detail, could be utilized on a daily basis in murder investigations.

An informal homicide investigators' group was formed that held monthly meetings in western Washington locations. The meetings were organized by the Attorney General's office and attended by detectives from police and sheriffs' departments from western as well as eastern Washington. The meetings were an excellent forum to not only allow investigators to share information about the murders they were currently investigating but, also, to inform them of the progress of the project and important results that were produced during the formative stages of the project.

In addition to monthly reports at the meetings, bulletins about murderers who were discovered travelling in Washington state were sent out periodically by the HITS unit to the state's investigators. The mailings increased the awareness of the state's investigators and kept the HITS profile very high.

The Green River Murders Investigation was continuing through 1987 and 1988. Frequently, meetings were held around the state that informed investigators of the status and information about those cases. These meetings were attended by project staff and, once again, provided a suitable forum to exchange information about how a fully operational homicide information and tracking system would aid in that investigation and in more routine murder investigations.

A final strategy used to further cooperation was to allow various investigators to contribute to the formulation of questions on the HITS Form (Data Collection Instrument). The intent was to have investigators actually answering questions on forms that they had a role in creating. More about this process will be discussed in Chapter 2, Developing the Data Collection Instrument: The HITS Form.

The Number of Murders in Washington State

The determination of the total number of murders and the identity of the murder victims in Washington state for the time period of January 1, 1981 through December 31, 1986 was the product of several sources. These sources were used to verify and cross-check the names of victims on various lists in order to obtain the most reliable and accurate list of victims.

The first source contacted was the State Bureau of Vital Statistics. A request was made for the full name of victims and cause of death, date of death and county and city of occurrence

for each victim. This request produced a list from Vital Statistics of 1099 murder victims on record.

The second source of information about the number of murders in Washington state was the Uniform Crime Report (UCR) section of the Washington Association of Police Chiefs and Sheriffs. The information supplied by UCR did not include names; it provided only the total number of murders for each police agency that reported to UCR. UCR reported a total number of 1,247 murder victims for the six year period.

The 39 medical examiner/coroner's offices in Washington were contacted for their murder victim totals. The total number of victims reported by them was 1,030.

The final source contacted was the individual police and sheriff departments. The total number of murder victims reported by those departments was 1,302. Table 2 represents the total number of victims reported by source.

Table 2

Total Number of Victims Reported by Source

<u>Vital Statistics</u>	<u>UCR</u>	<u>ME/Coroner</u>	<u>Police/Sheriff</u>
1099	1247	1030	1302

Due to the discrepancy in the total number of victims reported by each source, an additional database management file was created; VICTIM LIST. This file used the victim's name as the record identification. It contains fields for investigating agency, agency case number, Vital Statistics county code, medical

examiner/coroner county code, solved/unsolved classification, and several other fields dealing with the coding process.

The purposes of the VICTIM LIST file were (1) to provide a checklist of victims by the reporting source, (2) to verify that a reported victim was a murder victim instead of a suicide or accident victim, (3) to maintain a record of the coder and coder's accuracy, (4) to record those cases that the agency reported as solved, (5) to identify the differences among sources in reporting the names of murder victims, and (6) to reveal those victims who were murdered in one jurisdiction and the post mortem examination was conducted by the medical examiner or coroner of another jurisdiction. The fields in the VICTIM LIST file are shown in Table 3.

Table 3

Victim List File

1.	RECORD ID	:	Victim's name (Jones, Betty) and alias
2.	INVEST	:	Investigating Agency's ID number
3.	INCD.DATE	:	The Date Reported for the Murder
4.	AGENCY CASE:	:	Investigating Agency's Case Number
5.	SUSPECT	:	Suspect's Name and alias
6.	ME/COR	:	Medical Examiner/Coroner County Number
7.	VITAL	:	Vital Statistics County Number
8.	CODER.NAME	:	Person's Name Who Entered Data on Form
9.	DATE.OUT	:	Date File Checked Out for Coding
10.	DATE.IN	:	Date File Returned after Coding
11.	XREF.NO	:	Reference Number Other Than Case Number
12.	SOLVED	:	"Y" or "N" indicates Yes or No
13.	PA#	:	Prosecutor's Cause Number
14.	REVIEW.DATE:	:	Date Form was Reviewed for Coder Errors
15.	ERRORS	:	Number of Coder Errors for this Case

The first data entered into this file was the information from Vital Statistics records. The only fields entered from this

source were the victim's name and the two digit identification number for the reporting county.

The next data entered was information from medical examiner/coroner records. If the name had already been entered from vital statistics, the record would automatically appear on the screen. Then the ID number of the reporting medical examiner/coroner was entered in the ME/COR field. If the name entered was not on the Vital Statistics list, a new record was created. Then the record ID (name) and me/cor number was entered. This same process was used to enter more extensive information from the police agency lists, which including case number, incident date, and agency ID number. Again, if the name entered did not appear on either of the previously entered lists, a new record was created.

Periodically, an alphabetical list of names was printed out, and the information was cross-checked and verified. Any victim's record ID that needed editing or correction was identified.

Reasons for Discrepancies

The biggest problem found among the lists of victims that were provided by police and sheriffs' departments, medical examiner/coroner's offices, and Vital Statistics was identifying the correct name of each victim. Frequently, one agency used a name which was later discovered to be an alias, and another agency used the true name. This resulted in two separate records for one murder victim. The victim's first, middle, and last names were in reverse order and mixed up on some lists. Also,

the victim's name was spelled in various ways on, at times, all three lists. So the incorrect spelling of the name gave the appearance that there were three separate murder victims when, in fact, they were all the same person.

There were too many unidentified victims, John and Jane Doe's, reported by Vital Statistics. It was determined that Vital Statistic records were not systematically updated once the police and/or medical examiner/coroners determined the identity of the victim.

Second, another frequent problem was that the original classification of death was not updated once the classification was changed by another agency. For example, a death originally reported to the medical examiner/coroner's office and Vital Statistics as suicide or accidental, and later reclassified as homicide by police, was not updated after the investigation was completed. Also, the reverse was true. Some records originally reported as homicide and later reclassified to suicide or accidental by police and medical examiner/coroners, were never updated in Vital Statistics records. Therefore, some records from Vital Statistics were erroneously reported as murders.

In conjunction with the classification problem, it was discovered that some agencies entered or coded the wrong classification when the correct classification was known. Whoever was responsible from each agency for coding the proper information onto forms miscoded the actual classification.

The last problem related to the discrepancies among the lists was the failure to report or keep systematic records.

Vital Statistics records suffer not only from lack of updating of known victims but also from under-reporting of those persons who should be classified as deceased at the state level. As presented in Table 2, there are over 200 known murder victims in police/sheriff department records that were not reported by any agency to Vital Statistics.

Also, under-reported are those murder events where more than one victim has been killed. The official departmental records may reflect one victim and the additional victim's names did not appear. For instance, in a multiple murder in which the husband kills his wife and two children, the wife's name appeared in Vital Statistics records but the two children's names were not recorded.

Some coroner's offices did not keep systematic records of deceased persons filed by classification of death. In one instance, a coroner's office could report a person as a murder victim only if the name was known. Numerous coroners, offices could not report the number and names of murder victims for any one year. Their files were not organized by classification of death. Worse yet, some coroners' offices did not have historic records because their predecessors did not keep them.

Level of Cooperation and Participation

Out of 274 police and sheriffs' departments that participated in the implementation of the HITS system, only two agencies initially resisted cooperation with the project. A Chief of Police felt that his detectives were overburdened with

paperwork and filling out the HITS form would be too time consuming. When he was informed that HITS staff would complete the forms, he fully cooperated.

A lieutenant in charge of a major crimes unit objected to anyone looking at the data in the department's murder files. After the lieutenant was transferred the department cooperated fully. In both instances, the departmental investigators who worked for these two individuals wanted to cooperate fully. They did not feel pressure of limited time to complete the form or the need to protect information from another criminal justice agency.

CHAPTER 2

DEVELOPING THE DATA COLLECTION INSTRUMENT: THE HITS FORM

Most of the information input to the Homicide Information and Tracking System is collected from each murder case file with a data collection instrument that was designed for both investigation and research purposes. The development process was labor intensive. The staff included two homicide investigators (the Project Director and Program Manager) and two criminologists (the Research Director and a Graduate Research Assistant). It spanned the creation of a prototype and 15 subsequent refined versions of what was to become the HITS Form. The final version was used to record comprehensive, detailed information on 467 items that tap the characteristics of a murder and its investigation (Appendix 3).

Building on Prior Experience

The origins of the HITS Form can be traced to the experience of the Project Director and homicide investigators in other federal and state law enforcement agencies in using homicide investigation forms or checklists to collect standardized information on cases. Before the project began, the Project Director had coded approximately 300 murder cases from Washington state using a modified version of the FBI's VICAP form. That information was stored in a computer in the state Attorney General's Office and used primarily by the Project Director to facilitate his investigations and, informally, those of other

intra-state law enforcement agencies. This was a natural starting point for the development of a data collection instrument that would serve a wider variety of purposes: to coordinate the expansion of Washington state's participation in the VICAP program; to provide homicide investigators with a more comprehensive and accessible information system that could be used routinely as an investigation resource; and to construct the research data base that would be used to identify solvability factors in homicide investigations and develop a better descriptive and analytic understanding of murder.

The first step in the developmental process entailed the collection and review of homicide investigation forms and checklists that were being used by law enforcement agencies in other jurisdictions throughout the U.S. In addition to the VICAP form and the modified version of it used in Washington state, instruments from New York, California, Michigan, and Oregon were collected. Unfortunately, only a very small number of police agencies, particularly at the state level, have developed computerized information systems that are based on the systematic collection of standardized information on a comprehensive range of murder cases in their jurisdiction. Each of the forms was reviewed and compared for content and redundancy, the objective being a list of discrete items that covered the range of information recorded on those forms. This merged list of items was the foundation upon which the HITS Form was constructed.

To facilitate continued participation in the VICAP and the accomplishment of project objectives, it was decided that

basically all of the items on the VICAP Form would be included on the HITS Form. Of course, this meant that only one form, albeit longer, would have to be filled out on each murder case. The VICAP questions were taken out of their original sequence and placed in appropriate content areas of the HITS Form, and in some cases their wording and response categories were modified to simplify coding or to collect more information. In order to produce a completed VICAP Form a computer program was developed that reformatted the data into the VICAP sequence, using VICAP's original wording and response categories. This computer printout is forwarded to the FBI in lieu of a VICAP form.

Prototype and Revisions

Moving from the list of items culled from the various homicide investigation forms to a working prototype and, eventually, a final HITS Forms was an arduous, time-consuming enterprise. After the original list of candidate items had been compiled and organized into content areas (e.g., M.O., victim characteristics, weapons), the project staff, working in committee, began the process of reviewing, deleting, and adding items, organizing the content areas and format, and simplifying questions and instructions. All of these tasks were aimed at producing a reliable, user-friendly data collection instrument that would generate the information necessary to accomplish project objectives. In general, this meant the addition of content areas and items to the original list.

The prototype HITS Form not only included items pertinent to homicide investigation, but also those that reflected project emphases on the identification of solvability factors in homicide investigations and the development of a richer understanding of murder as a social phenomenon. For example, it is possible (or likely) that the nature and quality of the investigation is an important factor in solving murder cases -- a number of items on investigative procedures and performance were added to the HITS Form. And many others were added that reflect a variety of practical, conceptual, and theoretical considerations.

The first working draft of the HITS Form included 273 items, ranging across a number of content areas, including the following:

- Case Administration Information
- Victim Information
- Offender Information
- Vehicle Information
- Offense M.O.
- Medical Examiner/Coroner Findings
- Forensic Evidence
- Investigation Procedures/Analysis

A copy of the draft was then sent to a group of "expert" reviewers, who received a cover letter explaining the objectives of the project and asking them to assess the form, suggest additions or deletions, and return the form with their comments. Copies were sent to investigators in a number of Washington state law enforcement agencies: Bellevue Police Department, King

County Police Department, Pierce County Sheriff's Department, Seattle Police Department, Snohomish County Sheriff's Department, Spokane County Sheriff's Department, Thurston County Sheriff's Department, and Yakima County Sheriff's Department. Another group included forensic experts: A clinical psychologist, forensic psychiatrist, forensic pathologist, criminologist, and administrator of the Washington State Crime Lab. Finally, the review panel included an expert on murder and its investigation, from the offender's point of view, the late Theodore Bundy. Their suggestions for revisions led to a number of improvements in the form.

At this point, the project staff did a thorough item-by-item evaluation of the HITS Form, focusing on item content, wording, order, and face validity. Further changes were made and, then, it was pretested. In order to assess its efficacy as a data collection instrument, the consistency of item interpretation between coders, the fit between items on the form and what is included in murder case files, and general user impressions of the degree of difficulty in using the form, two homicide case files of typical length and complexity were coded. Each of the four staff members (two homicide investigators, criminology professor, and former police officer/graduate student) coded both cases. Then the four complete forms for each case were compared, item-by-item, but the group. This review procedure required a number of lengthy meetings in order to clarify coder differences in item interpretation, specify intended meanings of ambiguous items, create additional response categories, construct new

items, and modify format instructions. Although laborious, the pretest coding and related discussions of coding decisions were critical elements in the development of the HITS Form. They led to refinements in the instrument that could not have been produced in any other way, and as important, facilitated the completion of the HITS Coding Manual (Appendix 4).

HITS Coding Manual

The extended, thorough procedure of developing the HITS Form made it absolutely clear that a detailed and prescriptive coding manual would be necessary to insure accurate and reliable coding of information from homicide case files. The general practice of providing guidelines and generic instructions for filling out data collection forms simply would not suffice for either the project's research objectives or investigative activities. It was decided early in the development process to produce a coding manual that provided the definition, coding criteria, meaning, and examples for each item that was not unequivocally obvious in its interpretation. For example, "Initial Contact" (Item 22) is described as: "The initial contact is the date and time that the offender and victim make contact initiating this incident. For example, if a boyfriend kills his girlfriend, report the date and time that this incident began, not the date they first met."

The coding manual was created in conjunction with the development of the HITS Form. As the latter grew and changed, so did the former. Producing precise standardized interpretations of the items on the HITS Form was critical to the achievement of

the very high levels of coding reliability that the project set for itself. With a variety of law enforcement personnel in a number of disparate agencies filling out the HITS Forms, a good coding manual was imperative. The HITS Coding Manual played a central role in the training of coders for the project.

Victim and Offender Supplements

Another complication that had to be addressed in the development of the HITS Form was the existence of multiple victim and/or multiple offender homicides, which constitute approximately 15% of all murders in Washington state. The basic HITS Form was designed for the "typical" single victim-single offender homicide. Information relative to the victim and offender is recorded in separate Victim Information and Offender Information sections of the HITS Form. If there is more than one victim in a homicide, a Multiple Victim Supplementary Form (which is basically the Victim Information section of the standard HITS Form) is filled out for the additional victim and added to the standard form. For each additional victim or offender in a case, a supplement is completed and collated (Appendix 5). For example, a mass murder case that occurred in Washington state in 1985 involved 3 offenders and 13 victims. In that case, there are 2 Multiple Offender Supplementary Forms and 12 Multiple Victim Supplementary Forms that have been completed and merged with the HITS form. Together, they describe that mass murder case. Most multiple victim/offender cases are not nearly that

complex; the great majority involved one victim and two offenders.

The Short Form: The Homicide Investigation Tracking System

The Homicide Information and Tracking System was developed as an integral, primary component of the project, and the HITS Form was designed to generate the data that would be entered into the system and used for both investigation and research purposes. Consequently, the HITS Form collects information that is not critical to ongoing homicide investigations. For example, the Investigation Analysis items, among many others, are expendable. Recognizing this, and since cases from 1981 thru 1986 were the focus of the project, after all of the project cases were coded, a short version of the HITS Form was developed to be used primarily for investigation purposes and to code cases that occurred before and after the study period.

The Short Form preserves the VICAP items plus a number of items that were developed during the project and proved to be useful pieces of information in homicide investigations. A number of homicide investigators in Washington state were also asked to review the form and recommend items for inclusion that they thought would be useful in their investigations. The new form has been renamed -- the "Homicide Investigation Tracking System" -- in recognition to its primary role in investigations (Appendix 6). The form consists of 255 items, more than 200 fewer than the long form, and will be used by all law enforcement agencies in the state to code cases as they occur in their

jurisdictions and, if possible, all cases from 1987 to the present. If updating their cases is not possible, an investigator from the Attorney General's Office will assist them in coding their case(s). The short-term goal is to have every murder case in the state from 1981 to the present in the Homicide Investigation Tracking System. The longer-term goal is to go back in time, beginning with cases from 1980, and to code as many past cases as possible, maximizing the possibility of linking cases and offenders over extended periods of time.

Preparing for Coding

Once the final version of the long HITS Form was completed (after approximately six months of design and development work, 16 versions of the HITS Form, and 4 versions of the HITS Coding Manual), preparations were made for the coding of murder cases, beginning with intensive coder training and reliability testing. The coding, cleaning, and correcting of almost 1,300 murder cases began in the summer of 1988 and took in excess of one year to complete.

CHAPTER 3
CODER TRAINING

The first decisions that were made about the coding of information from murder case files to the HITS form were to determine (1) what types of people should code, and (2) what kind of experience and training are necessary to assure the highest degree of reliability.

Qualifications, Selection and Training of Coders

The final selection of qualified coders was made only after training and examining the coding reliability of four separate groups of candidate coders: HITS personnel; university students; general investigators; and homicide investigators. The selection of coders and their training was conducted by the Project Director and the Research Director, who have had extensive experience in collecting data from a variety of criminal justice records, used the VICAP form, and produced the HITS form, the project's primary data collection instrument.

1. HITS Personnel

The Project Director and Program Manager have at least 20 years of homicide investigation experience between them; the Research Director has examined the literature on murder and its investigation and participated in previous criminal justice research; and the Research Assistant was a former police officer and a current doctoral student in criminology.

The elements of training for this group included the development of the coding instrument (HITS Form) and the operational coding criteria for each of its 273 items and the production of the accompanying coding manual. After participating in this learning process, which took approximately 6 months to design and edit the many versions of the HITS Form and Coding Manual, the staff was instructed in the appropriate methods of application and then asked to practice on a "test" homicide case file. The Project Director and Research Director reviewed the coding of the case with the staff, item by item, to assess individual coding accuracy and to correct errors. The coding manual provided definitions, explanations, criteria for coding decisions, and examples.

After the practice case, the process of training to reliability began. The Project Director, who has vast experience in the investigation of homicide and has applied the VICAP from to more than 300 murder cases, served as the standard of reliability and ultimate arbiter of coding accuracy. Ninety percent reliability for each coder was set as an acceptable minimum coding reliability; that is, there must be a minimum of 90% agreement, across all items on the HITS Form, between the information recorded by a coder and the Project Director on a particular case.

Coders continued their training to acceptable reliability on two homicide files. The first case was a 1986 investigation by the King County Police Department, Seattle, Washington. The female victim had been stabbed numerous times and placed in the

crawl space below her house. The case was solved when the killer confessed to Sacramento, California authorities a few days after the murder.

The second case was a 1984 homicide also investigated by King County Police. In this incident, the male victim was shot in the head with a large caliber handgun when he returned home from work. At this time, the murder is unsolved, and the investigation has been suspended.

After each of the four staff members had coded a HITS form for each murder, the responses for each item were compared for inter-rater reliability. The inter-rater reliability was measured in two ways: first, the overall agreement among the four coders, and second, each of the other coders' responses were compared to the Project Director's.

After reviewing the cases for individual reliability, it was determined that the Project Director had incorrectly coded five items in Case 1 and nine items in Case 2. For those 14 items, the other coders were given an incorrect answer only if their response disagreed with the response that was finally decided to be correct. Table 4 shows the overall and individual agreement among the four coders for both test cases.

There were five possible types of agreement among the coders about overall reliability: (1) all four coders could agree (4-0); (2) three could agree on one response and one have a different response (3-1); (3) two could agree on one response and the other two on another (2-2); (4) two could agree on a response and the other two each have a separate response (2-1-1);

and (5) all four coders could have completely different responses (1-1-1-1).

Table 4

Inter-Rater Reliability of Coding Decisions

Case 1

Overall Agreement Among 4 Coders (N = 273 Items)

	<u>4-0</u>	<u>3-1</u>	<u>2-2</u>	<u>2-1-1</u>	<u>1-1-1-1</u>	<u>Total</u>
N	201	37	18	9	8	273
%	73.6	13.5	6.6	3.3	3.0	100.0

Individual Coder's Accuracy (N = 273 Items)

	<u>Project Dir.</u>	<u>Research Dir.</u>	<u>Research Asst.</u>	<u>Program Mgr.</u>
N Correct	268	232	232	242
% Correct	98.2	85.0	85.0	88.6

Case 2

Overall Agreement Among 4 Coders (N = 273 Items)

	<u>4-0</u>	<u>3-1</u>	<u>2-2</u>	<u>2-1-1</u>	<u>1-1-1-1</u>	<u>Total</u>
N	214	31	8	15	5	273
%	78.4	11.4	3.0	5.5	1.8	100.1

Individual Coder's Accuracy (N = 273 Items)

	<u>Project Dir.</u>	<u>Research Dir.</u>	<u>Research Asst.</u>	<u>Program Mgr.</u>
N Correct	264	244	239	250
% Correct	96.7	89.4	87.5	91.6

As Table 4 indicates, the coding accuracy of experienced homicide investigators is highest among the 4 coders. The Research Assistant was an ex-police officer whose murder investigation experience was limited to the preliminary phases of patrol work. The Research Director, who is a criminologist, had

no homicide investigation experience. From these pre-test results, it was expected that people who do not have homicide investigation experience would be able to code reliably after proper training.

2. Criminology Undergraduate Students

Criminology students from the University of Washington's Department of Sociology volunteered to assist with the HITS program development. These students had taken an upper division course on murder prior to their acceptance into the program. Due to the sensitivity of the information contained in murder files and the fact that a great deal of the information was protected under the Washington State Criminal Information Privacy Act, each student signed an "Oath of Confidentiality," and their backgrounds were checked for criminal records.

Students received an initial training class about the organization of murder files and the type of documents in which certain information could be found. The training process included the reorganization of case files by the students according to the Seattle Police Department's Death Investigation File System. Under this system, each case file was organized with a "Table of Contents," and the police reports, such as witness statements, case reports, autopsy reports, officers' statements, etc., were placed in their appropriate sections within the file. The students organized about 200 murder case files. (See Appendix 7 for the Seattle Police Case File Organizer.)

Five students were recruited for a series of reliability tests for coding purposes. The students participated in a training session about the HITS form and manual. This version of the HITS form was the same as was used by the four HITS staff members. Every item was reviewed by explaining the information that was expected to be coded for that item. Then, the students were given a "test" case to code. Since this phase of the training was formative in nature, they asked questions about any ambiguous data as they proceeded to code. There was continuous monitoring of the responses for purposes of coding to reliability.

After the "test" case was completed, the five students coded a total of 26 cases with the HITS form. It became apparent that students were not sufficiently familiar with basic police investigation procedures, homicide case files, and law enforcement protocol to become reliable coders. In addition, the students did not have the ability to interact effectively with the many police and sheriffs' departments involved in the project.

The results after inspection of the cases coded by students were not favorable. The Project Director discovered a high of 128 errors in one case to a low of 30 errors in another, with a mean of 53 errors per case. In Table 5, the students' coding accuracy is presented. The error rate resulted in 80.3% reliability, which did not approach the established standard of 90% reliability. Not one student reached the reliability standard.

Table 5

Student's Coding Accuracy

	<u>Number Coded</u>	<u>Total # Fields</u>	<u>Total Errors</u>	<u>Average Errors</u>
N	26	7,098	1,398	53.8
%	100.0	100.0	19.7	19.7

Therefore, the sociology students were not used to code cases. The 26 cases that were coded by students were recoded by homicide investigators. The students remained with the project and continued to organize case files, perform computer data entry, and participate in other research activities.

3. General Investigators

Using police investigators as coders, rather than university students or lay persons, was considered as another option for data collection. Some familiarity with investigation procedures, case files, and law enforcement protocol, as well as the ability to interact effectively with police agencies involved in the project, made it easier to train them. Three general investigators from police departments in the Seattle area volunteered to assist with the coding of cases.

The elements of training for this group included a briefing about the HITS form and manual, the completion of a "test" case, and the subsequent monitoring of two additional coded cases by the Project Manager. By the time general investigator training began, the HITS form had been expanded to its final 467 items. Reliability testing occurred for every fifth case that was completed by the investigators, with each case reviewed by the

Project Director for errors. Table 6 shows the overall coding reliability results for the general investigators.

Table 6

General Investigator's Coding Reliability

	<u>Cases</u>	<u>Total Fields</u>	<u>Total Errors</u>	<u>Average Errors</u>
N	10	4,670	58	5.8
%	100.0	100.0	1.3	1.0

The more than 98% average reliability in coding was well above the established standard of 90%. In spite of the high reliability standard, the general investigator's group was difficult to motivate. They did not return case files or completed HITS forms in a timely manner, which was necessary for systematic collection of information. At times, they complained of technical language in some homicide records and overall unfamiliarity with homicide investigations, since they were not an investigation routinely done by these general investigators. It was difficult for general investigators to realize any benefit of the HITS program to their daily property crime investigations. Therefore, the use of general investigators as coders declined after the 10 cases were coded.

4. Homicide Investigators

The decision to use homicide investigators exclusively as coders, was a critical element of the data collection process. Their familiarity with murder investigation procedures, homicide cases files, and law enforcement protocol not only made it easier to train them, but also made them better coders.

Training of homicide investigators was conducted at four different locations around the state. The training sessions were attended by over 10 homicide detectives at each site, even though not all who were trained became involved in coding for the project. The "meetings" enabled detectives to become familiar with the HITS program and its utility in murder investigations.

Homicide investigators were given training similar to that of the criminology students and general investigators. The homicide investigators were informed of each item on the HITS form, as well as the corresponding item's explanation in the coding manual. The "test" case for homicide detectives was one they selected to code from their own department's files. It was requested that they avoid coding a case where they were directly involved in the investigation.

Table 7 presents the number of cases coded by each of the coders. Thirteen homicide investigators coded more than 10 cases each, for a total of 1,192 cases (or 95 percent of the sample). Two homicide investigators, whose initials are ET and JP, coded over 60 percent of the total number of cases. ET and JP were found to be highly efficient at coding cases and, at the same time, very reliable in coding responses to questions.

Table 7

Cases Coded by Coder (N=1,275)

<u>Coder Initial</u>	<u>Number Coded</u>	<u>Percent Coded</u>	<u>Coder Initials</u>	<u>Number Coded</u>	<u>Percent Coded</u>
BV	1	.08	BR	1	.08
BB	1	.08	CK	1	.08
DK	9	.70	DI	2	.15
DJ	2	.15	DS	70	5.38
ET	399	30.60	ES	44	3.40
GT	5	.40	GB	6	.50
MH	3	.23	IA	13	1.00
JS	2	.15	JW	1	.08
JH	15	1.15	JD	2	.15
JP	396	30.40	JW	3	.23
JW	5	.40	JH	1	.08
JH	5	.40	JJ	1	.08
LI	5	.40	LL	28	2.15
LM	4	.31	LT	1	.08
MS	7	.54	MH	1	.08
PO	12	.92	PW	1	.08
RB	4	.31	RB	17	1.31
RK	28	2.15	RL	19	1.50
RB	1	.08	RM	84	6.50
RS	7	.54	RR	1	.08
SM	2	.15	SG	1	.08
TJ	67	5.15			

Reliability was monitored throughout the duration of the coding process in two ways. First, the Project Director reviewed and assessed the reliability of 10% of each of the coders' completed data forms. Practically, this meant that approximately one form per coder was evaluated each week over a year of data collection. If ambiguous answers were consistently discovered they were discussed with the coder for clarification. If the coder discovered ambiguous items, a collective review of coding procedures and applications was initiated to identify and correct the source(s) of disagreement. Monitoring reliability in this manner maximized the validity and reliability of the coded

information and produced very accurate data on each of the homicides in the final sample.

Table 8 shows that of the 10 percent that were checked, 76 cases had coding errors. The overall reliability for those cases that had coding errors was 99.0 percent, well above the established 90 percent minimum. Of course, the coding reliability would have even been higher if those cases where no errors were found had been included.

Table 8
Cases Checked With Errors (N=76) By Coder

<u>Coder Initials</u>	<u>Total Cases</u>	<u>Total Fields</u>	<u>Total Errors</u>	<u>Average Errors</u>	<u>Reliability Percent</u>
GB	3	1,401	6	2.0	99.6
GT	1	467	7	7.0	98.5
JD	2	934	14	7.0	98.5
JH	3	1,401	8	2.8	99.5
JJ	1	467	8	8.0	98.3
JP	8	3,736	32	4.0	99.1
JS	2	934	10	5.0	99.0
LI	2	934	33	16.5	96.5
LL	12	5,604	59	4.9	99.0
LT	1	467	3	3.0	99.4
MH	1	467	4	4.0	99.1
MS	3	1,401	11	3.7	99.2
PW	1	467	7	7.0	98.5
RM	12	5,604	55	4.6	99.0
RR	1	467	6	6.0	98.7
RB	5	2,335	16	3.2	99.3
RS	3	1,401	16	5.3	98.9
SG	1	467	3	3.0	99.4
SM	2	934	13	6.5	98.6
TJ	12	5,604	25	2.1	99.5

Second, reliability was monitored for "internal consistency" for literally every form that was coded. After a form was data entered, a printout of the entire form was obtained. Every item on the printout was compared to the handwritten corresponding item on the HITS form. And by inspecting the answer to a

particular question, comparing it to answers to other questions for logical discrepancies, internal consistency was checked and monitored. For example, if a coder checked "No" for Question 330, "Was there an autopsy performed on the victim," and the subsequent autopsy questions were answered as though Question 330 had been answered "Yes," then a validation check on internal consistency was done, and appropriate corrections were made. If a question routinely lacked internal consistency for a coder, the coder was counseled and the coding error was corrected.

Table 9

Cases Monitored for Internal Consistency

<u>Cases</u>	<u>Fields</u>	<u>Coder Errors</u>	<u>Average Errors</u>	<u>Percent Reliable</u>
1,258	587,486	2,821	2.2	99.5

The total number of cases that were checked for internal consistency are presented in Table 9. Every case that was coded was checked for internal consistency. The reliability of internal consistency was recorded at 99.5 percent. Homicide investigators proved to be the most reliable, consistent, and motivated coders.

In summary, after the training sessions, reliability checks, and coding process were evaluated, the actual users of the system (homicide investigators) are the best coders. They have a working knowledge of and experience with murder investigations. The completion of the HITS form is one of the natural steps in the entire investigation process. The homicide investigator has

an investment in HITS because the investigator is the one that uses the system for assistance in murder investigations.

CHAPTER 4

CODING STRATEGIES AND PROCEDURES

Location of Case Files

In order to determine the location of case files, it was first necessary to identify which police agencies in Washington state had investigated murders between January 1, 1981 through December 31, 1986. A letter was sent to 274 police and sheriff's departments, requesting a list of each agency's murder victims. The letter also requested that the agency identify the offender, if known, for each murder, the case or file number, and the incident date (Appendix 8).

A total of 93 police agencies reported that murders had occurred in their jurisdiction for that period. Those agencies investigated 100 percent of the total murder cases. Fifty-two police agencies reported that 5 or less murders had occurred in their jurisdiction for a total of 113 murders. The remaining 41 agencies shared the balance of 1,190 murders for that period.

The process of collecting cases for coding occurred in three ways: 1) those cases that were located in close proximity to the Seattle metropolitan area; 2) those cases that were copied and sent to the HITS staff; and 3) those cases that required "on-site" visits in order to code. On-site visits were required in those instances where the investigating agency did not copy and send their cases because the files were too voluminous to copy, the department could not afford the expense of copying the file,

or the department felt that the information in the file was too sensitive to reproduce in any form.

Seattle Metropolitan Area Cases

Over 1/3 of the murder cases that were coded were located in King County, Seattle, Washington. Since the project headquarters was in Seattle, and the cases closest to Seattle were the most accessible, it was decided that all the cases from police jurisdictions in King County would be coded first. Also, an added benefit was that the Seattle and King County Police Departments were used as the barometer of cooperation since some police administrators inquired about the degree of cooperation exhibited by those departments. If they had not fully cooperated with the project's objectives, other departments would have viewed the project as futile and less effective without their participation.

The initial King County cases were obtained from the King County Prosecuting Attorney's office, and coding began in July 1988. These cases included all cases in which charges were filed for murder for the research period, except the 320 cases investigated by the Seattle Police Department. The Seattle Police cases were coded on-site.

The King County Prosecutor's files were assembled in a manner that was conducive to prosecution, which made coding difficult and extremely time-consuming. It was necessary to re-organize the files using the Seattle Police Department Death Investigation Case File Organizer. So, in order to save coder

time, university students who majored in criminology and criminal justice were used to reorganize the files. Approximately 800 cases had to be reorganized in this manner.

The files were checked out several at a time to project staff or to homicide investigators who were to code case files. After the King County Prosecutor's files were coded, each police agency in King County was contacted to check out their open, inactive, and exceptionally-cleared cases. This same procedure was followed county-by-county throughout the state.

Several larger agencies with a substantial number of cases volunteered to code some of their own cases. The Tacoma Police Department coded 38 of their 85 total cases; Snohomish County Sheriff's Department coded all 29 of their cases; Yakima County Sheriff's Department coded all 42 of their cases; Bellevue Police coded 8 of their 14 cases; and Clark County Sheriff's Department coded 12 of their 33 total cases.

Cases That Were Copied

Police agencies having 5 or less murder cases were requested to code their own cases or to photocopy their case files and send them to the Attorney General's Office to be coded. Five agencies chose to code their own cases. The remaining 47 agencies promised to copy and send their cases to the HITS unit.

The Spokane Police and Sheriff's Departments, with 109 cases between them, copied and delivered their cases to the Attorney General's Criminal Division in Seattle for coding by HITS staff.

On-Site Visits

Based on the number of cases coded by HITS staff in King County, the number of cases that were coded by participating agencies, and the number of cases that were copied and sent to the Attorney General's Office, it was estimated that 68 police agencies of the original 93 agencies that had murder investigations would require on-site visits in order to code cases. The 68 police agencies also included 27 of the 52 agencies with 5 or less cases that had promised and failed to send in copies of their 72 cases. This meant their cases had to be coded by HITS staff and coders on site.

After the King County Cases were coded, it was determined that the average length of time required to code a case was about 2.5 hours. The number of cases left to code was known, so an itinerary was developed based on location of the cases and the amount of time to be spent coding at each agency. The affected police agencies were then mailed a list of their victims and case numbers, and given an approximate date investigators would be arriving to code their cases, in order that the files would be pulled and ready for coding. The agencies were contacted systematically by HITS staff, and the cases for each agency were subsequently coded.

Table 10 presents the total cases coded and the source and/or location of the case files that were coded. The largest number of cases (N=697) were coded at the police agencies that investigated the murder cases. Only 23 cases out of 1,318 possible cases were not coded because they were either lost or

not sent by the investigating agency. The coding process ended in November 1989.

Table 10

Coded Cases by Location and/or Source

<u>Source/Location of Coded Cases</u>	<u>Total</u>
Cases Coded by the Investigating Agency	139
Cases Coded from Prosecution Files	317
Cases Sent to HITS to be Coded	142
Cases Coded On Site	697
Cases Not Coded Because They Were Not Received	8
Cases Not Coded Because they Were Lost by the Investigating Agency	15
Total Cases That Were Coded	1295

Quality and Condition of Files

There were no uniform procedures for the storage of case files among different jurisdictions. Murder cases were stored in locked and unlocked file cabinets in offices, safes, evidence rooms, record departments, and archives. The actual case files were kept in notebooks, boxes, file folders, and accordian files.

The organization of paperwork contained within each file was not consistent and varied from agency-to-agency or from file-to-file within some agencies. The Seattle and King County Police Departments had their paperwork organized according to the Seattle Police Death Investigation File Indexing System. Each murder case file was divided into sections labeled by subject.

For example, any communications that occurred during the investigation, like teletypes, police bulletins, newspaper clippings, and correspondence, were filed in a discrete section (Appendix 7). If information from a teletype was necessary, the coder opened the file to the appropriate section to find the teletype.

Various departments had similar case file procedures. Unfortunately, about 1/3 of the state's murder case files were not organized in any systematic fashion. Those files were reorganized by using the Seattle police procedures.

Some information from the original case files was difficult to retrieve because it was located in a detective's desk, home, car, or personal file. It was discovered that some cases were the "pet" cases of certain detectives, and certain information about those cases was in their possession. This information was gathered by departmental personnel and placed within the original case file as it should have been in the first place.

For coding purposes, only the information that was contained in the actual case file was used. No interviews of detectives were conducted to gain missing or additional information.

CHAPTER 5

THE HITS COMPUTER SYSTEM

HITS Computer Program

The HITS program operates on a Prime 6350 super mini-computer. The computer is located in Olympia at the Attorney General's Information Systems Division. The principal use of the Prime is for database retrieval programs used by the various divisions of the Attorney General's office, as well as for document processing. The HITS database is one of over one thousand databases developed for the Prime.

Prime Information, a relational-based data management system, operates the HITS database. It allows users to define and manage databases and to write software applications easily and quickly. The most important feature of Prime Information for murder investigation purposes is the ad hoc interactive search capability. HITS analysts can design investigative queries from 467 fields of information. Those fields contain information in question-answer and text form. The analyst can ask for single and/or multiple field information in any order or combination. For example, a detective calls HITS with an inquiry to determine if a murder case that he is currently investigating is related to any case in the past two years with a similar method of operation (M.O.). The murder victim is described as a white female prostitute who has been strangled and raped with a metal pipe. The victim's nude body was found in a wooded area and covered with tree branches. Based on the information in this request,

the HITS analyst can search the fields of victim sex, race, lifestyle, method and cause of death, geographic location, clothing on/off body, body hidden or covered, and date of death or body discovery. The HITS analyst can then supply the detective with the names of similarly-murdered victims, of investigating agencies, case numbers, and the primary investigator's name and telephone number. The design of the query and the actual search usually take only a few minutes, although in some cases it may be a matter of seconds.

The major advantage of the HITS ad hoc, interactive search capability over other murder information systems, such as the California's Department of Justice murder information program, is that the application and utilization of those other systems, which are not interactive, require a trained computer programmer. Hence, the retrieval of information may take from 24 hours up to one week.

The HITS staff has designed over 30 pre-formatted and pre-indexed queries so that routine queries do not have to be re-designed each time similar questions are asked. Some examples are specific name inquiries, list of victims for a certain police agency or county, information about drug-related murders, updated elderly-women murders, and a description of a particular offender.

Program Data Bases

The HITS program contains information from at least six different, yet related, sources. This diverse information is stored in a number of different data bases. The largest of those data bases is HITS. The HITS data base includes victim, offender, and incident information that has been submitted on HITS forms by law enforcement agencies.

The next largest data base is CRIME DATA. This file contains information from two sources: teletypes and newspapers. Information on any violent crime that is transmitted via teletype through the Washington State Patrol's ACCESS system is stored. This includes information on the offender's method of operation, custody status, and any violent crime in which the offender is unknown. No other state system stores this type of data for retrieval and utilization in investigations.

In addition, murder information that is reported in newspapers is stored. A newspaper clipping service provides newspaper articles that are indexed from every newspaper in the state on a weekly basis. These data are valuable and timely because they are typically the first notification to HITS that a violent crime has occurred in the state, unless an investigator calls the HITS unit directly.

The third data base is the Attorney General's former VICAP system. Prior to HITS, the Attorney General's Office assisted local police agencies with their participation in the FBI's VICAP system, a national serial murder tracking program. There were about 350 of the state's murder cases in the VICAP system before

the HITS system was created. Presently, once a HITS form is submitted, it is reviewed, entered into the system, and a reasonable facsimile of the VICAP report is produced and forwarded to VICAP.

Detectives' requests for information are included in another data base, called HOMICIDE INQUIRY. Each inquiry from police investigators is stored, whether a positive information response is provided or not. This allows investigators to preserve inquiries in the event future information becomes available to answer the request. For example, if an investigator asks if Joe Smith is a murder victim, and no victim by that name is found, the inquiry is stored in case Joe Smith is reported as a murder victim at a later date. Then, the two items of information can be matched, and the appropriate authorities informed of their mutual interest in Joe Smith.

The VICTIM LIST database is a file of murder victim's names. The only additional fields for this file are case numbers, agency name, and offender's name that are received typically from medical examiner/coroner's offices, prosecutor's offices, Vital Statistics, and police and sheriff's departments.

The CRIME LINE data base is a "time line" file that records the chronological activities of known murderers. It includes information about times and places of the offenders' movements, gleaned from employment records, arrest records, banking records, traffic tickets, and any other pertinent information collected during a murder investigation that reveals a possible location of the offender. These times and places can be cross-checked

against the dates and locations of murders to determine if a known murderer could have been the perpetrator of yet another murder.

Due to the diversity in the information sources, it was necessary to construct multiple databases. These separate data bases are cross-indexed in the HITS program so that any one query can be searched across all six data bases at the same time.

Data Entry Procedures

The information that was recorded on each HITS form was entered in the computer as forms were returned to the Attorney General's Office by the coders. A staff of paid and student volunteer data entry operators entered the data into the computer. Entry of all data from the HITS forms was completed in January 1990.

The actual process of computer data entry begins by selecting the HITS MENU from a list of menus in the Attorney General's computer. When the data entry operator selects the HITS MENU, the following options appear:

- 1) Enter a new record
- 2) Modify existing record
- 3) Enter additional victim
- 4) Enter additional offender
- 5) Enter additional names, addresses, etc.

When Option 1, "Enter a new record" is selected, the computer automatically assigns a "HITS number" to the new record. The number is then written on the original HITS Form.

Option 2, "Modify existing record" is selected when it is necessary to modify or update an existing record because a correction or supplement to the original report was submitted. Even though the modification is made to the existing record, the information that was changed is retained on a backup tape in the computer. Information previously submitted is never lost or erased.

Option 3, "Enter additional victim" is selected when there is more than one victim for one HITS number.

Option 4, "Enter additional offender" is selected when more than one offender is recorded for the murder event.

Option 5, "Enter additional names, addresses, etc." is selected when Question 467 has been completed with other information on persons, vehicles, addresses, etc. that are or could be associated with the murder case.

When the data entry operator selects "Enter a new record," thirty-eight general categories of information appear on the screen (Table 11). Each of these general categories have individual fields (or questions) for information within them. For Instance, Category 1, General Information, has 20 separate questions to complete about Case Administration for the incident.

Table 11

HITS Program General Categories

- | | |
|-----------------------------|---------------------------------|
| 1. General Information | 20. Events at Assault Site |
| 2. Date and Time Parameters | 21. Geographic Locations |
| 3. Victim ID & Charact... | 22. Offender's Writing, Carving |
| 4. Vic Physical Description | 23. Symbolic Artifacts at Scene |
| 5. Vic Scars, Birthmarks | 24. Body Disposition |
| 6. Vic Outstanding Charact | 25. Restraints Used on Victim |

- | | |
|------------------------------|-----------------------------------|
| 7. Victim's Clothing | 26. Cloth & Property of Victim |
| 8. Victim's Background | 27. Prop of Vic & Others taken |
| 9. Vic Criminal History | 28. Medical Examiner/Cor Findings |
| 10. Offender-Vic Relation | 29. Cause of Death/Trauma |
| 11. Off ID & Charact... | 30. Elements of Torture/Unusual |
| 12. Off Physical Descript | 31. Sexual Assault |
| 13. Off Scars, Marks, Tatoo | 32. Bite Marks on Victim |
| 14. Off Outstanding Physical | 33. Weapons |
| 15. Offender's Background | 34. Blood Type |
| 16. Off Criminal History | 35. Evidence Recovered |
| 17. Vehicles used | 36. Investigative Procedures |
| 18. Offender's Communication | 37. Investigation Analysis |
| 19. Off Approach to Victim | 38. Incident Classification |

The data entry operator next enters the number of the category for which information is going to be entered. All information from the HITS form for that category can then be entered, seriatim. If the data entry operator only needs to enter information about a single question, "GO" is entered and the question number is selected. Then information that pertains to that one question can be entered.

As an interactive, user-friendly system, the data entry operator simply reads the directions on the terminal screen. These directions specifically instruct the data entry person about when and what information to input concerning the current question or to press "return" and go to the next question.

Some questions allow more than one answer to be entered. The cursor flashes until the data entry person presses "return" again to move on to the following question. For questions that allow only one answer, the cursor automatically moves to the next question. After each question is answered or entered, the selected response is "highlighted." Highlighting signifies to the data entry operator that the question has been answered with

that particular response. For example, Category 4, "Victim's Physical Description", Question 57, appears as the following when answer #2 is chosen:

57. Build:

1___ Small
2___ Medium

3___ Large
99___ Unable to determine

The types of questions within each category are either standard multiple choice, fill in the blank, or text. Some multiple choice answers to questions are followed by a blank space after a choice has been made, such as " 88 Other _____." The space is provided for the specification and elaboration of a response that is not included among the available answers. If the explanation exceeds the space provided, the system will "wrap" the additional word response and an * (asterisk) will appear at the end of the space when the text entry is completed. The * alerts the user that there is more information in the answer that is not available for viewing on the screen. However, when this information is printed out, the entire response to the question appears. For example, Category 35, Evidence Recovered, Question 397 "Description," the description of particular evidence items is often longer than the space provided. It appears on the screen as:

397. (Screen)

Description (include model, ser. # etc.)

REMINGTON, 12 GAUGE, SAWED-OFF SHOTGUN, SE*

But on the printout it appears as:

397. (Print out)

Description:.....REMINGTON, 12 GAUGE, SAWED-OFF SHOTGUN,
SERIAL # 348766

If there is no explanation, the data entry operator presses "return" and continues to the next question.

For those fields where a "date" is filled in by the coder, the data entry operator uses an 8-digit entry format. For example, the date June 8, 1990 is reported as the date that the victim was last seen (Question 23); the data entry operator enters 06-08-90, including the dashes.

For "time" fields, military time is used for data entry purposes. For example, if the coder reports the victim was last seen at 8:45 pm, the data entry person enters the correct military time, 2045 hours.

Telephone numbers and social security numbers are entered without parentheses and/or dashes, because the computer program inserts them automatically. So a telephone number reported as (206) 528-3545 is entered as 2065283545.

Two questions are unlimited text entry, both in Category 38: Question 465, Item Explanation, and Question 466, Narrative Summary of the Incident. The information for these questions is entered through a word processing program called "WordMarc."

In summary, there are four main types of questions within the 38 categories that form different data entry characteristics: (1) multiple choice, one answer, (2) multiple choice, check all

that apply, (3) short answer, fill-in-the-blank, and (4) unlimited text entry.

Verification of Data Entry

As discussed in Chapter 3, a printout of each HITS form was produced in order to monitor reliability for "internal consistency" for every form that was coded. Likewise, every answer that was input into the computer was checked for "data entry errors."

The impetus for verifying data entry came from trying to use the output program to analyze information about known cases entered previously in the computer. Based upon a request for information about female murder victims, it was discovered that all female victims that had been entered in the system could not be retrieved. In one instance it was discovered that a data entry operator had entered "male" instead of "female" for Question 41, Victim Sex, or had left the question blank even though the sex of the victim had been coded on the HITS form.

Since some errors continued to be discovered during the retrieval program, a procedure was initiated in which one out of every 10 cases would be checked for data entry errors, in order to estimate the magnitude of data entry error and the need for more comprehensive verification. A low, but unacceptable level of data entry error was discovered during this limited verification procedure, leading to the decision to check each and every form that had been entered. Therefore, every HITS case

that was entered into the system was printed out and cross-checked against its handwritten, coded form to assure that the data entry was correct for every item on the form. The process began in October 1989 and was completed in April 1990. Table 12 shows the number of data entry errors per HITS forms. In general, the error rate is quite low -- 465 (36%) forms were data entered with complete accuracy; 851 (66%) had 3 or less data entry errors; 94 (7%) had more than 10 errors; and only 18 (1%) had more than 20 data entry errors -- out of 2,968 possible data entries per form. It should also be noted that the average number of data entry errors was only 3.2 per HITS Form before correction.

Table 12

Data Entry Errors

<u>Number of Errors</u>	<u>Number of HITS Forms</u>
0	465
1	176
2	81
3	129
4	81
5	61
6	46
7	31
8	24
9	19
10	24
11-20	76
21-30	9
31-37	7
55	1
61	1
Total 4,116	1,275

For purposes of a homicide information and tracking system, the standards for data entry need to be very high in order for the system to be efficient and effective. The reliability checks on internal consistency and the comprehensive verification of data entry have produced what is probably the most accurate data base on murder that has been compiled.

CHAPTER 6

UTILIZATION, EFFICACY, AND BENEFITS

The empirical research on criminal investigation points to the critical role of information in the apprehension of offenders. In fact, information contained in police records, particularly provided by witnesses and informants, and provided by other law enforcement personnel are much more likely to lead to apprehension than information provided by crime victims (Eck, 1983). Many investigators know this, but the lack of coordinated effort, systematically organized records, and quick and easy access have precluded the most effective utilization of all available information. However, the "links" that investigators currently make between pieces of information can be accomplished much more quickly and efficiently for an exponentially larger body of facts with a computer. This chapter will describe the utilization and efficacy of such a computer system, the Homicide Information and Tracking System.

