



# **Criminal Justice Information Services Division Uniform Crime Reporting Program**



# **National Incident-Based Reporting System User Manual**

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## CHANGE DESCRIPTION SUMMARY

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2.0	<p>Addition of UCR State Program Bulletin/Quarterly Updates (May 2013–July 2015)</p> <ul style="list-style-type: none"> <li>• Modification of Data Element 35, Example 3</li> <li>• Modification of Extortion/Blackmail description</li> <li>• Modification of Statutory Rape description</li> <li>• Addition of New Religious and Arab Bias Motivations and Training Scenarios</li> <li>• Modification of structure definition</li> <li>• Modification of Counterfeiting/Forgery example</li> <li>• Modification of Extortion/Blackmail explanation</li> <li>• Modification of Justifiable Homicide, Theft From Motor Vehicle, All Other Larceny, and All Other Offenses definitions</li> <li>• Modification of Incident Date, Example 3</li> <li>• Modification of Exceptional Clearance, Condition 4</li> <li>• Modification of Valid Data Values (for drug types)</li> <li>• Clarification of BE Relationship Code in Data Element 35</li> <li>• Addition of Animal Cruelty Definition, Offense, Data Values, and Training Scenario</li> <li>• Addition of Identity-Related Fraud Offenses, Cyberspace Location Code, and Training Scenarios</li> </ul>	9/16/2015	Brian Edgell

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# 1 Introduction

The FBI's Uniform Crime Reporting (UCR) Program is a nationwide, cooperative statistical effort of more than 18,000 city, university and college, county, state, tribal, and federal law enforcement agencies (LEAs) voluntarily reporting data on offenses reported or known. Since 1930, the FBI has administered the UCR Program and continued to assess and monitor the nature and type of crime in the nation. The program's primary objective is to generate reliable information for use in law enforcement administration, operation, and management. However, over the years, UCR data have become one of the country's leading social indicators. Criminologists, sociologists, legislators, municipal planners, the media, and other students of criminal justice use the data for varied research and planning purposes.

The FBI's UCR Program prepared this manual to assist LEAs in reporting their crime statistics via the Program's National Incident-Based Reporting System (NIBRS). The manual addresses NIBRS policies, the types of offenses reported via the NIBRS, and guidelines for an agency to become certified to submit NIBRS data to the FBI.

## 1.1 Background of the NIBRS

Originally the UCR Program was designed as a summary system to collect only the most serious offense within an incident. However, the Program began using incident-based reporting (i.e., the NIBRS) in 1989 to capture all offenses within an incident—up to ten crime occurrences. Through the NIBRS, LEAs report data on each offense and arrest within 24 offense categories made up of 52 specific crimes called Group A offenses. For each of the Group A offenses coming to their attention, law enforcement collects administrative, offense, property, victim, offender, and arrestee information. LEAs report only arrest data for an additional 10 Group B offense categories.

By design, LEAs generate NIBRS data as a by-product of their respective records management systems (RMS). Therefore, an LEA builds its system to suit its own individual needs, including all of the information required for administration and operation; then forwards only the data required by the NIBRS to participate in the FBI UCR Program. As more agencies report via the NIBRS, the data collected will provide a clearer assessment of the nation's crime experience.

## 1.2 UCR Advisory Groups

The International Association of Chiefs of Police (IACP) developed a system to collect uniform crime statistics in the 1920s that became the foundation of the UCR Program in 1929. The IACP, along with the National Sheriffs' Association (NSA), continue to provide vital links between local law enforcement and the FBI in the administration of the UCR Program through their Criminal Justice Information Systems (CJIS) Committees. The IACP represents the thousands of police departments nationwide, and the NSA encourages sheriffs throughout the country to participate fully in the program.

Both the IACP's and the NSA's committees are involved with the Advisory Policy Board (APB) of the FBI's CJIS Division, which is the formal advisory process for the national UCR Program. The APB began in 1988 when a Data Providers' APB was established. The Board operated until 1993 when it combined with the National Crime Information Center (NCIC) APB to form a single APB to address all FBI criminal justice information services. The underlying philosophy of the APB is one of shared management. The FBI, along with local and state data providers and system users, share responsibility for the operation and management of all systems administered by the FBI for the benefit of the criminal justice community. The current APB includes the UCR Subcommittee, which reviews issues concerning the NIBRS, the UCR Summary Reporting System (SRS), the Law Enforcement Officers Killed and Assaulted (LEOKA) Program, and the Hate Crime Statistics Program. The APB also includes additional, subcommittees that review other matters that involve the FBI's CJIS Division.

In addition to the IACP, NSA, and the APB, the Association of State UCR Programs (ASUCRP) also serves to link the FBI with the LEAs that submit and use UCR data. The ASUCRP focuses on improving the collection, use, and utility of crime data reported to the FBI's UCR Program. The state UCR organizations foster widespread and responsible use of crime statistics and lend assistance to data contributors when needed.

### **1.3 UCR Programs and Non-Program States**

More than 18,000 LEAs provide data to the national UCR Program. To streamline the collection of UCR data, ensure the consistency and comparability of data, and provide a higher quality of service, most states have a state UCR Program that collects data for the LEAs in that state. The state programs then forward the data to the national UCR Program. Forty-eight states in the nation have their own UCR Programs. Establishment of a UCR Program is not limited to state governments. Territorial, tribal, and federal agencies may also institute UCR Programs. UCR Programs gather crime information from the LEAs under their domain and forward the data to the FBI.

The following are the standards under which a UCR Program must operate:

1. A UCR Program must conform to the national UCR Program's submission standards, definitions, specifications, and required deadlines.
2. A UCR Program must establish data integrity procedures and have personnel assigned to assist contributing agencies in quality assurance practices and crime reporting procedures.
3. A UCR Program's submissions must cover more than 50 percent of the LEAs within its established reporting domain and be willing to cover any and all UCR-contributing agencies that wish to use the UCR Program from within its domain. (An agency wishing to become a UCR Program must be willing to report for all of the agencies within the state).



4. A UCR Program must furnish the FBI's UCR Program with all of the UCR data collected by the LEAs within its domain.

These standards do not prohibit a state from gathering other statistical data beyond the national collection. Data integrity procedures should include crime trend assessments, offense classification verification, and technical specification validation.

The FBI fulfills its responsibilities in connection with the UCR Programs by:

- Editing and reviewing submissions for both completeness and quality.
- Contacting contributors, when necessary, in connection with crime reporting matters.
- Requesting individual agency information, when necessary, from the contributing UCR Program.
- Assessing the validity of reported data by providing a Quality Assurance Review (QAR).
- Coordinating with the contributing UCR Program to conduct training on law enforcement record-keeping and crime-reporting procedures.
- Sending *UCR Program Quarterly documents*, which clarifies policies and procedures set forth by the program as well as publication updates and notifications to state programs for distribution to contributing agencies. This document is also circulated to direct contributing agencies.

Should circumstances develop whereby a state or other UCR Program does not comply with the aforementioned standards, the FBI may reinstitute a direct collection of data submissions from LEAs within the UCR Program's domain.

The FBI's UCR Program refers to LEAs in states without a UCR Program as direct contributors because they submit their data directly to the FBI. These agencies work closely with staff from the FBI's UCR Program to ensure their data adhere to national UCR Program's guidelines.

## 1.4 Jurisdiction

The purpose of establishing appropriate jurisdiction is to depict the nature and amount of crime in a particular community. Throughout the United States, there are thousands of LEAs; some have overlapping jurisdictions. To ensure LEAs with overlapping jurisdictions are not reporting duplicate data (offense or arrest), the national UCR Program developed the following guidelines:

1. City, university and college, county, state, tribal, and federal LEAs should report offenses that occur within their jurisdictions.

2. When two or more city, university and college, county, state, tribal, or federal LEAs are involved in the investigation of the same offense, the agency with investigative jurisdiction based on city, university and college, county, state, tribal, and federal law and/or applicable interagency agreements or memorandums of understanding should report the offense. If there is uncertainty as to the lead or primary agency, the agencies must agree on which agency should report the offense.
3. LEAs will report only those arrests made for offenses committed within their own jurisdictions.
4. The recovery of property should be reported only by the LEA that first reported it missing and/or stolen regardless of which agency recovered it.

As a rule, cities with their own police departments report their own crime data. However, smaller locales may combine their crime data with larger agencies (e.g., sheriffs' offices and state police) for reporting purposes. This practice most often occurs in rural or unincorporated areas employing constables, town marshals, or other officers who infrequently report offenses. In cases where the county sheriff or state police has a contract to provide law enforcement services for an incorporated city, the sheriff or state police will continue to report incidents occurring within the boundaries of these cities. These reports should reflect the geographic location of where the incident occurred by use of the city's Originating Agency Identifier (ORI). In some localities, the sheriff, state police, or a federal LEA will assist a local police department in the investigation of crimes committed within the limits of the city. Even though this is the case, the city police department should report the offenses unless there is a written or oral agreement specifying otherwise.

## **1.5 Referrals From Other Agencies**

If a reporting agency refers the investigation of an incident to another local, state, or federal agency after submitting the data to the FBI's UCR Program, the original reporting agency must delete its report. The agency receiving the referral would then report the incident as if it were an original submission.

## 2 Incidents and Offenses

Participation in the NIBRS requires LEAs to report certain facts about each criminal incident coming to their attention within their jurisdictions. In most cases, officers capture the data through an incident report when a complainant first reports the crime. In other instances, officers may collect data via a mobile terminal that interfaces with their department's records management system.

### 2.1 Definition of an Incident

With regard to the NIBRS, the UCR Program defines an *incident* as one or more offenses committed by the same offender, or group of offenders acting in concert, at the same time and place.

#### The Concept of Acting in Concert

*Acting in Concert* requires all of the offenders to actually commit or assist in the commission of all of the crimes in an incident. The offenders must be aware of, and consent to, the commission of all of the offenses; or even if nonconsenting, their actions assist in the commission of all of the offenses. See [Example 1, Acting in Concert](#). This is important because the NIBRS considers all of the offenders in an incident to have committed all of the offenses in an incident. The arrest of any offender will clear all of the offenses in the incident. If one or more of the offenders did not act in concert, then the LEA should report more than one incident. See Examples [2](#) and [3](#), Acting in Concert.

#### The Concept of Same Time and Place

The fundamental concept of *Same Time and Place* presupposes that if the same person or group of persons committed more than one crime and the time and space intervals separating them were insignificant, all of the crimes make up a single incident. Normally, the offenses must have occurred during an unbroken time period and at the same or adjoining locations. However, incidents can also be comprised of offenses which, by their nature, involve continuing criminal activity by the same offenders at different times and places, as long as law enforcement deems the activity to constitute a single criminal transaction. See [Example 4, Same Time and Place](#).

In the SRS, LEAs use the concept of Same Time and Place to determine whether they should apply the Hierarchy Rule to a group of crimes; if so, the agency reports only the crime highest in the hierarchy. Though the NIBRS does not follow the Hierarchy Rule, LEAs must still apply the concept of Same Time and Place to determine whether a group of crimes constitute a single incident. This is crucially important since the application of the concept determines whether they should report the crimes as individual incidents or as a single incident comprised of multiple offenses.

## Examples of Acting in Concert and Same Time and Place

Because it is not possible to provide instructions covering all situations, the reporting agency should use its best judgment in determining how many incidents were involved in some cases.

### Example 1, Acting in Concert

During a robbery in a bar, one offender began to rape a victim. The other offender told the rapist to stop and only rob the victim. In this example, there was only one incident with two offenses, i.e., robbery and rape. Although the other robber did not consent to the rape, by displaying a gun he prevented someone from coming to the victim's assistance and thereby assisted in the commission of the crime. The LEA should report one incident with two offenses. One offender is connected to the victim through the offense of robbery and rape; the other is connected to the victim only through the offense of robbery.

### Example 2, Acting in Concert

A domestic argument escalated from a shouting match between a husband and wife to an aggravated assault during which the husband began beating his wife. The wife, in her own defense, shot and killed the husband. The responding officer submitted one incident report. The LEA should have reported this information via the NIBRS as two separate incidents because the husband could not have been acting in concert with the wife in his own killing. The LEA should have submitted one incident involving the aggravated assault perpetrated by the husband and the second incident involving the killing. This would have allowed the maintenance of the original incident number for record keeping purposes at the local level and simultaneously satisfied reporting requirements for the NIBRS.

### Example 3, Acting in Concert

Two offenders robbed a bar, forcing the bartender to surrender money from the cash register at gunpoint. The robbers also took money and jewelry from three customers. One of the robbers, in searching for more customers to rob, found a female customer in the rest room and raped her there without the knowledge of the other offender. When the rapist returned, both robbers left. In this example, there were two incidents: one involving robbery and the other involving rape, because the offenders were not acting in concert in both offenses. The LEA should report two incidents, each with one offense.

### Example 4, Same Time and Place

Over a period of 18 months, a computer programmer working for a bank manipulated the bank's computer and systematically embezzled \$70,000. The continuing criminal activity *against the same victim* constituted a single incident involving the crime of embezzlement.

## 2.2 Classifying Offenses

For the NIBRS, LEAs must report *all* offenses within a particular crime. For example, an incident can include the crimes of rape, motor vehicle theft, and kidnapping/abduction. LEAs must ensure that each offense is reported as a separate, distinct crime and not just a part of another offense. For example, every robbery includes some type of assault, but because the assault is an element integral to the crime of robbery, the LEA should report only robbery. However, if during a robbery, the offender forces the victim to engage in sexual relations, then the LEA should report both robbery and rape, since forced sexual intercourse is not an element of the crime of robbery.

**Note:** The robbery/assault example above contains ‘lesser included’ offenses. Mutually exclusive offenses are offenses that cannot occur to the same victim according to UCR Definitions. Lesser included offenses are offenses where one offense is an element of another offense and cannot be reported as having happened to the victim along with the other offense. (For more information about mutually exclusive/lesser included offenses, refer to the *NIBRS Technical Specification*, Data Element 24 [Victim Connected to UCR Offense Code]).

**Note:** Law enforcement should classify and report offenses after they complete the preliminary investigation of a call for service or a complaint. Since identifying the crime problems faced by law enforcement is one of the objectives of the NIBRS, agencies should report only offenses known to law enforcement, not the findings of a court, coroner, jury, or prosecutor.

### Criteria for Distinguishing Between Group A and Group B Offenses

When reporting data to the FBI’s UCR Program via the NIBRS, law enforcement must also classify the offenses within an incident as Group A offenses or Group B offenses. Though some state and local records management systems require the same level of reporting for all offenses, the NIBRS requires differing levels of details in reporting Group A and Group B offenses. Law enforcement must report both incidents and arrests for Group A offenses, and they must report only arrests for Group B offenses. The Group A offenses are the more serious crimes such as murder, rape, robbery, etc. Group B offenses tend to be minor in nature, such as curfew/loitering/vagrancy violations, disorderly conduct, driving under the influence, etc.

NIBRS developers used the following criteria to determine if a crime should be designated as a Group A offense:

- The seriousness or significance of the offense.
- The frequency or volume of its occurrence.
- The prevalence of the offense nationwide.
- The probability law enforcement becomes aware of the offense.
- The likelihood law enforcement is the best channel for collecting data regarding the offense.
- The burden placed on law enforcement in collecting data on the offense.
- The national statistical validity and usefulness of the data collected.

- The national UCR Program’s responsibility to make crime data available not only to law enforcement but to others having a legitimate interest in it.

### Additional Information Regarding Classifying Offenses

Traffic offenses (e.g., parking and moving violations) are not collected by the UCR Program except for driving while intoxicated, hit and run (of a person), and vehicular manslaughter.

Offenses of General Applicability are traditionally captured under the Group B offense 90Z – All Other Offenses, unless the offense is a component of a Group A offense such as Human Trafficking. Offenses of General Applicability are those offenses prefixed by “Accessory Before/After the Face,” “Aiding and Abetting,” “Assault to Commit,” “Conspiracy to Commit,” “Enticement,” “Facilitation of,” “Solicitation to Commit,” or “Threat to Commit.”

LEAs should report attempted crimes the same as the substantive offense, with the data value A = Attempted in Data Element 7 (Offense Attempted/Completed). Agencies should report attempted murders as aggravated assaults, and *all* assaults should be reported as C = Completed. (**Data elements** are data fields within each segment of the Group A Incident Report and in the Group B Arrest Report to describe the details of each component of a crime; a **data value** is a specific characteristic or type of field being reported that has an assigned code, e.g., M = Male or F = Female).

#### Example 1

An LEA arrested three members of a motorcycle gang for conspiracy to commit murder. The LEA should submit three Group B Arrest Reports with the UCR Arrest Offense Code entered as 90Z = All Other Offenses.

#### Example 2

An LEA arrested five liquor store owners for conspiring to avoid paying local liquor taxes. The LEA should submit five Group B Arrest Reports with the UCR Arrest Offense Code entered as 90G = Liquor Law Violations.

#### Example 3

A witness observed and scared away two unknown teenagers who were trying to set fire to an abandoned building in an inner city. The LEA should submit a Group A Incident Report that indicated the UCR Offense Code as 200 = Arson and the offense was Attempted.

### Offense Categories – Crimes Against Persons, Property, and Society

Each NIBRS offense belongs in one of three categories: Crimes Against Persons, Crimes Against Property, and Crimes Against Society. Crimes Against Persons, e.g., murder, rape, and assault, are those offenses whose victims are always individuals. The object of Crimes Against Property, e.g., robbery, bribery, and burglary, is to obtain money, property, or some other benefit. Crimes Against Society, e.g., gambling, prostitution, and drug violations, represent society's prohibition against engaging in certain types of activity; they are typically victimless crimes in which property is not the object.

For counting purposes, agencies should count one offense for each victim of a Crime Against Person, one offense for each distinct operation of a Crime Against Property (with the exception of motor vehicle theft, where one offense is counted for each stolen vehicle), and one offense for each Crime Against Society.

The listings of the Group A and Group B offenses appearing in this section indicate whether the offenses are Crimes Against Persons, Property, or Society.

### **The Use of Offense Codes in the NIBRS**

In the NIBRS, there are 63 three-digit UCR offense codes; one for each of the 63 Group A and Group B offenses. The three-digit data values are used to identify the Group A and Group B offenses in an incident in order to submit NIBRS Group A Incident Reports and Group B Arrest Reports.

#### **Group A Offense Codes**

There are 24 Group A crime categories made up of 52 Group A offenses; therefore, there are 52 Group A Offense Codes. The Group A Offense Codes, while unique to the NIBRS, were generally derived from the four digit NCIC Uniform Offense Classification Codes in order to facilitate interrelating offense data between the NCIC and the FBI's UCR Program. NIBRS developers accomplished this correlation by using the first two characters from the NCIC codes of certain offenses as the same first two characters of the UCR Offense Codes for respective offenses. For the third character of the NIBRS Offense Code, developers designated either a zero (0) or an alpha character (A, B, C, etc.) to reference a subcategory of the crime category. For example, the NCIC code for Simple Assault is 1313, whereas the NIBRS Offense Code is 13B, e.g., 13B = Simple Assault.

Two exceptions to the coding convention of Group A offenses are:

1. The NCIC Offense Code for Statutory Rape is 1116, whereas the NIBRS Offense Code is 36B = Statutory Rape.
2. The NCIC Offense Code for Fondling (of child) is 3601, whereas the NIBRS Offense Code is 11D = Fondling.

## Group B Offense Codes

NIBRS developers assigned a separate numbering series to the 10 Group B crime categories consisting of 10 Group B offenses. They used 90 for the first two characters of each Group B offense and designated an alpha character for the third position. For example, the NCIC Offense Code for Bad Checks is 2606, whereas the NIBRS Offense Code is 90A. Developers established the different numbering series to assist in distinguishing the Group B offenses from the Group A offenses.

### 2.3 Group A and Group B Offense Listing

There are 24 Group A offense categories made up of 52 Group A offenses. The crime categories are listed below in alphabetical order. Additionally, each offense's corresponding NIBRS Offense Code follows its name. Immediately following the code for each offense name is an indication of whether it is a Crime Against Person, Crime Against Property, or Crime Against Society. In addition, the listing provides the NCIC Offense Code (when applicable).

**Table 1: Group A Offenses**

<i>Offense</i>	<i>NIBRS Offense Code</i>	<i>Crime Against Category</i>	<i>Based on NCIC Offense Code</i>
<b>Animal Cruelty</b>			
Animal Cruelty	720	Society	7201
<b>Arson</b>			
Arson	200	Property	2001–2009; 2099
<b>Assault Offenses</b>			
Aggravated Assault	13A	Person	1301–1312; 1314–1315
Simple Assault	13B	Person	1313
Intimidation	13C	Person	1316; 5215–5216
<b>Bribery</b>			
Bribery	510	Property	5101–5113; 5199
<b>Burglary/Breaking &amp; Entering</b>			
Burglary/Breaking & Entering	220	Property	2201–2205; 2207; 2299
<b>Counterfeiting/Forgery</b>			
Counterfeiting/Forgery	250	Property	2501–2507; 2509; 2510; 2589; 2599
<b>Destruction/Damage/Vandalism of Property</b>			
Destruction/Damage/Vandalism of Property	290	Property	2901–2906; 2999



Offense	NIBRS Offense Code	Crime Against Category	Based on NCIC Offense Code
<b>Drug/Narcotic Offenses</b>			
Drug/Narcotic Violations	35A	Society	3501-3505; 3510-3513; 3520-3523; 3530-3533; 3540-3543; 3560-3564; 3570-3573; 3580-3583; 3599
Drug Equipment Violations	35B	Society	3550
<b>Embezzlement</b>			
Embezzlement	270	Property	2701-2705; 2799
<b>Extortion/Blackmail</b>			
Extortion/Blackmail	210	Property	2101-2105; 2199
<b>Fraud Offenses</b>			
False Pretenses/Swindle/Confidence Game	26A	Property	2601-2603; 2607; 2699
Credit Card/Automated Teller Machine Fraud	26B	Property	2605
Impersonation	26C	Property	2604
Welfare Fraud	26D	Property	None
Wire Fraud	26E	Property	2608
Identity Theft	26F	Property	2610
Hacking/Computer Invasion	26G	Property	2609
<b>Gambling Offenses</b>			
Betting/Wagering	39A	Society	None
Operating/Promoting/Assisting Gambling	39B	Society	3901-3902; 3904-3905; 3907; 3915-3916; 3918; 3920-3921
Gambling Equipment Violations	39C	Society	3908-3914
Sports Tampering	39D	Society	3919
<b>Homicide Offenses</b>			
Murder and Nonnegligent Manslaughter	09A	Person	0901-0908; 0911-0912
Negligent Manslaughter	09B	Person	0910
Justifiable Homicide	09C	Not a Crime	None
<b>Human Trafficking</b>			
Human Trafficking, Commercial Sex Acts	64A	Person	6411
Human Trafficking, Involuntary	64B	Person	6411

<i>Offense</i>	<i>NIBRS Offense Code</i>	<i>Crime Against Category</i>	<i>Based on NCIC Offense Code</i>
Servitude			
<b>Kidnapping/Abduction</b>			
Kidnapping/Abduction	100	Person	1001-1009; 1099
<b>Larceny/Theft Offenses</b>			
Pocket-picking	23A	Property	2301
Purse-snatching	23B	Property	2302
Shoplifting	23C	Property	2303
Theft From Building	23D	Property	2308; 2311
Theft From Coin-Operated Machine or Device	23E	Property	2307
Theft From Motor Vehicle	23F	Property	2305
Theft of Motor Vehicle Parts or Accessories	23G	Property	2304; 2407
All Other Larceny	23H	Property	2306; 2309-2310; 2312-2316; 2410
<b>Motor Vehicle Theft</b>			
Motor Vehicle Theft	240	Property	2401-2405; 2408; 2412; 2499
<b>Pornography/Obscene Material</b>			
Pornography/Obscene Material	370	Society	3700-3706; 3799
<b>Prostitution Offenses</b>			
Prostitution	40A	Society	4003-4004
Assisting or Promoting Prostitution	40B	Society	4001-4002; 4006; 4007; 4008; 4009; 4099
Purchasing Prostitution	40C	Society	4005
<b>Robbery</b>			
Robbery	120	Property	1201-1211; 1299
<b>Sex Offenses</b>			
Rape	11A	Person	1101-1103
Sodomy	11B	Person	1104-1115
Sexual Assault With An Object	11C	Person	None
Fondling	11D	Person	3601 (Child)
<b>Sex Offenses, Nonforcible</b>			
Incest	36A	Person	3604; 3607
Statutory Rape	36B	Person	1116

<i>Offense</i>	<i>NIBRS Offense Code</i>	<i>Crime Against Category</i>	<i>Based on NCIC Offense Code</i>
<b>Stolen Property Offenses</b>			
Stolen Property Offenses	280	Property	2801-2805; 2899
<b>Weapon Law Violations</b>			
Weapon Law Violations	520	Society	5201-5214; 5299

## Group B Offenses

There are 10 Group B offense categories (the offense type 90I = Runaway is not included in this count since it is not officially collected by the NIBRS). They encompass all of the crimes for which the UCR Program collects data that are not considered Group A offenses. The Group B offense categories listed below are in alphabetical order.

**Table 2: Group B Offenses**

<i>Offense</i>	<i>NIBRS Offense Code</i>	<i>Crime Against Category</i>	<i>Based on NCIC Offense Code</i>
<b>Bad Checks</b>			
Bad Checks	90A	Property	2606
<b>Curfew/Loitering/Vagrancy Violations</b>			
Curfew/Loitering/Vagrancy Violations	90B	Society	None
<b>Disorderly Conduct</b>			
Disorderly Conduct	90C	Society	5310-5311; 5399
<b>Driving Under the Influence</b>			
Driving Under the Influence	90D	Society	5403-5404
<b>Drunkness</b>			
Drunkness	90E	Society	None
<b>Family Offenses, Nonviolent</b>			
Family Offenses, Nonviolent	90F	Society	3801-3803; 3806-3808; 3899
<b>Liquor Law Violations</b>			
Liquor Law Violations	90G	Society	4101-4104; 4199
<b>Peeping Tom</b>			
Peeping Tom	90H	Society	3611
<b>Runaway<sup>1</sup></b>			

Offense	NIBRS Offense Code	Crime Against Category	Based on NCIC Offense Code
Runaway	90I	Not a Crime	None
<b>Trespass of Real Property</b>			
Trespass of Real Property	90J	Society	5707
<b>All Other Offenses</b>			
All Other Offenses	90Z	Person, Property, or Society	Various

<sup>1</sup>In January 2010, the FBI discontinued the collection of arrest data for runaways. LEAs can continue to collect and report data on runaways, but the FBI will no longer use or publish the data.

## 2.4 Offense Definitions

### Source of Offense Definitions

The use of standardized definitions in the NIBRS is essential to the maintenance of uniform and consistent data. This practice ensures the national UCR Program considers and appropriately counts all criminal offenses of law, regardless of their different titles under state and local law or United States titles and statutes.

As developed by law enforcement, the purpose of the FBI's UCR Program is to provide a common language transcending the varying local and state laws. Therefore, the developers did not intend for LEAs to use NIBRS offense definitions for charging persons with crimes. Instead, LEAs should use the definitions as a way to translate crime into the common UCR language used throughout the United States. Though state statutes specifically define crimes so persons facing prosecution will know the exact charges placed against them, the definitions used in the NIBRS must be generic in order not to exclude varying state statutes relating to the same type of crime.

The developers based the NIBRS offense definitions on the common-law definitions found in *Black's Law Dictionary*, as well as those used in the NCIC 2000 Uniform Offense Classifications. Due to most states basing their statutes on the common-law definitions, even though they may vary as to specifics, most should fit into the corresponding NIBRS offense classifications.

### State Offenses

If a state statute for an offense includes additional offenses not fitting the NIBRS offense definition, the LEA should report the nonconforming offenses according to its NIBRS offense classifications. For example, some states worded their larceny statutes so broadly as to include

the crime of embezzlement. If an offender perpetrates embezzlement within such a state, law enforcement should report the offense via the NIBRS as embezzlement, not larceny/theft.

Certainly, unusual situations will arise in classifying offenses, and this manual cannot cover all circumstances. In classifying unusual situations, law enforcement should consider the nature of the crime along with the guidelines provided. In addition to the Group A and Group B offense definitions and explanations, the [Offense Lookup Table](#) at the end of this section will also aid in classifying offenses.

## Group A Offenses

There are 24 Group A offense categories made up of 52 Group A offenses. The offense categories listed below are in alphabetical order. Most entries include the following information:

- NIBRS offense code, offense name
- Definition
- Considerations and examples (as appropriate)

### 720 Animal Cruelty

**Intentionally, knowingly, or recklessly taking an action that mistreats or kills any animal without just cause, such as torturing, tormenting, mutilation, maiming, poisoning, or abandonment. Included are instances of duty to provide care, e.g., shelter, food, water, care if sick or injured; transporting or confining an animal in a manner likely to cause injury or death; causing an animal to fight with another; inflicting excessive or repeated unnecessary pain or suffering, e.g., uses objects to beat or injure an animal. This definition does not include proper maintenance of animals for show or sport; use of animals for food, lawful hunting, fishing or trapping.**

### 200 Arson

**To unlawfully and intentionally damage or attempt to damage any real or personal property by fire or incendiary device**

An LEA should report only fires determined through investigation to have been unlawfully and intentionally set. Though the agency should include attempts to burn, it should not include fires of suspicious or unknown origin. In addition, an agency should report one incident for each distinct arson operation originating within its jurisdiction. If a fire started by arson in one jurisdiction spreads to another jurisdiction and destroys property, the LEA in which the fire started should report the incident.

If a fire marshal collects arson-related incident information, the LEA having jurisdiction should gather the information from the fire marshal and report it with their monthly submission. The

national UCR Program excludes arson-related deaths and injuries of police officers and firefighters, unless determined as willful murders or assaults, due to the hazardous nature of these professions.

LEAs should report the type of property burned into Data Element 15 (Property Description) and the value of property burned in Data Element 16 (Value of Property), which includes incidental damage resulting from fighting the fire.

### 13A – 13C Assault Offenses

#### **An unlawful attack by one person upon another**

Careful consideration of the following factors should assist in classifying assaults:

1. The type of weapon employed or the use of an object as a weapon.
2. The seriousness of the injury.
3. The intent and capability of the assailant to cause serious injury.

Usually, the weapons used or the extent of the injury sustained will be the deciding factors in distinguishing aggravated from simple assault. A weapon can be a gun or knife or anything that could be used to harm someone else (a broken glass bottle, rocks, a shoe, etc.) It is only necessary in a limited number of instances to examine the intent and capability of the assailant. The prosecution policies in a jurisdiction should not influence classification or reporting of law enforcement offense data. Reporting agencies should examine and classify the assaults in their respective jurisdictions according to the standard UCR definitions, regardless of whether the offenses are termed misdemeanors or felonies by local definitions.

By definition there can be no *attempted* assaults, only *completed* assaults. Therefore, reporting agencies must enter the data value of C = Completed for all Assault Offenses into Data Element 7 (Offense Attempted/Completed).

#### 13A Aggravated Assault

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

In the definition above, a weapon is a commonly known weapon (a gun, knife, club, etc.) or any other item becoming one, although not usually thought of as a weapon, when used in a manner which *could* cause the types of severe bodily injury described.

**Note:** The NIBRS considers mace and pepper spray to be weapons. A severe laceration is one that should receive medical attention. A loss of consciousness must be the direct result of force inflicted on the victim by the offender.

Aggravated Assault includes assault with disease (as in cases when the offender is aware he/she is infected with a deadly disease and deliberately attempts to inflict the disease by biting, spitting, etc.), assaults or attempts to kill or murder, poisoning, assault with a dangerous or deadly weapon, maiming, mayhem, and assault with explosives. In addition, this offense usually includes offenses such as pointing and presenting a firearm, brandishing a firearm, etc. Though an agency may, on occasion, charge assailants with assault and battery or simple assault when an offender uses a knife, gun, or other weapon in the incident, the agency should classify this type of assault as aggravated for UCR purposes. It is not necessary for injury to result from an aggravated assault when an offender uses a gun, knife, or other weapon with the potential to cause serious personal injury.

The agency should enter the type of weapon or force involved with an Aggravated Assault in Data Element 13 (Type Weapon/Force Involved); it should also enter the circumstances in Data Element 31 (Aggravated Assault/Homicide Circumstances).

### 13B Simple Assault

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

Simple Assault includes offenses such as minor assault, hazing, assault and battery, and injury caused by culpable negligence.

