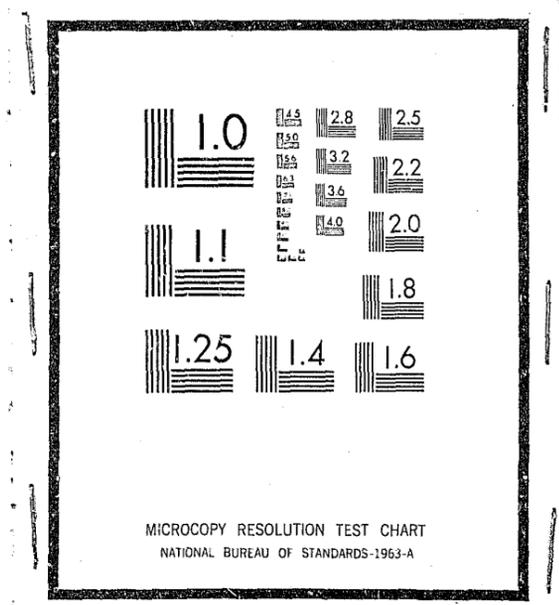


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MASSACHUSETTS  
UNIFORM  
CRIME  
REPORTING  
SYSTEM

38633



MASSACHUSETTS  
UNIFORM  
CRIME  
REPORTING  
SYSTEM

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ACQUISITIONS

**MASSACHUSETTS**

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**REPORTING**

**SYSTEM**



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INTRODUCTION

The Crime Reporting Unit established within the Department of Public Safety will provide a centralized agency for the collection and dissemination of crime statistics and all Uniform Crime Reporting data. This latter responsibility has been assumed by the Department of Public Safety at the request of the Uniform Crime Reporting Section of the Federal Bureau of Investigation whose staff has decided that the crime data reported to them by law enforcement agencies should be channeled through the State Bureau of Identification. The existing Bureau of Identification shall be an integral part of this Unit and all of its present services will continue to be available.

All Uniform Crime Reporting data presently contributed to the Federal Bureau of Investigation will be transmitted via the Massachusetts Crime Reporting Unit. The target date for implementing collection is January 1977. Contribution of identification and arrest data will continue as it has in the past. The Unit will continue to be the central repository for all criminal identification information.

By contributing to this program, agencies will be able to receive monthly and quarterly crime statistic reports, reflecting crime problems in a given area. The purpose of the State Crime Reporting Unit will be to ensure the accuracy and integrity of the statistical data available to police administrators throughout the Commonwealth and the proper use of the crime reporting system.

The success of this program will depend on the support, cooperation and assistance of all agencies involved.

NATIONAL UNIFORM CRIME REPORTING SYSTEM

Uniform Crime Reports were first collected in 1930 after being developed by a Committee of the International Association of Chiefs of Police. The Federal Bureau of Investigation was authorized by the Congress to act as a clearinghouse for the collection of crime statistics.

Today the IACP continues to serve in an advisory capacity to the FBI in the operation of the program.

Crime statistics, voluntarily submitted by individual law enforcement agencies from all fifty states, are presented annually in the FBI's Uniform Crime Reports Publication entitled "Crime in the United States".

As a result of several national studies and recommendations and a determined need, the FBI has been actively assisting individual states in the development of state-wide programs of law enforcement statistics compatible with the National Uniform Crime Reporting Program. With excellent cooperation and assistance from the FBI, Massachusetts has developed its own state-wide program for collection of law enforcement statistics.

## PROGRAM DEVELOPMENT

The Crime Reporting Unit serves a dual function: it will be the central repository for the collection of crime statistics and identification data for the Commonwealth of Massachusetts. The project was funded by a Law Enforcement Assistance Administration Grant, No. 74-DF-01-0014, July, 1974, to the Massachusetts Committee on Criminal Justice with the State Bureau of Identification as the implementing subgrantee.