Utilization and Results of Requests for Investigative Assistance

Since late in 1987, HITS has received more than 200 requests for investigative assistance in murder cases. Analyses of the first 155 of those requests by HITS staff have resulted in assistance in 71 investigations, meaning that HITS staff was able to provide either negative or positive information that facilitated the investigations. Most of the requests have

occurred since August 1988, the date the Attorney General's office announced to Washington state law enforcement agencies that the HITS system contained investigative information on over 1,600 Washington state murder cases. Table 13 shows the type, number, and results of requests.

Table 13

Requests for Murder Information by Type of Request and Results

<u>Request Type</u>	<u>Number</u>	<u>Results</u>	<u>%</u>
M.O. check with <u>known</u> suspect	23	8	35
M.O. check with <u>unknown</u> suspect	17	9	53
Information request-- <u>known</u> victim	5	2	40
Information request-- <u>unknown</u> victim	4	1	23
Information request-- <u>known</u> suspect	9	5	56
Name inquiry	15	5	33
Single case inquiry--victim <u>unknown</u>	2	1	50
Single case inquiry--offender <u>unknown</u>	2	2	100
Statistical Request	7	5	71
Response to HITS bulletin	8	5	63
Relay of information as the result of another agency's inquiry	8	4	50
Interagency information exchange	26	6	23
No request--information resulted from HITS research	15	10	67
Investigative or procedural inquiry	1	1	100
Requests for resource information	2	2	100
Requests to verify informant information	<u>11</u>	<u>5</u>	<u>46</u>
Total	155	71	46

The following are actual case examples where HITS has been able to provide assistance to Washington law enforcement agencies in their murder investigations. In those cases where the investigations are currently on-going, the exact names, locations, and other pertinent facts have been withheld.

1. A Spokane detective completed the HITS form for a male hobo found stabbed to death in a railroad yard. This murder case was compared to murder cases in the HITS system. A case in Cowlitz county was identified where a male hobo had been found stabbed to death in a railroad car. The HITS investigation revealed that a person previously considered as a possible witness in the Spokane case was the listed suspect in the Cowlitz county case. The named suspect is now a listed offender in a midwest state for a similar murder. When the HITS information was disseminated to other law enforcement agencies, another similar case was reported to HITS from Thurston county.

2. A federal undercover agent overheard a subject bragging about having killed two people in Washington and the subject said he was heading to the western United States to kill someone else. The agent requested information on double murders in Washington state. The agent was placed in communication with a Washington law enforcement agency that had cases similar to those discussed by the potential suspect. The suspect is currently under investigation.

3. An alleged serial killer from Minnesota was arrested in Texas. By examining the killer's travel pattern, it was determined that the suspect had spent considerable time in

Washington state. The HITS unit was contacted by Minnesota authorities, and a method of operation analysis was conducted by HITS personnel. A case of a female murder victim, who was beaten, strangled, raped, and whose body was left in the woods, was located in the files. Further investigation revealed that the suspect had been released from a western Washington jail the day before the murder and had hitchhiked along the same thoroughfare next to where the body was discovered. This case is under continuing investigation.

4. A western Washington police agency was trying to develop information about a partially identified victim who had been raped and murdered east of the Cascade mountains about five years earlier. The correct identity of the victim was not known to the agency. The name of the victim and the investigating police agency were provided by the HITS unit to the other agency.

5. A named multiple-murderer from Kansas was known to have visited Washington state. A Kansas detective contacted the HITS unit and described in detail what the killer did to his victims and how he disposed of their bodies. A similar case was located in HITS files, and the Washington police agency that had reported the case to HITS currently has the suspect under investigation.

6. A police informant from the eastern U.S. told a western Washington police detective that an acquaintance of his murdered two people in western Washington, one victim from his jurisdiction and one from another, unknown place. The detective contacted numerous police agencies over a four day period, trying, unsuccessfully, to locate the second victim and the

proper police department, in order to coordinate the investigations. The detective called HITS and was given the necessary information in a matter of seconds.

7. A homicide supervisor for a police department called HITS and stated that he had just been advised by an informant about a murder that occurred approximately 5 years ago on a street corner in his city. The informant said that a female friend told him that she was present during an argument. She observed her friend shoot another male subject in the head. When she saw the victim fall, she ran for her own safety. She was not sure, but believes that the victim died. She also provided the general location of the shooting, the name of the suspect, and a physical description of the victim. Using the M.O., physical description, and location as criteria for a search of the data base, an analysis was conducted. An unsolved murder case was discovered that had a victim who had been shot in the head, found in the same location, and shot by a similarly described suspect. The supervising investigator was given additional information on his own incident and case number for reference.

8. After a savage axe murder, an investigator called HITS and requested information on previous murders and attempted murders where the suspect had used an axe. HITS staff provided information about other axe murders and murderers who were released from prison and at large.

9. A teletype was received from a police agency on the east coast. The detective requested information about possible suspects who had murdered elderly women, because the city was

experiencing a series of elderly women murders. The M.O. of the unknown offender was provided. After a HITS data base search, a similar case was found. It was discovered that there was an alleged offender in a Washington case who had not been arrested. This same person had served time in a juvenile institution where the series of murders was occurring. Further investigation uncovered the fact that the offender was also a suspect in similar murders in a nearby state on the east coast. In addition, it was believed that the offender had fled the state of Washington and was headed to the jurisdiction that had made the teletype request.

10. A detective received a call from an informant who stated that a subject had bragged to her about killing his wife about 5 years ago. The informant gave the detective the victim's name, the suspect's name, and only that the murder took place somewhere in eastern Washington. With this information, HITS staff verified that the wife was indeed the victim of a murder and the husband was the number one suspect in the case. The husband had been questioned in the case, but due to a lack of evidence, charges were never filed. The information was given to the jurisdiction where the murder occurred, and with the additional information from the new witness, the case was reopened.

11. A detective from a western Washington sheriff's department had retained teletypes, which he had received over the past 5 years that contained requests for information about possible Washington state murders. After the detective had

attended a HITS demonstration in early 1990, he discovered that HITS data bases also tracked and stored information from incoming teletypes that referred to violence in Washington state, and that the teletype information was checked routinely against murder information stored in the HITS data base. The detective had kept those teletypes over the years in the event that the information pertained to related murders, not discovered, in his jurisdiction. The detective turned over a stack of teletypes about 6 inches thick, dating back to 1985, which were entered into the teletype data base and analyzed. A teletype from a California county sheriff's department requested information about a 1986 homosexual-related murder that occurred in an unknown location in Washington state. California authorities had a co-conspirator in custody for a similar 1986 California murder. The arrestee had told the authorities about a murder in Washington state that his partner had committed. In 1986, the teletype was never answered by any Washington police agency. But a similar 1986 murder case was discovered by HITS staff in the files for a eastern Washington sheriff's department. The eastern Washington investigators never received the teletype. The analysis revealed that the alias used by the partner was discovered in the police investigation file as a person to be contacted about the murder but who was never located. The 1990 "HIT" caused the investigators to reactivate the 1986 murder investigation in Washington state.

In summary, HITS continually provides information to law enforcement agencies about victims, offenders, locations,

suspects, M.O.s, and investigating agencies. Also, police agencies can obtain statistical information about the number, type, and solvability of murders in Washington state.

User's Survey Analysis

In order to assess the implementation and utilization of HITS, a short survey was mailed in March, 1990 to all appropriate law enforcement agents in the state of Washington (Appendix 9). The sample included the police chiefs (n= 235) and sheriffs (n= 39) of every law enforcement agency in the state, as well as a large group of identified HITS users (n= 221) who were predominantly homicide investigators. They were asked to return the completed survey within ten working days: 61% of the total sample (n= 495) returned surveys, with the sheriffs producing the highest return rate (77%), followed by the chiefs (63%), and users (55%). This reasonably high completion and return rate was accomplished with a short turn-around time and no follow-up letters or phone calls. The respondents do not seem to differ from nonrespondents in any ways that would reflect differential implementation or utilization. In short, the survey generated a relatively large (n= 301) and representative sample of law enforcement agents -- the intended users and potential users of HITS.

A fundamental measure of the implementation of a statewide program that is supposed to be responsive to a wide user-audience is the degree to which its existence is known among those users. Within approximately one year of operation, the law enforcement

community is very aware of the HITS system -- more than 90% of the survey respondents had "heard of" HITS, with virtually every sheriff aware of its availability as a new homicide investigation tool.

It is clear that the high level of knowledge reflects the efforts of project staff to "get the word out" about HITS among the law enforcement community. A variety of strategies of information dissemination were used, with some reaching a wider user audience than others. For example, a letter of introduction that announced and described the HITS program was mailed to all law enforcement jurisdictions/agencies in the state during the initial months of implementation. Apparently, this was quite effective -- 28% of the respondents indicated that they first heard about HITS from that letter. Another 25% learned about the system in police seminars and training sessions, and 17% became aware of HITS at various law enforcement association meetings. Smaller groups of respondents heard about HITS from direct communication, whether in person or over the phone, with other police (13%) or members of the HITS staff (12%). Media coverage apparently reached very few (1%) of the potential users in the law enforcement community. It seems that the best way to heighten awareness of the availability and potential of a program like HITS is to employ a wide variety of communication techniques in the available, intra-law enforcement community networks.

A more direct measure of the utilization of HITS is the extent to which it has actually been used by law enforcement agencies and investigators. The evidence suggests a high level

of direct participation in the HITS program: 74% of the "users" (i.e., investigators) reported that someone in their agency had submitted information to HITS, and 16% of them simply didn't know for sure. More specifically, when asked if they personally had used the system in their investigation work, 43% of the investigator sample reported that they had, while, as one would expect, a much smaller group (10%) of chiefs and sheriffs had personally used HITS. Given the virtual absence of homicide cases in many jurisdictions during the initial implementation period of HITS, the percent of potential users who have already used the system in homicide investigations is even more noteworthy. In short, the law enforcement community knows about HITS and is using it as an investigation resource and tool.

Beyond the implementation and utilization of HITS, its efficacy to the law enforcement community, particularly to homicide investigators, is the most critical and important measure of its worth. That is, is it "useful" in homicide investigations. Does it do what it is intended to do -- help investigators do their work more efficiently and effectively? The evidence is compelling: Among those respondents whose agency or themselves had used HITS, 86% reported that HITS was "somewhat" to "extremely" useful in their investigations. As one might expect, a higher proportion of investigators than chiefs and sheriffs consider HITS a useful investigation tool -- only seven (11%) of them reported that HITS was "not useful".

However, upon closer inspection of the suggestions for making the system "more useful" among those respondents who

reported that HITS was not useful, it is apparent that most of them simply have not had the opportunity to use the system. For example, one user writes, "We have only a small number of homicides or serious assaults/rapes yearly, so our use of, exposure to (HITS) is very limited." Another states that it is "Not used by this agency." Others did not consider HITS useful because their case was not matched with another one in the state or an offender was not identified, both extremely narrow, demanding, and, one might suggest, unrealistic criteria of efficacy. For example, an investigator reports that "By saying Not Useful in Q5 I mean that I am unaware of any matches within my unit." However, he then continues: "I feel it is a good system that as more material or more cases are added, the more possible matches will surface." Or as another user put it more directly, "just haven't got lucky yet." Overall, the great majority of those respondents who have used HITS consider it useful, and it is also apparent that even among those who have not yet used HITS there is a pervasive belief in its efficacy. The statements of a chief and sheriff are typical: "I strongly believe that the system is a useful tool; however, at this point, I have not had the opportunity to utilize it;" and "We have not had any homicides that prompted use of the HITS system. We are aware of the program and its usefulness as a tool for us."

In summary, the user survey results show that the law enforcement agents responsible for homicide investigations in Washington state know about the availability of HITS as an investigative tool, use it when the opportunity arises, and

believe that it is a useful addition to traditional methods of homicide investigation. HITS is perceived as a computerized information system that actually works. The comments of many respondents clearly indicate that the law enforcement community likes HITS: "I think it is indispensable;" "Excellent system when a need arises;" "You are doing well. I like what I see;" "I appreciate the fact a system such as this is available to law enforcement agencies in our state;" "Keep up the good work;" "I think you guys are doing a great job." The message is clear -- if new investigative techniques that can be used easily and that produce results quickly are provided to homicide investigators, they will use them and support them.

The Efficacy and Benefits of the HITS System

The HITS program has added significantly to understanding and improving the process of murder investigation in Washington state. Through the HITS system, it has been discovered that different types of murder cases reflect critical solvability factors unique to each category of murder. This information is very useful to homicide detectives, many of whom investigate murders on a daily basis and are primarily responsible for the apprehension of murderers. The HITS program also provides police management personnel with the kinds of information necessary to more efficiently allocate murder-investigation resources and manpower.

HITS underscores the importance of open lines of communication and coordination among police agencies, prosecutor's offices, coroner/medical examiner's offices, and crime laboratories in murder investigations of common interest. The HITS Unit functions as the central location and repository where Washington's various murder investigators can readily find information about murder cases and the agency specifically responsible for that information. Its implementation demonstrates that the timely coordinated sharing of comprehensive information is the key to successful murder investigations. In short, HITS improves the ability of the criminal justice system to apprehend murderers.

The HITS program has also lead to improvements in criminal justice training curricula for law enforcement investigators. The identification and prioritization of solvability factors assists investigators in identifying avenues of proper and logical follow-up. This information has prompted the Washington State Criminal Justice Training Commission to redesign the Basic Homicide Investigators training curricula in order to more adequately inform police investigators how to investigate the crime of murder.

HITS offers detectives proactive alternatives to the traditional reactive nature of murder investigation. HITS has aided detectives in developing more proactive strategies in the formative stages of an investigation, rather than waiting for something to happen to which the detective can only react. HITS procedures and forms have even provided the framework for

establishing a police department's guidelines for follow-up in murder investigation: In a letter from the Yakima Sheriff's Department, Detective Lieutenant Jerry Hafsos stated, "the time spent on (filling out HITS forms) has been very productive. It has initiated a change in our case management and death investigation checklist."

HITS has saved police agencies untold hours of investigators' time in seeking information. Prior to HITS, the only method to obtain similar information was through time-consuming, labor intensive personal visits, interviews, telephone inquiries, teletypes, and letters. For example, a Lewis County detective made numerous inquiries over a four day period trying to locate the police jurisdiction that was responsible for the investigation of a named murder victim. He had contacted many agencies and was unsuccessful. The detective had information that would solve the case, but he was frustrated over not locating the agency. Then he called HITS and was given the information that he was looking for in a few seconds. If he had called HITS first, four days of time spent searching, simply for the investigating agency, could have been saved.

The Washington State Homicide Information and Tracking System is a model which other states can replicate and adapt to their own needs. The creation of the methods and procedures for data collection, the collection instruments, routine analyses, and computer software, will benefit other jurisdictions that have discovered the importance of coordinating and sharing homicide investigation information.

The information collected previously on homicides in Washington state has been valuable for purposes of reporting to the FBI's Uniform Crime Reporting Program. But the data collected by HITS is more comprehensive and richer in detail, and, consequently, is more valuable in answering questions by legislators, elected officials, and government staff about the characteristics of victims, offenders, and incidents related to murders in Washington state.

HITS also complements the research and program efforts of the National Center for the Analysis of Violent Crime (NCAVC). The serial murder tracking program (VICAP), as one of four units within NCAVC, benefits from the increased participation of Washington's local police agencies in that program. By using the HITS form, which includes the fields from the VICAP Crime Analysis Report form, 100 percent of the state's murder cases that meet VICAP criteria are submitted to the VICAP unit.

The HITS program is very beneficial to small law enforcement agencies that do not frequently investigate murders and have investigators who are inexperienced with specialized murder investigation techniques. Not only do they have ready access to murder information that is not recorded anywhere in their department files, but HITS investigators can provide advice based on years of experience in how to organize their murder investigation.

HITS provides the foundation for a better understanding of the complex process of murder investigation and its accompanying high costs, emphasizing the high priority of appropriate and

timely budget decisions within law enforcement agencies and by the various governmental bodies that establish those agencies' budgets.

CHAPTER 7

WASHINGTON STATE ENHANCEMENT OF HITS

The substantial potential of the HITS system has been realized in a very short period of time. Before the project period was completed, the Washington Legislature was willing to take bold action and support an expansion of HITS to include other serious violent crimes and sexual offenses. This chapter will describe the contours of the system as it will exist in its expanded form.

The HITS program concept can be readily expanded to other types of crimes, with resultant additional benefits to local law enforcement agencies. Local law enforcement agencies are eager to begin providing information on additional types of cases. Some agencies have already begun providing such information.

The program structure can be progressively expanded. The questionnaire used to collect homicide information has been modified for sexual offenses and other serious violent crimes. Most agencies are familiar with the questionnaire's approach for collecting investigative information. For some, the questionnaire itself has helped to provide a checklist for standard procedures for criminal investigations in the subject area.

The existing computer data base structure will be modified to accommodate different fields and to provide appropriate reports. Computer storage and computer capacity could be

progressively expanded to accommodate growth in the data base. Finally, the office is experienced in supervising and coordinating input and quality control regarding this volume of information.

The benefits of having available additional data and expert investigative support relating to sex crimes and other violent crimes will match or exceed those already being generated by the current HITS program. Section B describes some of the recent successes and benefits of the HITS program. A key benefit from such an expansion of the HITS program will be the more effective use of investigators' time. Routine access to extensive information on other investigations will save valuable time and help investigators focus more quickly on key data or evidence.

Benefits of this program expansion will be most fully realized by expanding the existing program within the Criminal Division of the Attorney General's Office. Through the existing program, the Office has demonstrated the expertise to administer the program and has the credibility with local law enforcement agencies necessary to gain their full cooperation. The program will be readily expanded to acquire the necessary information from local law enforcement agencies, and a measurable amount of data will be processed by the end of fiscal year 1991. The extent of the benefits depends upon how promptly and efficiently a measurable data base can be assembled. Key steps in the program expansion are outlined in Section C.

HITS is a unique program and its expansion will not overlap or duplicate other law enforcement computer information systems.

In Washington state, the principal law enforcement systems have limited identification functions, e.g., drivers' licenses; outstanding warrants; convictions; the Department of Corrections offender tracking system; and the sexual offender registration system. Those informational tools are principally useful when law enforcement personnel contact an individual for possible citation or arrest. The HITS Program, on the other hand, is an in-depth, incident-based program with comprehensive information necessary for investigative analysis and follow-up. As a much more detailed and comprehensive program, HITS complements both the incident-based reporting system (IBR) currently being utilized by local law enforcement agencies, and the types of limited individual-based information systems referred to above.

A. Program Expansion Objectives

Objective 1: Enable police investigators to be more effective in apprehending violent offenders by expanding the HITS system to track information on a greater number of violent crimes.

With the addition of serious violent crimes and sexual assault cases, the HITS program becomes more effective as a result of more information about crimes that experts know are related. The more serious violent crimes and sexual assault cases in the system, the greater the probability that an unsolved case can be linked to an offender and/or other offense. Also, it

is more likely that cases linked to a serial rapist or rape-murderer will be revealed.

Objective 2: Expand the HITS data base in order to become more comprehensive.

In addition to approximately 250 murders per year, Washington's Uniform Crime Report (UCR) indicates that there are about 2,500 forcible rapes, including attempted rapes, reported each year. The salient characteristics of those crimes would be reported by law enforcement investigators to HITS and stored in the expanded HITS data base. Also, a number of predatory sex offenses that are inherent in some convictions of First Degree Burglary, First Degree Assault, Second Degree Assault, First Degree Robbery, and Kidnapping would be reported to HITS by police agencies. It is expected that about 500 to 1000 offenders would be reported for these and other sex-related offenses.

Objective 3: Increase investigative support and assistance to local law enforcement in violent crime investigations.

In addition to those services already provided to police investigators in murder cases, the HITS Unit services would be expanded to include:

1. Professional advice on how to proceed through the steps in sexual assault investigations;
2. Resource information about experts available to assist with the various aspects of sexual assault investigation;

3. Information about:

- a. rapes, attempted rapes, other sexual assault-related crimes and kidnapping;
- b. evidence, victimology, offender characteristics, offender's method of operation, geographic locations, weapons and vehicles related to sexual assaults;
- c. the method of operation of known sexual offenders who are reported to HITS as released to or living in a certain location;

4. Sexual assault case analysis to:

- a. determine factors that may solve a particular sexual assault case;
- b. determine case, victim, or offender linkage to other sexual assaults in order to identify serial sexual predator cases;
- c. provide statement verification when informants and/or offenders give partial information relating to an alleged sexual assault;

Objective 4: Coordinate with other criminal information systems.

The HITS system will coordinate with the Washington State Patrol's Criminal Information Section, which oversees the Sex Offender Registration Program and criminal history records of offenders. The notification of the registration of a sex offender will enable HITS to update its files on previously known and unknown offenders who are in the community. This information

will supplement existing M.O. files on known offenders and assist in tracking their whereabouts. It will also facilitate the tracking of previously unknown offenders and the gathering of information on their method of operation.

The criminal history fields on the expanded and original HITS forms, relating to murderers, rapists, and other violent offenders, would continue to be updated through the Washington State Patrol's criminal history records.

The HITS program will continue to receive information from the Department of Corrections. This information contains limited facts about the method of operation of violent offenders who are released from state institutions and fail to register with any law enforcement agency as a sex offender.

HITS will coordinate sharing relevant data with the Incident Based Reporting (IBR) section of the Washington Association of Sheriffs and Police Chiefs. As IBR becomes operational, with police agencies reporting their incidents through this process, IBR information could be added to HITS to supplement teletypes and telephone calls from investigators, which often is the first line of notification that a sexual assault has occurred in a particular jurisdiction. This coordinated effort will allow HITS to more effectively assist investigators in sexual assault investigations.

In the event that other state information systems and/or the national VICAP system expand to include sexual offenses, the HITS system will continue to coordinate its activities with VICAP and cooperate with those other state programs. This coordination

will enhance the ability to identify and track out-of-state sexual offenders who travel to or from Washington state and commit sexual assault.

Objective 5: Provide a model for violent crime data management programs for other states.

The expanded HITS system will be a model which other states can replicate and adapt to their own needs. The creation of the methods and procedures for data collection, the collection instruments, routine analyses, and computer software, will benefit other jurisdictions that have discovered the importance of coordinating and sharing sexual assault investigation information.

B. Projected Benefits

Benefit 1: The expanded HITS program will improve the investigation of murder, sexual assault, and other serious violent crimes in Washington state.

With the addition of several thousand more offenders and the collection of additional crime categories, reported by a greater number of police investigators, more lines of communication will be opened among an increasing number of departments. The timely sharing and coordination of information is also the key to successful sexual assault investigations, and the expanded HITS program will improve the ability of the police to apprehend murderers, rapists and other violent offenders.

Benefit 2: The addition of sexual assault cases to the HITS data base will facilitate the linkage of rape cases from various jurisdictions, alerting authorities that a serial murderer or rapist may be in operation.

Prior to HITS, there was no reliable method by which cases could be linked from one jurisdiction to another. The linkage of a series of similar sexual assaults may be the crucial information leading to the apprehension of the offender and to the prevention of additional sexual assaults by that offender.

Benefit 3: With additional salient characteristics of offenders and offenses stored in the expanded HITS data base, higher quality information will be available to police investigators in a shorter period of time about a greater number of serious violent offenders.

The use of the sexual assault form for developing the M.O. of offenders and identifying the characteristics of a sexual assault will result in an accumulation of information, richer in detail than any other records available, that will enable police investigators to be more effective. The current manual linking of cases and locating of patterns and trends, if done at all, takes hours and even days when reviewing sexual assault information from case files. Substantially less time will be required for a more comprehensive review of the same cases by using the expanded HITS data base management system.

Benefit 4: Expanded analyses of HITS information will result in more systematic, timely and reliable murder and sexual assault investigations.

With an enhanced interactive search and retrieval program facilitating rapid response to requests and analyses, enormous time savings will occur in sexual assault investigations. The limited HITS computer program that currently tracks violent offender information, relying only on police teletypes, has produced several positive outcomes. What follows are three examples of actual "hits" that have resulted in police agencies coordinating their efforts in similar cases, with probable suspects of common interest, saving vital investigative time and protecting others from possible attack.

1. After an extremely brutal rape and attempted murder, a request was made of the HITS unit for information about offenders who have a certain physical description and M.O. HITS staff was able to provide the investigating detective with a list of known rapists who had been released from prison during the past 5 years and the areas to which they had been released. With this information, the detective assembled a montage of photographs of the offenders who were on the list provided to him. He displayed the photographs to the victim, and she immediately identified one of the offenders as her assailant.

2. During the investigation of a rape, the victim gave the investigating officer a description of the suspect, his weapon, and his vehicle. The information she provided matched both a subject he had stopped and identified only minutes before being

detailed to the rape, that subject's vehicle and weapon. The Officer sent out a teletype to notify other agencies to be on the lookout for this subject and his car. The teletype information contained M.O., physical description, and a prior address of the suspect. When this information was entered into the HITS CRIME DATA program and analyzed, a previously entered teletype was found referring to a similar rape that had occurred several months earlier in another jurisdiction, over 80 miles away. Not only did the M.O. and physical description match, but the prior address of the named suspect was located within the city limits of the police agency that had sent out the earlier teletype. As a result, both police agencies were notified by HITS staff that each had a case with a similar M.O. and known offender.

3. A teletype was received with information relating to a second degree rape. The information consisted of a brief summary of the rape and suspect's M.O. and physical description. This information was analyzed in the HITS CRIME DATA program. HITS staff produced information on a subject with a comparable physical description and M.O. This subject had been released from prison three months before on a previous conviction for rape. The address to where he had been released was located in the jurisdiction of the initial reporting agency. The subject was living only a few blocks from the location of the rape. The name of, and information relating to, this subject was given to the detective sergeant responsible for the investigation of the reported rape.

All the above incidents were analyzed only through the use of the limited teletype data base management program created by the HITS staff. With an expanded HITS data base, a more comprehensive and effective search can be conducted, revealing even more related cases. This method, which is even capable of retrieving anecdotal information previously kept only in the investigators' heads, makes obsolete the manual review of investigative files.

Benefit 5: An expanded HITS system will facilitate research and crime prevention efforts by developing trends, modus operandi, and salient characteristics of certain types of violent offenders.

The expanded HITS system will complement the state's research efforts in developing sexual and violent offender prevention programs. HITS will provide the foundation for a better understanding of the complex process of violent crime investigation and prevention.

C. Feasibility of an Expanded HITS System

Reason 1: Strong support from law enforcement agencies.

The current HITS program has received information and cooperation from 100 percent of the state's police agencies that have investigated murder cases. Their cooperation and confidence have been bolstered by timely and effective "hits" that have been discovered by the HITS staff in numerous murder investigations

around the state. The HITS unit's credibility has increased due to the high level of security of investigative information and dissemination procedures. The same credible procedures will be carried over to the expanded HITS system.

Reason 2: Limited office investigative authority.

The Criminal Division of the Attorney General's office does not initiate investigations based on the information contained or discovered in the HITS system. The actual investigative authority for the information in the system is the responsibility of the agency that provided the case information. The Criminal Division is restricted by statute (RCW 43.10.232) to investigate and/or prosecute only at the request of, or with the concurrence of, the Governor, the County Prosecuting Attorney, or the Legislature's oversight committee of the Washington State Patrol's Organized Crime Intelligence Unit. The Criminal Division has investigated and prosecuted several murder cases, but only at the request of the Governor or Prosecuting Attorney and always with the assistance and cooperation of the police agency that had the initial authority to investigate the case.

Reason 3: Reliable data collection instrument established.

The current HITS form has been tested, modified, validated, and used by law enforcement agencies throughout the state for about two years. The system is flexible enough to accommodate any additions or modifications to the form that investigators request. The expanded draft form will be constantly tested,

modified, and validated for use by law enforcement personnel. The same flexibility in form design and editing that exists for the current HITS form will be incorporated in the expanded form. This well-established system for data collection is advantageous because investigators are very familiar with it and feel comfortable using it.

Reason 4: Experienced program manager available for expansion.

The same program manager who is responsible for the success of the current HITS system is now a permanent member of the HITS staff and will supervise the expanded unit. The Attorney General's office, in cooperation with the Department of Personnel, is poised to take the necessary steps to recruit and hire the other experienced investigator/analysts for the expanded unit.

Reason 5: Experienced computer programmer support available.

The computer programmer who developed the original HITS data base structure will develop the modifications envisioned for the expanded program. The program development can be accomplished relatively quickly.

Reason 6: Available computer space for expanded program.

The current computing capacity for data storage and program development is sufficient for development of the data base and

utility programs for program expansion. It is envisioned that a Departmental-sized computer would be capable of housing the programs and data for the expanded program for years into the future. The present data base structure also facilitates downloading of components to Personal Computers and/or mainframes that might be available at various police agencies throughout the state.

D. Implementation

The implementation of the expanded system will begin by contacting all police and sheriff's departments and prosecutor's offices in order to determine the extent of predatory sex offenders in Washington state for the years 1985 to present. After all known predatory sex offenders are identified by name, case number, and jurisdiction responsible for the investigation, each department will be contacted for their cooperation and voluntary participation in developing the known M.O. for those sex offenders. It is expected that each police agency would identify target offenses and known predatory sex offenders, especially those already in the community or about to be released, so their method of operation and the characteristics of their offenses can be stored for retrieval if they reoffend.

The data for the expanded HITS system will be collected on the Sexual Assault Report Form (See Appendix 10 for a sample draft), which contains over 150 fields of information. Most of the draft form was developed by the FBI's National Center for the Analysis of Violent Crime and the Iowa State Division of Criminal

Investigation which has begun a sex offender information and tracking system. The Iowa form was distributed by HITS staff to sexual assault investigators from the Seattle Police, King County Police, Snohomish County Sheriff, Spokane Police, Spokane County Sheriff, Tacoma Police and Pierce County Sheriff for review to assess its feasibility for analysis in Washington state. Based upon this review, some minor changes were made to the form. The investigators who reviewed the form agree that the final form is very comprehensive and is suitable for use in the expanded HITS program.

Currently, the HITS staff is coordinating the validation procedures with Seattle and King County sexual assault detectives who investigate 1/3 of the sexual assault cases reported to Washington State UCR. They have completed about 30 forms on known, violent, sexual predators. They reported that it took 15-20 minutes to complete each form for each known offender. In those cases where the offender was unknown, the time to complete the form was 10-15 minutes.

The Attorney General's Information Systems Division has maintained the existing HITS computer software and data files and will continue to do so with the expanded HITS program. Currently, disk space is adequate to handle program development and testing for the expanded program. It is envisioned that Prime Information, the same data base management program that operates the current HITS data base, will be "cloned" to handle the expanded program. The ad hoc interactive search capability

is expected to facilitate data base searches, and those pre-formatted queries developed for the homicide program will be used for the expanded program.

The objective of the Attorney General's office is to create additional resources and to expand and coordinate the available existing resources.

E. Summary

The Governor's Task Force on Community Protection and the Office of Financial Management recommended, and the Legislative appropriation directed, that the existing HITS program be expanded within the Attorney General's Office. These recommendations recognize that the Attorney General's office has the staff, procedures and both the contacts with and confidence of local law enforcement agencies necessary to begin immediate expansion of the program. The recommendations also recognize that the benefits of program expansion will occur more quickly if the current information collection and input process is used and the existing software is modified. Expansion of the existing system within the Attorney General's Office will eliminate any lag time or other transition costs which would result from transfer of the program to another agency.

CHAPTER 8

REPLICATION OF HITS IMPLEMENTATION

One of the objectives of the HITS project is to describe and assess the implementation and utilization of a model statewide homicide-investigation information system. The HITS project has drawn and built upon our experience with the system in the Office of the Attorney General, which has reinforced the critical role of comprehensive, accurate, and accessible information in the investigation of homicides. An anticipated outcome of this effort is the replication of the HITS model by other law enforcement agencies. In order to replicate the HITS system, it is essential to develop a system with the same general implementation parameters; that is, with a similar number of homicides per year and similar number, size, and distribution of police agencies as in Washington state.

Washington state has a population of about 4.6 million people. Over 1/3 of the population is located in three adjacent counties in western Washington: King, Snohomish, and Pierce, which contain the major cities of Seattle, Everett, and Tacoma, respectively. There are 235 police agencies and 39 sheriff's departments in the state. For the years 1981 through 1988, there were 1,757 murders reported by Washington's law enforcement agencies, for an average of 219 murders per year, with a high of 264 reported to the UCR for 1988.

The largest police department is in Seattle, with approximately 1,180 commissioned police officers, and the largest

sheriff's department is in King County, with approximately 550 commissioned officers. Table 14 shows the distribution of agencies by the number of commissioned police personnel, the number of departments that had murder investigations, and the total number of murders for those agencies from 1981 through 1988 in Washington state.

Table 14

Commissioned Personnel in Police and Sheriff's Departments
With Murders for the Years 1981-88

<u>Number of Personnel</u>	<u>Number of Agencies</u>	<u>Agencies with Murders</u>	<u>Total Murders</u>
Less Than 10	174	34	49
10-30	53	43	162
31-50	21	16	163
51-100	15	17	309
101-200	6	6	112
Over 200	<u>5</u>	<u>5</u>	<u>962</u>
Total	274	121	1757

As Table 14 shows, 121 agencies had murder investigations. Over one-half of the investigations (N=962) were conducted by the five largest police agencies. Therefore, once those five agencies with the largest workload were convinced to participate in the development of the HITS program, other smaller agencies followed their lead and quickly agreed to participate.

The following guidelines should be employed if another state law enforcement agency wants to replicate and develop a HITS type system:

1. Enlist the cooperation of police and sheriffs' departments and law enforcement professional associations. Without the support and cooperation of the Washington Association of Sheriffs and Police Chiefs, and those police and sheriffs' departments which had the greatest number of murder investigations, the HITS project would not have been possible. The personnel of smaller departments were concerned with the degree of cooperation extended by the large departments, particularly in Seattle and King County. Since the HITS system is a centralized repository for information that is contained in local police investigation files, information in the HITS system belongs to and is owned by those investigating agencies. Consequently, coordination with them is essential.

2. Begin with one offense: Murder. Starting systematically with a manageable number of cases and as few complications as possible is critical. HITS began with those offenses reported to VICAP: Murder, Attempted Murder, Missing Persons with known foul play, and Unidentified Bodies where the manner of death is suspected to be homicide. In addition to cases submitted with VICAP criteria, HITS staff collected information on all unsolved and solved cases. The gathering of information should begin with those cases that occurred in the most recent year, then work backwards for at least five years. Five years is recommended as many investigators who were involved

in the investigation are still accessible and prove to be a valuable source of information.

3. Use historical information. By collecting information from past murder cases HITS was able to produce immediate results and information that law enforcement investigators could use in their current murder investigations. Not only was information provided in cases that were serial in nature, but also for the more routine single-murder investigations.

4. Prioritize the coding of murder cases. Murder cases should be coded in the following order: (1) Active cases, (2) those cases in which the offender has committed more than one murder, and (3) solved cases in which it is likely that only one murder incident is involved; not related to other murder incidents.

5. Use one coding form. Most homicide investigators have received some training in using the VICAP form. The HITS form contains the 189 fields of the VICAP form, plus the specific fields necessary for HITS analysis functions. Investigators can fill out the HITS form, which fulfills both programs' needs.

6. Have an established, basic computer technology. A dedicated, full-time, computer programmer is essential. Those agencies that use a governmental pool for computer applications and whose programmers do not report directly to a HITS manager, will experience unnecessary delays and problems relating to computer-assisted analysis. In addition, the computer system used must have the capacity and the data-base management capability to operate a HITS system.

7. Monitor the quality of coding and data entry on an ongoing basis. The verification of data that are entered on the HITS form by investigators, and the input of information from those forms to the computer by data entry personnel, is absolutely essential for an efficient and effective homicide information system. Information that is not usable because it cannot be retrieved could delay the apprehension of a known violent offender and contribute to the probability he will reoffend.

8. Use personnel with extensive homicide investigation experience to implement and manage the system. The coding, retrieval, analyses and consultation functions of the HITS staff are duties that should be performed by personnel who have the respect and confidence of local law enforcement investigators. They will insist that whoever processes and analyzes their murder investigation information is very experienced and understands the process of murder investigation.

9. Use additional resources to code the backlog of cases. Some departments do not have the time to update and code their past cases for input to a HITS system. A HITS unit should employ additional staff to assist in coding the backlog of cases.

10. Use police and sheriff's case files as the data source. The use of prosecuting attorney files for coding murder cases is ineffective as the files typically have been reorganized for purposes of court presentation. The law enforcement agency records are richer in detail and usually organized chronologically according to the progress of the investigation.

11. Organize case files into a standard case file management indexing system. For those police files that were not sufficiently organized in any fashion, HITS staff used the Seattle Police Department Case File Organizer. By having the case file materials organized systematically, it enabled the coders to be more proficient.

12. Employ highest security and access standards. The release of any information must not detract from, but enhance, each agency's ability to investigate. Initially, all parties must be informed that any information pertaining to a particular murder case will not be released without the approval of the investigating agency. The HITS staff only acts as a "pointer", informing one agency to contact another. Investigators traditionally withhold from the public, information that only the killer will know. Even though this information is contained within the HITS system, the investigating officers must be guaranteed that this type information will be preserved.

13. Provide adequate staffing. Based on the range of requisite coding, data entry, verification, and analyst duties, the following minimum FTE's are recommended: Two homicide investigators and one secretary. After the system is "up" and established, one homicide investigator/manager and one secretary may suffice to maintain the system. This staffing level presumes the existence of adequate and ongoing computer support. (See Appendix 11 for estimated costs.)

14. Gradually update murder investigations prior to the five year historical backlog. The voluntary submission of prior

unsolved murders or murders committed by notorious multiple murderers, is desirable. Absent this historical information, requests may predate the system's data base capability. For example, HITS staff was asked to provide information on a 1947 murder case; information not in the data base.

15. Keep information in a centralized system. The agency that operates a HITS system must be held accountable to all jurisdictions that provide information. If information is kept by an agency that does not have statewide or regional responsibility, cooperation from outside agencies will be jeopardized. The outside agencies will feel that they do not have any control over their own murder information.

16. Eventually expand the system to include other serious violent crimes. After the system is tested, used, and proven successful for homicide analysis purposes, other serious violent crimes and sexual offenses can be added. With an exponentially larger body of related violent crime information, investigations can be coordinated more efficiently and accomplished much more quickly.

The above recommendations for replication presume that they would be applied to a region or department that has a comparable number of murders. The HITS system can be replicated in larger jurisdictions with more murders, but greater cooperation problems may occur, especially if agencies are not accustomed to cooperative efforts.



WASHINGTON ASSOCIATION. APPENDIX 1 SHERIFFS & POLICE CHIEFS

POST OFFICE BOX 826 • OLYMPIA, WA 98507 • PHONE 459-6386 SCAN 585-6386

February 25, 1987

President

S. R. "JOHNNY" JOHNSTON
Sheriff - Okanogan County

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King County Sheriff

DON S. TOKUNAGA

SAC-FBI

GEORGE TELLEVIK

Chief - WSP

EUGENE A. COTTON

Executive Director

James K. Stewart, Director
National Institute of Justice
633 Indiana Ave. N.W.
Washington, D.C. 20531

RE: Research Program on Apprehension and Prosecution

Dear Director Stewart:

I am writing to express the support of the Washington Association of Sheriffs and Police Chiefs and its members for a research proposal entitled "Improving the Investigation of Homicide and the Apprehension Rate of Murderers." Dr. Joe Weis of the University of Washington and Robert Keppel of the Washington Attorney General's Office have agreed to cooperate with them in this project by making our records available to them.

We in Washington State are acutely aware of the tremendous tragedy that results in a homicide and especially serial killings such as we have experienced. We agree with research proposal identification of need in the area of homicide investigation. We believe the results of this proposal will have practical as well as academic benefit.

Again, we are highly supportive of this research proposal and are standing ready to aid Dr. Weis and Mr. Keppel in their research.

Sincerely,

Donald G. Pierce, President-Elect
Tukwila Police Chief

DGP:td



Ken Eikenberry

ATTORNEY GENERAL OF WASHINGTON

TEMPLE OF JUSTICE • OLYMPIA, WA 98504-0521 • PHONE 206/753-6200

February 19, 1987

James K. Stewart, Director
National Institute of Justice
633 Indiana Avenue NW
Washington, D.C. 20531

Dear Mr. Stewart:

This letter shall serve as endorsement of the research proposal titled "Improving the Investigation of Homicides and the Apprehension Rate of Murderers".

The Washington State Attorney General's Office possesses the legal authority to apply for the grant and I have appointed Mr. Robert Keppel, an investigator with this office, to be the official representative and program director of the grant project. He will coordinate the collection of data, and enlist the support of local prosecutors, police chiefs and sheriffs for the duration (two years, beginning July 1987) of this project.

This office will comply with the assurances listed in Part V of the grant application and other requirements of the National Institute of Justice.

We are hopeful the research conducted under this grant program will ultimately improve existing homicide data sources, make law enforcement homicide investigations more effective, add to the understanding of homicide investigation, and increase the probability that murderers will be apprehended.

To the best of Mr. Keppel's and my knowledge, this research project is unique among any previous or ongoing studies in police homicide investigation effectiveness and has not been duplicated.

The criminal division of this office will administer the grant with the cooperation of the University of Washington Center for Law and Justice.

OFFICE OF THE ATTORNEY GENERAL

James K. Stewart
February 19, 1987

Page 2

I would like to thank you and the National Institute of Justice for this opportunity.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Ken Eikenberry".

KENNETH O. EIKENBERRY
Attorney General

/blw



King County
Department of Public Safety
Vernon Thomas, Sheriff-Director

W 116 King County Courthouse
516 Third Avenue
Seattle, Washington 98104-2312

February 19, 1987

Robert D. Keppel
Chief Criminal Investigator
Office of the Attorney General
1300 Dexter Horton Bldg.
Seattle, WA 98104

RE: Grant Proposal

Dear Mr. Keppel:

Thank you for the opportunity to support your request for a grant for Improving the Investigation of Homicide and the Apprehension of Murderers.

Effective management techniques in homicide investigation, I believe, will enhance the likelihood of the apprehension of murderers. A statewide homicide information system will benefit all agencies in coordinating homicide data.

As President of the Washington Sheriffs' Association, I will urge the cooperation and support of local police and sheriff's departments on this project.

Sincerely,

A handwritten signature in cursive script, appearing to read "Vern Thomas".

VERN THOMAS
Sheriff-Director

VT:jcm



King County
Medical Examiner Division
Department of Public Health
325 Ninth Avenue
Seattle, Washington 98104
(206) 223-3232

12 February 1987

James K. Stewart
Director
National Institute of Justice
633 Indiana Avenue N.W.
Washington, DC 20531

Dear Mr. Stewart:

This letter is written in support of the grant proposal, entitled "Improving the Investigation of Homicides and the Apprehension of Murderers", prepared by R. Keppel and J. Weiss. As King County Medical Examiner and Chairman of the Washington State Death Investigation Council, I strongly support their proposal since it would provide a foundation for standardizing information obtained at the time of autopsy. The State of Washington is a hybrid of death investigations which include lay coroners in smaller, less populated jurisdictions and medical examiners in larger, more populated areas. Consequently, there is a great deal of unevenness in the manner and method in which scientific death investigations are conducted and in the method in which forensic autopsies are performed. This proposal would begin to provide a data base which would require medical examiners and coroners to standardize information obtained at the time of autopsy. Such criteria as clearly defining injury patterns, characteristics of injuries, and the collection of trace evidence would greatly enhance the value of data collected from various jurisdictions. This proposal would initiate standardization.

Sincerely,


Donald V. Reay, M. D.
Chief Medical Examiner

DTR:pl



Ken Eikenberry

ATTORNEY GENERAL OF WASHINGTON

DEXTER HORTON BUILDING, SEATTLE, WASHINGTON 98104-1749

June 7, 1988

James R. Graham
Chief of Police
Woodland Police Dept.
P.O. Box 9
Woodland, WA 98674

Re: Homicide Information And Tracking System (H.I.T.S.)

Dear Chief Graham:

The Washington State Attorney General's office, as a result of a U.S. Department of Justice grant, is presently conducting research and development of a computerized Homicide Information & Tracking System. Our first objective is to research each of the nearly 1400 homicide cases that occurred in the State of Washington between 01-01-81 and 12-31-86. From the data collected we will: 1) examine the critical solvability factors present in homicide investigations; 2) identify the salient characteristics of murder; and 3) record information unique to a particular suspect, suspect M.O., or evidence that can be used to determine if a suspect or piece of evidence is associated with murder cases in jurisdictions statewide. We believe this study will also aid in improving the investigative understanding of homicide, homicide management and, coordination of information between agencies. Thus, more homicides will be resolved and murderers apprehended.

In order to complete this research we will, in the near future, be requesting that agencies that had homicide(s) during the applicable time period, make their homicide files available to Robert Keppel or myself.

We are interested in both solved and unsolved cases, which involve any degree of murder and cases where the cause of death is suspicious or the classification of death is undetermined. We are also interested in missing persons cases where foul play is suspected. The information extracted from these case files will provide the data necessary to build a computerized homicide database. This "Homicide Information & Tracking System" database will give homicide investigators throughout the state the ability to make immediate inquiries relative to either general or specific information about any or all homicides within the state. The following are only a few examples of situations in which this system will be of assistance:

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1) Police and sheriff departments frequently receive inquiries from other police agencies requesting information about a certain homicide. For example: The inquiring agency is interviewing an arrested suspect in a burglary case. He has expressed interest in providing the police with information about a homicide in exchange for having his current charges dropped. The suspect has given only partial information to bait the police and/or confuse them. Therefore, the immediate verification that the homicide exists is necessary. Presently, without a centralized homicide information system, even if the exact location of the alleged incident is known an attempt to verify the information is time consuming, if not impossible. If, on the other hand, within a few minutes you were able to verify that a homicide had in fact occurred at that location, an unsolved homicide might be resolved.

2) A police agency has just arrested a suspect for menacing with a knife. An investigation reveals that his knife has what is believed to be human blood on it, and the suspect has spent the past four months hitchhiking around the state and sleeping in state parks. If an investigator wants to know if there has been a stabbing murder in any of the state parks, there is currently no place to find this information; instead, each jurisdiction that has a state park within its boundaries must be contacted.

3) Police find a .45 caliber pistol wrapped in plastic and covered with brush in the woods. An inquiry to determine if this weapon may have been used in a homicide is essential. At this time no central place of inquiry exists.

4) Police frequently impound found property, i.e. identification cards and drivers' licenses. The names on these pieces of identification should be checked to determine if the owner is a homicide victim. At present there is no system available that keeps track of this type of information.

5) Frequently, as in serial or drug related killings, a killer(s) may kill in several different and widespread jurisdictions with each jurisdiction having information and/or evidence, but too little of either to identify a suspect. They will also probably be unaware of the other jurisdiction having similar cases and/or suspect(s). At present, to obtain such information could take days or even weeks. However, with immediate access to a Homicide Information & Tracking System, a phone call from any of the affected jurisdictions would alert the inquiring agency of those other jurisdictions having similar cases and/or suspects. It would also increase the possibility that information or evidence from a single jurisdiction, when combined with information and/or evidence from several jurisdictions, may lead to the identity of a suspect(s) and the possibility of clearing several homicides.

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The above-cited problems are not unique to homicide investigation within the State of Washington but are generic to homicide investigations nationwide. Presently, to respond to any one of the above hypothetical cases might require months of investigation by the traditional means of telephoning a myriad of law enforcement agencies, sending out teletypes, and mailing bulletins. The answer to these inquiries would only take a matter of seconds with a computerized homicide information system. Therefore, the primary objective of the research project is to establish and evaluate a model statewide Homicide Information & Tracking System.

We anticipate the system to be functioning at or near full capacity by mid 1989. In the meantime there is a smaller but similar system now operating at the Attorney General's office in Seattle. This system contains approximately 340 homicide cases and will eventually be merged with the new system. Currently this system is being used with varying degrees of success by numerous agencies. If you are unfamiliar with or haven't as yet used the current system, please contact this office as we would be happy to assist in any way we can. The number to call is: (206) 464-6209 or (206) 464-7676; ask for either Robert LaMoria or Robert Keppel.

Very truly yours,



Robert LaMoria
Program Manager
Criminal Division

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VICTIM INFORMATION

21. This is victim _____ of _____ victim(s) in this incident:
(number) (total)

DATE AND TIME PARAMETERS

EXACT DATE TIME APPROX DATE APPROX TIME

22. Initial contact site:

____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (hr)

23. Victim last seen:

____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (hr)

24. Initial assault:

____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (hr)

25. Death/major assault:

____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (hr)

26. Victim/body found:

____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (mo) ____ (da) ____ (yr) ____ (hr) to ____ (hr)

27. Was there a missing or runaway report take by the police?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

28. When was the first attempt to report the victim as a missing/runaway? (mo) (da) (yr) _____

29. When was the missing/runaway report actually taken? _____

30. How many times were the authorities contacted before they took a missing/runaway report? _____

31. Investigation of incident as a homicide began: mo _____ da _____ yr _____

32. Date victim first I.D.'ed by police: mo _____ da _____ yr _____

When did the police first become aware of the locations as indicated in questions 33 thru 37?