### 13C Intimidation

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

This offense includes stalking. In addition, the offender can make the threats associated with intimidation in person, over the telephone, or in writing.

### 510 Bribery

**The offering, giving, receiving, or soliciting of anything of value (e.g., a bribe, gratuity, or kickback) to sway the judgment or action of a person in a position of trust or influence**

In addition to bribes, gratuities, and kickbacks, the phrase, “anything of value,” includes favors or anything else used illegally to influence the outcome of something governed by law, fair play, contractual agreement, or any other guideline. The offering, giving, receiving, or soliciting of the bribe would bring the outcome of an event outside any realm of reasonableness, the result of which could be predicted based on the offering or influence given to the person(s) in a position to render decisions.

This offense excludes sports bribery, i.e., changing the outcome of a sporting contest or event. Agencies should report such activities under the crime category of gambling offenses as sports tampering, not Bribery.

## 220 Burglary/Breaking and Entering

### **The unlawful entry into a building or other structure with the intent to commit a felony or a theft**

LEAs should classify offenses locally known as burglary (any degree), unlawful entry with intent to commit a larceny or felony, breaking and entering with intent to commit a larceny, housebreaking, and safecracking as burglary. However, because larceny/theft is an element of burglary, agencies should not report the larceny as a separate offense if it is associated with the unlawful entry of a structure. The element of trespass is essential to the offense of Burglary/Breaking & Entering.

By definition, a structure has four walls, a roof, and a door (e.g., apartment, barn, cabin, church, condominium, dwelling house, factory, garage, house trailer or houseboat used as a permanent dwelling, mill, office, outbuilding, public building, railroad car, room, school, stable, vessel or ship, warehouse).

A structure is also any house trailer or other mobile unit permanently fixed as an office, residence, or storehouse. However, a tent, tent trailer, motor home, house trailer, or any other mobile unit used for recreational purposes is not a structure. LEAs should not classify the illegal entry of such mobile units, followed by a felony, theft, or attempt to commit a felony or theft, as burglary, but rather as larceny.

### **Hotel Rule**

The Hotel Rule applies to burglaries of hotels, motels, lodging houses, or other places where lodging of transients is the main purpose. Burglaries of temporary rental storage facilities, e.g., mini-storage and self-storage buildings, can pose reporting questions.

- If a number of units under a single manager are the object of a burglary and the manager, rather than the individual tenants/renters, will most likely report the offenses to the police, the agency should report the burglary to the FBI’s UCR Program as a single incident.



Examples are burglaries of a number of rental hotel rooms, rooms in “flop” houses, rooms in a youth hostel, and units in a motel.

- If multiple occupants rent or lease individual living or working areas in a building for a period of time, which would preclude the tenancy from being classified as transient, and the occupants would most likely report the individual burglaries separately, the reporting agency should submit the burglaries as separate incidents. Examples of this latter type of multiple burglaries include burglaries of a number of apartments in an apartment house, offices of a number of commercial firms in a business building, offices of separate professionals within one building, and rooms in a college dormitory.

Whenever a question arises as to whether a type of structure comes within the scope of the burglary definition, LEAs should examine the nature of the crime and use the examples provided as guidance.

When a hotel, motel, inn, or other temporary lodging, or a rental storage facility is the object of a burglary, the LEA should report the number of premises (e.g., rooms, suites, units, or storage compartments) in Data Element 10 (Number of Premises Entered). For all burglary offenses, the agency should report the method of entry in Data Element 11 (Method of Entry) as either data value F = Force or N = No Force. A forced entry occurs when the offender(s) uses force of any degree or a mechanical contrivance of any kind (e.g., a passkey or skeleton key) to unlawfully enter a building or other structure. An unforced entry occurs when the offender(s) achieves unlawful entry without force through an unlocked door or window. If both forced and unforced entries are involved, the agency should enter F = Force.

Agencies should report incidental damage resulting from a burglary (e.g., a forced door, broken window, hole in the wall, or dynamited safe) only if the amount of damage is deemed substantial by the reporting agency. If deemed substantial, the agency should report the damage under the offense category destruction/damage/vandalism of property.

**Note:** LEAs should classify offenses according to NIBRS definitions and not according to local, state, or federal codes. For example, though some jurisdictions may categorize a shoplifting or a theft from an automobile as burglary, the UCR Program considers these offenses as larcenies. Thefts from automobiles (whether locked or not); shoplifting from commercial establishments; and thefts from coin boxes, or coin-operated machines (including machines that accept paper bills) do not involve unlawful entry of a structure; thus, no burglary occurred.

## 250 Counterfeiting/Forgery

**The altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or**

**genuine; or, the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud**

Most states treat forgery and counterfeiting as allied offenses. This category includes offenses such as altering and forging public and other records; making, altering, forging or counterfeiting bills, notes, drafts, tickets, checks, credit cards, etc.; forging wills, deeds, notes, bonds, seals, trademarks, etc.; counterfeiting coins, plates, banknotes, checks, etc.; possessing forged or counterfeit instruments; erasures; signing the name of another or fictitious person with intent to defraud; using forged labels; possession, manufacture, etc., of counterfeiting apparatus; and selling goods with altered, forged, or counterfeit trademarks. Although Counterfeiting/Forgery offenses can involve elements of fraud, the FBI's UCR Program treats them separately due to their unique nature.

Agencies should enter the type of activity (namely publishing, distributing, selling, buying, possessing, or transporting) in Data Element 12, (Type Criminal Activity/Gang Information). Likewise, the agency should enter the type of property altered, counterfeited, or forged in Data Element 15 (Property Description).

Problems arise in scoring Counterfeiting/Forgery offenses for UCR purposes when LEAs find the offender(s) used forged checks or counterfeit money to obtain items such as cash, groceries, electronic equipment, etc. If the offense of Counterfeiting/Forgery is completed, the Type Property Loss/Etc. can only be 3 = Counterfeited/Forged, 5 = Recovered, or 6 = Seized. Therefore, LEAs do not report items the offender(s) obtained as the result of passing a forged or counterfeit instrument.

When incidents involving the passing of a forged or counterfeited instrument to obtain items occur, an additional fraud offense should accompany the Counterfeiting/Forgery to allow the capture of fraudulently obtained items.

Example: A lone male enters a department store to purchase a \$400 television and a \$300 DVD player (retail value) with a forged check. Later, the store manager finds the offender(s) used a forged check to make the purchase. The manager then summons the police to file a report. LEAs should report the incident with UCR Offense Code, 250 = Counterfeiting/Forgery; Type Property Loss/Etc., 3 = Counterfeited/Forged; Property Description, 21 = Negotiable Instruments (\$700). In addition, Offense Code 26A = False Pretense/Swindle/Confidence Game; Type Property Loss/Etc., 7 = Stolen/Etc.; Property Description, 26 = Radios/TVs/DVDs; Value of Property, \$550 (wholesale value) should be reported.

Note: Once the forged check (a nonnegotiable instrument with no monetary value) was passed to the manager for the television and DVD player, and the manager countersigned the check for deposit, the nonnegotiable instrument became a negotiable instrument. Although the forged check was written for \$700, the wholesale value of the stolen property (\$550) should be reported. Properly countersigned checks, even if done in a fraudulent manner, are considered negotiable instruments for UCR reporting purposes.

## 290 Destruction/Damage/Vandalism of Property (except Arson)

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

As a general rule, law enforcement officers should report this offense only if they deem *substantial damage* to property has occurred, e.g., major structural damage, property damage generally classified as a felony destruction of property. Agencies should not report insubstantial damage, such as a broken window or other minor damage. The FBI's UCR Program leaves the determination of whether the damage was substantial to the discretion of the reporting LEA as it should not require burdensome damage assessments.

**Note:** Agencies should report any Destruction/Damage/Vandalism of Property they suspect the offender(s) caused because of his/her bias against the victim's race/ethnicity/ancestry, religion, disability, sexual orientation, gender, or gender identity regardless of the amount or type of damage. In the absence of bias motivation, agencies should report incidental damage resulting from another offense (e.g., burglary or robbery) under Destruction/Damage/Vandalism only if they deem the amount of damage to be substantial. With regard to arson, agencies should include the incidental damage resulting from fighting the fire as part of the loss caused by burning.

## 35A - 35B Drug/Narcotic Offenses

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

For Drug/Narcotic Offenses, reporting agencies should enter the type of activity (namely, cultivating, manufacturing, distributing, selling, buying, using, possessing, transporting, or importing) in Data Element 12 (Type Criminal Activity/Gang Involvement).

**Note:** Driving Under the Influence is a Group B offense.

## 35A Drug/Narcotic Violations

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

Because it is difficult to determine the street value of drugs or narcotics seized in Drug/Narcotic Violations, reporting agencies should not enter a data value in Data Element 16 (Value of Property). However, agencies should report the type of drug or narcotic in Data Element 20 (Suspected Drug Type); the quantity in Data Element 21 (Estimated Drug Quantity); and the type of measurement, e.g., kilograms or liquid ounces, in Data Element 22 (Type Drug Measurement).

## 35B Drug Equipment Violations

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

This offense covers those cases involving drug paraphernalia, equipment, chemicals, illegal labs, etc. Various statutes and/or codes may vary in the description of unlawful equipment or paraphernalia involved with drugs/narcotics.

## 270 Embezzlement

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

In general, an employer/employee or legal agent relationship must exist for embezzlement to occur. Typically, the victims of these offenses are businesses, financial institutions, etc.

Agencies should enter the type of victim in Data Element 25 (Type of Victim) (e.g., financial institution, business, government, individual, religious organization, society/public, and other).

## 210 Extortion/Blackmail

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

Even though persons are involved or victimized in cases of Extortion/Blackmail, the object of these crimes is to obtain money or property; therefore, they should be classified as Crimes Against Property.

Extortions include offenses where the offender made threats in nonconfrontational circumstances and the victim is not in fear of immediate harm. If during a demand for money, property, etc., there is a personal confrontation between the victim and offender and the offender has the opportunity to carry out the threat of force or violence immediately, the agency should report the offense as robbery.

If a law enforcement agency determines the Extortion/Blackmail produced an intangible (i.e., advantage or disadvantage), the agency should enter it as data value 66 = Identity-Intangible (provided the agency has updated property descriptions) or 77 = Other in Data Element 15 (Property Description). Intangibles are anything a person cannot perceive by the sense of touch. They can be a benefit (a right or privilege, a promotion, enhanced reputation, etc.) or a detriment (the loss of reputation, injured feelings, etc.).

## 26A – 26G Fraud Offenses (except Counterfeiting/Forgery and Bad Checks)

### **The intentional perversion of the truth for the purpose of inducing another person or other entity in reliance upon it to part with something of value or to surrender a legal right**

When classifying fraud cases other than the most obvious ones, e.g., con games, swindles, etc., agencies should use care in applying the facts of the case to the definition of fraud. Often questions arise as to whether or not the facts of a case describe a fraud or a larceny. Though both offenses can involve theft, it is the method used to steal that differentiates the two. Fraud is achieved through deceit or lying, whereas larceny is the physical taking of something.

By definition, fraud involves either the offender receiving a benefit or the victim incurring a detriment. The benefit or detriment could be either tangible or intangible. Intangibles are anything a person cannot perceive by the sense of touch. They can be a benefit (a right or privilege, a promotion, enhanced reputation, etc.) or a detriment (the loss of reputation, injured feelings, etc.). For example, if a person impersonates a doctor to gain entrance to a restricted area of a hospital, the benefit to the offender (entry to the restricted area) is an intangible.

The only fraud-related violations agencies should not report under the Fraud Offenses category are counterfeiting/forgery and bad checks. These offenses have their own specific offense classifications.

Examples of common fraud involve cases in which an offender rents something of value, e.g., equipment or an automobile, for a period of time but does not return the item. Agencies should classify this offense, conversion of goods lawfully possessed by a bailee, as fraud and not larceny. In such cases, the offenders originally had lawful possession of the property (the property was either rented or loaned) and through deceit (they promised to return it) kept the property.

A common classification problem is the taking of gasoline without paying for it. If an offender steals gasoline from a self-service gas station without paying for it, the reporting agency should classify the offense as a 23H = All Other Larceny. In this case, the victim made no contract or agreement for payment with the offender.

However, if someone gets gasoline at a full-service gas station and drives off without paying for it, the offense is considered to be a 26A = False Pretenses/Swindle/Confidence Game. The individual asked someone to provide a service and product to them and failed to pay for it (they made a tacit agreement for product and services rendered).

**Note:** Agencies should report the most specific subcategory of fraud whenever the circumstances fit the definition of more than one of the subcategories listed below. For example, many frauds would fit the definition of False Pretenses/Swindle/Confidence Game.

However, if the offender used a credit card to perpetrate the fraud, the agency should classify the offense as Credit Card/Automated Teller Machine Fraud.

### **26A False Pretenses/Swindle/Confidence Game**

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

This offense includes renting a vehicle and failing to return it, dining at a restaurant and failing to pay the bill, or misrepresenting information on an application for a firearm.

### **26B Credit Card/Automated Teller Machine Fraud**

**The unlawful use of a credit (or debit) card or automated teller machine for fraudulent purposes**

This offense does not apply to the theft of a credit/debit card but rather its fraudulent use.

### **26C Impersonation**

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

**Note:** If a credit card number is fraudulently used, LEAs should report this as a 26B = Credit Card Fraud.

Example: While paying for items at a grocery store with a personal check, an individual standing immediately behind the victim memorized the victim's name, address, and telephone number. The individual subsequently opened a credit card account using the information.

### **26D Welfare Fraud**

**The use of deceitful statements, practices, or devices to unlawfully obtain welfare benefits**

This offense includes the fraudulent use of electronic benefit transfer (EBT) cards for welfare purposes (e.g., SNAP cards, government-sponsored cash cards).

### **26E Wire Fraud**

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

This classification applies to those cases where telephone, teletype, computers, e-mail, text messages, etc., are used in the commission or furtherance of a fraud. For example, if someone uses a computer to order products through a fraudulent online auction site and pays for the products but never receives them, LEAs should classify the incident as 26E = Wire Fraud.

### **26F Identity Theft**

**Wrongfully obtaining and using another person's personal data (e.g., name, date of birth, Social Security number, driver's license number, credit card number).**

### **26G Hacking/Computer Invasion**

**Wrongfully gaining access to another person's or institution's computer software, hardware, or networks without authorized permissions or security clearances.**

### **39A - 39D Gambling Offenses**

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

While explicit definitions are provided for most Group A crimes, some crimes, such as Gambling Offenses, depend on the violation of locally established statutes. For example, in those areas of the nation where gambling is legal, agencies should report gambling offenses only if they violate the statutes of the jurisdiction.

If a seizure is involved, the reporting agency should enter the type of property seized, e.g., money or gambling equipment, in Data Element 15 (Property Description) and its value in Data Element 16 (Value of Property).

#### **39A Betting/Wagering**

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

#### **39B Operating/Promoting/Assisting Gambling**

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

This offense includes bookmaking, numbers running, transmitting wagering information, etc.

### **39C Gambling Equipment Violations**

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

Gambling paraphernalia is another name for such equipment.

Agencies should enter the type of activity (namely manufacturing, selling, buying, possessing, or transporting) in Data Element 12 (Type Criminal Activity/Gang Information).

### **39D Sports Tampering**

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

This offense includes engaging in bribery for gambling purposes. For example, if an offender bribed a jockey to lose a horse race, the agency should report the offense as Sports Tampering, not bribery.

### **09A - 09C Homicide Offenses**

**The killing of one human being by another**

LEAs should report the circumstances of a homicide in Data Element 31 (Aggravated Assault/Homicide Circumstances).

### **09A Murder and Nonnegligent Manslaughter**

**The willful (nonnegligent) killing of one human being by another**

As a general rule, agencies should classify in this category any death due to injuries received in a fight, argument, quarrel, assault, or commission of a crime. Although LEAs may charge offenders with lesser offenses, e.g., negligent manslaughter, agencies should report the offense as Murder and Nonnegligent Manslaughter if the killing was willful or intentional.

Agencies should not classify suicides, traffic fatalities (including those involving DUI), fetal deaths, assaults to murder, attempted murders, or accidental deaths as Murder and Nonnegligent Manslaughter. The national UCR Program traditionally excludes suicides, traffic fatalities, and fetal deaths from its crime counts. In addition, the UCR Program classifies assault to murder and attempted murder as aggravated assault, and it counts some accidental deaths as negligent manslaughter.



Situations in which a victim dies of a heart attack as a result of a robbery or of witnessing a crime likewise do not meet the criteria for inclusion as Murder and Nonnegligent Manslaughter. An offender cannot willfully cause someone to have a heart attack. Even in instances where an individual has a weak heart, there is no assurance an offender can cause sufficient emotional or physical stress to guarantee the victim will suffer a fatal heart attack.

**Note:** The findings of a court, coroner's inquest, etc., should not influence the reporting of offenses in this category.

### 09B Negligent Manslaughter

#### **The killing of another person through negligence**

This offense includes killings resulting from hunting accidents, gun cleaning, children playing with guns, etc. It does not include deaths of persons due to their own negligence, accidental deaths not resulting from gross negligence, and accidental traffic fatalities.

**Note:** This offense does not include Vehicular Manslaughter, which agencies should report as Murder and Nonnegligent Manslaughter if not accidental or All Other Offenses if accidental.

### 09C Justifiable Homicide (Not a Crime)

#### **The killing of a perpetrator of a serious criminal offense by a peace officer in the line of duty, or the killing, during the commission of a serious criminal offense, of the perpetrator by a private individual**

Justifiable Homicide, by definition, always occurs in conjunction with a serious criminal offense, i.e., a felony or high misdemeanor. Agencies must report the crime that was being committed when the Justifiable Homicide took place as a separate incident. The definition of an incident requires all offenders to act in concert. Certainly, the criminal killed justifiably did not act in concert with the police officer or civilian who killed him; likewise, the police officer or civilian who killed the criminal did not act in concert with the criminal in committing the offense that resulted in the Justifiable Homicide. Therefore, Justifiable Homicide cases involve at least two criminal incidents rather than one. If the "justified" killer committed another offense in connection with the Justifiable Homicide (e.g., illegal possession of the gun he/she used), the LEA should report a third incident.

Law enforcement must report the additional circumstances regarding a Justifiable Homicide in Data Element 32 (Additional Justifiable Homicide Circumstances).

### 64A – 64B Human Trafficking Offenses

#### **The inducement of a person to perform a commercial sex act, or labor, or services, through force, fraud, or coercion**

Human trafficking has also occurred if a person under 18 years of age has been induced, or enticed, regardless of force, fraud, or coercion, to perform a commercial sex act

#### 64A Human Trafficking, Commercial Sex Acts

Inducing a person by force, fraud, or coercion to participate in commercial sex acts, or in which the person induced to perform such act(s) has not attained 18 years of age

#### 64B Human Trafficking, Involuntary Servitude

The obtaining of a person(s) through recruitment, harboring, transportation, or provision, and subjecting such persons by force, fraud, or coercion into involuntary servitude, peonage, debt bondage, or slavery (not to include commercial sex acts)

#### 100 Kidnapping/Abduction

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

Kidnapping/abduction includes hostage and parental abduction situations as well. This offense is the only Crime Against Persons for which LEAs must report property information. In such cases, the property segment is necessary to report information regarding any ransom paid for the victim's release. Although the object of a kidnapping may be to obtain money or property, LEAs may only report the persons actually kidnapped, abducted, or detained against their will as victims for this offense type. Those persons or organizations paying ransoms cannot be counted as victims for kidnapping/abduction offenses.

**Note:** If no ransom is paid, Data Element 14 (Type Property Loss/Etc.) should be reported as 1 = None.

#### 23A - 23H Larceny/Theft Offenses

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

Larceny and theft mean the same thing in the UCR Program. Local offense classifications such as grand theft, petty larceny, felony larceny, or misdemeanor larceny have no bearing on the fact that LEAs should report one offense for each distinct operation of such larcenies for UCR purposes, regardless of the value of the property stolen.

When multiple types of Larceny/Theft occur within a single incident, agencies should report all types of Larceny/Theft involved. LEAs should report multiple Larceny/Theft offenses because these offenses are not inherent.

For example, if an individual stole a factory-installed compact disc player valued at \$600 and a laptop computer valued at \$1,500 from a motor vehicle in the same incident, the agency should report both offenses—Theft of Motor Vehicle Parts or Accessories for the CD player and a Theft From Motor Vehicle for the laptop.

The FBI's UCR Program does not include motor vehicle theft in the Larceny/Theft offense category. Because of the great volume of such thefts, the FBI's UCR Program counts these offenses separately. Also, agencies should not classify embezzlement, fraudulent conversion of entrusted property, conversion of goods lawfully possessed by a bailee, counterfeiting, obtaining money by false pretenses, larceny by check, larceny by bailee, and check fraud as Larceny offenses. Each of the aforementioned crimes falls within other offense categories.

Agencies should enter the type of property that was the object of the theft in Data Element 15 (Property Description).

### 23A Pocket-picking

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

This type of theft includes removal of such items as wallets from women's purses and men's pockets and usually occurs in a crowded area or on public transportation to disguise the activity. Agencies should also classify a theft from a person in an unconscious state, including an individual who is drunk, as Pocket-picking.

**Note:** If the offender manhandled the victim in any way or used force beyond simple jostling to overcome the victim's resistance, the agency must classify the offense as a strong-arm robbery.

### 23B Purse-snatching

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

If the victim left a purse or other item of value unattended in a location which was open to the general public and the item was subsequently stolen, the agency should classify the incident as 23D = Theft From Building, 23F = Theft From Motor Vehicle, or other appropriate larceny category and not as a 23B = Purse-snatching. Purse-snatching only applies when the victim has physical possession of the item (i.e., it is on the victim's person).

**Note:** If the offender used more force than was actually necessary to snatch the purse from the grasp of the victim, or if the victim resists the theft in any way, then a strong-arm robbery occurred rather than a Purse-snatching.

## 23C Shoplifting

### **The theft by someone other than an employee of the victim of goods or merchandise exposed for sale**

This violation assumes the offender had legal access to the premises, and thus, no trespass or unlawful entry was involved. This offense includes thefts of merchandise displayed as part of the stock in trade outside of buildings such as department stores, hardware stores, supermarkets, and fruit stands.

## 23D Theft From Building

### **A theft from within a building which is either open to the general public or to which the offender has legal access**

Thefts from buildings include those from such places as churches, restaurants, schools, libraries, public buildings, and other public and professional offices during the hours when such facilities are open to the public. Agencies should not include shoplifting and thefts from coin-operated machines or devices within open buildings, but should classify these as other specific larceny types.

For example, if an individual invites another person to their home for a meal, and the other person takes something from the home during the course of the meal, the incident should be classified as Theft From Building (the guest had every right to be in the home but they stole something from the home while they were there).

**Note:** Law enforcement should report a theft from a structure where the offender entered the structure illegally, as burglary and not as larceny.

## 23E Theft From Coin-Operated Machine or Device

### **A theft from a machine or device that is operated or activated by the use of coins**

This includes machines or devices that accept paper money as well as those that accept coins. Examples include candy and food vending machines; telephone coin boxes; parking meters; pinball machines; or washers and dryers located in laundromats where no breaking or illegal entry of the building is involved.

If an offender breaks into a building or illegally enters a building and rifles a coin-operated machine for money and/or merchandise, law enforcement should classify this as burglary.

## 23F Theft From Motor Vehicle (except Theft of Motor Vehicle Parts or Accessories)

### **The theft of articles from a motor vehicle, locked or unlocked**

This type of larceny includes thefts from automobiles, trucks, truck trailers, buses, motorcycles, motor homes, or other recreational vehicles. It also includes thefts from any area in the automobile or other type of vehicle, e.g., the trunk, glove compartment, or other enclosure. Some of the items stolen in this type of theft are cameras, suitcases, wearing apparel, packages, etc., that are not an integral part of the vehicle.

Agencies should not include items considered automobile accessories, as they fall under Theft of Motor Vehicle Parts or Accessories. For larceny situations in which offenders steal both articles from the motor vehicle and motor vehicle parts and accessories, agencies should report Theft From Motor Vehicle and Theft of Motor Vehicle Parts and Accessories each with a corresponding property type/loss.

Certain state statutes might interpret thefts from motor vehicles as burglaries. However, agencies must classify these offenses as larcenies for UCR purposes. If a theft from a motor vehicle occurs in conjunction with a motor vehicle theft, the agency will most often report the incident as a motor vehicle theft and record the stolen property within the appropriate property-type categories. If, however, the reporting jurisdiction determines the real object of the theft was the contents, rather than the vehicle, it may report two offenses: the vehicle theft and the theft from the vehicle.

For example, if an offender stole an automobile with a coat in the back seat, the responding agency would report the offense as motor vehicle theft and account for the coat as property stolen in connection with the automobile theft. Conversely, an agency could report the theft of a tractor-trailer (truck) containing a shipment of televisions as two offenses if, in the judgment of the reporting agency, the real object of the theft was the televisions, e.g., the truck was found abandoned and empty not far from the scene of the theft. In this situation, the LEA should also classify the two offenses as cargo theft.

### 23G Theft of Motor Vehicle Parts or Accessories

**The theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle or necessary for its operation**

This larceny subcategory includes thefts of motors, transmissions, radios, heaters, hubcaps and wheel covers, manufacturers' emblems, license plates, side-view mirrors, siphoned gasoline, built-in DVD players, mounted GPS devices, radar detectors, etc. If such items were not part of the vehicle and were only being transported in the vehicle and were stolen, the reporting agency should classify the offense as theft from motor vehicle.

### 23H All Other Larceny

**All thefts that do not fit any of the definitions of the specific subcategories of Larceny/Theft listed above**

All Other Larceny includes thefts from fenced enclosures, boats (houseboats if used for recreational purposes), and airplanes. It also includes the illegal entry of a tent, tent trailer, or travel trailer used for recreational purposes, followed by a theft or attempted theft. Examples of items stolen from areas in which the offender did not break into a structure are thefts of animals, lawnmowers, lawn furniture, hand tools, and farm and construction equipment.

Agencies should also classify instances that the offender takes gasoline from a self-service gas station and leaves without paying as All Other Larceny.

## 240 Motor Vehicle Theft

### The theft of a motor vehicle

As defined by the national UCR Program, a motor vehicle is a self-propelled vehicle that runs on the surface of land and not on rails and that fits one of the following descriptions:

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

This classification also includes automobiles used as taxis; sport-utility vehicles, such as Explorers, Highlanders, 4Runners, Pathfinders, and Hummers; and automobile derivative vehicles, such as Rancho, El Camino, Caballero, and Brat.

- Buses—motor vehicles specifically designed (but not necessarily used) to transport groups of people on a commercial basis
- Recreational Vehicles—motor vehicles specifically designed (but not necessarily used) to transport people and also provide them with temporary lodging for recreational purposes
- Trucks—motor vehicles specifically designed (but not necessarily used) to transport cargo on a commercial basis

Pickup trucks and pickup trucks with campers should be classified as 37 = Trucks, as they meet the definition specifically designed, but not necessarily used, to transport cargo.

- Other Motor Vehicles—other motorized vehicles, e.g., motorcycles, motor scooters, trail bikes, mopeds, snowmobiles, all-terrain vehicles, or golf carts whose primary purpose is to transport people

Using the vehicle descriptions above, agencies should enter the type of motor vehicle in Data Element 15 (Property Description).

**Note:** LEAs should classify full-size vans, both regular wheelbase and extended wheelbase, as buses, recreational vehicles, or trucks depending upon their configuration, e.g., vans with rows of seats (buses), custom vans with temporary lodging accommodations (recreational vehicles), and work vans with primarily cargo areas (trucks).

Agencies should report incidences of carjacking as 120 = Robbery, with the type of vehicle taken (automobile, truck, etc.) identified in the property description. The offense of 240 = Motor Vehicle Theft is not to be identified as an additional offense, as the stolen motor vehicle is the proceeds of the offense of robbery, and not a separate, distinct operation. Consequently, Data Element 18 (Number of Stolen Motor Vehicles) and Data Element 19 (Number of Recovered Motor Vehicles) are not used.

When the offender takes a motor vehicle from the garage of a house during a burglary, the LEA should report the offense as 220 = Burglary/Breaking & Entering and should identify the type of vehicle taken (automobile, truck, etc.) in the property description. The offense 240 = Motor Vehicle Theft is not to be identified as an additional offense because the stolen motor vehicle is the proceeds of the burglary, and not a separate, distinct operation. Consequently, Data Element 18 (Number of Stolen Motor Vehicles) and Data Element 19 (Number of Recovered Motor Vehicles) are not used.

Agencies should classify incidents as Motor Vehicle Theft when persons not having lawful access take automobiles even if the vehicles were later abandoned, e.g., joyriding. Agencies should not include the taking of a vehicle for temporary use when prior authority has been granted or can be assumed, such as in family situations; or unauthorized use by chauffeurs and others having lawful access to the vehicle. Other Group A offenses may have occurred in these situations. For example, if a chauffeur steals a car entrusted to his care, the responding agency should report embezzlement.

**Note:** Motor Vehicle Thefts do not include farm equipment (tractors, combines, etc.), that falls under a separate property description.

### **370 Pornography/Obscene Material**

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

Law enforcement should enter the type of activity (manufacturing, publishing, selling, buying, or possessing) into Data Element 12 (Type Criminal Activity/Gang Information).

### **40A - 40C Prostitution Offenses**

**To unlawfully engage in or promote sexual activities for anything of value**

## 40A Prostitution

### **To engage in commercial sex acts for anything of value**

This offense involves prostitution by both males and females.

## 40B Assisting or Promoting Prostitution

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

## 40C Purchasing Prostitution

### **To purchase or trade anything of value for commercial sex acts**

## 120 Robbery

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

Robbery involves the offender taking or attempting to take something of value from a victim, usually the property owner or custodian, by the use of force or threat of force. (The victim must be present.) If there is no direct confrontation and the victim is not in fear of immediate harm, law enforcement should report extortion. Though direct confrontation occurs in pocket-pickings or purse-snatchings, force or threat of force is absent. However, if during a purse-snatching or other such crime, the offender uses force or threat of force to overcome the active resistance of the victim, law enforcement should classify the offense as Robbery.

Law enforcement should classify cases involving pretend weapons or those in which the robber claims to possess a weapon but the victim does not see it as Robbery and report the alleged weapon. If an immediate on-view arrest proves there was no weapon, the agency should classify the offense as Robbery and report the weapon with the data value "None."

Because assault is an element of Robbery, law enforcement should not report an assault as a separate crime as long as the offender committed the assault in furtherance of the robbery. However, if the injury results in death, law enforcement must also report a homicide offense.

As in the case of all Crimes Against Property, law enforcement should report only one offense for each distinct operation of Robbery, regardless of the number of victims involved. However, the victims of a Robbery include not only those persons and other entities (businesses, financial institutions, etc.) from whom property was taken (or was attempted to be taken), but also those persons toward whom the robber(s) directed force or threat of force in perpetrating the



offense. Therefore, although the primary victim in a bank robbery would be the financial institution, law enforcement should report as a victim the teller toward whom the robber pointed a gun and made a demand, as well as any other person against whom the offender committed an assault during the course of the Robbery.

Law enforcement should enter the type of weapon/force used (or threatened) and the resulting injury in Data Element 13 (Type Weapon/Force Involved) and Data Element 33 (Type Injury).

## 11A - 11D Sex Offenses

**Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent**

### 11A Rape (except Statutory Rape)

**The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity**

Agencies should classify the crime as Rape, regardless of the age of the victim, if the victim did not consent or if the victim was incapable of giving consent. If the victim consented, the offender did not force or threaten the victim, and the victim was under the statutory age of consent, agencies should classify the crime as statutory rape.

*Black's Law Dictionary*, 6th ed., defines *carnal knowledge* as "the act of a man having sexual bodily connections with a woman; sexual intercourse." There is *carnal knowledge* if there is the slightest penetration of the sexual organ of the female (vagina) by the sexual organ of the male (penis). However, for UCR purposes, this offense includes the rape of both males and females as long as at least one of the offenders is the opposite sex of the victim.

In cases where several offenders rape one person, the responding agency should count one Rape (for one victim) and report separate offender information for each offender.

### 11B Sodomy

**Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity**

If the offender both raped and sodomized the victim in one incident, then LEAs should report both offenses.

### 11C Sexual Assault With An Object

**To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity**

An “object” or “instrument” is anything used by the offender other than the offender’s genitalia, e.g., a finger, bottle, handgun, stick.