One year was spent researching and developing the reporting system. The staff was selected, the project researched, field areas and representatives assigned and office space allocated to handle the program. An instruction manual for use by all contributors has been written which sets forth the Uniform Crime procedures to be used in reporting to the program. With the assistance of the Federal Bureau of Investigation's Uniform Crime Reporting Section, 16 people have received training on the administration of the program. One of the obligations of the field representatives is to contact each law enforcement agency to assist and/or train its staff on this collective data gathering system. Adequate forms and tally sheets are to be provided by the Crime Reporting Unit to all participating agencies to collect the data the system requires.

The success of the program is directly related to the interest and cooperation of all Massachusetts contributors. One goal of the Crime Reporting Unit is to have a crime reporting record for all communities, state police agencies, the Massachusetts Bay Transportation Authority, Metropolitan District Commission, Registry of Motor Vehicles, and other special district police agencies. The result will be a complete state-wide system covering crime statistics under supervised rules and controls to insure the integrity of the program.

The staff of the Crime Reporting Unit is confident the Massachusetts Crime Reporting System will be a valuable tool in identifying and defining the crime problems in the Commonwealth of Massachusetts for the law enforcement community and the public.

Indications are that the full potential of this program will not be reached for at least two years. Better reporting, communications via automation, a deeper storage of base data, and faster feedback to contributors, etc., will provide the type of information needed in Massachusetts. The data will have endless uses in planning, administration, research, problem identification and solving, and special studies.

## OBJECTIVES OF UNIFORM CRIME REPORTING

The fundamental objectives of the Uniform Crime Reporting Program is to produce reliable crime statistics on a State and National basis for use in law enforcement administration, operation and management. This compiled data is also intended for the use of other professionals and scholars who have an interest in the crime problem. At the same time, this information is an important reference source for the general public as an indicator of the crime factor in our society.

*The objectives of the Massachusetts Uniform Crime Reporting Program are:*

1. Inform the governor, legislature, other governmental officials, and the public as to the nature of the crime problem in Massachusetts - its magnitude and its trends.
2. Provide law enforcement administrators with criminal statistics for administrative and operational use.
3. Determine who commits crimes by age, sex and race and other attributes in order to find the proper focus for crime prevention and enforcement.
4. Provide proper base data and statistics to measure the workload and effectiveness of Massachusetts Criminal Justice System.
5. Provide base data and statistics for research to improve the efficiency, effectiveness and performance of criminal justice agencies.
6. Provide base data and statistics to measure the effects of prevention and deterrence programs.
7. Provide base data to assist in the assessment of social and other causes of crime for the development of theories of criminal behavior.

*The means utilized to obtain these objectives are:*

1. To measure the extent, fluctuation, distribution and nature of serious crime in the State of Massachusetts through presentation of data on the seven Crime Index offenses.
2. To measure the total volume of serious crime known to the police.
3. To show the activity and coverage of law enforcement agencies through arrest counts, disposition of charges against persons arrested and police employee strength data.

## CRIME INDEX

The offenses of murder, forcible rape, robbery, aggravated assault, burglary, larceny-theft, and motor vehicle theft are used to establish an Index in the Uniform Crime Reporting Program. They measure the trend and distribution of crime in the United States and, more significantly, within the geographic regions of contributing states such as Massachusetts. These crimes are counted by law enforcement agencies as they become known and are reported on a monthly basis. The crime index offenses were selected as a measuring device because they are all serious crimes, either by their very nature or due to the volume and frequency in which they occur.

For the purposes of scoring the offenses of murder, forcible rape and aggravated assault make up the personal crime category. (See page 7). The offenses of robbery, burglary, larceny-theft and motor vehicle theft make up the property crimes category.

Although "offense known" statistics are gathered in the classifications of manslaughter by negligence (1b) and simple assault (4e), they are not computed into the crime index for purposes of establishing crime trends.

Classification in all Part I offenses is based solely on police investigation as opposed to the determination of a court, medical examiner, coroner, jury or other judicial body.

The total number of criminal acts that occur is unknown, but those that are reported to the police provide the first means of a count. Not all crimes come readily to the attention of the police; not all crimes are of sufficient importance to be significant in an index; and not all important crimes occur with enough regularity to be meaningful in an index. With these considerations in mind, and with all state and national reporting jurisdictions using uniform reporting procedures, the above crimes were selected as a group to furnish an abbreviated and convenient measure of the crime problem.

