

Table of Contents: Supplementary Materials

Appendix A: The Omnibus Crime Control and Safe Street Act of 1968	Page 2
Appendix B: List of publications using NCRP data, 2018-2021	Page 8
Appendix C: 60-day and 30-day Federal Register Notices and comment	Page 15
Appendix D: BJS Data Protection Guidelines	Page 19
Appendix E: Data Collection Protocol	Page 30
Appendix F: Introductory letter from BJS to data respondents for collection of 2020 NCRP data	Page 34
Appendix G: Example email from data collection agent to data respondents for collection of 2020 NCRP data	Page 37
Appendix H: Instructions for NCRP data submission, reporting year 2020	Page 39
Appendix I: NCRP frequently asked questions fact sheet	Page 108
Appendix J: Item response rates for 2019 NCRP	Page 113
Appendix K: Examples of follow-up emails to 5 states seeking clarification	Page 122

Appendix A

The Omnibus Crime Control and Safe Street Act of 1968

OMNIBUS CRIME CONTROL AND SAFE STREETS ACT OF 1968ⁱ [Public Law 90–351; 82 Stat. 197] [As Amended Through P.L. 116–283, Enacted January 1, 2021]

[Currency: This publication is a compilation of the text of Public Law 90–351. It was last amended by the public law listed in the As Amended Through note above and below at the bottom of each page of the pdf version and reflects current law through the date of the enactment of the public law listed at [https:// www.govinfo.gov/app/collection/comps/](https://www.govinfo.gov/app/collection/comps/)]

[Note: While this publication does not represent an official version of any Federal statute, substantial efforts have been made to ensure the accuracy of its contents. The official version of Federal law is found in the United States Statutes at Large and in the United States Code. The legal effect to be given to the Statutes at Large and the United States Code is established by statute (1 U.S.C. 112, 204).]

AN ACT To assist State and local governments in reducing the incidence of crime, to increase the effectiveness, fairness, and coordination of law enforcement and criminal justice systems at all levels of government and for other purposes.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That this Act may be cited as the “Omnibus Crime Control and Safe Streets Act of 1968”. [34 U.S.C. 10101 note].

ⁱ 1The Omnibus Crime Control and Safe Streets Act of 1968 has 11 titles (see Public 90–351 as enacted). This compilation contains only title I of that Act. The section numbers of titles II through XI range from section 701 to section 1601, and several of those section numbers duplicate section numbers found in title I. This Act no longer has a table of contents. The table of sections, prior to its repeal by section 2(c)(3) of Public Law 106–561 (114 Stat. 2791), resided after the heading for title I. Public Law 113–4 provides for amendments made to this Act. Section 4 of such Public Law provides that “[e]xcept as otherwise specifically provided in this Act, the provisions of titles I, II, III, IV, VII, and sections 3, 602, 901, and 902 of this Act shall not take effect until the beginning of the fiscal year following the date of enactment of this Act [effective October 1, 2013]”. The amendments have been carried out in this version.

PART C—BUREAU OF JUSTICE STATISTICS

BUREAU OF JUSTICE STATISTICS

SEC. 301. [34 U.S.C. 10131] It is the purpose of this part to provide for and encourage the collection and analysis of statistical information concerning crime, juvenile delinquency, and the operation of the criminal justice system and related aspects of the civil justice system and to support the development of information and statistical systems at the Federal, State, and local levels to improve the efforts of these levels of government to measure and understand the levels of crime, juvenile delinquency, and the operation of the criminal justice system and related aspects of the civil justice system. The Bureau shall utilize to the maximum extent feasible State governmental organizations and facilities responsible for the collection and analysis of criminal justice data and statistics. In carrying out the provisions of this part, the Bureau shall give primary emphasis to the problems of State and local justice systems.

ESTABLISHMENT, DUTIES, AND FUNCTIONS

SEC. 302. [34 U.S.C. 10132] (a) There is established within the Department of Justice, under the general authority of the Attorney General, a Bureau of Justice Statistics (hereinafter referred to in this part as “Bureau”).

(b) The Bureau shall be headed by a Director appointed by the President. The Director shall have had experience in statistical programs. The Director shall have final authority for all grants, cooperative agreements, and contracts awarded by the Bureau. The Director shall be responsible for the integrity of data and statistics and shall protect against improper or illegal use or disclosure. The Director shall report to the Attorney General through the Assistant Attorney General. The Director shall not engage in any other employment than that of serving as Director; nor shall the Director hold any office in, or act in any capacity for, any organization, agency, or institution with which the Bureau makes any contract or other arrangement under this Act.

(c) The Bureau is authorized to—

(1) make grants to, or enter into cooperative agreements or contracts with public agencies, institutions of higher education, private organizations, or private individuals for purposes related to this part; grants shall be made subject to continuing compliance with standards for gathering justice statistics set forth in rules and regulations promulgated by the Director;

(2) collect and analyze information concerning criminal victimization, including crimes against the elderly, and civil disputes;

(3) collect and analyze data that will serve as a continuous and comparable national social indication of the prevalence, incidence, rates, extent, distribution, and attributes of crime, juvenile delinquency, civil disputes, and other statistical factors related to crime, civil disputes, and juvenile delinquency, in support of national, State, tribal, and local justice policy and decision making;

(4) collect and analyze statistical information, concerning the operations of the criminal justice system at the Federal, State, tribal, and local levels;