- | | | |
|--------------------------------|------------|-------------------------|
| 33. Initial contact site _____ | a) 0-24hr | g) 3mo-6mo |
| 34. Last seen site _____ | b) 24-48hr | h) 6mo-1yr |
| 35. Assault site _____ | c) 48-72hr | i) 1yr -2yr |
| 36. Death site _____ | d) 72-1wk | j) 2yr + |
| 37. Body recovery site _____ | e) 1wk-1mo | k) Still unkn |
| | f) 1mo-3mo | 99) Unable to determine |

VICTIM IDENTIFICATION & CHARACTERISTICS

38. Status of this victim:

- 1 Deceased (as a result of this incident)
- 2 Survivor of attack
- 3 Missing

39. Victim name:

_____ (last, first, middle)

40. Victim's alias(es) (including maiden and prior married names)

- 1 _____
- 2 _____
- 3 _____
- 4 _____

41. Sex:

- 1 Male
- 2 Female
- 99 Unable to determine

42. Date of birth:

- 1) _____ (mo) _____ (da) _____ (yr)
- 2) _____
- 3) _____

99 Unable to determine

43. Age (or best estimate) at time of incident: _____

(years)

99 Unable to determine

44. Race:

- 1 Black
- 2 Caucasian
- 3 American Indian
- 4 Oriental/Asian
- 5 Hispanic
- 88 Other _____
- 99 Unable to determine

45. Ethnic background: _____

Victim's address at time of death:

46. Street: _____

47. City: _____ 48. State: _____ 49. Zip: _____

50. Victim's residence:

- 1 Single-family dwelling
- 2 Multi-family dwelling
- 3 Temporary or transient housing
- 4 Motor vehicle
- 5 Street
- 88 Other _____
- 99 Unable to determine

Victim's previous addresses:

51. Street: _____

52. City: _____ 53. State: _____ 54. Zip: _____

Street: _____

City: _____ State: _____ Zip: _____

Street: _____

City: _____ State: _____ Zip: _____

VICTIM'S PHYSICAL DESCRIPTION

55. Height (or best estimate): _____ ft. _____ in. 99 ___ Unable to determine

56. Approx. weight: _____ lbs 99 ___ Unable to determine

57. Build:

1 ___ Small

3 ___ Large

2 ___ Medium

99 ___ Unable to determine

58. Hair length: (check all that apply)

1 ___ No hair (bald or shaven)

5 ___ To Shoulders

2 ___ Balding

6 ___ Past shoulders

3 ___ Above collar

4 ___ Collar length

99 ___ Unable to determine

59. Hair shade:

1 ___ Light

3 ___ Medium

2 ___ Dark

99 ___ Unable to determine

60. Predominant hair color:

1 ___ Gray and or white

5 ___ Black

2 ___ Blond

88 ___ Other _____

3 ___ Red

99 ___ Unable to determine

4 ___ Brown

61. Abnormalities of the teeth: (check all that apply)

1 ___ None

6 ___ Noticeable gaps

2 ___ Braces

7 ___ Some or all missing

3 ___ Broken or chipped

8 ___ Stained

4 ___ Crooked

88 ___ Other _____

5 ___ Decayed

99 ___ Unable to determine

62. Glasses normally worn by or associated with the victim: (check all that apply) (if victim is unidentified skeletal remains go to #97)

1 ___ None

6 ___ Metal frame

2 ___ Prescription

7 ___ Rimless

3 ___ Contacts

88 ___ Other _____

4 ___ Bifocals

5 ___ Plastic frames

99 ___ Unable to determine

VICTIM'S SCARS AND/OR BIRTHMARKS

63. Does the victim have any scars and/or birthmarks (not tattoos):

1 ___ Yes 2 ___ No 99 ___ Unable to determine

Location of scars or birthmarks:

(Using the following list, indicate the location of each scar or birthmark in the space provided below)

- 1) Face, head, neck 5) Buttocks
- 2) Arm(s), hand(s) 6) Feet or leg(s)
- 3) Torso front 8) Other
- 4) Torso back 9) Unable to determine

64. Location 65. Description

_____	_____
_____	_____
_____	_____
_____	_____

VICTIM'S TATTOOS

66. Does the victim have any tattoos?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

Tattoo locations and designs:

(Using the numbers and letters as provided in the two lists below, indicate the location of each tattoo with its corresponding number and design with the corresponding letter.)

- | | | |
|----------|---------------------|------------------------|
| Location | 1) Face, head, neck | 5) Buttocks |
| | 2) Arm(s), hand(s) | 6) Feet or leg(s) |
| | 3) Torso front | 8) Other |
| | 4) Torso back | 9) Unable to determine |

- | | | |
|--------|----------------------------|-------------------------|
| Design | A) Initials or words | D) Other _____ |
| | B) Number(s) | 99) Unable to determine |
| | C) Picture(s) or design(s) | |

67. Location 68. Design 69. Description

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

VICTIM'S OUTSTANDING PHYSICAL FEATURES

70. Did the victim have outstanding physical features or was there something about the victim that would attract attention?

1 ___ Yes _____

2 ___ No 99 ___ Unable to determine

VICTIM'S CLOTHING

71. Generally preferred clothing style:

- | | |
|-------------------------|-------------------------------|
| 1 ___ Business suit | 5 ___ Western wear |
| 2 ___ Casual | 6 ___ Work clothes or uniform |
| 3 ___ Gaudy or garish | 88 ___ Other _____ |
| 4 ___ Sport or athletic | 99 ___ Unable to determine |

72. Generally preferred predominant color tone of clothing:

- | | | |
|---------------|-----------------------|----------------------------|
| 1 ___ Whites | 5 ___ Purples/Violets | 99 ___ Unable to determine |
| 2 ___ Yellows | 6 ___ Reds/Oranges | |
| 3 ___ Greens | 7 ___ Browns/Tans | |
| 4 ___ Blues | 8 ___ Grays/Blacks | |

If this case is unsolved or a missing person case where foul play is suspected, list victim's clothing description: (using the number(s) from the color list in the above question, place the appropriate number for the color on the line of the corresponding victim clothing item. More than one color/number may be used per article) (describe logos and brand names in space provided)

73. 1 ___ None

74. Special Characteristics
(spots, rips, brands, logos, etc.)

Color	Clothing Item	
2 ___	Shirt	_____
3 ___	T-shirt	_____
4 ___	Blouse	_____
5 ___	Bra	_____
6 ___	Panties	_____
7 ___	Under shorts	_____
8 ___	Skirt	_____
9 ___	Pants	_____
10 ___	Socks	_____
11 ___	Shoes	_____
12 ___	Jacket/coat	_____
13 ___	Hat	_____
88 ___	Other	_____

VICTIM'S BACKGROUND

75. Sexual history: (check all that apply)

- | | | |
|--------------------|--------------------|----------------------------|
| 1 ___ Prepubescent | 5 ___ Homosexual | 9 ___ Asexual |
| 2 ___ Heterosexual | 6 ___ Prostitute | 10 ___ Pedophile |
| 3 ___ Bisexual | 7 ___ Promiscuous | 88 ___ Other _____ |
| 4 ___ Bondage | 8 ___ Transvestite | 99 ___ Unable to determine |

76. Was victim employed at time of death:

- 1 ___ Yes 2 ___ No 3 ___ Unable to determine

77. Occupation

78. Employer & city

1. _____
2. _____

79. Previous occupation _____ 80. Previous employer & city _____
 1. _____
 2. _____

81. Social security number(s):
 1 _____
 2 _____
 3 _____

82. Military service:
 1 ___ No
 2 ___ Army
 3 ___ Navy
 4 ___ Marines
 5 ___ Air force
 99 ___ Unable to determine
 6 ___ National Guard
 7 ___ Coast Guard
 88 ___ Other _____

83. Time in service: From _____ to _____

84. Did the victim have a history of drug or alcohol abuse?
 1 ___ No
 2 ___ Alcohol
 3 ___ Drugs
 4 ___ Both
 99 ___ Unable to determine

85. At the time of this incident the victim was under the influence of:
 1 ___ Nothing
 2 ___ Alcohol
 3 ___ Drugs
 4 ___ Both
 99 ___ Unable to determine

86. Was the victim ever a member of a subversive group or gang?
 (check all that apply)
 1 ___ No
 2 ___ Youth _____
 3 ___ Mob/syndicate _____
 4 ___ Motorcycle _____
 5 ___ Religious cult _____
 6 ___ Prison _____
 7 ___ Terrorist _____
 88 ___ Other _____
 99 ___ Unable to determine

VICTIM'S CRIMINAL HISTORY

Was the victim, as a juvenile, ever arrested?
 87. Crime _____ 88. Date _____ 89. City _____ 90. State _____

Was the victim, as an adult, ever arrested?
 91. Crime _____ 92. Date _____ 93. City _____ 94. State _____

95. Victim's FBI number: _____

OFFENDER INFORMATION

For the purposes of this research, "offender" is defined as and includes arrestee(s), perpetrator(s), suspect(s) or any person the investigator has reasonable cause to believe is responsible for the commission of this crime.

OFFENDER - VICTIM RELATIONSHIP

96. From the list below indicate which category best describes the victim and offender's relationship?

- 1 Offender was _____ 99 _____ Unable to determine
- | | |
|----------------------|---|
| 1 Husband | 18 Brother |
| 2 Wife | 19 Sister |
| 3 Ex-husband | 20 Other Family member _____ |
| 4 Ex-wife | 21 Boyfriend |
| 5 Common-law husband | 22 Girlfriend |
| 6 Common-law wife | 23 Friend |
| 7 Mother | 24 Mother's boyfriend |
| 8 Father | 25 Mother's live-in boyfriend |
| 9 Step-father | 26 Baby sitter |
| 10 Step-mother | 27 Hitchhiker |
| 11 Guardian | 28 Prostitute |
| 12 Son | 29 Casual acquaintance _____ |
| 13 Daughter | 30 First time acquaintance |
| 14 Step-son | 31 One way acquaintance, victim
does not know offender |
| 15 Step-daughter | 32 Total stranger |
| 16 In-law | 88 Other _____ |
| 17 Estranged spouse | |

OFFENDER'S IDENTIFICATION & CHARACTERISTICS

97. This is offender _____ of _____ offender(s) in this incident.
(number) (total)

98. The offender: (if the offender(s) is unknown/not seen go to #171)

- 1 _____ is unknown -- not seen
- 2 _____ is unknown -- seen
- 3 _____ is known to police but there is insufficient evidence to arrest
- 4 _____ is known left area, police unable to locate
- 5 _____ is known left area, police locate him but do not pursue
- 6 _____ was arrested but not charged (P.A. decline)
- 7 _____ was charged but not arrested (fled unable to locate)
- 8 _____ was charged is awaiting trial
- 9 _____ was tried and convicted
- 10 _____ was deceased at incident scene (self inflicted)
- 11 _____ was killed at or near scene by the police
- 12 _____ was killed fleeing the scene _____
- 13 _____ was killed other _____
- 88 _____ other _____

99. Offender's name: _____
(last, first, middle)

100. Alias(es) (including maiden and prior married names):

- 1. _____
- 2. _____
- 3. _____

101. Sex: 1__ Male 2__ Female 99__ Unable to determine

102. Date of birth: 1) (mo) (da) (yr)

 2) _____

 3) _____

 99__ Unable to determine

103. Age (or best estimate) at time of incident: _____

104. Race: 1__ Black

 2__ Caucasian 5__ Hispanic

 3__ American Indian 88__ Other

 4__ Oriental/Asian 99__ Unable to determine

105. Ethnic background: _____

Offender's address at time of incident:

106. Street: _____

107. City: _____ 108. State: _____ 109. Zip: _____

Previous addresses during last 5 years:

110. Street: _____

111. City: _____ 112. State: _____ 113. Zip: _____

Street: _____

City: _____ State: _____ Zip: _____

Street: _____

City: _____ State: _____ Zip: _____

List the cities and states the offender has visited in last 5 yrs:

114. City	115. State	116. When
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

Foreign cities and countries lived in or traveled in:

117. City	118. Countries	119. When
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

OFFENDER'S PHYSICAL DESCRIPTION AT TIME OF INCIDENT

120. Height (or best estimate): _____ ft _____ in to _____ ft _____ in
99 ___ Unable to determine

121. Approx. weight: _____ lbs 99 ___ Unable to determine

122. Build: 1 ___ Small (thin) 3 ___ Large (stocky)
2 ___ Medium (average) 99 ___ Unable to determine

123. Hair length: (check all that apply)

1 ___ No hair (bald or shaven) 5 ___ To Shoulders
2 ___ Balding 6 ___ Past shoulders
3 ___ Above collar
4 ___ Collar length 99 ___ Unable to determine

124. Hair shade: 1 ___ Light 3 ___ Dark
2 ___ Medium 99 ___ Unable to determine

125. Predominant hair color:

1 ___ Gray and or white 5 ___ Black
2 ___ Blond 88 ___ Other _____
3 ___ Red
4 ___ Brown 99 ___ Unable to determine

126. Eye color: 1 ___ Blue 5 ___ Hazel/green
2 ___ Gray 6 ___ Maroon
3 ___ Brown 88 ___ Other _____
4 ___ Black 99 ___ Unable to determine

127. Was wearing glasses: (check all that apply)

1 ___ None
2 ___ Prescription 6 ___ Metal frame
3 ___ Contacts 7 ___ Rimless
4 ___ Bifocals 88 ___ Other _____
5 ___ Plastic frames 99 ___ Unable to determine

128. Facial hair: (check all that apply)

1 ___ None 3 ___ Beard 99 ___ Unable to determine
2 ___ Mustache 88 ___ Other _____

129. Appeared well groomed:

1 ___ Yes 2 ___ No 99 ___ Unable to determine

130. Did the offender wear a disguise or mask:

1 ___ Yes _____
2 ___ No 99 ___ Unable to determine

145. Was the offender employed at the time of incident:

1 ___ Yes 2 ___ No 99 ___ Unable to determine

146. Occupation

147. Employer & city

1. _____

2. _____

148. Previous occupation

149. Previous employer & city

1. _____

2. _____

3. _____

150. Social security number(s):

1. _____

2. _____

3. _____

151. Military service:

1 ___ No

99 ___ Unable to determine

2 ___ Army

6 ___ National Guard

3 ___ Navy

7 ___ Coast Guard

4 ___ Marines

88 ___ Other _____

5 ___ Air force

152. Time in service: From _____ to _____

OFFENDER'S CRIMINAL HISTORY

Was the offender, as a juvenile, ever arrested and/or convicted of a crime?

153. Crime

154. Date

155. City

156. State

Was the offender, as an adult, ever arrested and/or convicted of a crime?

157. Crime

158. Date

159. City

160. State

Other than previous arrests or convictions, do the police suspect the offender of any past or present crimes?

161. Crime	162. Date	163. City	164. State
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

165. Was the offender charged in another related offense, but not charged or eliminated from this incident?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

166. At the time of this incident the offender was:

- | | |
|-------------------------------|----------------------------|
| 1 ___ On parole or probation | 6 ___ Out on bail |
| 2 ___ On furlough | 7 ___ Out on appeal bond |
| 3 ___ On work release - State | 8 ___ Non offender status |
| 4 ___ In a halfway house | 88 ___ Other _____ |
| 5 ___ An escapee | 99 ___ Unable to determine |

167. Offender's:

1. FBI number: _____
2. SID number: _____

Offender admits other serious crime(s):

168. Crime	169. City/State	170. Date of crime
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

VEHICLE INFORMATION

VEHICLE'S USED IN THIS INCIDENT

171. Was a vehicle used in this incident?

1 ___ No 99 ___ Unable to determine
2 ___ Yes - how many? 1 ___ 2 ___ 3 ___ 4 or more ___

172. By what means or type of vehicle did the offender arrive at the crime scene? (check all that apply)

- | | |
|-----------------------------|----------------------------|
| 1 ___ Vehicle (car, pickup) | 6 ___ Airplane |
| 2 ___ Motorcycle | 7 ___ Walk |
| 3 ___ Cab | 8 ___ Hitchhike |
| 4 ___ Bus | 88 ___ Other _____ |
| 5 ___ Bicycle | 99 ___ Unable to determine |

173. By what means or type of vehicle did the offender leave the crime scene? (check all that apply)

- | | |
|-----------------------------|----------------------------|
| 1 ___ Vehicle (car, pickup) | 6 ___ Airplane |
| 2 ___ Motorcycle | 7 ___ Walk |
| 3 ___ Cab | 8 ___ Hitchhike |
| 4 ___ Bus | 88 ___ Other _____ |
| 5 ___ Bicycle | 99 ___ Unable to determine |

174. Vehicle #1 is: (if no vehicle was used or seen go to #210)

- | | |
|--------------------------|----------------------------|
| 1 ___ A newer/late model | 3 ___ An older model |
| 2 ___ 4 to 7 yrs old | 99 ___ Unable to determine |

175. The owner of vehicle #1 is:

- | | |
|--------------------------------|------------------------------|
| 1 ___ Offender | 4 ___ Friend (of the victim) |
| 2 ___ Victim | 5 ___ Stolen |
| 3 ___ Friend (of the offender) | 99 ___ Unable to determine |

Vehicle #1:

176. Lic. No. _____ 177. Lic. State _____

178. Veh. Yr. _____ 179. Make _____ 180. Model _____

181. Did vehicle #1's license plates match the registration and serial number?

- | | | |
|-----------|----------|----------------------------|
| 1 ___ Yes | 2 ___ No | 99 ___ Unable to determine |
|-----------|----------|----------------------------|

182. Vehicle #1's body style:

- | | |
|--|----------------------------|
| 1 ___ Passenger car | 5 ___ Tractor-trailer |
| 2 ___ Van | 6 ___ Motorcycle |
| 3 ___ Pick-up truck | 88 ___ Other _____ |
| 4 ___ "Jeep" type
(i.e., Bronco, Blazer, etc) | 99 ___ Unable to determine |

183. Vehicle #1's color: _____ (top) _____ (bottom)

184. Vehicle #1's condition:

- | |
|-------------------------------------|
| 1 ___ Exceptionally well maintained |
| 2 ___ Well maintained |
| 3 ___ Average |
| 4 ___ Not well maintained |
| 99 ___ Unable to determine |

185. Unusual characteristics of vehicle #1: _____

186. Vehicle #2 is: (if only 1 vehicle used go to #210)

- | | |
|--------------------------|----------------------------|
| 1 ___ A newer/late model | 3 ___ An older model |
| 2 ___ 4 to 7 yrs old | 99 ___ Unable to determine |

187. The owner of vehicle #2 is:

- | | |
|--------------------------------|------------------------------|
| 1 ___ Offender | 4 ___ Friend (of the victim) |
| 2 ___ Victim | 5 ___ Stolen |
| 3 ___ Friend (of the offender) | 99 ___ Unable to determine |

Vehicle #2:

188. Lic. No. _____ 189. Lic. State _____

190. Veh. Yr. _____ 191. Make _____ 192. Model _____

193. Did vehicle #2's license plates match the registration and serial number?

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

194. Vehicle #2's body style:

- | | |
|--|----------------------------|
| 1 ___ Passenger car | 5 ___ Tractor-trailer |
| 2 ___ Van | 6 ___ Motorcycle |
| 3 ___ Pick-up truck | 88 ___ Other _____ |
| 4 ___ "Jeep" type
(i.e., Bronco, Blazer, etc) | 99 ___ Unable to determine |

195. Vehicle #2's color: _____ (top) _____ (bottom)

196. Vehicle #2's condition:

- 1 ___ Exceptionally well maintained
2 ___ Well maintained
3 ___ Average
4 ___ Not well maintained
99 ___ Unable to determine

197. Unusual characteristics of vehicle #2: _____

198. Vehicle #3 is: (if only 2 vehicles used go to #210)

- | | |
|--------------------------|----------------------------|
| 1 ___ A newer/late model | 3 ___ An older model |
| 2 ___ 4 to 7 yrs old | 99 ___ Unable to determine |

199. The owner of vehicle #3 is:

- | | |
|--------------------------------|------------------------------|
| 1 ___ Offender | 4 ___ Friend (of the victim) |
| 2 ___ Victim | 5 ___ Stolen |
| 3 ___ Friend (of the offender) | 99 ___ Unable to determine |

Vehicle #3:

200. Lic. No. _____ 201. Lic. State _____

202. Veh. Yr. _____ 203. Make _____ 204. Model _____

205. Did vehicle #3's license plates match the registration and serial number?

1__ Yes 2__ No 99__ Unable to determine

206. Vehicle #3's body style:

1__ Passenger car 5__ Tractor-trailer
2__ Van 6__ Motorcycle
3__ Pick-up truck 88__ Other _____
4__ "Jeep" type 99__ Unable to determine
 (i.e., Bronco, Blazer, etc)

207. Vehicle #3's color: _____ (top) _____ (bottom)

208. Vehicle #3's condition:

1__ Exceptionally well maintained
2__ Well maintained
3__ Average
4__ Not well maintained
99__ Unable to determine

209. Unusual characteristics of vehicle #3: _____

210. Was a vehicle used as the assault or murder weapon?
(check all that apply)

1__ Yes Vehicle #1 2__ Yes Vehicle #2 3__ Yes Vehicle #3
4__ No 99__ Unable to determine

211. Was a vehicle used to transport the victim(s)?
(check all that apply)

1__ Yes Vehicle #1 2__ Yes Vehicle #2 3__ Yes Vehicle #3
4__ No 99__ Unable to determine

212. Was the initial assault committed in or by a vehicle?

1__ Yes Vehicle #1 2__ Yes Vehicle #2 3__ Yes Vehicle #3
4__ No 99__ Unable to determine

213. Was the homicide committed in or by a vehicle? (check all that apply)

1__ Yes Vehicle #1 2__ Yes Vehicle #2 3__ Yes Vehicle #3
4__ No 99__ Unable to determine

OFFENSE M.O.

OFFENDER'S COMMUNICATIONS

214. Other than confession(s), was there any communication from the offender(s) before, during or after the crime? (if no go to #220)

- 1 ___ Yes
- 2 ___ No
- 99 ___ Unable to determine

To answer 215 and 216, fill in the spaces provided below using the appropriate numbers for the method of contact and persons contacted. Then place the date for each in the space that indicates whether the contact was before, during, after the incident, or all three: (record all that apply)

Method of contact

- 1) By phone
- 2) By letter/note
- 3) Drawing/photo
- 4) Poem
- 5) Returned personal property
- 6) Recording tapes, cassette, etc
- 7) In person
- 8) For ransom
- 88) Other _____
- 99) Unable to determine

Person contacted

- 9) Victim's relative(s)
- 10) Victim's friend(s)
- 11) Victim's co-worker(s)
- 12) News media
- 13) Police
- 88) Other _____
- 99) Unable to determine

215. Method of Contact	216. Person Contacted	217. Before date	218. During date	219. After date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

OFFENDER'S APPROACH TO THE VICTIM AT TIME OF INCIDENT

220. Were there prior conflicts between the victim and offender(s)? (check all that apply)

- 1 ___ No
- 2 ___ Assaults
- 3 ___ Threats to assault
- 4 ___ Threats to kill
- 5 ___ Threats (other)
- 88 ___ Other conflicts _____
- 99 ___ Unable to determine

221. The offender'(s) approach to the victim was:

- 1 ___ No living victim or person witnessed approach
- 2 ___ By deception or con: Openly, with subterfuge or ploy (e.g., offers assistance or requests direction)
- 3 ___ Lay in wait or stepped from concealment
- 4 ___ Direct and immediate assault

222. If the offender(s) initiated contact with the victim by means of deception, indicate the type of deception below:

- 1 ___ None
- 2 ___ Pseudo police
- 3 ___ Pseudo authority figure
- 4 ___ Pseudo Business/Bank/Real Estate person
- 5 ___ Through want ad
- 6 ___ Photography scam
- 7 ___ Modeling scam
- 8 ___ Offers job/money
- 9 ___ Sales
- 10 ___ Repairman/utility worker
- 11 ___ Jogger
- 12 ___ Offers of treats/toys
- 13 ___ "Help me find my [puppy, kitten, etc.]"
- 14 ___ "[mom] wants you," etc.
- 15 ___ "Does John live here," etc.
- 16 ___ Approaches newspaper carrier
- 17 ___ Implies family emergency/illness
- 18 ___ Wants to show something
- 19 ___ Wants to use phone/rest room
- 20 ___ Needs assistance
- 21 ___ Wants to assist
- 22 ___ Needs directions
- 23 ___ Phones/sends letters to meet
- 24 ___ Prostitute/solicit for sex
- 25 ___ Lured to the offender by another person
- 88 ___ Other _____
- 99 ___ Unable to determine

223. If the offender(s) initiated contact by means of surprise, indicate the type of surprise below:

- 1 ___ Lay in wait - out of doors
- 2 ___ Lay in wait - in building
- 3 ___ Lay in wait - in vehicle
- 4 ___ Victim sleeping
- 88 ___ Other surprise _____

224. If offender(s) initiated contact with the victim by use of direct and immediate physical assault, indicate the type from the list below:

- 1 ___ Immediate and physical overpowering of victim
(picked-up, carried away, etc.)
- 2 ___ Hit victim with hand, fist or clubbing weapon
- 3 ___ Choked victim
- 4 ___ Stabbed victim
- 5 ___ Shot victim
- 88 ___ Other direct assault _____

225. At the time of initial contact with the offender, or when last seen, what was the victim doing? _____

226. At the time of this incident was the offender(s) under the influence of? (check all that apply)

- 1 ___ Alcohol _____ BA 3 ___ Both 4 ___ Neither
2 ___ Drugs _____ 99 ___ Unable to determine

EVENTS AT ASSAULT SITE

227. Did the offender(s) disable the telephone or other utilities?

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

228. The property at the crime scene was: (check all that apply)

- 1 ___ Ransacked 3 ___ Burned 5 ___ Disturbed
2 ___ Vandalized 4 ___ Undisturbed 99 ___ Unable to determine

229. Did the offender(s) destroy/attempt to destroy evidence at the scene?

- 1 ___ Yes _____
2 ___ No 99 ___ Unable to determine

GEOGRAPHIC LOCATION(S)

Last known location of identified victim:

230. Street add. _____
231. City _____
232. County _____
233. State _____ 234. Zip _____

Location of body find; identified, unidentified or skeletal remains:

235. Street add. _____
236. City _____
237. County _____
238. State _____ 239. Zip _____

240. Describe the general area of the victim found/body discovery site:

- 1 ___ Farm/country 3 ___ City/business district
2 ___ Residential 99 ___ Unable to determine

Location of incident sites:

(From the list of numbered locations provided below, select a location that best describes the location of incident. Place the appropriate number in the corresponding space of the incident site. The same location number could apply to all incident sites, a few sites or each may be different).

- | | |
|----------------------------------|---------------------------------|
| 241) Victim last seen site _____ | 245) Initial contact site _____ |
| 242) Initial assault site _____ | 246) Site if held _____ |
| 243) Release/escape site _____ | 247) Death site _____ |
| 244) Body recovery site _____ | 248) Offender arrest site _____ |

Living Quarters:

- 1 Home/single/family
- 2 Duplex/triplex
- 3 Apt/condo
- 4 Mobile home
- 5 Rooming house
- 6 Dormitory
- 7 Rest/nursing home
- 8 Senior citizen center
- 9 Halfway house
- 10 Camper/trailer
- 11 Other _____

Public Premise:

- 35 Church/mission
- 36 School
- 37 Hospital/medical center
- 38 Mortuary
- 39 Public restroom
- 40 Public garage
- 41 Subway/metro
- 42 Barn/stable
- 43 Shed/outbuilding
- 44 Government building
- 45 Parking lot
- 46 Public building
- 47 Office building
- 48 Post office
- 49 Other _____

Business:

- 12 Gas station
- 13 Liquor store
- 14 Fast food/convenience
- 15 Restaurant/coffee shop
- 16 Motel/hotel
- 17 Pawn shop
- 18 Drug store/supply
- 19 Shopping center/mall
- 20 Retail dept. store
- 21 Food store/market
- 22 Jewelry/fur
- 23 Bank/savings & loan
- 24 Other _____

Industrial/Commercial/Other:

- 50 Warehouse/storage
- 51 Dump
- 52 Factory/mill/plant
- 53 Dumpster
- 54 Other _____

Entertainment:

- 25 Bar/nightclub/dance hall
- 26 Stadium/auditorium/theater
- 27 Casino
- 28 Resort
- 29 Country club/pro shop
- 30 Museum
- 31 Arcade
- 32 Sport center/health spa
- 33 Fraternal club
- 34 Other _____

Transportation:

- 55 Motor vehicle
- 56 Boat
- 57 Airport
- 58 Bus station
- 59 Railroad property
- 60 Other _____

Military Installation:

- 61 Army
- 62 Navy
- 63 Air force
- 64 Marines
- 65 Coast Guard
- 66 Other _____

- 99 Unable to determine

Location of incident sites continued: (From the list of numbered locations provided below, select a location that best describes the location of incident. Place the appropriate number in the corresponding space of the incident site. The same number could apply to all incident sites, a few sites or each may be different).

- | | |
|----------------------------------|---------------------------------|
| 249) Victim last seen site _____ | 253) Initial contact site _____ |
| 250) Initial assault site _____ | 254) Site if held _____ |
| 251) Release/escape site _____ | 255) Death site _____ |
| 252) Body recovery site _____ | 256) Offender arrest site _____ |

- | | |
|-------------------------|--------------------------|
| 1 None | 20 Transportation center |
| 2 School grounds/campus | 21 Bus stop |
| 3 Playground/park/zoo | 22 Wooded area |
| 4 Vice area | 23 Cemetery |
| 5 Amusement park | 24 Quarry |
| 6 Circus/carnival | 25 Mine |
| 7 County/state fair | 26 Cave |
| 8 Camping area | 27 Well |
| 9 Resort | 28 Farm/ranch |
| 10 Freeway/toll road | 29 Orchard |
| 11 Paved street/highway | 30 Field |
| 12 Alley | 31 Marsh/swamp |
| 13 Gravel/dirt road | 32 Beach/marina |
| 14 Sidewalk | 33 Lake |
| 15 Trail/jogging path | 34 River |
| 16 Bridge | 35 Stream/creek |
| 17 Rest stop | 36 Canal/inland waterway |
| 18 Parking lot | 88 Other _____ |
| 19 Railroad tracks | 99 Unable to determine |

257. Was the body recovery site in or about the victim's residence?

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

If the body recovery site was a residence, (any residence) select a location from the list below that best describes the location of each of the below stated incident sites. Place the appropriate number for a location in the corresponding space of the incident site. (The same number could apply to all incident sites, a few sites, or each may be different).

- | | |
|----------------------------------|---------------------------------|
| 258) Victim last seen site _____ | 262) Initial contact site _____ |
| 259) Initial assault site _____ | 263) Site if held _____ |
| 260) Release/escape site _____ | 264) Death site _____ |
| 261) Body recovery site _____ | 265) Offender arrest site _____ |
- (only if at residence)

- | | |
|-------------------|---------------------------|
| 1 None/NA | 12 Closet |
| 2 Bedroom | 13 Porch/balcony |
| 3 Living room | 14 Garage/parking area |
| 4 Dining room | 15 Basement |
| 5 Kitchen | 16 Attic |
| 6 Den/family room | 17 Roof |
| 7 Rec room | 18 Swim pool/tennis court |
| 8 Utility room | 19 Garden/yard |
| 9 Foyer/entry way | 20 Stairwell |
| 10 Library/study | 88 Other _____ |
| 11 Hallway | 99 Unable to determine |

266. If the initial assault site, death site or body disposal site, was a residence, how did the offender gain entry?
- 1 Forced entry
 2 Non-forced entry
 99 Unable to determine
267. Was the victim found/body recovery site the victim's work place?
- 1 Yes 2 No 99 Unable to determine
268. Were there potential witnesses at the time the offender left the body at the body discovery site?
- 1 Other people were present in the immediate area
 2 Area was essentially deserted
 99 Unable to determine
269. Was the murder/major assault site the same as the body recovery site?
- 1 Yes 2 No 99 Unable to determine
270. Describe the general area of murder or major assault site:
- 1 Farm/country 3 City/business district
 2 Residential 99 Unable to determine
271. Was the murder/major assault site the victim's work place?
- 1 Yes 2 No 99 Unable to determine
272. Were there potential witnesses at the time of the murder or major assault?
- 1 Other people were present in the immediate area
 2 Area was essentially deserted
 99 Unable to determine
273. Was the site of the offender's initial contact with the victim the same as the murder or major assault site?
- 1 Yes 2 No 99 Unable to determine
274. Describe the general area of initial offender-victim contact:
- 1 Farm/country 3 City/business district
 2 Residential 99 Unable to determine
275. Was the initial offender-victim contact the victim's work place?
- 1 Yes 2 No 99 Unable to determine
276. Were there potential witnesses at the time of the initial offender-victim contact:
- 1 Other people were present in the immediate area
 2 Area was essentially deserted
 99 Unable to determine

277. Was the site of the victim's last known location the same as the site of the initial contact between the victim and offender?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

278. Describe the general area of the victim's last known location:

1 ___ Farm/country 3 ___ City/business district

2 ___ Residential 99 ___ Unable to determine

279. Was the victim's last known location the victim's residence:

1 ___ Yes 2 ___ No 99 ___ Unable to determine

280. Was the victim's last known location the victim's work place:

1 ___ Yes 2 ___ No 99 ___ Unable to determine

Using standard units of measure (feet, and/or miles) give the best estimate of distance between the following locations:

281. The distance between victim's last known location and...

1. point of contact with offender _____
2. location of assault _____
3. location victim held prisoner _____
4. death site _____
5. body recovery site _____
6. victim's lodging site _____
7. offender's lodging site _____
8. offender's arrest site _____

282. The distance between point of initial contact with offender and...

1. location of assault _____
2. location victim held prisoner _____
3. death site _____
4. body recovery site _____
5. victim's lodging site _____
6. offender's lodging site _____
7. offender's arrest site _____

283. The distance between location of assault and...

1. location victim held prisoner _____
2. death site _____
3. body recovery site _____
- victim's lodging site _____
5. offender's lodging site _____
6. offender's arrest site _____

284. The distance between location victim held prisoner and...

1. death site _____
2. body recovery site _____
3. victim's lodging site _____
4. offender's lodging site _____
5. offender's arrest site _____

285. The distance between death site and...
1. body recovery site _____
2. victim's lodging site _____
3. offender's lodging site _____
4. offender's arrest site _____

286. How did the offender dispose of the body?
1 ___ Openly displayed or placed to insure discovery
2 ___ Concealed, hidden, or placed in order to prevent discovery
3 ___ Unconcerned as to whether or not the body was discovered
99 ___ Unable to determine

287. Was the body of the victim intentionally placed in an unusual position? (e.g., staged or posed)
1 ___ Yes _____
2 ___ No _____ 99 ___ Unable to determine

OFFENDER'S WRITING OR CARVING ON THE BODY

288. Was there writing or carving on the body?
1 ___ Yes _____
2 ___ No _____ 99 ___ Unable to determine

89. What instrument was used to write or carve on the body?
1 ___ Knife or sharp instrument 4 ___ Writing instrument (pen, etc.)
2 ___ Blood 88 ___ Other _____
3 ___ Lipstick 99 ___ Unable to determine

OFFENDER'S WRITING OR DRAWING AT THE CRIME SCENE

290. Was there writing or drawing at the crime scene(s)?
1 ___ Yes (describe) _____
2 ___ No _____ 99 ___ Unable to determine

291. Instrument used to write or draw at the crime scene:
1 ___ Knife or sharp instrument 4 ___ Writing instrument (pen, etc.)
2 ___ Blood 88 ___ Other _____
3 ___ Lipstick 99 ___ Unable to determine

SYMBOLIC ARTIFACTS AT CRIME SCENE

292. Was there evidence to suggest a deliberate or unusual ritual, act, thing had been performed on, with, or near the victim (such as the orderly formation of rocks, burnt candles, dead animals, defecation, etc.)?
1 ___ Yes _____
2 ___ No _____ 99 ___ Unable to determine

300. The restraining device(s) was: (check all that apply)

- 1 ___ Brought to the scene by the offender
- 2 ___ Brought to the scene by the victim
- 3 ___ An article found at the scene by the offender
- 99 ___ Unable to determine

301. Parts of the body that were bound: (check all that apply)

- 1 ___ None
- 2 ___ Hands (in front)
- 3 ___ Hands (in rear)
- 4 ___ Legs
- 5 ___ Feet/ankle(s)
- 6 ___ Neck
- 7 ___ Hands/ankles bound together
- 8 ___ Arms bound to torso
- 88 ___ Other _____
- 99 ___ Unable to determine

302. Were the bindings on the victim excessive much more than necessary to control the victim's movements)?

- 1 ___ Yes
- 2 ___ No
- 99 ___ Unable to determine

303. Was the body tied to an object or other victim:

- 1 ___ Yes _____
- 2 ___ No
- 99 ___ Unable to determine

304. Was there evidence of an object or a gag having been placed in or over the victims's mouth?

- 1 ___ Yes _____
- 2 ___ No
- 99 ___ Unable to determine

305. Was a blindfold placed on or over the victim's eyes?

- 1 ___ Yes _____
- 2 ___ No
- 99 ___ Unable to determine

306. Was victim's entire face covered?

- 1 ___ Yes - with what _____
- 2 ___ No
- 99 ___ Unable to determine

CLOTHING AND PROPERTY OF VICTIM

307. Clothing on victim when found:

- 1 ___ Fully dressed
- 2 ___ Undressed, from waist down or panties/pants pulled down/skirt up:
- 3 ___ Undressed, from waist up or blouse & bra/shirt pulled above breast/chest:
- 4 ___ Nude
- 88 ___ Other _____
- 99 ___ Unable to determine

Property of victim/others missing or taken by the offender:

(On the lines provided below list each item taken from the victim or others by using the corresponding number from the property list. After the item number indicate who the property belonged to with a "V" for victim and "O" for others. Then from the disposition list, use the corresponding letter to indicate the disposition of each item. Space is provided to explain items G AND H or another item needing a further explanation). (record all that apply)

PROPERTY LIST:

- | | |
|------------------|--------------------------|
| 1) Vehicle | 9) Hose/socks |
| 2) Credit cards | 10) Other clothing |
| 3) Cash | 11) Jewelry |
| 4) Checks | 12) Photo(s) |
| 5) Personal I.D. | 13) Personal memento(s) |
| 6) Weapon(s) | 14) Body parts |
| 7) Underclothing | 15) Police I.D. or badge |
| 8) Shoe(s) | 88) Other _____ |

DISPOSITION LIST:

- | | |
|----------------------------|---|
| A) None taken | H) In hidden location |
| B) On offender's person | I) Left with offender's relative/friend |
| C) In offender's vehicle | J) Left items at cemetery |
| D) In offender's residence | K) Discarded |
| E) Pawned | L) Used as income |
| F) Sold | 88) Other _____ |
| G) Given away | 99) Unable to determine |

321. Property taken	322. Description	323. Victim/ Others	324. Disposition
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Explanation for items having a G or H disposition: (to whom or where)

325. _____

MEDICAL EXAMINER/CORONER FINDINGS

326. What is stated on the death certificate as the classification of death?

- | | |
|------------------|--|
| 1 ___ Homicide | 4 ___ Natural |
| 2 ___ Suicide | 5 ___ Undetermined |
| 3 ___ Accidental | 6 ___ Classification not stated in case file |

327. What was the original classification of death made by the police?
- | | |
|-----------------|---|
| 1___ Homicide | 4___ Natural |
| 2___ Suicide | 5___ Undetermined |
| 3___ Accidental | 6___ Classification not stated in case file |
328. What was the M.E./Coroner classification for type of death?
- | | |
|-----------------|---|
| 1___ Homicide | 4___ Natural |
| 2___ Suicide | 5___ Undetermined |
| 3___ Accidental | 6___ Classification not stated in case file |
329. If this case was originally determined to be other than a homicide, but was later discovered to be homicide, who made that discovery?
- | | |
|-----------------------|---------------------------|
| 1___ Medical examiner | 5___ Prosecutor |
| 2___ Coroner | 88___ Other_____ |
| 3___ Hospital | 99___ Unable to determine |
| 4___ Police | |
330. Was there an autopsy performed on the victim? (if no go to #338)
- | | | |
|----------|---------|---------------------------|
| 1___ Yes | 2___ No | 99___ Unable to determine |
|----------|---------|---------------------------|
331. Was there a copy of the autopsy report in the case file?
- | | |
|----------|---------|
| 1___ Yes | 2___ No |
|----------|---------|
332. Who signed the autopsy report?
- | | |
|-----------------------|---------------------------|
| 1___ Medical examiner | 88___ Other_____ |
| 2___ Coroner | 99___ Unable to determine |
333. Were autopsy photographs taken?
- | | | |
|----------|---------|---------------------------|
| 1___ Yes | 2___ No | 99___ Unable to determine |
|----------|---------|---------------------------|
334. Which of the following autopsy procedures were completed?
(check all that apply)
- | | |
|----------------------------|---------------------------|
| 1___ None | 99___ Unable to determine |
| 2___ Scalp hair combings | |
| 3___ Scalp hair samples | |
| 4___ Pubic hair combings | |
| 5___ Pubic hair samples | |
| 6___ Vaginal swabs | |
| 7___ Anal swabs | |
| 8___ Oral swabs | |
| 9___ Fingerprints | |
| 10___ Fingernail clippings | |
| 11___ Blood samples | |
| 12___ X-rays | |
| 13___ Other _____ | |
| _____ | |
| _____ | |
| _____ | |

335. What body parts were examined during the autopsy?
(check all that apply)

1 ___ None

99 ___ Unable to determine

2 ___ Head

3 ___ Neck

4 ___ Chest

5 ___ Abdomen

6 ___ Extremities

336. What toxicology tests were performed? (check all that apply)

1 ___ None

99 ___ Unable to determine

2 ___ Drug analysis (blood or urine) _____

3 ___ Blood alcohol _____

4 ___ Other toxicological analysis _____

337. What important evidence or information was collected as a result of the autopsy?

1) _____

2) _____

3) _____

4) _____

5) _____

6) _____

99 ___ Unable to determine

CAUSE OF DEATH

338. What was the Medical Examiner's or Coroner's officially listed cause of death?

1 ___ Firearm(s)

2 ___ Stab wound(s)

3 ___ Cutting/incising wound(s)

4 ___ Blunt force injury

5 ___ Strangulation, manual

6 ___ Strangulation, ligature

7 ___ Asphyxia - unknown means

8 ___ Smothering

9 ___ Airway occlusion - internal

10 ___ Torso compression

11 ___ Hanging

12 ___ Burns--fire

13 ___ Burns --chemical

14 ___ Burns--scalding

15 ___ Hypothermia or exposure

16 ___ Drowning

17 ___ Electrocution

18 ___ Crushing injuries

19 ___ Explosive trauma

20 ___ Malnutrition/dehydration

21 ___ Undetermined

88 ___ Other _____

99 ___ Unable to determine

339. Did the autopsy findings substantiate or refute the offender's statement?

1 ___ Substantiated

2 ___ Refuted

3 ___ Had no effect

99 ___ Unable to determine

TRAUMA

340. Trauma location(s): (check all that apply)

- | | |
|-------------------------|----------------------------|
| 1 ___ Forehead | 11 ___ Neck |
| 2 ___ Head - top | 12 ___ Arm(s) |
| 3 ___ Head - right side | 13 ___ Leg(s)/feet |
| 4 ___ Head - left side | 14 ___ Hand(s) |
| 5 ___ Head - back | 15 ___ Breast(s) |
| 6 ___ Face | 16 ___ Buttocks |
| 7 ___ Eye(s) | 17 ___ Genitalia |
| 8 ___ Chest | 19 ___ Anus |
| 9 ___ Back | 88 ___ Other _____ |
| 10 ___ Abdomen | 99 ___ Unable to determine |

341. Extent of blunt force injury:

- 1 ___ None
- 2 ___ Minimal (minor bruising only, possibly caused by offender's slapping to control the victim)
- 3 ___ Moderate (injury insufficient to cause death by itself)
- 4 ___ Severe (injury sufficient to cause death, whether the actual cause of death or not)
- 5 ___ Extreme (injury beyond that necessary to cause death/over kill)

342. Estimate number of stab wounds: _____

343. Estimate number of cutting wounds: _____

344. Estimate number of blunt force wounds: _____

345. Did the victim sustain any gunshot wounds? (if no go to #353)

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

(Using the numbers from the trauma list in question 340, place the appropriate number for location of that wound on the line(s) under #346, then indicate how many wounds to that location under #347 and the range, cal, gauge etc. on the line for their corresponding number.)

- RANGE = 1) Distant or with no stippling/tattooing present.
2) Intermediate or with stippling/tattooing present.
3) Close or with powder residue/tattooing present.
4) Contact
99) Unable to determine

346. Location of wound (s)	347. No. of wounds	348. Range	349. Cal./ gauge	350. No. of grooves	351. Twist R/L	352. Bullet wt. shot size
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

ELEMENTS OF TORTURE OR UNUSUAL ASSAULT

353. Is there evidence to suggest that the offender disfigured the body of the victim? (check all that apply)

- | | |
|---|--|
| 1 ___ None | 8 ___ Victim whipped |
| 2 ___ Removed/destroyed fingers | 9 ___ Evidence of cannibalism or vampirism |
| 3 ___ Removed/destroyed toes | 10 ___ Victim run over by vehicle |
| 4 ___ Burns - postmortem | 11 ___ Mutilated face |
| 5 ___ Burns - antemortem | 12 ___ Covered face/head |
| 6 ___ Burns - unable to determine post or antemortem | 13 ___ Head gone |
| 7 ___ Offender explored, probed or mutilated cavities or wounds of the victim | 88 ___ Other _____ |
| | 99 ___ Unable to determine |

354. There is evidence that indicates the injuries were?

- | | |
|------------------|----------------------------|
| 1 ___ Antemortem | 3 ___ Both |
| 2 ___ Postmortem | 99 ___ Unable to determine |

355. Body parts removed by offender: (if no go to #358)

- | | |
|---------------|----------------------------|
| 1 ___ None | 10 ___ Arm(s) |
| 2 ___ Head | 11 ___ Leg(s) |
| 3 ___ Scalp | 12 ___ Breast(s) |
| 4 ___ Face | 13 ___ Nipple(s) |
| 5 ___ Teeth | 14 ___ Anus |
| 6 ___ Eye(s) | 15 ___ Genitalia |
| 7 ___ Ear(s) | 16 ___ Internal organs |
| 8 ___ Nose | 88 ___ Other _____ |
| 9 ___ Hand(s) | 99 ___ Unable to determine |

356. Dismemberment method:

- | | |
|---------------------------------|----------------------------|
| 1 ___ Bitten off | 4 ___ Hacked/chopped off |
| 2 ___ Cut - skilled/surgical | 5 ___ Sawed off |
| 3 ___ Cut - unskilled rough/cut | 88 ___ Other _____ |
| | 99 ___ Unable to determine |

357. Is there evidence that dismemberment was?

- | | |
|------------------|----------------------------|
| 1 ___ Antemortem | 3 ___ Both |
| 2 ___ Postmortem | 99 ___ Unable to determine |

SEXUAL ASSAULT

358. Is there evidence of an assault to any of the victim's sexual organs or body cavities? (if no go to #367)

- | | | |
|-----------|----------|----------------------------|
| 1 ___ Yes | 2 ___ No | 99 ___ Unable to determine |
|-----------|----------|----------------------------|

359. Who made the determination that the assault was sexual?
(check all that apply)

- | | |
|--------------------------------|-------------------------------|
| 1 ___ Offender's confession | 5 ___ Investigator conclusion |
| 2 ___ Medical examiner | 6 ___ Prosecutor conclusion |
| 3 ___ Crime lab | 88 ___ Other _____ |
| 4 ___ Witness/surviving victim | 99 ___ Unable to determine |

360. Type of sexual assault, or attempt: (check all that apply)

- | | |
|---|----------------------------|
| 1 ___ Offender performed oral sex on victim | 4 ___ Anal |
| 2 ___ Victim performed oral sex on offender | 88 ___ Other _____ |
| 3 ___ Vaginal | 99 ___ Unable to determine |

361. Was semen found in body cavity(s) of the victim?
(check all that apply)

- | | |
|-----------------|----------------------------|
| 1 ___ No | 4 ___ In mouth |
| 2 ___ In vagina | 88 ___ Other _____ |
| 3 ___ In anus | 99 ___ Unable to determine |

362. Was there evidence of other ejaculation?

- | | |
|---------------------------------|------------------------------------|
| 1 ___ No | 4 ___ Elsewhere at the scene _____ |
| 2 ___ On the body of the victim | |
| 3 ___ On the offender | 99 ___ Unable to determine |

363. Is there evidence to suggest sexual assault was?

- | | |
|------------------|----------------------------|
| 1 ___ Antemortem | 3 ___ Both |
| 2 ___ Postmortem | 99 ___ Unable to determine |

364. Is there evidence of sexual insertion of foreign object(s) into the victims body?

- | | | |
|-----------|----------|----------------------------|
| 1 ___ Yes | 2 ___ No | 99 ___ Unable to determine |
|-----------|----------|----------------------------|

365. Were there sexually inserted foreign object(s) still in the body when the body was first discovered? (e.g., rocks, twigs, knife, clothing)

(OBJECT)

- | |
|--------------------|
| 1 ___ Vagina _____ |
| 2 ___ Penis _____ |
| 3 ___ Anus _____ |
| 4 ___ Mouth _____ |
| 88 ___ Other _____ |

366. Is there evidence of sexual insertion of foreign object(s) into the victim's body, but the object was not in the body when the body was discovered:

(OBJECT)

- | |
|----------------------------|
| 1 ___ Vagina _____ |
| 2 ___ Penis _____ |
| 3 ___ Anus _____ |
| 4 ___ Mouth _____ |
| 88 ___ Other _____ |
| 99 ___ Unable to determine |

373. If a firearm was used, what type? (check all that apply)

- | | |
|------------------------|----------------------------|
| 1 ___ Shotgun | 4 ___ Revolver |
| 2 ___ Rifle | 5 ___ Zip gun |
| 3 ___ Semi-auto pistol | 88 ___ Other _____ |
| | 99 ___ Unable to determine |

374. If a bludgeoning, type of weapon was used, indicate the type:
(check all that apply)

- | | |
|-----------------|----------------------------|
| 1 ___ Hammer | 6 ___ Rock |
| 2 ___ Tire iron | 7 ___ Bottle |
| 3 ___ Club | 88 ___ Other _____ |
| 4 ___ Stick | |
| 5 ___ Ball bat | 99 ___ Unable to determine |

375. If a ligature was used, what type? (check all that apply)

- | | |
|------------------|----------------------------|
| 1 ___ Rope/cord | 7 ___ Scarf |
| 2 ___ Belt | 8 ___ Wire |
| 3 ___ Neck tie | 9 ___ Telephone cord |
| 4 ___ Sock(s) | 10 ___ Shoe strings |
| 5 ___ Nylons | 88 ___ Other _____ |
| 6 ___ Panty hose | 99 ___ Unable to determine |

376. Was there anything unique about the murder weapon?
(initials, marks, brand, etc.)

- | | |
|-----------------|----------------------------|
| 1 ___ No | 99 ___ Unable to determine |
| 2 ___ Yes _____ | |

377. Caliber or gauge of firearm(s) used:

- 1) _____ 2) _____ 3) _____ 4) _____

378. Number of grooves and direction of twist of recovered bullet(s)
or firearm(s):

- 1) _____ 2) _____ 3) _____ 4) _____

379. Size of shotgun shell/pellets or weight of bullet recovered or used:

- 1) _____ 2) _____ 3) _____ 4) _____

380. If a weapon was used, which hand did the offender use to hold it?

- 1 ___ Right hand 2 ___ Left hand 99 ___ Unable to determine

BLOOD TYPE

381. What is the victim's blood type?

- 1 ___ A 2 ___ B 3 ___ AB 4 ___ O 99 ___ Unable to determine

382. What is the Rh factor of the victim's blood?

- 1 ___ Positive 2 ___ Negative 99 ___ Unable to determine

390. When was evidence submitted to the crime lab? (check all that apply)

- 1___ No evidence submitted
- 2___ Before the offender was identified
- 3___ After the offender was identified
- 4___ Before the offender was charged
- 5___ After the offender was charged
- 99___ Unable to determine

391. Processing of evidence was completed by the crime lab:
(check all that apply)

- 1___ No evidence submitted
- 2___ Before the offender was identified
- 3___ After the offender was identified
- 4___ Before the offender was charged
- 5___ After the offender was charged
- 99___ Unable to determine

392. For what reason was evidence submitted to the crime lab?
(check all that apply)

- 1___ No evidence submitted
- 2___ To identify the offender
- 3___ Corroborate the offender's identification
- 4___ To establish probable cause for an arrest
- 5___ To establish probable cause for a search warrant
- 6___ At the request of the prosecutor in an attempt to enhance the state's case
- 7___ To insure nothing was overlooked (S.O.P.)
- 88___ Other _____
- 99___ Unable to determine

393. Was the evidence submitted for analysis useful in identifying the suspect?

- 1___ Yes
- 2___ No
- 99___ Unable to determine

394. What type of evidence submitted to the lab assisted in identification of the offender? (check all that apply)

- 1___ None
- 2___ Fingerprints - M___ A___
- 3___ Body fluids
- 4___ Hair
- 5___ Ballistics
- 6___ Trace evidence
- 7___ Fibers
- 88___ Other _____
- 99___ Unable to determine

395. Did the evidence submitted to the crime lab increase the chances for? (check all that apply)

- 1___ Probable cause
- 2___ Confession
- 3___ Prosecution
- 4___ Other _____
- 99___ Unable to determine

If known, how did the police become aware of the following sites or locations? (Place the number of the appropriate answer in the space provided for each site. Each site may require a different answer or all may be the same.)