The crime counts used in the Crime Index which will be set forth in future publications of the Crime Reporting Unit will be based on actual offenses established and determined by police investigation. When a law enforcement agency receives a complaint of a criminal matter and the follow-up investigation discloses no crime occurred it is "unfounded". These "unfounded" complaints are eliminated from the actual crime counts, but are still useful in measuring total police activity versus manpower and departmental resources.

## CRIME RATES

The computation of crime rates as they will appear in future reports by individual agency, county and the state overall will be based on current population estimates provided by the Federal Bureau of Investigation through the cooperation and assistance of the United States Bureau of Census and the Massachusetts Secretary of State. Monthly and annual Uniform Crime Reports will be received from approximately 400 municipal and state law enforcement agencies in Massachusetts, and will represent 100 percent of the estimated Massachusetts population.

The crime rate involves the number of Index Crimes per unit of population, usually per 100,000 persons. Because certain areas in Massachusetts have such a low population total, a rate per 1,000 persons will be used to reflect a more realistic volume. The per 100,000 person rate will be used for the larger areas of the Commonwealth. No attempt has been made to incorporate either transient population or other factors which contribute to the volume and type of crime in a given area. In making comparisons of crime rates between areas, some consideration should be given to the varying population and socio-economic factors.

## VIOLENT CRIMES

Crimes of violence involve the element of personal confrontation between the perpetrator and victim and entail the use or threat of violence. By their very nature, violent crimes are considered more serious than property crimes. The total number of these crimes will indicate only the number of incidents reported to police and will not reflect the number of criminals who committed them.

## PROFILE OF THE COMMONWEALTH OF MASSACHUSETTS

*This profile is presented to provide some general knowledge and facts about the Commonwealth of Massachusetts. It is hoped that this information might assist in understanding the environment in which the crime and arrest data to be collected occurred.*

The Commonwealth of Massachusetts is located in the center of the New England States. It is bordered on the North by Vermont and New Hampshire, on the South by Connecticut and Rhode Island, on the East by the Atlantic Ocean and on the West by New York. The State is 190 miles, East to West and 110 miles North to South at its widest points. Massachusetts has approximately 1,980 miles of shore line on the Atlantic Ocean, Massachusetts Bay and Buzzards Bay.

Approximately 5,789,478 people now live on the 7,838 square miles of land area. The State ranks 10th in population and 45th in area among the other states in the Nation. Massachusetts is made up of 14 counties, varying in size and population. The 14 counties are Barnstable, Berkshire, Bristol, Dukes, Essex, Franklin, Hampden, Hampshire, Middlesex, Nantucket, Norfolk, Plymouth, Suffolk and Worcester. No area of the State is governed by a county.

The 14 counties are made up of 39 cities and 312 towns, of which Boston, the capital with a population of 637,986, is the largest. More than half of the State's total population lives in the Greater Boston area. Other large centers of population in Massachusetts are Worcester, Springfield, Cambridge, New Bedford, Fall River, Brockton, Quincy, Lowell and Newton. Each of these cities are over or approaching the 100,000 population mark.

## REPORTING PROCEDURE

In the Massachusetts Crime Reporting Program, contributing law enforcement agencies are wholly responsible for compiling their own crime reports and submitting them to the Crime Reporting Unit within the Department of Public Safety.

The Crime Reporting Unit, in an effort to maintain quality and uniformity in the data received, furnishes to the contributing agencies continuous training and instruction in Uniform Crime Reporting Procedures. All contributors are to be furnished with a Massachusetts Uniform Crime Reporting Manual which outlines in detail, procedures for scoring and classifying offenses. The Crime Reporting Manual illustrates and discusses monthly and annual reporting forms and procedures, as well as providing a question and answer training syllabus in the Crime Index Categories.

A centralized record system is necessary to the sound operation of any law enforcement agency. The records system is an essential basis for crime reporting by the agency. Uniform Crime Reporting Field Agents are trained to assist contributors in reporting procedures on Uniform Crime Reporting as established by the FBI.