(5) collect and analyze statistical information concerning the prevalence, incidence, rates, extent, distribution, and attributes of crime, and juvenile delinquency, at the Federal, State, tribal, and local levels;

(6) analyze the correlates of crime, civil disputes and juvenile delinquency, by the use of statistical information, about criminal and civil justice systems at the Federal, State, tribal, and local levels, and about the extent, distribution and attributes of crime, and juvenile delinquency, in the Nation and at the Federal, State, tribal, and local levels;

(7) compile, collate, analyze, publish, and disseminate uniform national statistics concerning all aspects of criminal justice and related aspects of civil justice, crime, including crimes against the elderly, juvenile delinquency, criminal offenders, juvenile delinquents, and civil disputes in the various States and in Indian country;

(8) recommend national standards for justice statistics and for insuring the reliability and validity of justice statistics supplied pursuant to this title;

(9) maintain liaison with the judicial branches of the Federal Government and State and tribal governments in matters relating to justice statistics, and cooperate with the judicial branch in assuring as much uniformity as feasible in statistical systems of the executive and judicial branches;

(10) provide information to the President, the Congress, the judiciary, State, tribal, and local governments, and the general public on justice statistics;

(11) establish or assist in the establishment of a system to provide State, tribal, and local governments with access to Federal informational resources useful in the planning, implementation, and evaluation of programs under this Act;

(12) conduct or support research relating to methods of gathering or analyzing justice statistics;

(13) provide for the development of justice information systems programs and assistance to the States, Indian tribes, and units of local government relating to collection, analysis, or dissemination of justice statistics;

(14) develop and maintain a data processing capability to support the collection, aggregation, analysis and dissemination of information on the incidence of crime and the operation of the criminal justice system;

(15) collect, analyze and disseminate comprehensive Federal justice transaction statistics (including statistics on issues of Federal justice interest such as public fraud and high technology crime) and to provide technical assistance to and work jointly with other Federal agencies to improve the availability and quality of Federal justice data;

(16) provide for the collection, compilation, analysis, publication and dissemination of information and statistics about the prevalence, incidence, rates, extent, distribution and attributes of drug offenses, drug related offenses and drug dependent offenders and further provide for the establishment of a national clearinghouse to maintain and update a comprehensive and timely data base on all criminal justice aspects of the drug crisis and to disseminate such information;

(17) provide for the collection, analysis, dissemination and publication of statistics on the condition and progress of drug control activities at the Federal, State, tribal, and local levels with particular attention to programs and intervention efforts demonstrated to be of value in the overall national anti-drug strategy and to provide for the establishment of a national clearinghouse for the gathering of data generated by Federal, State, tribal, and local criminal justice agencies on their drug enforcement activities;

(18) provide for the development and enhancement of State, tribal, and local criminal justice information systems, and the standardization of data reporting relating to the collection, analysis or dissemination of data and statistics about drug offenses, drug related offenses, or drug dependent offenders;

(19) provide for improvements in the accuracy, quality, timeliness, immediate accessibility, and integration of State and tribal criminal history and related records, support the development and enhancement of national systems of criminal history and related records including the National Instant Criminal Background Check System, the National Incident Based Reporting System, and the records of the National Crime Information Center, facilitate State and tribal participation in national records and information systems, and support statistical research for critical analysis of the improvement and utilization of criminal history records;

(20) maintain liaison with State, tribal, and local governments and governments of other nations concerning justice statistics;

(21) cooperate in and participate with national and international organizations in the development of uniform justice statistics;

(22) ensure conformance with security and privacy requirement of section 812 and identify, analyze, and participate in the development and implementation of privacy, security and information policies which impact on Federal, tribal, and State criminal justice operations and related statistical activities; and

(23) exercise the powers and functions set out in part H.

(d) 6 (1) IN GENERAL.—To ensure that all justice statistical collection, analysis, and dissemination is carried out in a coordinated manner, the Director is authorized to—

(A) utilize, with their consent, the services, equipment, records, personnel, information, and facilities of other Federal, State, local, and private agencies and instrumentalities with or without reimbursement therefor, and to enter into agreements with such agencies and instrumentalities for purposes of data collection and analysis;

(B) confer and cooperate with State, municipal, and other local agencies;

(C) request such information, data, and reports from any Federal agency as may be required to carry out the purposes of this title;

(D) seek the cooperation of the judicial branch of the Federal Government in gathering data from criminal justice records;

(E) encourage replication, coordination and sharing among justice agencies regarding information systems, information policy, and data; and

(F) confer and cooperate with Federal statistical agencies as needed to carry out the purposes of this part, including by entering into cooperative data sharing agreements in conformity with all laws and regulations applicable to the disclosure and use of data.

(2) CONSULTATION WITH INDIAN TRIBES.—The Director, acting jointly with the Assistant Secretary for Indian Affairs (acting through the Office of Justice Services) and the Director of the Federal Bureau of Investigation, shall work with Indian tribes and tribal law enforcement agencies to establish and implement such tribal data collection systems as the Director determines to be necessary to achieve the purposes of this section.

(e) Federal agencies requested to furnish information, data, or reports pursuant to subsection (d)(1)(C) shall provide such information to the Bureau as is required to carry out the purposes of this section.

(f) In recommending standards for gathering justice statistics under this section, the Director shall consult with representatives of State, tribal, and local government, including, where appropriate, representatives of the judiciary.