### **11D Fondling**

**The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity**

### **36A – 36B Sex Offenses, Nonforcible**

**Unlawful, nonforcible sexual intercourse**

#### **36A Incest**

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

#### **36B Statutory Rape**

**Nonforcible sexual intercourse with a person who is under the statutory age of consent**

“With the consent of the victim” is an element of Statutory Rape. In addition, there is no force or coercion used in Statutory Rape; the act is not an attack. Law enforcement agencies should classify an offense as Statutory Rape based on the state’s Statutory Rape laws and the findings of the law enforcement investigation.

### **280 Stolen Property Offenses**

**Receiving, buying, selling, possessing, concealing, or transporting any property with the knowledge that it has been unlawfully taken, as by burglary, embezzlement, fraud, larceny, robbery, etc.**

Reporting agencies should enter the type of activity (receiving, buying, selling, possessing, concealing, and/or transporting) in Data Element 12 (Type Criminal Activity/Gang Information).

### **520 Weapon Law Violations**

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

This offense includes violations such as the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., silencers; and furnishing deadly weapons to minors.

Reporting agencies should enter the type of activity (manufacturing, buying, selling, transporting, possessing, concealing, or using) in Data Element 12 (Type Criminal Activity/Gang Information) and the type of weapon in Data Element 13 (Type Weapon/Force Involved).

## **Group B Offenses**

There are 10 Group B crime categories encompassing offenses not considered Group A offenses. The offense categories listed below are in alphabetical order. Each entry includes the following information:

- NIBRS offense code, offense name
- Definition
- Considerations and examples (as appropriate)

### **90A Bad Checks (except Counterfeit Checks or Forged Checks)**

**Knowingly and intentionally writing and/or negotiating checks drawn against insufficient or nonexistent funds**

This offense includes insufficient funds checks but not counterfeit checks or forged checks, e.g., 250 = Counterfeiting/Forgery.

### **90B Curfew/Loitering/Vagrancy Violations**

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

This offense includes begging, vagabondage, and panhandling etc.

### **90C Disorderly Conduct**

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

This offense includes affray (when not physical), blasphemy, profanity, obscene language, disturbing the peace, indecent exposure, loud music, and public nuisance.

### 90D Driving Under the Influence

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

This offense includes driving while intoxicated and operating an airplane, boat, bus, streetcar, train, etc., while under the influence.

### 90E Drunkenness (except Driving Under the Influence)

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

This offense includes drunk and disorderly, common drunkard, habitual drunkard, and intoxication.

### 90F Family Offenses, Nonviolent

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

Nonviolent Family Offenses include abandonment, desertion, neglect, nonsupport, nonviolent abuse, and nonviolent cruelty to other family members. This category also includes the nonpayment of court-ordered alimony, as long as it is not illegal (i.e., considered to be contempt of court) within the reporting jurisdiction. Agencies should not include the victims of these offenses taken into custody for their own protection.

### 90G Liquor Law Violations (except Driving Under the Influence and Drunkenness)

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

Liquor Law Violations include violations of laws/ordinances prohibiting the maintenance of unlawful drinking places; operating without a liquor license; underage drinking; furnishing liquor to a minor; bootlegging; operating a still; using a vehicle for the illegal transportation of liquor; etc.

### 90H Peeping Tom

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

### **90I Runaway (Not A Crime)**

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

In January 2010, the national UCR Program discontinued the collection of arrest data for the category of Runaways. Agencies may continue to collect and submit data on runaways, but the UCR Program will no longer use or publish those data. Should an agency wish to submit data on runaways, they can use the Group B Arrest Report format to report each incident, including the runaway's apprehension for protective custody. If an LEA chooses to report runaways, the jurisdiction where the runaway resides should report the detention (pickup) of the runaway when another jurisdiction picks up the minor.

### **90J Trespass of Real Property**

**To unlawfully enter land, a dwelling, or other real property**

All burglary offenses include the element of trespass. Trespassing, however, involves entry with no intent to commit a felony or theft.

### **90Z All Other Offenses**

**All crimes that are not Group A offenses and not included in one of the specifically named Group B crime categories listed previously**

This category includes Offenses of General Applicability if the substantive offense is a Group A offense unless it is an integral component of the Group A offense such as human trafficking. Offenses of General Applicability are those offenses prefixed by "Accessory Before/After the Fact," "Aiding and Abetting," "Assault to Commit," "Conspiracy to Commit," "Enticement," "Facilitation of," "Solicitation to Commit," "Threat to Commit," or any other prefix identifying it as other than the substantive offense.

Generally, this category excludes traffic offenses. However, the vehicle-related offenses of hit and run (of a person) and vehicular manslaughter, along with driving under the influence, which is a separate Group B offense, have their own categories. Hit and run (of a person) and vehicular manslaughter incidents could be Group A or Group B offenses depending on the circumstances of the incidents. Driving under the influence offenses should be classified as the Group B offense of 90D = Driving Under the Influence.

## **2.5 Offense Lookup Table**

Once law enforcement has classified offenses involved in an incident according to its own offense definitions, they should use the Offense Lookup Table to determine whether the offenses are Group A or Group B offenses in the NIBRS. The Offense Lookup Table lists various types of crime, whether the crime is a Group A or Group B offense, and the NIBRS crime category covering the offense. For example, the crime of abduction is listed as a Group A offense covered by the crime category kidnapping/abduction. In addition, the table includes the notational reminder “Other offenses may have been committed” for crimes most likely to involve companion offenses.

**Table 3: Offense Lookup Table**

<i>Offense</i>	<i>Group A or B</i>	<i>Corresponding NIBRS crime category and notes:</i>	<i>NIBRS Offense Code</i>
- A -			
Abandonment	B	Family Offenses, Nonviolent	90F
Abduction	A	Human Trafficking or Kidnapping/Abduction	64A, 64B, or 100
Abortion	B	All Other Offenses	90Z
Abuse, Nonviolent	B	Family Offenses, Nonviolent or All Other Offenses	90F or 90Z
Accessory After the Fact	A or B	Classify as 90Z if Group A offense is involved or as Group B offense if Group B offense is involved	90Z or Other Offense (Depends on circumstances)
Accessory Before the Fact	A or B	Classify as 90Z if Group A offense involved or as substantive offense if Group B offense involved	90Z or Other Offense
Accosting	B	All Other Offenses	90Z
Adulterated Food, Drugs, or Cosmetics	A or B	All Other Offenses (Other offenses may have been committed, e.g., Homicide, Aggravated or Simple Assault, or Fraud)	90Z or Other Offense (Depends on circumstances)
Adultery	B	All Other Offenses	90Z
Affray	B	Assault Offenses or Disorderly Conduct	13A, 13B, 13C, or 90C
Aiding and Abetting	A or B	Classify as 90Z if Group A offense is involved unless it is an integral component of the Group A offense such as Human Trafficking or as Group B offense is Group B offense is involved	64A, 64B, 90Z, or Other Offense (Depends on circumstances)
Aiding Prisoner to Escape	B	All Other Offenses	90Z
Air Piracy/Hijacking	A	Classify as substantive offense, e.g., Kidnapping/Abduction or Robbery	Depends on circumstances

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Alcoholic Beverage Control (ABC) Laws	B	Liquor Law Violations	90G
Antitrust Law Violations	B	All Other Offenses	90Z
Arson	A	Arson	200
Assault	A	Assault Offenses	13A, 13B, or 13C
Assault, Aggravated	A	Assault Offenses (Aggravated Assault)	13A
Assault and Battery	A	Assault Offenses (Aggravated Assault or Simple Assault)	13A or 13B
Assault, Minor	A	Assault Offenses (Simple Assault)	13B
Assault, Sexual	A	Rape, Sodomy, Fondling, Sexual Assault With An Object, or Statutory Rape	Depends on circumstances
Assault, Simple	A	Assault Offenses (Simple Assault)	13B
Assembly, Unlawful	B	All Other Offenses	90Z
Automated Teller Machine Fraud	A	Fraud Offenses (Credit Card/ Automated Teller Machine Fraud)	26B

- B -

Battery	A	Assault Offenses (Aggravated Assault or Simple Assault)	13A or 13B
Begging	B	Curfew/Loitering/Vagrancy Violations	90B
<b>Bestiality</b>	<b>A</b>	<b>Animal Cruelty</b>	<b>720</b>
Betting, Unlawful	A	Gambling Offenses (Betting Wagering)	39A
Bigamy	B	All Other Offenses	90Z
Blackmail	A	Extortion/Blackmail or Robbery, if during a demand for money, property, etc., the offender confronts the victim and threatens imminent violence	210 or 120
Blasphemy	B	Disorderly Conduct	90C
Blue Law Violations	B	All Other Offenses	90Z
Boating Law Violations	B	All Other Offenses	90Z
Bomb Threat	A	Assault Offenses (Intimidation)	13C

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Bombing Offenses	A	Classify same as substantive offense, e.g., Homicide, Aggravated or Simple Assault, Destruction/Damage/Vandalism of Property, or Weapon Law Violations	Depends on circumstances
Bookmaking	A	Gambling Offenses (Operating/Promoting/Assisting Gambling)	39B
Breaking and Entering (B&E)	A	Burglary/Breaking and Entering	220
Bribery	A	Bribery	510
Bribery, Sports	A	Gambling Offenses (Sports Tampering)	39D
Buggery (Consensual Sodomy)	B	All Other Offenses	90Z
Burglary	A	Burglary/Breaking and Entering	220
Burglary Tools, Possessing	B	All Other Offenses	90Z
Buying Stolen Property	A	Stolen Property Offenses	280

- C -

Canvassing, Illegal	B	All Other Offenses	90Z
Card Game, Unlawful	A	Gambling Offenses (Betting/Wagering)	39A
Cargo Theft	A	Classify same as substantive offense e.g., Robbery, Motor Vehicle Theft, etc., then use Data Element 2A to indicate the offense was Cargo Theft	Depends on circumstances
Carjacking	A	Robbery	120
Carrying Concealed Weapon	A	Weapon Law Violations	520
Checks, Bad (insufficient funds or nonexistent funds)	B	Bad Checks	90A
Checks, Fraudulent	A	Fraud Offenses (False Pretenses/Swindle/Confidence Game or Other Offenses, e.g., Counterfeiting/Forgery)	26A, 250
Checks, Insufficient Funds	B	Bad Checks	90A
Child Abuse, Nonviolent	B	Family Offenses, Nonviolent	90F
Child Abuse, Violent	A	Assault Offenses	13A, 13B, or 13C
Child Cruelty, Nonviolent	B	Family Offenses, Nonviolent	90F
Child Cruelty, Violent	A	Assault Offenses	13A, 13B, or 13C



<i>Offense</i>	<i>Group A or B</i>	<i>Corresponding NIBRS crime category and notes:</i>	<i>NIBRS Offense Code</i>
Child Molesting	A	Sex Offenses (Fondling) or Human Trafficking (Commercial Sex Acts)	11D or 64A
Child Neglect	B	Family Offenses, Nonviolent	90F
Civil Rights Violations	A or B	Human Trafficking, All Other Offenses, or Other Group A Offenses (Report predicate offenses, e.g., Arson, Murder, Aggravated Assault)	64A, 64B, 90Z, or Other Offenses (Depends on circumstances)
Combinations in Restraint of Trade	B	All Other Offenses	90Z
Commercialized Sex	A or B	Human Trafficking, Prostitution Offenses, Pornography/Obscene Material, or All Other Offenses	64A, 40A, 40B, 40C, 370, or 90Z
Commercialized Vice	A or B	Human Trafficking, Prostitution Offenses, Gambling Offenses, Pornography/Obscene Material, or All Other Offenses	64A, 40A, 40B, 40C, 370, 39A, 39B, 39C, 39D, or 90Z
Common Drunkard	B	Drunkenness	90E
Compounding a Felony or Misdemeanor	B	All Other Offenses	90Z
Computer Crime	A or B	Classify same as substantive offense, e.g., Larceny/Theft, Embezzlement, or Fraud Offenses	Depends on circumstances
Concealed Weapon	A	Weapon Law Violations	520
Conditional Release Violation	B	All Other Offenses	90Z
Confidence Game	A	Fraud Offenses (False Pretenses/Swindle/Confidence Game)	26A
Conflict of Interest	B	All Other Offenses	90Z
Consensual Sodomy	B	All Other Offenses	90Z
Conservation (Environment or Ecology) Laws	A or B	Destruction/Damage/Vandalism of Property or All Other Offenses	290 or 90Z
Conspiracy to Commit	A or B	Classify as 90Z if Group A offense is involved or as Group B offense if Group B offense is involved	90Z or Other Offense (Depends on circumstances)
Contempt of Court	B	All Other Offenses	90Z
Contract Fraud	A	Fraud Offenses (False Pretenses/Swindle/Confidence Game) or Human Trafficking	26A, 64A, or 64B

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Contributing to the Delinquency of a Minor	A or B	Human Trafficking or All Other Offenses (Other offenses may have been committed, e.g., Pornography/ Obscene Material, Prostitution, or Liquor Law Violations)	64A or 90Z (Depends on circumstances)
Conversion	A	Embezzlement	270
Corrupt Conduct by Juror	B	All Other Offenses (Other offenses may have been committed, e.g., Bribery or False Statement)	Depends on circumstances
Counterfeiting	A	Counterfeiting/Forgery	250
Credit Card Fraud	A	Fraud Offenses (Credit Card/ Automated Teller Machine Fraud)	26B
Criminal Defamation	B	All Other Offenses	90Z
Criminal Libel	B	All Other Offenses	90Z
Criminal Slander	B	All Other Offenses	90Z
<b>Cruelty to Animal(s)</b>	<b>A</b>	<b>Animal Cruelty</b>	<b>720</b>
Cruelty to Children, Nonviolent	B	Assault Offenses (Intimidation), Family Offenses, Nonviolent, or All Other Offenses	13C, 90F, or 90Z
Cruelty to Children, Violent	A	Assault Offenses	13A, 13B, or 13C
Curfew Violations	B	Curfew/Loitering/Vagrancy Violations	90B

- D -

Damage Property	A	Destruction/Damage/Vandalism of Property	290
Deception	A	Fraud Offenses or Human Trafficking	26A, 26B, 26C, 26D, 26E, 64A, or 64B
Defamation, Criminal	B	All Other Offenses	90Z
Desecrating the Flag	-	(Not a criminal offense)	
Desertion (familial)	B	Family Offenses, Nonviolent	90F
Destroying Evidence	B	All Other Offenses	90Z
Detention, Forcible	A	Human Trafficking or Kidnapping/Abduction	64A, 64B, or 100
Detention, Unlawful	A	Human Trafficking or Kidnapping/Abduction	64A, 64B, or 100
Dice Game, Unlawful	A	Gambling Offenses (Betting/ Wagering)	39A

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Disinterment, Unlawful	B	All Other Offenses	90Z
Disorderly Conduct	B	Disorderly Conduct	90C
Disturbing the Peace	B	Disorderly Conduct	90C
Driving Under the Influence (DUI)	B	Driving Under the Influence	90D
Driving While Intoxicated (DWI)	B	Driving Under the Influence	90D
Drug Equipment Violations	A	Drug/Narcotic Offenses (Drug Equipment Violations)	35B
Drug Offenses	A	Drug/Narcotic Offenses (Drug/Narcotic Violations)	35A
Drug Paraphernalia Offenses	A	Drug/Narcotic Offenses (Drug Equipment Violations)	35B
Drunk	B	Drunkenness	90E
Drunk and Disorderly	B	Drunkenness	90E
Drunkard, Common	B	Drunkenness	90E
Drunkard, Habitual	B	Drunkenness	90E
Drunkenness	B	Drunkenness	90E

- E -

Eavesdropping	B	All Other Offenses	90Z
Ecology Law Violations	B	All Other Offenses	90Z
Election Law Violations	B	All Other Offenses	90Z
Embezzlement	A	Embezzlement	270
Entry, Forcible	A	Burglary/Breaking and Entering	220
Enticement	A or B	Classify as 90Z if Group A offense is involved unless it is an integral component of the Group A offense such as Human Trafficking or as Group B offense is Group B offense is involved	64A, 64B, 90Z, or Other Offense (Depends on circumstances)
Entry, Nonforcible	A	Burglary/Breaking and Entering	220
Entry, Unlawful	A	Burglary/Breaking and Entering	220
Environment Law Violations	B	All Other Offenses	90Z
Equipment, Drug	A	Drug/Narcotic Offenses (Drug Equipment Violations)	35B
Equipment, Gambling	A	Gambling Offenses (Gambling Equipment Violations)	39C
Escape (Flight)	B	All Other Offenses	90Z

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Espionage	B	All Other Offenses (Other offenses may have been committed, e.g., Burglary or Larceny/Theft)	90Z
Explosives Offenses	A	Classify same as substantive offense, e.g., Homicide, Aggravated or Simple Assault, Destruction/Damage/Vandalism of Property, or Weapon Law Violations	Depends on circumstances
Extortion	A	Human Trafficking or Extortion/Blackmail	64A, 64B, or 210

- F -

Facilitation of	A or B	Classify as 90Z if Group A offense is involved unless it is an integral component of the Group A offense such as Human Trafficking or as Group B offense is Group B offense is involved	64A, 64B, 90Z, or Other Offense (Depends on circumstances)
Failure to Appear	B	All Other Offenses	90Z
False Arrest	B	All Other Offenses	90Z
False Citizenship	B	All Other Offenses	90Z
False Fire Alarm	B	All Other Offenses	90Z
False Pretenses	A	Fraud Offenses (False Pretenses/Swindle/Confidence Game) or Human Trafficking	26A, 64A, or 64B
False Report or Statement (furtherance of a criminal activity)	A	Fraud Offenses (False Pretenses/Swindle/Confidence Game, Impersonation, Welfare Fraud)	26A, 26C, 26D
False Report or Statement (lying about something; e.g., misrepresenting something on a form)	B	All Other Offenses	90Z
Family Offenses, Nonviolent	B	Family Offenses, Nonviolent	90F
Family Offenses, Violent	A	Classify same as substantive offense, e.g., Assault Offenses, Homicide Offenses, Sex Offenses	Depends on circumstances
Firearms Violations	A	Weapon Law Violations (Other offenses may have been committed, e.g., Aggravated Assault, Robbery, Disorderly Conduct)	Depends on circumstances

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Fish and Game Law Violations	B	All Other Offenses	90Z
Flight to Avoid Confinement, Custody, Giving Testimony, or Prosecution	B	All Other Offenses	90Z
Fondling	A	Sex Offenses (Fondling)	11D
Forcible Detention	A	Human Trafficking or Kidnapping/Abduction	64A, 64B, or 100
Forcible Entry	A	Burglary/Breaking and Entering	220
Forgery	A	Counterfeiting/Forgery	250
Fornication (Consensual)	B	All Other Offenses	90Z
Fraud	A	Fraud Offenses or Human Trafficking	26A-26E, 64A, or 64B
Fraud, Automated Teller Machine (ATM)	A	Fraud Offenses (Credit Card/Automated Teller Machine Fraud)	26B
Fraud, Contract	A	Fraud Offenses (False Pretenses/Swindle/Confidence Game)	26A
Fraud, Credit Card	A	Fraud Offenses (Credit Card/Automated Teller Machine Fraud)	26B
Fraud, Hacking/Computer Invasion	A	Fraud Offenses (Hacking/Computer Invasion)	26G
Fraud, Identity Theft	A	Fraud Offenses	26F
Fraud, Mail	A	Fraud Offenses (False Pretenses/Swindle/Confidence Game)	26A
Fraud, Procurement	A	Fraud Offenses (False Pretenses/Swindle/Confidence Game)	26A
Fraud, Telephone	A	Fraud Offenses (Wire Fraud)	26E
Fraud, Welfare	A	Fraud Offenses (Welfare Fraud)	26D
Fraud, Wire	A	Fraud Offenses (Wire Fraud)	26E
Frequenting a House of Prostitution	A	Prostitution Offenses (Purchasing Prostitution) or Human Trafficking (Commercial Sex Acts)	40C or 64A
Fugitive	B	All Other Offenses	90Z

- G -

Gambling	A	Gambling Offenses	39A-39D
Gambling Devices Offenses	A	Gambling Offenses (Gambling Equipment Violations)	39C
Gambling Equipment Offenses	A	Gambling Offenses (Gambling Equipment Violations)	39C

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Gambling Goods, Possession of	A	Gambling Offenses (Gambling Equipment Violations)	39C
Gambling Paraphernalia, Possession of	A	Gambling Offenses (Gambling Equipment Violations)	39C
Gaming Offenses	A	Gambling Offenses (Betting/Wagering, Operating/Promoting/Assisting Gambling, Gambling Equipment Violations)	39A-39C

- H -

Habitual Drunkard	B	Drunkenness	90E
Harassment	B	All Other Offenses	90Z
Harboring	B	All Other Offenses	90Z
Hate Crime	A	Classify same as substantive offense, e.g., Assault, Murder, Destruction/Damage/Vandalism of Property then use Data Element 8A to specify bias motivation	Depends on circumstances
Health and Safety Laws (Adulterated Food, Drugs, or Cosmetics)	B	All Other Offenses (Other offenses may have been committed, e.g., Homicide, Aggravated or Simple Assault, or Fraud)	90Z
Hijacking-Air Piracy	A	Classify as substantive offense, e.g., Kidnapping/Abduction or Robbery	Depends on circumstances
Hit and Run (Of a Person)	A or B	Assault Offenses (Aggravated Assault) or Homicide Offenses (Murder and Nonnegligent Manslaughter), if not accidental, or All Other Offenses, if accidental	13A, 09A, or 90Z
Homicide	A	Homicide Offenses (Murder and Nonnegligent Manslaughter or Negligent Manslaughter)	09A or 09B
Homicide, Justifiable	A	Homicide Offenses (Justifiable Homicide)	09C
Homosexual Act or Conduct	A or B	Sex Offenses, Nonforcible or All Other Offenses	Depends on circumstances
Hostage-Taking	A	Kidnapping/Abduction	100
House of Prostitution, Frequenting a	A	Prostitution Offenses (Purchasing Prostitution) or Human Trafficking (Commercial Sex Acts)	40C or 64A

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
House of Prostitution, Operating a	A	Prostitution Offenses (Assisting or Promoting Prostitution) or Human Trafficking (Commercial Sex Acts)	40B or 64A
Human Trafficking, Commercial Sex Acts	A	Human Trafficking (Commercial Sex Acts)	64A
Human Trafficking, Involuntary Servitude	A	Human Trafficking (Involuntary Servitude)	64B

- I -

Immigration Law Violations (Illegal Alien Entry, False Citizenship, Smuggling Alien, etc.)	A or B	Human Trafficking or All Other Offenses	64A, 64B, or 90Z
Impersonation	A	Fraud Offenses (Impersonation) or Human Trafficking	26C, 64A, or 64B
Incendiary Device Offenses	A	Classify same as substantive offenses committed, e.g., Arson, Homicide, Aggravated or Simple Assault, Weapon Law Violations, or Destruction/Damage/Vandalism of Property	Depends on circumstances
Incest	A	Sex Offenses, Nonforcible (Incest)	36A
Indecent Exposure	B	Disorderly Conduct	90C
Indecent Liberties	A	Sex Offenses (Fondling)	11D
Influence Peddling	A	Bribery	510
Insufficient Funds, Checks	B	Bad Checks	90A
Intimidation	A	Assault Offenses (Intimidation)	13C
Intoxicated	B	Drunkenness	90E
Intoxication	B	Drunkenness	90E
Invasion of Privacy	B	All Other Offenses	90Z
Involuntary Manslaughter	A	Homicide Offenses (Negligent Manslaughter)	09B

- J -

Joyriding	A	Motor Vehicle Theft	240
Jury Tampering	B	All Other Offenses (Other offenses may have been committed, e.g., Bribery, Extortion/Blackmail, or Intimidation)	90Z

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
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Justifiable Homicide (not a crime)	A	Homicide Offenses (Justifiable Homicide)	09C
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- K -

Kickback	A	Bribery	510
Kidnapping	A	Human Trafficking or Kidnapping/Abduction	64A, 64B, or 100
Kidnapping, Parental	A	Kidnapping/Abduction	100
Killing	A	Homicide Offenses (Murder and Nonnegligent Manslaughter)	09A

- L -

Larceny	A	Larceny/Theft Offenses	23A-23H
Libel, Criminal	B	All Other Offenses	90Z
Liquor Law Violations	B	Liquor Law Violations	90G
Littering	B	All Other Offenses	90Z
Loitering	B	Curfew/Loitering/Vagrancy Violations	90B
Looting	A	Burglary/Breaking and Entering or Larceny/Theft Offenses, as appropriate	Depends on circumstances
Lottery, Unlawful	A	Gambling Offenses (Betting/ Wagering)	39A

- M -

Mail Fraud	A	Fraud Offenses (False Pretenses/ Swindle/Confidence Game)	26A
Malicious Mischief	A	Destruction/Damage/Vandalism of Property	290
Mandatory Release Violation	B	All Other Offenses	90Z
Manslaughter, Negligent	A	Homicide Offenses	09B
Manslaughter, Nonnegligent	A	Homicide Offenses (Murder and Nonnegligent Manslaughter)	09A
Manslaughter, Vehicular	A or B	Homicide Offenses (Murder and Nonnegligent Manslaughter), if intentional, or All Other Offenses, if not intentional	09A or 90Z
Military Law Violations (AWOL, Desertion, etc.)	B	All Other Offenses	90Z



Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Minor Assault	A	Assault Offenses (Simple Assault) or Human Trafficking	13B, 64A, or 64B
Misappropriation	A	Embezzlement	270
Missing Person	-	(Not a criminal offense)	
Molesting, Child	A	Sex Offenses (Fondling) or Human Trafficking (Commercial Sex Acts)	11D or 64A
Monopoly in Restraint of Trade	B	All Other Offenses	90Z
Moonshining	B	Liquor Law Violations	90G
Motor Vehicle Theft	A	Motor Vehicle Theft	240
Murder	A	Homicide Offenses (Murder and Nonnegligent Manslaughter)	09A

- N -

Narcotic Offenses	A	Drug/Narcotic Offenses (Drug/ Narcotic Violations)	35A
Neglect of Family	B	Family Offenses, Nonviolent	90F
Negligent Manslaughter	A	Homicide Offenses (Negligent Manslaughter)	09B
Nonpayment of Alimony	B	Family Offenses, Nonviolent (includes Contempt of Court for Nonpayment of Alimony)	90F
Nonsupport	B	Family Offenses, Nonviolent	90F
Numbers	A	Gambling Offenses (Betting/ Wagering)	39A

- O -

Obscene Communication	B	All Other Offenses	90Z
Obscene Language, Use of	B	Disorderly Conduct	90C
Obscene Material	A	Pornography/Obscene Material	370
Obscene Telephone Call	B	All Other Offenses	90Z
Obstructing Criminal Investigation	B	All Other Offenses	90Z
Obstructing Justice	B	All Other Offenses	90Z
Obstructing Police Officer(s)	B	All Other Offenses	90Z
Operating a House of Prostitution	A	Prostitution Offenses (Assisting or Promoting Prostitution) or Human Trafficking (Commercial Sex Acts)	40B or 64A

- P -

<i>Offense</i>	<i>Group A or B</i>	<i>Corresponding NIBRS crime category and notes:</i>	<i>NIBRS Offense Code</i>
Pandering	A	Prostitution Offenses or Human Trafficking (Commercial Sex Acts)	40B or 64A
Paraphernalia Offenses, Drug	A	Drug/Narcotic Offenses	35B
Paraphernalia Offenses, Gambling	A	Gambling Offenses (Gambling Equipment Violations)	39C
Parental Kidnapping	A	Kidnapping/Abduction	100
Parole Violation	B	All Other Offenses	90Z
Passing Bad Checks	B	Bad Checks	90A
Patronizing a House of Prostitution	A	Prostitution Offenses (Purchasing Prostitution) or Human Trafficking (Commercial Sex Acts)	40C or 64A
Patronizing a Prostitute	A	Prostitution Offenses (Purchasing Prostitution) or Human Trafficking (Commercial Sex Acts)	40C or 64A
Peeping Tom	B	Peeping Tom	90H
Perjury	B	All Other Offenses (Other offenses may have been committed, e.g., Bribery)	90Z
Perjury, Subornation of	B	All Other Offenses (Other offenses may have been committed, e.g., Bribery, Extortion/Blackmail, or Intimidation)	90Z
Pickpocket	A	Larceny/Theft Offenses (Pocket-picking)	23A
Pimping	A	Prostitution Offenses (Assisting or Promoting Prostitution) or Human Trafficking (Commercial Sex Acts)	40B or 64A
Pocket-picking	A	Larceny/Theft Offenses (Pocket-picking)	23A
Polygamy	B	All Other Offenses	90Z
Pornography	A	Human Trafficking (Commercial Sex Acts) or Pornography/Obscene Material	64A or 370
Possession of Burglary Tools	B	All Other Offenses	90Z
Possession of Drug Equipment	A	Drug/Narcotic Offenses (Drug Equipment Violations)	35B
Possession of Gambling Equipment	A	Gambling Offenses (Gambling Equipment Violations)	39C
Possession of Stolen Property	A	Stolen Property Offenses	280
Privacy, Invasion of	B	All Other Offenses	90Z

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Probation Violation	B	All Other Offenses	90Z
Procurement Fraud	A	Fraud Offenses (False Pretenses/ Swindle/Confidence Game)	26A
Procuring for Prostitution	A	Prostitution Offenses (Assisting or Promoting Prostitution) or Human Trafficking (Commercial Sex Acts)	40B or 64A
Profanity	B	Disorderly Conduct	90C
Prostitution	A	Prostitution Offenses (Prostitution) or Human Trafficking (Commercial Sex Acts)	40A or 64A
Prostitution, Soliciting for	A	Prostitution Offenses (Assisting or Promoting Prostitution or Purchasing Prostitution) or Human Trafficking (Commercial Sex Acts)	40B, 40C, or 64A
Prostitution, Transporting Persons for	A	Prostitution Offenses (Assisting or Promoting Prostitution) or Human Trafficking (Commercial Sex Acts)	40B or 64A
Prowler	B	All Other Offenses	90Z
Public Nuisance	B	Disorderly Conduct	90C
Purse-snatching	A	Larceny/Theft Offenses (Purse- snatching)	23B

- Q -

Quarantine, Violation of	B	All Other Offenses	90Z
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- R -

Racketeering Influenced and Corrupt Organizations (RICO)	A or B	(Report predicate offenses, e.g., Arson, Aggravated Assault, Extortion/Blackmail, or Human Trafficking)	Depends on circumstances
Racketeering	A or B	(Classify same as substantive offenses, e.g., Bribery, Extortion/Blackmail, Human Trafficking, or Larceny/Theft Offenses)	Depends on circumstances
Rape	A	Sex Offenses (Rape)	11A
Rape By Instrumentation	A	Sex Offenses (Sexual Assault With An Object)	11C
Rape, Statutory	A	Sex Offenses, Nonforcible (Statutory Rape)	36B

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Receiving Stolen Property	A	Stolen Property Offenses	280
Reckless Endangerment	B	All Other Offenses	90Z
Reckless Manslaughter (Nonvehicular)	A	Homicide Offenses (Negligent Manslaughter)	09B
Reckless Operation of Aircraft	B	All Other Offenses	90Z
Release Violation, Conditional	B	All Other Offenses	90Z
Release Violation, Mandatory	B	All Other Offenses	90Z
Resisting Officer	A	Assault Offenses (Aggravated Assault or Simple Assault)	13A or 13B
Restraint, Unlawful	A	Human Trafficking or Kidnapping/Abduction	64A, 64B, or 100
Revenue Law Violations	B	All Other Offenses	90Z
Riot	B	Curfew/Loitering/Vagrancy Violations (Other offenses may have been committed, e.g., Arson or Destruction/Damage/Vandalism of Property)	90Z
Robbery	A	Robbery	120
Rout	B	All Other Offenses (Other offenses may have been committed)	90Z
Runaway	-	Runaway (The FBI's UCR Program no longer publishes these data; however, agencies can still report the information even though it is not an offense)	90I