On a monthly basis, law enforcement agencies, report the number of offenses that become known to them during the month in the following crime categories:

1. CRIMINAL HOMICIDE
  - a. MURDER AND NONNEGLIGENT MANSLAUGHTER--*The willful (nonnegligent) killing of one human being by another.*
  - b. MANSLAUGHTER BY NEGLIGENCE--*The killing of another person through gross negligence.*
2. FORCIBLE RAPE
  - a. RAPE BY FORCE--*The carnal knowledge of a female forcibly and against her will.*
  - b. ATTEMPT TO COMMIT FORCIBLE RAPE
3. ROBBERY  
*The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.*
  - a. Robbery by Firearm
  - b. Robbery by knife or cutting instrument
  - c. Robbery by other dangerous weapon
  - d. Robbery by strong-are--hands, fists, feet, etc.

4. ASSAULT

The unlawful attack by one person upon another

AGGRAVATED ASSAULT--An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

ASSAULTS BY:

- a. Firearm
- b. Knife or cutting instrument
- c. Other dangerous weapon
- d. Hands, Fists, Feet, etc.

OTHER ASSAULTS--Simple, not aggravated

- e. All other assaults.

5. BURGLARY

The unlawful entry of a structure to commit a felony or theft.

- a. Burglary by forcible entry
- b. Burglary by unlawful entry--No force
- c. Burglary by attempted forcible entry

6. LARCENY-THEFT

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

\*\* Does not include motor vehicle theft

- a. POCKET PICKING--The theft of articles from a person by stealth where the victim usually does not become immediately aware of the theft.
- b. PURSE SNATCHING--The grabbing or snatching of a purse, handbag, etc., from the custody of an individual.
- c. SHOPLIFTING--The theft by a person other than an employee of goods or merchandise exposed for sale.
- d. THEFTS FROM MOTOR VEHICLES (EXCEPT THEFT OF PARTS AND ACCESSORIES)--The theft of articles from a motor vehicle, whether locked or unlocked.

e. THEFT OF MOTOR VEHICLE PARTS AND ACCESSORIES--The theft of any part or accessory attached to the interior or exterior of a motor vehicle in a manner which would make the part an attachment to the vehicle or necessary for the operation of the vehicle.

f. THEFT OF BICYCLES--The unlawful taking of any bicycle, tandem bicycle, unicycle, etc.

g. THEFT FROM BUILDINGS--The theft from within a building which is open to the general public and where the offender has legal access.

h. THEFT FROM COIN-OPERATED DEVICES OR MACHINES--The theft from a device or machine which is operate or activated by the use of a coin.

i. ALL OTHER LARCENY--THEFT NOT SPECIFICALLY CLASSIFIED--The thefts which do not fit the definitions of the specific categories of larceny listed above.

7. MOTOR VEHICLE THEFT

The theft or attempted theft of a motor vehicle

- a. AUTOS
- b. TRUCKS AND BUSES
- c. OTHER VEHICLES

This count is taken from a record of all complaints of crime received by the law enforcement agency from victims, other sources, and/or discovered by officers.

Whenever complaints of crime are determined, through investigation, to be unfounded or false, they are eliminated from the actual count. The number of "actual offenses known" in these crime categories is reported to the Crime Reporting Unit whether or not anyone is arrested for the crime; stolen property is recovered; prosecution is undertaken; or any other restrictive consideration is in effect. Law enforcement agencies on a monthly basis, report the total number of reported crimes which they clear either by arrest or exceptional means. A separate count of crimes cleared which involve only persons under the age of 18 is shown. The number of law enforcement officers killed and assaulted and the value and type of property stolen and recovered during the month are also reported.

## MONTHLY REPORTING

All cities and towns will contribute data directly to the Crime Reporting Unit. With the exception of the Return "A", which is color coded to show population, all reporting forms used will be the same for each agency.

The Uniformed Branch of the State Police will contribute directly to the Crime Reporting Unit from each sub-station within the troop areas.

In some instances the jurisdiction covered by a particular sub-station includes more than one county. In these instances the sub-stations having overlapping county jurisdiction will keep a separate tally book for each county. At the end of each monthly reporting period the sub-station will submit the necessary Uniform Crime Reporting forms for each county jurisdiction covered.