(g) REPORTS.—Not later than 1 year after the date of enactment of this subsection, and annually thereafter, the Director shall submit to Congress a report describing the data collected and analyzed under this section relating to crimes in Indian country.

Appendix B

List of publications using NCRP data, 2018-2021

Abt NCRP Publications Since 2018

Article	Link / Publication Type
Luallen, J., Edgerton, J., & Rabideau, D. (2018). A Quasi-Experimental Evaluation of the Impact of Public Assistance on Prisoner Recidivism. <i>Journal of Quantitative Criminology</i> , 34(3), 741-773.	https://link.springer.com/article/10.1007/s10940-017-9353-x
Rhodes, W., Gaes, G. G., Luallen, J., Kling, R., Rich, T., & Cutler, C. (2018). Incidence and Cumulative Incidence as Supplemental Measures of the Scale of Imprisonment. <i>Crime & Delinquency</i> , 64(7), 888–916.	https://journals.sagepub.com/doi/10.1177/0011128717731998
Luallen, J., Cutler, C. & Litwok, D. (2018) New Explorations of Data on Prison and Post-confinement Supervision Experiences, <i>Corrections</i> , 3:3, 153-169	https://www.tandfonline.com/doi/abs/10.1080/23774657.2017.1357057
Rhodes., W., Gaes, G., Cutler, C., Kling, R., Luallen, J., Rich, T., Shively, M. & Markman, J. (2019). Event- and Offender-Based Recidivism Methodology Using the National Corrections Reporting Program	BJS Criminal Justice Working Paper Series
Radakrishnan, S., Olsho, L., Swan, H. & Nadel, M. (2019). Evidence on the Impact of the Affordable Care Act on Prisoner Recidivism	Internal BJS paper
Shively, M., Nadel, M., Cutler, C. & Kling, R. (2019). Exploring the Incarceration of Hate Crime Offenders in State Prisons	Internal BJS paper
Cutler, C., Shively, M. & Kling, R. (2019) Exploring Cross-State Differences in Sex Offender Recidivism Using Longitudinal Data from the National Corrections Reporting Program	BJS Criminal Justice Working Paper Series
Rhodes, W., Gaes, G., Cutler, C., & Rich, T. (2019). A Prison Population Projection Methodology Using National Corrections Reporting Program Data	BJS Criminal Justice Working Paper Series

Article	Link / Publication Type
Campbell, W, Lewenstein, A, Kling, R, & Gaes, G. (2020). "Neighborhood Imprisonment Rates and the Sunbelt: Variation in Imprisonment, Concentrated Disadvantage, and Their Relationship across the United States". <i>Crime & Delinquency</i>	https://journals.sagepub.com/doi/abs/10.1177/0011128719847449
Gaes, G., Rhodes, W., Campbell, W., Kling, R., Cutler, C. & Rich, T. (2020). The Effect of Technical Violation Revocations on Criminal Recidivism	Internal BJS paper
Rhodes, W., Kling, R., Thacker J., & Gaes, G. (2020). Estimating Inverse Probability Weights for NCRP Observations Available at the U.S. Census Bureau	Internal BJS and Census Bureau paper
Olsho , L., Brodsky, S., Campbell, W., Swan, H., Rich, T., and Mishra, J. (2020). Medicaid Enrollment among Adults Released from Prison in 2015	Internal BJS and Census Bureau paper
Nadel, M., Gaes, G., Rhodes, W., & Rich T. (2020). Estimating Interstate Recidivism: Using the National Corrections Reporting Program to Explore In-State and Out-of-State Returns to Prison	Internal BJS and Census Bureau paper
Campbell, W., Nadel, M., Masters, C. & Lewenstein, A. (2020). An Interstate Examination of the Distance between Current Imprisonment Locations and Former Residences of People Who Are Incarcerated	Internal BJS paper

Other NCRP Publications

Article	Link / Publication Type
Prescott, J.J., Pyle, Benjamin, Star, Sonja B. (2020). Understanding Violent-Crime Recidivism	Journal paper; Notre Dame Law Review; http://ndlawreview.org/wp-content/uploads/2020/05/9.-Prescott-et-al..pdf
Durante, Katherine A. (2021). County-level context and sentence lengths for Black, Latinx, and White individuals sentenced to prison: A multi-level assessment	Journal paper; Criminal Justice Policy Review; https://journals.sagepub.com/doi/full/10.1177/088740342111021893
Sherrard, Ryan. (2020) 'Ban the Box' Polices and Criminal Recidivism.	Research Paper; https://papers.ssrn.com/sol3/papers.cfm?abstract_id=3515048
Xiong, Heyu (2018). Displacement in the Criminal Labor Market: Evidence from Drug Legalization	Job Market Paper; https://intranet.weatherhead.case.edu/document-upload/docs/1665.pdf
Hinds, Oliver; Lu, Olive; Wallace-Lee, James; Kang-Brown, Jacob. (2020). Reconstructing How Counties Contribute to State Prisons	Vera Institute of Justice
Kang-Brown, Jacob, Schattner-Elmaleh, Eital, Henrichson, Christian. (2019) Incarceration Trends in Local Jails and State Prisons: Data and Methods for State Fact Sheets	Vera Institute of Justice; https://www.vera.org/downloads/publications/incarceration-trends-fact-sheets-data-and-methods.pdf
Li, Weihua; Lewis, Nicole. (2020). This chart shows why the prison population is so vulnerable to COVID-19	Marshall Project; https://www.themarshallproject.org/2020/03/19/this-chart-shows-why-the-prison-population-is-so-vulnerable-to-covid-19