- S -

Sabotage	B	All Other Offenses (Other offenses may have been committed, e.g., Arson or Destruction/Damage/Vandalism of Property.)	90Z
Sanitation Law Violations	B	All Other Offenses	90Z
Scalping, Ticket(s)	B	All Other Offenses	90Z
Sedition	B	All Other Offenses	90Z
Seduction	A or B	Human Trafficking (Commercial Sex Acts), All Other Offenses	64A, 90Z
Sex, Commercialized	A or B	Human Trafficking (Commercial Sex Acts), Prostitution Offenses, Pornography/Obscene Material, or All Other Offenses	64A, 40A, 370, or 90Z (Depends on circumstances)

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Sex Offenses, Forcible	A	Sex Offenses (Rape, Sodomy, Sexual Assault With An Object, or Fondling)	11A-11D
Sex Offenses, Nonforcible	A	Sex Offenses, Nonforcible (Incest or Statutory Rape)	36A or 36B
Sexual Assault With An Object	A	Sex Offenses (Sexual Assault With An Object)	11C
Shoplifting	A	Larceny/Theft Offenses (Shoplifting)	23C
Simple Assault	A	Assault Offenses (Simple Assault)	13B
Slander, Criminal	B	All Other Offenses	90Z
Smuggling, Alien	A or B	Human Trafficking or All Other Offenses	64A, 64B, or 90Z
Smuggling, Contraband	B	All Other Offenses (Other offenses may have been committed, e.g., Drug/Narcotic Offenses)	90Z
Sodomy	A	Sex Offenses (Sodomy)	11B
Sodomy, Consensual	B	All Other Offenses	90Z
Solicitation to Commit Felony	A or B	Classify as 90Z if Group A offense is involved unless it is an integral component of the Group A offense such as Human Trafficking or as Group B offense if Group B offense is involved	64A, 64B, 90Z, or Other Offense (Depends on circumstances)
Stalking	A	Assault Offenses (Intimidation)	13C
Stolen Property—Buying, Receiving, or Possessing	A	Stolen Property Offenses	280
Stripping Motor Vehicle	A	Larceny/Theft Offenses (Theft of Motor Vehicle Parts or Accessories)	23G
Strong-arm Robbery	A	Robbery	120
Subornation of Perjury	B	All Other Offenses (Other offenses may have been committed, e.g., Bribery, Extortion/Blackmail, or Intimidation)	90Z
Suicide	-	(Not a criminal offense)	
Suspicion	-	(Not a criminal offense)	
Swindle	A	Fraud Offenses or Human Trafficking	26A, 64A, or 64B

- T -

Tax Law Violations	B	All Other Offenses	90Z
Telephone Call, Threatening	A	Assault Offenses (Intimidation)	13C

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
Telephone Fraud	A	Fraud Offenses (Wire Fraud)	26E
Terrorism	A	Classify as substantive offense, e.g., Assault, Destruction/Damage/Vandalism of Property, or Murder	Depends on circumstances
Theft	A	Larceny/Theft Offenses	23A-23H
Theft From a Building	A	Larceny/Theft Offenses (Theft From Building)	23D
Theft From a Coin-Operated Machine or Device	A	Larceny/Theft Offenses (Theft From Coin-Operated Machine or Device)	23E
Theft From a Motor Vehicle	A	Larceny/Theft Offenses (Theft From Motor Vehicle)	23F
Theft of a Motor Vehicle	A	Motor Vehicle Theft	240
Theft of Motor Vehicle Parts or Accessories	A	Larceny/Theft Offenses (Theft of Motor Vehicle Parts or Accessories)	23G
Theft of Vehicles or Equipment Other than Motor Vehicles	A	Larceny/Theft Offenses (All Other Larceny)	23H
Threat to Commit	A or B	Classify as 90Z if Group A offense is involved or as Group B offense if Group B offense is involved	90Z or Other Offense (Depends on circumstances)
Threatening Behavior	A	Assault Offenses (Intimidation)	13C
Threatening Conduct	A	Assault Offenses (Intimidation)	13C
Threatening Gesture	A	Assault Offenses (Intimidation)	13C
Threatening Telephone Call	A	Assault Offenses (Intimidation)	13C
Threatening Words or Statement	A	Assault Offenses (Intimidation)	13C
Threats	A	Assault Offenses (Intimidation)	13C
Traffic Violations	A or B	Do not report except for DUI, DWI, Hit and Run, or Vehicular Manslaughter	09A, 13A, 90D, or 90Z (Depends on circumstances)
Transmitting Wagering Information	A	Gambling Offenses (Operating/Promoting/Assisting Gambling)	39B
Transporting Persons for Prostitution	A	Prostitution Offenses (Assisting or Promoting Prostitution) or Human Trafficking	40B, 64A, or 64B
Treason	B	All Other Offenses (Other offenses may have been committed, e.g., Burglary or Larceny)	90Z
Trespass of Personal Property	B	All Other Offenses	90Z

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
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Trespass of Real Property	B	Trespass of Real Property	90J
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- U -

Unauthorized Use of a Motor Vehicle (no lawful access)	A	Motor Vehicle Theft	240
Unauthorized Use of a Motor Vehicle	A or B	Embezzlement (lawful access but the entrusted vehicle is misappropriated) or All Other Offenses (The unlawful taking of a vehicle for temporary use when prior authority has been granted)	270 or 90Z
Unlawful Assembly	B	Curfew/Loitering/Vagrancy Violations	90B
Unlawful Entry	A	Burglary/Breaking and Entering	220
Unlawful Restraint	A	Human Trafficking or Kidnapping/Abduction	64A, 64B, or 100
Unlicensed Weapon	A	Weapon Law Violations	520
Unregistered Weapon	A	Weapon Law Violations	520
Uttering	A or B	Fraud Offenses (False Pretenses Swindle/Confidence Game, Impersonation, or Welfare Fraud), Counterfeiting/Forgery, or Bad Checks	26A, 26B, 26D, 250, or 90A (Depends on circumstances)

- V -

Vagabondage	B	Curfew/Loitering/Vagrancy Violations	90B
Vagrancy	B	Curfew/Loitering/Vagrancy Violations	90B
Vandalism	A	Destruction/Damage/Vandalism of Property	290
Vehicular Manslaughter	A or B	Murder and Nonnegligent Manslaughter (if not accidental) or All Other Offenses (if accidental)	09A or 90Z
Vice, Commercialized	A or B	Human Trafficking, Prostitution Offenses (Prostitution or Assisting or Promoting Prostitution), Gambling Offenses, Pornography/ Obscene Material, or All Other Offenses	64A, 40A, 40B, 370, 39A, 39B, 39C, 39D, or 90Z

Offense	Group A or B	Corresponding NIBRS crime category and notes:	NIBRS Offense Code
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Violation of Quarantine	B	All Other Offenses	90Z
Violation of Restraining Order	B	All Other Offenses	90Z

- W -

Wagering, Unlawful	A	Gambling Offenses (Betting/ Wagering)	39A
Weapon, Concealed	A	Weapon Law Violations	520
Weapon, Unlicensed	A	Weapon Law Violations	520
Weapon, Unregistered	A	Weapon Law Violations	520
Weapon Law Violations	A	Weapon Law Violations	520
Welfare Fraud	A	Fraud Offenses (Welfare Fraud)	26D
Wire Fraud	A	Fraud Offenses (Wire Fraud)	26E
Wiretapping, Illegal	B	All Other Offenses	90Z

### 3 Submission Methods

#### 3.1 Flat File Submissions

In the NIBRS, LEAs use three types of electronic flat file submissions to forward data to the FBI:

- The Group A Incident Report provides all the information about Group A offenses using up to six data segments ([Administrative](#), [Offense](#), [Property](#), [Victim](#), [Offender](#), and [Arrestee](#)). Each segment is discussed in greater detail on the next page.
- The Group B Arrest Report supplies data concerning each arrestee for a Group B offense via the arrestee segment.
- The Zero Report, which indicates no criminal activity occurred within an agency's jurisdiction during a given month.

Using a series of the 58 established data elements (i.e., data fields within each segment), law enforcement can describe the details of each component of the crime. For each data element, reporting agencies may choose the most appropriate data value (i.e., a specific code representing one of the acceptable entries for each data element).

##### 3.1.1 Group A Incident Report

An initial Group A Incident Report contains an Administrative Segment, Offense Segment(s), Property Segment(s) (if applicable), Victim Segment(s), and Offender Segment(s). If the reporting agency arrests an offender by the time it submits the initial report, it may also include one or more Arrestee Segments. If, however, the reporting agency arrests an offender for the reported offense after submitting the initial report, the agency should submit the Arrestee Segment(s) as an update to the initial report.



If law enforcement arrests an offender for a Group A offense for which it did not previously submit an initial incident report (e.g., an on-view arrest), the agency must create and submit a Group A Incident Report that provides not only the Arrestee Segment but also the Administrative, Offense, Property (if applicable), Victim, and Offender Segments. In other words, an agency cannot submit an Arrestee Segment for a Group A offense without the other segment information.

**Note:** Sometimes courts make applications for warrants without notifying LEAs of the details of the crime (e.g., bench warrant and warrant of arrest situations). As often as possible, LEAs should obtain the information regarding such crimes and report it in Group A Incident Reports or Group B Arrest Reports, depending on whether the crimes are Group A or Group B offenses.

An explanation of the purpose of each of the six Group A Incident Report segments follows:

### Administrative Segment

This segment contains administrative data that applies to the entire incident report (e.g., the identifying number assigned to the incident and the date and hour the incident occurred). The reporting agency should submit a single Administrative Segment for each reported incident.

**Note:** The FBI's UCR Program designed the NIBRS so Data Element 1 (ORI Number) and Data Element 2 (Incident Number) link the Administrative Segment to the Offense, Property, Victim, Offender, and Arrestee Segments in each incident.

### Offense Segment

The Offense Segment identifies and describes the types of offenses involved in the incident (e.g., 200 = Arson, 40A = Prostitution). The reporting agency should submit an Offense Segment for each of the (up to) ten most serious (as determined by the agency) Group A offenses in the incident. Even though there may have been more than one victim of a particular crime, the reporting agency should submit only one Offense Segment for each reported UCR Offense Code. Each Group A Incident Report must contain at least one Offense Segment.

For example, in the same incident, an offender assaulted two people by threatening them with a handgun. The reporting agency should submit only one Offense Segment with 13A = Aggravated Assault entered into Data Element 6 (UCR Offense Code). In addition, the agency should submit two Victim Segments and enter 13A = Aggravated Assault into Data Element 24 (Victim Connected to UCR Offense Code), to link the two victims to this Offense Segment.

## Property Segment

The Property Segment describes the type, value, and, in cases of drug seizures, quantity of property involved in the incident. Agencies should report Property Segment(s) only when an incident involves a Crime Against Property offense or a kidnapping/abduction. The reporting agency should submit a separate Property Segment for each type of property loss/etc. (i.e., burned; counterfeited/forged; destroyed/damaged/vandalized; recovered; seized; and/or stolen/etc. occurring in the incident). Furthermore, the agency may report up to ten types of property (e.g., aircraft, alcohol, and automobiles) for each type of property loss/etc.

## Victim Segment

The Victim Segment provides information about each of the victims involved in the incident (e.g., his/her age, sex, race, and ethnicity). The reporting agency should submit a separate Victim Segment for each of the (up to 999) victims involved in the incident. There must be at least one Victim Segment in each incident report.

## Offender Segment

The Offender Segment captures data about each of the offenders in the incident (e.g., his/her age, sex, race, and ethnicity). The reporting agency should submit a separate Offender Segment for each of the (up to 99) offenders involved in the incident. If the reporting agency knows nothing about the offenders—i.e., no one saw the offenders, there were no suspects, and the number of offenders is unknown—then the agency should enter 00 = Unknown as the data value for Data Element 36 (Offender Sequence Number), and leave Data Elements 37 through 39A blank. There must be at least one Offender Segment in each incident report.

## Arrestee Segment

The Arrestee Segment is used to report the apprehension of the person(s) arrested for committing the crime(s) reported in the Group A Incident Report, the offense for which he or she was arrested, and the arrestee data (e.g., his/her age, sex, race, and ethnicity). The reporting agency should submit an Arrestee Segment for each of the (up to 99) arrestees who were involved in the incident. However, if there were no arrestees, the agency should not submit this segment.

### **3.2 Information Exchange Package Documentation (IEPD) [Extensible Markup Language (XML)]**

The NIBRS also accepts an alternate electronic XML file submission in the format detailed by the NIBRS IEPD XML file specification. Much like the electronic flat files, each of the 58 data elements are presented in the XML file submissions, and the submissions may include Group A Incident Reports, Group B Arrest Reports, and Zero Reports.

### **3.3 Group B Arrest Report**

The Group B Arrest Report describes only the circumstances of the arrest, the Group B arrest offense, and the arrestee data (e.g., his/her age, sex, race, and ethnicity). This report does not include incident data since agencies report only arrests for Group B offenses. Reporting agencies should submit a separate Group B Arrest Report for each arrestee.

If an arrest for a Group B offense results in the clearance of a previously submitted Group A Incident Report, the reporting agency should submit an Arrestee Segment as an update to the previously submitted Group A Incident Report. The agency should enter the appropriate Group B offense code as the data value for Data Element 45 (UCR Arrest Offense Code) of the Arrestee Segment of the Group A Incident Report.

For example, on August 1, 2015, an LEA arrested a man for DUI, a Group B offense. The arresting agency determined he was also wanted for a previously reported robbery, a Group A offense, that occurred on March 23, 2015. Instead of submitting a Group B Arrest Report, the reporting agency should submit an Arrestee Segment as an update to the previous Group A Incident Report with 90D = Driving Under the Influence as the data value for Data Element 45.

### **3.4 Zero Report**

On occasion, a small reporting agency may have no crime, arrests, or recovered property to report for a given month. In such instances, reporting agencies should use the Zero Report. This assists the FBI to compute valid statistics because it establishes no crime occurred in the jurisdiction rather than the LEA reported no crime information. If an agency submits a Zero Report for a given month and subsequently enters a Group A Incident Report, a Group B Arrest Report, or an Arrestee Segment for the month, the submission will override the Zero Report.

### **3.5 Report Modifications**

#### **Clearing Incidents in the NIBRS**

In NIBRS, LEAs clear incidents rather than individual offenses. This means a clearance by arrest or exceptional means of one offense in a multiple-offense incident clears the entire incident. Therefore, the first Arrestee Segment reported in connection with an incident automatically clears the incident. However, an agency cannot clear an incident by exceptional means if it was already cleared by arrest (i.e., the agency previously submitted an Arrestee Segment).

#### **Updating Incidents in the NIBRS**

Once LEAs submit incidents to the national UCR Program, circumstances may arise that warrant updating their original submissions. The flexibility of the NIBRS provides for updating reports by adding, modifying, and deleting data. The national UCR Program's updating policy states, an

agency should update a report only if the change would substantially alter the report's statistical significance. More specifically, if a subsequent event materially affects the report, or if the LEA made a serious error when it submitted the original report, the LEA will need to update the report. Anytime an agency updates a report, the agency should resubmit the report so the data are the same at all levels—city, university and college, county, state, tribal, and federal.

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

Examples of circumstances not requiring an update include the agency learning the exact age of the offender (e.g., 22) after reporting an age range (e.g., 20-25); the agency learning the true value of stolen property (e.g., \$958) after reporting the approximate cost (e.g., \$1,000); or the agency learning, besides suffering a severe laceration previously reported, the victim also suffered internal injury.

An agency participating in the NIBRS may, of course, update more data than is required by the national UCR Program's policy. If a reporting state UCR Program (or a direct agency participant) updates a record in its RMS, they should also submit the updated record for the national file.

LEAs can find additional information about adding, deleting, and modifying information in the NIBRS in the *NIBRS Technical Specification*.

## 4 Data Elements and Data Values

LEAs use data elements and data values to report data to the FBI's UCR Program via the NIBRS. Additional information about reporting requirements and specifications for submitting data to the NIBRS is located in the *NIBRS Technical Specification*.

### 4.1 Definition of Data Element

A data element is the smallest named item of data that conveys meaningful information or condenses a lengthy description into a short code. Law enforcement should use a series of the 58 established data elements, i.e., data fields, within each segment of the Group A Incident Report and in the Group B Arrest Report to describe the details of each component of crime.

### 4.2 Mandatory Versus Optional Data Elements

LEAs are required to report some data elements that are required in order to have a complete/valid data submission, i.e., they are *mandatory*. Other data elements are *conditional* based on the data values submitted for the other data elements. These data elements are *optional* and can be reported to the FBI at the discretion of the agency.

### 4.3 Definition of Data Values

A data value is a characteristic of an object (such as the sex of a person) or a parameter of a data element (such as 1991 – Current Year). For each data element, reporting agencies should choose the most appropriate data value(s), i.e., specific characteristics or types of the reported

data that have assigned codes. Although some data values require a specific format, most are codes from an approved list, each followed by an equal sign (=) and the actual value. For example, for Data Element 3 (Incident Date), the specific format for the data value is YYYYMMDDHH. For Data Element 27 (Sex of Victim), agencies may enter one of the codes M = Male, F = Female, or U = Unknown to describe the gender of the victim; but for Data Element 48 (Sex of Arrestee), agencies can enter only M = Male or F = Female to describe the sex of the arrestee.

If more than one of the data values associated with a data element could apply to the situation, agencies should use the most specific one. For example, in Data Element 9 (Location Type), a 7-Eleven store could be described as 05 = Commercial/Office Building, 07 = Convenience Store, or 12 = Grocery/Supermarket. Because 07 = Convenience Store is the most specific description, reporting agencies should use this code.

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

#### **4.4 Clarification of Specific Data Elements and Data Values**

The information in this section provides general explanations of data elements and relates more to the functional aspect of the UCR Program rather than the technical entry requirements. LEAs will find the technical aspects for each data element (format, related edits, and valid data values) in the *NIBRS Technical Specification*.

##### **Data Element 1 (ORI)**

An ORI is a unique nine-character identifier the NCIC has assigned to each LEA. The UCR Program also uses this identifier; therefore, Data Element 1 is mandatory in each NIBRS submission.

##### **Data Element 2 (Incident Number)**

An incident number is the number assigned by the reporting agency to each Group A Incident Report to uniquely identify the incident (e.g., the LEA's case number). Data Element 2 is mandatory in each NIBRS submission.

If data from a Group A Incident Report are furnished to outside entities for research purposes, the FBI will encrypt the incident numbers prior to their dissemination to ensure the recipient cannot identify the actual case. Agencies may also encrypt their incident numbers before sending them to the FBI.

## Data Element 2A (Cargo Theft)

Data Element 2A indicates whether or not the incident involved a cargo theft. The national UCR Program has defined Cargo Theft as “the criminal taking of any cargo including, but not limited to, goods, chattels, money, or baggage that constitutes, in whole or in part, a commercial shipment of freight moving in commerce, from any pipeline system, railroad car, motor truck, or other vehicle, or from any tank or storage facility, station house, platform, or depot, or from any vessel or wharf, or from any aircraft, air terminal, airport, aircraft terminal or air freight station, warehouse, freight distribution facility, or freight consolidation facility. For purposes of this definition, cargo shall be deemed as moving in commerce at all points between the point of origin and the final destination, regardless of any temporary stop while awaiting transshipment or otherwise.”

Two key phrases in the classification of cargo theft are “commercial shipment” and “in the supply chain.” For LEAs to classify an incident as a cargo theft, the items must be part of a commercial shipment and must be in the supply chain (i.e., moving in commerce).

LEAs should consider thefts from United Parcel Service (UPS), Federal Express (FedEx), the U.S. Postal Service, etc., to be cargo until the items arrive at a final distribution point. Once the business receives the items (i.e., personnel at the company sign for the goods), the goods are no longer considered cargo because they are outside of the supply chain. Therefore, LEAs should not consider deliveries from UPS, FedEx, to individuals or other businesses (e.g., flowers, pizza, electronics, appliances, etc.) to be cargo because they are outside of the supply chain. Cargo theft-related offenses are:

- 120 = Robbery
- 210 = Extortion/Blackmail
- 220 = Burglary/Breaking and Entering
- 23D = Theft From Building
- 23F = Theft From Motor Vehicle
- 23H = All Other Larceny
- 240 = Motor Vehicle Theft
- 26A = False Pretenses/Swindle/Confidence Game
- 26B = Credit Card/Automated Teller Machine Fraud
- 26C = Impersonation
- 26E = Wire Fraud
- 270 = Embezzlement
- 510 = Bribery

### Valid Data Values

- Y = Yes
- N = No

Detailed cargo theft information and scenarios are located in the [Cargo Theft User Manual](#).

### Data Element 3 (Incident Date)

LEAs should use Data Element 3 (Incident Date) to enter the year, month, and day (YYYYMMDD) when the incident occurred or the beginning of the time period in which it occurred, as appropriate. This data element also includes the report date indicator (R = Report Date) and the hour of the incident (00-23). LEAs should use the report date indicator to designate whether the date entered is the Report Date rather than the Incident Date. This data element is mandatory in each NIBRS submission.

If the incident occurred on or between midnight and 0059, 00 should be entered; if on or between 0100 and 0159, 01 should be entered; if on or between 2300 and 2359, 23 should be entered; etc. If the incident occurred at exactly midnight, LEAs should consider it occurred at the beginning of the next day, as if the crime occurred at 1 minute past midnight. Therefore, LEAs would enter 00 for the hour, along with the next day's date.

#### Example 1

If a robbery occurred at 9:30 p.m. on July 2, 2015, the entry should be 20150702.

#### Example 2

If a kidnapping started at 11:30 p.m. on November 1, 2014, and ended on November 16, 2014, the entry should be 20141101.

#### Example 3

If an incident occurred at midnight on December 31, 2014, the entry should be 20140101.

#### Example 4

If the date and hour of the incident are unknown but the date of the report was March 15, 2015, the entry should be 20150315R with the R = Report Date entered after the Report Date.

### Data Element 4 (Cleared Exceptionally)

Data Element 4 (Cleared Exceptionally) indicates whether the LEA cleared the incident by [exceptional means](#). In a multiple-offense incident, the exceptional clearance of one offense clears the entire incident.



LEAs must not confuse exceptionally clearing an incident with administratively closing an investigation, and LEAs cannot clear an incident exceptionally if it was previously or is concurrently cleared by arrest, i.e., if an Arrestee Segment (Level 6) was/is submitted.

### Valid Data Values

A = Death of Offender

B = Prosecution Declined (by the prosecutor for other than lack of probable cause)

C = In Custody of Other Jurisdiction (includes extradition denied)

D = Victim Refused to Cooperate (in the prosecution)

E = Juvenile/No Custody (the handling of a juvenile without taking him/her into custody, but rather by oral or written notice given to the parents or legal guardian in a case involving a minor offense, such as petty larceny)

N = Not Applicable (not cleared exceptionally)

### C = In Custody of Other Jurisdiction

Beginning January 1, 2011, agencies began using data value C = In Custody of Other Jurisdiction for cases in which extraditions are formally denied or in circumstances where an offender committed offenses in two jurisdictions and was arrested in one of the jurisdictions. The LEA in the jurisdiction not reporting the arrest should report this data value when they become aware of the arrest.

### N = Not Applicable

If an incident was not cleared by either an arrest or exceptional means by the time an initial Group A Incident Report is submitted regarding it, then N = Not Applicable should be entered. If, after a Group A Incident Report was submitted, an offender was arrested, the previously submitted report should be updated with an Arrestee Segment. Submitting an Arrestee Segment will automatically clear the incident. This data element should still contain N = Not Applicable.

To clear an offense by exceptional means, LEAs must meet the following four conditions:

1. The LEA investigation must have clearly and definitely established the identity of at least one offender.
2. The LEA must have sufficient probable cause to support arresting, charging, and prosecuting the offender.
3. The LEA must know the exact location of the offender so they could make an arrest if circumstances did not prevent it.

4. There must be a reason outside the control of the LEA preventing the arrest, i.e., A through E.

### Example

A kidnapper, who was holding a hostage, killed himself when the building that he barricaded himself in was surrounded by the police. The kidnapping should be reported and cleared exceptionally by A = Death of Offender.

### Data Element 5 (Exceptional Clearance Date)

LEAs use Data Element 5 (Exceptional Clearance Date) is used to enter the date the incident is cleared by exceptional means (YYYYMMDD). Data values other than N = Not Applicable are entered in Data Element 4 (Cleared Exceptionally)].

### Data Element Unnumbered (Exceptional Clearance Offense Code)

Exceptional Clearance Offense Code is a supplementary data element used to enter the original incident's offense(s) in order to enable identification of the offense(s) the LEA is exceptionally clearing. LEAs use this data element only when Data Element 4 indicates they are clearing the incident exceptionally.

**Note:** This is a supplement data element that relates to Time-Window submissions. Please see Appendix C for additional information regarding Time-Window submissions.

### Data Element 6 (UCR Offense Code)

Data Element 6 (UCR Offense Code) is used to enter the data values of the ten most serious Group A offenses occurring in the incident (as determined by the reporting agency). A minimum of one Offense Segment must be included in a Group A Incident. In addition, LEAs should submit only one offense for each reported UCR Offense Code even though there may have been more than one victim of the crime. LEAs can find a complete listing of Group A offenses in [Section 2.3](#), Group A and Group B Offense Listing.

LEAs must report each offense if it is a separate, distinct crime, rather than just a part of another offense. For example, because every robbery includes an element of assault, agencies should report only the offense of Robbery. If during a robbery, however, the offender forces the victim to engage in sexual relations then the LEA should report both Robbery and Rape because forced sexual intercourse is not an element of robbery.

**Note:** The robbery/assault example above contains 'lesser included' offenses. Mutually exclusive offenses are offenses that cannot occur to the same victim according to UCR

Definitions. Lesser included offenses are offenses where one offense is an element of another offense and cannot be reported as having happened to the victim along with the other offense. (For more information about mutually exclusive/lesser included offenses, refer to the *NIBRS Technical Specification*, Data Element 24 [Victim Connected to UCR Offense Code]).

### Data Element 7 (Offense Attempted/Completed)

LEAs should use Data Element 7 (Offense Attempted/Completed) to indicate whether each offense in the incident was attempted or completed. When an offense occurs more than once within an incident and one of the instances was completed, then LEAs should consider all of the instances of the offense completed.

**Note:** Attempted Murder should be reported as Aggravated Assault, and all Assault Offenses should be coded as C = Completed.

#### Valid Data Values

A = Attempted  
C = Completed

### Data Element 8 (Offender Suspected of Using)

LEAs should use Offender Suspected of Using to indicate whether any of the offenders in the incident were suspected of consuming alcohol or using drugs/narcotics during or shortly before the incident, or using computer equipment to perpetrate the crime. LEAs can enter up to three types of activity per offense type in Data Element 8.

#### Valid Data Values

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

### Data Element 8A (Bias Motivation)

Data Element 8A (Bias Motivation) is used to indicate whether or not an offense was motivated by the offender's bias and, if so, what type of bias. LEAs can enter up to five bias motivations per offense type.

Because of the difficulty of ascertaining the offender's subjective motivation, LEAs should report a bias motivation only if investigation reveals sufficient objective facts to lead a reasonable and prudent person to conclude the offender's actions were motivated, in whole or

in part, by bias against race/ethnicity/ancestry, religion, disability, gender, gender identity, or sexual orientation.

Unless the bias for a hate crime falls into one of the UCR Program's bias categories, an agency should report zero hate crime data. LEAs should report zero hate crime data as data value 88 = None. In the NIBRS, incidents not involving any facts that indicate bias motivation on the part of the offender are to be reported as 88 = None, whereas incidents involving ambiguous facts (some facts are present but are not conclusive) should be reported as data value 99 = Unknown. When an offense is initially classified as bias motivation 99 = Unknown and subsequent investigation reveals the crime was motivated by bias or no bias was found, the agency must update its original submission.

### Valid Data Values

#### Race/Ethnicity/Ancestry

- 11= Anti-White
- 12= Anti-Black or African American
- 13= Anti-American Indian or Alaska Native
- 14= Anti-Asian
- 15= Anti-Multiple Races, Group
- 16= Anti-Native Hawaiian or Other Pacific Islander
- 31= Anti-Arab
- 32= Anti-Hispanic or Latino
- 33= Other Race/Ethnicity/Ancestry

#### Religion

- 21= Anti-Jewish
- 22= Anti-Catholic
- 23= Anti-Protestant
- 24= Anti-Islamic (Muslim)
- 25= Anti-Other Religion
- 26= Anti-Multiple Religions, Group
- 27= Anti-Atheism/Agnosticism
- 28= Anti-Mormon
- 29= Anti-Jehovah's Witness
- 81= Anti-Eastern Orthodox (Greek, Russian, etc.)
- 82= Anti-Other Christian
- 83= Anti-Buddhist
- 84= Anti-Hindu
- 85= Anti-Sikh

#### Sexual Orientation

- 41= Anti-Gay
- 42= Anti-Lesbian

43= Anti-Lesbian, Gay, Bisexual, or Transgender (Mixed Group)  
44= Anti-Heterosexual  
45= Anti-Bisexual

### **Disability**

51= Anti-Physical Disability  
52= Anti-Mental Disability

### **Gender**

61= Anti-Male  
62= Anti-Female

### **Gender Identity**

71= Anti-Transgender  
72= Anti-Gender Non-Conforming

### **None/Unknown**

88= None (no bias)  
99= Unknown (offender's motivation not known)

Detailed hate crime information and scenarios are located in the [Hate Crime Data Collection Guidelines and Training Manual](#).

## **Data Element 9 (Location Type)**

LEAs should use Data Element 9 (Location Type) to report the type of location/premises where each offense in an incident took place.

The national UCR Program recognizes that for many incidents, there is more than one possible choice for reporting a location. Therefore, law enforcement personnel should use their best judgment in reporting the most specific location type after investigating the crime and considering the circumstances surrounding the location and the offender's intent during the commission of the crime.

Because the geographic location of an incident is not always the same as the functional location of the incident, the national UCR Program relies on LEAs to report the most appropriate location type. For example, if an offense occurs at an elementary school playground during school hours, the location can be classified as 53 = School - Elementary/Secondary. But, if the offense occurred at the same physical location on a Saturday afternoon when the school is not operating and the public are allowed to use the facility for recreational purposes, LEAs would be equally correct in classifying the location as 50 = Park/Playground.

Sometimes, LEAs can determine the location by the offender's intent during the commission of the crime. For example, if the offender chose to commit a robbery during a church service held

at a public facility routinely used for basketball games, LEAs can choose to classify the location as 04 = Church/Synagogue/Temple/Mosque since the building was being used for a public religious activity at the time the crime was committed.

**Table4: Valid Location Data Values**

<i>Data Value</i>	<i>Data Value Includes</i>
01 = Air/Bus/Train Terminal	airports; bus, boat, ferry, or train stations and terminals
02 = Bank/Savings and Loan	other financial institutions, whether in a separate building or inside of another store  <b>Note:</b> This data value does not include payday-lender type businesses (see data value 24).
03 = Bar/Nightclub	establishments primarily for entertainment, dancing, and the consumption of beverages
04 = Church/Synagogue/Temple/Mosque	buildings for public religious activities, meetings, or worship
05 = Commercial/Office Building	establishments that pertain to commerce and trade
06 = Construction Site	all buildings/locations that are under some type of construction
07 = Convenience Store	establishments primarily for convenience shopping, e.g., stores that include the sale of other items as well as gasoline
08 = Department/Discount Store	establishments that are considered department stores and that sell a wide range of goods; Target, Walmart, etc.  <b>Note:</b> LEAs should use the data value that best describes the location in question.