- 400) Victim last seen site _____ 404) Initial contact site _____
401) Initial assault site _____ 405) Site if held _____
402) Release/escape site _____ 406) Death site _____
403) Body recovery site _____

- 1 Site not identified 7 Circumstantial evidence
2 Another police agency 8 Informant
3 Witness(s) 9 Co-conspirator
4 Surviving victim 10 Offender
5 Victim before death 88 Other _____
6 Physical evidence 99 Unable to determine

407. Was the identity or information concerning the offender found in the investigator's own department records?

- 1 ___ Yes, records were found before the offender was I.D.ed
2 ___ Yes, records were found after the offender was I.D.ed
3 ___ No, the investigator checked but no records were found
4 ___ No, the investigator didn't check
5 ___ No, an offender hasn't been I.D.ed
99 ___ Unable to determine

408. Were teletypes used as an investigative resource?

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

409. Was useful information received as a result of a teletype?

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine from file

410. Other than by teletype, what other outside agencies were contacted as a source of help or information? (check all that apply)

- 1 ___ None 8 ___ Drug Enforcement Unit
2 ___ Other police agencies 9 ___ Dept of Corrections
3 ___ Federal Bureau of Invest. 10 ___ Prosecuting Attorney
4 ___ Alcohol Tobacco & Firearms 11 ___ Attorney General's Office
5 ___ Wash. State Patrol 12 ___ Welfare/Social Security
6 ___ Parole/Probation Officer 88 ___ Other _____
7 ___ Dept. Social & Health Services

411. Was unsolicited information from another police agency responsible for the investigator's renewed interest in the case or the discovery of the offender's identity?

- 1 ___ No 99 ___ Unable to determine
2 ___ Yes - What agency _____

412. If identified, when was the offender's name or any other information that would lead to his/her identity, first mentioned in this case? (give date and time as close as possible) (if no offender I.D.ed go to #424)

1) _____ to _____ hrs. 2 ___ No offender I.D.ed
(mo) (da) (yr)

413. At what point during the investigation did the investigator focus on the offender(s)? (Was it before discovery of the body, within hours, days weeks, etc., give date and time)

1) _____ to _____ hrs. 2 ___ No offender I.D.ed
(mo) (da) (yr)

414. If the offender was arrested, what was the arrest date and time?

1) _____ mil. hrs. 2 ___ No offender arrested
(mo) (da) (yr)

415. Was the offender contacted by police between the time of the murder and the time he became their prime suspect?

1 ___ Yes - specify 2 ___ No 99 ___ Unable to determine

416. By what agency

417. When

418. Where

419. Why

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

420. If identified, how was the identity of the offender developed? (if more than one, rate them in order of most relevant to least relevant as they relate to this case, #1 being most relevant)

- 1 ___ Offender not identified
- 2 ___ Offender committed suicide at the scene
- 3 ___ Offender turned himself in before discovery of or at the crime scene
- 4 ___ From the victim before death or a surviving victim
- 5 ___ Offender was caught in the act by the police
- 6 ___ Offender was caught in the act by others
- 7 ___ Offender confessed to the police
- 8 ___ Offender gave an alibi that was refuted by the police
- 9 ___ Offender confessed to a second party who informed police
- 10 ___ The confession of a co-conspirator
- 11 ___ An eyewitness positively identified the offender
- 12 ___ An eyewitness gave partial identification of offender
- 13 ___ From physical evidence left at the scene
- 14 ___ From circumstantial evidence developed over a period of time
- 15 ___ After a time the offender came forward/turned himself in to (police)
- 16 ___ From information provided by a confidential informant
- 17 ___ From information provided by other informants
- 18 ___ From information provided by investigator's own department records
- 19 ___ From information provided by other agencies
- 20 ___ Offender interjected himself into the investigation
- 88 ___ Other _____

428. If the offender gave a statement was it: (check all that apply)
- | | |
|-------------------------------|--------------------------------|
| 1 ___ A full confession | 4 ___ A statement of denial |
| 2 ___ A partial confession | 5 ___ An alibi statement |
| 3 ___ A spontaneous utterance | 6 ___ A self defence statement |
| | 99 ___ Unable to determine |
429. If an alibi statement was taken from the offender was it verified?
- | | |
|--------------------------|----------------------------------|
| 1 ___ Yes | 3 ___ No reasonable attempt made |
| 2 ___ No, it was refuted | 99 ___ Unable to determine |
430. Was a reasonable attempt made to investigate all viable suspects?
- | |
|---|
| 1 ___ Yes |
| 2 ___ No, there was not a reasonable attempt made |
| 3 ___ No, the investigation is still on-going |
| 99 ___ Unable to determine |
431. Was there a reasonable attempt made to interview or take statements from all known vital witnesses?
- | |
|---|
| 1 ___ Yes |
| 2 ___ No, there was not a reasonable attempt made |
| 3 ___ No, the investigation is still on-going |
| 99 ___ Unable to determine |
432. What was the quality of witness interviews and statements?
- | | | | | |
|-----------------|-------|----------------|-------|------------------|
| 1 ___ Excellent | 2 ___ | 3 ___ Adequate | 4 ___ | 5 ___ Inadequate |
|-----------------|-------|----------------|-------|------------------|
433. Was a polygraph used to refute or verify statements relating to this incident? (check all that apply) {if no go to #435}
- | | | |
|-----------|----------|----------------------------|
| 1 ___ Yes | 2 ___ No | 99 ___ Unable to determine |
|-----------|----------|----------------------------|
434. If polygraph tests were given what were the results? (check all that apply)
- | |
|--|
| 1 ___ A polygraph test/interview lead to the offender's I.D. |
| 2 ___ Offender's test was scored truthful |
| 3 ___ Offender's test was scored inconclusive |
| 4 ___ Offender's test was scored deceptive |
| 5 ___ Offender confessed during the pre-test interview |
| 6 ___ Offender confessed during the post test interview |
| 7 ___ Test results verified offender's confession |
| 8 ___ The polygraph was used to verify witness statements |
| 9 ___ Witness/suspect statements were scored truthful |
| 10 ___ Witness/suspect statements were scored inconclusive |
| 11 ___ Witness/suspect statements were scored deceptive |
| 12 ___ Polygraph results confused or created more problems |
435. Did the investigation refocus as a result of giving polygraph tests?
- | | |
|------------------|----------------------------|
| 1 ___ None given | 3 ___ No |
| 2 ___ Yes | 99 ___ Unable to determine |

436. Was this investigation hindered, delayed or made more difficult as a result of deception or lack of cooperation on the part of the offender, coconspirator, other suspects or witnesses, etc?
- 1 ___ No 99 ___ Unable to determine
- 2 ___ Yes _____

437. What was the quality of crime scene documentation and recording?
- 1 ___ Excellent 2 ___ 3 ___ Adequate 4 ___ 5 ___ Inadequate
438. Is there evidence indicating that after the crime scene was secured, unnecessary official personnel, police personnel or others were allowed into the crime scene?
- 1 ___ Yes 2 ___ No 99 ___ Unable to determine
439. Was evidence moved, altered or destroyed as a result of unnecessary persons being allowed in the crime scene?
- 1 ___ Yes 2 ___ No 99 ___ Unable to determine
440. Was an attempt made to collect and/or process all evidence that would typically be associated with this type of incident?
- 1 ___ Yes 2 ___ No 3 ___ Not necessary 99 ___ Unable to determine
441. What was the quality of the crime scene processing?
- 1 ___ Excellent 2 ___ 3 ___ Adequate 4 ___ 5 ___ Inadequate
442. Was there an area canvass?
- 1 ___ Yes 2 ___ No 3 ___ Not necessary 99 ___ Unable to determine
443. The area canvass was:
- 1 ___ Excellent 2 ___ 3 ___ Adequate 4 ___ 5 ___ Inadequate
444. Was all critical information or evidence followed up?
- 1 ___ Yes
 2 ___ No, all critical information was not followed up
 3 ___ No, the investigation is still on-going
 4 ___ Not necessary
 99 ___ Unable to determine
445. Was all appropriate evidence submitted to the lab?
- 1 ___ Yes
 2 ___ No, all appropriate evidence was not submitted to the lab
 3 ___ No, the investigation is still on-going
 4 ___ Not necessary
 99 ___ Unable to determine

455. If this case is unsolved, list those persons, if any, the investigator or the police believe to be good suspects:

456. If this case is solved or unsolved, was an apparent offender(s) overlooked or undetected by the investigator?

1__ Yes 2__ Maybe 3__ No 99__ Unable to determine

Who?

457. Was this case, either inactivated by or worked to the point of arrest by the original investigator?

1__ Yes 2__ No 99__ Unable to determine

458. If this case was inactivated by the original investigator, but later reactivated, who reactivated it?

1__ The original investigator

2__ Another investigator from the original investigation agency

3__ Another agency Name of agency _____

INCIDENT CLASSIFICATION

459. This H.I.T.S. Crime Analysis Report pertains to the following type of case:

1__ Murder or attempted murder - victim identified

2__ Unidentified dead body where manner of death is known or suspected to be homicide.

3__ Kidnapping or missing person with evidence of foul play. (victim still missing)

460. Homicide Classification: (if more than one, rate in order of most relevant to least relevant as it relates to this case)

- | | |
|--------------------------------|---|
| 1___ Domestic violence | 17___ Drug related |
| 2___ Child abuse murder | 18___ Altruistic |
| 3___ Heat of anger | 19___ Psychotic |
| 4___ Hate | 20___ Financial gain |
| 5___ Love triangle | 21___ Cult (ritualistic) |
| 6___ Revenge | 22___ Mass |
| 7___ Rape | 23___ Gang |
| 8___ Other sex related | 24___ Conspiracy |
| 9___ Torture (not sex related) | 25___ For hire |
| 10___ Homosexual | 26___ Murder to prevent someone from testifying |
| 11___ Kidnap | 27___ Murder to conceal evidence of another crime |
| 12___ Robbery | 28___ Self-defense |
| 13___ Burglary | 88___ Other |
| 14___ Arson | 99___ Unable to determine |
| 15___ Sniper | |
| 16___ Other felony | |

461. Evidence suggests that the victim in this case is a:

- 1___ Single victim
- 2___ Mass murder victim
- 3___ Possible series or serial victim
- 4___ Series or serial victim
- 5___ Mass series or serial victim

462. Based on your experience and the results of the investigation of this case, do you believe this offender has killed before?

- 1___ Yes (explain in narrative summary)
- 2___ No
- 99___ Unable to determine

463. Is there an indication that this case is related to organized drug trafficking?

- 1___ Yes
- 2___ No
- 99___ Unable to determine

464. Investigating agency case status:

- 1___ Open (active investigation)
- 2___ Suspended (inactive investigation)
- 3___ Open -- arrest warrant issued
- 4___ Cleared by arrest
- 5___ Exceptionally cleared (by UCR definition)

NAME; ADDRESS; VEHICLE; ETC. LIST

467. Per the example and instructions in the coder's manual, fill in the remaining pages with names, addresses, phone numbers, SS#s etc. that were recorded in this case, that could be related in any way to an other homicide case or criminal activity.

NAME _____ DOB _____ PHONE _____

ADDRESS _____ SS# _____

VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____

CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____

ADDRESS _____ SS# _____

VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____

CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____

ADDRESS _____ SS# _____

VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____

CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____

ADDRESS _____ SS# _____

VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____

CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____

ADDRESS _____ SS# _____

VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____

CREDIT CARD# _____ BANK/COMPANY _____

NAME; ADDRESS; VEHICLE; ETC. LIST

67. cont.

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME; ADDRESS; VEHICLE; ETC. LIST

67. cont.

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME; ADDRESS; VEHICLE; ETC. LIST

467. cont.

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

1. Leave (H.I.T.S. #) blank. This number will automatically be assigned by the computer at time of data entry.
2. Date when you receive a case file and H.I.T.S.
3. Coder's name. Last name, first.
4. Position in P.D. or S.O. (i.e. detective, lieutenant, officer, detective sergeant).
5. Agency with whom you are currently employed (include P.D. or S.O., i.e. Seattle P.D., King County P.D., Yakima S.O.)
6. Phone number at your agency.
Log in. Log out. Each time you begin work on a given case, write in the start date and time on first line in space provided. If work is halted prior to completion of H.I.T.S. form, write in the time that you stopped on first line in space provided. When work is resumed, repeat this process. Each time work is started or stopped, enter the time. All times should be military time.
7. The date that the H.I.T.S. form was completed.
8. When the H.I.T.S. form is completed, add up the time segments from the log and enter the total time in the space provided. This should be in hours and minutes (e.g. 2:45 indicates that it took 2 hours and 45 minutes to complete the H.I.T.S. form)
9. Reporting agency's ORI number (if not already filled in, leave blank).
10. Agency that completed the major investigation, Seattle P.D., King County P.D. etc.
11. -15. Leave blank.
- 12.
- 13.
- 14.
- 15.
16. Enter case number that is reported by the agency on official reports.
17. Leave blank.

18. Enter the name of the investigator(s) who had the responsibility for the investigation of the case. Last name first.
19. Leave blank.
20. Unless advised otherwise, always mark number 1.

VICTIM INFORMATION

The information reported in this section applies to a single victim. If there are multiple victims, fill out a separate H.I.T.S. "multiple victim supplement" form for each additional victim.

21. Self-explanatory.

For items 22 - 26, follow the procedures outlined below:

Use 6 digits for all dates (i.e. 06-24-81) and military time. (i.e. 1715 hrs.)

If exact date is known, use "Exact Date" space. If exact time is known, use "Exact Time" space.

When the exact date is not known, use the "Approx Date" spaces placing the earliest possible date in the first space and the latest possible date in the second space. When the exact time is not known, use the "Approx Time" spaces.

22. Initial contact:

The exact or approximate date/time that the offender and victim make contact initiating this incident. (For example, if a boyfriend kills his girlfriend, report the date and time that this incident began, not the date they first met.)

Victim last seen:

23. The exact or approximate date/time that any witness, other than the offender, reports that the victim was last alive. For example, this may include visual sightings, telephone conversations, official documents (like traffic citations, FIR's, jail records) etc.

- Initial assault:
24. The exact or approximate date/time that the victim was assaulted by any offender in this case. The initial assault is any action by the offender, either at the time of, or after the initial contact when the offender kidnaps or assaults the victim in any manner.
- Death/Major Assault:
25. The exact or approximate time that the victim died. (If the victim is a survivor of an attack when another person is a murder victim, "X" out the item number and leave all spaces blank.)
- Victim/Body Found:
26. The exact or approximate time that the victim was found. The victim/body recovery site is the location where police, medics, or witnesses find the victim dead or alive, prior to transportation to a medical facility or morgue. For example, if a living victim is found shot outside a bar, transported to a hospital for treatment, and dies enroute or at the hospital, the body recover site is the bar, not the hospital. If the body recovery site and last known location are the same, write "same".
27. Self-explanatory.
28. If an attempt was made by any person to report the victim as a missing person or runaway juvenile and no report was taken by the police agency, enter the date of the first attempt.
29. If a formal report was taken by a police agency, enter the date the report was made.
30. If unsuccessful attempts were made to make a formal report to any police agency, enter the number of times an effort was made to report the victim as a missing person or runaway juvenile.
31. The date that the police began any type of investigation that focused on possible foul play involving the victim. For example, if the victim was reported to have been kidnapped and was later found dead and the police had started a kidnapping investigation, then the date that the kidnapping investigation began should be reported. However, if there was no investigation beyond taking an initial case report (i.e a missing person

report with no follow-up), then the date the homicide investigation began should be entered.

32. This is the date that the identity of the victim became known to the investigating agency.

33. -37. Follow the procedures outlined below:
These items focus on the elapsed time when the police began investigating this incident as a homicide (refer to 31.) and the time they became aware of each location as the investigation progressed. Place the appropriate letter for the time period in the space after each location.

34.
35.
36.
37.

VICTIM I.D. AND CHARACTERISTICS

38. This item refers to the victim's status (condition) based on the latest information in the case file.

39. If the victim's name is not known, enter Doe, John for male victims, Doe, Jane for female victims and Doe, Unknown if the sex is unknown (i.e. skeletal remains). If alias(es) or nicknames are known for unidentified victims, enter the appropriate Doe and include the a/k/a's in number 40.

40. Enter any and all aliases, nicknames, street names, gang names, etc. (If a robbery-homicide witness overhears a co-conspirator call the other "Big Al", enter "Big Al".)

41. Self-explanatory.

42. If victim has used multiple birth dates, include all of them. Place the one known to be most accurate in the first space. If no birth date is known, check 99.

43. If no exact age is given, use the following prioritized sources for selecting an estimated age: 1) M.E. or coroner; 2) investigator; 3) witnesses; if unable to obtain an estimate, check 99.

44. Use the best information possible to determine the victim's race. If the race is not one of the five listed, check "other" (88) and write in the victim's race in the space provided. If you are uncertain what the victim's race is, check 99.

45. This includes Jamaican, Norwegian, Irish etc. If there is nothing to suggest that the victim had specific ethnic characteristics, "X" out the item number and leave the space blank.

46. -49. This item refers to the victim's permanent address at the time of death. If the victim had no permanent address, put "transient" in the space after "street" and write in the city, state and zip code in which the victim normally "hung out". If the victim did not appear to be a transient, but there is no known address, write in "unknown" in space after "street" and "x" out Nos. 47-49.

47.

48.

49.

50.

This item refers to the victim's last known residence. "Single-family dwelling" is any type of permanent unattached domicile including houses, mobile homes on a foundation, floating homes, log cabins, etc. If more than one family lives in a house or mobile home, it is still considered a "single family dwelling."

"Multi-Family dwelling" is any type of domicile that is part of a larger building in which other persons reside, such as a condominium or apartment.

"Temporary or transient housing" is any type of location where residents can arrange to stay for less than a one month period (i.e. motel, rescue mission, welfare hotel) or any type of non-permanent living situation such as a foster home or a shelter for battered women, even if the foster home or shelter is in a single or multi-family dwelling.

"Motor vehicle" is any type of non-permanently secured motorized conveyance or trailer, such as a motor home, a car, a fifth wheel, etc.

"Street" indicates that the victim had no permanent residence and was not staying in any sort of temporary or transient housing at the time of attack. This can

include living in woods, an abandoned building, cardboard shacks (i.e. hobo jungle) etc.

"Other" should be checked whenever the victim's abode does not fit one of the other categories (e.g. boat, plane). Provide a brief description of the type of dwelling in the space provided.

If the file does not provide adequate information to make a determination of the victim's residence, check 99.

51. -54. List the victim's three most recent previous addresses, entering the most recent first.
52.
53.
54.

VICTIM'S PHYSICAL DESCRIPTION

Use a hierarchy of best available source for the information in this section. Autopsy reports and related documentation are 1; official documents such as drivers licenses or I.D. cards are 2; police officer witnesses are 3; family member or close personal friends witnesses are 4; and other witnesses are 5.

55. Self-explanatory.
56. Self-explanatory.
57. This item refers to the physique of the victim regardless of height. For example, a 5 foot tall, 250 lb. male would be large.
58. If victim was completely bald or had a shaved head, check 1 only. If victim was balding, check 2 and whatever number corresponds to the length of the remaining hair.
59. Refers to shade, not color (e.g. light brown).
60. Self-explanatory.
61. This item only applies to unidentified dead bodies or missing persons. If the identity of the victim is known, then "X" out this item number.

62. If there is no information in the case file about eyewear, check 99.

VICTIM'S SCARS

63. Self-explanatory.
64. -65. Include all scars and/or birthmarks reported. In the spaces under "Location" put the number that corresponds to the location of the scar or birthmark followed by a brief description under "Description". (i.e. 2" by 1" oval burn scar on the chest would be reported as 3 under "Location" and as a "2" by 1" oval burn scar" under "Description".) If the scar/birthmark is on a location not listed, use 88 and include the location in the description (i.e. if victim had a two inch scar on his penis you should write 88 in the location space and "2" scar on penis" in description spaces.

If there is no information in the case file re scars-birthmarks, check 99.

65.

VICTIM'S TATTOOS

66. Self-explanatory.
67. -69. Include all tattoos reported in the case file. In the spaces under "Location" put the number that corresponds to the location of the tattoo. In the spaces under "Design", put in the letter that corresponds to the design of that tattoo. In the spaces under "Description" briefly describe the tattoo. (i.e. A 3" high tattoo of an anchor on the left upper arm is entered: 3 under "Location", "C" under "Designs", and "anchor" under "Description".)

68.

69.

VICTIM'S OUTSTANDING PHYSICAL FEATURES

70. Refers to permanent unusual physical features, such as missing digit, a glass eye, gravelly voice, obese, very short, etc. Behavioral characteristics such as "walking lightly" or "heavy breather" should not be reported here. If the victim had outstanding physical features report

them by checking "yes" and give a brief description in the space provided.

VICTIM'S CLOTHING

71. -72. These items are concerned with the way that the victim usually dressed. Do not surmise this from the victim's clothing at time of death. Answers other than 99 should be reported only when an acquaintance's description of usual attire is included in the case file.
- 72.
73. 74. These items apply only to victims who are missing unidentified.
- 74.

VICTIM'S BACKGROUND

75. Check only those sexual acts that can be reasonably surmised from the case file. For example, if the victim was a male prostitute who wore women's clothes, catered to male customers and had sexual relations with a live-in female friend, you would check "Bi-sexual, Prostitute, Promiscuous, and Transvestite".) If there is no mention of sexual history, check 99.
76. Self-explanatory.
77. -78. If the victim was employed, report his/her occupation in 77 and the employer and city where the victim worked in 78. If the victim had more than two jobs, write "cont. on back" and write them on the back.
- 78.
79. -80. If partial information regarding either occupation or employer is available, report the available information and place an "X" in the corresponding space for which no information is available.
- 80.
81. Report all Social Security numbers used by the victim. If it is known that one is correct, or is most likely to be correct, enter it in the first blank.

82. Self-explanatory.
83. If the dates of service are known, write in the year of entry and year of discharge in the appropriate space. If the dates of service are not known, "x" out this item.
84. Abuse consists of any pattern of use of any illegal drugs, a pattern of excessive use of prescription or O.T.C. drugs (i.e. exceeding medical guidelines for proper use), or a pattern of excessive use of alcohol (i.e. more than casual drinking).

Check "No" only if it is stated in the case file that victim did not have a history of drug or alcohol abuse. If there is no mention of history of drug or alcohol abuse, check 99.

85. Use any source in the case file to obtain information for this item. For example a witness may report that the victim had been drinking heavily just prior to the incident. In this case "alcohol" would be checked. Check "Nothing" only if it is stated in the case file that the victim was definitely not under the influence of drugs or alcohol. If there is no mention of drug or alcohol intoxication or if there are conflicting accounts, check 99.

86. The definition of "subversive group or gang" is: Any group or gang that represent(s)(ed) itself as anti-police or anti-establishment or whose members regularly engage in unlawful activity as prt of gang business and/or lifestyle. (i.e., Symbionese Liberation Army, Bloods, Crips, Hells Angels, etc.)

Check the most appropriate category and write in the specific name of the group or gang the offender was/is associated with. (i.e. If the offender was a member of a juvenile gang such as the Bloods, check "Youth" and write in "Bloods". If the offender was a member of the Hells Angels motorcycle gang, check "Motorcycle" and write in "Hells Angels". If he/she was a member of both gangs, fill in both categories.

Prison should be checked only when the individual serves time in a state or federal facility and was a member of a prison gange during at least part of that time.

VICTIM'S CRIMINAL HISTORY

87. -94. A juvenile is less than 18 years old; an adult is 18 years or older. If the victim has a juvenile record, report all arrests in the spaces provided for 87, 88, 89 and 90.

If the victim has an adult record, report all arrests in the spaces provided for 91, 92, 93 and 94.

For items 88 and 91 in spaces under "Crime", report the common name of the crime from official records, not the penal code section (i.e. if the victim had been arrested for drunk driving, "D.W.I." would be the proper response, not R.C.W. 46.61.502). If the arrest was related to a domestic problem, enter "D.V." in parenthesis after the type of crime (i.e. if victim had been arrested for striking her husband with a towel, the proper response would be "simple assault (D.V.)".

If there are no reports of juvenile and adult criminal history in the case file, "x" out the numbers and leave the spaces blank.

Under 88 and 92 "Date", enter the month, day, and year of arrest.

Under 89 and 93 "City", enter in the city where the crime occurred.

Under 90 and 94 "State", enter in the state where the crime occurred.

88.
89.
90.
91.
92.
93.
94.
95.

Use all numbers and letters without spaces to write the number.

OFFENDER INFORMATION

Offender is defined as and includes arrestee(s), perpetrator(s) or any all person the investigator has

reasonable cause to believe is responsible for or participates in the commission of the murder.

Types of individuals to be reported as offenders include, but are not limited to, those who actively participate in the murder, look-outs, "get-away" car drivers, the "employer" in a murder for hire scheme, and co-conspirators.

If there are multiple offenders, complete a separate H.I.T.S. "multiple offender supplement" for each additional offender.

96. Fill in as per directions in H.I.T.S. form. If 20 (Other family member), 29 (Casual acquaintance), or 88 (Other) is checked, provide a brief description in the appropriate space (i.e. 20 Other Family Member Uncle).
97. This item I.D.'s the particular offender for which the offender items will apply. Example: 02 of 04 offenders means that this is offender number 2 of 4 total offenders for this H.I.T.S. incident.
98. Check the item that best describes the status of the offender. Categories 6, 7, 8 and 9 refers only to arrests and charges for this murder incident.

"Unknown - not seen"--Any offender who is not known by name to the police and who was not reported to have been seen by any witness.

"Unknown - seen" -- Any offender who is not known by name to the police but who was reported to have been seen and described or partially described by a witness.

"Known to police, insufficient evidence" -- Any offender who is known by name to the police but legal probable cause to arrest him or her for this murder does not yet exist.

"Known to police, left area, police unable to locate" -- Any offender who is known by name to the police and who is known to have left the general area where the murder occurred and the police are not aware of the general area where he or she is currently located.

"Known, left area, police locate but do not pursue" -- Any offender who is known by name to police and who is

known to have left the general area where the crime occurred and the police are aware of at least the general area where he or she is located and they choose not to pursue the offender. (i.e. A named suspect in a Yakima murder is known to have fled to San Diego, California where his mother resides and the investigator makes no attempt to notify San Diego authorities, get arrest warrant, etc.)

"Arrested but not charged" -- Any offender who was arrested for this murder but the prosecutor did not file formal charges against him/her or prosecutor otherwise declines to prosecute prior to the start of trial.

"Charged but not arrested" -- Any offender who has murder charges filed against him or her in connection with this incident but the police have not yet taken him or her into custody.

"Charged awaiting trial" -- Any offender who has had formal charges filed against him or her, was arrested by the police, and whose case has yet to be resolved in the court system.

"Tried and convicted" -- Any offender who was formally adjudicated as guilty in connection with this murder. This includes guilty pleas as well as convictions at bar.

"Deceased at incident" -- Any offender who kills self at the crime scene. (Suicide at other locations would be reported in 13 "killed other".)

"Killed at or near scene by police" -- Any offender who is killed by law enforcement officers in the immediate proximity of crime scene or while fleeing the scene.

"Killed fleeing scene" -- Any offender who died while leaving the crime scene. (i.e. "12" Killed fleeing the scene in a Traffic Accident or Killed by witness in pursuit.)

"Was killed other" -- Any offender who is known by the police to have died by any means prior to having been adjudicated as guilty. Give brief description of circumstances of death (i.e. died by disease, killed in other incident).

"Other" -- Any offender whose status in the investigation does not fit any of the other 13 categories. Give a brief description.

99. If the offender has not been formally identified "x" out this item and leave the space blank. However, if only alias(es) or nicknames are known, record them in item 100.
100. Any and all aliases, nicknames, street names, gang names, etc. should be included. (i.e. if the co-conspirator in a commercial robbery refers to his partner as "Big Al", enter "Big Al".)
101. Self-explanatory.
102. If offender used multiple birth dates, include all of them. If the correct birth date is known, or one seems most likely accurate, place it in the first space. If no birth date is known, check 99.
103. If no exact age is given, use the following prioritized sources, for selecting an estimated age: 1) M.E. or coroner; 2) investigator; 3) witnesses. If unable to make an estimate, "x" out the item number.
104. Use the best information possible to determine the offender's race. If the race is not one of the five listed, check "other" (88) and write in the victim's race in the space provided. If you are uncertain of the offender's race, check 99.
105. If there is evidence that the offender has a specific ethnic background, write it in the space provided. This includes nationality (i.e. Jamaican, Greek, Irish, etc.).
106. -109. This item is the offender's permanent address at the time of the incident. If the offender had no permanent address, put "transient" in the space after 106 ("street") and enter the city, state and zip code in which the offender normally hung out in items 107 - 109. If the offender did not appear to be a transient, but there is no known address, enter "unknown" in item 106 and "X" out 107- 109.
- 107.
- 108.
- 109.

110. -113. Include most recent prior address first. Use same guidelines as those 106 - 109. If more room is needed, use the back of the page.

111.

112.

113.

114.

-116. Report all locations in the United States over 50 miles away from the offender's residence where he or she is known to have visited in the 5 years prior to the murder; include both city and state. If the city is unknown but the state is known, report the state and "X" out the city. Under "When" report month and year of the visit in 4 digit form (i.e. June 1980 should be reported as 06-80). If year only is known, write in the year only. If neither is known, "x" out item 116.

115.

116.

117.

-119. Report all cities outside of the United States that the offender is known to have visited in the five years prior to the murder. If the nation is known but the city is not, report the nation and "X" out the city. Under "When", report the month and year of the visit in the same manner used in 116.

For 114 through 119, do not include information already reported in "previous addresses".

118.

119.

OFFENDER'S PHYSICAL DESCRIPTION

Use a hierarchy of best available sources for the information in this section. Autopsy reports and related documentation are 1; official documents such as drivers licenses or I.D. cards are 2; police officers are 3; family members or close personal friends are 4; and other witnesses are 5.

120. Self-explanatory.

121. This item refers to the physique of the victim regardless of height. For example, a 5 foot tall, 250 lb. male would be large.

122. Self-explanatory.

123. If the offender was completely bald or had a shaved head, check 1 only. If offender was balding, check 1 and

whatever number corresponds to the length of the remaining hair.

124. Hair shade refers to the shade of a particular color (i.e. light brown).
- 125.
126. Self-explanatory.
127. Report all types of eyewear the offender is known to wear including what was worn during crime. If the offender is not named but was seen by witnesses, report all variations of eyewear reported in the descriptions given.
128. If the offender is not named, but was seen by witness, report all variations in facial hair reported in the descriptions given. If a male offender had a few days growth but not a full mustache or beard, check 88 ("Other") and report it as "few days growth". If an offender had a full beard (including growth on upper lip) check both 2 ("Mustache") and 3 ("Beard")
129. The general overall appearance of offender at the time of the incident.
130. At the time of the incident.
131. -133. These items are not filled out when thge police immediately arrest the offender at the scene.
- 132.
- 133.

OFFENDER'S SCARS AND/OR BIRTHMARKS

134. Self-explanatory.
135. -136. Include all scars and/or birthmarks reported. In the spaces under "Location" put the number that corresponds to the location of the scar or birthmark followed by a brief description of it under "Description". If there is no information in the case file about scars-birthmarks, check 99. (i.e. "A 2" by 1" oval burn scar" on the chest would be reported as 3 under "location" and as a "2" by 1" oval burn scar" under "Description".)

136.

OFFENDER'S TATTOOS

137. Self-explanatory.

138. -140. Include all tattoos reported in the case file. In the spaces under "Location" put the number that corresponds to the location of the tattoo. In the spaces under "Design" put in the letter that corresponds to the design of that tattoo. In the spaces under "Description" briefly describe the tattoo. (i.e. A 3" high tattoo of an anchor on the left upper arm enter 2 under "Location", "C" under "Designs", and "anchor" under "Description".)

139.

140.

141. Refers to permanent unusual physical features, such as missing digit, a glass eye, gravelly voice, obese, very short, etc. Behavioral characteristics such as "walking lightly" or "heavy breather" should not be reported here. If the offender had outstanding physical features, after checking "yes", give a brief description in the space provided.

OFFENDER'S BACKGROUND

142. Check only those sexual acts that can be reasonably surmised from the case file. For example, if the victim was a male prostitute who wore women's clothes, catered to male customers and had sexual relations with a live-in female friend, you would check "Bi-sexual, Prostitute, Promiscuous, and Transvestite".) If there is no mention of sexual history, check 99.

143. If the case file contains reports or statements by family members, neighbors, or acquaintances of unusual behavior, or the case file contains records of treatment for any of these problems, include them here. If it is clear offender has no past history, check 1 (None); if it is unclear, check 99 (Unable to determine).

144. The definition of "subversive group or gang" is: Any group or gang that represent(s)(ed) itself as anti-police or anti-establishment or whose members regularly engage in unlawful activity as a part of gang business and/or lifestyle. (i.e., Symbionese Liberation Army, Bloods, Crips, Hells Angels, etc.)

Check the most appropriate category and write in the specific name of the group or gang the offender was/is associated with. (i.e. If the offender was a member of a juvenile gang such as the Bloods, check "youth" and write in "Bloods". If the offender was a member of the Hells Angels motorcycle gang, check "motorcycle" and write in Hells Angels. If he/she was a member of both gangs, fill in both categories.

Prison should be checked only when the individual serves time in a state or federal facility and was a member of a prison gang during at least part of that time.

145. Self-explanatory.
146. -147. If the offender was employed, report his/her occupation in 146 and the employer and city where the offender worked in 147. If the victim had more than two jobs, write "cont. on back" and write them on the back.
- 147.
148. -149. Follow the same procedures outlined for 146 and 147 only report last occupations.
- 149.
150. Report all Social Security numbers for the offender. List the most correct first.
151. Self-explanatory.
152. If the dates of service are known, write in the year of entry and year of discharge in the appropriate space. If the dates of service are not known, "x" out this item.
153. -160. A juvenile is less than 18 years old; an adult is 18 years or older. If the offender has a juvenile record, report all arrests in the spaces provided for 153, 154, 155 and 156.

If the offender has an adult record, report all arrests in the spaces provided for in 157, 158, 159 and 160.

For items 153 and 157 in spaces under "Crime", report the common name of the crime from official records, not the penal code section (i.e. if the offender had been arrested for drunk driving, "D.W.I." would be the proper

response, not R.C.W. 46.61.502). If the arrest was related to a domestic problem, enter "D.V." in parenthesis after the type of crime (i.e. if offender had been arrested for striking her husband with a towel, the proper response would be "simple assault (D.V.)".)

If there are no reports of juvenile and adult criminal history in the case file, "x" out the numbers and leave the spaces blank.

Under 154 and 158 "Date", enter the month, day, and year of arrest.

Under 155 and 159 "City", enter in the city where the crime occurred.

Under 156 and 160 "State", write in the state where the crime occurred.

- 154.
- 155.
- 156.
- 157.
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- 161.
- 162.
- 163.
- 164.
- 165.

-164. Self-explanatory.

A "yes" response indicates one of two types of situations: (1) a serial murderer who is charged with murder in another jurisdiction but he has not been arrested or cleared in this case (i.e. Bundy charged in Florida but not arrested in Washington), or (2) this case is a robbery-murder and the offender is charged with the robbery but not with murder.

- 166.
- 167.
- 168.

Self-explanatory.

Use all numbers and letters without spaces to write the number.

-170. Report any crimes to which the offender confesses but has not been arrested for. (i.e. admits to committing a robbery in Spokane in June of 1986). Report the type of crime, city and state in which it occurred, and date in the spaces provided.

169.
170.

VEHICLE INFORMATION

171. A vehicle is considered to have been used if: 1) any offender utilizes the vehicle to approach the victim and/or the location of contact with the victim; 2) any offender utilized the vehicle to flee the contact, assault, release, death or body disposal site; 3) the vehicle was utilized as a weapon to assault the victim; 4) the vehicle was utilized by the offender to transport the victim at any time after initial contact; or 5) the vehicle was the initial contact, assault, held captive, death or body disposal site.

172. -173. Self-explanatory.
173.

174. Use D.O.L. information, or information from face sheets and witnesses' reports to obtain this information. Report the age of the vehicle at the time when the crime occurred. Vehicles 0-3 years old are newer/late models, 4-7 years old are 4 to 7 years old, 8 years and older are older models.

175. This item is concerned with who owned the vehicle. If any offender owned the vehicle, check 1. If a victim was the owner, check 2.

A "borrowed" vehicle is one that is registered to neither the offender nor the victim and is not stolen. If the vehicle had been borrowed by the offender or was driven at the time by a friend of the offender, check 3. If the vehicle had been borrowed by or was driven by a friend of the victim, check 4.

A "stolen" vehicle is one that is registered to neither an offender nor a victim, and neither had the owner's permission to use the vehicle.

176. -181. Self-explanatory.
177.
178.
179.
180.

181. Use only D.O.L. records and officers' reports for this item.
182. Self-explanatory.
183. If vehicle has only one color, write the color in both spaces. If the vehicle was a pick-up truck with camper shell, enter color of shell in space for "top". If three color car, enter top color first, then middle color, then bottom color. If more than 3 colors, enter "multi-color".
184. Self-explanatory.
185. Include any unusual features of vehicle such as pin striping, decals, mag wheels, missing a bumper, cracked windshield, etc.
186. -209. If additional vehicles were used report the pertinent information in items 186 - 209 follow the same directions above as for vehicle 1 items 174 - 185.
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- 208.
- 209.

IF MORE THAN 3 VEHICLES WERE USED, RECORD INFORMATION PERTAINING TO ITEMS 200-204 AND OWNER INFORMATION, FOR ADDITIONAL VEHICLES ON THE REVERSE SIDE OF PAGE.

210. -213. If any vehicle was used in any of the ways delineated in 210-213, indicate which vehicle by checking the appropriate space.
211.
212.
213.

OFFENSE M.O.

OFFENDER'S APPROACH

214. -219. This item applies only to communications for the apparent purpose of taunting, threatening, teasing, ransoming, extorting, gaining publicity, etc. (i.e. Examples are: (1) Unknown offender writes to a newspaper informing them that "Zodiac" shot the victim, and others will be similarly assassinated. (2) Offender says he will kill wife if she tries to leave. When she tries to leave her father is present and the offender kills the father. (3) Hate group states they will kill the next "cop" that hassles them. Subsequently a member of the group kills a police officer.)
215.
216.
217.
218.
219.
220. Prior conflicts are negative interactions more serious than the minor disagreements that occur regularly in most individuals lives..
- Number 88, "Other conflicts" includes such things as verbal altercations, arguments, business disputes, etc. If there were "Other conflicts", check number 88 and specify the nature of the conflict in space provided.
221. The offender's approach to the victim is the initial contact in the chain of events that led to the victim's death. If a victim and offender had known each other for three years when the offender shot the victim, the specific approach that led directly to the assault is reported here. (i.e. Husband immediately assaults wife

would be number 4.) Whenever categories 1, 2 or 3 are not appropriate, check category 4. Thus, conflicts that escalate to murder should be reported as 4.

222. This item applies only if answer 2 in question 221 was checked.
223. This item applies only if answer 3 in question 221 was checked. If the offender laid in wait, bided his time until victim went to sleep and then attacked the victim check the appropriate category - 1 and 4.
224. This item applies only if answer 4 in question 221 was checked. It applies to the first and only the first assaultive act. Thus, any assaultive acts after initial contact should not be reported here.
225. Describe what the victim was doing at the time of initial contact with the offender or when last seen (i.e. dancing at disco, walking down street).
226. Use any source to obtain information for this item. For example, a witness reports that the offender had been drinking heavily just prior to the incident. In this case 1 (alcohol) is checked. If there is no mention of drug or alcohol intoxication or if there are conflicting accounts, check 99.

EVENTS AT ASSAULT SITE

227. "Disable" includes cutting lines, shutting off power sources, ripping phones from wall, turning off alarm, etc.
228. "Ransacked" means an offender vigorously searches any portion of the location and in the process significantly displaced items in the area in which the search was conducted, or if an officer says the location had been ransacked in a report.
- "Vandalized" means an offender purposefully destroyed or damaged any property and the damage was not caused in the immediate process of the assault. Or, if an officer says the location had been vandalized in a report. Items damaged in a fight should not be included here. If tables and chairs were broken in a struggle, this would not be checked. (See "Disturbed" below.)

"Burned" should be checked when any property was burned, whether it appeared that the fire was set purposely or by accident.

"Undisturbed" is defined as no remarkable disruption of the normal state of order for that site. If the assault site was a drug "shooting gallery" strewn with needles and other drug paraphernalia, enter "undisturbed" because this is the normal state of order for such a location.

"Disturbed" is defined as some remarkable disruption of the normal state of order and the disruption was not the result of ransacking, acts of vandalism, or fire. Such disruption could have been either intentional or unintentional. This refers only to disruption caused by things other than victim's or suspect's blood or other body tissue, bullet holes, etc. that were simply "messy" results of the assault. However, if the victim struggled with the offender and in the process tables, lamps, chairs, tree branches, etc. were knocked over or broken, enter "disturbed".

If the evidence in the case file is insufficient to draw a conclusion about the state of order, enter "Unable to determine".

229. Destroying or attempting to destroy evidence is wiping up blood, burning down the building in which the assault took place, etc. (other than hiding victim's body) that were done by the offender or an accomplice.

GEOGRAPHIC LOCATION

If the location is not a street address, enter best possible description of location, i.e. 1800 block Dravus, woods to north of 57th street and east of 19th Avenue, etc.

230. -234 Enter the location that any official document or person, other than the offender, reported that the victim was last heard from or seen alive. This can include overhearing conversations, conversations on telephones, etc.

231.
232.
233.
234.

235. -239. The victim/body recovery site is the location where police, medics, or witnesses find the victim dead or alive, prior to transportation to a medical facility or morgue. For example, if a living victim is found shot outside a bar, transported to a hospital for treatment, and dies enroute or at the hospital, the body recovery site is the bar, not the hospital. If the body recovery site and last known location are the same, write "same" across 235-239.

236.
237.
238.
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241. -256. If the type of location for a given site is not listed, enter the number that corresponds to "other" and write a description in the space.

For example, if the initial contact site was a book store, since it is a business but is not an option listed under "business", enter 24 after "initial contact site" and enter "book store" in the space.

For items 249-256 an additional 36 types of locations are provided that do not fit into any of the categories listed for items 241-248. (i.e. The initial contact site was a gas station parking lot. You would answer 242 "12" and 253 "18". If the initial contact site was a beach or marina, "X" out 241 and answer 253 "32".

If the type of location doesn't appear in either list "X" out the proper number 241 - 248 and, enter 88 and write the description in the space provided after the site location for proper number 249 - 256.

242.
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249.

If the type of location is unclear from the case file, place 99 in the appropriate space.

250.

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253.
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255.
256.

257. If the victim was homeless, check "no".

258. -265. Self-explanatory.

259.
260.
261.
262.
263.
264.
265.

266. If the point of entry was established, check the appropriate response category and write a brief description of the location and method (i.e. 1) kicked in front door or smashed bedroom window; 2) climbed in open window or used pass key on rear door).

267. -280. Self-explanatory.

268.
269.
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278.
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280.

281. -285. These items are distance estimates. For distances under 1/4 mile, use approximate number of feet. Above 1/4 mile, use 1/4 mile increments up to 1 mile. From 1 mile to 30 miles, use mile increments. Above 30 miles use mileage charts.

If any two sites are on the same premises (i.e. in a residence or an office, etc.) the distance is "0".

282.
283.
284.
285.

286. "Openly displayed" means that the offender purposely left the body in a location that would likely result in its discovery (i.e. suspect kidnaps and kills victim, then at 0300 hours dumps the body in the parking lot of a business that he knows will open at 0800).

287. "Yes" is checked wherever evidence suggests that the body was placed in a position that a dead body would not normally end up in as a result of death or being dumped (i.e. legs spread and knees to chest, hanging upside-down from ligature on feet) or when the body is left in a position to communicate a message to authorities or others (i.e. in a serial murder situation all victims positioned with head pointing north). A body found in a position due to concealment efforts is not staged.

OFFENDER'S WRITING OR CARVING ON BODY

288. Refers to any type of writing or carving apparently done by the offender or at his command. Thus, tattoos do not apply. The writing or carving does not have to be readily recognized as symbolic. Thus, a line of lipstick from the wrist to elbow should be reported here.

Carvings do not include stabbing or cutting wounds inflicted as part of the assault, unless the evidence indicates that such stabbing or cutting was clearly beyond that usually involved in a knife attack. (i.e. Offender puts knife in above victim's knee and pulls it up to mid-thigh while victim is lying on back.)

289. Self-explanatory.

OFFENDER'S WRITING OR DRAWING AT CRIME SCENE

290. Refers to any type of writing or carving not on the victim's body, apparently done by the offender or at his command at any of the crime scenes. Thus, pre-existing writing not done by the offender, such as graffiti, does not apply unless known to be related to crime (i.e. gang writings).

291. Self-explanatory.

SYMBOLIC ARTIFACTS AT SCENE

292. Self-explanatory.

BODY DISPOSITION

CONDITION OF VICTIM WHEN FOUND

293. -295. Self-explanatory.
294.
295.