Article	Link / Publication Type
Oliver, Pamela. (2020) What the numbers say about how to reduce imprisonment: Offenses, returns, and turnover.	Marquette Law Review; https://scholarship.law.marquette.edu/mulr/vol103/iss3/16/
Beckett, Katherine, Beach, Lindsey. (2021) Understanding the place of punishment: Disadvantage, politics, and the geography of imprisonment in 21st century America.	Journal; https://onlinelibrary.wiley.com/doi/full/10.1111/lapo.12161
Clegg, John, Usmani, Adaner. (2019). The Economic Origins of Mass Incarceration.	Journal; https://catalyst-journal.com/2019/12/the-economic-origins-of-mass-incarceration
Lerman, Amy E., Mooney, Alyssa C. (2021) The downside of downsizing: Persistence of racial disparities following state prison reform.	Journal; Punishment and Society https://journals.sagepub.com/doi/full/10.1177/14624745211006039
Liu, Sitian (2021) Mass Incarceration and Stopped Convergence in Black-White Educational Attainment	Paper; https://www.sitian-liu.com/uploads/1/2/5/2/125284595/liu_education.pdf
Nosrati E, Kang-Brown J, Ash M, McKee M, Marmot M, King LP. (2021) Incarceration and mortality in the United States.	Journal; https://pubmed.ncbi.nlm.nih.gov/34150979/
Bjerk, David, Helland, Eric (2018) What can DNA exonerations tell us about racial differences in wrongful-conviction rates?.	Journal; https://www.iza.org/publications/dp/11837/what-can-dna-exonerations-tell-us-about-racial-differences-in-wrongful-conviction-rates

Article	Link / Publication Type
Zimring, Franklin E. (2020). Crime, law enforcement, and sentencing in an era of prison expansion. The Insidious Momentum of American Mass Incarceration. Oxford, England: Oxford University Press	Book; https://oxford.universitypressscholarship.com/view/10.1093/oso/9780197513170.001.0001/oso-9780197513170
Alper, Mariel (2019). Is desistance invariant across time and geography? Examining desistance in released prisoners from 30 states over 9 years.	Journal; Journal of Developmental and Life-Course Criminology
Chung, Pil H., Hepburn, Peter (2018). Mass imprisonment and the extended family.	Journal; https://sociologicalscience.com/articles-v5-15-335/
Engen, Rodney (2018). Does reducing the prison population reduce racial disproportionality in imprisonment? Implications of the recent decline in US imprisonment rates.	Book; <i>Handbook on Punishment Decisions: Locations of Disparity</i> . Routledge.

Appendix C

60-day and 30-day Federal Register Notices and Comments in response

of Commerce (“Commerce”) that imports of seamless carbon and alloy steel standard, line, and pressure pipe from Korea and Russia were being subsidized by the governments of Korea and Russia and imports of seamless carbon and alloy steel standard, line, and pressure pipe from Czechia were being sold in the United States at less than fair value (“LTFV”).² Notice of the scheduling of the final phase of the Commission’s investigations and of a public hearing to be held in connection therewith was given by posting copies of the notice in the Office of the Secretary, U.S. International Trade Commission, Washington, DC, and by publishing the notice in the **Federal Register** on December 31, 2020, (85 FR 86946). In light of the restrictions on access to the Commission building due to the COVID-19 pandemic, the Commission conducted its hearing through written testimony and video conference on March 4, 2021. All persons who requested the opportunity were permitted to appear in person or by counsel.

The Commission subsequently issued its final determination that an industry in the United States was materially injured by reason of imports of seamless carbon and alloy steel standard, line, and pressure pipe from Czechia that Commerce had determined were sold at LTFV in the United States.³ On July 2, 2021, Commerce issued its final affirmative determinations that imports of seamless carbon and alloy steel standard, line, and pressure pipe from Korea, Russia, and Ukraine were being sold at LTFV in the United States and subsidized by the governments of Korea and Russia.⁴ Accordingly, the Commission currently is issuing a supplemental schedule for its antidumping and countervailing duty investigations on imports of seamless carbon and alloy steel standard, line, and pressure pipe from Korea, Russia, and Ukraine.

This supplemental schedule is as follows: The deadline for filing supplemental party comments on Commerce’s final antidumping and countervailing duty determinations is July 9, 2021. Supplemental party comments may address only Commerce’s final antidumping and countervailing duty determinations regarding imports of seamless carbon and alloy steel standard, line, and pressure pipe from Korea, Russia, and Ukraine. These supplemental final

comments may not contain new factual information and may not exceed five (5) pages in length. The supplemental staff report in the final phase of these investigations regarding subject imports from Korea, Russia, and Ukraine will be placed in the nonpublic record on July 23, 2021; and a public version will be issued thereafter.

For further information concerning these investigations see the Commission’s notice cited above and the Commission’s Rules of Practice and Procedure, part 201, subparts A and B (19 CFR part 201), and part 207, subparts A and C (19 CFR part 207).

Please note the Secretary’s Office will accept only electronic filings during this time. Filings must be made through the Commission’s Electronic Document Information System (EDIS, <https://edis.usitc.gov>.) No in-person paper-based filings or paper copies of any electronic filings will be accepted until further notice.