<i>Data Value</i>	<i>Data Value Includes</i>
09 = Drug Store/Doctor's Office/Hospital	medical supply companies and buildings; stores that are primarily considered pharmacies; veterinary practices, veterinary hospitals, and medical practices
10 = Field/Woods	areas that are primarily open fields or wooded areas  <b>Note:</b> This data value does not include parks.
11 = Government/Public Building	buildings primarily used for local, state, or federal offices or public businesses
12 = Grocery/Supermarket	establishments primarily used for buying/selling food items, etc.
13 = Highway/Road/Alley/Street/Sidewalk	open public ways for the passage of vehicles, people, and animals
14 = Hotel/Motel/Etc.	when temporary lodging of transients is the main purpose  <b>Note:</b> This data value does not include campgrounds or recreational vehicle parks.
15 = Jail/Prison/Penitentiary/Corrections Facility	places for the confinement of persons in lawful detention or awaiting trial
16 = Lake/Waterway/Beach	shorelines, lakes, streams, canals, or bodies of water other than swimming pools
17 = Liquor Store	establishments primarily used for buying and selling alcoholic beverages
18 = Parking/Drop Lot/Garage	areas primarily used for parking motorized vehicles
19 = Rental Storage Facility	any mini-storage and/or self-storage buildings

<i>Data Value</i>	<i>Data Value Includes</i>
20 = Residence/Home	apartments, condominiums, townhouses, nursing homes, residential driveways, residential yards; extended/continuous care facilities  <b>Note:</b> This data value refers to permanent residences.
21 = Restaurant	any commercial establishments that serve meals or refreshments; cafeterias
22 = School/College	universities  <b>Note:</b> This data value was replaced by the following new location codes and is to be used <i>only</i> by LEAs that have not adopted the new codes:  52 = School - College/University 53 = School - Elementary/Secondary
23 = Service/Gas Station	establishments where motor vehicles are serviced and gasoline, oil, etc., are sold
24 = Specialty Store	fur stores, jewelry stores, television stores, dress shops, and clothing stores, etc.; payday lender type businesses
25 = Other/Unknown	any location that does not fit in one of the other defined data values or when the location of the incident is unknown



<i>Data Value</i>	<i>Data Value Includes</i>
37 = Abandoned/Condemned Structure	<p>buildings or structures that are completed but have been abandoned by the owner and are no longer being used</p> <p><b>Note:</b> This data value does not include vacant rental property. LEAs should use the data value that best describes the property in question, e.g., vacant rental house should be classified as 20 = Residence/Home, vacant convenience store that is for rent should be classified as 07 = Convenience Store, etc.</p>
38 = Amusement Park	indoor or outdoor, permanent or temporary, commercial enterprises that offer rides, games, and other entertainment
39 = Arena/Stadium/Fairgrounds/Coliseum	open-air or enclosed amphitheater-type areas designed and used for the presentation of sporting events, concerts, assemblies, etc.
40 = ATM Separate from Bank	<p>machines that provide the ability to make deposits and/or withdrawals using a bank card; ATM located inside a mall or store</p> <p><b>Note:</b> LEAs should use 02 = Bank/Savings and Loan if the ATM is located at a banking facility.</p>
41 = Auto Dealership New/Used	<p>businesses specifically designed for selling new and used motor vehicles</p> <p><b>Note:</b> This data value also includes the parking lots and garages of these facilities.</p>
42 = Camp/Campground	areas used for setting up camps, including tent and recreational vehicle campsites

<i>Data Value</i>	<i>Data Value Includes</i>
44 = Daycare Facility	facilities that provide short-term supervision, recreation, and/or meals for adults or children during the daytime or at night; respite care facilities for seniors or for physically or mentally challenged individuals
45 = Dock/Wharf/Freight/Modal Terminal	<p>separate facility with platforms at which trucks, ships, or trains load or unload cargo</p> <p><b>Note:</b> This data value does not include cargo bays attached to a department store or shopping mall. LEAs should classify these as 08 = Department/Discount Store or 55 = Shopping Mall, respectively.</p>
46 = Farm Facility	<p>facilities designed for agricultural production or devoted to the raising and breeding of animals, areas of water devoted to aquaculture, and/or all building or storage structures located there; grain bins</p> <p><b>Note:</b> LEAs should classify the house on a farm as 20 = Residence/Home.</p>
47 = Gambling Facility/Casino/Race Track	indoor or outdoor facilities used to legally bet on the uncertain outcome of games of chance, contests, and/or races
48 = Industrial Site	<p>active manufacturing locations, factories, mills, plants, etc., specifically designed for the manufacturing of goods</p> <p><b>Note:</b> This data value does not include abandoned facilities. LEAs should classify these as 37 = Abandoned/Condemned Structure.</p>
49 = Military Installation	locations specifically designed and used for military operations

<i>Data Value</i>	<i>Data Value Includes</i>
50 = Park/Playground	areas of land set aside for public use usually maintained for recreational or ornamental purposes; soccer fields, baseball fields
51 = Rest Area	designated areas, usually along a highway, where motorists can stop
52 = School - College/University	institutions for the higher education of individuals, which gives instruction in specialized fields; community colleges; trade schools
53 = School - Elementary/Secondary	institutions for the instruction of children from preschool through 12th grade
54 = Shelter - Mission/Homeless	establishments that provide temporary housing for homeless individuals and/or families; venues set up as temporary shelters, i.e., a shelter set up in a church or school during a storm
55 = Shopping Mall	indoor or outdoor shopping areas and/or centers with multiple (two or more) stores and/or businesses; strip malls  <b>Note:</b> LEAs should use the data value that best describes the location in question.
56 = Tribal Lands	Native American reservations, communities, and/or trust lands  <b>Note:</b> The national UCR Program intends that non-tribal LEAs will primarily use this data value. Tribal agencies should use the data value that best describes the location in question.

<i>Data Value</i>	<i>Data Value Includes</i>
57 = Community Center	public locations where members of a community gather for group activities, social activities, public information, and other purposes; they may sometimes be open for the whole community or for a specialized group within the greater community; Christian community center; Islamic community center; Jewish community center; youth clubs, etc.
58 = Cyberspace	a virtual or internet-based network of two or more computers in separate locations which communicate either through wireless or wire connections.

### Example 1

Police received a phone call from an individual who reported he recently received a letter from a local business informing him that the business' computers were recently hacked from an external source and the customer's personal information might have been compromised. The individual then reported he noticed someone had opened credit cards and other loans in his name. The agency should enter data value 26F = Identity Theft into Data Element 6 (UCR Offense Code), since the individual's personal information had been taken from the victim business and new accounts had been opened in the individual's name. Because the data was obtained by the perpetrator through the use of the internet, data value 58 = Cyberspace should be entered into Data Element 9 (Location Type). Had the internet not been available, then this crime could not have been committed in the matter upon which it occurred.

### Example 2

Police received a phone call from an individual who reported he recently received a letter from the Target Corporation, informing him that the business' computers were recently stolen and the customer's personal information may have been compromised. The individual then reported he noticed someone had opened credit cards and other loans in his name. The agency should enter data value 26F = Identity Theft into Data Element 6 (UCR Offense Code), since the individual's personal information had been taken from the victim business and new accounts had been opened in the individual's name. Data value 08 = Department/Discount Store should be entered into Data Element 9 (Location Type), since this incident is not cyberspace related. The fact the internet exists has nothing to do with the commission of this crime.

### Example 3

Police received a phone call from a business that reported their computers were recently hacked based on information identified by their Information Technology staff. The business reported the hacking/invasion offense appeared to have come from an internet address located in Iran. The LEA should enter data value 26G = Hacking/Computer Invasion into Data Element 6 (UCR Offense Code). Data value 58 = Cyberspace should be entered into Data Element 9 (Location Type) because if cyberspace had not been available, this crime could not have been committed.

#### Example 4

Police received a phone call from a business that stated an employee had used his computer to download and steal trade secret information from the company. The company stated the individual did not have access to the information and fraudulently accessed the folders where the information was located. The LEA should enter data value 26G = Hacking/Computer Invasion into Data Element 6 (UCR Offense Code). Data value 05 = Commercial/Office Building should be entered into Data Element 9 (Location Type). This incident is not cyberspace related. Even though a computer was used to steal the information, the subject used an internal system and could have directly accessed the information without utilizing the internet.

#### Data Element 10 (Number of Premises Entered)

LEAs should use Data Element 10 (Number of Premises Entered) only if the crime is Burglary/Breaking and Entering and the Hotel Rule applies (see the offense of 220 = Burglary/Breaking and Entering for more information about the [Hotel Rule](#)). In such cases, the number of structures (premises) entered should be reported.

In the NIBRS, the Hotel Rule includes rental storage facilities such as mini-storage and self-storage buildings. Therefore, this data element is used if the offense is 220 = Burglary/Breaking and Entering and either data value 14 = Hotel/Motel/Etc. or data value 19 = Rental Storage Facility is entered into Data Element 9 (Location Type). The total number (up to 99) of individual rooms, units, suites, storage compartments, etc. entered should then be reported in this data element (01-99).

#### Example 1

A burglar forcibly entered 11 rented storage compartments in a self-storage building. The owner/manager of the building reported the incident to the police. The police department should then enter data values 220 = Burglary/Breaking and Entering into Data Element 6 (UCR Offense Code), 19 = Rental Storage Facility into Data Element 9 (Location Type), and the number 11 (for 11 compartments) into this data element.

#### Example 2

If an LEA investigates a burglary at a private residence, the agency should enter data value

220 = Burglary/Breaking and Entering into Data Element 6 (UCR Offense Code) and data value 20 = Residence/Home into Data Element 9 (Location Type). However, because the Location Type was not 14 = Hotel/Motel/Etc. or 19 = Rental Storage Facility, no entry should be made into this data element. It should be blank.

### **Data Element 11 (Method of Entry)**

Data Element 11 (Method of Entry) should be used only if the offense is 220 = Burglary/Breaking and Entering. LEAs should use it to report whether the burglar(s) used Force or No Force to enter the structure. A forced entry is where the burglar used force of any degree or a mechanical contrivance of any kind (including a passkey or skeleton key) to unlawfully enter a building or other structure. Agencies should also include burglary by concealment inside a building followed by exiting the structure as forced entry. An unforced entry is one where the burglar unlawfully entered through an unlocked door or window, but used no force. If both forced and unforced entries were involved in the crime, the entry should be reported as F = Force since the entry was accomplished through the use of force.

### **Valid Data Values**

F = Force  
N = No Force

### **Example**

An investigation of a burglary complaint disclosed the offender(s) entered the building through an unlocked street door and then forced a locked door to an office and stole a laptop. Since one door was forced, F = Force should be entered.

### **Data Element 12 (Type Criminal Activity/Gang Information)**

Data Element 12 (Type Criminal Activity/Gang Information) indicates the criminal activity/gang involvement of the offenders for certain offenses.

### **Criminal Activity**

Agencies should report the type of criminal activity of offenders in incidents involving the following offenses:

250 = Counterfeiting/Forgery  
280 = Stolen Property Offenses  
35A = Drug/Narcotic Violations  
35B = Drug Equipment Violations  
370 = Pornography/Obscene Material

39C = Gambling Equipment Violations  
520 = Weapon Law Violations  
720 = Animal Cruelty

### Valid Data Values (Criminal Activity)

LEAs can enter up to three types of activity for each offense above:

A = Simple/Gross Neglect (unintentionally, intentionally, or knowingly failing to provide food, water, shelter, veterinary care, hoarding, etc.)  
B = Buying/Receiving  
C = Cultivating/Manufacturing/Publishing (i.e., production of any type)  
D = Distributing/Selling  
E = Exploiting Children  
F = Organized Abuse (Dog Fighting and Cock Fighting)  
I = Intentional Abuse or Torture (tormenting, mutilating, maiming, poisoning, or abandonment)  
O = Operating/Promoting/Assisting  
P = Possessing/Concealing  
T = Transporting/Transmitting/Importing  
U = Using/Consuming

#### Example 1

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

#### Example 2

Police received a telephone complaint from a person whose neighbor was leaving their dog outside in extreme heat without food or water on a daily basis. Police responded to the call and found a German Shepard breathing heavily and appeared to be very thin. Police made contact with the owners of the dog who denied the allegations. The agency should enter data element 720 = Animal Cruelty into Data Element 12 (Type Criminal Activity/Gang Information). Data value A = Simple/ Gross Neglect should also be entered for the type of criminal activity.

#### Example 3

Police received a 911 call about someone shooting squirrels. The police respond to the call and find a squirrel lying in the road with a gunshot wound. Police identify the shooter, squirrel season is underway, and the shooter has a valid hunting license and is **NOT** breaking any other laws. The act of hunting is not considered to be animal cruelty, therefore no offense should be reported, provided the hunting location is legal.

#### Example 4

An undercover law enforcement investigation uncovers a dog-fighting contest that occurs every Saturday evening in a local community. The following week, law enforcement officers show up at the contest with a warrant and make numerous arrests. The agency should report data value 720 = Animal Cruelty into Data Element 12 (Type Criminal Activity/Gang Information). Data values F = Organized Abuse and I = Intentional Abuse or Torture (tormenting, mutilating, maiming, poisoning, or abandonment) should be entered for the type of criminal activity.

#### Gang Information

Also, LEAs should use this data element to describe the type, or lack of presence, of an offender's gang activity for incidents involving the following offenses:

09A = Murder and Nonnegligent Manslaughter  
09B = Negligent Manslaughter  
100 = Kidnapping/Abduction  
120 = Robbery  
11A = Rape  
11B = Sodomy  
11C = Sexual Assault With An Object  
11D = Fondling  
13A = Aggravated Assault  
13B = Simple Assault  
13C = Intimidation

#### Valid Data Values (Gang Information)

LEAs should enter up to two gang information codes for each offense above:

G = Other Gang (membership is predominantly 18 years of age or older)  
J = Juvenile Gang (membership is predominantly juvenile [under 18 years of age])  
N = None/Unknown

For NIBRS reporting purposes, a gang is an ongoing organization, association, or group of three or more persons who have a common interest and/or activity characterized by the commission of or involvement in a pattern of criminal or delinquent conduct. If an agency establishes gang involvement with any of the offenses above, the agency should use the predominant age of the associated gang's membership (and not the offender's age) to determine whether J = Juvenile Gang or G = Other Gang should be entered.

Juvenile Gang refers to a group of persons who go about together or act in concert, especially for antisocial or criminal purposes; typically adolescent members have common identifying



signs and symbols, such as hand signals and distinctive colors; they are also known as street gangs.

Other Gang refers to persons associated with the world of criminal gangs and organized crime commonly related to widespread criminal activities coordinated and controlled through a central syndicate and who rely on their unlawful activities for income; they traditionally extort money from businesses by intimidation, violence, or other illegal methods.

### Example 5

Two females, aged 19, were riding bicycles through a neighborhood. Three males approached them and forced them to stop. They exchanged words and one of the males attacked the bicyclists. Each of the three attackers, one, aged 16, and the other two, aged 17, had identical tattoos on their upper right arm. This marking was commonly associated with a local gang. The entry should be J = Juvenile Gang.

### Data Element 13 (Type Weapon/Force Involved)

In Data Element 13, LEAs can indicate up to three types of weapons or force used by the offender in incidents involving the following offenses:

- 09A = Murder and Nonnegligent Manslaughter
- 09B = Negligent Manslaughter
- 09C = Justifiable Homicide
- 100 = Kidnapping/Abduction
- 11A = Rape
- 11B = Sodomy
- 11C = Sexual Assault With An Object
- 11D = Fondling
- 120 = Robbery
- 13A = Aggravated Assault
- 13B = Simple Assault
- 210 = Extortion/Blackmail
- 520 = Weapon Law Violations
- 64A = Human Trafficking, Commercial Sex Acts
- 64B = Human Trafficking, Involuntary Servitude

When reporting the weapons used, select the most specific weapon type listed, e.g., LEAs should report a revolver as Handgun rather than Firearm. If a weapon was used that could be employed in several ways, choose the weapon type that indicates how the weapon was used. For example, if the offender used a bottle in the commission of a murder, report Blunt Object if

the victim was beaten or Knife/Cutting Instrument if the offender cut or stabbed the victim with the bottle.

The FBI's UCR Program defines an automatic firearm as any firearm that shoots, or is designed to shoot, more than one shot at a time by a single pull of the trigger without manual reloading. If the weapon was an automatic firearm, LEAs should add an A as a suffix to its weapon data value, e.g., 13A = Automatic Rifle. Do not include semi-automatic as an automatic weapon.

### Valid Data Values

- 11 = Firearm
- 12 = Handgun
- 13 = Rifle
- 14 = Shotgun
- 15 = Other Firearm
- 20 = Knife/Cutting Instrument (knives, razors, hatchets, axes, cleavers, scissors, glass, broken bottles, ice picks, etc.)
- 30 = Blunt Object (baseball bats, butt of handgun, clubs, bricks, jack handles, tire irons, bottles, etc.)
- 35 = Motor Vehicle
- 40 = Personal Weapons (hands, fist, feet, arms, teeth, etc.)
- 50 = Poison
- 60 = Explosives
- 65 = Fire/Incendiary Device
- 70 = Drugs/Narcotics/Sleeping Pills
- 85 = Asphyxiation
- 90 = Other (BB guns, pellet guns, tazers, pepper spray, stun guns, etc.)
- 95 = Unknown
- 99 = None

### Example

Three robbers held up a bank. One offender brandished a revolver, the second had a sawed-off shotgun, and the third had an automatic machine gun. The weapon data values should be 12 = Handgun, 14 = Shotgun, and 15A = Automatic Other Firearm.

### Data Element 14 (Type Property Loss/Etc.)

Agencies should use Data Element 14 to describe the type(s) of property loss, recovery, seizure, etc., that occurred in an incident. LEAs should report separate property information for each type of loss/etc., when the incident involved Kidnapping/Abduction, Crimes Against Property, Drug/Narcotic Offenses, and Gambling Offenses.

An agency should report property stolen in its jurisdiction only. Likewise, only the agency that reported the property stolen can report the property recovered even if another jurisdiction recovered the property.

### Valid Data Values

LEAs should enter one for each type of property loss:

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

#### Example 1

For arson, the entries could be 1 = None (an attempt with no property burned), 2 = Burned (property burned), or 8 = Unknown (not known whether property burned).

#### Example 2

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

#### Example 3

If the same incident involved both arson and burglary, the choices of property loss/etc. codes shown in Examples 1 and 2 would apply depending on the circumstances.

### Data Element 15 (Property Description)

LEAs should use Data Element 15 to report descriptions of the property that was burned, counterfeited/forged, destroyed/damaged/vandalized, recovered, seized, stolen, bribed, defrauded, embezzled, extorted, ransomed, robbed, etc., as a result of the incident. LEAs can report up to ten property descriptions per type of property loss, etc. If more than ten types of property are involved, the nine most valuable should be specified with property description codes and the remaining properties combined and coded as 77 = Other.

The UCR Program realizes that there may be more than one possible choice to describe property. Law enforcement personnel should use their best judgment in reporting the property description after investigating the crime and considering the circumstances surrounding the crime and the use of the property during the commission of the crime.

For example, full-size vans, both regular wheelbase and extended wheelbase, may be classified as either 05 = Buses, 28 = Recreational Vehicles, or 37 = Trucks depending on the vehicle configuration, i.e., vans with rows of seats (05 = Buses), custom vans with temporary lodging accommodations (28 = Recreational Vehicles), or work vans with primarily cargo areas (37 = Trucks).

**Table 5: Valid Property Data Values**

<i>Data Value</i>	<i>Data Value Includes</i>
01 = Aircraft	<p>machines or devices capable of atmospheric flight; airplanes, helicopters, dirigibles, gliders, ultra-lights, hot air balloons, blimps, etc.</p> <p><b>Note:</b> This data value does not include toy planes; LEAs should classify these as 19 = Merchandise or 77 = Other, as appropriate.</p>
02 = Alcohol	<p>any intoxicating liquors containing alcohol used for human consumption; alcoholic beverages, i.e., beer, wine, and liquor</p> <p><b>Note:</b> Denatured alcohol can be classified as either 45 = Chemicals or 64 = Fuel depending on how it was used in the incident. LEAs should classify rubbing alcohol as 08 = Consumable Goods.</p>
03 = Automobiles	<p>any passenger vehicles designed for operation on ordinary roads and typically having four wheels and a motor with the primary purpose of transporting people other than public transportation; sedans, taxicabs, minivans, sport-utility vehicles, limousines, and other similar motor vehicles</p>

<i>Data Value</i>	<i>Data Value Includes</i>
04 = Bicycles	vehicles usually propelled by pedals, connected to the wheel by a chain, and have handlebars for steering and a saddle-like seat; tandem bicycles, unicycles, and tricycles
05 = Buses	motor vehicles specifically designed, but not necessarily used, to transport groups of people on a commercial basis; trolleys, school/coach/tourist/double-decker buses, commercial vans, etc.
06 = Clothes/Furs	garments for the body, articles of dress, wearing apparel for human use; accessories such as belts, shoes, scarves, ties, etc.; eyewear/glasses, hearing aids, etc.
07 = Computer Hardware/Software	electrical components making up a computer system, written programs/procedures/rules/associated documentation pertaining to the operation of a computer system stored in read/write memory; computers, printers, storage media, video games, software packages, video consoles such as Wii <sup>®</sup> , PlayStation <sup>®</sup> , and Xbox <sup>®</sup>
08 = Consumable Goods	expendable items used by humans for nutrition, enjoyment, or hygiene; food, non-alcoholic beverages, grooming products, cigarettes, firewood, etc.

<i>Data Value</i>	<i>Data Value Includes</i>
09 = Credit/Debit Cards	<p>cards and/or the account number associated with the cards that function like a check and through which payments or credit for purchases or services are made electronically to the bank accounts of participating establishments directly from the cardholders' accounts; automated teller machine (ATM) cards, electronic benefit transfer (EBT) cards</p> <p><b>Note:</b> This data value does not include gift cards; LEAs should classify these as 77 = Other.</p>
10 = Drugs/Narcotics	<p>substances such as narcotics or hallucinogens that affect the central nervous system causing changes in behavior and often addiction; prescription, over-the-counter, legal, and illegal drugs</p>
11 = Drug/Narcotic Equipment	<p>unlawful articles, items, products, etc. used to prepare and consume drugs or narcotics; glass pipes, bong, pop cans, methamphetamine (meth) labs, etc.</p>
12 = Farm Equipment	<p>any kind of machinery used on a farm to conduct farming; tractors, combines, etc.</p>
13 = Firearms	<p>weapons that fire a projectile by force of an explosion; handguns, rifles, shotguns, assault rifles, semiautomatics, homemade guns, flare guns, etc.</p> <p><b>Note:</b> This data value does not include "BB," pellet, or gas-powered guns. LEAs should classify these as 80 = Weapons - Other.</p>
14 = Gambling Equipment	<p>any equipment or devices used to produce, manufacture, or perpetrate gambling; slot machines, keno, card tables, poker chips, bingo, raffles, lottery tickets, etc.</p>

<i>Data Value</i>	<i>Data Value Includes</i>
15 = Heavy Construction/Industrial Equipment	large-scale equipment used in the construction of buildings, roads, etc.; cranes, bulldozers, steamrollers, oil-drilling rigs, backhoes, excavators, etc.
16 = Household Goods	items normally used to furnish a residence; furniture, appliances, utensils, air conditioning/heating equipment, mailboxes, household lighting, etc.  <b>Note:</b> This data value does not include radios, televisions, digital video disc (DVD) or compact disc (CD) players, etc.; LEAs should classify these as 26 = Radios/TVs/VCRs/DVD Players and the media for such devices as 27 = Recordings - Audio/Visual.
17 = Jewelry/Precious Metals/Gems	articles made of gold, silver, precious stones, etc. used for personal adornment; bracelets, necklaces, rings, watches, platinum, loose gems, etc.
18 = Livestock	domesticated animals raised for home use or profit; cattle, chickens, hogs, horses, sheep, bees, household pets such as dogs and cats if commercially raised for profit, animals raised and/or used for illegal gambling, e.g., dogs, roosters, etc.
19 = Merchandise	items/goods which are exposed or held for sale  <b>Note:</b> LEAs should use a more specific data value whenever possible.
20 = Money	any circulating medium of exchange, legal tender, currency; coins, paper money, demand deposits, etc.; counterfeited currency

<i>Data Value</i>	<i>Data Value Includes</i>
21 = Negotiable Instruments	documents, other than currency, that are payable without restriction; an unconditional promise or order of payment to a holder upon issue, possession, on demand, or at a specific time; endorsed checks (including forged checks that have been endorsed), endorsed money orders, endorsed traveler's checks, bearer checks, and bearer bonds
22 = Nonnegotiable Instruments	documents requiring further action to become negotiable; unendorsed checks, money orders, traveler's checks, stocks, bonds, blank checks, etc.
23 = Office-type Equipment	items normally used in an office/business setting; calculators, cash registers, copying machines, facsimile machines, shredders, etc.  <b>Note:</b> LEAs should use a more specific data value whenever possible.
24 = Other Motor Vehicles	motorized vehicles that do not fit the definition of automobile, bus, truck, or recreational vehicle; motorcycles, motor scooters, trail bikes, mopeds, snowmobiles, motorized golf carts, motorized wheelchairs, all-terrain vehicles, go-carts, Segways®, etc.
25 = Purses/Handbags/Wallets	bags or pouches used for carrying articles such as money, credit/debit cards, keys, photographs, and other miscellaneous items; briefcases, fanny packs, and backpacks when used as a purse/wallet



<i>Data Value</i>	<i>Data Value Includes</i>
26 = Radios/TVs/VCRs/DVD Players	<p>items used to transmit audible signals and visual images of moving and stationary objects; high fidelity and stereo equipment, CD players, MP3 players, cable boxes, etc.</p> <p><b>Note:</b> This data value does not include radios/stereos installed in vehicles; LEAs should classify these as 38 = Vehicle Parts/Accessories.</p>
27 = Recordings – Audio/Visual	<p>phonograph records or blank or recorded tapes or discs upon which the user records sound and/or visual images; compact discs (CDs), digital video discs (DVDs), cassettes, VHS tapes, etc.</p>
28 = Recreational Vehicles	<p>motor vehicles that are specifically designed, but not necessarily used, to transport people and also provide them temporary lodging for recreational purposes; motor homes</p>
29 = Structures – Single Occupancy Dwellings	<p>buildings occupied by single families, individuals, or housemates, commonly referred to as houses, mobile homes, townhouses, duplexes, etc.</p>
30 = Structures – Other Dwellings	<p>any other residential dwellings not meeting the definition of 29 = Structures – Single Occupancy Dwellings; apartments, tenements, flats, boarding houses, dormitories; temporary living quarters such as hotels, motels, inns, bed and breakfasts</p>
31 = Structures – Other Commercial/Business	<p>buildings designated for or occupied by enterprises engaged in the buying and selling of commodities or services, commercial trade, or forms of gainful activity that have the objective of supplying commodities; stores, office buildings, restaurants, etc.</p>

<i>Data Value</i>	<i>Data Value Includes</i>
32 = Structures – Industrial/Manufacturing	buildings designated for or occupied by enterprises engaged in the production or distribution of goods, refined and unrefined, for use by industry; factories, plants, assembly lines, etc.
33 = Structures – Public/Community	buildings used by a group of people for social/cultural/group/recreational activities, common interests, classes, etc.; colleges, hospitals, jails, libraries, meeting halls, passenger terminals, religious buildings, schools, sports arenas, etc.
34 = Structures – Storage	buildings used for storing goods, belongings, merchandise, etc.; barns, garages, storehouses, warehouses, sheds, etc.
35 = Structures – Other	any other types of structures not fitting the descriptions of the previous types of structures listed (i.e., in Data Values 29 through 34); outbuildings, monuments, buildings under constructions, etc.
36 = Tools	hand-held implements that are used in accomplishing work; hand and power tools
37 = Trucks	motor vehicles which are specifically designed, but not necessarily used, to transport cargo on a commercial basis, or vehicles designed for transporting loads
38 = Vehicle Parts/Accessories	items attached to the inside or outside of a vehicle; motor vehicle batteries, engines, transmissions, heaters, hubcaps, tires, radios, CD/DVD players, automotive global positioning system (GPS) navigation systems, etc.
39 = Watercraft	vehicles used in the water, propelled by a motor, paddle, or sail; motorboats, sailboats, canoes, fishing boats, jet skis, etc.

<i>Data Value</i>	<i>Data Value Includes</i>
41 = Aircraft Parts/Accessories	<p>parts or accessories of an aircraft, whether inside or outside</p> <p><b>Note:</b> This data value does not include aircrafts that are intact or model/toy planes; LEAs should classify complete aircraft as 01 = Aircraft and model/toy planes as 77 = Other.</p>
42 = Artistic Supplies/Accessories	<p>items or equipment used to create or maintain paintings, sculptures, crafts, etc.; frames, oil paints, clay</p>
43 = Building Materials	<p>items used to construct buildings; lumber, concrete, gravel, drywall, bricks, plumbing supplies, uninstalled windows, uninstalled doors, etc.</p> <p><b>Note:</b> This data value does not include items stolen from a completed building. LEAs should classify copper wire, aluminum, etc., as 71 = Metals, Non-Precious.</p>
44 = Camping/Hunting/Fishing Equipment/Supplies	<p>items, tools, or objects used for recreational camping, hunting, or fishing; tents, camp stoves, fishing poles, sleeping bags, etc.</p> <p><b>Note:</b> LEAs should classify rifles, pistols, and shotguns as 13 = Firearms.</p>
45 = Chemicals	<p>substances with distinct molecular compositions that are produced by or used in chemical processes; herbicides, paint thinner, insecticides, industrial or household products, solvents, fertilizers, lime, mineral oil, antifreeze, etc.</p> <p><b>Note:</b> LEAs should classify chemicals used in conjunction with illegal drug activity as 10 = Drugs/Narcotics or 11 = Drug/Narcotic Equipment, as appropriate.</p>

<i>Data Value</i>	<i>Data Value Includes</i>
46 = Collections/Collectibles	<p>objects that are collected because they arouse interest due to being novel, rare, bizarre, or valuable; art objects, stamp/baseball/comic book collections</p> <p><b>Note:</b> LEAs should use a more specific data value whenever possible. For example, a collection of old guns should be classified as 13 = Firearms.</p>
47 = Crops	<p>cultivated plants or agricultural produce grown for commercial, human, or livestock consumption and use that is usually sold in bulk; grains, fruits, vegetables, tobacco, cotton</p> <p><b>Note:</b> This data value does not include crops that yield illegal substances. LEAs should classify crops used in conjunction with illegal drug activity as 10 = Drugs/ Narcotics or 11 = Drug/Narcotic Equipment, as appropriate.</p>
48 = Documents/Personal or Business	<p>includes affidavits, applications, certificates, credit card documents, savings account books, titles, deposit slips, pawn shop slips, patents, blueprints, bids, proposals, personal files, and U.S. mail</p> <p><b>Note:</b> This data value does not include identity documents.</p>
49 = Explosives	<p>devices that explode or cause an explosion; bombs, dynamite, Molotov cocktails, fireworks, ammunition, etc.</p>
59 = Firearm Accessories	<p>items used in conjunction with a firearm to improve ease of use or maintenance; gun belts, cases, cleaning tools/equipment, targets, aftermarket stocks, laser sights, rifle/spotting/handgun scopes</p>

<i>Data Value</i>	<i>Data Value Includes</i>
64 = Fuel	products used to produce energy; coal, gasoline, diesel, biodiesel, natural gas, oil
65 = Identity Documents	formal documents and/or their numbers that provide proof pertaining to a specific individual's identity; passports, visas, driver's licenses, Social Security cards, alien registration cards, voter registration cards, etc.
66 = Identity - Intangible	sets of characteristics or behavioral or personal traits by which an entity or person is recognized or known; damaged reputation, disclosed confidential information, etc.
67 = Law Enforcement Equipment	<p>anything specifically used by law enforcement personnel during the performance of their official duties; vests, uniforms, handcuffs, flashlights, nightsticks, badges, etc.; canines (K-9s), horses, etc.</p> <p><b>Note:</b> This data value does not include firearms. LEAs should classify firearms as 13 = Firearms and should select the most appropriate motor vehicle or other mobile property data value when applicable, e.g., 01 = Aircraft, 39 = Watercraft, 24 = Other Motor Vehicles.</p>
68 = Lawn/Yard/Garden Equipment	<p>equipment used for maintaining and decorating lawns and yards; mowers, line trimmers, tools, tillers, etc.</p> <p><b>Note:</b> This data value does not include plants, trees, fountains, bird baths, etc.</p>
69 = Logging Equipment	equipment specifically used by logging industry personnel during the performance of their duties; choker cables, binders, blocks, etc.

<i>Data Value</i>	<i>Data Value Includes</i>
70 = Medical/Medical Lab Equipment	equipment specifically used in the medical field; X-ray machines, testing equipment, MRI (magnetic resonance imaging) machines, ultrasound machines, wheelchairs, stethoscopes, etc.
71 = Metals, Non-Precious	base metals or alloys possessing luster, malleability, ductility, and conductivity of electricity and heat; ferrous and non-ferrous metals such as iron, steel, tin, aluminum, copper, brass, copper wire, copper pipe, etc.
72 = Musical Instruments	instruments relating to or capable of producing music; percussion, brass, woodwind, and string instruments, etc.; guitar strings, picks, drum sticks, etc.
73 = Pets	animals kept for pleasure or companionship, other than livestock; cats, dogs, household birds, fish, rodents, reptiles, and exotic animals raised as pets and not for profit
74 = Photographic/Optical Equipment	equipment used to take photographs and/or relating to the science of optics or optical equipment; cameras, camcorders, telescopes, lenses, prisms, optical scanners, binoculars, monoculars, etc.  <b>Note:</b> This data value does not include camera phones. LEAs should classify these as 75 = Portable Electronic Communications.
75 = Portable Electronic Communications	electronic devices used to communicate audible or visual messages; cell phones, camera phones, pagers, personal digital assistants (PDAs), BlackBerrys®, Gameboy®, iPads®, iPods®, Kindles®, Nooks®, etc.