Submitting Uniform Crime Reporting reports by-county allows the Crime Reporting Unit to consolidate fragmented county reports into a total county report for each of the 14 counties.

EXAMPLE: State Police Troop "A" station at Andover (A-1) overlaps into Middlesex County and Essex County as follows:

MIDDLESEX:	BILLERICA	NORTH READING
	BURLINGTON	TEWKSBURY
	CHELMSFORD	TYNGSBORO
	DRACUT	WILMINGTON
	LOWELL	
ESSEX:	ANDOVER	
	LAWRENCE	
	METHUEN	
	MIDDLETON	
	NORTH ANDOVER	

In the above situation, SP Andover will, by the 7th day after the close of the month, submit two sets of reports (two Return "A" forms, two Supplement to Return "A", etc.,) to the Crime Reporting Unit at the Department of Public Safety. One set of forms will show incidents of crime reported to and investigated by them for the Middlesex County area they cover and one set for the Essex County area they cover. If they assist another department regarding a criminal incident they will disregard including this in their Uniform Crime Reporting statistics as the local agency will have included this incident in their reports to the Crime Reporting Unit.

All reports for the Crime Reporting Unit from the Bureau of Investigative Services of the State Police which includes S.S.U., Narcotics Unit, D.I.U., MEG Unit, Both C.P.A.C. Units, District Attorney's Offices, Detective Bureaus and the State Fire Marshal's Office will originate from the CIB - BIS files located in the Department of Public Safety at Boston.

The standard rule of reporting only those crimes reported to and investigated by them will apply here also. Assistance to another agency will not be scored as the agency being assisted will report the incident in their returns.

The Metropolitan District Commission Police, Massachusetts Bay Transportation Authority Police, the Registry of Motor Vehicles (Special Investigations Section) and the Attorney General's Office will report using the same system designated for the Uniformed Branch of the State Police.

The Capitol Police and the University of Massachusetts Police will submit returns to the Crime Reporting Unit as if they were a city or town police department.

## CLEARANCE RATES

For Uniform Crime Reporting purposes, a Crime Index Offense is cleared when a law enforcement agency has identified the offender, there is enough evidence to charge him and he is actually taken into custody. The arrest of one person can clear several crimes, or several persons may be arrested in the process of clearing one crime.

Crime solutions are also recorded in exceptional circumstances when some element beyond law enforcement control precludes formal charges against the offender. An offense may be exceptionally cleared when it falls into one of the following categories:

1. *The offender commits suicide.*
2. *A double murder occurs (two persons kill each other).*
3. *The offender dies after making a confession (dying declaration).*
4. *The offender is killed by law enforcement officers.*
5. *The offender confesses to committing the crime while already in custody for another crime or serving a sentence.*
6. *The offender is prosecuted in another city for a different crime by federal, state or local authorities, or for the same offense, and the other jurisdiction refuses to release the offender.*
7. *Another jurisdiction refuses to extradite the offender.*
8. *The victim of a crime refuses to cooperate in the prosecution.*
9. *The offender is prosecuted for a less serious charge than the one for which he was arrested.*
10. *The offender is a juvenile who is handled by a verbal or written notice to the parents in instances involving minor offenses such as petty larceny.*

## ARREST DATA

In addition to the monthly reports on the number of Index Crimes reported, law enforcement agencies also submit monthly forms detailing the number of persons arrested. These forms categorize the arrests by offense classification (both Part I and Part II crimes), and by age, race and sex. No traffic offenses, except driving under the influence, are included. The same individual may be arrested several times over a period of time; each separate arrest is counted. A person may be arrested on several charges at one time; only one arrest is counted and is listed under the most serious charge. For Uniform Crime Reporting, a juvenile is counted as "arrested" when the circumstances are such that if he or she were an adult, an arrest would result; in fact, there may not have been a formal charge.

The report form on juvenile arrests used by the police agency, includes a section on the disposition of each person. These categories are: (1) handled within the department and released; (2) referred to a juvenile court or a probation and parole office; (3) referred to a welfare agency; (4) referred to other police agency; and (5) referred to the criminal or adult court.