Additional written submissions to the Commission, including requests pursuant to section 201.12 of the Commission’s rules, shall not be accepted unless good cause is shown for accepting such submissions, or unless the submission is pursuant to a specific request by a Commissioner or Commission staff.

In accordance with sections 201.16(c) and 207.3 of the Commission’s rules, each document filed by a party to the investigation must be served on all other parties to the investigation (as identified by either the public or BPI service list), and a certificate of service must be timely filed. The Secretary will not accept a document for filing without a certificate of service.

Authority: These investigations are being conducted under authority of title VII of the Tariff Act of 1930; this notice is published pursuant to section 207.21 of the Commission’s rules.

By order of the Commission.

Issued: July 7, 2021.

Lisa Barton,

Secretary to the Commission.

[FR Doc. 2021-14809 Filed 7-12-21; 8:45 am]

BILLING CODE 7020-02-P

DEPARTMENT OF JUSTICE

Office of Justice Programs

[OMB Number 1121-0065]

Agency Information Collection Activities; Proposed eCollection eComments Requested; Extension of a Currently Approved Collection: National Corrections Reporting Program

AGENCY: Bureau of Justice Statistics, Department of Justice.

ACTION: 60-Day notice.

SUMMARY: The Department of Justice (DOJ), Office of Justice Programs, Bureau of Justice Statistics, will be submitting the following information collection request to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995.

DATES: Comments are encouraged and will be accepted for 60 days until September 13, 2021.

FOR FURTHER INFORMATION CONTACT: If you have additional comments especially on the estimated public burden or associated response time, suggestions, or need a copy of the proposed information collection instrument with instructions or additional information, please contact Danielle Kaeble, Statistician, Bureau of Justice Statistics, 810 Seventh Street NW, Washington, DC 20531 (email: Danielle.Kaeble@usdoj.gov; telephone: 202-598-1024).

SUPPLEMENTARY INFORMATION: Written comments and suggestions from the public and affected agencies concerning the proposed collection of information are encouraged. Your comments should address one or more of the following four points:

- Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the Bureau of Justice Statistics, including whether the information will have practical utility;
- Evaluate the accuracy of the agency’s estimate of the burden of the proposed collection of information, including the validity of the methodology and assumptions used;
- Evaluate whether and if so how the quality, utility, and clarity of the information to be collected can be enhanced; and
- Minimize the burden of the collection of information on those who are to respond, including through the use of appropriate automated, electronic, mechanical, or other technological collection techniques or other forms

² 85 FR 80024 and 85 FR 80007, December 11, 2020; 85 FR 83059, December 21, 2020.

³ 86 FR 21763, April 23, 2021.

⁴ 86 FR 35263-35274, July 2, 2021.

of information technology, *e.g.*, permitting electronic submission of responses.

Overview of This Information Collection

(1) *Type of Information Collection:* Extension of a Currently Approved Collection.

(2) *The Title of the Form/Collection:* National Corrections Reporting Program. The collection includes the following parts: Prisoner Admission Report, Prisoner Release Report, Prisoners in Custody at Year-end Report, Post-Custody Community Supervision Entry Report, Post-Custody Community Supervision Exit Report.

(3) *The agency form number, if any, and the applicable component of the Department sponsoring the collection:* Form number(s): NCRP-1A, NCRP-1B, NCRP-1D, NCRP-1E, NCRP-1F. The applicable component within the Department of Justice is the Bureau of Justice Statistics (Corrections Unit), in the Office of Justice Programs.

(4) *Affected public who will be asked or required to respond, as well as a brief abstract:* Primary: 50 state departments of corrections (DOCs) and 7 parole boards (in six states and the District of Columbia). The National Corrections Reporting Program (NCRP) is the only national data collection furnishing annual individual-level information for state prisoners at five points in the incarceration process: Prison admission, prison release, annual year-end prison custody census, entry to post-custody community corrections supervision, and exits from post-custody community corrections supervision. The Bureau of Justice Statistics (BJS), the U.S.

Congress, researchers, and criminal justice practitioners use these data to describe annual movements of adult offenders through state correctional systems, as well as to examine long-term trends in time served in prison, demographic and offense characteristics of inmates, sentencing practices in the states that submit data, transitions between incarceration and community corrections, and recidivism. Providers of the data are personnel in the states' Departments of Corrections and Parole, and all data are submitted on a voluntary basis. The NCRP collects the following administrative data on each inmate in participating states' custody:

- County of sentencing
- State and federal inmate identification numbers
- Dates of: Birth, prison admission, prison release, projected prison release, mandatory prison release, eligibility hearing for post-custody community corrections supervision,

post-custody community corrections supervision entry, post-custody community corrections supervision exit

- First, middle, and last names
- Demographic information: Sex, race, Hispanic origin, education level, prior military service, date and type of last discharge from military
- Offense type and number of counts per inmate for a maximum of three convicted offenses per inmate
- Total sentence length imposed
- Type of facility where inmate is serving sentence (for year-end custody census records only, the name of the facility is also requested)
- Country of current citizenship, country of birth, and status of current U.S. citizenship
- Type of prison admission
- Type of prison release
- Location of post-custody community supervision exit or post-custody community supervision office (post-custody community supervision records only)
- Social security number
- Address of last residence prior to incarceration
- Prison security level at which the inmate is held

BJS is not proposing making additions or deletions from the previously approved collection.