296. Applies only if the body had been put in a body of water (includes swimming pools), "x" out if the body was not placed in the water.

297. This refers to those characteristics present at the time the body was discovered that could assist with identification, whether or not they were in fact used in the identification process.

"Unidentifiable" means that no characteristics were present (e.g. a skeleton minus head with no known defects or old injuries).

298. "Anonymous" means that an unknown individual informed the police that he/she either had knowledge that a crime had been committed at a particular location and the police determined that a homicide had occurred, or that the individual had knowledge of the location of a body.

RESTRAINTS USED ON VICTIM

299. The use of restraints refers to extremities only. Thus, if the victim had a rope wound 3 coils around his torso, this is not considered "bound". However, if the victim's arms were secured to his torso with the same 3 coils this would be considered "bound".

If reports indicate that the victim was not bound, check "No".

If reports are not clear as to the use of restraints, check "Unable to determine" (99).

If the body was bound, check all items that were used to restrain the victim. (i.e. If the victim was handcuffed

at the wrists and her legs were tied together with a belt, you would check 20 (handcuffs) and 17 (belt).

If reports indicate that restraints had been used but it is unclear what was used, check 88 ("other") and write "unclear" in the space provided.

300. If victim was not bound, "x" out this item.
301. If victim was not bound, check 1 (None).
302. This refers to clearly excessive use of restraints, such as using more than one restraint per limb bound or any type of binding that was clearly more than what would be required to control the movement of the victim (i.e. victim is handcuffed, arms are bound to torso with rope, and arms are bound together with wire).
- "Hog tying" where hands and feet are bound together does not, in itself, constitute excessive binding.
303. This item refers to any type of binding of the victim to another person or object (e.g., victim's legs are tied to a log).
304. Report any and all foreign objects that were placed in or over victim's mouth whether or not the object was in the victim's mouth at time of body discovery. This does not include incidental insertion of object into mouth during assault (i.e. in stabbing frenzy victim is stabbed in the mouth, victim is shot in face 4 times, one of the bullets enters the mouth, etc.) Nor does it include the offenders penis if the victim is forced to perform oral sex on the offender.
305. -306. Self-explanatory.
- 306.

CLOTHING AND PROPERTY OF VICTIM

307. "Fully dressed" means that all clothes that would normally be worn by the victim in a particular setting were on the victim when found. For example, if the victim was found on the beach clothed only in a swimsuit, this body is classified as fully dressed.

"Undressed from the waist down" means that clothes normally worn below the waist were not on the victim's body, but clothes normally worn above the waist were; the clothes were intentionally pulled down from their normally worn location, but were still on the victim's body; or, if a skirt was worn, the bottom was placed above the groin area and/or undergarments were either missing or pulled down.

"Undressed, from waist up" means that clothes normally worn above the waist were not on the victim's body, but clothes normally worn below the waist were; the bottom of the apparel was intentionally placed above the xyphoid process, or if a bra was still on a female victim, that it was not secured in a normal manner (i.e. it was above or below the breasts or open at the front).

"Nude" means that the victim was found with no clothes on.

If the victim was clothed in any other type of arrangement check 88 ("other"), and describe the manner of dress in the space provided. (i.e. If a victim was found wearing only shoes and socks, check 88 and write in "shoes and socks only". If a victim was found wearing a business suit with no shoes and socks, check 88 and write in "no shoes or socks".)

308. Self-explanatory.

309. -310. Refers to manual ripping or purposeful cutting by offender. Cuts and rips that occurred due to knife or gunshot wounds, etc. do not fall into this category. Also, cuts made by medical personnel do not fall into this category.

310.

311. Refers to items that would normally be worn by the victim.
312. This item is concerned with clothing worn by the victim at the time of initial contact with the offender and was not on the victim's body or at the body recovery site at the time of discovery.
313. "Small personal items" are things other than clothing that would be worn or carried by the victim, (i.e. wallet, purse, watch etc.). (If a purse or other bag was taken that contained items normally found in a purse, check "yes" and write "purse with miscellaneous contents" in the blank provided.)
314. For distance use guidelines for items 281-285.
315. -319. These items are concerned with clothing that was not on the victim's body at the time of discovery.
- Under clothing items, "Other" includes pieces of cloth not identifiable as a particular type of clothing.
- Item 319 is concerned with who the clothing belonged to. "V" is for victim, "O" is for offender, "P" is for another person.
- 316.
- 317.
- 318.
- 319.
320. -321. Self-explanatory.
- 321.
322. Include credit card numbers, account numbers, serial number, I.D. number, etc.
323. -325. Self-explanatory.
- 324.
- 325.

MEDICAL EXAMINER/CORONER FINDINGS

326. This refers to the classification reported on the death certificate. If the death certificate is not in the case file or if there is no classification on the death certificate, check 6 ("Classification not in file").

327. This refers to the manner in which police handled the initial investigation of the death.

If it is obvious from the case file that the original investigators treated the death as a suicide and not as a murder, check 2.

328. Refers to the classification reported by the medical examiner or coroner. If there is no coroner/M.E. classification, then check 6 ("Classification not in file").

329. Self-explanatory.

330. Check "Yes" if there is any documentation indicating that an autopsy was performed. This includes, but is not limited to, autopsy reports, autopsy photos, an investigator's notes that he/she attended an autopsy, etc.

Check "No" only if documentation in the case file specifically states that no autopsy was done.

Check "unable to determine" if there is no documentation either way.

If "No" was checked for item 330, "X" out item 331.

331. This refers to the written documentation from the individual or office which performed the autopsy, not photos, that reports on a post-mortem examination.

332. If any autopsy report was in the file, this item refers to the official title of the individual who signed it. If not an M.E. or coroner, it could be "pathologist" "M.D." etc.

333. Check "yes" if autopsy photos are in the case file or if there is documentation which reports that photos had been taken.

Check "no" only if documentation indicates that an autopsy was performed but no photos were taken.

334. If evidence suggests that procedures and/or protocol were undertaken, check all appropriate categories. The can come from the M.E. records, officer's reports, evidence logs, etc.

335. Self-explanatory.
336. If evidence in the case file indicates that toxicology tests were performed, check the relevant items, 2 or 3, corresponding to the type of test done and list the results in the space provided. If a test other than a drug screening or blood alcohol test was performed, check 4 and write a brief description of the type of test in the space provided after item "4". If evidence indicates that a toxicological test(s) was done, but there is no indication of the type of test, provided, check 4 and write "unknown" in the space provided. Other analyses can include tests for poison.
337. "Important evidence" is defined as evidence that leads to the identification of the offender(s) or that provides information to the investigator that would not have been discovered via other means (i.e. physical evidence such as bullets or trace evidence, or circumstantial evidence such as body position during assault which refuted a self-defense theory).

CAUSE OF DEATH

338. This is the stated cause of death on the autopsy report. Note that 21 "Undetermined" is a classification of death. 99 "Unable to determine" means that there was no Medical Examiner's or Coroner's official classification listed in the case file.
339. If a statement by the offender is not in the case file, "X" out this item; otherwise, this item is concerned with generalities. Does the statement generally coincide with the results of the autopsy or not. Minor discrepancies do not matter; major ones do. (i.e. If offender said "I shot him in the chest" and the autopsy discloses that the victim was shot in the stomach, it would "substantiate" the statement. However, if the offender said "I shot him in the chest when he lunged at me with a baseball bat" and the autopsy discloses that the victim was shot in the back while lying on the floor, it would refute the statement.)

TRAUMA

340. This item is concerned with the locations of all injuries directly or indirectly inflicted by the actions of the offender. (i.e. Victim is shot through the head from

right to left, check "Head - right side"; victim is thrown off a cliff suffering massive head wounds, bruises on the abdomen, chest, back and arms, check all relevant locations 1-7 and "Abdomen," "Chest", "Back", and "Arms".)

341. Self-explanatory.

342. -343. Use the autopsy report to garner this information. If there is no autopsy report. Check the primary investigator's follow-up and the incident report. If the information is not in any of these reports, "X" out these items (342-344).

To differentiate stab from cutting wounds, count all wounds produced by a sharp object as a stab wound unless autopsy report describes it as a cutting wound. If a stab wound is specifically identified as an exit wound, do not count it.

343.

344. -345. Self-explanatory.

345.

346. "Location"-- Use the locations from item 340. (i.e. If victim shot in neck, write in "11".)

347. "Number of Wounds" -- The number of entry wounds in that location.

348. "Range" -- Place appropriate letter from list in space. The range of the shot may be determined from information besides the autopsy such as crime lab and officers' reports. If there is information that states the approximate range, use the following guidelines to select the proper response category: Close is less than 18" but not contact; intermediate is 18" to 48"; and distant is over 48".

349. "Cal/Gauge" -- The caliber of the weapon used. (i.e. .38) If a shotgun was used, enter in the gauge. (i.e. .12) If this information is not known, place an "X" in the space.

350. "No. of Grooves" is the number of grooves left on the projectile by the rifling of the weapon. If information is not available or if weapon apparently had no rifling, place an "X" in the space.

351. "Twist R/L" -- The direction, right or left, of the twist engraved on the projectile from the rifling of the weapon.
352. "Bullet weight/Shot size" -- If the projectile(s) was shot or a slug fired from a shotgun, write in the size of the shot or enter "slug" (i.e. 00 buck, bird shot, No.4 buck, slug, etc.) If a bullet is determined by a crime lab to be a specific weight (i.e. 158 grains), write 158 grains in the space. If the information is unknown or not in the case file, place an "x" in the space.

ELEMENTS OF TORTURE OR UNUSUAL ASSAULT

353. Self-explanatory.
354. Applies only to injuries that were inflicted as part of torture or unusual assault. Use offender's confession (if caught), M.E. reports, and investigator's conclusions to make this determination.
355. Refers to apparently intentional dismemberment, other than that incidental to assault (i.e. if the victim is thrown from a cliff and is decapitated by a tree limb, the injury would not be reported here.)
356. Self-explanatory.
357. Use offender's confession (if caught), M.E. reports, and investigator's conclusions to make this determination.

SEXUAL ASSAULT

358. Sexual organs are the male and female genitalia. Body cavities are the anus, mouth, nostrils and auditory canal. Check "Yes" only if it appears that an assault was intentionally directed at a sexual organ or body cavity and if the assault was sexual in nature. Any incidental damage to a sexual organ or body cavity should be answered "No". (i.e. Multiple projectiles from a distant shot gun blast to the head enter the mouth and nostrils is a "No".)

However, if the offender clearly intended to harm sexual organs or assault a body cavity in a sexual manner, "Yes" should be checked. (i.e. Placing penis in victim's mouth, placing a foreign object in victim's mouth and either making sexually oriented comments or apparently treating

the object as a phallic symbol by specific movements, etc.)

359. This refers to the individuals (or officers) in the case file who report that a sexual assault occurred. Check a category only if that person (or office) explicitly stated that a sexual assault took place. If the M.E.'s report states only that semen was found in victim's vagina, this is not enough to warrant checking the M.E. category, as the semen could be present as the result of prior consensual intercourse.
360. Self-explanatory.
361. Applies only to semen found inside victim's body cavities. Do not report any semen found that was not a result of the sexual assault (i.e. victim had semen from prior consensual sexual act).
362. This refers to any semen found during the investigation that was not in one of the victim's body cavities.

"On body of victim" -- Any semen found on the outside of the victim's body (i.e. skin, in hair, etc.)

"On the offender" -- Any semen that was determined to have been ejaculated during the crime that was found on the person of the offender. This includes the offender's clothes, jewelry etc.

"Elsewhere at scene" -- Any semen found at any of the locations (i.e. initial contact, held captive, body recovery, etc.) that was not on the offender or victim. This would include victim's clothes, personal effects, inside vehicles, on ground, in bushes, etc. If this category is checked, first write in location found, then a brief description of where it was at that location. (i.e., Initial contact, on pavement outside victim's car; body recovery, on bush next to victim's body.

363. Use offender's confession (if caught), M.E. reports, and investigator's conclusions to make this determination.

364. "Sexual insertion" is the placing of any non-human (or dead human) object into victim's vagina and/or anus (i.e. bone, broom stick, etc.) or placing any non-human (or dead human) object into other orifices or portions of victim's body in a manner that clearly connotes some sexual overtone. (i.e. Offender stabbed victim in chest and inserted a dildo; offender confessed, or witness said that offender placed bottle in victim's mouth and stated "suck this bitch, you know you like it" etc.). If "yes" is checked for this item, report pertinent details in either (or both) item 365 or 366.

365. -366. Self-explanatory.
366.

BITE MARKS

367. -368. Use only Medical Examiner reports and investigator's conclusions to obtain information for these items.
- 368.

FORENSIC EVIDENCE

WEAPONS

For items 369 - 380, include all weapons used by any offender in this case either to attack victim or induce fear for safety. For example, if a knife was shown to victim to gain compliance, but victim was not stabbed, the knife is considered to have been "used".

369. Self-explanatory.
370. Include all weapons used by victim in attempts to escape and/ or defend against any offender.
371. This item is concerned with characteristics of the weapon(s) used by the offender(s). The first four categories focus on how the offender obtained the weapon. Categories 5 - 7 focus on the status of the weapon (was it recovered by police or not?). Category 8 is concerned with whether or not the offender used physical force against the victim. (Physical force here is limited to the use of the offender's head, hands and/or feet to strike, slap, kick, choke, throw, etc. the victim.)

Check the categories that are applicable for the victim reported on this and each subsequent H.I.T.S. "victim supplementary" form. For example, if two offenders assaulted the victim in his apartment with a kitchen knife from the victim's kitchen and a bat brought by one offender, threw him out of the 5th floor window of his apartment, left the knife at the scene which was recovered by the police, and fled with the bat (which was never recovered), you should check the following categories: 1 ("weapon belongs to victim"); 2 ("weapon of opportunity") as the knife belonged to the victim and it was found by offender at scene; 3 (weapon pre-selected") as the bat was brought to the scene by one of the offenders; 5 ("weapon recovered at scene") as the

knife was recovered by the police in victim's apartment; 7 ("weapon not located") as the bat was not recovered; and 8 ("weapon was physical force") as the offenders threw the victim out the window.

372. Self-explanatory.

373. Self-explanatory.

374. Self-explanatory.

375. This item is concerned only with the use of a ligature to strangle victim. If victim's hands were bound with a belt, this is not reported here.

376. This item is concerned with any characteristic of a weapon used in the assault that would make it or them readily recognizable and/or stand out from other weapons. (i.e. Pearl handled revolvers, samurai sword, knife with initials "B.W." etched in handle, Louisville Slugger ball bat, etc.)

377. -379. Items 377 - 379 are concerned with any and all firearms that were discharged in this case, whether or not the projectile(s) struck anyone. Be sure to include any information previously reported in 345 - 352. Information for the murder weapon should always be reported as gun 1. If bullets from more than one firearm struck the victim, report the information about these weapons as gun 1, 2 and 3 etc. If more than four firearms were used, write "continued" after item 379 and report additional firearms on the back of the page as firearm 5, 6, 7 etc.

378.

379.

380. Self-explanatory.

BLOOD TYPE

381. Use only official reports such as crime lab, or information obtained from donor card.

382. -385. Self-explanatory.

383.

384.

385.

EVIDENCE RECOVERED AND EVIDENCE SENT TO LAB

386. This item is concerned with any items that were recovered by police at any sites and subsequently placed into evidence. (Crime scenes include victim's person.)

If the item fits into categories 4 - 9, write in a brief description of the evidence in the blank following the category (i.e., if 3 hairs were recovered from the victim's right thigh, submitted to the crime lab, and the lab I.D.'s them as caucasian pubic hairs, check 4 and write in "3 caucasian pubic" in the blank provided.)

387. This item is concerned with specialy trained personnel called in by the investigator to assist with or perform processing at any crime scene sites.

"Evidence Technician" is any individual employed by a law enforcement agency (either sworn or civilian) who has received specialized training in processing crime scenes but is not deployed out of a crime or fingerprint lab. (See below.)

"Crime Lab" refers to personnel working out of a crime lab (sworn or civilian) whose job it is to collect and/or examine evidence.

"Fingerprint Lab" refers to print lab personnel (sworn or civilian) whose job it is to collect and or examine fingerprints.

"Other" includes any other person (sworn or civilian) employed by a law enforcement agency who assists with the processing of the crime scene. Examples of other evidence personnel would be "Green River Task Force", "F.B.I. Agent", Fire Marshal etc.

388. Include all evidence submitted for examination whether or not it was explicitly stated that it was going to a "crime lab". If the investigator stated that he "submitted a handgun for forensic evaluation" but did not say to whom, you should still check 6 ("weapons").

389. Self-explanatory.

390. If all evidence was submitted before the offender was identified, only 2 should be checked. However, if some

evidence was submitted after I.D. and some after he was charged, you should check both 3 and 5. Check all time frames during which evidence was submitted.

391. If all the evidence was completed before the offender was identified, only 2 should be checked. However, if some evidence was completed after I.D. and some after he was charged, you should check both 3 and 5. Check all time frames during which evidence preprocessing was completed.

392. 7 ("S.O.P.") should be checked whenever evidence is submitted. Categories 2 - 6 should only be checked when it is explicitly stated in the case file that evidence was submitted for these specific purposes (i.e., investigator reports that hair samples were submitted in order to eliminate several suspects.)

393. "Yes" should be checked only when it is explicitly stated that an unidentified offender is I.D.'ed from evidence submitted for examination by a crime lab.

394. For 2 (fingerprints)

M=Manual identification and A=AFIS (computerized), (i.e. If an offender was I.D.'ed through manual fingerprint identification, check 2 and M.)

395. This item is concerned with whether or not evidence submitted to the crime lab was helpful in resolving this case.

"Probable cause" should be checked whenever the results of the lab exam/analysis provided investigators with p.c. to obtain a search warrant or arrest the offender (even if an arrest is not made).

"Confession" should be checked whenever the offender confesses to participation in the murder after investigators or others make the results of lab work known to the offender.

"Prosecution" should be checked whenever the results of lab work provide the prosecutor with evidence that strengthens the case against the offender.

"Other" should be checked whenever lab results assist in resolution of the case in some other way. Write a brief

description of the type of assistance in the space provided.

If submission of evidence had no impact on the case check "other" and write "no impact" in space provided.

396. -398. Under "Evidence item #" use the same numeric or alpha-numeric identifier used by the investigator (or whoever submitted the evidence) to identify the item on the evidence reports in the case file. That is, on the evidence report investigator Joe West uses "JW1", "JW2", etc. to identify items 1, 2, etc. which he submits as evidence. The medical examiner may use ME1", ME2", etc.

397.
398.

INVESTIGATIVE PROCEDURES

399. This item focuses on the lead or primary investigator in the case; it is likely this will be the individual who was named as the case investigator at the beginning of the H.I.T.S. form.

"Homicide Detective" is any detective who is assigned to handle only homicides and/or major crimes.

"Patrol Officer" is any officer whose primary assignment is uniformed patrol.

"Other detective" is any other detective who is not a homicide detective but may have general investigative responsibilities.

400. -406. Self-explanatory.
401.
402.
403.
404.
405.
406.

407. This item is concerned with whether or not the investigator's own department had previous contact with the offender and whether or not the investigator checked department records/information system to see if previous contact had occurred.

"Identity or information" includes any official record, including arrest reports, booking photos, fingerprints, a witness or victim in a crime report, field interview reports, traffic citation, etc. which contains information regarding offender and/or the offenders I.D.

You may have to check the actual date the records were checked against the date the offender was identified to establish timing for 1 vs. 2.

408. This item is concerned with whether or not teletypes were sent to other agencies advising them of information pertaining to the crime and/or requesting information/assistance. Any number of teletypes of this nature, even one, qualifies as a "yes".

409. This item is concerned with how helpful the teletype(s) were in assisting with the investigation.

"Helpful" information is any information that assisted in the identification, apprehension, and/or prosecution of any offender or information which helped to eliminate any suspect from consideration as an offender or which helped I.D. an unidentified dead body.

410. "Contact" means any correspondence or conversation between any investigator working the case and employees of any other agency. This includes requests for assistance at crime scene searches, evidence processing, fingerprint search, profiling, record checks, etc.

8 ("Drug Enforcement Unit") includes any and all federal, state, or local law enforcement groups whose primary job is to investigate drug or drug related crime (i.e., D.E.A., S.P.D. narcotics division, etc.).

10 ("Prosecuting Attorney") is limited to assistance provided prior to the case submission for prosecution (i.e., assistance in obtaining a warrant, assistance with an extradition, legal advice, etc.). Thus, if all the prosecutor's office did was file charges and prosecute the case in court, 10 should not be checked.

411. This item is concerned with unsolicited information that either reactivated an inactive case or provided information that led to the I.D. of the offender. For example, Yakima P.D. calls S.P.D. and says "John Doe just said he killed a whore last week" and it turns out that

he was the killer in a case with no previously named suspect. San Diego P.D. calls King County P.D. and says "We arrested a guy for rape down here and served a warrant on his car. In it, we found a 1980 Washington driver's license of Jane Smith with blood on it". It turns out that Jane Smith was killed in 1983, and the case was never solved.

412. -414.
413.
414.

415. If contact had been made, check "Yes" and specify the details of the contact in the blanks provided starting with 416 - 419:

416. In blanks under 416, enter the agency of officer making contact (i.e. Yakima S.O.).

417. In blanks under 417, enter the date of the contact (i.e. 06-08-85).

418. In blanks under 418, enter the location of the contact (i.e., Grandview). If the contact was not in Washington state, be sure to include the two letter abbreviation of the state (i.e. Sacramento, CA).

419. In blanks under 419, enter the reason that the officer had contacted the offender (i.e., traffic stop, area canvass, etc.).

If more than four contacts were made, report them on the back of the page.

420. This item is concerned with how the police came to know who the offender was. If only one category is applicable, simply place a 1 in the blank preceding that item. If more than one category assisted in developing the I.D., rank them in importance by numbering the categories with 1 being "most important". For example, if an eyewitness provided a detailed description of the offender to the police, the police traced latent prints to an offender, the police arrested him and a witness picked him from a line-up, and the offender confessed after police told him of prints and eyewitness I.D., 1 would be placed in category 13, "From physical evidence", 2 in category 11, "Eyewitness positively I.D.'s", and 3 in category 7 "Offender confessed to police". If you

feel that 2 or more categories are of equal importance, then assign them the same number.

421. -422. Self-explanatory.
422.

423. This item is concerned with the timing of the I.D. of the offender in relationship to the status of the investigation.

1 "Not involved" should be checked in situations where the offender (or a third party) informs the police that a crime had occurred and provides the offender's name to the police prior to any other notification of the crime or when the offender is arrested at/or fleeing the crime scene by patrol offenders. For example, Joe calls police and says "My name is Joe and I just shot my wife". Jane calls police and says "Last week, my boyfriend Joe killed a little girl and dumped her in a ravine near Kent", and the call is the first information that the police had about the young girl's death.

2 "Actively pursuing leads...would have lead to I.D." should be checked when the investigator(s) were following a trail of evidence that you believe would allow the police to find the I.D. of the offender. For example, police had partial plate from offender's vehicle and a good physical description which they had sent via teletype. As they were searching D.O.L. records, offender confesses or someone snitches him off.

Also check this category whenever the investigator(s) discovered the offender's I.D. through the course of the investigation. (i.e. Offender is I.D.'ed due to prints on murder weapon. Officers arrest offender fleeing the scene, etc.)

3 "Actively pursuing leads ...would not have lead to I.D." should be checked when the investigator(s) obtain I.D. of offender in spite of fact that the leads which they were pursuing would not lead to the I.D. of the offender. (i.e. Police have no good leads when offender comes forth and confesses; police have focused effort on Joe when Jane rolls over on Jim, who was never considered as a suspect by investigators.)

4 "Not pursuing leads" should be checked any time that it is clear investigative activity had ceased or the

investigator had inactivated the case. (i.e. The case file indicates that on 9-1-84 the investigator interviewed the victim's brother. There is no evidence of any activity on the case until 3-2-85, when the victim's neighbor walks into a police station and confesses.)

424. The first investigative activity will always be the first police response to a report from officer(s) or civilian(s) that a major crime occurred or when any police officer suspects that a minor incident was in fact a major crime. For example, patrol officers respond to a radio call of a knife fight. Upon arrival they find a severely injured woman with a stab wound in the chest. The officers secure the scene and call for medical assistance. The woman dies 6 days later in the hospital. The date to be recorded should be the date of the stabbing, not the day of death.

On 5-6-83 Mom reports Mary, a 6 year old, as missing. Officer Jones takes a missing person report and no other action is taken. On 6-8-83 Mary is found dead in a ravine near Kent. A homicide investigation starts. In this case the date should be 6-8-83, the date the body was recovered.

On 5-6-83 Dad reports Dan, a 6 year old, as missing. Officer Smith takes a report, interviews neighbors, teachers at school, and playmates. A neighbor reports that she saw Dan get into a car with an unknown male at 1200 on 5-6-83. Officer Smith notifies major crimes who then take over and send teletypes etc. Several other activities are reported in the case file from 5-6-83. On 6-8-83 Dan is found dead in a ravine near Redmond. In this case the date recorded should be 5-6-83, the day the police were first notified as the case was treated as a major crime from the first.

425. The last investigative entry is the day an investigator either inactivates a case, or is the date for the last activity in open and closed cases.

426. This refers to any investigative activity done by any sworn police officer who had the responsibility for, or who shared in the investigation of this case. The time clock begins at the first investigative activity. In addition, any activity undertaken at any of the crime scenes by civilian personnel at the direction of sworn

personnel should be included. The critical thing to capture in this item is activities completed, not people doing them. Thus, if it took 5 officers to "secure a crime scene", the "securing" would be reported as a single activity. Continuous actions, such as the processing of a crime scene, should be recorded as a single activity. However, if there is processing done at more than one crime scene, each scene processed counts as a separate activity. Each witness interviewed counts as a separate activity as does each teletype, each written inquiry, each personal contact, etc. (Activity is defined as any specific action taken or pursued that could have or, in fact did, assist in the resolution of this case.)

In the space provided for numbers 1 through 9, fill in the number of activities completed during each of the respective time segments. Number 10 is the total of numbers 1 through 9. Number 11 is to be checked only when it is obvious that more investigative steps than are listed, were required to develop a case to the extent that it exists, either due to the investigator's failure to document or the report(s) are missing from the file.

INVESTIGATIVE ANALYSIS

427. Self-explanatory.
428. Category 4 (denial) should be checked when the offender admits being at the incident site but denies having assaulted the victim.

Category 5 (alibi) includes claims of self-defense as well as denial based on claims of being elsewhere. If a claim of being elsewhere is made, fill out item 429. If a claim of self-defense is made, "x" out 429.

429. This item applies only when an offender gave a statement denying participation in the crime because he or she was elsewhere when it happened.

Check "Yes" if the offender's alibi is supported by evidence gathered by investigators.

Check "No, it was refuted" if the alibi given is not supported by evidence gathered by investigators.

Check "No attempt made" if it is clear that investigators made no effort to investigate the claims in the offender's alibi statement.

430. This item asks for your judgment about two things. First, did the investigator(s) consider all individuals that you would have considered as suspects if you were investigating this case? Second, if all individuals were considered, did the investigator(s) do an adequate job of investigating their possible participation in the crime?

Check "Yes" if the answer to both of these is positive.

If either, or both answers are negative, one of the "No" categories should be checked.

Check 2 ("No reasonable attempt made") if the case is inactivated and suspects have not been investigated.

Check 3 ("Investigation is still on-going") if the case is open.

431. This item asks for your judgment about whether or not a reasonable effort was made by the investigator(s) to interview all vital witnesses, that is, individuals mentioned in the case file whom you would have wanted to interview if you were investigating this case. A vital witness is a person whom an investigator has cause to believe may have information concerning the incident being investigated either (1) through that person's association with the victim/offender, friend, relative, etc. of the victim/offender, or (2) was likely to have been present, before, during or after the incident.

Check "Yes" if the answer to this is positive.

If the answer is negative, one of the two "No" categories should be checked.

Check "No reasonable attempt made" if the case is inactivated and witnesses have not been interviewed..

Check "Investigation is still on-going" if the case is open.

432. The following criteria should be used to determine the proper response category for this item.

1. Excellent.

(a) All potential witnesses have been interviewed and their statements taped, written or summarized.

(b) The documented statements support the important elements of the case.

(c) Witness statements have been corroborated by the investigation through other witness statements and/or circumstantial or physical evidence.

(d) All leads elicited from witnesses have been followed-up in the interview.

(e) Evidence exists of a witness-interviewing strategy or plan by detectives.

2. More than adequate but less than excellent.

3. Adequate.

(a) Most witnesses interviewed;

(b) minimal documentation;

(c) no investigator took statements or clarified statements recorded by original responding officers.

4. Less than adequate but better than inadequate.

5. Inadequate.

(a) No documented witness statements, either typed or written, were taken from crucial witnesses.

(b) The statements that exist are written by the witnesses.

(c) The content of the statements is not specific to the case at hand.

(d) Evidence exists in the case that witnesses need to be contacted but they were not.

(e) No apparent witness interview plan or strategy for the case.

433. -434. Self-explanatory.

434.

435. Refocus means that the investigator(s) either eliminated an individual as a suspect or began to treat an individual as a suspect who was not previously considered the offender.

436.

As a result of deception and/or the lack of cooperation, was this investigation made more difficult or are these elements possibly responsible for the status of this case being unresolved? (i.e. A subject is murdered in the presence of several friends during a drug rip off. Because of their social positions, they fear exposure and/or arrest, so they refuse to cooperate or lie to the police.)

A street gang member is murdered in the presence of other gang members. Because they may just plain hate the police or they intend to retaliate, they refuse to cooperate or lie to the police.)

If there was no attempt to deceive or only minor lack of cooperation or lying, the answer would be 1___No.

If the investigation was hindered, delayed or made impossible to resolve because of the lying or lack of cooperation of friends, witnesses, or other persons who initially were suspects, the answer should be 2___Yes with a short explanation in the space provided.

If you are unable to determine due to lack of information or case clarity, answer 99___Unable to Determine.

437.

The following criteria should be used to determine the proper response category for this item.

1. Excellent.

(a) A detailed description (either taped or written) of the crime scene is in the case file.

(b) The case demonstrates that photography, diagramming and measurements of all physical evidence were accomplished.

(c) Reasons for the collection of evidence items are understood. They are collected on the basis of a theory of what happened.

(d) Evidence exists in the case that there is a photography log detailing all photos taken; that the evidence log clearly described evidence, its location, and identification marks; and that accurate measurements of all evidence were performed. Evidence or photo logs may be hand written or recorded.

2. More than adequate but less than excellent.

3. Adequate. Documentation exists that evidence important to the case was collected, but accurate

description of its original location at the crime scene is absent.

4. Less than adequate but more than inadequate.

5. Inadequate. No photographs taken, no diagram, no measurements, no crime scene description.

438. "Securing the crime scene" refers to the point in time when the parameters of a crime scene have been established and secured by any sworn officer, or by any persons who were assigned to secure the scene by a person of authority.

"Unnecessary personnel" means any person regardless of status, rank or position that enters a crime scene whose presence is not required to assist with some aspect of the crime scene processing, administering medical aid, or removing the victim's body. Examples of unnecessary personnel are:

439. Self-explanatory.

440. This item asks for your opinion about whether or not the investigator(s) searched for, and/or collected all items of evidence which you would expect to find at this type of crime scene.

441. The following criteria should be used to determine the proper response category for this item.

1. Excellent.

- (a) Search plan for evidence was apparent.
- (b) More than one person was assisting with scene processing.
- (c) Perimeter established.
- (d) All evidence was collected and accurately photographed and recorded.
- (e) Follow-up or evidence forms indicated care was taken in preservation of fragile, liquid, and/or trace evidence.
- (f) The route to enter/exit the scene by the offender was identified and processed before being further contaminated by anyone after the scene had been secured.
- (g) The collection of evidence was systematic and thorough.

2. More than adequate but less than excellent.
3. Adequate.
 - (a) Minimal evidence was collected.
 - (b) No extraordinary crime scene processing techniques were undertaken.
 - (c) Limited crime scene search conducted.
4. Less than adequate but more than inadequate.
5. Inadequate. Evidence was lost or destroyed by crime scene processors; evidence was improperly packaged; no regard demonstrated for crime scene security; no processing for fingerprints or trace evidence; no crime scene diagrams; minimal crime scene photography; no crime scene search was conducted; no crime scene perimeters established.

442. In suburban and urban areas, the minimum activity needed to consider attempts to locate potential witnesses as a canvass shall be sending sworn personnel to look for witnesses in a one block radius. In rural areas the minimum will be any attempt to locate potential witnesses within 1/2 mile if there are any structures within this distance. If there are not structures within 1/2 miles or if the crime scene was in an area with no human inhabitants (i.e. forest), "Not necessary" is checked unless unusual circumstances indicate that potential witnesses could have been present (i.e. a campground is near the crime scene, Forest Service personnel are often in the area, etc.)

If potential witnesses may have been in the area then check the appropriate response category.

443. The following criteria should be used to determine the proper response category for this item:

1. Excellent.
 - (a) All residences, businesses and vendors around each of the sites (victim last seen, death site, body recovery site, etc.) have been contacted for potential witnesses.
 - (b) Documentation includes not only those places contacted but also those addresses not contacted.

- (c) After the initial canvass, there is evidence in the file that indicates investigator re-canvassed the area for additional information (if necessary).
- 2. More than adequate but less than excellent.
- 3. Adequate.
 - (a) Most of the likely addresses important to the case have been canvassed; or
 - (b) The case has been formally charged without all canvassing being accomplished;
 - (c) Re-canvassing was not necessary to the investigation.
- 4. Less than adequate but better than inadequate.
- 5. Inadequate.
 - (a) Little or no canvassing was accomplished at any of the sites.
 - (b) In cases where the offender has not been charged, there was no re-canvass after some initial addresses were not canvassed.
 - (c) No documentation about any canvassing that was accomplished.

444. -445. Self-explanatory.
 445.
 446. This refers to evidence that was collected by investigators. Evidence destroyed prior to collection does not count for this item.

447. -449. Self-explanatory.
 448.
 449.
 450. This item asks for your opinion of how difficult it was for the investigator to I.D. the offender based on how hard it would have been for you had you been working the case. Thus, if you think that obtaining the I.D. of the offender was easy but because the investigator(s) failed to follow a lead he made it very difficult, you should check "Easy".

451. This item asks for your opinion of how difficult it would be to identify an unknown offender if you took over investigation of the case as it presently exists.

452. This item asks for your opinion of whether or not you would have been able to identify the offender had you been investigating this case from the start.
453. This item asks for your opinion of the quality of the entire investigation, based on how you would have had you investigated this incident.
454. This item asks for your analysis of two different aspects of the investigation: 1) actions taken by the investigator(s) or other officers and 2) items of evidence collected. Write in those investigative actions and evidence items which you think were most important to I.D.ing the offender (or might lead to an I.D. in an unsolved case). Give brief descriptions in the spaces provided (i.e., patrol officers rapidly secured crime scene, spent bullet recovered in wall, outstanding interview lead to confession, foreign pubic hair recovered during autopsy, etc.).

If more room is required, write "Continued" at end of space and complete on back of page.

455. This should include only suspects reported by investigators as suspects. Write in first, middle initial, and last name only. (. e. John J. Doe)
456. Answer this item based on who you would have considered as solid suspects had you been investigating the case. If the individual(s) who you suspect are named in the case file, write their name in the spaced provided. If they are not named, provide a brief description which would allow another investigator to quickly locate the individual in the case file. (i.e. Shop clerk mentioned by witness Brian Jones; white female wearing blue jeans mentioned by witness Jan Jones.)
457. Self-explanatory.
458. Self-explanatory.
459. If this is a multi-victim case be sure that your response to this item pertains to the victim whose information was reported on this H.I.T.S. form.
460. Report all salient features that you believe could be a characteristic of this incident. Place a number in the space provided for each category to denote the importance

of that characteristic in this case with the number "1" indicating the "most important". Rating is purely subjective based on your reading of the case file. If you believe that two or more characteristics are of equal importance then assign them the same number.

Thus, if a husband and wife get in a fight over the profits from their cocaine selling and he kills her, you should include "Domestic violence", "Drug related", and "Financial gain". However, the order in which you would assign priority would depend on the peculiarities of the case.

1--DOMESTIC VIOLENCE

Homicide committed by one member of a family or cohabiting group against another member of the same family or cohabiting group. This can include wives killing husbands, husbands killing wives, cohabiting lovers killing one another, roommates killing one another, children killing their parents (natural or otherwise). In addition, this can include extended family members such as aunts, uncles, cousins, neices, nephews etc. who aren't occupying the same domicile. This category should always be checked when a murder occurs between an estranged couple. (If the victim was under the age of 18, the case may be a child abuse murder. If it meets the criteria of child abuse murder, do not report domestic violence as a salient feature. See #2 below.)

2--CHILD ABUSE MURDER

Homicide committed by an adult family member or friend against a child under 18 years of age, where there is evidence that there has been a history of abuse against this child or where there has been a history of abuse by the offender against other children. The abuse can consist of physical and/or sexual assaults.

3--HEAT OF ANGER

Homicide committed when one party is angry with the other over something that occurred in the same incident in which the homicide occurred.

4--HATE

A homicide committed because the offender severely dislikes the victim, or the group of people the victim belongs to (such as black race, homosexual sexual orientation, etc.). When this item is checked because of

hate vs a group, be sure to describe the nature of the hate in item 465.

5--LOVE TRIANGLE

A homicide committed by one member of a 3 (or more) person romantic and/or sexual relationship against another person of the triangle.

6--REVENGE

A homicide committed to avenge a real or perceived wrong or affront; or committed in retaliation for some real or imagined injury suffered, where there is some degree of planning involved. It is the time frame that separates this from heat of anger.

7--RAPE

Any homicide where any of the victim's orifices and/or sexual organs were assaulted (i.e. sodomy, oral sex, etc.) either before or after death.

8--OTHER SEX RELATED

Any homicide where a sexual assault was directed against any portion of victim's body not listed above (i.e. offender cuts a hole in victim's abdomen and inserts his penis, offender forces victim to masterbate him, etc.) or there is evidence of other assaultive behavior of a sexual nature (i.e. offender removes victim's breasts, sexual language is carved on victim's body etc.) or there is evidence that some other sexually related aspect to the case (i.e. offender masterbates at the crime scene, pornographic literature is found at crime scene depicting a particular pose that the victim was left in, etc.) or where the offender confesses that he/she derived sexual arousal and/or pleasure from committing the crime (i.e. offender states that he ejaculated in his pants when he shot victim) or where the victim is murdered after engaging in consensual sexual activity, or when a prostitute rip-off occurs (either Johns ripping off prostitutes or prostitutes ripping off Johns).

9--TORTURE

Any homicide wherein the offender purposely inflicted pain which was not necessary to kill the victim. (i.e. Offender ties up victim, shoots her in the legs, waits a couple of minutes, then shoots victim in the head killing her.)

10--HOMOSEXUAL

Any homicide where the criterion of items 7 or 8 are present but the victim and offender are of the same gender or any homicide where the victim's and/or offender's homosexuality was an issue in the case (i.e. homosexual lovers quarrel, etc.).

11--KIDNAP

Any homicide that occurs during the commission of, or flight from, a kidnapping (this isn't limited to victim of kidnap), or whenever a kidnapping is an element of the homicide (i.e. prostitute is kidnapped from street, raped and murdered). Kidnapping should be the number 1 classification only when kidnaping is primary motive or crime (i.e. for ransom, slavery, etc.).

12--ROBBERY

Any homicide that occurs during the commission of, or flight from, a robbery or whenever property is taken from the murder victim(s) and it is apparent that the property was taken because it had some monetary value, not because it has symbolic value for the offender. Robbery should be the number 1 classification only when robbery is the primary motive of the crime.

13--BURGLARY

Any homicide that occurs during the commission of, or flight from, a burglary or where burglary is an element of the homicide (i.e. offender breaks into house to rape and kill victim). Burglary should be the number 1 classification only when the primary motive of the burglary was to commit a theft.

14--ARSON

Any homicide where fire or an explosive device was the cause of death or where the victim was burned or blown-up to conceal evidence.

15--SNIPER

Any homicide where the offender(s) kill other(s) in a random fashion with premeditated intent and from a position of concealment.

16--OTHER FELONY

Any homicide committed during the commission of, or flight from, any felony crime not listed (i.e. a forgery suspect kills a security guard who attempts to arrest him).

17--DRUG RELATED

Any homicide committed during a drug transaction or to further or improve ones ability to illegally possess, sell or distribute a controlled substance or an illegal substance.

18--ALTRUISTIC

Any homicide where the offender's motive is to benefit the victim (mercy killing, send victim to heaven, etc.), a group to which the victim belongs (?), or to serve a higher value (religious, political) or where the victim wishes to spare the victim embarrassment from past or future actions by the offender (i.e. offender is about to be arrested for embezzlement so he kills his family before killing self).

19--PSYCHOTIC

Any homicide committed by an individual for whom consistent evidence supports the fact that he/she was crazy or any homicide committed during a psychotic episode.

20--FINANCIAL GAIN

Any homicide committed to obtain financial rewards or settle a debt. This does not include rewards obtained by a theft or robbery.

21--CULT

Any homicide where the victim is killed as part of a cult's religious ritual or to further the purposes of a cult.

22--MASS

Any single incident wherein two or more victims are murdered.

23--GANG

Any homicide committed by a gang member to further the purposes of the gang. If 23 ("Gang") is a relevant characteristic, specify the type of gang in the space provided. (i.e. "motorcycle gang")

24--CONSPIRACY

Any homicide committed in accordance with the premeditated plan of two or more persons to cause the death of the victim.

25--FOR HIRE

Any homicide committed by a third party in exchange for financial or property remuneration or or to repay a debt or favor.

26--TO PREVENT TESTIFYING

Any homicide committed to prevent someone (usually, but not always, the victim) from offering evidence to authorities or at bar about some past illegal activity or to prevent someone from offering evidence in a civil action arising from some past event or events.

27--TO CONCEAL EVIDENCE OR PREVENT I.D.

Any homicide committed to prevent the victim from offering evidence against the offender or providing eyewitness I.D. of the offender for some action taken by the offender contemporaneous to the murder (i.e. offender rapes victim, then kills her to prevent prosecution on rape charges).

28--SELF-DEFENSE

"Self defense" refers to situations where the evidence indicates that the victim was an aggressor or simply lost in a mutual combat situation. (i.e. wife kills husband who was going to hit her, a bar fight occurs and victim is shot as he moves to hit offender with a pool cue, etc.) Self-defense should also be I.D.'ed as a salient characteristic whenever the offender(s) give a statement in which they claim that they killed (or injured) the victim in self-defense. This category should also be included any time the offender raises a claim of self-defense to police or the Court.

461.

2 - MASS MURDER VICTIM -- Any time two or more victims are killed in a single incident and there is no evidence which indicates that the offender(s) is connected (as an offender) in any manner to other murders, the victims are mass murder victims.

3 - POSSIBLE SERIES VICTIM - Any time a single victim is killed and there is evidence to suggest that the offender(s) may have killed other individuals in a similar manner/circumstance the victim is a possible series victim.

4 - CONFIRMED SERIES VICTIMS - Any time a single victim is killed and it is clear that the offender(s) killed other individual(s) in a similar manner/circumstance, the victim is a confirmed series victim.

5 - MASS SERIES - Any time two or more victims are killed in a single incident and it is clear that the offender(s) killed other individuals (either single or more per incident) in a similar manner/circumstance, the victim is a mass series victim. Victim(s) can be possible or confirmed.

462. This could be murders committed either prior to or after this case, either related or unrelated. If "yes" is checked, explain the answer in 465.

463. Self-explanatory.

464. 1. An open (active investigation) case is one where the investigators are and have been continuously working the case.

2. Suspended, is any unsolved case that has been inactivated or the investigation stopped for whatever reason.

3. Open - arrest warrant issued, is any case that an arrest warrant was issued, but the offender remains at-large.

4. Self-explanatory.

5. Exceptionally cleared - is any case clear for reasons other than arrest.

465. This space is provided to give the coder an opportunity to give more detailed information concerning those items the coder feels need clarification. List the item number with the additional information.

466. This item provides an opportunity for coders to report any information that the coder feels is an important aspect of this case, but that was not captured in the items on the H.I.T.S. form.

467. Enter the name of the agency, the agency case number in the appropriate blanks.

This sheet is provided to catalogue 1) all individuals whose names appear in the case file (except individuals investigating the case), their d.o.b., address, phone number and social security number; 2) all vehicles that

appear in the case file; and all credit cards. Fill in names, last name first.

Each block of spaces pertains to a separate individual, automobile or credit card. If an individual has a vehicle and/or credit card that belongs to him reported in the case file, the vehicle and/or credit card information should be reported in the same box. However, vehicles and credit cards unrelated to named individuals in the case should be reported in separate boxes with no name.

When a vehicle or credit card without a related name is reported, leave the name, d.o.b., phone number, address and social security number blank, and only fill in information pertaining to the vehicle or credit card. In addition, if information for an individual, vehicle or credit card is incomplete, just fill in the available information. If a vehicle is licensed in another state or nation, report this information after the plate number. Include the area code with all phone numbers if known.

WASHINGTON STATE
 OFFICE OF THE ATTORNEY GENERAL
 HOMICIDE INFORMATION & TRACKING SYSTEM

*** MULTIPLE VICTIM SUPPLEMENTARY FORM ***

HITS # _____

Coders name: _____

Reporting agency: _____

Reporting agency's case number(s): _____

VICTIM INFORMATION

21. This is victim _____ of _____ victim(s) in this incident:
 (number) (total)

DATE AND TIME PARAMETERS

EXACT DATE	TIME	APPROX DATE	APPROX TIME
------------	------	-------------	-------------

22. Initial contact site:

_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (hr)
---------------	---------------	---------------	---------------	----	---------------	---------------	---------------	---------------	----	---------------

23. Victim last seen:

_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (hr)
---------------	---------------	---------------	---------------	----	---------------	---------------	---------------	---------------	----	---------------

24. Initial assault:

_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (hr)
---------------	---------------	---------------	---------------	----	---------------	---------------	---------------	---------------	----	---------------

25. Death/major assault:

_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (hr)
---------------	---------------	---------------	---------------	----	---------------	---------------	---------------	---------------	----	---------------

26. Victim/body found:

_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (mo)	_____ (da)	_____ (yr)	_____ (hr)	to	_____ (hr)
---------------	---------------	---------------	---------------	----	---------------	---------------	---------------	---------------	----	---------------

27. Was there a missing or runaway report taken by the police?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

28. When was the first attempt to report the victim as a missing/runaway? (mo) (da) (yr)

29. When was the missing/runaway report actually taken? _____

50. Victim's residence:

- | | |
|--------------------------------------|----------------------------|
| 1 ___ Single-family dwelling | 4 ___ Motor vehicle |
| 2 ___ Multi-family dwelling | 5 ___ Street |
| 3 ___ Temporary or transient housing | 88 ___ Other _____ |
| | 99 ___ Unable to determine |

Victim's previous addresses:

51. Street: _____

52. City: _____ 53. State: _____ 54. Zip: _____

Street: _____

City: _____ State: _____ Zip: _____

Street: _____

City: _____ State: _____ Zip: _____

VICTIM'S PHYSICAL DESCRIPTION

55. Height (or best estimate): _____ ft. _____ in. 99 ___ Unable to determine

56. Approx. weight: _____ lbs 99 ___ Unable to determine

57. Build:

- | | |
|--------------|----------------------------|
| 1 ___ Small | 3 ___ Large |
| 2 ___ Medium | 99 ___ Unable to determine |

58. Hair length: (check all that apply)

- | | |
|--------------------------------|----------------------------|
| 1 ___ No hair (bald or shaven) | 5 ___ To Shoulders |
| 2 ___ Balding | 6 ___ Past shoulders |
| 3 ___ Above collar | |
| 4 ___ Collar length | 99 ___ Unable to determine |

59. Hair shade:

- | | |
|-------------|----------------------------|
| 1 ___ Light | 3 ___ Medium |
| 2 ___ Dark | 99 ___ Unable to determine |

60. Predominant hair color:

- | | |
|-------------------------|----------------------------|
| 1 ___ Gray and or white | 5 ___ Black |
| 2 ___ Blond | 88 ___ Other _____ |
| 3 ___ Red | 99 ___ Unable to determine |
| 4 ___ Brown | |

61. Abnormalities of the teeth: (check all that apply)

- | | |
|-------------------------|----------------------------|
| 1 ___ None | 6 ___ Noticeable gaps |
| 2 ___ Braces | 7 ___ Some or all missing |
| 3 ___ Broken or chipped | 8 ___ Stained |
| 4 ___ Crooked | 88 ___ Other _____ |
| 5 ___ Decayed | 99 ___ Unable to determine |

62. Glasses normally worn by or associated with the victim: (check all that apply)

- | | |
|----------------------|----------------------------|
| 1 ___ None | 6 ___ Metal frame |
| 2 ___ Prescription | 7 ___ Rimless |
| 3 ___ Contacts | 88 ___ Other _____ |
| 4 ___ Bifocals | |
| 5 ___ Plastic frames | 99 ___ Unable to determine |

VICTIM'S SCARS AND/OR BIRTHMARKS

63. Does the victim have any scars and/or birthmarks (not tattoos):

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

Location of scars or birthmarks:

(Using the following list, indicate the location of each scar or birthmark in the space provided below)

- | | |
|---------------------|-------------------------|
| 1) Face, head, neck | 5) Buttocks |
| 2) Arm(s), hand(s) | 6) Feet or leg(s) |
| 3) Torso front | 88) Other |
| 4) Torso back | 99) Unable to determine |

64. Location 65. Description

_____	_____
_____	_____
_____	_____
_____	_____

VICTIM'S TATTOOS

66. Does the victim have any tattoos?

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

Tattoo locations and designs:

(Using the numbers and letters as provided in the two lists below, indicate the location of each tattoo with its corresponding number and design with the corresponding letter.)