## ANNUAL RETURN OF PERSONS CHARGED

The Uniform Crime Reporting System includes an annual form for all reporting agencies entitled "Annual Return of Persons Charged". The purpose of this form is to show the total number of persons who are charged by the police and their dispositions. Counted on this report are all persons charged for committing Part I and Part II offenses who are turned over to the court for prosecution. Persons charged and released at any level of prosecution are included. The dispositional data is broken down into several categories:

1. Adults who are guilty
  - a. of the offense charged or
  - b. of a lesser offense
2. Acquitted or otherwise dismissed
3. Referred to juvenile court jurisdiction
4. Other (pending)

## POLICE EMPLOYEE DATA

The Uniform Crime Reporting System in Massachusetts incorporates a collection of important data relating to police within the Commonwealth. Information such as ratio of police to population, assaults on police officers, and related analyses are covered in this section.

The primary purpose of the Police Employee Data form is to gather information relating to the number of full-time police employees, both police officers and civilians. In counting the number of officers in your department you should include all full time sworn personnel with full arrest power including the chief.

Civilian employees whom you should include and report on this report are clerks, radio dispatchers, meter people, stenographers, mechanics, etc., providing the persons are full-time employees of the department.

## LAW ENFORCEMENT OFFICERS KILLED OR ASSAULTED

The form entitled "Law Enforcement Officers Killed or Assaulted" is a form your agency should submit each month that your agency has an officer killed feloniously, die accidentally, or assaulted in the line of duty. If you have counted killings or assaults of officers of your department on the Return "A" submit this form to provide additional information regarding this attack on your officers.

The importance of the Law Enforcement Officers Killed form cannot be overemphasized. It is the basis of an analysis of assaults on police officers and thus the more complete the data collected is, the more valid the conclusions of the analysis will be.

## CRIME FACTORS

Statistics gathered under the Uniform Crime Reporting Program are submitted by the law enforcement agencies of Massachusetts and represent a spectrum of Massachusetts crime on state-wide, regional and county levels. Awareness of this presence of certain crime factors, which may influence the resulting volume and type of statistics presented, is necessary if fair and equitable conclusions are to be drawn. These crime influencing factors are present, in some degree, in every community and their presence affects, in varying degrees, the crime developments of that community. Comparison of crime figures between communities should not be made without first considering the individual factors present in each community.

Crime, as an outgrowth of society, remains a social problem of grave concern and the police are limited in their role to detect and suppress it. As stated by the President's Commission on Law Enforcement and the Administration of Criminal Justice in their report "The Challenge of Crime in a Free Society"...

*"But the fact that the police deal daily with crime does not mean that they have unlimited power to prevent it, or reduce it, or deter it. The police did not create and cannot resolve the social conditions that stimulate crime. They did not start and cannot stop the convulsive social changes that are taking place in America. They do not enact the laws that they are required to enforce, nor do they dispose of the criminals they arrest. The police are only one part of the criminal justice system; the criminal justice system is only one part of the government; and the government is only one part of society. Insofar as crime is a social phenomenon, crime prevention is the responsibility of every part of society. The criminal process is limited to case by case operations, one criminal or one crime at a time."*

Set forth below are some of the conditions which will, by type and volume, affect the crime that occurs from place to place:

*Density and size of the community population and the metropolitan area of which it is a part.*

*Composition of the population with reference particularly to age, sex and race.*

*Economic status of the population.*

*Relative stability of population, including commuters, seasonal, and other transient types.*

*Climate, including seasonal weather conditions.*

*Educational, recreational, and religious characteristics.*

*Standards governing appointments to the police force.*

*Policies of the prosecuting officials and the courts*

*Attitude of the public toward law enforcement problems.*

*The administrative and investigative efficiency of the local law enforcement agency, including the degree of adherence to crime reporting standards.*

The main goal of this program is to identify crime and related problems. While most police agencies are collectively thought of as crime fighting units, considerable independent research shows only a small portion of the workload of many departments is spent fighting crime. Because of other assigned duties, the peculiar cycle of crime and clearances, and the different community factors that normally affect crime statistics, no conclusions on individual departments should be reached without consulting their in-house duties and records.