BJS uses the information gathered in NCRP in published reports and statistics. The reports will be made available to the U.S. Congress, Executive Office of the President, practitioners, researchers, students, the media, others interested in criminal justice statistics, and the general public via the BJS website.

(5) *An estimate of the total number of respondents and the amount of time estimated for an average respondent to respond:* BJS anticipates 57 respondents to NCRP by 2024: 50 state DOC respondents and seven separate parole boards (in six states and the District of Columbia). Burden hours for the three collection years (2022–2024) differ based on whether a state has previously submitted NCRP prison and PCCS data in recent years. All 50 DOCs have recently submitted NCRP prison data, but currently, only 35 DOCs have submitted PCCS data in the last four years.

Burden Hours for Prison Records (NCRP-1A, NCRP-1B, NCRP-1D)

All 50 DOCs have recently submitted NCRP prison data, so the average time needed to continue providing prison data is expected to be 7 hours per respondent for both prisoner admissions and releases (NCRP-1A and NCRP-1B)

and 7 hours for data on persons in prison at year-end (NCRP-1D). For 2022–2024, the total burden estimate of 14 hours per DOC for a total of 700 hours annually for the 50 DOCs (14 hours*50 = 700 hours). This is the same estimate as given for the 2021 collection since BJS is not requesting changes to the collection.

Burden Hours for PCCS Records (NCRP-1E, NCRP-1F)

There are currently 37 jurisdictions submitting PCCS data (32 DOCs and 5 parole boards), and BJS estimates that extraction and submission of both the PCCS entries and exits takes an average of 8 hours per jurisdiction. In 2022, BJS anticipates that 3 additional DOCs and one parole board will submit data, with the burden for each new jurisdiction being 24 hours to set up extraction programs and make the submission. Thus, the burden for PCCS records is 296 hours for those already submitting (8 hours*37 = 296 hours), and 96 hours for new submissions (24 hours*4 = 96). The total amount of time for all PCCS submissions in 2022 is 392 hours.

In 2023, BJS hope to recruit an additional 7 DOCs and the remaining parole board to submit NCRP PCCS data. The total estimate for submission of PCCS for new jurisdictions in 2023 is 192 hours (24 hours*8 = 192 hours). For those 40 DOCs and 6 parole boards currently responding, provision of the PCCS data in 2023 will total 368 hours (8 hours*46 = 368 hours). The total amount of time for all PCCS submissions in 2023 is 560 hours.

Similarly, BJS hopes that the remaining 2 DOCs will submit PCCS data for the first time in 2024. The remaining non-reporting DOCs would need a total of 48 hours to create data extraction programs and begin data submission (24 hours*2 = 48 hours). Those jurisdictions (42 DOCs and 7 parole boards) who provided NCRP PCCS data in 2023 will require 392 hours total to do the same in 2024 (8 hours*49 = 392 hours). The total amount of time for all PCCS submissions in 2024 is 440 hours.

Burden Hours for Data Review/Follow-Up Consultations

Follow-up consultations with respondents are usually necessary while processing the data to obtain further information regarding the definition, completeness and accuracy of their report. The duration of these follow-up consultations will vary based on the number of record types submitted, so BJS has estimated an average of 3 hours per jurisdiction to cover all of the records (prison and/or PCCS) submitted.

In 2022, BJS anticipates that one of the two parole boards not currently submitting PCCS data will begin to submit, so the number of jurisdictions requiring follow-up consultations is 51 (50 DOCs submitting at least the prison data, and one parole board submitting only PCCS data). This yields a total of 153 hours of follow-up consultation after submission (3 hours*51 = 153 hours).

This total estimate of 153 hours for data review/follow-up consultations remains the same for 2023 and 2024.

Total Burden Hours for Submitting NCRP Data

BJS anticipates that the total burden for provision and data follow-up of all NCRP data across the participating jurisdictions in 2022–2024 to be 1,293 hours (700 hours for prison records, 440 hours for PCCS records, and 153 hours for follow-up consultation).

(6) *An estimate of the total public burden (in hours) associated with the collection:* There are an estimated 1,293 total burden hours associated with this collection in 2022–2024.

If additional information is required contact: Melody Braswell, Department Clearance Officer, United States Department of Justice, Justice Management Division, Policy and Planning Staff, Two Constitution Square, 145 N Street NE, 3E.405A, Washington, DC 20530.

Dated: July 8, 2021.

Melody Braswell,

Department Clearance Officer for PRA, U.S. Department of Justice.

[FR Doc. 2021–14831 Filed 7–12–21; 8:45 am]

BILLING CODE 4410–18–P

DEPARTMENT OF LABOR

Agency Information Collection Activities; Submission for OMB Review; Comment Request; Fair Labor Standards Act Special Employment Provisions

ACTION: Notice of availability; request for comments.

SUMMARY: The Department of Labor (DOL) is submitting this Wage and Hour Division (WHD)-sponsored information collection request (ICR) to the Office of Management and Budget (OMB) for review and approval in accordance with the Paperwork Reduction Act of 1995 (PRA). Public comments on the ICR are invited.

DATES: The OMB will consider all written comments that agency receives on or before August 12, 2021.

ADDRESSES: Written comments and recommendations for the proposed information collection should be sent within 30 days of publication of this notice to www.reginfo.gov/public/do/PRAMain. Find this particular information collection by selecting “Currently under 30-day Review—Open for Public Comments” or by using the search function.