- | | | |
|----------|---------------------|-------------------------|
| Location | 1) Face, head, neck | 5) Buttocks |
| | 2) Arm(s), hand(s) | 6) Feet or leg(s) |
| | 3) Torso front | 88) Other |
| | 4) Torso back | 99) Unable to determine |

- | | | |
|--------|----------------------------|-------------------------|
| Design | A) Initials or words | D) Other _____ |
| | B) Number(s) | 99) Unable to determine |
| | C) Picture(s) or design(s) | |

67. Location 68. Design 69. Description

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

VICTIM'S OUTSTANDING PHYSICAL FEATURES

70. Did the victim have outstanding physical features or was there something about the victim that would attract attention?

- 1 ___ Yes _____
 2 ___ No
 99 ___ Unable to determine

VICTIM'S CLOTHING

71. Generally preferred clothing style:

- 1 ___ Business suit
 2 ___ Casual
 3 ___ Gaudy or garish
 4 ___ Sport or athletic
 5 ___ Western wear
 6 ___ Work clothes or uniform
 98 ___ Other _____
 99 ___ Unable to determine

72. Generally preferred predominant color tone of clothing:

- 1 ___ Whites
 2 ___ Yellows
 3 ___ Greens
 4 ___ Blues
 5 ___ Purples/Violets
 6 ___ Reds/Oranges
 7 ___ Browns/Tans
 8 ___ Grays/Blacks
 99 ___ Unable to determine

73. If this case is unsolved or a missing person case where foul play is suspected, list victim's clothing description: (using the number(s) from the color list in the above question, place the appropriate number for the color on the line of the corresponding victim clothing item. More than one color/number may be used per article) (describe logos and brand names in space provided)

1 ___ None

74.

Special Characteristics
 spots, rips, brands, logos, etc.

Color	Clothing Item	Special Characteristics
1 ___	Shirt	_____
2 ___	T-shirt	_____
3 ___	Blouse	_____
4 ___	Bra	_____
5 ___	Panties	_____
6 ___	Under shorts	_____
7 ___	Skirt	_____
8 ___	Pants	_____
9 ___	Socks	_____
10 ___	Shoes	_____
11 ___	Jacket/coat	_____
12 ___	Hat	_____
13 ___	Other	_____

VICTIM'S BACKGROUND

75. Sexual history: (check all that apply)

- 1 ___ Prepubescent
 2 ___ Heterosexual
 3 ___ Bisexual
 4 ___ Bondage
 5 ___ Homosexual
 6 ___ Prostitute
 7 ___ Promiscuous
 8 ___ Transvestite
 9 ___ Asexual
 10 ___ Pedophile
 98 ___ Other _____
 99 ___ Unable to determine

76. Was victim employed at time of death:
1 ___ Yes 2 ___ No 3 ___ Unable to determine

77. Occupation 78. Employer & city
1. _____
2. _____

79. Previous occupation 80. Previous employer & city
1. _____
2. _____

81. Social security number(s):
1 _____
2 _____
3 _____

32. Military service:
1 ___ No 99 ___ Unable to determine
2 ___ Army 6 ___ National Guard
3 ___ Navy 7 ___ Coast Guard
4 ___ Marines 88 ___ Other _____
5 ___ Air force

33. Time in service: From _____ to _____

34. Did the victim have a history of drug or alcohol abuse?
1 ___ No 3 ___ Drugs
2 ___ Alcohol 4 ___ Both 99 ___ Unable to determine

35. At the time of this incident was the victim under the influence of:
1 ___ No 3 ___ Drugs
2 ___ Alcohol 4 ___ Both 99 ___ Unable to determine

36. Was the victim ever a member of a subversive group or gang?
(check all that apply)
1 ___ No 5 ___ Religious cult _____
2 ___ Youth _____ 6 ___ Prison _____
3 ___ Mob/syndicate _____ 7 ___ Terrorist _____
4 ___ Motorcycle _____ 88 ___ Other _____
99 ___ Unable to determine

VICTIM'S CRIMINAL HISTORY

Was the victim, as a juvenile, ever arrested?

37. Crime	38. Date	39. City	90. State
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Was the victim, as an adult, ever arrested?

91. Crime	92. Date	93. City	94. State
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

95. Victim's FBI number: _____

96. From the list below indicate which category best describes the victim and offender's relationship?

- 1 Offender was _____ 99 ___ Unable to determine
- | | |
|----------------------|--|
| 1 Husband | 18 Brother |
| 2 Wife | 19 Sister |
| 3 Ex-husband | 20 Other Family member _____ |
| 4 Ex-wife | 21 Boyfriend |
| 5 Common-law husband | 22 Girlfriend |
| 6 Common-law wife | 23 Friend |
| 7 Mother | 24 Mother's boyfriend |
| 8 Father | 25 Mother's live-in boyfriend |
| 9 Step-father | 26 Baby sitter |
| 10 Step-mother | 27 Hitchhiker |
| 11 Guardian | 28 Prostitute |
| 12 Son | 29 Casual acquaintance _____ |
| 13 Daughter | 30 First time acquaintance |
| 14 Step-son | 31 One way acquaintance, victim does not know offender |
| 15 Step-daughter | |
| 16 In-law | 32 Total stranger |
| 17 Estranged spouse | 33 Other _____ |

214. Other than confession(s), was there any communication from the offender before, during or after the crime? (if no go to #220)

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

To answer 215 and 216, fill in the spaces provided below using the appropriate numbers for the method of contact and persons contacted. Then place the date for each in the space that indicates whether the contact was before, during, after the incident, or all three: (record all that apply)

Method of contact

- | | |
|-------------------------------|-----------------------------------|
| 1) By phone | 6) Recording tapes, cassette, etc |
| 2) By letter/note | 7) In person |
| 3) Drawing/photo | 8) For ransom |
| 4) Poem | 88) Other _____ |
| 5) Returned personal property | 99) Unable to determine |

Person contacted

- 9) Victim's relative(s)
 10) Victim's friend(s)
 11) Victim's co-worker(s)
 12) News media
 13) Police
 88) Other _____
 99) Unable to determine

215. Method of Contact	216. Person Contacted	217. Before date	218. During date	219. After date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

OFFENDER'S APPROACH TO THE VICTIM AT TIME OF INCIDENT

220. Were there prior conflicts between the victim and offender?
 (check all that apply)

- | | |
|--------------------------|------------------------------|
| 1 ___ No | 5 ___ Threats (other) |
| 2 ___ Assaults | 88 ___ Other conflicts _____ |
| 3 ___ Threats to assault | 99 ___ Unable to determine |
| 4 ___ Threats to kill | |

221. The offender's approach to the victim was:

- 1 ___ No living victim or person witnessed approach
 2 ___ By deception or con: Openly, with subterfuge or ploy
 (e.g., offers assistance or requests direction)
 3 ___ Lay in wait or stepped from concealment
 4 ___ Direct and immediate assault

222. If the offender initiated contact with the victim by means of deception, indicate the type of deception below:

- 1 ___ None
- 2 ___ Pseudo police
- 3 ___ Pseudo authority figure
- 4 ___ Pseudo Business/Bank/Real Estate person
- 5 ___ Through want ad
- 6 ___ Photography scam
- 7 ___ Modeling scam
- 8 ___ Offers job/money
- 9 ___ Sales
- 10 ___ Repairman/utility worker
- 11 ___ Jogger
- 12 ___ Offers of treats/toys
- 13 ___ "Help me find my [puppy, kitten, etc.]"
- 14 ___ "[mom] wants you," etc.
- 15 ___ "Does John live here," etc.
- 16 ___ Approaches newspaper carrier
- 17 ___ Implies family emergency/illness
- 18 ___ Wants to show something
- 19 ___ Wants to use phone/rest room
- 20 ___ Needs assistance
- 21 ___ Wants to assist
- 22 ___ Needs directions
- 23 ___ Phones/sends letters to meet
- 24 ___ Prostitute/solicit for sex
- 25 ___ Lured to the offender by another person
- 88 ___ Other _____
- 99 ___ Unable to determine

223. If the offender initiated contact by means of surprise, indicate the type of surprise below:

- 1 ___ Lay in wait - out of doors
- 2 ___ Lay in wait - in building
- 3 ___ Lay in wait - in vehicle
- 4 ___ Victim sleeping
- 88 ___ Other surprise _____

224. If offender initiated contact with the victim by use of direct and immediate physical assault, indicate the type from the list below:

- 1 ___ Immediate and physical overpowering of victim (picked-up, carried away, etc.)
- 2 ___ Hit victim with hand, fist or clubbing weapon
- 3 ___ Choked victim
- 4 ___ Stabbed victim
- 5 ___ Shot victim
- 88 ___ Other direct assault _____

225. At the time of initial contact with the offender, or when last seen what was the victim doing? _____

EVENTS AT ASSAULT SITE

227. Did the offender disable the telephone, or other utilities?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

228. The property at the crime scene was: (check all that apply)

1 ___ Ransacked 3 ___ Burned 5 ___ Disturbed
2 ___ Vandalized 4 ___ Undisturbed 99 ___ Unable to determine

229. Did the offender destroy or attempt to destroy evidence at the scene:

1 ___ Yes _____
2 ___ No 99 ___ Unable to determine

GEOGRAPHIC LOCATION(S)

Last known location of identified victim:

230. Street add. _____

231. City _____

232. County _____

233. State _____ 234. Zip _____

Location of body find; identified, unidentified or skeletal remains:

235. Street add. _____

236. City _____

237. County _____

238. State _____ 239. Zip _____

240. Describe the general area of the victim found/body discovery site:

1 ___ Farm/country 3 ___ City
2 ___ Residential 99 ___ Unable to determine

Location of incident sites:

(From the list of numbered locations provided below, select a location that best describes the location of incident. Place the appropriate number in the corresponding space of the incident site. The same location number could apply to all incident sites, a few sites or each may be different).

- | | |
|----------------------------------|---------------------------------|
| 241) Victim last seen site _____ | 245) Initial contact site _____ |
| 242) Initial assault site _____ | 246) Site if held _____ |
| 243) Release/escape site _____ | 247) Death site _____ |
| 244) Body recovery site _____ | |

Living Quarters:

- 1 Home/single/family
- 2 Duplex/triplex
- 3 Apt/condo
- 4 Mobile home
- 5 Rooming house
- 6 Dormitory
- 7 Rest/nursing home
- 8 Senior citizen center
- 9 Halfway house
- 10 Camper/trailer
- 11 Other _____

Business:

- 12 Gas station
- 13 Liquor store
- 14 Fast food/convenience
- 15 Restaurant/coffee shop
- 16 Motel/hotel
- 17 Pawn shop
- 18 Drug store/supply
- 19 Shopping center/mall
- 20 Retail dept. store
- 21 Food store/market
- 22 Jewelry/fur
- 23 Bank/savings & loan
- 24 Other _____

Entertainment:

- 25 Bar/nightclub/dance hall
- 26 Stadium/auditorium/theater
- 27 Casino
- 28 Resort
- 29 Country club/pro shop
- 30 Museum
- 31 Arcade
- 32 Sport center/health spa
- 33 Fraternal club
- 34 Other _____

Public Premise:

- 35 Church/mission
- 36 School
- 37 Hospital/medical center
- 38 Mortuary
- 39 Public restroom
- 40 Public garage
- 41 Subway/metro
- 42 Barn/stable
- 43 Shed/outbuilding
- 44 Government building
- 45 Parking lot
- 46 Public building
- 47 Office building
- 48 Post office
- 49 Other _____

Industrial/Commercial/Other:

- 50 Warehouse/storage
- 51 Dump
- 52 Factory/mill/plant
- 53 Dumpster
- 54 Other _____

Transportation:

- 55 Motor vehicle
- 56 Boat
- 57 Airport
- 58 Bus station
- 59 Railroad property
- 60 Other _____

Military Installation:

- 61 Army
- 62 Navy
- 63 Air force
- 64 Marines
- 65 Coast Guard
- 66 Other _____
- 99 Unable to determine

Location of incident sites continued: (From the list of numbered locations provided below, select a location that best describes the location of incident. Place the appropriate number in the corresponding space of the incident site. The same number could apply to all incident sites, a few sites or each may be different).

- | | |
|----------------------------------|---------------------------------|
| 249) Victim last seen site _____ | 253) Initial contact site _____ |
| 250) Initial assault site _____ | 254) Site if held _____ |
| 251) Release/escape site _____ | 255) Death site _____ |
| 252) Body recovery site _____ | |

- | | |
|-------------------------|--------------------------|
| 1 None | 20 Transportation center |
| 2 School grounds/campus | 21 Bus stop |
| 3 Playground/park/zoo | 22 Wooded area |
| 4 Vice area | 23 Cemetery |
| 5 Amusement park | 24 Quarry |
| 6 Circus/carnival | 25 Mine |
| 7 County/state fair | 26 Cave |
| 8 Camping area | 27 Well |
| 9 Resort | 28 Farm/ranch |
| 10 Freeway/toll road | 29 Orchard |
| 11 Paved street/highway | 30 Field |
| 12 Alley | 31 Marsh/swamp |
| 13 Gravel/dirt road | 32 Beach/marina |
| 14 Sidewalk | 33 Lake |
| 15 Trail/jogging path | 34 River |
| 16 Bridge | 35 Stream/creek |
| 17 Rest stop | 36 Canal/inland waterway |
| 18 Parking lot | 88 Other _____ |
| 19 Railroad tracks | 99 Unable to determine |

257. Was the body recovery site in or about the victim's residence?

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

If the body recovery site was a residence, (any residence) select a location from the list below that best describes the location of each of the below stated incident sites. Place the appropriate number for a location in the corresponding space of the incident site. (The same number could apply to all incident sites, a few sites, or each may be different).

- | | |
|----------------------------------|---------------------------------|
| 258) Victim last seen site _____ | 262) Initial contact site _____ |
| 259) Initial assault site _____ | 263) Site if held _____ |
| 260) Release/escape site _____ | 264) Death site _____ |
| 261) Body recovery site _____ | |

(only if at residence)

- | | |
|-------------------|---------------------------|
| 1 None/NA | 12 Closet |
| 2 Bedroom | 13 Porch/balcony |
| 3 Living room | 14 Garage/parking area |
| 4 Dining room | 15 Basement |
| 5 Kitchen | 16 Attic |
| 6 Den/family room | 17 Roof |
| 7 Rec room | 18 Swim pool/tennis court |
| 8 Utility room | 19 Garden/yard |
| 9 Foyer/entry way | 20 Stairwell |
| 10 Library/study | 88 Other _____ |
| 11 Hallway | 99 Unable to determine |

277. Was the site of the victim's last known location the same as the site of the initial contact between the victim and offender?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

278. Describe the general area of the victim's last known location:

1 ___ Farm/country 3 ___ City
2 ___ Residential 99 ___ Unable to determine

279. Was the victim's last known location the victim's residence:

1 ___ Yes 2 ___ No 99 ___ Unable to determine

280. Was the victim's last known location the victim's work place:

1 ___ Yes 2 ___ No 99 ___ Unable to determine

Using standard units of measure (feet, and/or miles) give the best estimate of distance between the following locations:

281. The distance between victim's last known location and...

1. point of contact with offender _____
2. location of assault _____
3. location victim held prisoner _____
4. death site _____
5. body recovery site _____
6. victim's lodging site _____
7. offender's lodging site _____
8. offender's arrest site _____

282. The distance between point of initial contact with offender and...

1. location of assault _____
2. location victim held prisoner _____
3. death site _____
4. body recovery site _____
5. victim's lodging site _____
6. offender's lodging site _____
7. offender's arrest site _____

283. The distance between location of assault and...

1. location victim held prisoner _____
2. death site _____
3. body recovery site _____
4. victim's lodging site _____
5. offender's lodging site _____
6. offender's arrest site _____

284. The distance between location victim held prisoner and...

1. death site _____
2. body recovery site _____
3. victim's lodging site _____
4. offender's lodging site _____
5. offender's arrest site _____

285. The distance between death site and...

- 1. body recovery site _____
- 2. victim's lodging site _____
- 3. offender's lodging site _____
- 4. offender's arrest site _____

286. How did the offender dispose of the body?

- 1 ___ Openly displayed or placed to insure discovery
- 2 ___ Concealed, hidden, or placed in order to prevent discovery
- 3 ___ Unconcerned as to whether or not the body was discovered
- 99 ___ Unable to determine

287. Was the body of the victim intentionally placed in an unusual position after? (e.g., staged or posed)

- 1 ___ Yes _____
- 2 ___ No _____ 99 ___ Unable to determine _____

OFFENDER'S WRITING OR CARVING ON THE BODY

288. Was there writing or carving on the body?

- 1 ___ Yes _____
- 2 ___ No _____ 99 ___ Unable to determine _____

289. What instrument was used to write or carve on the body?

- 1 ___ Knife or sharp instrument
- 2 ___ Blood
- 3 ___ Lipstick
- 4 ___ Writing instrument (pen, etc.)
- 88 ___ Other _____
- 99 ___ Unable to determine _____

OFFENDER'S WRITING OR DRAWING AT THE CRIME SCENE

290. Was there writing or drawing at the crime scene(s)?

- 1 ___ Yes (describe) _____
- 2 ___ No _____ 99 ___ Unable to determine _____

291. Instrument used to write or draw at the crime scene:

- 1 ___ Knife or sharp instrument
- 2 ___ Blood
- 3 ___ Lipstick
- 4 ___ Writing instrument (pen, etc.)
- 88 ___ Other _____
- 99 ___ Unable to determine _____

SYMBOLIC ARTIFACTS AT CRIME SCENE

292. Was there evidence to suggest a deliberate or unusual ritual, act, thing had been performed on, with, or near the victim (such as the orderly formation of rocks, burnt candles, dead animals, defecation, etc.)?

- 1 ___ Yes _____
- 2 ___ No _____ 99 ___ Unable to determine _____

300. The restraining device(s) was: (check all that apply)

- 1___ Brought to the scene by the offender
- 2___ Brought to the scene by the victim
- 3___ An article found at the scene by the offender
- 99___ Unable to determine

301. Parts of the body that were bound: (check all that apply)

- 1___ None
- 2___ Hands (in front)
- 3___ Hands (in rear)
- 4___ Legs
- 5___ Feet/ankle(s)
- 6___ Neck
- 7___ Hands/ankles bound together
- 8___ Arms bound to torso
- 88___ Other _____
- 99___ Unable to determine

302. Were the bindings on the victim excessive (much more than necessary to control the victim's movements)?

- 1___ Yes
- 2___ No
- 99___ Unable to determine

303. Was the body tied to an object or other victim:

- 1___ Yes _____
- 2___ No
- 99___ Unable to determine

304. Was there evidence of an object or a gag having been placed in or over the victims's mouth?

- 1___ Yes _____
- 2___ No
- 99___ Unable to determine

305. Was a blindfold placed on or over the victim's eyes?

- 1___ Yes _____
- 2___ No
- 99___ Unable to determine

306. Was victim's entire face covered?

- 1___ Yes - with what _____
- 2___ No
- 99___ Unable to determine

CLOTHING AND PROPERTY OF VICTIM

307. Clothing on victim when found:

- 1___ Fully dressed
- 2___ Undressed, from waist down or panties/pants pulled down/skirt up:
- 3___ Undressed, from waist up or blouse & bra/shirt pulled above breast/chest:
- 4___ Nude
- 88___ Other _____
- 99___ Unable to determine

308. Is there evidence the victim was re-dressed by the offender?

- 1 ___ Yes
2 ___ Same clothing
3 ___ Different clothing
4 ___ No
99 ___ Unable to determine

309. Is there evidence to suggest that some or all of the victim's clothing had been ripped or torn by the offender?

- 1 ___ Yes (which items) _____

- 2 ___ No
99 ___ Unable to determine

310. Is there evidence to suggest that some or all of the victim's clothing had been cut from the body by the offender?

- 1 ___ Yes (which items) _____

- 2 ___ No
99 ___ Unable to determine

311. Victim's clothing (not on the body) found at the body recovery site:

- 1 ___ None
2 ___ Piled neatly
3 ___ Scattered
4 ___ Dumped
5 ___ Hidden
99 ___ Unable to determine

312. Were items of the victim's clothing missing from the body recovery site?

- 1 ___ Yes (identify) _____

- 2 ___ No
99 ___ Unable to determine

313. Did the offender take small personal items (other than clothing) from the victim? (these items may or may not be valuable, e.g., photos, drivers license, real or costume jewelry, etc.)

- 1 ___ Yes _____

- 2 ___ No
99 ___ Unable to determine

314. What was the distance between the victim's body recovery site and the location where the victim's property and or clothing was dumped?

- 1 ___ At immediate scene
2 ___ _____ ft.
3 ___ _____ miles

Property of victim/others missing or taken by the offender:

(On the lines provided below list each item taken from the victim or others by using the corresponding number from the property list. After the item number indicate who the property belonged to with a "V" for victim and "O" for others. Then from the disposition list, use the corresponding letter to indicate the disposition of each item. Space is provided to explain items G AND H or another item needing a further explanation). (record all that apply)

PROPERTY LIST:

- | | |
|------------------|--------------------------|
| 1) Vehicle | 9) Hose/socks |
| 2) Credit cards | 10) Other clothing |
| 3) Cash | 11) Jewelry |
| 4) Checks | 12) Photo(s) |
| 5) Personal I.D. | 13) Personal memento(s) |
| 6) Weapon(s) | 14) Body parts |
| 7) Underclothing | 15) Police I.D. or badge |
| 8) Shoe(s) | 88) Other _____ |

DISPOSITION LIST:

- | | |
|----------------------------|---|
| A) None taken | H) In hidden location |
| B) On offender's person | I) Left with offender's relative/friend |
| C) In offender's vehicle | J) Left items at cemetery |
| D) In offender's residence | K) Discarded |
| E) Pawned | L) Used as income |
| F) Sold | 88) Other _____ |
| G) Given away | 99) Unable to determine |

321. Property taken	322. Description	323. Victim/ Others	324. Disposition
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Explanation for items having a G or H disposition: (to whom or where)

325. _____

MEDICAL EXAMINER/CORONER FINDINGS

326. What is stated on the death certificate as the classification of death?

- | | |
|------------------|--|
| 1 ___ Homicide | 4 ___ Natural |
| 2 ___ Suicide | 5 ___ Undetermined |
| 3 ___ Accidental | 6 ___ Classification not stated in case file |

327. What was the original classification of death made by the police?
- | | |
|------------------|--|
| 1 ___ Homicide | 4 ___ Natural |
| 2 ___ Suicide | 5 ___ Undetermined |
| 3 ___ Accidental | 6 ___ Classification not stated in case file |
328. What was the M.E./Coroner classification for type of death?
- | | |
|------------------|--|
| 1 ___ Homicide | 4 ___ Natural |
| 2 ___ Suicide | 5 ___ Undetermined |
| 3 ___ Accidental | 6 ___ Classification not stated in case file |
329. If this case was originally determined to be other than a homicide, but was later discovered to be homicide, who made that discovery?
- | | |
|------------------------|----------------------------|
| 1 ___ Medical examiner | 5 ___ Prosecutor |
| 2 ___ Coroner | 88 ___ Other _____ |
| 3 ___ Hospital | 99 ___ Unable to determine |
| 4 ___ Police | |
330. Was there an autopsy performed on the victim? (if no go to #338)
- | | | |
|-----------|----------|----------------------------|
| 1 ___ Yes | 2 ___ No | 99 ___ Unable to determine |
|-----------|----------|----------------------------|
331. Was there a copy of the autopsy report in the case file?
- | | |
|-----------|----------|
| 1 ___ Yes | 2 ___ No |
|-----------|----------|
332. Who signed the autopsy report?
- | | |
|------------------------|----------------------------|
| 1 ___ Medical examiner | 88 ___ Other _____ |
| 2 ___ Coroner | 99 ___ Unable to determine |
333. Were autopsy photographs taken?
- | | | |
|-----------|----------|----------------------------|
| 1 ___ Yes | 2 ___ No | 99 ___ Unable to determine |
|-----------|----------|----------------------------|
334. Which of the following autopsy procedures were completed?
(check all that apply)
- | | |
|-----------------------------|----------------------------|
| 1 ___ None | 99 ___ Unable to determine |
| 2 ___ Scalp hair combings | |
| 3 ___ Scalp hair samples | |
| 4 ___ Pubic hair combings | |
| 5 ___ Pubic hair samples | |
| 6 ___ Vaginal swabs | |
| 7 ___ Anal swabs | |
| 8 ___ Oral swabs | |
| 9 ___ Fingerprints | |
| 10 ___ Fingernail clippings | |
| 11 ___ Blood samples | |
| 12 ___ X-rays | |
| 13 ___ Other _____ | |
| _____ | |
| _____ | |
| _____ | |

335. What body parts were examined during the autopsy?
(check all that apply)

- 1 None 99 Unable to determine
2 Head
3 Neck
4 Chest
5 Abdomen
6 Extremities

336. What toxicology tests were performed? (check all that apply)

- 1 None 99 Unable to determine
2 Drug analysis (blood or urine) _____
3 Blood alcohol _____
4 Other toxicological analysis _____

337. What important evidence or information was collected as a result of the autopsy?

- 1) _____
2) _____
3) _____
4) _____
5) _____
6) _____

99 Unable to determine

CAUSE OF DEATH

338. What was the Medical Examiner's or Coroner's officially listed cause of death?

- | | |
|--|--|
| 1 <input type="checkbox"/> Firearm(s) | 12 <input type="checkbox"/> Burns--fire |
| 2 <input type="checkbox"/> Stab wound(s) | 13 <input type="checkbox"/> Burns --chemical |
| 3 <input type="checkbox"/> Cutting/incising wound(s) | 14 <input type="checkbox"/> Burns---scalding |
| 4 <input type="checkbox"/> Blunt force injury | 15 <input type="checkbox"/> Hypothermia or exposure |
| 5 <input type="checkbox"/> Strangulation, manual | 16 <input type="checkbox"/> Drowning |
| 6 <input type="checkbox"/> Strangulation, ligature | 17 <input type="checkbox"/> Electrocution |
| 7 <input type="checkbox"/> Asphyxia - unknown means | 18 <input type="checkbox"/> Crushing injuries |
| 8 <input type="checkbox"/> Smothering | 19 <input type="checkbox"/> Explosive trauma |
| 9 <input type="checkbox"/> Airway occlusion - internal | 20 <input type="checkbox"/> Malnutrition/dehydration |
| 10 <input type="checkbox"/> Torso compression | 21 <input type="checkbox"/> Undetermined |
| 11 <input type="checkbox"/> Hanging | 88 <input type="checkbox"/> Other _____ |
| | 99 <input type="checkbox"/> Unable to determine |

TRAUMA

340. Trauma location(s): (check all that apply)

- | | |
|-------------------------|----------------------------|
| 1 ___ Forehead | 11 ___ Neck |
| 2 ___ Head - top | 12 ___ Arm(s) |
| 3 ___ Head - right side | 13 ___ Leg(s)/feet |
| 4 ___ Head - left side | 14 ___ Hand(s) |
| 5 ___ Head - back | 15 ___ Breast(s) |
| 6 ___ Face | 16 ___ Buttocks |
| 7 ___ Eye(s) | 17 ___ Genitalia |
| 8 ___ Chest | 19 ___ Anus |
| 9 ___ Back | 88 ___ Other _____ |
| 10 ___ Abdomen | 99 ___ Unable to determine |

341. Extent of blunt force injury:

- 1 ___ None
- 2 ___ Minimal (minor bruising only, possibly caused by offender's slapping to control the victim)
- 3 ___ Moderate (injury insufficient to cause death by itself)
- 4 ___ Severe (injury sufficient to cause death, whether the actual cause of death or not)
- 5 ___ Extreme (injury beyond that necessary to cause death/over kill)

342. Estimate number of stab wounds: _____

343. Estimate number of cutting wounds: _____

344. Estimate number of blunt force wounds: _____

345. Did the victim sustain any gunshot wounds? (if no go to #353)

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

(Using the numbers from the trauma list in question 340, place the appropriate number for location of that wound on the line(s) under #346, then indicate how many wounds to that location under #347 and the range, cal, gauge etc. on the line for their corresponding number.)

- RANGE = 1) Distant (no stippling/tattooing)
2) Intermediate (stippling/tattooing)
3) Close (powder residue/tattooing)
4) Contact
99) Unable to determine

346. Location of wound (s)	347. No. of wounds	348. Range	348. Cal./ gauge	350. No. of grooves	351. Twist R/L	352. bullet wt. shot size
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

ELEMENTS OF TORTURE OR UNUSUAL ASSAULT

353. Is there evidence to suggest that the offender disfigured the body of the victim? (check all that apply)

- | | |
|--|---|
| 1 <input type="checkbox"/> None | 8 <input type="checkbox"/> Victim whipped |
| 2 <input type="checkbox"/> Removed/destroyed fingers | 9 <input type="checkbox"/> Evidence of cannibalism or vampirism |
| 3 <input type="checkbox"/> Removed/destroyed toes | 10 <input type="checkbox"/> Victim run over by vehicle |
| 4 <input type="checkbox"/> Burns - postmortem | 11 <input type="checkbox"/> Mutilated face |
| 5 <input type="checkbox"/> Burns - antemortem | 12 <input type="checkbox"/> Covered face/head |
| 6 <input type="checkbox"/> Burns - unable to determine post or antemortem | 13 <input type="checkbox"/> Head gone |
| 7 <input type="checkbox"/> Offender explored, probed or mutilated cavities or wounds of the victim | 88 <input type="checkbox"/> Other _____ |
| | 99 <input type="checkbox"/> Unable to determine |

354. Is there evidence that indicates the injuries were?

- | | |
|---------------------------------------|---|
| 1 <input type="checkbox"/> Antemortem | 3 <input type="checkbox"/> Both |
| 2 <input type="checkbox"/> Postmortem | 99 <input type="checkbox"/> Unable to determine |

355. Body parts removed by offender: (if no go to #358)

- | | |
|------------------------------------|---|
| 1 <input type="checkbox"/> None | 10 <input type="checkbox"/> Arm(s) |
| 2 <input type="checkbox"/> Head | 11 <input type="checkbox"/> Leg(s) |
| 3 <input type="checkbox"/> Scalp | 12 <input type="checkbox"/> Breast(s) |
| 4 <input type="checkbox"/> Face | 13 <input type="checkbox"/> Nipple(s) |
| 5 <input type="checkbox"/> Teeth | 14 <input type="checkbox"/> Anus |
| 6 <input type="checkbox"/> Eye(s) | 15 <input type="checkbox"/> Genitalia |
| 7 <input type="checkbox"/> Ear(s) | 16 <input type="checkbox"/> Internal organs |
| 8 <input type="checkbox"/> Nose | 88 <input type="checkbox"/> Other _____ |
| 9 <input type="checkbox"/> Hand(s) | 99 <input type="checkbox"/> Unable to determine |

356. Dismemberment method:

- | | |
|--|---|
| 1 <input type="checkbox"/> Bitten off | 4 <input type="checkbox"/> Hacked/chopped off |
| 2 <input type="checkbox"/> Cut - skilled/surgical | 5 <input type="checkbox"/> Sawed off |
| 3 <input type="checkbox"/> Cut - unskilled rough/cut | 88 <input type="checkbox"/> Other _____ |
| | 99 <input type="checkbox"/> Unable to determine |

357. Is there evidence that dismemberment was?

- | | |
|---------------------------------------|---|
| 1 <input type="checkbox"/> Antemortem | 3 <input type="checkbox"/> Both |
| 2 <input type="checkbox"/> Postmortem | 99 <input type="checkbox"/> Unable to determine |

SEXUAL ASSAULT

358. Is there evidence of an assault to any of the victim's sexual organs or body cavities? (if no go to #367)

- | | | |
|--------------------------------|-------------------------------|---|
| 1 <input type="checkbox"/> Yes | 2 <input type="checkbox"/> No | 99 <input type="checkbox"/> Unable to determine |
|--------------------------------|-------------------------------|---|

359. Who made the determination that the assault was sexual?
(check all that apply)

- | | |
|--------------------------------|-------------------------------|
| 1 ___ Offender's confession | 5 ___ Investigator conclusion |
| 2 ___ Medical examiner | 6 ___ Prosecutor conclusion |
| 3 ___ Crime lab | 88 ___ Other _____ |
| 4 ___ Witness/surviving victim | 99 ___ Unable to determine |

360. Type of sexual assault, or attempt: (check all that apply)

- | | |
|---|----------------------------|
| 1 ___ Offender performed oral sex on victim | 4 ___ Anal |
| 2 ___ Victim performed oral sex on offender | 88 ___ Other _____ |
| 3 ___ Vaginal | 99 ___ Unable to determine |

361. Was semen found in body cavity(s) of the victim?
(check all that apply)

- | | |
|-----------------|----------------------------|
| 1 ___ No | 4 ___ In mouth |
| 2 ___ In vagina | 88 ___ Other _____ |
| 3 ___ In anus | 99 ___ Unable to determine |

362. Was there evidence of other ejaculation?

- | | |
|---------------------------------|------------------------------------|
| 1 ___ No | 4 ___ Elsewhere at the scene _____ |
| 2 ___ On the body of the victim | 99 ___ Unable to determine |
| 3 ___ On the offender | |

363. Is there evidence to suggest sexual assault was?

- | | |
|------------------|----------------------------|
| 1 ___ Antemortem | 3 ___ Both |
| 2 ___ Postmortem | 99 ___ Unable to determine |

364. Is there evidence of sexual insertion of foreign object(s) into the victims body?

- | | | |
|-----------|----------|----------------------------|
| 1 ___ Yes | 2 ___ No | 99 ___ Unable to determine |
|-----------|----------|----------------------------|

365. Were there sexually inserted foreign object(s) still in the body when the body was first discovered? (e.g., rocks, twigs, knife, clothing)

(OBJECT)

- | |
|--------------------|
| 1 ___ Vagina _____ |
| 2 ___ Penis _____ |
| 3 ___ Anus _____ |
| 4 ___ Mouth _____ |
| 88 ___ Other _____ |

366. Is there evidence of sexual insertion of foreign object(s) into the victim's body, but the object was not in the body when the body was discovered:

(OBJECT)

- | |
|----------------------------|
| 1 ___ Vagina _____ |
| 2 ___ Penis _____ |
| 3 ___ Anus _____ |
| 4 ___ Mouth _____ |
| 88 ___ Other _____ |
| 99 ___ Unable to determine |

BITE MARKS ON VICTIM

367. Were bite marks found on the victim's body?

- 1 ___ Yes
- 2 ___ No
- 99 ___ Unable to determine

368. Location of bite marks: (check all that apply)

- 1 ___ Face
- 2 ___ Neck
- 3 ___ Abdomen
- 4 ___ Breast(s)
- 5 ___ Buttocks
- 6 ___ Groin
- 7 ___ Genitalia
- 8 ___ Thigh(s)
- 88 ___ Other _____
- 99 ___ Unable to determine

FORENSIC EVIDENCE

WEAPONS

369. Weapon(s) used by the offender in this assault: (check all that apply)

- 1 ___ None
- 2 ___ Firearm
- 3 ___ Stabbing or cutting weapons
- 4 ___ Bludgeon or club
- 5 ___ Ligature
- 6 ___ Hands or feet
- 88 ___ Other weapons _____
- 99 ___ Unable to determine

370. Weapon(s) used by the victim in this assault: (check all that apply)

- 1 ___ None
- 2 ___ Firearm
- 3 ___ Stabbing or cutting weapons
- 4 ___ Bludgeon or club
- 5 ___ Ligature
- 6 ___ Hands or feet
- 88 ___ Other weapons _____
- 99 ___ Unable to determine

371. Assault weapon(s) used by the offender: (check all that apply)

- 1 ___ Weapon belonged to victim
- 2 ___ Weapon of opportunity - offender finds at or near scene
- 3 ___ Weapon was preselected and/or brought to scene by offender
- 4 ___ Weapon is normally carried by offender (hunting knife, folding knife, etc)
- 5 ___ Weapon recovered at the scene
- 6 ___ Weapon recovered elsewhere _____
- 7 ___ Weapon not located
- 8 ___ Weapon was physical force
- 88 ___ Other _____
- 99 ___ Unable to determine

372. If a stabbing or cutting instrument was used, what type? (check all that apply)

- 1 ___ Pocket knife
- 2 ___ Hunting knife
- 3 ___ Folding knife
- 4 ___ Kitchen knife
- 5 ___ Ice pick
- 6 ___ Screwdriver
- 7 ___ Razor blade
- 88 ___ Other _____
- 99 ___ Unable to determine

373. If a firearm was used, what type? (check all that apply)

- | | |
|------------------------|----------------------------|
| 1 ___ Shotgun | 4 ___ Revolver |
| 2 ___ Rifle | 5 ___ Zip gun |
| 3 ___ Semi-auto pistol | 88 ___ Other _____ |
| | 99 ___ Unable to determine |

374. If a bludgeoning, type of weapon was used, indicate the type:
(check all that apply)

- | | |
|-----------------|----------------------------|
| 1 ___ Hammer | 6 ___ Rock |
| 2 ___ Tire iron | 7 ___ Bottle |
| 3 ___ Club | 88 ___ Other _____ |
| 4 ___ Stick | |
| 5 ___ Ball bat | 99 ___ Unable to determine |

375. If a ligature was used, what type? (check all that apply)

- | | |
|------------------|----------------------------|
| 1 ___ Rope/cord | 7 ___ Scarf |
| 2 ___ Belt | 8 ___ Wire |
| 3 ___ Neck tie | 9 ___ Telephone cord |
| 4 ___ Sock(s) | 10 ___ Shoe strings |
| 5 ___ Nylons | 88 ___ Other _____ |
| 6 ___ Panty hose | 99 ___ Unable to determine |

376. Was there anything unique about the murder weapon?
(initials, marks, brand, etc.)

- | | |
|-----------------|----------------------------|
| 1 ___ No | 99 ___ Unable to determine |
| 2 ___ Yes _____ | |

377. Caliber or gauge of firearm(s) used:

- 1) _____ 2) _____ 3) _____ 4) _____

378. Number of grooves and direction of twist of recovered bullet(s)
or firearm(s):

- 1) _____ 2) _____ 3) _____ 4) _____

379. Size of shotgun shell/pellets or weight of bullet recovered or used:

- 1) _____ 2) _____ 3) _____ 4) _____

380. If a weapon was used, which hand did the offender use to hold it?

- 1 ___ Right hand 2 ___ Left hand 99 ___ Unable to determine

BLOOD TYPE

381. What is the victim's blood type?

- 1 ___ A 2 ___ B 3 ___ AB 4 ___ O 99 ___ Unable to determine

382. What is the Rh factor of the victim's blood?

- 1 ___ Positive 2 ___ Negative 99 ___ Unable to determine

WASHINGTON STATE
OFFICE OF THE ATTORNEY GENERAL
HOMICIDE INFORMATION & TRACKING SYSTEM

*** MULTIPLE OFFENDER SUPPLEMENTARY FORM ***

HITS # _____ Coders name: _____

Reporting agency: _____

Reporting agency's case number(s): _____

OFFENDER - VICTIM RELATIONSHIP

96. From the list below indicate which category best describes the victim and offender's relationship?

- | | |
|----------------------|---|
| 1 Offender was _____ | 99 _____ Unable to determine |
| 1 Husband | 18 Brother |
| 2 Wife | 19 Sister |
| 3 Ex-husband | 20 Other Family member _____ |
| 4 Ex-wife | 21 Boyfriend |
| 5 Common-law husband | 22 Girlfriend |
| 6 Common-law wife | 23 Friend |
| 7 Mother | 24 Mother's boyfriend |
| 8 Father | 25 Mother's live-in boyfriend |
| 9 Step-father | 26 Baby sitter |
| 10 Step-mother | 27 Hitchhiker |
| 11 Guardian | 28 Prostitute |
| 12 Son | 29 Casual acquaintance _____ |
| 13 Daughter | 30 First time acquaintance |
| 14 Step-son | 31 One way acquaintance, victim
does not know offender |
| 15 Step-daughter | 32 Total stranger |
| 16 In-law | 88 Other _____ |
| 17 Estranged spouse | |

OFFENDER'S IDENTIFICATION & CHARACTERISTICS

97. This is offender _____ of _____ offender(s) in this incident.
(number) (total)

98. The offender: (if the offender(s) is unknown/not seen go to #172)

- 1 _____ is unknown -- not seen
 2 _____ is unknown -- seen
 3 _____ is known to police but there is insufficient evidence to arrest
 4 _____ is known left area, police unable to locate
 5 _____ is known left area, police locate him but do not pursue
 6 _____ was arrested but not charged (P.A. decline)
 7 _____ was charged but not arrested (fled unable to locate)
 8 _____ was charged is awaiting trial
 9 _____ was tried and convicted
 10 _____ was deceased at incident scene (self inflicted)
 11 _____ was killed at or near scene by the police
 12 _____ was killed fleeing the scene _____
 13 _____ was killed other _____
 88 _____ other _____

Foreign cities and countries lived in or traveled in:

117. City	118. Countries	119. When
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

OFFENDER'S PHYSICAL DESCRIPTION AT TIME OF INCIDENT

120. Height (or best estimate): _____ ft _____ in to _____ ft _____ in
99 ___ Unable to determine

121. Approx. weight: _____ lbs 99 ___ Unable to determine

122. Build: 1 ___ Small (thin) 3 ___ Large (stocky)
2 ___ Medium (average) 99 ___ Unable to determine

123. Hair length: (check all that apply)

1 ___ no hair (bald or shaven)	5 ___ To Shoulders
2 ___ Balding	6 ___ Past shoulders
3 ___ Above collar	
4 ___ Collar length	99 ___ Unable to determine

124. Hair shade: 1 ___ Light 3 ___ Dark
2 ___ Medium 99 ___ Unable to determine

125. Predominant hair color:

1 ___ Gray and or white	5 ___ Black
2 ___ Blond	88 ___ Other _____
3 ___ Red	
4 ___ Brown	99 ___ Unable to determine

126. Eye color: 1 ___ Blue 5 ___ Hazel/green
2 ___ Gray 6 ___ Maroon
3 ___ Brown 88 ___ Other _____
4 ___ Black 99 ___ Unable to determine

127. Was wearing glasses: (check all that apply)

1 ___ None	
2 ___ Prescription	6 ___ Metal frame
3 ___ Contacts	7 ___ Rimless
4 ___ Bifocals	88 ___ Other _____
5 ___ Plastic frames	99 ___ Unable to determine

128. Facial hair: (check all that apply)

1 ___ None	3 ___ Beard	99 ___ Unable to determine
2 ___ Mustache	88 ___ Other _____	

129. Appeared well groomed:

1 ___ Yes	2 ___ No	99 ___ Unable to determine
-----------	----------	----------------------------

130. Did the offender wear a disguise or mask:

1 ___ Yes
2 ___ No 99 ___ Unable to determine

131. Was a description of the offender's clothing obtained?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

132. Offender's clothing description at time of incident:
(using the letters from the color list below, place the letter for the appropriate color on the line for the corresponding offender clothing item. More than one color/letter may be use per article)
(describe logos and brand names in space provided)

- A) Whites
- B) Yellows
- C) Greens
- D) Blues
- E) Purples/Violets
- F) Reds/Oranges
- G) Browns/Tans
- H) Grays/Blacks
- 99) Unable to determine

Color	Clothing Item	133. Special Characteristics (spots, rips, brands, logos, etc.)
1 ___	Shirt	_____
2 ___	T-shirt	_____
3 ___	Blouse	_____
4 ___	Pra	_____
5 ___	Panties	_____
6 ___	Under shorts	_____
7 ___	Skirt	_____
8 ___	Pants	_____
9 ___	Socks	_____
10 ___	Shoes	_____
11 ___	Jacket/coat	_____
12 ___	Hat	_____
88 ___	Other	_____

OFFENDER'S SCARS AND OR BIRTHMARKS

134. Does the offender have any scars and/or birthmarks (not tattoos):

1 ___ Yes 2 ___ No 99 ___ Unable to determine

Location of scars or birthmarks: (Using the following list, indicate the location of each scar or birthmark in the space provided below)

- 1) Face, head, neck
- 2) Arm(s), hand(s)
- 3) Torso front
- 4) Torso back
- 5) Buttocks
- 6) Feet or leg(s)
- 88) Other
- 99) Unable to determine

135. Location	136. Description
_____	_____
_____	_____
_____	_____
_____	_____

OFFENDER'S TATTOOS

137. Does the offender have any tattoos?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

Tattoo locations and designs:

(Using the numbers and letters as provided in the two lists below, indicate the location of each tattoo with its corresponding number and design with the corresponding letter.)

- | | | |
|----------|---------------------|-------------------------|
| Location | 1) Face, head, neck | 5) Buttocks |
| | 2) Arm(s), hand(s) | 6) Feet or leg(s) |
| | 3) Torso front | 88) Other |
| | 4) Torso back | 99) Unable to determine |

- | | | |
|--------|----------------------------|-------------------------|
| Design | A) Initials or words | D) Other _____ |
| | B) Number(s) | 99) Unable to determine |
| | C) Picture(s) or design(s) | |

138. Location	139. Design	140. Description
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

OFFENDER'S OUTSTANDING PHYSICAL FEATURES

141. Did the offender have outstanding physical features or was there something about the offender that would attract attention?

1 ___ Yes _____

2 ___ No 99 ___ Unable to determine

OFFENDER'S BACKGROUND

142. Sexual history: (Check all that apply)

- | | | |
|--------------------|--------------------|----------------------------|
| 1 ___ Prepubescent | 5 ___ Homosexual | 9 ___ Asexual |
| 2 ___ Heterosexual | 6 ___ Prostitute | 10 ___ Pedophile |
| 3 ___ Bisexual | 7 ___ Promiscuous | 88 ___ Other _____ |
| 4 ___ Bondage | 8 ___ Transvestite | 99 ___ Unable to determine |

143. Has the offender as a juvenile or adult displayed symptoms of/or been treated for: (check all that apply)

- | | |
|-----------------------|----------------------------|
| 1 ___ None | 4 ___ Alcohol problems |
| 2 ___ Mental problems | 5 ___ Drug problems |
| 3 ___ Sexual problems | 99 ___ Unable to determine |

144. Was the offender ever a member of a subversive group or gang?
(check all that apply)

- | | |
|---------------------------|----------------------------------|
| 1 ___ No | 5 ___ Religious cult _____ |
| 2 ___ Youth _____ | 6 ___ Prison _____ |
| 3 ___ Mob/syndicate _____ | 7 ___ Terrorist _____ |
| 4 ___ Motorcycle _____ | 88 ___ Other _____ |
| | 99 ___ Unable to determine _____ |

145. Was the offender employed at the time of incident:

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

146. Occupation

147. Employer & city

1. _____
2. _____

148. Previous occupation

149. Previous employer & city

1. _____
2. _____
3. _____

150. Social security number(s):

1. _____
2. _____
3. _____

151. Military service:

- | | |
|-----------------|----------------------------|
| 1 ___ No | 99 ___ Unable to determine |
| 2 ___ Army | 6 ___ National Guard |
| 3 ___ Navy | 7 ___ Coast Guard |
| 4 ___ Marines | 88 ___ Other _____ |
| 5 ___ Air force | |

152. Time in service: From _____ to _____

OFFENDER'S CRIMINAL HISTORY

Was the offender, as a juvenile, ever arrested and/or convicted of a crime?

153. Crime	154. Date	155. City	156. State
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Was the offender, as an adult, ever arrested and/or convicted of a crime?

157. Crime	158. Date	159. City	160. State
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Other than previous arrests or convictions, do the police suspect the offender of any past or present crimes?

161. Crime	162. Date	163. City	164. State
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

165. Was the offender charged in another related offense, but not charged or eliminated from this incident:

1 ___ Yes 2 ___ No 99 ___ Unable to determine

166. At the time of this incident the offender was:

1 ___ On parole or probation 5 ___ An escapee
2 ___ On furlough 6 ___ Out on bail
3 ___ On work release - State 7 ___ Out on appeal bond
4 ___ In a halfway house 8 ___ Non offender status
88 ___ Other _____

167. Offender's:

1. FBI number: _____
2. SID number: _____

Offender admits other serious crime(s):

168. Crime	169. City/State	170. Date of crime
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

172. By what means or type of vehicle did the offender arrive at the crime scene? (check all that apply)

1 ___ Vehicle (car, pickup) 6 ___ Airplane
2 ___ Motorcycle 7 ___ Walk
3 ___ Cab 8 ___ Hitchhike
4 ___ Bus 88 ___ Other _____
5 ___ Bicycle 99 ___ Unable to determine

173. By what means or type of vehicle did the offender leave the crime scene? (check all that apply)

- | | |
|-----------------------------|----------------------------|
| 1 ___ Vehicle (car, pickup) | 6 ___ Airplane |
| 2 ___ Motorcycle | 7 ___ Walk |
| 3 ___ Cab | 8 ___ Hitchhike |
| 4 ___ Bus | 88 ___ Other _____ |
| 5 ___ Bicycle | 99 ___ Unable to determine |

226. At the time of this incident was the offender under the influence of? (check all that apply)

- | | | |
|------------------------|----------------------------|---------------|
| 1 ___ Alcohol _____ BA | 3 ___ Both | 4 ___ Neither |
| 2 ___ Drugs _____ | 99 ___ Unable to determine | |

248) Offender arrest site _____ (From the list below, select a location that best describes the location of arrest.)