## VERIFICATION PROCEDURES

Uniformity and accuracy of crime data collected under this program is of primary concern. With the future receipt of reports covering approximately 400 reporting jurisdictions within the State of Massachusetts, the problems of attaining uniformity are readily apparent. Issuance of instructions and the training of personnel within contributing agencies does not complete the role of the Crime Reporting Unit. It is standard operating procedure to examine each incoming report for mathematical accuracy and completeness, and perhaps of greater importance, for reasonableness as a possible indication of error. Clearance factors, recovery rates and other possible benefits are scrutinized and changes are suggested to the contributors where noted. In the instance of minor mathematical corrections, the contributing agencies are either contacted by phone or in-person visitations by qualified Crime Reporting Unit field representatives.

The possibility of duplication in crime reporting is given constant attention when reports are received and verified by internal consistency checks. If duplication is suspected, the contributing agencies are immediately contacted and the matter is resolved in accordance with existing guidelines. A continual analysis of reports is maintained to assist contributors when needed and to maintain the quality necessary for a factual and successful program. Personal visitations are made to contributors to cooperatively assist in needed revisions of record and reporting methods.

Regardless of the extent of the statistical verification processes used by the Crime Reporting Unit, the accuracy of the data assembled under this program depends on the sincere effort exerted by each contributor to meet the necessary standards of reporting.

## CALCULATION OF RATES, PERCENTAGES AND TRENDS

The Uniform Crime Reporting program provides data for police executives to measure local problems. To facilitate this function, the local data must be converted into terms of rates and percentages. Simple formulas are presented which may assist in these computations.

### CRIME RATES

One of the most meaningful crime statistics is the crime rate. This rate is the number of Part I offenses per 100,000 inhabitants. This rate can be calculated regardless of the number of inhabitants in any city, town or county.

To compute rates, divide your communities population by 100,000 and divide the number of offenses in each class by that answer. The answer is the number of offenses in that class per 100,000 population and is your crime rate for that particular offense.

#### EXAMPLE:

- a. Population for your jurisdiction,  
75,000
- b. Number of burglaries for your  
jurisdiction for a year, 215

Divide: 75,000 by 100,000 = 0.75

Divide: 215 by 0.75 = 286.7

Your burglary rate is 286.7 per 100,000 inhabitants. The number 0.75 can now be divided into your totals in any offense class to produce a crime rate for that offense. This same computation can be completed to give you arrest rates per 100,000 inhabitants.

### CLEARANCE RATES

The percentage of crimes cleared by arrest is obtained by dividing the number of offenses cleared by the number of offenses known. This answer is then multiplied by 100. An EXAMPLE of this calculation is:

- a. Number of clearances in robbery  
38
- b. Number of total robberies, 72

Divide: 38 by 72 = 0.528

Multiply: 0.528 x 100 = 52.8

Your percentage of clearance in robbery is 52.8%.

### CRIME TREND DATA

Local agencies can compute crime trends for a given offense for their agency for a particular period of time. For EXAMPLE:

- a. Auto thefts in your jurisdiction for July through December last year were 21.
- b. Auto thefts in your jurisdiction for July through December this year were 29.

Subtract: 29 - 21 = 8

Notice that 8 is an increase over the past year.

Divide: 8 by 21 = 0.38

Always divide the difference by total in the earlier time period.

Multiply: 0.38 x 100 = 38

Your trend in auto theft is an increase of 38% for the first six months of this year as compared to the first six months of last year.

### POLICE EMPLOYEE RATE

Police employee rates are expressed as a number of employees per 1,000 inhabitants of your city or town. To compute this rate, divide your population by 1,000 and divide the number of employees in your department by this number.

- a. Your jurisdiction's population  
75,000
- b. Your agency's number of employees  
102

Divide: 75,000 by 1,000 = 75

Divide: 102 by 75 = 1.36

Your employee rate is 1.36 employees per 1,000 inhabitants.