Comments are invited on: (1) Whether the collection of information is necessary for the proper performance of the functions of the Department, including whether the information will have practical utility; (2) if the information will be processed and used in a timely manner; (3) the accuracy of the agency’s estimates of the burden and cost of the collection of information, including the validity of the methodology and assumptions used; (4) ways to enhance the quality, utility and clarity of the information collection; and (5) ways to minimize the burden of the collection of information on those who are to respond, including the use of automated collection techniques or other forms of information technology.

FOR FURTHER INFORMATION CONTACT:

Crystal Rennie by telephone at 202–693–0456 or by email at DOL_PRA_PUBLIC@dol.gov.

SUPPLEMENTARY INFORMATION: This information collection pertains to the Fair Labor Standards Act (FLSA), 29 U.S.C. 201, *et seq.*, special employment provisions. These provisions relate to restrictions on industrial homework and to the use of special certificates that allow for the employment of categories of workers who may be paid less than the general Federal statutory minimum wage to the extent necessary to prevent curtailment of their employment opportunities. For this revision request specifically, the Department proposes to revise forms WH–226 (Application for Authority to Employ Workers with Disabilities at Special Minimum Wages) and WH–226A (Supplemental Data Sheet for Application for Authority to Employ Workers with Disabilities at Special Minimum Wages). The proposed change is to provide an electronic form for the public’s use when completing the WH–226 and/or WH–226A forms. An online platform has been created so the WH–226 and WH–226A forms may be submitted electronically. The substance of the proposed electronic forms is substantially the same with minor word changes to accommodate the type of submission (electronic versus paper). For additional substantive information about this ICR, see the related notice

published in the **Federal Register** on March 17, 2021 (86 FR 14648).

This information collection is subject to the PRA. A Federal agency generally cannot conduct or sponsor a collection of information, and the public is generally not required to respond to an information collection, unless the OMB approves it and displays a currently valid OMB Control Number. In addition, notwithstanding any other provisions of law, no person shall generally be subject to penalty for failing to comply with a collection of information that does not display a valid OMB Control Number. See 5 CFR 1320.5(a) and 1320.6.

DOL seeks PRA authorization for this information collection for three (3) years. OMB authorization for an ICR cannot be for more than three (3) years without renewal. The DOL notes that information collection requirements submitted to the OMB for existing ICRs receive a month-to-month extension while they undergo review.

Agency: DOL–WHD.

Title of Collection: Fair Labor Standards Act Special Employment Provisions.

OMB Control Number: 1235–0001.

Affected Public: Private Sector, Businesses or other for-profits, Not-for-profit.

Total Estimated Number of Respondents: 335,271.

Total Estimated Number of Responses: 1,329,967.

Total Estimated Annual Time Burden: 684,595 hours.

Total Estimated Annual Other Costs Burden: \$1,085.

Authority: 44 U.S.C. 3507(a)(1)(D).

Crystal Rennie,

Senior PRA Analyst.

[FR Doc. 2021–14813 Filed 7–12–21; 8:45 am]

BILLING CODE 4510–27–P

NATIONAL CREDIT UNION ADMINISTRATION

Submission for OMB Review; Comment Request

AGENCY: National Credit Union Administration (NCUA).

ACTION: Notice.

SUMMARY: The National Credit Union Administration (NCUA) will submit the following information collection request to the Office of Management and Budget (OMB) for review and clearance in accordance with the Paperwork Reduction Act of 1995, on or after the date of publication of this notice.

DATES: Comments should be received on or before August 12, 2021 to be assured of consideration.

Appendix D

BJS Data Protection Guidelines



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, D.C. 20531

BUREAU OF JUSTICE STATISTICS DATA PROTECTION GUIDELINES

OVERVIEW

The Bureau of Justice Statistics (BJS) is a federal statistical agency¹ and the nation’s primary source for criminal justice data.² BJS is a component of the Office of Justice Programs (OJP) in the U.S. Department of Justice (DOJ). BJS’s mission is to collect, analyze, publish, and disseminate statistical information on crime, criminal offenders, victims of crime, and the operation of justice systems at all levels of government. These data are critical to federal, state, and local policymakers in combating crime and ensuring that justice is both efficient and evenhanded.

The BJS Data Protection Guidelines, developed in coordination with OJP’s Office of the General Counsel and Office of the Chief Information Officer, are intended to provide a summary of the many federal statutes, regulations, and other authorities that govern BJS.³ As discussed in greater detail below, the guidelines require BJS to: adhere to strict confidentiality requirements regarding data collected at BJS’s direction; ensure that the collected data be used only for statistical purposes; commit to wide dissemination of BJS data for public benefit; and strive to maximize the utility, objectivity, and integrity of the information BJS disseminates and archives for public use.

I. DATA PROTECTIONS IN FEDERAL STATUTES

Pursuant to its statutory responsibilities, BJS must maintain the confidentiality of all information identifiable to a private person⁴ (personally identifiable information, or PII) that it collects.

¹The Office of Management and Budget (OMB) recognizes BJS as one of thirteen principal federal statistical agencies that have statistical work as their principal mission.

² For the purpose of this document, “information” and “data” are used synonymously.