Living Quarters:

- 1 Home/single/family
- 2 Duplex/triplex
- 3 Apt/condo
- 4 Mobile home
- 5 Rooming house
- 6 Dormitory
- 7 Rest/nursing home
- 8 Senior citizen center
- 9 Halfway house
- 10 Camper/trailer
- 11 Other _____

Public Premise:

- 35 Church/mission
- 36 School
- 37 Hospital/medical center
- 38 Mortuary
- 39 Public restroom
- 40 Public garage
- 41 Subway/metro
- 42 Barn/stable
- 43 Shed/outbuilding
- 44 Government building
- 45 Parking lot
- 46 Public building
- 47 Office building
- 48 Post office
- 49 Other _____

Business:

- 12 Gas station
- 13 Liquor store
- 14 Fast food/convenience
- 15 Restaurant/coffee shop
- 16 Motel/hotel
- 17 Pawn shop
- 18 Drug store/supply
- 19 Shopping center/mall
- 20 Retail dept. store
- 21 Food store/market
- 22 Jewelry/fur
- 23 Bank/savings & loan
- 24 Other _____

Industrial/Commercial/Other:

- 50 Warehouse/storage
- 51 Dump
- 52 Factory/mill/plant
- 53 Dumpster
- 54 Other _____

Transportation:

- 55 Motor vehicle
- 56 Boat
- 57 Airport
- 58 Bus station
- 59 Railroad property
- 60 Other _____

Entertainment:

- 25 Bar/nightclub/dance hall
- 26 Stadium/auditorium/theater
- 27 Casino
- 28 Resort
- 29 Country club/pro shop
- 30 Museum
- 31 Arcade
- 32 Sport center/health spa
- 33 Fraternal club
- 34 Other _____

Military Installation:

- 61 Army
- 62 Navy
- 63 Air force
- 64 Marines
- 65 Coast Guard
- 66 Other _____
- 99 Unable to determine

256) Offender arrest site _____ (From the list below, select a location that best describes the location of arrest.)

- | | |
|-------------------------|--------------------------|
| 1 None | 20 Transportation center |
| 2 School grounds/campus | 21 Bus stop |
| 3 Playground/park/zoo | 22 Wooded area |
| 4 Vice area | 23 Cemetery |
| 5 Amusement park | 24 Quarry |
| 6 Circus/carnival | 25 Mine |
| 7 County/state fair | 26 Cave |
| 8 Camping area | 27 Well |
| 9 Resort | 28 Farm/ranch |
| 10 Freeway/toll road | 29 Orchard |
| 11 Paved street/highway | 30 Field |
| 12 Alley | 31 Marsh/swamp |
| 13 Gravel/dirt road | 32 Beach/marina |
| 14 Sidewalk | 33 Lake |
| 15 Trail/jogging path | 34 River |
| 16 Bridge | 35 Stream/creek |
| 17 Rest stop | 36 Canal/inland waterway |
| 18 Parking lot | 88 Other _____ |
| 19 Railroad tracks | 99 Unable to determine |

If the arrest site was a residence, (any residence) select a location from the list below that best describes that location.

265) Offender arrest site _____ (only if at residence)

- | | |
|-------------------|---------------------------|
| 1 None/NA | 12 Closet |
| 2 Bedroom | 13 Porch/balcony |
| 3 Living room | 14 Garage/parking area |
| 4 Dining room | 15 Basement |
| 5 Kitchen | 16 Attic |
| 6 Den/family room | 17 Roof |
| 7 Rec room | 18 Swim pool/tennis court |
| 8 Utility room | 19 Garden/yard |
| 9 Foyer/entry way | 20 Stairwell |
| 10 Library/study | 88 Other _____ |
| 11 Hallway | 99 Unable to determine |

383. What is the offender's blood type?

- 1 ___ A 2 ___ B 3 ___ AB 4 ___ O 99 ___ Unable to determine

384. What is the offender's saliva type?

- 1 ___ A & H 4 ___ A, B, & H
2 ___ B & H 5 ___ No A, B, or H found
3 ___ H 99 ___ Unable to determine

385. What is the Rh factor of the offender's blood?

- 1 ___ Positive 2 ___ Negative 99 ___ Unable to determine

412. If identified, when was the offender's name or any other information that would lead to his/her identity, first mentioned in this case? (give date and time as close as possible) (if no offender I.D.ed go to #424)

1) _____ to _____ hrs. 2 ___ No offender I.D.ed
(mo) (da) (yr)

413. At what point during the investigation did the investigator focus on the offender(s)? (Was it before discovery of the body, within hours, days weeks, etc., give date and time)

1) _____ to _____ hrs. 2 ___ No offender I.D.ed
(mo) (da) (yr)

414. If the offender was arrested, what was the arrest date and time?

1) _____ mil. hrs. 2 ___ No offender arrested
(mo) (da) (yr)

415. Was the offender contacted by police between the time of the murder and the time he became their prime suspect?

1 ___ Yes - specify 2 ___ No 99 ___ Unable to determine

416. By what agency

417. When

418. Where

419. Why

420. If identified, how was the identity of the offender developed? (if more than one, rate them in order of most relevant to least relevant as they relate to this case, #1 being most relevant)

- 1 _____ Offender not identified
- 2 _____ Offender committed suicide at the scene
- 3 _____ Offender turned himself in before discovery of or at the crime scene
- 4 _____ From the victim before death or a surviving victim
- 5 _____ Offender was caught in the act by the police
- 6 _____ Offender was caught in the act by others
- 7 _____ Offender confessed to the police
- 8 _____ Offender gave an alibi that was refuted by the police
- 9 _____ Offender confessed to a second party who informed police
- 10 _____ The confession of a co-conspirator
- 11 _____ An eyewitness positively identified the offender
- 12 _____ An eyewitness gave partial identification of offender
- 13 _____ From physical evidence left at the scene
- 14 _____ From circumstantial evidence developed over a period of time
- 15 _____ After a time the offender came forward/turned himself in to (police)
- 16 _____ From information provided by a confidential informant
- 17 _____ From information provided by other informants
- 18 _____ From information provided by investigator's own department records
- 19 _____ From information provided by other agencies
- 20 _____ Offender interjected himself into the investigation
- 38 _____ Other _____

421. Was the offender identified as the result of the investigator's efforts, rather than by a witness or informant?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

422. If the identity of the offender was provided by an informant, did the informant?

1 ___ Come forward of his own volition
2 ___ Come forward due to investigative pressure applied by the police
3 ___ Came forward due to pressure from person(s) other than the police
99 ___ Unable to determine

427. Was there a statement or an attempt made to take a statement from the offender?

1 ___ Yes (an attempt was made but offender refused)
2 ___ Yes (statement was spontaneous or made after miranda warning)
3 ___ Yes (statement made; improper or no miranda warning)
4 ___ No, the Offender is unknown
5 ___ No, the investigation is still on-going
6 ___ No, the offender is deceased
99 ___ Unable to determine

428. If the offender gave a statement was it:

1 ___ A full confession 4 ___ A statement of denial
2 ___ A partial confession 5 ___ An alibi statement
3 ___ A spontaneous utterance 6 ___ A self defense statement
99 ___ Unable to determine

429. If an alibi statement was taken from the offender was it verified?

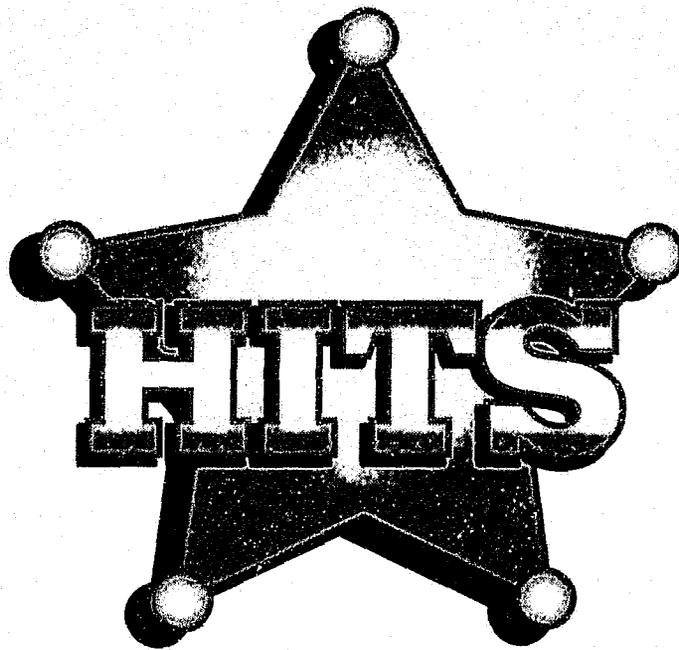
1 ___ Yes 3 ___ No reasonable attempt made
2 ___ No, it was refuted 99 ___ Unable to determine

434. If polygraph tests were given what were the results?
(check all that apply)

1 ___ A polygraph test/interview lead to the offender's I.D.
2 ___ Offender's test was scored truthful
3 ___ Offender's test was scored inconclusive
4 ___ Offender's test was scored deceptive
5 ___ Offender confessed during the pre-test interview
6 ___ Offender confessed during the post test interview
7 ___ Test results verified offender's confession

462. Based on your experience and the results of the investigation of this case, do you believe this offender has killed before?

1 ___ Yes (explain in narrative summary #466 of main form)
2 ___ No 99 ___ Unable to determine



Homicide Investigation Tracking System

HITS UNIT/Criminal Division
Washington State Attorney General's Office
2000 Bank of California Center
900 4th Avenue
Seattle, WA 98164

How To Complete The HITS Report Form

HITS Submission Criteria

The HITS Report form has been designed to collect information regarding the following types of crimes whether or not the offender has been arrested or identified:

- (1) All solved or unsolved murders.
- (2) Attempted murders and first degree assaults.
- (3) Missing Persons, with circumstances indicating foul play.
- (4) Unidentified bodies, where the manner of death is/or suspected to be murder.

CASES WHERE THE OFFENDER HAS BEEN ARRESTED OR IDENTIFIED SHOULD BE SUBMITTED SO UNSOLVED CASES IN HITS CAN BE LINKED TO KNOWN OFFENDERS.

INSTRUCTIONS

Please use black pen and legibly print written responses.

1. Check as many items as apply for each question.
2. If an item is followed by a blank line, (Yes Walks with a limp), mark the item and fill out the details on the blank line.
3. If a certain question does not apply to your murder, place an "X" over the main question number.
4. The "Unable to determine" or "99" response is marked when you know that the question may be applicable to your case, but information is either confusing or not present to provide an accurate response. (i.e. You found skeletal remains where the offender is unknown. Mark the question "Is there evidence of sexual assault to the victim" "99, Unable to determine.")
5. If your incident has Multiple Victims or Offenders, use additional forms. Complete all the color coded sections relating to the additional victim(s) and/or offender(s) and attach to the main HITS form.

YELLOW FOR VICTIMS

BLUE FOR OFFENDERS

Also make sure questions #3 and #9 are filled out on each multiple victim and/or offender supplemental form.

6. Please complete the Narrative Summary. The summary is intended to provide HITS analysts with a brief general overview of the case.

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ADMINISTRATIVE USE ONLY

Date Received

HITS #

Date Entered

EX-REF #

Date Sent to VICAP

Data entered by

I. CASE ADMINISTRATION

1. Date form completed:

____ (mo) ____ (day) ____ (yr)

2. Reporting agency's State ID# (leave blank):

3. Reporting agency:

4. Address:

5. City:

6. County:

7. State:

8. Zip:

9. Reporting agency's case number(s):

10. Investigator's name:

11. Investigator's phone number: () -

12. H.I.T.S. crime analysis Report type:

- 1 Original submission of this case
- 2 Supplement to previously submitted information
- 3 Correction to previously submitted information

13. Investigating agency case status:

- | | | | |
|---|------------------------------------|---|-----------------------|
| 1 | Open (active investigation) | 4 | Cleared by arrest |
| 2 | Suspended (inactive investigation) | 5 | Exceptionally cleared |
| 3 | Open --- warrant issued | | (by UCR definition) |

14. NCIC number if victim is a missing or an unidentified dead body: _____

DATE AND TIME PARAMETERS

15. Victim last seen:

APPROX. DATE

TIME

--

--

To

APPROX. DATE

TIME

--

--

16. Death/major assault:

--

--

To

--

--

17. Victim/body found:

--

--

To

--

--

INCIDENT CLASSIFICATION

18. If more than one choice applies, rate in order of most relevant to least relevant as it relates to this case, #1 being most relevant. If 2 or more choices are of equal relevance rate them the same.

- | | | | |
|----|---------------------------|----|---|
| 1 | Domestic violence | 17 | Drug related |
| 2 | Child abuse murder | 18 | Altruistic |
| 3 | Heat of anger | 19 | Psychotic |
| 4 | Hate | 20 | Financial gain |
| 5 | Love triangle | 21 | Cult (ritualistic) |
| 6 | Revenge | 22 | Mass |
| 7 | Rape | 23 | Gang |
| 8 | Other sex related | 24 | Conspiracy |
| 9 | Torture (not sex related) | 25 | For hire |
| 10 | Homosexual | 26 | Murder to prevent someone from testifying |
| 11 | Kidnap | 27 | Murder to conceal evidence of another crime |
| 12 | Robbery | 28 | Self-defense |
| 13 | Burglary | 88 | Other |
| 14 | Arson | 99 | Unable to determine (DESCRIBE) |
| 15 | Sniper | | |
| 16 | Other felony | | |

19. Is there an indication that this case is related to organized drug trafficking?

- 1 Yes 2 No 99 Unable to determine

20. Based on your experience and the results of the investigation of this case, do you believe this offender has killed before?

- 1 Yes (explain in a narrative summary)
 2 No 99 Unable to determine

21. Is the victim in this case a:

- 1 Single victim
 2 Mass murder victim
 3 Possible series or serial victim
 4 Series or serial victim
 5 Mass series or serial victim

22. If items 3, 4 or 5 in question 21 were checked, please indicate (if known) the name given to the series, the victim's name(s), case number(s) and reporting agency of possible companion cases.

Series name: _____

Victim name: _____

Case #: _____

Agency: _____

VICTIM-OFFENDER RELATIONSHIP

23.

- | | |
|---|--|
| <ul style="list-style-type: none"> 1 Husband 2 Wife 3 Ex-husband 4 Ex-wife 5 Common-law husband 6 Common-law wife 7 Mother 8 Father 9 Step-father 10 Step-mother 11 Guardian 12 Son 13 Daughter 14 Step-son 15 Step-daughter 16 In-law 17 Estranged spouse | <ul style="list-style-type: none"> 18 Brother 19 Sister 20 Other Family member _____ 21 Boyfriend (DESCRIBE) 22 Girlfriend 23 Friend 24 Mother's boyfriend 25 Mother's live-in boyfriend 26 Babysitter 27 Hitchhiker 28 Prostitute 29 Casual acquaintance _____ 30 First time acquaintance (DESCRIBE) 31 One way acquaintance, victim does not know offender 32 Total stranger 88 OTHER _____ 99 _____ Unable to determine (DESCRIBE) |
|---|--|

From the list above, indicate which term best describes the offenders' relationship to the victim. In cases where there are more than one victim or offender, identify relationship between offenders and victims by writing the appropriate victim number and relationship number in the space for the appropriate offender.

Offender #1 is	Victim #1's (____)	Victim____ 's (____)	Victim____ 's (____)
	Victim____ 's (____)	Victim____ 's (____)	Victim____ 's (____)
Offender #2 is	Victim #1's (____)	Victim____ 's (____)	Victim____ 's (____)
	Victim____ 's (____)	Victim____ 's (____)	Victim____ 's (____)
Offender #3 is	Victim #1's (____)	Victim____ 's (____)	Victim____ 's (____)
	Victim____ 's (____)	Victim____ 's (____)	Victim____ 's (____)
Offender #4 is	Victim #1's (____)	Victim____ 's (____)	Victim____ 's (____)
	Victim____ 's (____)	Victim____ 's (____)	Victim____ 's (____)

II. VICTIM INFORMATION

24. This is victim _____ of _____ victim(s) in this incident:
(number) (total)

25. Status of the victim is:

- 1 _____ Murdered - victim deceased - victim identified
- 2 _____ Unidentified dead body where manner of death is known or suspected to be homicide.
- 3 _____ Kidnapping or missing person with evidence of foul play. (victim still missing)
- 4 _____ Attempted murder

VICTIM IDENTIFICATION & CHARACTERISTICS

26. Victim name: _____
(last, first, middle)

27. Victim's alias(es) (including maiden and prior married names)

28. Victim's sex: 1 _____ Male 2 _____ Female 99 _____ Unable to determine

29. Date of birth: 1)

month	day	year

2)

month	day	year

3)

month	day	year

99 _____ Unable to determine

(Enter all birth dates used by the victim; place the one known to be most accurate in the top space.)

30. Age (or best estimate) at time of incident: _____ (years)
99 _____ Unable to determine

31. Race (DESCRIBE)
1 _____ Black 4 _____ Oriental/Asian
2 _____ Caucasian 5 _____ Hispanic
3 _____ American Indian 88 _____ Other
99 _____ Unable to determine (DESCRIBE)

Victim's address at time of assault/death:
32. Street: _____
33. City: _____ 34. State: _____ 35. Zip: _____

36. Victim's residence:
1 _____ Single-family dwelling 4 _____ Motor vehicle
2 _____ Multi-family dwelling 5 _____ Street
3 _____ Temporary or transient housing 88 _____ Other
99 _____ Unable to determine (DESCRIBE)

37. Victim's marital status:
1 _____ Single 3 _____ Divorced 88 _____ Other
2 _____ Married 4 _____ Widowed 99 _____ Unable to determine (DESCRIBE)

38. Living with: (check all that apply)
1 _____ Alone 5 _____ Relatives
2 _____ Spouse 6 _____ Boy/Girl Friend
3 _____ Children 7 _____ Roommate (s)
4 _____ Parent/Guardian 88 _____ Other
99 _____ Unable to determine (DESCRIBE)

39. Height (or best estimate): _____ ft. _____ in. 99 _____ Unable to determine

40. Approx. weight: _____ lbs 99 _____ Unable to determine

41. Build: 1 _____ Small 3 _____ Large
2 _____ Medium 99 _____ Unable to determine

42. Hair length: (check all that apply)

1 _____ No hair (bald or shaven) 5 _____ To Shoulders
2 _____ Balding 6 _____ Past shoulders
3 _____ Above collar 99 _____ Unable to determine
4 _____ Collar length

43. Hair shade:

1 _____ Light 3 _____ Medium
2 _____ Dark 99 _____ Unable to determine

44. Predominant hair color:

1 _____ Gray and or white 5 _____ Black
2 _____ Blond 88 _____ Other _____
3 _____ Red 99 _____ Unable to determine (DESCRIBE)
4 _____ Brown

45. Abnormalities of the teeth: (check all that apply)

1 _____ None 6 _____ Noticeable gaps
2 _____ Braces 7 _____ Some or all missing
3 _____ Broken or chipped 8 _____ Stained
4 _____ Crooked 88 _____ Other _____
5 _____ Decayed 99 _____ Unable to determine (DESCRIBE)

46. Glasses normally worn by or associated with the victim:
(check all that apply)

1 _____ None 6 _____ Metal frame
2 _____ Prescription 7 _____ Rimless
3 _____ Contacts 88 _____ Other _____
4 _____ Bifocals 99 _____ Unable to determine (DESCRIBE)
5 _____ Plastic frames

Location of scars or birthmarks:

(Using the following list, indicate the location of each scar or birthmark in the space provided below)

1) Face, head, neck 5) Buttocks
2) Arm(s), hand(s) 6) Feet or leg(s)
3) Torso front 88) Other _____
4) Torso back 99) Unable to determine (DESCRIBE)

47. Location

48. Description

_____	_____
_____	_____
_____	_____
_____	_____

Tattoo locations and designs: (Using the numbers and letters as provided in the two lists below, indicate the location of each tattoo with its corresponding number and design with the corresponding letter.)

- | | | |
|----------|----------------------------|------------------------------------|
| Location | 1) Face, head, neck | 5) Buttocks |
| | 2) Arm(s), hand(s) | 6) Feet or leg(s) |
| | 3) Torso front | 88) Other _____ |
| | 4) Torso back | 99) Unable to determine (DESCRIBE) |
| Design | A) Initials or words | D) Other _____ |
| | B) Number(s) | 99) Unable to determine (DESCRIBE) |
| | C) Picture(s) or design(s) | |

49. Location	50. Design	51. Description
_____	_____	_____
_____	_____	_____
_____	_____	_____

52. Did the victim have outstanding physical features or was there something about the victim that would attract attention?

1 _____ Yes _____ (DESCRIBE)

2 _____ No 99 _____ Unable to determine (DESCRIBE)

VICTIM'S CLOTHING

If this is an unidentified dead or a missing person case where foul play is suspected, list victim's clothing, clothing description and color: (use the number for the desired color in the spaces below)

- | | | |
|------------|--------------------|-------------------------|
| 1) Whites | 4) Blues | 7) Browns/Tans |
| 2) Yellows | 5) Purples/Violets | 8) Grays/Blacks |
| 3) Greens | 6) Reds/Oranges | 99) Unable to determine |

53.	1 _____ None	54. Special Characteristics (spots, rips, brands, logos, etc.)
	Color	_____
	Clothing Item	_____
	2 _____ Shirt	_____
	3 _____ T-shirt	_____
	4 _____ Blouse	_____
	5 _____ Bra	_____
	6 _____ Panties	_____
	7 _____ Under shorts	_____
	8 _____ Skirt	_____
	9 _____ Pants	_____
	10 _____ Socks	_____
	11 _____ Shoes	_____
	12 _____ Jacket/coat	_____
	13 _____ Hat	_____
	88 _____ Other	_____

VICTIM'S BACKGROUND

55. Sexual history: (check all that apply)

- | | | |
|----------------------|----------------------|---|
| 1 _____ Prepubescent | 5 _____ Homosexual | 9 _____ Asexual |
| 2 _____ Heterosexual | 6 _____ Prostitute | 10 _____ Pedophile |
| 3 _____ Bisexual | 7 _____ Promiscuous | 88 _____ Other _____ |
| 4 _____ Bondage | 8 _____ Transvestite | 99 _____ Unable to determine (DESCRIBE) |

56. Occupation

57. Employer & city

58. Social security number(s):

1 _____

2 _____

3 _____

59. Victim's FBI number: _____

SID number: _____

60. Is or was the victim ever a member of any of the below groups or gangs?
(check all that apply) (DESCRIBE)

- | | | | |
|---|---------------|----|----------------------|
| 1 | No | 5 | Religious cult _____ |
| 2 | Youth | 6 | Prison _____ |
| 3 | Mob/syndicate | 7 | Terrorist _____ |
| 4 | Motorcycle | 88 | Other _____ |
| | | 99 | Unable to determine |

III. OFFENDER INFORMATION

For the purposes of the H.I.T.S. analysis Report, "offender" is defined as and includes arrestee(s), perpetrator(s), suspect(s) or any person the investigator has reasonable cause to believe is responsible for the commission of this crime.

61. This is offender _____ of _____ offender(s) in this incident.
(number) (total)

62. If the offender was arrested for this incident, what was the arrest date and time?

1

month	day	year

mil. hour

2 _____ No offender arrested

OFFENDER STATUS:

63. The offender:

- 1 _____ is unknown — not seen (if unknown/not seen go to #125)
- 2 _____ is unknown — seen
- 3 _____ is known to police but there is insufficient evidence to arrest
- 4 _____ is known left area not charged
- 5 _____ was arrested but not charged (P.A. decline)
- 6 _____ was charged but not arrested (fled unable to locate)
- 7 _____ was charged is awaiting trial
- 8 _____ was tried and convicted
- 9 _____ was tried and acquitted
- 10 _____ was deceased at incident scene (self inflicted)
- 11 _____ was killed at or near scene by the police
- 12 _____ was killed other (Describe) _____
- 88 _____ other (Describe) _____

OFFENDER'S IDENTIFICATION:

64. Offender's name: _____
(last, first, middle)

65. Alias(es) (including maiden and prior married names):

66. Sex 1 ___ Male 2 ___ Female 99 ___ Unable to determine

67. Date of birth:

month	day	year

month	day	year

month	day	year

(Enter all birth dates used by the offender; place the one known to be most accurate in the top space.)

99 ___ Unable to determine

68. Age (or best estimate) at time of incident: _____

69. Race:

- | | |
|-----------------------|---------------------------------------|
| 1 ___ Black | 5 ___ Hispanic |
| 2 ___ Caucasian | 88 ___ Other _____ |
| 3 ___ American Indian | 99 ___ Unable to determine (DESCRIBE) |
| 4 ___ Oriental/Asian | |

70. Offender's marital status:

- | | | |
|---------------|----------------|---------------------------------------|
| 1 ___ Single | 3 ___ Divorced | 88 ___ Other _____ |
| 2 ___ Married | 4 ___ Widowed | 99 ___ Unable to determine (DESCRIBE) |

71. Living with: (check all that apply)

- | | |
|-----------------------|----------------------------|
| 1 ___ Alone | 5 ___ Relatives |
| 2 ___ Spouse | 6 ___ Boy/Girl Friend |
| 3 ___ Children | 7 ___ Roommate (s) |
| 4 ___ Parent/Guardian | 88 ___ Other _____ |
| | 99 ___ Unable to determine |

Offender's address at time of incident:

72. Street: _____

73. City: _____ 74. State: _____ 75. Zip: _____

Previous addresses during last 5 years:

76. Street: _____

77. City: _____ 78. State: _____ 79. Zip: _____

Street: _____

City: _____ State: _____ Zip: _____

List the Cities, States and Countries the offender has visited during those years he/she has not been in custody:

80. City	81. State	82. Country	83. When

OFFENDER'S PHYSICAL DESCRIPTION AT TIME OF INCIDENT

84. Height (or best estimate): _____ ft _____ in to _____ ft _____ in
 99 _____ Unable to determine

85. Approx. weight: _____ lbs
 99 _____ Unable to determine

86. Build: 1 _____ Small (thin) 3 _____ Large (stocky)
 2 _____ Medium (average) 99 _____ Unable to determine

87. Hair length: (check all that apply)
 1 _____ No hair (bald or shaven) 5 _____ To shoulders
 2 _____ Balding 6 _____ Past shoulders
 3 _____ Above collar 99 _____ Unable to determine
 4 _____ Collar length

88. Hair shade: 1 _____ Light 3 _____ Dark
 2 _____ Medium 99 _____ Unable to determine

89. Predominant hair color: 1 _____ Gray and or white 5 _____ Black
 2 _____ Blond 88 _____ Other
 3 _____ Red 99 _____ Unable to determine (DESCRIBE)
 4 _____ Brown

90. Eye color: 1 _____ Blue 5 _____ Hazel/green
 2 _____ Gray 6 _____ Maroon
 3 _____ Brown 88 _____ Other
 4 _____ Black 99 _____ Unable to determine (DESCRIBE)

91. Eye glasses: (check all that apply)
 1 _____ None 6 _____ Metal frame
 2 _____ Prescription 7 _____ Rimless
 3 _____ Contacts 88 _____ Other
 4 _____ Bifocals 99 _____ Unable to determine (DESCRIBE)
 5 _____ Plastic Frames

92. Facial hair: (check all that apply)
 1 _____ None 88 _____ Other
 2 _____ Mustache 99 _____ Unable to determine (DESCRIBE)
 3 _____ Beard

93. Appeared well groomed:

1 Yes

2 No
99 Unable to determine

94. Did the offender wear a disguise or mask:

1 Yes

2 No

(DESCRIBE)

99 Unable to determine

OFFENDER'S SCARS AND OR BIRTHMARKS

Location of scars or birthmarks: (Using the following list, indicate the location of each scar or birthmark in the space provided below.)

1) Face, head, neck

5) Buttocks

2) Arm(s), hand(s)

6) Feet or leg(s)

3) Torso front

88) Other

4) Torso back

99) Unable to determine

(DESCRIBE)

95. Location

96. Description

OFFENDER'S TATTOOS

Tattoo locations and designs: (Using the numbers and letters as provided in the two lists below, indicate the location of each tattoo with its corresponding number and design with the corresponding letter.)

Location

1) Face, head, neck

5) Buttocks

2) Arm(s), hand(s)

6) Feet or leg(s)

3) Torso front

88) Other

4) Torso back

99) Unable to determine

(DESCRIBE)

Design

A) Initials or words

D) Other

B) Number(s)

99) Unable to determine

(DESCRIBE)

C) Picture(s) or design(s)

97. Location

98. Design

99. Description

OFFENDER'S OUTSTANDING PHYSICAL FEATURES

100. Did the offender have outstanding physical features or was there something about the offender that would attract attention?

1 Yes

2 No

99 Unable to determine

(DESCRIBE)

OFFENDER'S BACKGROUND

101. Sexual history: (check all that apply)

- | | | | |
|--------------------|--------------------|----------------------------|------------|
| 1 ___ Prepubescent | 5 ___ Homosexual | 9 ___ Asexual | |
| 2 ___ Heterosexual | 6 ___ Prostitute | 10 ___ Pedophile | |
| 3 ___ Bisexual | 7 ___ Promiscuous | 88 ___ Other | |
| 4 ___ Bondage | 8 ___ Transvestite | 99 ___ Unable to determine | (DESCRIBE) |

102. Has the offender as a juvenile or adult displayed symptoms of/or been treated for: (check all that apply)

- | | |
|-----------------------|----------------------------|
| 1 ___ None | 4 ___ Alcohol problems |
| 2 ___ Mental problems | 5 ___ Drug problems |
| 3 ___ Sexual problems | 99 ___ Unable to determine |

103. Is or was the offender ever a member of any of the below groups or gangs? (check all that apply)

- | | |
|----------------------------|------------|
| 1 ___ No | (DESCRIBE) |
| 2 ___ Youth | _____ |
| 3 ___ Mob/syndicate | _____ |
| 4 ___ Motorcycle | _____ |
| 5 ___ Religious cult | _____ |
| 6 ___ Prison | _____ |
| 7 ___ Terrorist | _____ |
| 88 ___ Other | _____ |
| 99 ___ Unable to determine | |

104. Was the offender employed at the time of incident:

- 1 ___ Yes 2 ___ No 99 ___ Unable to determine

105. Occupation

1. _____
2. _____

106. Employer & city

- _____
- _____

107. Previous occupation

1. _____
2. _____
3. _____

108. Previous Employer & city

- _____
- _____
- _____

109. Social security number(s):

- 1 _____
- 2 _____
- 3 _____

110. Military service:

- | | |
|-----------------|----------------------------|
| 1 ___ No | 6 ___ National Guard |
| 2 ___ Army | 7 ___ Coast Guard |
| 3 ___ Navy | 88 ___ Other |
| 4 ___ Marines | 99 ___ Unable to determine |
| 5 ___ Air Force | |

111. Time in Military service: From _____ To: _____

OFFENDER'S CRIMINAL HISTORY

Offender's arrests or criminal records: (If necessary attach rap sheet)

112. Crime	113. Date	114. City	115. State

Other than previous arrests or convictions, do the police suspect the offender of any past or present crimes?

116. Crime/Agency/Case#	117. Date	118. City	119. State

120. At the time of this incident the offender was:

- | | |
|---|--|
| <p>1. <input type="checkbox"/> On parole or probation</p> <p>2. <input type="checkbox"/> On furlough</p> <p>3. <input type="checkbox"/> On work release - State</p> <p>4. <input type="checkbox"/> In a halfway house</p> <p>5. <input type="checkbox"/> An escapee</p> | <p>6. <input type="checkbox"/> Out on bail</p> <p>7. <input type="checkbox"/> Out on appeal bond</p> <p>8. <input type="checkbox"/> Non offender status</p> <p>88. <input type="checkbox"/> Other</p> <p>99. <input type="checkbox"/> Unable to determine (DESCRIBE)</p> |
|---|--|

121. Offender's:

1. FBI number: _____
2. SID number: _____

Offender admits other serious crime(s):

122. Crime	123. City/State	124. Date of crime

IV. VEHICLE INFORMATION

If more than one vehicle was used, copy questions 125 through 136 as many times as necessary to complete information for each additional vehicle.

125. Vehicle number _____ of _____

126. Vehicle is: (if no vehicle was used or seen go to #137)

- | | |
|----------------------------|------------------------------|
| 1 _____ A newer/late model | 3 _____ An older model |
| 2 _____ 4 to 7 yrs old | 99 _____ Unable to determine |

127. The vehicle owner is:

- | | |
|----------------------------------|--------------------------------|
| 1 _____ Offender | 4 _____ Friend (of the victim) |
| 2 _____ Victim | 5 _____ Stolen |
| 3 _____ Friend (of the offender) | 99 _____ Unable to determine |

128. Lic. No. _____ 129. Lic. State _____

130. Veh. Yr. _____ 131. Make _____ 132. Model _____

133. Vehicle body style:

- | | |
|--|------------------------------|
| 1 _____ Passenger car | 5 _____ Tractor-trailer |
| 2 _____ Van | 6 _____ Motorcycle |
| 3 _____ Pick-up truck | 88 _____ Other _____ |
| 4 _____ "Jeep" type
(i.e., Bronco, Blazer, etc) | 99 _____ Unable to determine |

134. Vehicle color: _____ (top) _____ (bottom)

135. Vehicle condition:

- | | |
|---------------------------------------|------------------------------|
| 1 _____ Exceptionally well maintained | 4 _____ Not well maintained |
| 2 _____ Well maintained | 99 _____ Unable to determine |
| 3 _____ Average | |

136. Unusual characteristics of vehicle: _____
(DESCRIBE)

V. METHOD OF OPERATION

OFFENDER'S COMMUNICATIONS

Other than confession(s), list any communication from the offender(s) before, during or after the crime. (To answer 137 and 138 fill in the spaces provided below using the appropriate numbers for the method of contact, persons contacted and also list the date contacted).

Method of contact

- 1) By phone
- 2) By letter/note
- 3) Drawing/photo
- 4) Poem
- 5) Returned personal property
- 6) Recording tapes, cassette, etc
- 7) In person
- 8) For ransom
- 88) Other
- 99) Unable to determine

Person contacted

- 9) Victim before crime
- 10) Victim's relative(s)
- 11) Victim's friend(s)
- 12) Victim's co-worker(s)
- 13) News media
- 14) Police
- 88) Other
- 99) Unable to determine

(DESCRIBE)

137. Method of contact	138. Person contacted	139. Before date	140. During date	141. After date
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

OFFENDER'S APPROACH TO THE VICTIM AT TIME OF INCIDENT

142. Were there prior conflicts between the victim and offender(s), (check all that apply):

- | | | | | |
|---|--------------------|----|---------------------|------------|
| 1 | No | 5 | Threats (other) | |
| 2 | Assaults | 88 | Other conflicts | |
| 3 | Threats to assault | 99 | Unable to determine | (DESCRIBE) |
| 4 | Threats to kill | | | |

143. The offender(s) approach to the victim was:

- 1 No living victim or witness
- 2 By deception or con: openly, with subterfuge or ploy (e.g., offers assistance or requests directions, etc.)
- 3 Lay in wait or stepped from concealment
- 4 Direct and immediate assault

144. If the offender(s) initiated contact with the victim by means of deception, indicate the type of deception below:

- 1 None
- 2 Pseudo police
- 3 Pseudo authority figure
- 4 Pseudo Business/Bank/Real Estate person
- 5 Through want ad
- 6 Photography scam
- 7 Modeling scam
- 8 Offers job/money
- 9 Sales
- 10 Repairman/utility worker
- 11 Jogger
- 12 Offers of treats/toys
- 13 "Help me find my [puppy, kitten, etc.]"
- 14 "[mom] wants you," etc. (DESCRIBE)
- 15 "Does John live here," etc.
- 16 Approaches newspaper carrier
- 17 Implies family emergency/illness
- 18 Wants to show something
- 19 Wants to use phone/rest room
- 20 Needs assistance
- 21 Wants to assist
- 22 Needs directions
- 23 Phones/sends letters to meet
- 24 Prostitute/solicit for sex
- 25 Lured to the offender by another person
- 88 Other
- 99 Unable to determine (DESCRIBE)

145. If the offender(s) initiated contact by means of surprise, indicate the type of surprise below:

- 1 Lay in wait - out of doors
 - 2 Lay in wait - in building
 - 3 Lay in wait - in vehicle
 - 4 Victim sleeping
 - 88 Other surprise
- (DESCRIBE)

146. If offender(s) initiated contact with the victim by use of direct and immediate physical assault, indicate the type from the list below:

- 1 Immediate and physical overpowering of victim (picked-up, carried away, etc.)
 - 2 Hit victim with hand, fist or clubbing weapon
 - 3 Choked victim
 - 4 Stabbed victim
 - 5 Shot victim
 - 88 Other direct assault
- (DESCRIBE)

147. At the time of initial contact with the offender, or when last seen, what was the victim doing?

(DESCRIBE)

EVENTS AT ASSAULT SITE

148. Did the offender(s) disable the telephone or other utilities?

1 Yes 2 No 99 Unable to determine

149. The property at the crime scene was: (check all that apply)

1 Ransacked 3 Burned 5 Disturbed
2 Vandalized 4 Undisturbed 99 Unable to determine

150. Did the offender(s) destroy/attempt to destroy evidence?

1 Yes 2 No 99 Unable to determine (DESCRIBE)

GEOGRAPHIC LOCATION (S)

Last known location of identified victim:

151. Street add. _____

152. City _____

153. County _____

154. State _____ 155. Zip _____

Location of body find; identified, unidentified or skeletal remains:

156. Street add. _____

157. City _____

158. County _____

159. State _____ 160. Zip _____

Using the 4 categories below, describe the general area of each site as it relates to the victim:

- 1) Farm/country/rural
- 2) Residential/suburban
- 3) City/business district/urban
- 99) Unable to determine

From the list of distances below, indicate the approximate distance between each of the following sites.

- 1) 0 - 199 ft.
- 2) 200 ft. to less than 3/4 mi.
- 3) 3/4 mi. to less than 1.5 mi.
- 4) 1.5 mi. to less than 12 mi.
- 5) 12 mi. to less than 70 mi.
- 6) Over 70 mi.

_____ 161) Initial contact site

_____ 162) Death/major assault site

_____ 163) Victim last seen site

_____ 164) Body recovery site

_____ 165) Initial contact site to body recovery site

_____ 166) Victim last seen site to Death/major assault site

_____ 167) Victim last seen site to body recovery site

_____ 168) Death/major assault site to body recovery site

Location of incident sites: (From the list of numbered locations provided below, select a location that best describes the location of incident. Place the appropriate number in the corresponding space of the incident site. The same location number could apply to all incident sites, a few sites or each may be different.)

(IF NECESSARY USE MORE THAN ONE NUMBER FOR EACH SITE)

169) Victim last seen site _____

170) Death site _____

171) Body recovery site _____

172) Offender arrest site _____

Living Quarters:

- 1 Home/single/family
- 2 Duplex/triplex
- 3 Apt/condo
- 4 Mobile home
- 5 Rooming house
- 6 Dormitory
- 7 Rest/nursing home
- 8 Halfway house
- 9 Camper/trailer

Business:

- 10 Gas station
- 11 Convenience store
- 12 Food store/market
- 13 Fast food
- 14 Restaurant
- 15 Motel/hotel
- 16 Pawn shop
- 17 Drug store
- 18 Shopping mall etc.
- 19 Retail dept. store
- 20 Liquor store
- 21 Bar/Tavern
- 22 Vice area
- 23 Jewelry/fur
- 24 Bank/savings-loan

Transportation:

- 25 Motor vehicle
- 26 Boat
- 27 Airport
- 28 Bus stop
- 29 Subway/metro
- 30 Railroad property

Entertainment:

- 31 Museum
- 32 Arcade
- 33 Amusement park/zoo
- 34 Circus/fair
- 35 Playground/park
- 36 Camping area
- 37 Resort
- 38 Sports/health spa
- 39 Stadium/theater
- 40 Fraternal/Country club
- 41 Nightclub/dance hall
- 42 Casino

Public & Other Bldg:

- 43 School
- 44 Church/mission
- 45 Hospital/clinic
- 46 Mortuary
- 47 Government bldg
- 48 Police Station
- 49 Office building
- 50 Parking garage
- 51 Public restroom
- 52 Post office
- 53 Factory/mill/plant
- 54 Warehouse/storage
- 55 Shed/outbuilding
- 56 Barn/stable

Military Installation:

- 57 Army
- 58 Navy
- 59 Air Force
- 60 Coast Guard
- 61 Marines

Outdoor locations:

- 62 Cemetery
- 63 Quarry
- 64 Mine
- 65 Cave
- 66 Well
- 67 Dumpster
- 68 Dump
- 69 Rest stop/area
- 70 Parking lot
- 71 Alley
- 72 Sidewalk
- 73 Trail/jogging path
- 74 Gravel/dirt road
- 75 Paved street/hwy
- 76 Freeway
- 77 Bridge
- 78 Farm/ranch
- 79 Orchard
- 80 Field
- 81 Wooded area
- 82 Canal/ditch
- 83 Marsh/swamp
- 84 Stream/creek
- 85 River
- 86 Lake
- 87 Beach/marina

88 Other _____ (DESCRIBE)

99 Unable to determine

173. Was the body recovery site in or about the victim's residence?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

174. If the initial assault site, death site or body disposal site, was a residence, how did the offender gain entry?

1 ___ Forced entry _____ (DESCRIBE)

2 ___ Non-forced entry 99 ___ Unable to determine

VI. CONDITION OF VICTIM WHEN FOUND

BODY DISPOSITION

183. Is there reason to believe the offender moved the body from the assault/death site to the body recovery site?

1 ___ Yes 2 ___ No 99 ___ Unable to determine

184. The body was discovered... (check all that apply)

1 ___ Buried completely	10 ___ In a building
2 ___ Buried partially	11 ___ In box, trunk, etc.
3 ___ In water completely	12 ___ Concealed/covered completely
4 ___ In water partially	13 ___ Concealed/covered partially
5 ___ Exposed completely	14 ___ Skeletal remains
6 ___ Exposed partially	15 ___ Skeletal remains scattered by animals
7 ___ Bagged	16 ___ Scattered parts not skeletal
8 ___ Hanging	17 ___ Not disturbed
9 ___ In vehicle	88 ___ Other _____

(DESCRIBE)

185. If the body was weighted then thrown or placed in water, how was it weighted? (check all that apply)

1 ___ N/A 3 ___ Chain 5 ___ Cement
2 ___ Rocks 4 ___ Metal 88 ___ Other _____

(DESCRIBE)

RESTRAINTS USED ON VICTIM

186. Was the body bound? (check all that apply)

1 ___ No	9 ___ Rope	17 ___ Belt
2 ___ Panty hose	10 ___ Wire	18 ___ Shoelaces(s)
3 ___ Socks	11 ___ Coat hanger	19 ___ Leather
4 ___ Nylon hose	12 ___ Tape	20 ___ Handcuffs
5 ___ Scarf	13 ___ Electrical cord	88 ___ Other _____
6 ___ Nightgown/negligee	14 ___ String/twine	(DESCRIBE)
7 ___ Underclothing	15 ___ Cord	99 ___ Unable to determine
8 ___ Other clothing	16 ___ Chain	

187. The restraining device(s) was: (check all that apply)

1 ___ Brought to the scene by the offender
2 ___ Brought to the scene by the victim
3 ___ An article found at the scene by the offender
99 ___ Unable to determine

188. Parts of the body that were bound: (check all that apply)

1 ___ None	6 ___ Neck
2 ___ Hands (in front)	7 ___ Hands/ankles bound together
3 ___ Hands (in rear)	8 ___ Arms bound to torso
4 ___ Legs	88 ___ Other _____
5 ___ Feet/ankle(s)	99 ___ Unable to determine (DESCRIBE)

189. Were the bindings on the victim excessive (much more than necessary to control the victim's movements)?

1 ___ Yes _____ (DESCRIBE)
2 ___ No 99 ___ Unable to determine

190. Was the body tied to an object or other victim:

1 ___ Yes _____
(DESCRIBE)
2 ___ No _____ 99 ___ Unable to determine

191. Was there evidence of an object or a gag having been placed in or over the victim's mouth?

1 ___ Yes _____
(DESCRIBE)
2 ___ No _____ 99 ___ Unable to determine

192. Was a blindfold placed on or over the victim's eyes?

1 ___ Yes _____
(DESCRIBE)
2 ___ No _____ 99 ___ Unable to determine

193. Was victim's entire face covered?

1 ___ Yes - with what? _____
(DESCRIBE)
2 ___ No _____ 99 ___ Unable to determine

CLOTHING AND PROPERTY OF VICTIM

194. Clothing on victim when found:

1 ___ Fully dressed
2 ___ Undressed, from waist down or panties/pants pulled down/skirt up:
3 ___ Undressed, from waist up or blouse & bra/shirt pulled above breast/chest:
4 ___ Nude
88 ___ Other _____
99 ___ Unable to determine (DESCRIBE)

195. Is there evidence the victim was re-dressed by the offender?

1 ___ Yes, same clothing
2 ___ Yes, different clothing
3 ___ No
99 ___ Unable to determine

196. Is there evidence to suggest that some or all of the victim's clothing had been ripped or torn by the offender?

1 ___ Yes - which items? _____
(DESCRIBE)
2 ___ No _____ 99 ___ Unable to determine

197. Is there evidence to suggest that some or all of the victim's clothing had been cut from the body by the offender?

1 ___ Yes-which items? _____
(DESCRIBE)
2 ___ No _____ 99 ___ Unable to determine

198. Victim's clothing (not on the body) found at the body recovery site:

1 ___ None
2 ___ Piled Neatly
3 ___ Scattered
4 ___ Dumped
5 ___ Hidden
99 ___ Unable to determine

199. Were items of the victim's clothing missing from the body recovery site?

1 ___ Yes - which items? _____
(DESCRIBE)
2 ___ No _____ 99 ___ Unable to determine

PROPERTY OF VICTIM & OTHERS TAKEN BY THE OFFENDER

(On the lines provided below list each item taken from the victim or others by using the corresponding number from the property list. After the item number indicate who the property belonged to with a "V" for victim and "O" for others. Then from the disposition list, use the corresponding letter to indicate the disposition of each item. (record all that apply)

PROPERTY LIST:

- 1) Vehicle
- 2) Credit cards
- 3) Cash
- 4) Checks
- 5) Personal I.D.
- 6) Weapon(s)
- 7) Underclothing
- 8) Shoe(s)
- 9) Hose/socks
- 10) Other clothing
- 11) Jewelry
- 12) Photo(s)
- 13) Personal memento(s)
- 14) Body parts
- 15) Police I.D. or badge
- 88) Other _____
(DESCRIBE)

DISPOSITION LIST:

- A) None taken
- B) On offender's person
- C) In offender's vehicle
- D) In offender's residence
- E) Pawned
- F) Sold
- G) Given away
- H) In hidden location
- I) Left with offender's relative/friend
- J) Left items at cemetery
- K) Discarded
- L) Used as income
- 88) Other _____
- 99) Unable to determine (DESCRIBE)

206. Property taken	207. Description	208. Victim/Others	209. Disposition
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

VII. CAUSE OF DEATH AND/OR TRAUMA

CAUSE OF DEATH

210. What was the Medical Examiner's or Coroner's officially listed cause of death? (check all that apply)

- | | |
|---|--|
| <ul style="list-style-type: none"> 1 ___ Firearm(s) 2 ___ Stab wound(s) 3 ___ Cutting/incising wound(s) 4 ___ Blunt force injury 5 ___ Strangulation, manual 6 ___ Strangulation, ligature 7 ___ Asphyxia - unknown means 8 ___ Smothering 9 ___ Airway occlusion - internal 10 ___ Torso compression 11 ___ Hanging | <ul style="list-style-type: none"> 12 ___ Burns—fire 13 ___ Burns—chemical 14 ___ Burns—scalding 15 ___ Hypothermia or exposure 16 ___ Drowning 17 ___ Electrocution 18 ___ Crushing injuries 19 ___ Explosive trauma 20 ___ Malnutrition/dehydration 21 ___ Undetermined 88 ___ Other _____ 99 ___ Unable to determine (DESCRIBE) |
|---|--|

211. What toxicology tests were performed on the victim? (check all that apply)

- | | |
|---|---|
| <ul style="list-style-type: none"> 1 ___ None 2 ___ Drug analysis (blood or urine) _____
(DESCRIBE RESULTS) 3 ___ Blood alcohol _____
(DESCRIBE RESULTS) | <ul style="list-style-type: none"> 4 ___ Other toxicological analysis _____
(DESCRIBE RESULTS) 99 ___ Unable to determine |
|---|---|

212. What important information was obtained as a result of the autopsy?

TRAUMA

213. Extent of blunt force injury:

- 1 ___ None
- 2 ___ Minimal (minor bruising only, possibly caused by offender's slapping to control the victim)
- 3 ___ Moderate (injury insufficient to cause death by itself)
- 4 ___ Severe (injury sufficient to cause death, whether the actual cause of death or not)
- 5 ___ Extreme (injury beyond that necessary to cause death/over kill)

214. Estimate number of stab wounds: _____

215. Estimate number of cutting wounds: _____

216. Estimate number of blunt force wounds: _____

217. Did the victim sustain any gunshot wounds?

- 1 ___ Yes
- 2 ___ No
- 99 ___ Unable to determine

218. Trauma location(s): (check all that apply)

- | | |
|---------------|---------------------------------------|
| 1 ___ Head | 9 ___ Leg(s)/feet |
| 2 ___ Face | 10 ___ Hand(s) |
| 3 ___ Eyes | 11 ___ Breast(s) |
| 4 ___ Neck | 12 ___ Buttocks |
| 5 ___ Chest | 13 ___ Genitalia |
| 6 ___ Abdomen | 14 ___ Anus |
| 7 ___ Back | 88 ___ Other _____ |
| 8 ___ Arm(s) | 99 ___ Unable to determine (DESCRIBE) |

(Using the numbers from the trauma list in question #218, place the appropriate number for location of that wound on the line(s) under #219, then indicate how many wounds to that location under #220, if it was a gun shot wound, also fill in the range, cal, gauge etc. on the line under their corresponding number.)