<i>Data Value</i>	<i>Data Value Includes</i>
76 = Recreational/Sports Equipment	equipment and materials used for recreational purposes, or during sports activities; skis, balls, gloves, weights, nets, bats, rackets, team uniforms, etc.
77 = Other	all other property not fitting the specific descriptions of the data values identified
78 = Trailers	transportation devices designed to be hauled by a motor vehicle; truck trailers, semi-trailers, utility trailers, farm trailers, etc.
79 = Watercraft Equipment/Parts/Accessories	<p>watercraft equipment or accessories that are used for the crafts' maintenance or operation; buoys, life preservers, paddles, sails</p> <p><b>Note:</b> This data value does not include accessories for water sports. LEAs should classify these as 76 = Recreational/Sports Equipment.</p>
80 = Weapons - Other	weapons not classified under other categories; knives, swords, nunchakus, brass knuckles, crossbows, bows and arrows, pepper spray, tasers, sling shots, "BB" guns, pellet guns, gas-powered guns, paintball guns, etc.
88 = Pending Inventory	items whose property description is unknown until the LEA conducts an inventory
99 = (blank)	this data value is a special data value used at the discretion of the FBI's UCR Program to compile statistics on certain designated types of property, which are the object of theft fads; it is not currently used

### Example 1

If a house was destroyed by arson and the homeowners were away on an overseas trip making it impossible to determine the property loss until their return, the agency should enter 88 = Pending Inventory.

**Note:** LEAs should update the property information with entries describing the type(s) of burned property when the results of the inventory are subsequently determined.

### Example 2

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

The stamp collection should be coded as 46 = Collections/Collectibles. The jewelry and silverware should be entered as code 17 = Jewelry/Precious Metals/Gems, the personal computer as 07 = Computer Hardware/Software, the clothes as 06 = Clothes/Furs, the TV and stereo equipment as 26 = Radios/TVs/VCRs/DVD Players, the microwave oven as 16 = Household Goods, the cash as 20 = Money, the copier as 23 = Office-type Equipment, and the shotgun as 13 = Firearms. Because more than ten items were taken, the bicycle, the two credit cards, and the ten blank personal checks should be coded as 77 = Other.

### Data Element 16 (Value of Property)

Agencies should use Data Element 16 (Value of Property) to enter the total dollar value (in whole dollars) of the property burned (including damage caused in fighting the fire), counterfeited, destroyed/ damaged/vandalized, recovered, seized, stolen, etc., as a result of an incident.

LEAs can enter up to ten values to match the up to ten property descriptions (Data Element 15) associated with each Property Segment (i.e., each type of property loss/etc.) in the incident. If more than ten types of property are involved, the values of the nine most valuable, coded properties should be entered; then, the total value of the remaining properties combined which were coded as 77 = Other in Data Element 15 should be combined and then entered.

If the value of a property is unknown, the agency should enter the value one dollar (\$1), which means unknown.

An agency should report only the value of the property stolen in its jurisdiction. Likewise, the agency that originally reported the property stolen should report the value of the property as recovered, regardless of whether another agency recovered the property. This procedure



applies to all stolen property, including motor vehicles. (Some agencies find it valuable to maintain separate records on property they recover for other jurisdictions.)

The valid data values to be used in Data Element 16 (Value of Property) are 1 – 999,999,999; 1 = unknown.

### Additional Considerations

When LEAs seize drugs or narcotics in a drug case, they should report no value for this data element, but should report the estimated quantity of the drugs/narcotics. Therefore, when the offense is 35A = Drug/Narcotic Violations, the data value of 6 = Seized should be entered into Data Element 14 (Type Property Loss/Etc.) and 10 = Drugs/Narcotics should be entered into Data Element 15 (Property Description). The agency should enter no value into this data element; instead, agencies should use Data Element 20 (Suspected Drug Type), Data Element 21 (Estimated Drug Quantity), and Data Element 22 (Type Drug Measurement).

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

### Guidelines for Property Valuation

Questions frequently arise as to how to value property involved in a criminal incident. The national UCR Program suggests the following guidelines:

1. Round values to the nearest whole dollar.
2. Use the fair market value for articles subject to depreciation because of wear and tear, age, or other factors causing the value to decrease with use.
3. Use the victim's valuation (in most instances) of items such as jewelry, watches, and other similar goods that decrease in value slightly or not at all with use or age.
4. Use replacement cost or actual cash cost to victim for new or almost new clothes, auto accessories, bicycles, etc.
5. Use the current market price at the time of the theft, seizure, etc. for negotiable instruments such as bonds payable to the bearer, etc.
6. Score the theft of nonnegotiable instruments such as traveler's checks, personal checks, money orders, stocks, bonds, food stamps, etc., but do not record a value.

7. Use the cost to the merchant (wholesale cost) of goods recovered, seized, stolen, etc., from retail establishments, warehouses, etc. In other words, use the dollar value representing the actual cash loss to the victim without any markup or profit added.
8. When the victim obviously exaggerates the value of stolen/destroyed/damaged property for insurance or other purposes, LEAs should use common sense and good judgment to determine the value reported for the stolen items.
9. Often the condition of the property is different at recovery than it was when stolen. LEAs should use the market value at the time of recovery even though it is less than the value reported at the time of the theft. If the value has increased by the time law enforcement recovers the property, the recovery value should not exceed its initial stolen value. Hair-splitting refinements are unnecessary.

**Note:** LEAs can use any type of resource to determine the value of property including the Internet, Craigslist, eBay, Kelley Blue Book, etc.

### Example 1

Two bicycles belonging to two victims were stolen at the same time and place—one was worth \$300 and the other \$150. The agency should enter a data value of 04 = Bicycles Data Element 15 (Property Description) and the total value of the bicycles, 450 ( $\$300 + \$150 = \$450$ ) into Data Element 16 (Value of Property).

### Data Element 17 (Date Recovered)

If an LEA recovers property previously stolen in their jurisdiction, they should report the month, day, and year of its recovery in Data Element 17. Accordingly, this data element should be used only if data value 5 = Recovered is entered into Data Element 14 (Type Property Loss/Etc.). If the recovery date is unknown, enter the date of the report.

LEAs can report up to ten dates of recovery to match each of the up to ten property descriptions associated with each type of property loss/etc. in the incident. If there is more than one date of recovery for the same Property Description, the agency should report the earliest date.

**Note:** LEAs should report recovered property only if they also first reported the property stolen.

### Example

On March 28, 2015, a thief stole three cars from a used car lot. An LEA recovered one of the cars on April 1, 2015. On April 24, 2015, they recovered a second car. The date reported for this data element should be 20150401.

### **Data Element 18 (Number of Stolen Motor Vehicles)**

LEAs should use Data Element 18 to report the number of motor vehicles that were stolen in a Motor Vehicle Theft incident. Therefore, agencies should use this data element only if the offense is 240 = Motor Vehicle Theft, 7 = Stolen was entered into Data Element 14 (Type Property Loss/Etc.), and 03 = Automobiles, 05 = Buses, 24 = Other Motor Vehicles, 28 = Recreational Vehicles, or 37 = Trucks was entered into Data Element 15 (Property Description). If the number of vehicles stolen is unknown, the agency should enter 00 = Unknown. LEAs should not report motor vehicles taken as the proceeds of other offenses, i.e., burglary, fraud, embezzlement, etc. In the NIBRS, agencies can report up to 99 vehicles stolen per incident.

### **Data Element 19 (Number of Recovered Motor Vehicles)**

Data Element 19 indicates how many motor vehicles an LEA recovered in a motor vehicle theft incident. Agencies should use this data element only if the offense is 240 = Motor Vehicle Theft, 5 = Recovered was entered into Data Element 14 (Type Property Loss/Etc.), and 03 = Automobiles, 05 = Buses, 24 = Other Motor Vehicles, 28 = Recreational Vehicles, or 37 = Trucks was entered into Data Element 15 (Property Description). If the number of recovered vehicles is unknown, the agency should report 00 = Unknown. The agency should not report motor vehicles recovered as the proceeds of other offenses, i.e., burglary, fraud, embezzlement, etc. In the NIBRS, agencies can report up to 99 vehicles recovered per incident.

### **Data Element 20 (Suspected Drug Type)**

Data Element 20 identifies the types of drugs or narcotics the LEA seized in a drug case. Agencies should use this data element in the following two instances: (1) one of the offenses in the incident was 35A = Drug/Narcotic Violations, 6 = Seized was entered into Data Element 14 (Type Property Loss/Etc.), and data value 10 = Drugs/Narcotics was entered into Data Element 15 (Property Description); or (2) one of the offenses is 35A = Drug/Narcotic Violations and 1 = None is entered in Data Element 14 (Type Property Loss/Etc.). This applies to drugs the offenders flushed down a toilet, swallowed, or the LEA used as part of an undercover investigation.

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

LEAs should not use this data element when they find drugs or narcotics burned, stolen, etc., in connection with other offenses, such as arson, burglary/breaking and entering, or larceny/theft.

## Valid Data Values

LEAs should enter up to three drug types per incident:

- A = Crack Cocaine
- B = Cocaine (all forms except Crack)
- C = Hashish
- D = Heroin
- E = Marijuana
- F = Morphine
- G = Opium
- H = Other Narcotics: Codeine; Demerol; Dihydromorphinone or Dilaudid; Hydrocodone or Percodan; Methadone; Pentazocine; Propoxyphene or Darvon; etc.
- I = LSD
- J = PCP
- K = Other Hallucinogens: MDMA or White Acid; DMT; MDA; MDMA; Mescaline or Peyote; Psilocybin; STP; Spice; Dronabinol or Marinol; etc.
- L = Amphetamines/Methamphetamines (includes Methcathinone)
- M = Other Stimulants: Adipex, Fastine, and Ionamin (Derivatives of Phentermine); Benzedrine; Didrex; Khat; Bath Salts; Methylphenidate or Ritalin; Phenmetrazine or Preludin; Tenuate; etc.
- N = Barbiturates
- O = Other Depressants: Glutethimide or Doriden, Methaqualone or Quaalude, or Talwin; etc.
- P = Other Drugs: Antidepressants (Elavil, Triavil, Tofranil, etc.); Aromatic Hydrocarbons; Tranquilizers (Chlordiazepoxide or Librium, Diazepam or Valium, etc.); Steroids; etc.
- U = Unknown Type Drug
- X = Over 3 Drug Types

**Table 6: Master Drug List**

<b>OPIUM OF COCAINE AND THEIR DERIVATIVES (Morphine, Heroin, Codeine)</b>
<b>Cocaine</b> (All Forms) street names: Coke , Crack, Blow, Nose Candy, Base, Sugar, Powder, Snow
<b>Codeine</b> ; street names: Cody Captain Cody, School Boy
<b>Heroin</b> ; street names: Smack, Horse, Brown, Tar (Synthetic Heroin must be reported in the Synthetic narcotics Category)
<b>Morphine</b> ; street names: Duramorph, M, Miss Emma, Monkey
<b>Opium</b> ; street names: Buddha, Chinese Molasses, Ze, Skee, O, Zero, Toys, Hop, Big O, Aunti Emma, Emma

<b>MARIJUANA</b>
<b>Cannabinoids</b>
<b>Hashish</b> ; street names: Hash, Afgani, Kief, Kif, Nup
<b>Marijuana Concentrate</b> (Hash Oil); street names: Wax, Nectar, Honey, Full Melt

<b>MARIJUANA</b>
<b>Marijuana</b> ; street names: Pot Weed, Grass, Dope, Reefer, Hash, Blunt, Herb, Chronic, Smoke, Mary Jane, Pakalolo
Synthetic Marijuanas (Spice, K2) must be reported in the Dangerous Non-Narcotics Category
<b>Tetrahydrocannabinol (THC)</b>

<b>SYNTHETIC NARCOTICS (Manufactured Narcotics That Can Cause True Drug Addiction)</b>
<b>3-Methylfentanyl</b>
<b>Actiq</b> (Fentanyl Citrate)
<b>Alpha-Methylfentanyl</b>
<b>AMF</b> (Alpha Methyl-Fentanyl); street names: China White
<b>Buprenorphine</b> includes: Suboxone, Subutex, Buprenex, and Temagesic; street names: Bupe, Subs, Subbies, Orange Guys
<b>China White</b> (Fentanyl)
<b>Crunk</b> (Over-the-Counter cough syrup and/or prescription drugs mixed with soft drinks) Agencies should report according to the primary type of drug used. i.e., Xanax, Codeine, etc.
<b>Darvon</b> (Propoxyphene); street names: Darvon Cocktail, Pinks, Footballs, Pink Footballs, Yellow Footballs, 65's, N's
<b>Demerol</b> ; street names: Smack, Dust, Juice, D, Dillies
<b>Desomorphine</b> (Permonid); street names: Krokodil, Crocodile
<b>Dihydrocodeine</b> (Drocode, Paracodeine, Parzone)
<b>Dihydromorphinone</b>
<b>Dilaudid</b> ; street names: Dillies, Hydro, M2s, Hospital Heroin
<b>Duragesic</b> ; Transdermal (Skin Patch) Fentanyl
<b>Endocet</b> ; street names: Killers, OC, Ozy, Oxy80
<b>Fentanyl</b> ; street names: Apache, China Girl, China White, Dance Fever
<b>Hydrocodone</b> ; (Vicodin, Lortab, Vicoprofen) street names: Tabs, Vikes, Hydro, Norco
<b>Hydromorphone</b> (Dilaudid)
<b>Lorcet</b> ; street names: Tabs, Norco, Vikes, Viko
<b>Meperidine</b> (Demerol)
<b>Methadone</b> ; street names: Chocolate Chip Cookies, Cookies, Fizzies, Maria, Pastora, Silvia
<b>Naloxene</b> (Byprenorphine)
<b>Oxycodone</b> ; street names: OC, Kicker, Hillbilly Heroin
<b>Oxycontin</b>
<b>Oxymorphone</b> (Opana or Opana ER); street names: Blue Heaven, Pink Lady, Pinko, Stop Signs, The O Bomb
<b>Pentazocine</b> ; street names when combined with other drugs: Kibbles & Bits, Sets, T's and B's Tease and Bees, Tease and Blues, Tease and Pies, Teddies and Bettys, Tops and Bottoms, Tricycles and Bicycles
<b>Percocet</b> ; Oxycodone and Acetaminophen (Tylenol)
<b>Percodan</b> ; street names; Percs, Paulas, Blue Dynamite

<b>SYNTHETIC NARCOTICS</b> <b>(Manufactured Narcotics That Can Cause True Drug Addiction)</b>
<b>Propoxyphene</b> (Darvon); street names: Darvon Cocktail, Pinks, Footballs, Pink Footballs, Yellow Footballs, 65's, N's
<b>Sublimaze</b> (Fentanyl Citrate)
<b>Subozone</b>
<b>Synthetic Heroin</b>
<b>Vicodin</b> ; street names: Vikes
<b>Zohydro</b>

<b>DANGEROUS NON-NARCOTICS</b> <b>(Barbiturates, Bensedrine)</b>
<b>2C-B</b> ; street names: Toonie, Nexus, Venus, Bees, Bromo
<b>2's</b>
<b>4-Bromo-2,5-Dimethoxyphenethylimine</b> ; street names: DOM
<b>4-Cholorotestosterone</b>
<b>4-Methylephedrone</b>
<b>4-Methylmethcathinone</b> (mephedrone); street names: 4 MMC, Meow-Meow, M-Cat, Bounce, Mad Cow
<b>4MMC</b> (Mephedrone)
<b>Adam</b> (MDMA) (Ecstasy)
<b>Adderall</b> ; street names: Beans, Christmas Trees, Pep Pills
<b>Adipex</b>
<b>Alprazolam</b> (Xanax)
<b>Amphetamines</b>
<b>Amrix</b> (Cyclobenzaprine)
<b>Amytal</b>
<b>Anabolic Steroids</b> ; street names: Arnolds, Gym Candy, Pumpers, Roids, Stackers, Gear, Juice
<b>Anadrol-50</b>
<b>Anavar</b> (Oxandrolone) street names: Var
<b>Aromatic Hydrocarbons</b>
<b>Barbiturates</b> (Valium, Ativan, Xanax); street names: Downers
<b>Bath Salts</b> ; street names: White Lightening, Zoom 2, Aura, Ivory Snow, Vanilla Sky, Red Dove, Ivory Wave, Hurricane Charlie
<b>Batu</b> (Methamphetamine)
<b>Bees</b> (2C-B); street names: Toonies, Nexus, Venus, Bromo
<b>Bennies</b> (Bensedrine)
<b>Bensedrine</b> ; street names: Fet, Powder, White, Whizz, Fettle, Throttle and Base
<b>Benzodiazapine</b> ; street names: Benzos, Nerve Pills, Tranks
<b>Black Beauties</b> ; street names: Black Birds, Black Bombers
<b>Boldenone</b> (Steroids)
<b>Bromo</b> (2C-B); street names: Toonie, Nexus, Venus Bees

**DANGEROUS NON-NARCOTICS  
(Barbiturates, Benzedrine)**

<b>Buspirone</b> (Buspar)
<b>Cannabicyclohezanol</b> (Synthetic Cannabis)
<b>Carizoprodol</b> (Sodol)
<b>Chloral Hydrate</b> ; street names: Mickey Finn, Knockout Drops, The Dollar Date
<b>Chlordiazepoxide</b> (Librium)
<b>Clonazepam</b> (Klonopin)
<b>Clostebol</b> (Steroids)
<b>Cloud 9</b> (Bath Salts)
<b>Concerta</b> (Methylphenidate)
<b>Crystal Meth</b> ; streetnames: Meth, Crank, Chalk, Ice
<b>Cyclobenzaprine</b> (Flexeril)
<b>D-Bol</b> (Methandrostenolone)
<b>Deca-Durabolin</b> (Steroids)
<b>Dehydrochlormethyltestosterone</b>
<b>Dexedrine</b> (Dextroamphetamine)
<b>Dexies</b> (Dextroamphetamine)
<b>Dextroamphetamine</b> (Dexies)
<b>Dianabol Methandrostenolone</b> (D-Bol)
<b>Diazepam</b> (Valium)
<b>Didrex</b> (Benzphetamine)
<b>Dihydrotestosterone</b>
<b>DMT</b> (Dimethyltryptamine)
<b>Drostanolone</b> (Steroids)
<b>Durabolin</b> (Steroids)
<b>Ecstasy</b> (MDMA) street names: E, X, XTC, Hug Drug, Love Drug
<b>Elavil</b> (Amitriptyline) Endep, Levate
<b>Ephedrine</b> ; street names: Ephedra, Effies, Herbal Ecstasy, Mormon Tea, Mahuang
<b>Equipose</b> (Steroids)
<b>Esiclene</b> (Steroids)
<b>Ethylestrenol</b> (Steroids)
<b>Fastine</b>
<b>Finaject</b> (Steroids)
<b>Finajet</b> (Steroids)
<b>Finaplix</b> (Steroids)
<b>Flexeril</b> (Cyclobenzaprine)
<b>Fluoxymesterone</b> (Halotestin) street names: Halo
<b>Flurazepam</b> (Dalmane, Dalmadorm)
<b>Formebolone</b>
<b>Formyldienolone</b>
<b>Gama-Butyrolactone</b>

<b>DANGEROUS NON-NARCOTICS (Barbiturates, Bensedrine)</b>
<b>GBL</b> ; street name: Liquid Ecstasy, Scoop, Easy Lay, Fantasy
<b>GHB</b> (Gamma Hydroxybutyric Acid) (Rohypnol); street names: Liquid Ecstasy, Georgia Home Boy, Liquid X, Easy Lay
<b>Glutethimide</b> (Doriden)
<b>HU-210</b> (Synthetic Cannabinoid)
<b>Ice</b> (Crystal Meth) street names: Meth, Crank, Chalk, Ice
<b>Ketamine</b> ; street names: Special K, K, Kit Cat, Cat Valium
<b>Khat</b> ; street names: Abyssinian Tea, African Salad, Oat, Kat, Chat, Catha
<b>Klonopin</b> ; street names: Kpins
<b>Lamotrigine</b>
<b>Laurabolin</b>
<b>Librium</b> (Chlordiazepoxide)
<b>Lipidex</b>
<b>Loprazolam</b>
<b>Love Drug</b> (MDMA) (Ecstasy)
<b>LSD</b> (Lysergic Acid Diethylamide); street names: Acid, Doses, Hits, Microdot, Sugar
<b>Lysergic Acid Diethylamine</b>
<b>Magic Mushrooms</b> (Psilocybin)
<b>Marinol</b> (Dronabinol)
<b>M-Cat</b> (Mephedrone)
<b>MDA</b>
<b>MDMA</b> (Ecstasy)
<b>MDPK</b> (Bath Salts)
<b>MDPV</b> (Bath Salts)
<b>Meow</b> (Mephedrone)
<b>Mephedrone</b> ; street names: MCAT, Meow, Meow Meow, Drone
<b>Mescaline</b>
<b>Mesterolone</b> (Steroids)
<b>Metadate</b>
<b>Metahapoctehonoh</b>
<b>Methamphetamine</b> (Speed); street names: Crystal meth, Crank, Ice, Glass, Crypto, Chalk, Meth
<b>Methandienone</b>
<b>Methandriol</b> (Steroids)
<b>Methandrostenolone</b>
<b>Methaqualone</b>
<b>Methcathinone</b> : street names: Bathtub Speed, Cadillac Express, Cat, Ephedrone, Gagers, Gagers, Goog, Jeff, Mulka, Speed, The C, Wild Cat, Wonder Star
<b>Methenolone</b>
<b>Methylin</b>
<b>Methylphenidate</b> (Concerta)



**DANGEROUS NON-NARCOTICS  
(Barbiturates, Benzedrine)**

<b>Methyltestosterone</b>
<b>Mibolerone</b>
<b>MM-Cat</b> (Mephedrone)
<b>Nandrolone</b> (Anabolic Steroids)
<b>Narcan</b> (Naloxone)
<b>Nexus</b> (2C-B); street names; Toonie, Venus, Bees, Bromo
<b>Nilevar</b> (Anabolic Steroids)
<b>Norethandrolone</b> (Steroids)
<b>Oxandrine</b> (Steroids)
<b>Oxandrolone</b> (Anavar)
<b>Oxymesterone</b> (Anadrol) street names: Drol
<b>Parabolan</b> (Anabolic Steroids)
<b>PCP</b> (Phencyclidine); street names: Angel Dust, Hog, Lovely, Wack, Ozone, Dust, Embalming Fluid
<b>Peyote</b> ; street names: Buttons, Cactus
<b>Phenmetrazine</b>
<b>Phencyclidine Analogues</b>
<b>Primobolan</b> (Anabolic Steroids)
<b>Proviron</b> (Anabolic Steroids)
<b>Prozac</b> ; street names: Distas, Green and Whites, Green Limes
<b>Psilocyn</b>
<b>Quetiapine</b> (Seroquel, Zeroquel, Ketipinor)
<b>Restoril</b> (Temazepam)
<b>Retalin</b> ; street names: Diet Coke, Kiddie Coke, Skittles
<b>Roll</b> (MDMA) (Ecstasy)
<b>Salvia Divinerum</b>
<b>Salvinorin A</b>
<b>Seconal</b>
<b>Sedatives</b>
<b>Seroquel</b> (Quetiapine)
<b>Sleeping Pills</b>
<b>Sodol</b> (Carisoprodol)
<b>Soma</b> (Carisoprodol)
<b>Speed</b> (Methamphetamine)
<b>Spice (K2)</b> (Synthetic Marijuana)
<b>Stanolone</b>
<b>Stanozolol</b> (Winstrol); street names: Winny
<b>Stratteral/Atomoxetine</b>
<b>Steroids</b> ; street names: Arnolds, Gum Candy, Pumpers, Roids, Stackers, Gear, Juice
<b>STP</b> (Serenity, Tranquility, and Peace)
<b>Sustanon 250</b> (Steroids)

<b>DANGEROUS NON-NARCOTICS (Barbiturates, Benzedrine)</b>
<b>Talwin</b>
<b>Temazepam</b> (Restoril)
<b>Tenuate</b> (Diethylpropion)
<b>Teslac</b> (Testolactone)
<b>Testolactone</b> (Teslac)
<b>Testosterone</b>
<b>Toonies</b> (2C-B); street names: Nexus, Venus, Bees, Bromo
<b>Tramadol Hydrochloride</b>
<b>Trenbolone</b>
<b>Triavil</b>
<b>Trofranil</b>
<b>Trophobolene</b>
<b>Turinabol</b> (Anabolic Steroids)
<b>Valium</b> (Diazepam)
<b>Venus</b> (2C-B); street names: Toonie, Nexus, Bees, Bromo
<b>Winstrol</b> (Stanozolo)
<b>Xanax</b> Alprazolam); street names: Z Bars, Zanny, French Fries
<b>Yellow Jackets</b>
<b>Zenith</b>
<b>Zilpidem</b>

**Note:** Only agencies in jurisdictions where the possession of Spice, also known as K2, is illegal should report offenses and/or arrests for the drug. Spice is a synthetic, cannabinoid herbal substance that, when smoked, produces a marijuana-like high. However, agencies should not classify Spice as marijuana for crime reporting purposes. Because it has been known to cause hallucinations in some users, the Chemical Unit at the FBI's Laboratory has advised that agencies should report the drugs as K = Other Hallucinogens.

### Example

In a drug case, an LEA seized the following drugs: (1) 1.5 kilograms of crack, (2) 2.125 pounds of marijuana, (3) 2.0 liquid ounces of morphine, and (4) 500 valium capsules. The agency should enter A = Crack Cocaine, E = Marijuana, and X = Over 3 Drug Types as a single entry for the morphine and valium because more than three types of drugs were seized.

**Note:** When more than three types of drugs are involved, the two most important drugs (as determined by the reporting agency based on the quantity, value, and deadliness of the drugs/narcotics) should be reported in Drug Type 1 and Drug Type 2; X = Over 3 Drug Types should be entered in Drug Type 3.

## Data Element 21 (Estimated Drug Quantity)

LEAs should use Data Element 21 to indicate the quantity of drugs or narcotics seized in a drug case. Therefore, LEAs should use it only if one of the offenses in the incident was 35A = Drug/Narcotic Violations, 6 = Seized was entered into Data Element 14 (Type Property Loss/ Etc.), and 10 = Drugs/Narcotics was entered into Data Element 15 (Property Description).

The *NIBRS Technical Specification* indicates nine characters are available to enter the number of whole pounds, ounces, grams, etc., and three more characters are available to enter the decimal amount, i.e., the quantity expressed in thousandths. Because the decimal is implied, agencies should not enter a decimal point into Data Element 21. LEAs should enter trace amounts of a drug as "00000000001" in this data element.

If the substance was sent to a laboratory for analysis, and a response has not yet been received, then 1 = None (i.e., 000000000100) must be entered into Data Element 21 to indicate None. LEAs must update this interim report with the true quantity once the response arrives.

LEAs can enter up to three quantities to match the up to three drug types reported in Data Element 20 (Suspected Drug Type). If more than three drugs or narcotics are involved, the quantities of the two most important (as determined by the reporting agency taking into account their quantity, value, and deadliness) should be entered. Agencies should not enter the quantity of the remaining drugs/narcotics coded as X = Over 3 Drug Types. Agencies should leave this data element blank.

Agencies should not report a monetary value when they seize the drugs or narcotics in connection with drug/ narcotic violations. However, in order to obtain some measure of the drug problem, agencies should report the Estimated Quantity of seized drugs or narcotics for each Drug/Narcotic Violation in these instances.

LEAs should not use this data element when they find drugs or narcotics, connected with other offenses, e.g., arson, burglary/breaking and entering, larceny-theft.

### Example 1

An agency seizes 1.5 kilograms of crack, 2.125 pounds of marijuana, 2.0 liquid ounces of morphine, and 500 valium capsules. The agency should enter 000000001500 for the crack and 000000002125 for the marijuana into Data Element 21. The agency should not enter quantities for the morphine or valium.

### Example 2

Law enforcement seized 15 marijuana plants from a greenhouse that was inside a residence. Police also seized 5 pounds of marijuana. The agency should enter 000000015000 for the plants

and for the 000000005000 for the marijuana. (Remember the last three digits of the field represent the tenths, hundredths, and thousandths to the right of an implied decimal.)

### Example 3

An LEA seized a bag of white powder that they suspected was drugs. They sent the powder to the laboratory for analysis. Therefore, the agency would enter 1 = None into Data Element 21. In addition, the agency must update the information once the analysis is complete.

### Data Element 22 (Type Drug Measurement)

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

Data Element 22 (Type Drug Measurement) can contain up to three entries, and the data values should be consistent with the data values reported for Data Element 20 (Suspected Drug Type). If more than three are involved, the types of measurement of the two most important drugs or narcotics (as determined by the reporting agency taking into account their quantity, value, and deadliness) should be entered. Do not enter the type of measurement for the remaining drugs or narcotics that are coded as X = Over 3 Drug Types in Data Element 20 (Suspected Drug Type); leave this data element blank.

If the substance was sent to a laboratory for analysis and a response has not yet been received, XX = Not Reported should be entered. In addition, 1 = None should be entered into Data Element 21 (Estimated Drug Quantity). When the agency receives the results of the laboratory analysis, the agency must update Data Elements 21 (Estimated Drug Quantity) and 22 (Type Drug Measurement).

LEAs should not use this data element when they find drugs or narcotics, connected with other offenses, e.g., arson, burglary/breaking and entering, larceny/theft.

### Valid Data Values

LEAs can enter up to three of the following measurement types in Data Element 22 (Type Drug Measurement):

#### *Weight*

GM= Gram  
KG = Kilogram  
OZ = Ounce  
LB = Pound

#### *Capacity*

ML= Milliliter  
LT = Liter  
FO = Fluid Ounce  
GL = Gallon

#### *Units*

DU = Dosage Units/Items<sup>1</sup>  
NP = Number of Plants<sup>2</sup>

XX = Not Reported

<sup>1</sup>Number of capsules, pills, tablets, etc.

<sup>2</sup>e.g., Marijuana plants (bushes)

**Note:** When more than three types of drugs are involved, the type of measurement for the two most important drugs (as determined by the reporting agency based on the quantity, value, and deadliness of the drugs/narcotics) should be reported in Measurement Type 1 and Measurement Type 2; Measurement Type 3 should be left blank.

### Example 1

An agency seizes 1.5 kilograms of Crack, 2.125 pounds of Marijuana, 2.0 liquid ounces of Morphine, and 500 Valium capsules. The agency should enter KG = Kilogram for the Crack and LB = Pound for the Marijuana. The agency should make no entries for the Morphine or Valium.

### Example 2

Law enforcement seized 15 marijuana plants from a greenhouse that was inside a residence. Police also seized 5 pounds of marijuana. The agency should enter NP = Number of Plants for the plants and LB = Pound for the marijuana.

### Example 3

An LEA seized a bag of white powder, suspected to be drugs. They sent the powder to the laboratory for analysis. The agency should enter U = Unknown for Suspected Drug Type and XX = Type Drug Measurement pending laboratory results.

### Data Element 23 (Victim Sequence Number)

Data Element 23 (Victim Sequence Number) is used to assign each victim in an incident a sequence number from 001 to 999. LEAs should then submit separate victim information for each numbered victim.

#### Example

If there were three victims in an incident, the LEA should report victim information for each of the three victims—one with Victim Sequence Number 001, another with 002, and the last with 003.

Some assault situations can pose difficulties in distinguishing victims. If a number of persons are involved in a dispute or disturbance and law enforcement investigations cannot establish the aggressors from the victims, record all persons involved as both victims and offenders. (Such situations can occur with domestic disputes, barroom brawls, etc.)

## Data Element 24 (Victim Connected to UCR Offense Code)

LEAs should use Data Element 24 to link each victim to the up to ten most serious (as determined by the reporting agency) Group A offenses that were perpetrated against him/her during the incident.