- RANGE =
- 1) Distant or with no stippling/tattooing present.
 - 2) Intermediate or with stippling/tattooing present.
 - 3) Close or with powder residue/tattooing present.
 - 4) Contact
 - 99) Unable to determine

219. Location of wound (s)	220. No. of wounds	221. Range	222. Cal./ gauge	223. No. of grooves	224. Twist R/L	225. Bullet wt. shot size

ELEMENTS OF TORTURE OR UNUSUAL ASSAULT

226. Is there evidence to suggest that the offender disfigured the body of the victim? (check all that apply)

- 1 ___ None
- 2 ___ Removed/destroyed fingers/hands
- 3 ___ Removed/destroyed feet
- 4 ___ Burns - postmortem
- 5 ___ Burns - antemortem
- 6 ___ Burns - unable to determine post or antemortem
- 7 ___ Offender explored, probed or mutilated cavities or wounds of the victim
- 8 ___ Victim whipped
- 9 ___ Evidence of cannibalism or vampirism
- 10 ___ Victim run over by vehicle
- 11 ___ Mutilated face
- 12 ___ Head severed
- 13 ___ Body or parts of body skinned
- 88 ___ Other _____
- 99 ___ Unable to determine (DESCRIBE)

227. Body parts removed by offender:

- 1 ___ None
- 2 ___ Head
- 3 ___ Scalp
- 4 ___ Face
- 5 ___ Teeth
- 6 ___ Eye(s)
- 7 ___ Ear(s)
- 8 ___ Nose
- 9 ___ Hand(s)
- 10 ___ Arm(s)
- 11 ___ Leg(s)
- 12 ___ Breast(s)
- 13 ___ Nipple(s)
- 14 ___ Anus
- 15 ___ Genitalia
- 16 ___ Internal organs
- 88 ___ Other _____
- 99 ___ Unable to determine

228. Dismemberment method:

- 1 ___ Bitten off
- 2 ___ Cut - skilled/surgical
- 3 ___ Cut - unskilled rough/cut
- 4 ___ Hacked/chopped off
- 5 ___ Sawed off
- 88 ___ Other _____
- 99 ___ Unable to determine (DESCRIBE)

SEXUAL ASSAULT

229. Is there evidence of sexual assault to victim or any of the victim's organs or body cavities? (if no, go to #236)

- 1 ___ Yes
- 2 ___ No
- 99 ___ Unable to determine

230. Type of sexual assault, or attempt: (check all that apply)

- 1 ___ Offender performed oral sex on victim
- 2 ___ Victim performed oral sex on offender
- 3 ___ Vaginal
- 4 ___ Anal
- 88 ___ Other _____
- 99 ___ Unable to determine (DESCRIBE)

231. Was semen found in body cavity(s) of the victim? (check all that apply)

- 1 ___ No
2 ___ In vagina
3 ___ In anus
4 ___ In mouth
88 ___ Other
99 ___ Unable to determine (DESCRIBE)

232. Was there evidence of other ejaculation?

- 1 ___ No
2 ___ On the body of the victim
3 ___ On the offender
4 ___ Elsewhere at the scene
99 ___ Unable to determine (DESCRIBE)

233. Is there evidence to suggest sexual assault was?

- 1 ___ Antemortem
2 ___ Postmortem
3 ___ Both
99 ___ Unable to determine

234. Were there sexually inserted foreign object(s) still in the body when the body was first discovered? (e.g., rocks, twigs, knife, clothing)

(Describe object)

- 1 ___ Vagina
2 ___ Penis
3 ___ Anus
4 ___ Mouth
88 ___ Other

235. Is there evidence of sexual insertion of foreign object(s) into the victim's body, but the object was not in the body when the body was discovered:

(Describe object)

- 1 ___ Vagina
2 ___ Penis
3 ___ Anus
4 ___ Mouth
88 ___ Other
99 ___ Unable to determine

BITE MARKS ON VICTIM

236. Were bite marks found on the victim's body? 1 ___ Yes 2 ___ No 99 ___ Unable to determine

237. Location of bite marks: (check all that apply)

- 1 ___ Face
2 ___ Neck
3 ___ Abdomen
4 ___ Breast(s)
5 ___ Buttocks
6 ___ Groin
7 ___ Genitalia
8 ___ Thigh(s)
88 ___ Other
99 ___ Unable to determine (DESCRIBE)

VIII. FORENSIC EVIDENCE

WEAPONS

238. Weapon(s) used by the offender in this assault:(check all that apply)

- 1 _____ None
- 2 _____ Firearm
- 3 _____ Stabbing or cutting weapons
- 4 _____ Bludgeon or club
- 5 _____ Ligature
- 6 _____ Hands or feet
- 88 _____ Other weapons
- 99 _____ Unable to determine (DESCRIBE)

239. Assault weapon(s) used by the offender: (check all that apply)

- 1 _____ Weapon of opportunity - offender finds at or near scene
- 2 _____ Weapon was preselected and/or brought to scene by offender
- 3 _____ Weapon recovered at the scene
- 4 _____ Weapon recovered elsewhere
- 5 _____ Weapon not located (DESCRIBE)
- 99 _____ Unable to determine

240. Weapon(s) used: (check all that apply)

99 _____ Unable to determine

STABBING OR CUTTING WEAPON

- 1 _____ Pocket knife
- 2 _____ Hunting knife
- 3 _____ Folding knife
- 4 _____ Kitchen knife
- 5 _____ Ice pick
- 6 _____ Screwdriver
- 7 _____ Razor blade
- 8 _____ Other
- 9 _____ Unable to determine (DESCRIBE)

FIREARM

- 10 _____ Shotgun
- 11 _____ Rifle
- 12 _____ Semi-auto pistol
- 13 _____ Revolver
- 14 _____ Military Type (AK-47, AR-16 ETC.)
- 15 _____ Zip gun
- 16 _____ Other
- 17 _____ Unable to determine (DESCRIBE)

BLUDGEONING WEAPON

- 18 _____ Hammer
- 19 _____ Tire iron
- 20 _____ Club
- 21 _____ Stick
- 22 _____ Ball bat
- 23 _____ Rock
- 24 _____ Bottle
- 25 _____ Other
- 26 _____ Unable to determine (DESCRIBE)

LIGATURE

- 27 _____ Rope/cord
- 28 _____ Belt
- 29 _____ Neck tie
- 30 _____ Sock(s)
- 31 _____ Nylons
- 32 _____ Panty hose
- 33 _____ Scarf
- 34 _____ Wire
- 35 _____ Telephone cord
- 36 _____ Shoe strings
- 37 _____ Other
- 38 _____ Unable to determine (DESCRIBE)

241. Was there anything unique about the murder weapon? (initials, marks, brand, etc.)

1 _____ No 99 _____ Unable to determine

2 _____ Yes

(DESCRIBE)

OTHER FIREARMS USED OR FOUND AT THE SCENE

242. Caliber or gauge of firearm(s) used:

1) _____ 2) _____ 3) _____ 4) _____

243. Number of grooves and direction of twist of recovered bullet(s) or firearm(s):

1) _____ 2) _____ 3) _____ 4) _____

244. Size of shotgun shell/pellets or weight of bullet recovered or used:

1) _____ 2) _____ 3) _____ 4) _____

BLOOD TYPE

245. Was blood or other body fluids preserved for or DNA tested?

1 _____ Yes _____ (Describe)

2 _____ No _____

246. What is the offender's blood type?

1 _____ A 2 _____ B 3 _____ AB 4 _____ O 99 _____ Unable to determine

EVIDENCE RECOVERED AND EVIDENCE SENT TO LAB

247. What items of evidence found at the various crime scenes are or could be related to the offender. Use the line behind item for explanation: (check all that apply)

1 _____ None

2 _____ Fingerprints

3 _____ Blood _____ (Describe)

4 _____ Hair _____

5 _____ Fibers _____

6 _____ Weapon(s) _____

7 _____ Spent cartridge/bullet _____

8 _____ Shoe impressions _____

9 _____ Tires/Tracks _____

10 _____ Vehicle _____

11 _____ Trace evidence _____

88 _____ Other _____

99 _____ Unable to determine

253. If this case is unsolved, list those persons, if any, that are believed to be good suspects:

Last name	First name	Age/dob
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

254. If identified, how was the identity of the offender developed? (If more than one choice is used, rate them in order of most relevant to least relevant. #1 is most relevant. If two or more choices are of equal relevance rate them the same.)

- 1 ___ Offender not identified
- 2 ___ Offender committed suicide at the scene
- 3 ___ Offender turned himself in before discovery of or at the crime scene
- 4 ___ From the victim before death or a surviving victim
- 5 ___ Offender was caught in the act by the police
- 6 ___ Offender was caught in the act by others
- 7 ___ Offender confessed to the police
- 8 ___ Offender gave an alibi that was refuted by the police
- 9 ___ Offender confessed to a second party who informed police
- 10 ___ The confession of a co-conspirator
- 11 ___ An eyewitness positively identified the offender
- 12 ___ An eyewitness gave partial identification of offender
- 13 ___ From physical evidence left at the scene
- 14 ___ From circumstantial evidence developed over a period of time
- 15 ___ After a time the offender came forward/turned himself in to (police)
- 16 ___ From information provided by a confidential informant
- 17 ___ From information provided by other informants
- 18 ___ From information provided by investigator's own department records
- 19 ___ From information provided by other agencies
- 20 ___ Offender interjected himself into the investigation
- 88 ___ Other _____

(DESCRIBE)

NAME; ADDRESS; VEHICLE; ETC. LIST

256. The remaining pages are for those names, ss#, address, vehicles etc., that are relevant to this or other related cases and there was insufficient space to record them in other areas of this form.

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS # _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS # _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS # _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS # _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS # _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS # _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
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VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

256. cont.

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

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CREDIT CARD#	BANK/COMPANY	

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ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

256. cont.

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
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CREDIT CARD#	BANK/COMPANY	

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ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

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ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

256. cont.

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

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ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
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NAME	DOB	PHONE
ADDRESS	SS #	
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CREDIT CARD#	BANK/COMPANY	

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ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

256. cont.

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

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NAME	DOB	PHONE
ADDRESS	SS #	
VEHICLE MAKE	COLOR	YEAR LIC#
CREDIT CARD#	BANK/COMPANY	

SEATTLE POLICE DEPARTMENT DEATH INVESTIGATION CASE FILE

VICTIM(S) _____

DATE OCCURRED _____ AREA OF OCCURRENCE _____ FILE NO. _____

ASSIGNED DETECTIVES _____

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Ken Eikenberry

ATTORNEY GENERAL OF WASHINGTON

DEXTER HORTON BUILDING, SEATTLE, WASHINGTON 98104-1749

February 2, 1988

Mr. Jack Burchard
Okanogan County Prosecutor
149 3rd North
Okanogan, WA. 98840

Dear Mr. Burchard:

Per our telephone call on 1-26-88, this letter is written to verify my request for homicide information maintained by your office. The requested information will be used in a statewide homicide research project. This research is conducted under a U.S. Department of Justice grant awarded to the Attorney General's office.

I respectfully request information concerning all homicides or suspicious deaths occurring in Okanogan County between 1-1-81 and 12-31-86. The information needed is:

1. Victim's full name
2. Victim's age and date of birth
3. Date of death
4. Cause of death
5. Investigating law enforcement agency
6. Law enforcement agency case number

The above information may be sent in the form of an autopsy face sheet, coroner's report or any other record. I realize that for some agencies this ~~could~~ may require substantial effort. However, I believe that this research will significantly benefit all law enforcement agencies. If you have any additional questions, you may call myself or Robert Keppel at 206-464-7676. Thank you for your cooperation.

Very truly yours,

ROBERT LAMORIA
Program Manager
Criminal Division

USER SURVEY

1. Have you heard of the Homicide Information and Tracking System (HITS) of the Attorney General's office?

Yes _____ No _____ (If no, go to question 7.)

2. How did you hear about it? (Check all that apply.)

_____ Letter from the AG's office
 _____ Police seminar or training
 _____ Other police personnel
 _____ Telephone or personal conversation with AG Staff
 _____ Newsmedia
 _____ Association Meetings
 _____ Other, please explain _____

3. Has someone in your agency submitted information to the system?

Yes _____ No _____ Don't Know _____

4. Have you personally used the system?

Yes _____ No _____

5. If you or someone in your agency has used the system, was it useful in your investigations?

Extremely Useful ___ Very Useful ___ Useful ___

Somewhat Useful ___ Not Useful ___

6. How could the system be more useful to your department? Any comments or suggestions are welcome.

7. Who filled out this form? (Check only one, your primary assignment.)

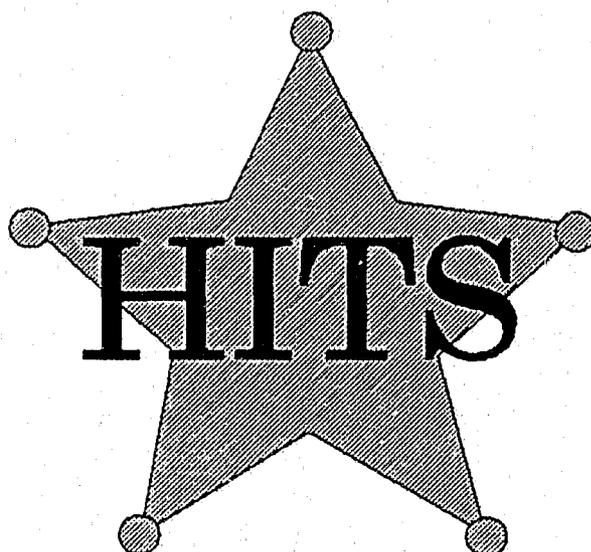
Chief ___ Sheriff ___ Criminal Investigation Commander ___

Detective Supervisor ___ Homicide Detective ___

Other Detective ___ Patrol Officer ___ Patrol Supervisor ___

Other, Specify _____

OFFICE OF THE ATTORNEY GENERAL
STATE OF WASHINGTON



Sexual Assault Investigation
Tracking System

900 4th Ave. #2000
Seattle, Wa. 98164-1012
(206) 464-6209 Scan 576-6209

HOW TO COMPLETE THE HITS SEXUAL ASSAULT REPORT FORM

HITS SUBMISSION CRITERIA

This Report form has been designed to collect information regarding the following types of crimes whether or not the offender has been arrested or identified:

- (1) ALL solved or unsolved stranger to stranger rapes or attempt rapes.
- (2) ALL rapes or attempt rapes that appear to be part of a series.
- (3) Any sex offence, no matter how minor, where the offender displays the propensities to escalate into a series or predatory offender.
- (4) This form, by filling out the Offender section, may also be used to record information on a suspect or offender who moves into the community, and you feel other Law enforcement Agencies should be made aware of his/her presents, M.O. and/or the types of crimes that this subject might be expected to commit.

INSTRUCTIONS

1. Fill out as many items as apply for each question.
2. If an item is followed by a blank line, i.e. 1. Yes, mark the item and fill out the details on the blank line. (1. X Yes WALKS WITH A LIMP)
3. If a certain question does not apply to your rape or sexual assault place an "X" over the main question number.
4. If your incident has MULTIPLE VICTIMS OR OFFENDERS, complete an additional form for each VICTIM or OFFENDER. Fill out questions #1 through #5 to identify the case then complete only those questions relating to the additional victim or offender.
5. If there are details you feel are important but do not fit well into the items provided in the report form, describe them in the Narrative Summary.
6. Please complete the Narrative Summary. The Summary is intended to provide HITS analysts with a brief general overview of the case.
7. If you wish to SUPPLEMENT OR CORRECT previously reported information to HITS, submit a new form but complete only the new items. Reference the new submission with your agency case number and the name of the victim.
8. For assistance regarding this report form, call (206) 464-6209 (Scan 576-6209)
9. Mail all HITS Sexual Assault Reports, Supplements and/or Corrections to:

OFFICE OF THE ATTORNEY GENERAL
HITS UNIT / CRIMINAL DIVISION
900 4th AVE. #2000
SEATTLE, WA. 98164-1012

29. Date of Birth: ____/____/____ 30. Age: ____
31. Height (inches): ____ 32. Weight: ____
33. Build: 1) ___ Small (thin) 3) ___ Large (stocky)
2) ___ Medium (average) 4) ___ Obese
34. Hair Length: 1) ___ Bald or Shaved 4) ___ To Shoulders
2) ___ Above Collar 5) ___ Past Shoulders
3) ___ To Collar 88) ___ Other _____
35. Hair Color: 1) ___ Brown 4) ___ Black
2) ___ Blond 5) ___ Gray and/or White
3) ___ Red 88) ___ Other _____
36. Distinguishing Physical Features: _____
37. Occupation: _____ 38. Employer: _____
39. General Life Style: (check all that apply)
- | | | |
|--|--------------------|-----------------------|
| 1) ___ Normally Described as "Average Citizen" | 5) ___ Transient | 9) ___ Alcohol Abuser |
| 2) ___ Normally Described as a "Swinger" | 6) ___ Prostitute | 10) ___ Reclusive |
| 3) ___ Engages in Criminal Activity | 7) ___ Pimp | 88) ___ Other _____ |
| 4) ___ Drug Dealer | 8) ___ Drug Abuser | 99) ___ Unknown |
40. Marital Status: 1) ___ Single 2) ___ Married 3) ___ Divorced 4) ___ Widowed
41. Living With: (check all that apply)
- | | | | |
|---------------------|------------------------|--------------------|------------------------|
| 1) ___ Alone | 2) ___ Spouse | 3) ___ Children | 4) ___ Parent/Guardian |
| 5) ___ Relatives | 6) ___ Boy/Girl Friend | 7) ___ Roommate(s) | |
| 88) ___ Other _____ | | | |
42. Normal Mode of Transportation: (check all that apply)
- | | | |
|-------------------|------------------------------|---------------------|
| 1) ___ Walks | 4) ___ Bicycle | 88) ___ Other _____ |
| 2) ___ Drives | 5) ___ Public Transportation | |
| 3) ___ Hitchhikes | 6) ___ Relies on Others | |
43. Victim's Activity at the Time of Initial Contact With the Offender(s):

44. Victim's Incapacitation at Time of Initial Contact With Offender(s):
- | | | |
|----------------------------|--------------------------|-----------------------|
| 1) ___ None | 4) ___ Alcohol | 7) ___ Pre-adolescent |
| 2) ___ Disabled Physically | 5) ___ Old Age | 8) ___ Drugs |
| 3) ___ Poor Health | 6) ___ Disabled Mentally | 88) ___ Other _____ |
45. Has the Victim Been Previously Sexually Assaulted?
- | | | |
|----------------------------|-----------|-----------------|
| 1) ___ Yes (specify) _____ | 2) ___ No | 99) ___ Unknown |
|----------------------------|-----------|-----------------|
46. Has the Victim Been the Victim of Any Other Crime Within the Past Six (6) Months?
- | | | |
|----------------------------|-----------|-----------------|
| 1) ___ Yes (specify) _____ | 2) ___ No | 99) ___ Unknown |
|----------------------------|-----------|-----------------|

OFFENDER INFORMATION

47. This is Offender ___ of ___ Offenders in This Case:

48. Name: _____ 49. SS# _____
(last, first, middle)

50. Aliases/Monikers _____

51. Street Address: _____

52. City: _____ 53. County: _____ 54. State: _____ 55. Zip: _____

56. Place of Birth: _____

57. FBI #: _____ 58. State ID. #: _____

59. Sex: 1) ___ Male 2) ___ Female

60. Race:

- 1) ___ White 3) ___ American Indian or Native Alaskan 5) ___ Hispanic
- 2) ___ Black 4) ___ Oriental/Asian 88) ___ Other

61. Date of Birth: ___/___/___ 62. Age: _____

63. Height (inches): ___ to ___ 64. Weight: _____

65. Build: 1) ___ Small (thin) 3) ___ Large (stocky)

 2) ___ Medium (average) 4) ___ Obese

66. Hair Length: 1) ___ Bald or Shaved 4) ___ To Shoulders

 2) ___ Above Collar 5) ___ Past Shoulders

 3) ___ To Collar 88) ___ Other _____

67. Hair Color: 1) ___ Brown 4) ___ Black

 2) ___ Blond 5) ___ Gray and/or White

 3) ___ Red 88) ___ Other _____

68. Hair Shade: 1) ___ Light 2) ___ Medium 3) ___ Dark 99) ___ Unknown

69. Facial Hair: (check all that apply)

- 1) ___ None 3) ___ Unshaven (stubble) 6) ___ Long Sideburns
- 4) ___ Upper Lip 7) ___ Beard
- 2) ___ Clean Shaven 5) ___ Lower Lip 99) ___ Unknown

70. Eye Color: 1) ___ Blue 3) ___ Black 5) ___ Hazel/Green 99) ___ Unknown

 2) ___ Brown 4) ___ Gray 88) ___ Other _____

71. Eye Glasses: 1) ___ Yes 2) ___ No 99) ___ Unknown

72. Describe:

- 1) ___ Plastic Frame 5) ___ Slight Tint
- 2) ___ Metal Frame 6) ___ Heavy Tint/Sunglasses
- 3) ___ Rimless 7) ___ Mirrored Sunglasses
- 4) ___ Clear Lens 99) ___ Unknown

73. General Appearance: 1) Very Neat 3) Unkempt
2) Average 99) Unknown

74. Noticeable Odor About the Offender's person

1) Yes (describe) _____ 2) No

75. Did the Offender Appear to have used Alcohol/Drugs? 1) Yes 2) No 99) Unknown

76. Was There a Noticeable Speech Impediment or Accent?

1) Yes (describe) _____ 2) No

77. Scars, Marks, Tattoos _____

78. Distinguishing Clothing, Jewelry or Physical Features: _____

IF THE OFFENDER IS UNKNOWN GO TO QUESTION # 94

79. Occupation: _____ 80. Employer: _____

81. General Life Style: (check all that apply)

1) Normally Described as "Average Citizen" 5) Transient 9) Alcohol Abuser
2) Normally Described as a "Swinger" 6) Prostitute 10) Reclusive
3) Engages in Criminal Activity 7) Pimp 88) Other _____
4) Drug Dealer 8) Drug Abuser 99) Unknown

82. Sexual History: (check all that apply)

1) Asexual 5) Pedophile 9) Exhibitionist 99) Unknown
2) Heterosexual 6) Promiscuous 10) Necrophilic
3) Bisexual 7) Transvestite 11) Bondage
4) Homosexual 8) Voyeur 88) Other _____

83. Marital Status: 1) Single 2) Married 3) Divorced 4) Widowed

84. Living With: (check all that apply)

1) Alone 2) Spouse 3) Children 4) Parent/Guardian 5) Relatives
6) Boy/Girl Friend 7) Roommate(s) 88) Other _____

85. Normal Mode of Transportation:

1) Walks 4) Bicycle 88) Other _____
2) Drives 5) Public Transportation
3) Hitchhikes 6) Relies on Others

86. Sex Items or Collections Related to or Owned by the Offender:
(check all that apply)

1) Sexual Devices 3) Sex Films/Videos 5) Child Porno
2) Sexual photos 4) Pornography 88) Other _____

87. Did the Offender Have Lists of Names, Addresses, or Photographs that are Possibly Related to This or Other Sex Crimes?

- 1) Yes (if yes please attach a list of names and addresses to this form)
- 2) No 99) Unknown

88. The Offender Lives _____ Miles -- Works _____ Miles From the Initial Contact Site.

90. The Offender Lives _____ Miles -- Works _____ Miles From the First Assault Site.

92. Where Has the Offender Lived During the Past Five (5) Years?

City	State
_____	_____
_____	_____
_____	_____

93. Where Has the Offender Traveled During the Past Five (5) Years?

City	State
_____	_____
_____	_____
_____	_____

THE CRIME SCENE

94. What was the Address of the Initial Contact Site:

95. Description of Area:
- | | |
|--|--|
| 1) <input type="checkbox"/> Commercial, Industrial | 4) <input type="checkbox"/> Farm/Agricultural |
| 2) <input type="checkbox"/> Residential | 5) <input type="checkbox"/> Uninhabited/Wilderness |
| 3) <input type="checkbox"/> Mixed Commercial-Residential | |

96. The Initial Contact Site Was: 1) Indoors 2) Outdoors

97. Specific Description of Initial Contact Site:

- | | | |
|---|---|--|
| 1) <input type="checkbox"/> Residence | 8) <input type="checkbox"/> Bus Terminal | 15) <input type="checkbox"/> Bike or Jogging Trail |
| 2) <input type="checkbox"/> Apartment/Condo | 9) <input type="checkbox"/> Train Depot | 16) <input type="checkbox"/> Remote Open Area |
| 3) <input type="checkbox"/> Hotel/Motel | 10) <input type="checkbox"/> Airport | 17) <input type="checkbox"/> Wooded Area |
| 4) <input type="checkbox"/> Business | 11) <input type="checkbox"/> Vice Area | 18) <input type="checkbox"/> In a Vehicle |
| 5) <input type="checkbox"/> Parking Lot | 12) <input type="checkbox"/> Bar/Tavern/Lounge | 19) <input type="checkbox"/> Truck Stop |
| 6) <input type="checkbox"/> Public Street | 13) <input type="checkbox"/> Beach/Park | 20) <input type="checkbox"/> Shopping Center/Mall |
| 7) <input type="checkbox"/> Bus Stop | 14) <input type="checkbox"/> School or Playground | 88) <input type="checkbox"/> Other _____ |

98. If the Initial Contact Site Was in a Building, How Did the Offender Make Entry?

- | | | |
|---|--|--|
| 1) <input type="checkbox"/> Building Open to Public | 3) <input type="checkbox"/> Let in by Victim | 5) <input type="checkbox"/> Let in by 3rd Person |
| 2) <input type="checkbox"/> Unlocked Door/Window | 4) <input type="checkbox"/> Forced Entry | 88) <input type="checkbox"/> Other _____ |

99. Was the Initial Contact Site the Victim's Residence? 1) Yes 2) No

100. Was the Initial Contact Site the Victim's Work place?
 1) Yes - Type of Business: _____ 2) No
101. If NOT the Victim's Residence or Work Place, How is the Victim Related or Associated With the Initial Contact Site? (e.g., victim's normal jogging trail, school, spa, a friend's home or business, etc.)
 1) Not Applicable 2) Relationship _____
102. Are There Indications the Offender Was Familiar With the Initial Contact Site?
 1) Yes 2) No 99) Unknown
103. Were there Multiple Sexual Assault Sites? 1) Yes 2) No 99) Unknown
104. What was the Address of the First Sexual Assault Site?

105. Was the First Sexual Assault Site the Same as the Initial Contact Site?
 1) Yes 2) No (if YES go to question #112)
106. Description of Area: 1) Commercial/Industrial 4) Farm/Agricultural
 2) Residential 5) Uninhabited/Wilderness
 3) Mixed Commercial-Residential
107. The First Sexual Assault Site Was: 1) Indoors 2) Outdoors
108. Specific Description of First Sexual Assault Site: (check all that apply)
 1) Residence 8) Bus Terminal 15) Bike or Jogging Trail
 2) Apartment/Condo 9) Train Depot 16) Remote Open Area
 3) Hotel/Motel 10) Airport 17) Wooded Area
 4) Business 11) Vice Area 18) In a Vehicle
 5) Parking Lot 12) Bar/Tavern/Lounge 19) Truck Stop
 6) Public Street 13) Beach/Park 20) Shopping Center/Mall
 7) Bus Stop 14) School or Playground 88) Other _____
109. Was the First Sexual Assault Site the Victim's Residence? 1) Yes 2) No
110. Was the First Sexual Assault Site the Victim's Work place?
 1) Yes - Type of Business: _____ 2) No
111. Are There Indications the Offender Was Familiar With the First Sexual Assault Site?
 1) Yes 2) No 99) Unknown

VICTIM RELEASE/ESCAPE INFORMATION

112. Was Victim Release Site and Initial Contact Site the same? 1) Yes 2) No
113. Was Victim Release Site and First Sexual Assault Site the Same? 1) Yes 2) No
114. What was the Address of the Release Site?

115. How did the Victim/Offender Contact End?

1) Released 2) Escaped 3) Other _____ 99) Unknown

IF #115. IS ESCAPED GO TO #118

116. Description of Area:

1) Commercial, Industrial 4) Farm/Agricultural
2) Residential 5) Uninhabited/Wilderness
3) Mixed Commercial-Residential

117. Specific Description of Release Site: (check all that apply)

1) Residence 8) Bus Terminal 15) Bike or Jogging Trail
2) Apartment/Condo 9) Train Depot 16) Remote Open Area
3) Hotel/Motel 10) Airport 17) Wooded Area
4) Business 11) Vice Area 18) In a Vehicle
5) Parking Lot 12) Bar/Tavern/Lounge 19) Truck Stop
6) Public Street 13) Beach/Park 20) Shopping Center/Mall
7) Bus Stop 14) School or Playground 88) Other _____

THE CRIME

118. Prior to, or at the Time of the Initial Contact Between the Offender and Victim, Was There an Event or Activity in the Area That May Have Contributed to the Opportunity for the Crime (carnival, street dance, street fair, convention, etc.)?

1) Yes (explain) _____ 2) No

119. Prior to the Sexual Assault, Were the Victim and Offender Together Mutually?

1) Yes 2) No IF YES GO TO #121

120. Describe the Offender's Initial Approach to the Victim: (check all that apply)

DECEPTIVE APPROACHES

1) Posed as an Authority Figure 7) Asked for or Offered Assistance
2) Posed as a Business Person 8) Caused/Staged Traffic Accident
3) Asked Victim to Pose/Model for Photos 9) Phony Police Traffic Stop
4) Offered Job, Money, Treats, Toys 10) Solicitation for Sex
5) Implied Family Illness or Emergency 11) Offered Ride or Transportation
6) Wanted to Show Something to Victim 12) Other Deception _____

SURPRISE APPROACHES

13) Lay in Wait - Out of Doors 16) Victim Sleeping
14) Lay in Wait - In a Building 17) Other Surprise _____
15) Lay in Wait - In a Vehicle

DIRECT OR IMMEDIATE ASSAULT TYPE OF APPROACHES

18) Immediately and Physically Overpowers Victim. (picks up, carries away. etc)
19) Immediately Hits Victim With Hand, Fist or Clubbing Weapon
20) Grabs and Immediately Chokes Victim
21) Immediately Stabs Victim
22) Other Direct Assault _____

CRIMINAL INTENT OF OFFENDER

121. Did the Sexual Assault Appear to Be:

- 1) ___ Pre-planned (the primary motivation for the assault)
- 2) ___ Opportunistic (offender takes advantage of unplanned circumstances)
- 99) ___ Unable to Determine

122. If This Was an Opportunistic Crime, What Were the Circumstances?

- 1) ___ Date Rape
- 2) ___ Victim Hitchhiking
- 3) ___ Offender Hitchhiking
- 4) ___ Victim Jogging/Bike Riding
- 5) ___ Offender Happened Upon Victim
- 6) ___ Baby sitting
- 7) ___ Committed During Burglary
- 8) ___ Committed During Robbery
- 9) ___ During Another Crime _____
- 88) ___ Other _____

123. What Did the Offender Do to Get the Victim's Attention? (describe) _____

124. Special Props Used By the Offender: (vibrators, dildos, photos, etc.)

(describe) _____

125. Clothing Removed: (check all that apply)

- 1) ___ N/A
- 2) ___ Offender Disrobed Victim
- 3) ___ Offender Disrobed Self
- 4) ___ Victim Disrobed Offender
- 5) ___ Victim Disrobed Self
- 88) ___ Other _____

126. Victim's Clothing Removed (manner)

- 1) ___ N/A
- 2) ___ Ripped/Torn
- 3) ___ Cut/Slashed
- 4) ___ Without Damage
- 88) ___ Other _____

127. Did the Offender Make Any Specific Statements About Himself?

- 1) ___ None
- 2) ___ Very little
- 3) ___ Moderately
- 4) ___ Quit a bit
- 5) ___ Excessively

128. Did the Offender Ask Any Specific Questions About the Victim or Her Personal Life?

- 1) ___ None
- 2) ___ Very little
- 3) ___ Moderately
- 4) ___ Quit a bit
- 5) ___ Excessively

129. Rate the Image the Offender Projected.

- 1) ___ Sensitive
- 2) ___ Neutral
- 3) ___ Macho

130. Rate the Demeanor of the Offender.

- 1) ___ Complimentary
- 2) ___ Neutral
- 3) ___ Demeaning

131. Rate the Effort Made by the Offender to Reassure the Victim.

- 1) ___ No Attempts
- 2) ___ Attempts
- 3) ___ Repeated Attempts

132. Rate the Offender's Use of Bindings on the Victim.

1) ___ None 2) ___ Some 3) ___ Sufficient 4) ___ More than needed 5) ___ Excessive Bindings

IF NO BINDINGS WERE USED GO TO #137

133. Bindings Used Were:

1) ___ Brought to the Scene by Offender 2) ___ Found at Scene By Offender

3) ___ Used Items Both Brought/Found at Scene

134. What Body Parts of the Victim were Bound? (check all that apply)

1) ___ Hands 2) ___ Feet 3) ___ Hands to Feet 4) ___ Hands and/or Feet to Object

5) ___ Other (explain) _____

135. Bindings Used: (check all that apply)

1) ___ Panty Hose

8) ___ Rope

15) ___ Chain

2) ___ Socks

9) ___ Wire

16) ___ Belt

3) ___ Nylon Hose

10) ___ Coat Hanger

17) ___ Shoelace(s)

4) ___ Scarf

11) ___ Tape

18) ___ Leather

5) ___ Nightgown/Neglige

12) ___ Electrical Cord

19) ___ Handcuffs

6) ___ Underclothing

13) ___ String/Twine

20) ___ Plastic Ties

7) ___ Other Clothing

14) ___ Cord

88) ___ Other _____

136. Did the Offender Take the Bindings From the Scene? 1) ___ Yes 2) ___ No 99) ___ Unknown

137. Rate the Extent of Negotiation Between Offender and Victim.

1) ___ None 2) ___ Some 3) ___ Excessive

138. Was a Weapon or Threats of a Weapon Used? 1) ___ Yes 2) ___ No

139. Rate the Use of a Weapon By the Offender.

1) ___ None 2) ___ Implied 3) ___ Displayed 4) ___ Threatened with 5) ___ Used

IF NONE GO TO #143

140. The Weapon(s) Used or Displayed By the Offender Was:

1) ___ Brought to the Scene by Offender

3) ___ Used Items Both Brought/Found at Scene

2) ___ Found at Scene By Offender

99) ___ Unknown

141. Weapon(s) Used: (check all that apply)

99 ___ Unable to determine

STABBING OR CUTTING WEAPON

- | | |
|----------------------|-------------------------|
| 1) ___ Pocket Knife | 5) ___ Ice Pick |
| 2) ___ Hunting Knife | 6) ___ Screwdriver |
| 3) ___ Folding Knife | 7) ___ Razor Blade |
| 4) ___ Kitchen Knife | 8) ___ Other _____ |
| | 9) ___ Unknown Stabbing |

FIREARM

- | | |
|--------------------------|---|
| 10) ___ Shotgun | 14) ___ Military Type (AK-47, AR-16 etc.) |
| 11) ___ Rifle | 15) ___ Zip Gun |
| 12) ___ Revolver | 16) ___ Other Firearm _____ |
| 13) ___ Semi-auto Pistol | 17) ___ Unknown Firearm |

BLUDGEONING WEAPON

- | | |
|-------------------|--|
| 18) ___ Hammer | 22) ___ Ball Bat |
| 19) ___ Tire Iron | 23) ___ Rock |
| 20) ___ Club | 24) ___ Bottle |
| 21) ___ Stick | 25) ___ Other Bludgeoning Weapon _____ |
| | 26) ___ Unknown Bludgeoning Weapon |

STRANGULATION WEAPON

- | | |
|--------------------|------------------------------|
| 27) ___ Rope/Cord | 33) ___ Scarf |
| 28) ___ Belt | 34) ___ Wire |
| 29) ___ Neck Tie | 35) ___ Telephone Cord |
| 30) ___ Sock(s) | 36) ___ Shoe Strings |
| 31) ___ Nylons | 37) ___ Other Ligature _____ |
| 32) ___ Panty Hose | 38) ___ Unknown Ligature |

142. Was the Weapon Removed From the Scene By the Offender?

1) ___ Yes 2) ___ No 99) ___ Unknown

143. Major Trauma Locations: (check all that apply)

- | | |
|-----------------------|---------------------|
| 1) ___ Head/Neck/face | 6) ___ Genitalia |
| 2) ___ Arm(s)/Hand(s) | 7) ___ Buttocks |
| 3) ___ Torso | 8) ___ Anus |
| 4) ___ Leg(s)/Feet | 88) ___ Other _____ |
| 5) ___ Breast(s) | |

144. Indicate the Sequence of Sexual Acts From the List Below. Place a Number 1,2,3, etc. in the Corresponding Blank to Indicate the Order of Occurrence. (check all that apply)

- | | |
|------------------------------------|--|
| 1) ___ Kissing _____ | 7) ___ Victim Performed Oral Sex |
| 2) ___ Vaginal Rape | 8) ___ Victim Forced to Masturbate |
| 3) ___ Anal Rape | 9) ___ Victim Forced to Fondle/Masturbate Offender |
| 4) ___ Offender Performed Oral Sex | 10) ___ Insertion of Foreign Object(s) |
| 5) ___ Offender Fondled Victim | 88) ___ Other _____ |
| 6) ___ Offender Masturbated | |

145. Additional Unusual Assault on Victim: (check all that apply)

- | | |
|---|--|
| 1) <input type="checkbox"/> Victim Whipped | 4) <input type="checkbox"/> Body Parts Removed |
| 2) <input type="checkbox"/> Burns on Victim | 5) <input type="checkbox"/> Drugged/Sedated |
| 3) <input type="checkbox"/> Disfigured | 88) <input type="checkbox"/> Other _____ |

146. Did the Offender Bite the Victim?

- 1) Yes (where on Body) _____ 2) No

147. On a Scale of 1 to 5, Rate the Distance the Offender Transported the Victim.

- 1) 0-Miles 2) 1/2-Mile 3) 1-Mile 4) 5-Miles 5) 10-Miles or More

148. Was There Insertion of a Foreign Object into a Body Opening of the Victim?

- 1) Yes _____ into _____
2) No (object) _____ (body opening)

149. Did the Offender Display Any Obvious Fetishes? (a fetish is defined as sexual interest in some artificial object or non-sexual part of the body)

- 1) Yes (describe) _____
2) No

NOTE: Some sex offenders live out their sexual fantasies during the course of a sex crime. They often require the victim to say specific words (e.g. "Say I Love You" or "I Want You") or require the victim to perform specific acts (e.g., Putting on a Negligee). This is generally referred to as "Scripting" and is often difficult to distinguish from commands given to simply complete the crime.

150. Did the Offender require the Victim to Say Specific Words, as if He Used a "Script"?

- 1) Yes (Specific Language Used) _____

- 2) No _____

151. Did the Offender Require the Victim to Perform Specific Acts or Movements, as if He Used a "Script"?

- 1) Yes (describe) _____

- 2) No _____

152. Did the Offender Physically Torture the Victim Just to See the Victim Suffer?

- 1) Yes 2) No 99) Unknown (IF YES EXPLAIN IN THE SUMMARY)

153. Did the Offender Mentally Abuse the Victim Just to See the Victim Suffer?

- 1) Yes 2) No 99) Unknown (IF YES EXPLAIN IN THE SUMMARY)

154. Did the Offender Take Small Personal Items Belonging to the Victim? (souvenirs, trophies, etc.)

- 1) Yes (describe) _____

- 2) No 99) Unknown

155. Did the Offender Exhibit Any Sexual Dysfunction During the Sexual Assault?

- 1) No
- 2) Premature Ejaculation
- 3) Retarded Ejaculation
- 4) Unable to Ejaculate
- 5) Unable to Maintain an Erection
- 88) Other _____

156. What Did the Offender Do to Overcome the Dysfunction? (check all that apply)

- 1) Nothing
- 2) Masturbated Self
- 3) Forced to Oral Copulation
- 4) Victim Forced to Fondle/Masturbate Offender
- 88) Other _____

157. Did the Offender Record the Crime in Any Way? (check all that apply)

- 1) No
- 2) Photographs
- 3) Audio Recordings
- 4) Video Recordings
- 5) Made Notes
- 88) Other _____
- 99) Unknown

158. Precautions Used by the Offender to Avoid Apprehension: (check all that apply)

- 1) None
- 2) Wore a Mask
- 3) Wore a Disguise
- 4) Wore Gloves
- 5) Covered Victim's Eyes/Face
- 6) Gagged Victim
- 7) Disabled Utilities
- 8) Disabled Victim's Vehicle
- 9) Used Police Scanner
- 10) Removed or Destroyed Forensic Evidence
- 11) Removed or Destroyed Bedding
- 12) Made Victim Douche or Bathe
- 13) Used Condom
- 14) Used Lockout
- 15) Used a Warning System to Warn of Intrusion (e.g., put article on/in front of door etc.)
- 88) Other _____

159. Describe the Physical Force Used by the Offender:

- 1) None
- 2) Minimal (for the purpose of intimidation rather than punishment)
- 3) Moderate (repeated slapping or hitting, even in absence of resistance)
- 4) Excessive (victim beaten to point of possibly needing hospitalization)
- 5) Brutal (torture, severe pain/injury inflicted, probable hospitalization needed)

160. When Was Force Used During the Assault? (check all that apply)

- 1) Immediately Upon Victim Contact
- 2) After Victim Contact, but Prior to Assault
- 3) During Actual Sexual Assault
- 4) After Sexual Assault
- 5) As Offender Was Leaving

161. Victim's Resistance:

- 1) No Resistance (complied with every demand)
- 2) Passive Resistance (did not comply, but did not physically resist)
- 3) Verbal Resistance (verbally refusing, screaming, pleading, negotiating)
- 4) Physical Resistance (attempts to prevent attack, bites, kicks, runs, etc.)

162. Physical Injuries Inflicted by the Offender:

- 1) None
- 2) Minor (required no medical treatment)
- 3) Moderate (required outpatient treatment)
- 4) Severe (required hospitalization; was not life threatening)
- 5) Extreme (life threatening; whether fatal or not)

163. Rate the Extent of the Offender's anger:

1) ___ None 2) ___ Some 3) ___ Moderate 4) ___ Excessive 5) ___ Extreme

164. Time Lapse Between Offender's Initial Contact with and Release of Victim:

_____ hr. _____ min.

165. Time Lapse Between Last Sexual Assault and Victim's Release:

_____ hr. _____ min.

166. After Leaving the Scene Did the Offender Attempt to Re-contact the Victim?

1) ___ No 4) ___ In Person
2) ___ By Phone 5) ___ Through Third Party
3) ___ By Letter/Note 88) ___ Other _____

VEHICLE

167. Excluding Arriving At and Leaving the Scene, Was a Vehicle Used During the Offense?

1) ___ Yes 2) ___ No 99) ___ Unknown

168. The Vehicle Belonged to:

1) ___ Victim 3) ___ Stolen 99) ___ Unknown
2) ___ Offender 88) ___ Other _____

169. Vehicle Body Style:

1) ___ Passenger Car 5) ___ Tractor/trailer
2) ___ Van 6) ___ Motorcycle
3) ___ Pick-up Truck 7) ___ Bus
4) ___ Jeep Type 88) ___ Other _____

170. Vehicle: Lic. No. _____ 171. State _____ 172. Make _____

173. Model _____ 174. Year _____ 175. Color _____ / _____

EVIDENCE

176. Physical Evidence Possibly Related to the Offender, That is Suitable for Comparison:
(check all that apply)

1) ___ None 7) ___ Clothing 13) ___ Trace Evidence
2) ___ Hair 8) ___ Bullets 14) ___ Handwriting
3) ___ Blood 9) ___ Latent Prints 15) ___ Bite Mark Impressions
4) ___ Semen 10) ___ Shoe Prints 16) ___ Voice Recordings
5) ___ Saliva 11) ___ Shell Casing 17) ___ Composite Available
6) ___ Fibers 12) ___ Tire Castings 88) ___ Other _____

177. Were Body Fluids or DNA Preserved For, or Tested? 1) ___ Yes 2) ___ No

178. Offender's Blood Type: _____

179. If identified, how was the identity of the offender developed?
(If more than one choice is used, rate them in order of most relevant to least relevant as they relate to this case, #1 being most relevant. If 2 or more choices are of equal relevance rate them the same.)

- 1 Offender not identified
- 2 Offender killed at scene by victim or witness
- 3 Offender turns self in at scene or before the crime is reported
- 4 Offender previously known to and identified by victim
- 5 Offender was caught in the act by the police
- 6 Offender was caught in the act by others
- 7 Offender was caught leaving or in the general area of the scene
- 8 Offender was caught due to a police surveillance
- 9 Offender confessed to the police
- 10 Offender gave an alibi that was refuted by the police
- 11 Offender told a second party who informed police
- 12 Confession of a co-conspirator
- 13 An eyewitness positively identified the offender
- 14 An eyewitness gave partial identification of offender
- 15 Through M.O. of previous cases committed by offender
- 16 Through info provided by DOC notifications
- 17 Through teletype information
- 18 Through inter department incident recap
- 19 From vehicle license or vehicle description
- 20 From a photo montage
- 21 From latent fingerprints found at the scene
- 22 By DNA processing
- 23 By a polygraph that re-directed investigation at offender
- 24 From other physical evidence left at the scene
- 25 From circumstantial evidence developed over a period of time
- 26 After a time the offender came forward/turned himself in to (police)
- 27 From information provided by a confidential informant
- 28 From information provided by other informants
- 29 From information provided by investigator's own department records
- 30 From information provided by other agencies
- 31 From information gained from press release
- 32 Offender interjected himself into the investigation
- 88 Other _____

180.

CASE SUMMARY

Provide a brief summary of this incident, including information about specific details that you feel to be particularly important or details not previously addressed in this report. Include key words, phrases or actions etc. used by the Offender.

NAME; ADDRESS; VEHICLE; ETC. LIST

181. Fill in the remaining pages with names, addresses, phone numbers, SS#s etc. that are related to a possible suspect(s) or other persons involved in criminal activity associated with this or similar cases.

NAME _____ DOB _____ PHONE _____

ADDRESS _____ SS# _____

VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____

CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____

ADDRESS _____ SS# _____

VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____

CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____

ADDRESS _____ SS# _____

VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____

CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____

ADDRESS _____ SS# _____

VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____

CREDIT CARD# _____ BANK/COMPANY _____

NAME; ADDRESS; VEHICLE; ETC. LIST

181. cont.

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
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NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME; ADDRESS; VEHICLE; ETC. LIST

181. cont.

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
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ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

NAME _____ DOB _____ PHONE _____
ADDRESS _____ SS# _____
VEHICLE MAKE _____ COLOR _____ YEAR _____ LIC# _____
CREDIT CARD# _____ BANK/COMPANY _____

Personnel

	<u>1st Year</u>	<u>2nd Year</u>	<u>Total</u>
Supervision, Crime Analyst/Investigator	47,250	48,660	95,910
Secretary	<u>21,940</u>	<u>22,600</u>	<u>44,540</u>
Total Personnel	\$69,190	71,260	140,450
Fringe Benefits (23%)	14,533	16,389	30,922

Office Equipment

Office Supplies	500	500	1,000
Telephones	1,200	1,200	2,400
Rent	3,960	3,960	7,920
Xerox	2,400	2,400	4,800
Furniture	4,000	-0-	4,000

Travel

(a) Three National Seminars \$600 air fare \$85 per diem for 5 days	3,075	3,075	6,150
(b) Police Agency on site visits and statewide training \$50 per diem - 150 days 20,000 miles at 0.21 per mile	7,500 4,200	7,500 4,200	15,000 8,400

Unit Equipment

Vehicle	12,500	-0-	12,500
Computer			
(a) P.C. Capability	4,500	-0-	4,500
(b) Printer	3,600	-0-	3,600
(c) Terminals	1,000	-0-	1,000
(d) Portable	7,000	-0-	7,000
NCIC, WASIC, Teletype capability	6,000	3,000	9,000

	<u>1st Year</u>	<u>2nd Year</u>	<u>2 Years</u>
TOTALS:	145,158	113,484	258,642