### Example

An offender robbed two victims, Victim 001 and Victim 002 and also raped Victim 001. In the victim information for Victim 001, the agency should report both 120 (Robbery) and 11A (Rape). In the victim information for Victim 002, the agency should submit only 120 (Robbery).

**Note:** Each offense may not affect every victim in an incident. For each victim, report only those offenses affecting him/her.

**Note:** The robbery/assault example above contains 'lesser included' offenses. Mutually exclusive offenses are offenses that cannot occur to the same victim according to UCR Definitions. Lesser included offenses are offenses where one offense is an element of another offense and cannot be reported as having happened to the victim along with the other offense. (For more information about mutually exclusive/lesser included offenses, refer to the *NIBRS Technical Specification*, Data Element 24 [Victim Connected to UCR Offense Code]).

## Data Element 25 (Type of Victim)

LEAs should use Data Element 25 to categorize each victim associated with a NIBRS incident.

### Valid Data Values

LEAs should enter only one per victim segment:

B = Business

F = Financial Institution

G = Government

I = Individual

L = Law Enforcement Officer (valid for offenses 09A, 13A, 13B, and 13C only)

O = Other

R = Religious Organization

S = Society/Public

U = Unknown

### Example

During a bank robbery, the offender pointed a gun at a teller, demanded, and received money. The robber also pistol-whipped a customer who stood in his way as he made his getaway from

the bank. There were three victims: the bank (F = Financial Institution), the teller (I = Individual), and the pistol-whipped customer (I = Individual). Therefore, agencies should enter the appropriate codes into their respective Victim Segments.

**Note:** When the type of victim is L = Law Enforcement Officer, agencies must report Data Elements 25A, 25B, and 25C. Agencies should report only the victim type of L = Law Enforcement Officer when an officer is the victim of a homicide or an assault. For other types of crimes (such as Robbery), the victim type should be I = Individual.

### 25A – 25C Law Enforcement Officers Killed and Assaulted (LEOKA)

LEAs should use Data Elements 25A, 25B, and 25C to report line-of-duty felonious killings and assaults on sworn law enforcement officers, who have full arrest powers. LEAs should report all assaults on officers, with or without injuries.

#### Data Element 25A (Type of Officer Activity/Circumstance)

Data Element 25A—Type of Officer Activity/Circumstance—describes the type of activity that the officer was engaged at the time he/she was assaulted or killed in the line of duty.

#### Valid Data Values

LEAs should enter only one per victim segment:

- 01= Responding to Disturbance Call (family quarrels, person with firearm, etc.)
- 02= Burglaries in Progress or Pursuing Burglary Suspects
- 03= Robberies in Progress or Pursuing Robbery Suspects
- 04= Attempting Other Arrests
- 05= Civil Disorder (riot, mass disobedience)
- 06= Handling, Transporting, Custody of Prisoners
- 07= Investigating Suspicious Persons or Circumstances
- 08= Ambush, No Warning (Situation where an officer is assaulted, unexpectedly, as the result of premeditated design by the perpetrator.)
- 09= Mentally Deranged Assailant
- 10= Traffic Pursuits and Stops
- 11= All Other

#### Data Element 25B (Officer Assignment Type)

LEAs should use Data Element 25B—Officer Assignment Type—to specify the officer's type of assignment at the time he/she sustained injury or died while on duty. Code F (Two-Officer Vehicle) and codes G and H (One-Officer Vehicle Alone and Assisted, respectively) pertain to uniformed officers; codes I and J (Detective or Special Assignment Alone and Assisted, respectively) to non-uniformed officers; and codes K and L (Other Alone and Assisted,

respectively) to officers assaulted or killed while in other capacities, such as foot patrol or off duty. The term *assisted* refers to law enforcement assistance only.

## Valid Data Values

LEAs should enter only one per victim segment:

- F = Two-Officer Vehicle
- G = One-Officer Vehicle (Alone)
- H = One-Officer Vehicle (Assisted)
- I = Detective or Special Assignment (Alone)
- J = Detective or Special Assignment (Assisted)
- K = Other (Alone)
- L = Other (Assisted)

### Example 1

An agency dispatched a one-officer vehicle to the scene of a crime in progress. There were no other units to back up the officer. The perpetrator, who had committed a burglary, immediately fired on the officer upon his arrival at the scene. The agency should report the incident as G = One-Officer (Alone).

### Example 2

An agency dispatched a one-officer vehicle to the scene of a crime in progress. Another one-officer vehicle answered the call as well. While attempting to apprehend the individual, the perpetrator punched one of the officers. The agency should code the incident as H = One-Officer (Assisted).

## Data Element 25C (Officer – ORI Other Jurisdiction)

An ORI is the unique nine-character identifier that the NCIC has assigned to each agency. If a perpetrator killed or assaulted a law enforcement officer who was on duty in a jurisdiction other than his/her own, the law enforcement agency having jurisdiction where the incident occurred should report the law enforcement officer killed or assaulted. The agency should use Data Element 25C to identify the ORI of the law enforcement officer's agency. The agency does not need to enter information in this data element if the officer is assaulted in his/her own jurisdiction.

### Example

On May 2, 2015, a perpetrator shot a law enforcement officer who was working in conjunction with a state narcotics task force in a jurisdiction outside his own duty assignment while serving a warrant on an individual known to be operating a methamphetamine lab. In reporting the incident, the covering agency should use Data Element 25C (Officer – ORI Other Jurisdiction)



because the law enforcement officer was assaulted in the line of duty outside his regularly assigned jurisdiction.

### **Data Element 26 (Age of Victim)**

Data Element 26—Age of Victim—indicates the age or age range of an individual (person) victim in an incident *when the crime occurred*.

#### **Valid Data Values**

01 - 98= Years Old

NN = Under 24 Hours

NB = 1 - 6 Days Old

BB = 7 - 364 Days Old

99 = Over 98 Years Old

00 = Unknown

#### **Example 1**

A 20-year-old female told police she was a victim of rape when she was 15 years old. The correct reported age value for Data Element 26 is 15 = 15 Years Old.

#### **Example 2**

If a deceased male victim appeared to be a teenager, agencies could report the Age of Victim as 13 to 19 (i.e., 1319).

### **Data Element 27 (Sex of Victim)**

Data Element 27—Sex of Victim—indicates the gender of an individual (person) victim in an incident.

#### **Valid Data Values**

F = Female

M = Male

U = Unknown

### **Data Element 28 (Race of Victim)**

Data Element 28—Race of Victim—indicates the race of an individual (person) victim in an incident.

## Valid Data Values

W = White  
B = Black or African American  
I = American Indian or Alaska Native  
A = Asian  
P = Native Hawaiian or Other Pacific Islander  
U = Unknown

The definitions of the racial designations are:

**White**—A person having origins in any of the original peoples of Europe, the Middle East, or North Africa

**Black or African American**—A person having origins in any of the black racial groups of Africa

**American Indian or Alaska Native**—A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment

**Asian**—A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam

**Native Hawaiian or Other Pacific Islander**—A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands, e.g., individuals who are Carolinian, Fijian, Kosraean, Melanesian, Micronesian, Northern Mariana Islander, Palauan, Papua New Guinean, Ponapean (Pohnpelan), Polynesian, Solomon Islander, Tahitian, Tarawa Islander, Tokelauan, Tongan, Trukese (Chuukese), and Yapese.

**Note:** The term “Native Hawaiian” does not include individuals who are native to the state of Hawaii simply by virtue of being born there.

## Data Element 29 (Ethnicity of Victim)

Data Element 29—Ethnicity of Victim—indicates the ethnicity of an individual (person) victim in an incident. This is an optional data element.

## Valid Data Values

H = Hispanic or Latino  
N = Not Hispanic or Latino  
U = Unknown

The ethnic designation of Hispanic or Latino includes persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

### **Data Element 30 (Resident Status of Victim)**

If the victim type entered in Data Element 25 (Type of Victim) was I = Individual, LEAs should enter the person's resident status (resident or nonresident) into Data Element 30 (Resident Status of Victim). This is an optional data element.

**Notes:** Resident status does not refer to the immigration or national citizenship status of the individual. Instead, it identifies whether individuals are residents or nonresidents of the jurisdiction that the incident occurred. It also enables agencies having a high transient population to show their population at risk is actually higher than their official resident population.

A resident is a person who maintains his/her permanent home for legal purposes in the locality (town, city, or community) where the crime took place. Reporting agencies should base their determinations of residency on the town, city, or community where the crime occurred rather than their broader geographical jurisdictions. In regard to university/college campuses, only persons living on campus (in dormitories, etc.) would be considered residents if victimized within the confines of the school property; a campus LEA should report the crime.

#### **Valid Data Values**

N = Nonresident  
R = Resident  
U = Unknown

#### **Example 1**

A victim was robbed in San Diego, California, where he resides; the agency should enter R = Resident.

#### **Example 2**

The victim of a crime was a business. Because the victim was not an individual, the agency should not use this data element.

### **Data Element 31 (Aggravated Assault/Homicide Circumstances)**

Data Element 31 describes the circumstances of either an Aggravated Assault or a Homicide. Therefore, LEAs should use it only with offenses of 13A = Aggravated Assault and 09A-09C = Homicide Offenses.

LEAs should base selections of circumstances on information known following their investigation, not decisions of a grand jury, coroner's inquest, or other agency outside law enforcement. LEAs should always select the most appropriate circumstances as determined by investigation.

Traffic fatalities, accidental deaths, or deaths of victims due to their own negligence are not to be included as negligent manslaughters. LEAs should report information regarding all other negligent manslaughters regardless of actions to prosecute.

Valid Data Values for 13A = Aggravated Assault and 09A = Murder and Nonnegligent Manslaughter

LEAs can enter up to two circumstances per victim segment:

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

Valid Data Values for **09B = Negligent Manslaughter**

LEAs can enter one circumstance per victim segment:

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

Valid Data Values for **09C = Justifiable Homicide**

LEAs can enter one circumstance per victim segment:

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

### Example 1

Two juvenile street gangs fought over “turf rights” to sell drugs and a member of one gang killed a member of the other gang. Possible entries are 01 = Argument, 03 = Drug Dealing, and 05 = Juvenile Gang. Even though all three would apply, there is a limit of two entries. Since the agency should report the two most descriptive data values, it should report 03 = Drug Dealing and 05 = Juvenile Gang.

### Example 2

While resisting an arrest, a fugitive pulled a gun and fired twice in the direction of two police officers who were attempting to take him into custody. Neither officer sustained injury, but both drew their weapons and returned fire, killing the fugitive. Because this was a justifiable homicide, the agency should enter 21 = Criminal Killed by Police Officer should be entered.

### Data Element 32 (Additional Justifiable Homicide Circumstances)

Data Element 32—Additional Justifiable Homicide Circumstances—further describes the circumstances of a justifiable homicide, i.e., when an agency enters either 20 = Criminal Killed by Private Citizen or 21 = Criminal Killed by Police Officer into Data Element 31.

### Valid Data Values

LEAs should enter one circumstance per victim segment:

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

### Example

In the scenario given above in Example 2, while resisting an arrest, a fugitive pulled a gun and fired twice in the direction of two police officers who were attempting to take him into custody. Neither officer sustained injury, but both drew their weapons and returned fire, killing the fugitive. This was a justifiable homicide; the LEA should report the incident as 21 = Criminal Killed by Police Officer. Since the agency can report only one Additional Justifiable Homicide Circumstance data value, they should submit the most descriptive data value. In this case, the reporting agency should enter A = Criminal Attacked Police Officer and That Officer Killed Criminal.

### Data Element 33 (Type Injury)

When Data Element 25 (Type of Victim) is I = Individual and Data Element 6 (UCR Offense Code) is one or more of the following offenses, LEAs should use Data Element 33 (Type Injury) to describe the type of bodily injury that the victim suffered:

- 100 Kidnapping/Abduction
- 11A Rape
- 11B Sodomy
- 11C Sexual Assault With An Object
- 11D Fondling
- 120 Robbery
- 13A Aggravated Assault
- 13B Simple Assault
- 210 Extortion/Blackmail
- 64A Human Trafficking, Commercial Sex Acts
- 64B Human Trafficking, Involuntary Servitude

#### Valid Data Values

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

#### Example 1

The offender assaulted the victim with a tire iron, breaking the victim's arm and making a cut about three inches long and one inch deep on his back. The entries for the types of injuries should be B = Apparent Broken Bones and L = Severe Laceration.

#### Example 2

Because the victim was a respected religious figure, the offender blackmailed the victim regarding his sexual activities. Since he suffered no physical injury, the entry should be N = None.

### **Data Element 34 (Offender Number to be Related)**

LEAs should use Offender Number to be Related to enter the Offender Sequence Number (found in Data Element 36) of each offender to be identified in Data Element 35 (Relationship of Victim to Offender). Enter 00 = Unknown when Data Element 36 (Offender Sequence Number) is 00 = Unknown Offender. When more than ten offenders are identified, LEAs should enter the ten most closely related to the victim. This data element is mandatory when one or more of the offenses reported in Data Element 24 (Victim Connected to UCR Offense Code) is a Crime Against Person or a robbery:

- 09A = Murder and Nonnegligent Manslaughter
- 09B = Negligent Manslaughter
- 09C = Justifiable Homicide
- 100 = Kidnapping/Abduction
- 11A = Rape
- 11B = Sodomy
- 11C = Sexual Assault With An Object
- 11D = Fondling
- 120 = Robbery
- 13A = Aggravated Assault
- 13B = Simple Assault
- 13C = Intimidation
- 36A = Incest
- 36B = Statutory Rape
- 64A = Human Trafficking, Commercial Sex Acts
- 64B = Human Trafficking, Involuntary Servitude

### **Valid Data Values**

#### **01 - 99**

00 = Unknown Offender

### **Example**

Three offenders assaulted a victim. The agency should report three data values in Data Element 34 (Offender Number to be Related), i.e., 01, 02, 03.

### **Data Element 35 (Relationship of Victim to Offender)**

The agency should use Data Element 35—Relationship of Victim to Offender—along with Data Element 34 (Offender Number to be Related), to report the relationship of the victim to the offender(s) who perpetrated a Crime Against Person or a robbery against the victim.

When the LEA identifies more than ten offenders, the LEA should enter the ten most closely related to the victim.

This data element is mandatory when one or more of the offenses reported in Data Element 24 (Victim Connected to UCR Offense Code) is a Crime Against Person or a robbery and Data Element 36 (Offender Sequence Number) is other than 00 = Unknown:

09A = Murder and Nonnegligent Manslaughter  
09B = Negligent Manslaughter  
09C = Justifiable Homicide  
100 = Kidnapping/Abduction  
11A = Rape  
11B = Sodomy  
11C = Sexual Assault With An Object  
11D = Fondling  
120 = Robbery  
13A = Aggravated Assault  
13B = Simple Assault  
13C = Intimidation  
36A = Incest  
36B = Statutory Rape  
64A = Human Trafficking, Commercial Sex Acts  
64B = Human Trafficking, Involuntary Servitude

#### Valid Data Values

LEAs should enter up to ten per victim:

#### Within Family

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



## Outside Family But Known to Victim

AQ = Victim Was Acquaintance  
FR = Victim Was Friend  
NE = Victim Was Neighbor  
BE = Victim Was the Baby/Child in the care of a Babysitter  
BG = Victim Was Boyfriend/Girlfriend  
CF = Victim Was Child of Boyfriend or Girlfriend  
HR = Homosexual Relationship  
XS = Victim Was Ex-Spouse  
EE = Victim Was Employee  
ER = Victim Was Employer  
OK = Victim Was Otherwise Known

## Not Known By Victim

RU = Relationship Unknown  
ST = Victim Was Stranger

## Other

VO = Victim Was Offender

The agency should use the Victim Was Offender category when a participant in the incident was a victim and offender in the incident, such as domestic disputes where both husband and wife are charged with assault, double murders (two people kill each other), or barroom brawls where many participants are arrested.

When reporting these data, the LEA should keep in mind they should report the relationship of the victim to *each offender*.

### Example 1

A fraternity was hosting a party when an altercation broke out. The victim was physically assaulted by his brother and 9 acquaintances. The LEA should enter the information for the brother and 9 of the offenders who were acquaintances.

### Example 2

An employee assaulted his employer with his fists. The LEA should report ER = Victim Was Employer.

### Example 3

Two unknown subjects wearing masks and gloves rob a male and female couple. The victims could not identify the age, sex, and race of the subjects. The LEA should report RU = Relationship Unknown to indicate the relationship of each victim to each offender.

### Data Element 36 (Offender Sequence Number)

The reporting agency should assign each offender in an incident a sequence number from 01 to 99 using Data Element 36. If the agency knows nothing about the offender(s), the agency should report 00 = Unknown Offender.

#### Valid Data Values

01 – 99

00 = Unknown Offender

**Note:** If an LEA has already assigned sequence numbers because the offenders perpetrated a Crime Against Person or robbery, the LEA must use the same numbers.

### Example 1

An LEA investigated an incident involving a corpse with five bullet holes who was found in an abandoned warehouse. There were no witnesses to the crime or suspects. Data Element 36 (Offender Sequence Number) should contain 00 = Unknown Offender.

### Example 2

A witness saw two offenders fleeing the scene of a burglary, but because the burglars were wearing ski masks, the witness could not determine their age, sex, or race.. The reporting agency should enter offender information for both offenders—Data Element 36 (Offender Sequence Number), that contain 01 and 02, and LEAs should report applicable data values in Data Elements 37 (Age of Offender), Data Element 38 (Sex of Offender), and Data Element 39 (Race of Offender) for each offender.

### Data Element 37 (Age of Offender)

Data Element 37—Age of Offender—indicates the age or age range of an offender in an incident.

#### Valid Data Values

01 – 98 = Years Old

99 = Over 98 Years Old

00= Unknown

### Example

If the victim or a witness reported the offender's age as between 25 and 30 years old, the LEA should report 2530 (i.e., 25 to 30 years old) into Data Element 37 (Age of Offender).

### Data Element 38 (Sex of Offender)

Data Element 38—Sex of Offender—indicates the gender of an offender in an incident.

#### Valid Data Values

F = Female  
M = Male  
U = Unknown

### Data Element 39 (Race of Offender)

Data Element 39—Race of Offender—indicates the race of an offender in an incident.

#### Valid Data Values

W = White  
B = Black or African American  
I = American Indian or Alaska Native  
A = Asian  
P = Native Hawaiian or Other Pacific Islander  
U = Unknown

The definitions of the racial designations are:

White—A person having origins in any of the original peoples of Europe, the Middle East, or North Africa

Black or African American—A person having origins in any of the black racial groups of Africa

American Indian or Alaska Native—A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment

Asian—A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam

Native Hawaiian or Other Pacific Islander—A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands, e.g., individuals who are Carolinian, Fijian, Kosraean, Melanesian, Micronesian, Northern Mariana Islander, Palauan, Papua New Guinean, Ponapean (Pohnpelan), Polynesian, Solomon Islander, Tahitian, Tarawa Islander, Tokelauan, Tongan, Trukese (Chuukese), and Yapese.

**Note:** The term “Native Hawaiian” does not include individuals who are native to the state of Hawaii simply by virtue of being born there.

### **Data Element 39A (Ethnicity of Offender)**

Data Element 39A—Ethnicity of Offender—indicates the ethnicity of an offender in an incident. This is an optional data element.

#### **Valid Data Values**

H= Hispanic or Latino

N= Not Hispanic or Latino

U= Unknown

The ethnic designation of Hispanic or Latino includes persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

### **Data Element 40 (Arrestee Sequence Number)**

The LEA should assign each arrestee reported in a Group A Incident Report or Group B Arrest Report a sequence number (Data Element 40) from 01 to 99.

#### **Example**

If two persons were arrested in connection with a Group A offense, the LEA should report two sets of arrest information.

### **Data Element 41 (Arrest Transaction Number)**

An LEA assigns an Arrest Transaction Number (Data Element 41) to an arrest report to uniquely identify the arrest report. The Arrest Transaction Number may be the incident number of the previously reported incident relating to the arrest or a separate arrest transaction number. The number may be up to 12 characters in length.

For Group B offenses, LEAs can report data about multiple arrestees under the same Arrest Transaction Number. The FBI will use ORI, Arrest Transaction Number, and the Arrestee Sequence Number to uniquely identify the arrestees.

### **Data Element 42 (Arrest Date)**

The Arrest Date (Data Element 42) is the date (year, month, and day [YYYYMMDD]) of an arrest.

### **Data Element 43 (Type of Arrest)**

LEAs should use Data Element 43 to indicate the type of apprehension (at the time of initial contact with the arrestee).

#### **Valid Data Values**

LEA should enter only one per arrestee:

O = On-View Arrest (apprehension without a warrant or previous incident report)

S = Summoned/Cited (not taken into custody)

T = Taken Into Custody (based on a warrant and/or previously submitted incident report)

#### **Example 1**

An LEA without a warrant arrested a woman who was soliciting for prostitution on a street corner. The agency should enter O = On-View Arrest.

#### **Example 2**

An officer served a man with a subpoena summoning him to appear in court. The agency should enter S = Summoned/Cited.

#### **Example 3**

A citizen filed a complaint. The LEA then investigated the incident and, based on a warrant, took the offender into custody. The LEA should report T = Taken Into Custody for Type of Arrest.

### **Data Element 44 (Multiple Arrestee Segments Indicator)**

The Multiple Arrestee Segments Indicator (Data Element 44) ensures that an LEA counts the arrestee only once when the arrest is related to multiple incidents.

The reporting agency should enter C = Count Arrestee for one incident in the Multiple Arrestee Segments Indicator and M = Multiple in this data element for all of the remaining incidents. If a suspect's arrest did not clear additional incidents, the entry should be N = Not Applicable.

#### **Valid Data Values**

LEAs should enter only one per arrestee per incident:

C = Count Arrestee  
M = Multiple  
N = Not Applicable

### Example

After an LEA apprehended a robbery suspect, the LEA learned that the suspect was also responsible for five additional robberies within the jurisdiction. The agency should enter C = Count Arrestee for the robbery using the Multiple Arrestee Segments Indicator and M = Multiple in this data element for all of the remaining robberies.

### Data Element 45 (UCR Arrest Offense Code)

The UCR Arrest Offense Code (Data Element 45) identifies the offense for which the LEA arrested an offender. An LEA can arrest an offender for any of the Group A or Group B offenses with the exception of 09C = Justifiable Homicide or 90I = Runaway. If an LEA apprehends an arrestee for more than one offense, the reporting agency must determine the most serious offense and enter it as the arrest offense.

An agency can report a Group B offense for Group A Incident Reports, as long as the reporting agency determined that the Group B offense was the most serious arrest offense. Any arrest (regardless of arrest offense reported) made in connection with a Group A incident will result in its clearance.

### Example 1

If an LEA arrests an offender for both robbery and murder, they should report 09A = Murder and Nonnegligent Manslaughter, the more serious offense.

### Example 2

An LEA arrests an offender for DUI, a Group B offense. They subsequently determined the arrestee had been involved in a previously reported robbery. The LEA should report the arrest offense for the Robbery as 90D = Driving Under the Influence. The agency would not have to submit a Group B Arrest Report.

### Data Element 46 (Arrestee Was Armed With)

An agency should use Data Element 46 to indicate whether they arrested an offender in possession of a commonly-known weapon at the time of his/her arrest.

## Valid Data Values

LEAs should enter up to two:

01= Unarmed

11= Firearm (type not stated)

12= Handgun

13= Rifle

14= Shotgun

15= Other Firearm

16= Lethal Cutting Instrument (e.g., switchblade knife or martial arts stars)

17= Club/Blackjack/Brass Knuckles

**Note:** The FBI defines an automatic firearm as any firearm that shoots, or is designed to shoot, more than one shot at a time by a single pull of the trigger without manual reloading. If the weapon was an automatic firearm, an A should be reported in the Automatic Weapon Indicator, e.g., 13A = Automatic Rifle. Do not include semi-automatic as a automatic weapon.

### Example 1

When an LEA arrested a man, he had in his possession a .357-caliber revolver and a penknife. The entry should be 12 = Handgun. Because law enforcement does not generally consider a small pocket knife to be a weapon, the LEA should not report it.

### Example 2

An LEA arrested a female who resisted the arrest using a liquor bottle and a chair as weapons before being subdued. The entry should be 01 = Unarmed. Although the subject used items as weapons, the FBI does not consider the weapons used in this incident as weapons that are commonly known.

## Data Element 47 (Age of Arrestee)

Data Element 47—Age of Arrestee—indicates the age or age range of an arrestee in an incident.

## Valid Data Values

01 - 98 = Years Old

99= Over 98 Years Old

00= Unknown

### Example 1

The arrestee refused to give his date of birth, but he appeared to be between 35 and 40 years

old. The LEA can report either 00 = Unknown or 3540 (i.e., 35 to 40 years old).

### **Data Element 48 (Sex of Arrestee)**

Data Element 48—Sex of Arrestee—indicates the gender of an arrestee in an incident.

#### **Valid Data Values**

F = Female

M = Male

### **Data Element 49 (Race of Arrestee)**

Data Element 49—Race of Arrestee—indicates the race of an arrestee in an incident.

#### **Valid Data Values**

W = White

B = Black or African American

I = American Indian or Alaska Native

A = Asian

P = Native Hawaiian or Other Pacific Islander

U = Unknown

The definitions of the racial designations are:

**White**—A person having origins in any of the original peoples of Europe, the Middle East, or North Africa

**Black or African American**—A person having origins in any of the black racial groups of Africa

**American Indian or Alaska Native**—A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment

**Asian**—A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam

**Native Hawaiian or Other Pacific Islander**—A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands, e.g., individuals who are Carolinian, Fijian, Kosraean, Melanesian, Micronesian, Northern Mariana Islander, Palauan, Papua New Guinean,



Ponapean (Pohnpelan), Polynesian, Solomon Islander, Tahitian, Tarawa Islander, Tokelauan, Tongan, Trukese (Chuukese), and Yapese.

**Note:** The term “Native Hawaiian” does not include individuals who are native to the state of Hawaii simply by virtue of being born there.

### Data Element 50 (Ethnicity of Arrestee)

Data Element 50—Ethnicity of Arrestee—indicates the ethnicity of an arrestee in an incident. This is an optional data element.

#### Valid Data Values

H= Hispanic or Latino  
N= Not Hispanic or Latino  
U= Unknown

The ethnic designation of Hispanic or Latino includes persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

### Data Element 51 (Resident Status of Arrestee)

LEAs should use Data Element 51—Resident Status of Arrestee—to indicate whether the arrestee was a resident or nonresident of the jurisdiction that the incident occurred. This is an optional data element.

#### Valid Data Values

N = Nonresident  
R = Resident  
U = Unknown

**Note:** Resident Status does not refer to the immigration or national citizenship status of the individual. Instead, it identifies whether individuals are residents or nonresidents of the jurisdiction in which the incident occurred. It also enables agencies having a high transient population to show their population at risk is actually higher than their official resident population.

A resident is a person who maintains his/her permanent home for legal purposes in the locality (town, city, or community) where the crime took place. Reporting agencies should base their determinations of residency on the town, city, or community where the crime occurred rather than their broader geographical jurisdictions. In regard to university/college campuses, only persons living on campus (in dormitories, etc.) would be considered residents if victimized within the confines of the school property; a campus LEA should report the crime.

### Example 1

A man was arrested for a crime that occurred in Phoenix, Arizona, and the arrestee maintained his legal residence in the city; therefore the entry should be R = Resident.

### Example 2

The crime occurred in Washington, D.C., but the arrestee maintained his legal residence in Alexandria, Virginia. The entry should be N = Nonresident.

### Data Element 52 (Disposition of Arrestee Under 18)

LEAs should use Data Element 52—Disposition of Arrestee Under 18—to report the nature of an arrestee's detention if the arrestee was 17 years of age or younger at the time of the arrest. The word *arrest* as it applies to juveniles is intended to mean the law enforcement handling of those juveniles who have committed a crime and are taken into custody under such circumstances that, if the juvenile were an adult, an arrest would have been reported.

Depending on the seriousness of the offense and the offender's prior criminal record, this can include a warning by the police with the juvenile being released to parents, relatives, friends, or guardians. Or, LEAs may refer juveniles to the probation department or some other branch of the juvenile court; to welfare agencies; to other LEAs; or, in the case of serious offenders, to criminal or adult court by waiver of juvenile court. Therefore, LEAs should include not only arrests in the usual sense, but an LEA should report any situation where they handle/process a young person for a violation of the law, in lieu of an actual arrest, e.g., summons, citation, or notification to appear before a juvenile or youth court or similar authority.

Agencies should not record incidents of police contacts with juveniles where no offense has been committed (e.g., instructing children to move their ballgame from the street to the playground) and instances where juveniles are taken into custody for their own protection (i.e., the juvenile's welfare is endangered). In addition, LEAs should not report as arrests callbacks or follow-up contacts with young offenders by officers for the purpose of determining their progress since the FBI intends these statistics to measure law enforcement problems, not juvenile court activity.

### Valid Data Values

Regarding dispositions of individuals under age 18, LEAs should enter only one per arrestee:

H = Handled Within Department (released to parents, released with warning, etc.)

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

## Juvenile Arrest Reporting

The FBI's UCR Program does not collect the identities of individuals. Therefore, laws or regulations pertaining to the confidential treatment of the identity of juvenile offenders do not preclude the collection of arrest information for FBI's UCR Program purposes or an agency's administrative use.

In a situation where juvenile records are not readily available because the LEA keeps them in a juvenile bureau, youth bureau, or other special office, statistical compilation problems involving juveniles can normally be resolved in one of the following ways:

1. The agency can route the arrest report (or copy) by juvenile or youth offices through the main records operation so they can retrieve the necessary information.
2. The agency can route a statistical slip showing the required NIBRS information but not the name of the juvenile to the employee who prepares the NIBRS arrestee reports.

### Example 1

An LEA arrested a 13-year-old for vandalizing a school and released the juvenile to his parents with a warning. The entry should be H = Handled Within Department.

### Example 2

An LEA arrested a 17-year-old for murder and turned the juvenile over to the adult court for trial as an adult. The entry should be R = Referred to Other Authorities.

### Data Element Unnumbered (Clearance Indicator)

The Clearance Indicator is a supplementary data element used to indicate whether or not this arrest produced a clearance, or is an additional arrest for the previously-cleared incident.

**Note:** This is a supplement data element that relates to Time-Window submissions. Please see Appendix C for additional information regarding Time-Window submissions.

### Data Element Unnumbered (Clearance Offense Code)

The Clearance Offense Code is another supplementary data element used to enter the original incident's offense(s) in order to enable identification of the offense(s) being cleared by arrest.

**Note:** This is a supplement data element that relates to Time-Window submissions. Please see Appendix C for additional information regarding Time-Window submissions.

## 5 Processes and Procedures

### 5.1 Implementation Procedures

This section addresses management considerations at the agency (both UCR Program and local LEA) and national levels for implementing conversion from the SRS to an incident-based reporting (IBR) system. LEAs should ensure their software vendors can accommodate this transition.

#### General Information

When an agency has implemented an IBR system that meets the criteria established in the UCR Information Exchange Package Documentation (IEPD) or *NIBRS Technical Specification* (flat file), the agency's next step is to begin submitting data to the FBI's UCR Program. When an agency initially submits data to the FBI, the Crime Statistics Management Unit (CSMU) evaluates the data based on the standards indicated in [5.2, NIBRS Certification Process](#). The FBI considers all data from these NIBRS submissions as "test data" and the data are not included in the official FBI's UCR Program database until all processing problems are resolved.

The agency must ensure that it has automated procedures (e.g., error handling, identifying incidents it will submit, etc.) in place before testing with the national UCR Program. The testing phase provides an opportunity for the participating agency to understand and experience the NIBRS submission process.

#### Agencies Converting from the SRS to the NIBRS

To resolve data processing issues, the agency may need to make several submissions to complete the testing phase. During this time, the agency should continue to send SRS data until the FBI certifies that the agency is a NIBRS data contributor. If this is not feasible, the agency must make specific arrangements with the FBI to avoid data loss in the SRS. Once the agency has met each criteria of the NIBRS certification process, the FBI will provide a date when the agency will begin to officially initiate NIBRS submissions. After that date, the agency will no longer have to submit data via the SRS.

#### Duplicate Submission for Crime Incidents Must be Prevented

When an agency is ready to submit data via the NIBRS, they must ensure they do not submit NIBRS data for crime data collected prior to converting to the NIBRS (previously reported via the SRS). For example, assume an agency begins NIBRS reporting in June, the agency must ensure they do not report data for months prior to June via the NIBRS.

The FBI established guidelines regarding how to report exceptional clearances, arrests, and recovered property in those instances when the agency does not maintain the original incident report. With the official start of NIBRS reporting for an agency, supplemental reporting will

occur for previously submitted crime data in the SRS. The agency's computer system must address this situation.

### **Agency Must Begin Submitting NIBRS Data on the First Day of a Month**

The UCR Program should ensure an agency begins NIBRS submissions only on the first day of a given month; LEAs must not begin NIBRS submissions on any other day. This will eliminate both agency and FBI computer systems having to "handle" SRS and NIBRS data if an agency would implement NIBRS sometime during a month (e.g., May 1-18 for the SRS and May 19-31 for the NIBRS).

### **Monitoring the Certification Policy**

The FBI's NIBRS Coordinator will administer the NIBRS certification policy. The FBI will e-mail the agency under review when the agency has been certified or if the agency needs to take additional steps to obtain approval.

The FBI tracks the certification status of states/agencies undergoing the NIBRS certification evaluation process. The FBI monitors certified agencies to ensure they maintain data quality standards. The NIBRS Coordinator maintains records pertaining to agency NIBRS certification status.

## **5.2 NIBRS Certification Process**

The FBI's UCR Program deems a UCR Program or the LEA "NIBRS Certified" when the incident-based data they submitted for NIBRS certification consideration has passed the NIBRS certification criteria. NIBRS Certified simply means the data submitted during the NIBRS certification process was consistent with the FBI's UCR Program standards, and the FBI will accept NIBRS data submissions from the state UCR Program or the LEA and will be included in the national database.

The UCR Program expects contributing agencies to satisfy the NIBRS certification criteria as defined to become certified. In addition, LEAs must also demonstrate their ability to comply with the four standards for state UCR Programs identified in [Section 1.3, UCR Programs and Non-Program States](#), in this manual. The UCR Program considers these standards essential for NIBRS certification.

Until a UCR Program or LEA agency attains NIBRS-certified status, it is essential that they continue to submit SRS data along with their NIBRS data submitted for certification.

## NIBRS Certification Criteria

The FBI uses the following criteria to grant a UCR program or LEA NIBRS certification:

### 1. System Appropriateness

A UCR Program or LEA must provide evidence its NIBRS-reporting system is compatible with the FBI's UCR system and follows NIBRS technical specifications. A state UCR Program or LEA seeking NIBRS certification must submit its incident-based system's description including submission structure, crime categories, segment relationships, number of offenses collected per incident, and data values allowed per data element. The FBI will review this document for program design and concept.

### 2. Update Capability and Responsiveness

A UCR Program or LEA must demonstrate its ability to update submissions, meet deadlines, respond to FBI queries and requests, and correct errors received from the FBI's UCR Program in a timely manner. A UCR Program or LEA must, at a minimum, maintain a 2-year database of NIBRS submissions (retention period) and have the capability to update incidents from the previous calendar year.

### 3. Error Rate

Data submissions must be logical and consistent. The FBI measures logic by the percent of Group A Incident Report submissions containing an error. The FBI defines the error rate as the number of rejected reports over the number of reports submitted. The FBI requires a sustained error rate of 4 percent or less for three separate data submissions. The applicable errors are included in the *NIBRS Technical Specification*.

### 4. Statistical Reasonableness

Data submissions must be statistically reasonable as a whole (in comparison to national trends). While the error rate assesses the existence of logical mechanical flaws in the data, it does not address data in the aggregate. The FBI's UCR Program evaluates aggregate data submissions in terms of percent distribution, data trend, volume, and monthly fluctuations.

## 5.3 QAR Process

The FBI's CJIS Audit Unit (CAU) developed the QAR process to assist UCR agencies in collecting and reporting accurate and dependable crime data. Its mission is to assess compliance with the standards to operate a certified UCR Program. The CAU does this by reviewing and evaluating incident reports to ensure the data that are reported meets FBI's UCR Program guidelines and offense definitions. The QAR assesses SRS and NIBRS data at state and local levels. The CAU

offers participation in a QAR to each UCR Program every 3 years, but participation is not mandatory.

## Objectives of the QAR

The objectives of the QAR are to:

- Evaluate the UCR Program's conformity to FBI's UCR Program guidelines.
- Confirm the accuracy of the statistics.
- Ensure consistency in crime reporting.
- Increase agency reporting integrity.
- Assess discrepancies in crime reporting practices.
- Provide feedback and identify UCR Program needs.
- Evaluate the effectiveness of the response to recommendations made during the previous QAR.

The QAR reviews the accuracy and completeness of crime data at LEAs with the presumption that the LEA has initially reported accurate and complete data to the FBI's UCR Program. The QAR compares this data to the case documentation immediately available. Therefore, it is rather unlikely that a compliance review such as the QAR would yield results similar to an investigation that may include in-depth offender, victim, and witness interviews.

Several months before the scheduled QAR, the CAU contacts the UCR Program's manager to begin the review process that includes the LEA providing pertinent documentation and selecting agencies to review. A QAR at the local level consists of an administrative interview, data quality review, and an exit briefing. The administrative review focuses on how an agency manages incident reporting. During the data quality review, the auditor reviews a predetermined number of incidents based on a random sampling method applied at the state level. For all records selected, the auditor then compared the complete incident reports to data reported to the FBI's UCR Program to determine if the LEA appropriately applied national standards and definitions. The auditor then conducts the exit briefing to review administrative interview and data quality review findings with agency personnel. The CAU then compiles local and state agency information into a draft report and submits the report to the UCR Program's manager, who should respond to any recommendations within 30 days of receipt of the report. The CAU then finalizes the report and shares the results with the APB UCR Subcommittee during their semi-annual meetings.

The QAR provides a valuable service to both state and local UCR participants. It is a free resource that LEAs can use to gauge their compatibility with the FBI's UCR Program standards. Valid and accurate crime statistics allow LEAs to better allocate resources and provide more meaningful information in the development of crime legislation. The QAR personnel are available by telephone and e-mail at: (304)-625-3020 and <acjis@leo.gov>.

## State, Territorial, Tribal, and Federal UCR QARs

The national UCR Program expects UCR contributors to develop and implement their own quality assurance procedures for ensuring proper classification of UCR submissions for their reporting domain.

To ensure the highest quality and uniformity of the data nationwide, the contributors should assess its agency's data to ensure compliance with the national UCR Program's standards and requirements. State UCR Programs should assess the validity of the crime data they submit through reviews of reporting procedures at the contributor level. UCR Programs should confirm the accuracy of their statistics by assessing discrepancies in offense classification.

## Training and Education

To ensure uniformity in the submission of crime data and further enhance the quality of the data the FBI's UCR Program publishes, the FBI has trainers who provide on-site training for LEAs participating in the UCR Program. The trainers furnish introductory, intermediate, and advanced courses in data collection procedures and guidelines for the SRS, the NIBRS, the LEOKA Program, the Hate Crime Statistics Program, and Cargo Theft. The trainers are available by e-mail at <ucrtrainers@leo.gov> to provide LEAs with answers to specific questions about classification and scoring, as well as other questions about the UCR Program.

The trainers provide:

- Responses to letters, facsimiles, e-mails, or telephone questions regarding clarifications of issues, policies, and procedures for the SRS, the NIBRS, Hate Crime Statistics Program, LEOKA, and Cargo Theft.
- Background information and subject matter expertise.
- Policy files for historic references.
- Liaison with UCR Program and local LEA personnel to ensure the FBI's UCR Program is meeting their needs.

The FBI also employs specialized coordinators who provide support for the NIBRS, LEOKA and Hate Crime Programs who are available to answer questions or address issues. The NIBRS Coordinator provides support for agencies who contribute data via the NIBRS or who want FBI UCR Program certification to contribute data using the NIBRS. Similarly, the LEOKA and Hate Crime Coordinators provide training and support for the LEOKA Program. All of the coordinators work to increase participation in their respective programs and are available to answer questions or address issues. They serve as liaisons with and provide support to other FBI staff. These coordinators can be reached via e-mail at the following website: [crimestatsinfo@ic.fbi.gov](mailto:crimestatsinfo@ic.fbi.gov).



## 6 APPENDIX A – History of the FBI’s UCR Program and the NIBRS

### The national UCR Program

Recognizing a need for national crime statistics, the IACP formed the Committee on Uniform Crime Records in the 1920s to develop a system of uniform crime statistics. In 1929, after studying various facets of crime, assessing state criminal codes, and evaluating recordkeeping practices, the Committee completed a plan for crime reporting that became the foundation of the national UCR Program. The plan included standardized offense definitions for seven main classifications of crime to gauge fluctuations in the overall volume and rate of crime. The seven classifications were the violent crimes of murder and nonnegligent manslaughter, rape, robbery, and aggravated assault and the property crimes of burglary, larceny/theft, and motor vehicle theft. By congressional mandate, the UCR Program added arson as the eighth major offense in 1979.

In January 1930, 400 cities representing 20 million inhabitants in 43 states began participating in the FBI’s UCR Program. The same year, the IACP was instrumental in gaining congressional approval that authorized the FBI to serve as the national clearinghouse for statistical information on crime. Since this time, the nation’s LEAs have provided the FBI’s UCR Program with data based on uniform classifications and procedures for reporting.

### Redesign of UCR

Although the national UCR Program remained virtually unchanged throughout the years in terms of the data collected and disseminated, by the 1980s a broad utility had evolved for UCR information. Recognizing the need for improved statistics, law enforcement called for a thorough evaluative study to modernize the UCR Program. The FBI concurred with the need for an updated program and lent its complete support, formulating a comprehensive three-phase redesign effort. The Bureau of Justice Statistics (BJS), the Department of Justice agency responsible for funding criminal justice information projects, agreed to underwrite the first two phases. These phases, which would be conducted by an independent contractor, Abt Associates Inc. of Cambridge, Massachusetts, would determine what, if any, changes should be made to the current program. The third phase would involve implementation of the changes identified.

In 1982, contractors began phase I by examining the historical evolution of the FBI’s UCR Program. The study included all aspects of the program—the objectives and intended user audience, data issues, reporting mechanisms, quality control issues, publications and user services, and relationships with other criminal justice data systems. In 1984, contractors launched phase II of the redesign effort by examining the potential of UCR and its future role. Throughout phase I and phase II, stakeholders reviewed study findings, discussed the contractor’s suggestions, and proposed various revisions to the contractor’s report. These stakeholders included the FBI, the BJS, a joint committee on UCR with members from the IACP and the NSA, a steering committee comprised of individuals representing various disciplines, and attendees from two national UCR Conferences.

The group released a final report, the *Blueprint for the Future of the Uniform Crime Reporting Program* (Blueprint), in May 1985. It specifically outlined three recommended areas of enhancement to expand and improve the national UCR Program to meet future informational needs. First, agencies would use an incident-based system to report offenses and arrests. Second, the FBI's UCR Program would collect data on two levels, and third, the FBI's UCR Program would introduce a quality assurance program.

In January 1986, the FBI began phase III of the redesign effort guided by the general recommendations set forth in the *Blueprint*. The FBI awarded a contract to develop new offense definitions and data elements (incident details) and to develop the guidelines and design specifications for implementing the new incident-based system. Though the FBI's UCR staff oversaw the direction of the project, the FBI collaborated with the Association of State UCR Programs (ASUCRP), the IACP, the National Alliance of State Drug Enforcement Agencies, the Drug Enforcement Administration, and various local, state, and federal criminal justice agencies.

Concurrent with preparing the data elements, the FBI studied various state systems to select an experimental site for implementing the redesigned program. Chosen for its long-standing incident-based UCR Program and its willingness to adapt it to the FBI UCR Program's specifications, the South Carolina Law Enforcement Division (SLED) enlisted the cooperation of nine local LEAs, representing in relative terms the small, medium, and large departments in South Carolina, to participate in the project. To assist SLED with the pilot project, FBI personnel developed automated data capture specifications to adapt the SLED's state system to the FBI UCR Program's standards, and the BJS funded the revisions. The pilot demonstration ran from March 1, 1987, until September 30, 1987, and resulted in further refinement of the guidelines and specifications.

The FBI held a national UCR Conference on March 1-3, 1988, in Orange Beach, Alabama, to present the new system to law enforcement and obtain feedback on its acceptability. Attendees of the national UCR Conference passed three overall recommendations without dissent: first, a new incident-based national crime reporting system be established; second, the FBI manage this program; and third, an Advisory Policy Board composed of law enforcement executives be formed to assist in directing and implementing the new program. Furthermore, attendees recommended the implementation of national incident-based reporting proceed at a pace commensurate with the resources and limitations of contributing LEAs.

### **Establishing and Developing the NIBRS**

From March 1988 through January 1989, the FBI proceeded in developing and assuming management of the New UCR system, and by April 1989, the national UCR Program received the first test tape of NIBRS data. Over the course of the next few years, the UCR Program published information about the redesigned program in five documents:

1. *Data Collection Guidelines*—A system overview with descriptions of the offenses, offense codes, reports, data elements, and data values.
2. *Data Submission Specifications*—Data layouts for use by state and local systems personnel responsible for preparing magnetic media for submission to the FBI.
3. *Approaches to Implementing an Incident-Based System*—A guide for system designers.
4. *Error Message Manual*—Designations of mandatory and optional data elements, data element edits, and error messages.
5. *Uniform Crime Reporting Handbook, NIBRS Edition*—A nontechnical program overview focused on the definitions, policies, and procedures of the NIBRS.

These documents are no longer available, as they have been combined into this document and the *NIBRS Technical Specification*.

As originally established, the NIBRS used 52 data elements to collect a wide variety of crime data via six types of data segments: administrative, offense, victim, property, offender, and arrestee. The use of the segments and their respective data values (codes assigned for permitted entries) depended upon whether the offender's crime fit into the Group A or Group B offense categories.

In an effort to provide state and local agencies with a stable system to implement, the FBI made the commitment in the late 1980s to hold all recommended system changes to the NIBRS in abeyance until a substantial amount of contributors implemented the system. NIBRS developers agreed not to make several changes so LEAs could implement a program that was not continuously changing. However, in order to meet crime's growing challenges, lawmakers required the NIBRS to make the following modifications.

- **Hate Crime Statistics Program Data**—Following Congress' passage of the Hate Crime Statistics Act of 1990, the FBI added a new data element to the NIBRS to indicate whether or not the offense being reported was motivated by a bias against race, religion, ethnicity/national origin, or sexual orientation, and, if so, what kind. The Violent Crime and Law Enforcement Act of 1994 amended the Hate Crime Statistics Act to include bias against persons with disabilities. The Matthew Shepard and James Byrd, Jr. Hate Crime Prevention Act mandated the collection of bias-motivated gender and gender identity information, and crimes committed by and against juveniles. In addition, the FBI UCR Program now collects up to five bias motivations per offense type. The FBI's UCR Program began accepting this data on January 1, 2013. On June 5, 2013, the CJIS APB approved a motion to modify the UCR Program's Hate Crime data collection procedures to begin collecting seven new religions (anti-Buddhist, anti-Eastern Orthodox, anti-Hindu, anti-Jehovah's Witness, anti-Mormon, anti-Other Christian, and anti-Sikh), as well as an anti-Arab bias motivation. The collection of these new categories began on January 1, 2015.

- Gang Activity Indicator—In response to another Congressional mandate in 1997, the FBI expanded an existing data element to indicate whether or not the type of criminal activity being reported was associated with gang violence. The added data values allowed for juvenile gang entries as well as general gang associations.
- Cargo Theft Indicator—The USA Patriot Improvement and Re-authorization Act of 2005 mandated the FBI to collect cargo theft data, and the FBI began accepting test data on January 1, 2010.
- Human Trafficking—The William Wilberforce Trafficking Victims Protection Reauthorization Act of 2008 (TVPRA, 28 U.S.C. § 534) signed into law on December 23, 2008, reauthorized the Trafficking Victims' Protection Act of 2000 (TVPA, 22 U.S.C. § 7102) and required the FBI's UCR Program to collect and classify the crime of Human Trafficking as a Part I (SRS) and Group A (NIBRS) offense in UCR, establish subcategories for state sex crimes, and distinguish between incidents of assisting or promoting prostitution, purchasing prostitution, and prostitution. The FBI's UCR Program began accepting this data on January 1, 2013.

To meet the data needs of law enforcement for officer safety and evolving crime challenges, the flexibility of the NIBRS has permitted law enforcement to incorporate additional modifications.

- Data for Officers Killed or Assaulted—Under the direction of an advisory committee, the FBI began collecting LEOKA data via the NIBRS through three new data elements and a series of new data codes in January 2003. The new data elements indicate the victim officer's type of activity/circumstance, the type of assignment, and the ORI of the law enforcement officer's agency if the offender killed or assaulted the victim officer in a jurisdiction other than his own.
- Removal of Runaway Category—In December 2008, the CJIS APB approved the elimination of the arrest category runaway from the FBI's UCR Program although LEAs can continue to report the data. The FBI's UCR Program now excludes this category from all tables in the annual publication *Crime in the United States* and *NIBRS*.
- Additional Location and Property Codes—As of January 1, 2010, the FBI began accepting additional data values for the location and property data elements. At the request of the ASUCRP, and with the group's assistance, the FBI's UCR Program expanded the location and property codes to better capture the location of crimes and the property involved.
- Changes to the Definition of Rape and Other Related Sex Offenses—At the fall 2011 CJIS APB meeting, the APB recommended, and then FBI Director Robert S. Mueller, III, approved, changing the definition of rape in the FBI's UCR Program and removing the words "forcible" and "against the person's will" in the SRS, the NIBRS, the Hate Crime Statistics Program, and Cargo Theft data collection. In addition to collecting data following the new definition, the

APB recommended that the FBI's UCR Program to continue to collect historical rape data. The FBI's UCR Program began accepting this data on January 1, 2013.

- Changes to the Race and Ethnicity Data Collected—To comply with the Office of Management and Budget (OMB) 1997 directive, *Revision to the Standards for the Classification of Federal Data on Race and Ethnicity*, the FBI began collecting ethnicity data and expanded the race categories in all FBI's UCR Program data collections in 2013. The ethnicity categories include Hispanic or Latino and Not Hispanic or Latino; the race categories include American Indian or Alaska Native, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, and White.
- Additional NIBRS Offenses and Location Code—On April 28, 2014 the Director of the FBI approved the APB recommendations to add two additional fraud offenses of Identity Theft and Hacking/Computer Invasion. The Fall 2014 APB approved the recommendation to add Cyberspace as a location code. On September 9, 2014, The FBI Director approved the APB recommendation to collect animal cruelty and four additional data values on the specific type of abuse to include: simple/gross neglect, intentional abuse and torture, organized abuse, and animal sexual abuse.

## 7 APPENDIX B – Benefits of NIBRS Participation

The NIBRS is an indispensable tool in the war against crime because it is capable of producing detailed, accurate, and meaningful data. When used to its full potential, the NIBRS identifies with precision when and where crime takes place, what form it takes, and the characteristics of its victims and perpetrators. Armed with such information, law enforcement can better define the resources it needs to fight crime, as well as use those resources in the most efficient and effective manner.

Although most of the general concepts for collecting, scoring, and reporting UCR data in the SRS apply in the NIBRS, such as jurisdictional rules, there are some important differences in the two systems. The most notable differences that give the NIBRS an advantage over the SRS are:

- **No Hierarchy Rule**—In the SRS, the Hierarchy Rule requires LEAs to report only the most serious offense per incident; therefore, they do not report lower-listed offenses in multiple-offense incidents. In the NIBRS, LEAs report every offense occurring during an incident provided the offenses are separate and distinct crimes, not just as part of another offense, i.e., a “mutually exclusive” crime. (For more information about mutually exclusive offenses, refer to the *NIBRS Technical Specification*, Data Element 24, Victim Connected to UCR Offense Code.)
- **Revised, Expanded, and New Offense Definitions**—The FBI’s UCR Program revised several SRS offense definitions for NIBRS-reporting purposes (e.g., the definition of assault to include the offense of Intimidation, the definition of burglary to include self-storage units with regard to the hotel rule). Furthermore, the NIBRS defines and collects many specific sex offenses, including such crimes as sodomy, sexual assault with an object, and fondling, and sex offenses, nonforcible, including such crimes as statutory rape and incest. In the SRS, these crimes are lumped under one category of Other Sex Offenses, a Part II arrest offense.
- **Using the NIBRS, law enforcement can report offense and arrest data for 24 Group A offense categories (including 52 specific crimes) rather than the 10 Part I offenses in the SRS. In addition, the NIBRS captures arrest data for 10 Group B offense categories (including 10 crimes), while the SRS collects arrest data for 20 Part II crimes.**
- **Distinguishing Between Attempted and Completed Group A Crimes**—Except for the offenses of rape and burglary, the SRS does not differentiate between attempted and completed Part I crimes. The NIBRS recognizes the difference between attempted and completed Group A crimes.

- **Greater Specificity in Reporting**—Because the SRS collects most of its crime data in the form of categories (e.g., age groupings and property value groupings), it provides very little capability to break down the resulting data into specific subcategories. However, because the NIBRS collects the details of crime incidents, it allows much greater specificity in reporting. Some of those details include type of victim, residential status of victim and arrestee, weapons data for several crimes, and the value of property stolen or recovered.
- **Additional Scoring Category**—In addition to the categories of Crimes Against Persons (e.g., murder, rape, and aggravated assault) and Crimes Against Property (e.g., robbery, burglary, and larceny/theft) in the SRS, the NIBRS offers the category of Crimes Against Society. These crimes are not against persons because they do not actually involve an injured party; nor are they against property because property is not the object of the crime. Program developers created the category to represent society's prohibitions on engaging in certain types of activity, such as drug/narcotic offenses, gambling offenses, pornography/obscene material, and prostitution offenses.
- **Expanded Victim-to-Offender Relationship Data**—In the SRS, law enforcement reports the relationship of the victim to the offender (e.g., the victim was the husband, wife, employer, or employee, of the offender) only for homicides (i.e., Murder and Nonnegligent Manslaughter, Manslaughter by Negligence, and Justifiable Homicide). In the NIBRS, however, law enforcement reports the victim's relationship to the offender(s) when the victim was the object of a Crime Against Person, such as an assault offense, homicide offense, kidnapping/abduction, or sex offense. Victim-to-offender relationship data are also reported for Robbery (Crimes Against Property) because one of its elements is an assault, which makes it a violent crime.
- **Expanded Circumstance Reporting**—The SRS and the NIBRS both provide for collecting circumstance data for homicides, but the NIBRS also allows law enforcement to report circumstance data for aggravated assault. Furthermore, the NIBRS permits the entry of up to two circumstance codes for each murder or aggravated assault.
- **Expanded Collection of Drug-Related Offenses**—In the SRS, the subcategories of drug violations are limited to sale/manufacturing and possession. However, in the NIBRS, LEAs can report the unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic. Agencies can also report the suspected drug type in one of the expanded drug-type categories. In the event of a drug seizure, agencies can report the estimated quantity. The NIBRS also allows agencies to report the unlawful manufacture, sale, purchase, possession, or transportation of drug equipment (paraphernalia).

In addition to capturing actual drug offenses, LEAs using the NIBRS can report whether law enforcement suspected offenders of various other offenses of having used drugs or narcotics during or shortly before the commission of the crime(s).

- **Capturing Computer Crime**—To combat the growing problem of computer crime, (i.e., crimes directed at and perpetrated through the use of computers and related equipment) the NIBRS provides the capability to indicate whether a computer was the object of the reported crime and to indicate whether the offenders used computer equipment to perpetrate a crime.
- **Association of Updated Reports**—LEAs handle information updates, such as unbounding an offense with subsequent submissions via the SRS, but there is no way to tie the update to the original offense. In the NIBRS, however, updated information is available with, and directly tied to, the original incident.
- **Identification of Common Problems or Trends**—Aside from national data requirements, many individual LEAs have very sophisticated records systems capable of producing a full range of statistics on their own activities. Some local and state IBR systems include additional data elements and data values to satisfy their local and state needs. As a byproduct of all of those systems, the NIBRS provides more common links among agencies. As more LEAs use the NIBRS, it will allow the identification of common crime problems or trends among similar jurisdictions. Agencies can then work together to develop possible solutions or proactive strategies for addressing the issues.
- **More Useful Data**—Once LEAs submit the preponderance of data via the NIBRS, legislators, municipal planners and administrators, academicians, penologists, sociologists, and the general public will be better able to assess the nation's crime problem. Law enforcement is a public service and as such requires a full accounting from the police commissioner, chief, sheriff, or director as to the administration of the agency and the status of public safety within the jurisdiction. By participating in the NIBRS, agencies will have statistics to fulfill this responsibility. The NIBRS furnishes information on nearly every major criminal justice issue facing law enforcement today. The data are available from all levels of law enforcement—city, university/college, county, state, tribal, and federal—aggregated at the level and in the manner best meeting the informational needs of the data user.

## The Effort to Collect Better Data



As the national UCR Program has been moving to modernize over the last several years, recent events in our nation have magnified the need to collect better and more informative data. To that end, FBI Director James B. Comey has made getting those data a priority for the FBI. He and the staff of the national UCR Program have been working diligently with law enforcement at all levels to improve the data collection.

Rather than dividing its resources between two data collections, the national UCR Program is focusing its efforts on the NIBRS, which offers more detailed, robust data, as well as the flexibility for law enforcement agencies to adapt their records management systems to the ever-growing challenges of battling crime. That is why the FBI Director and the national program staff have been reaching out to the CJIS Advisory Policy Board (APB) and other law enforcement organizations. With the help of these advisory groups, the FBI plans to fully implement a NIBRS-only collection at the national level over the next few years and to retire the traditional SRS.

In garnering the support it needs to fully transition to the NIBRS the thousands of agencies that participate in the UCR Program, the FBI discussed the topic with members of the CJIS APB at the June 2015 meeting. At the time, the APB moved for the national UCR Program staff to develop a topic paper regarding the potential transition from the SRS to the NIBRS and the retirement of the SRS. The topic paper will include information about funding mechanisms to support local, state, and tribal agencies. The APB recommended that the national UCR Program staff include substantive communication with the Major County Sheriffs' Association, the Major Cities Chiefs Association, the International Association of Chiefs of Police, the National Sheriffs' Association, the U.S. Conference of Mayors, the National Governors Association, and the National Association of Counties. The FBI looks forward to working with these agencies to develop a transition plan so that all agencies can benefit from the collection of these broader data.

### National Crime Statistics Exchange (NCS-X) Project

In 2013, the national UCR Program partnered with the Bureau of Justice Statistics (BJS) to create the NCS-X to encourage local and state agencies to submit crime data via the NIBRS. The goal of the NCS-X is to increase NIBRS participation to a threshold of sufficient coverage to generate statistically sound national estimates of crime. With this information, law enforcement can make more informed decisions about policy.

To date, the NCS-X team has completed cost estimates and has provided the information to the BJS. That information is being incorporated into a comprehensive plan to encourage 400 key agencies (in addition to the more than 6,500 agencies already participating in NIBRS) to submit crime data via the NIBRS. The BJS is using the plan to request full funding for those 400 agencies to implement NIBRS reporting. The BJS released a solicitation for planning and implementation grants.

The NCS-X team continues to work with state UCR Programs and individual agencies to conduct readiness assessments. In the first half of 2015, the NCS-X team conducted readiness

assessments for the Philadelphia Police Department; the New York City Police Department; the Maryland State Police; the Montgomery County, Maryland, Sheriff's Office; the Florida Department of Law Enforcement; and the California Department of Justice.

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## **8 APPENDIX C – Time-Window Submissions**

Time-Window Submissions will not be required in the new UCR System that is currently under development. Since many LEAs will continue to submit these data until their records management systems (RMS) are updated, the FBI will continue to accept the Time-Window Submissions. However, these submissions will simply replace the existing data with the newer data that is submitted. To allow LEAs latitude in submitting non-Time-Window submissions, Segment Action Types M = Modify, A = Add, and D = Delete will be allowed for adding exceptional clearance, recovered property, and additional arrest data to previously submitted incidents.

Due to the change, LEA that a currently submitting Time-Window Submissions may continue to do so; however those agencies that a currently not submitting Time Window Submissions should not modify their existing systems to allow for Time Window Submissions.

Error Data Set (EDS) – The FBI will continue to support the NIBRS EDS, however the rules relating to Time-Window submissions and other obsolete constructs have been removed.

For more information regarding the Time-Window Submissions, please see Appendix C of the *NIBRS Technical Specification*.

## **9 APPENDIX D – Glossary of Acronyms**

The Uniform Crime Reporting Program acronyms are listed below in alpha order. The acronym follows the name.

**Table 7: Uniform Crime Reporting Acronyms**

<i>Name</i>	<i>Acronym</i>
Advisory Policy Board	APB
Association of State Uniform Crime Reporting Programs	ASUCRP
Criminal Justice Information Services Audit Unit	CAU
Criminal Justice Information Services	CJIS
Crime Statistics Management Unit	CSMU
International Association of Chiefs of Police	IACP
Law Enforcement Agency	LEA
Law Enforcement Officers Killed and Assaulted	LEOKA
National Criminal Information Center	NCIC
National Incident-Based Reporting System	NIBRS
National Sheriff Association	NSA
Originating Identifier	ORI
Quality Assessment Review	QAR
Records Management System	RMS
Summary Reporting System	SRS
Uniform Crime Reporting	UCR

## 10 APPENDIX E – Contact the FBI UCR Program

**Table 8: FBI UCR Program Contacts**

<b>To request information about:</b>	<b>Contact</b>
<p><b>Animal Cruelty/Cyber Crime Contact</b> Assistance for law enforcement in determining incidents of animal cruelty and cyber-related crimes</p>	<p>Telephone: 304-625-2782 Facsimile: 304-625-3566 &lt;crimestatsinfo@ic.fbi.gov&gt; Attn: Animal Cruelty/Cyber Crime Contact</p>
<p><b>Cargo Theft Coordinator</b> Cargo Theft policy, training, and program development issues</p>	<p>Telephone: 304-625-4073 Facsimile: 304-625-3566 &lt;crimestatsinfo@ic.fbi.gov&gt; Attn: Cargo Theft Coordinator</p>
<p><b>Crime Statistics Management Unit</b> Program administration; management; policy UCR Advisory Process; information about crime data submissions; data reporting problems; data quality; population information</p>	<p>Telephone: 304-625-4830 Facsimile: 304-625-3566 &lt;crimestatsinfo@ic.fbi.gov&gt;</p>
<p><b>Hate Crime Coordinator</b> Hate Crime policy, training, and program development issues</p>	<p>Telephone: 304-625-2972 Facsimile: 304-625-3566 &lt;crimestatsinfo@ic.fbi.gov&gt; Attn: Hate Crime Coordinator</p>
<p><b>NIBRS Coordinator</b> NIBRS Certification process; NIBRS policy; federal funding for NIBRS-compliant records management systems; converting from the SRS to the NIBRS</p>	<p>Telephone: 304-625-2982 Facsimile: 304-625-3566 &lt;crimestatsinfo@ic.fbi.gov&gt; Attn: NIBRS Coordinator</p>
<p><b>NIBRS Training Coordinator</b> Requests for training; questions about classifying and scoring</p>	<p>Telephone: 888-827-6427 Facsimile: 304-625-5599 &lt;ucrtrainers@leo.gov&gt;</p>
<p><b>Quality Assurance Reviews</b> Assistance for law enforcement in assessing the integrity of their data and complying with program requirements</p>	<p>Telephone: 304-625-3020 Facsimile: 304-625-3457 &lt;acjis@leo.gov&gt;</p>
<p><b>UCR Data Submissions</b> All UCR data submissions must come to this e-mail address</p>	<p>&lt;ucrstat@ic.fbi.gov&gt;</p>
<p><b>UCR Program Office</b> UCR Program data; data self-query capability; data submission specifications; publications; manuals; reference information; frequently asked questions</p>	<p>Telephone: 304-625-4830 Facsimile: 304-625-3566 &lt;crimestatsinfo@ic.fbi.gov&gt; Attn: Program Development Group &lt;<a href="http://www.fbi.gov/about-us/cjis/ucr/">http://www.fbi.gov/about-us/cjis/ucr/</a>&gt;</p>

To request information about:	Contact
<p><b>Send correspondence to:</b> Federal Bureau of Investigation Criminal Justice Information Services Division Uniform Crime Reporting Program 1000 Custer Hollow Road Clarksburg, WV 26306-0159</p>	

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