³ This document is intended to provide a general overview of the statutory, regulatory, and policy framework under which BJS employees and its data collection agents operate. Nothing herein is intended to, or does, create any rights, substantive or procedural, enforceable at law by any party in any matter civil or criminal. Any specific questions regarding the application of these statutes, regulations, policies, and guidelines should be addressed in writing to BJS directly. The BJS Data Protection Guidelines will be reviewed and updated periodically to reflect changes to current or newly implemented statutes, regulations, and other authorities and the most current version will be available on the BJS website - https://www.bjs.gov/content/pub/pdf/BJS_Data_Protection_Guidelines.pdf.

⁴ Under BJS’ confidentiality regulations, “information identifiable to a private person means information which either— (1) Is labelled by name or other personal identifiers, or (2) Can, by virtue of sample size or other factors, be reasonably interpreted as referring to a particular private person. 28 C.F.R. § 22.2(e).

Specifically, in accordance with BJS’s authorizing statute, the Director of BJS “shall be responsible for the integrity of data and statistics and shall protect against improper or illegal use or disclosure.” [34 U.S.C. § 10132\(b\)](#).

Further, under 34 U.S.C. § 10231(a), no officer or employee of the federal government, including BJS employees or award recipients that operate as BJS data collection agents,⁵ may use or reveal any research or statistical information furnished in connection with a BJS data collection, including data identifiable to any specific private person, by any person for any purpose other than the purpose for which it was furnished.

Additionally, under that statute, statistical information provided to BJS that is identifiable to a private person is immune from legal process, and may not, without the consent of the person furnishing such information, be admitted as evidence or be used for any purpose in any action, suit, or other judicial, legislative, or administrative proceedings. Any person violating these confidentiality provisions may be punished by a fine not to exceed \$10,000 in addition to any other penalty imposed by law.

Further confidentiality protections for statistical data are contained in 18 U.S.C § 1905. Penalties for violating this statute include mandatory termination from employment, as well as a fine, term of imprisonment of not more than one year, or both.

II. DATA USE RESTRICTIONS IN FEDERAL STATUTES AND REGULATIONS

BJS operates under a statute which specifically states that it may only use the data it collects for statistical or research purposes. Title [34 U.S.C. § 10134](#), states that “[d]ata collected by the Bureau shall be used only for statistical or research purposes, and shall be gathered in a manner that precludes their use for law enforcement or any purpose relating to a private person⁶ or public agency other than statistical or research purposes.” The term “*statistical purpose*,” as defined in Section 502(9)(A) of the E-Government Act of 2002, means “the description, estimation, or analysis of the characteristics of groups, without identifying the individuals or organizations that comprise such groups.”⁷ Statistical purposes exclude “any administrative, regulatory, law enforcement, adjudicatory, or other purpose that affects the rights, privileges, or benefits of a particular identifiable respondent.” *Id.* at 502(5)(A).

⁵ For the purpose of these guidelines, the term “award recipient” refers to the entity (e.g., a private organization or an institution of higher learning) that receives funding from BJS through a cooperative agreement, grant, contract, subaward award, or subcontract to perform exclusively statistical or research activities (e.g., collecting, receiving, handling, maintaining, transferring, processing, storing, or disseminating data). The term “data collection agent” refers to an individual who works under BJS’s authority through such an award to collect or maintain information collected in conjunction with the funded project(s). Both the entity that receives the funding and the data collection agents that operate under the conditions of the award are subject to the requirements described in the BJS Data Protection Guidelines and may be used interchangeably herein.

⁶ The term “*private person*” means “any individual (including an individual acting in his official capacity) and any private partnership, corporation, association, organization, or entity (or any combination thereof).” 34 U.S.C. § 10251(a)(27).

⁷ Section V of the E-Government Act of 2002 is also known as the “Confidential Information Protection and Statistical Efficiency Act of 2002,” (CIPSEA). See, [44 U.S.C. § 3501](#) note.

All BJS data collection agents working with identifiable information collected or maintained at BJS's direction are required to comply with all confidentiality requirements of 34 U.S.C. § 10231, the privacy certification requirements of 28 C.F.R. § 22.23, and the requirement to destroy identifiable data as set forth in 28 C.F.R. § 22.25.

III. FOIA REQUESTS AND FEDERAL CONFIDENTIALITY PROTECTIONS

BJS data collections also have protections under a broader federal statute that affects the confidentiality of information in the Privacy Act of 1974 and the Freedom of Information Act (FOIA), 5 U.S.C. § 552. Although FOIA is generally cited as establishing the public's right of access to federal records and information, there are nine established FOIA exemptions which permit executive branch agencies to withhold certain types of information from release. For example, one such exemption may allow BJS to withhold information when public release would reveal information accusing a person of a crime.⁸ Another example may allow BJS to refuse to disclose information if the information sought would "disclose investigatory records compiled for law enforcement purposes, or if the disclosure might have similar implications."⁹

IV. FEDERAL REGULATIONS ON THE CONFIDENTIALITY OF IDENTIFIABLE DATA

Data collected by BJS and its data collection agents are maintained under the confidentiality provisions outlined in [28 C.F.R. Part 22](#).¹⁰ Relevant provisions include –

- Data identifiable to a private person may be used or revealed only for research or statistical purposes, or where prior consent is obtained from an individual
- Identifiable information will be used or revealed only to employees on a need-to-know basis, and only if the recipient is legally bound to use it solely for research and statistical purposes and to take adequate administrative and physical precautions to ensure confidentiality
- BJS award recipients are required by federal law, as a condition of funding, to submit a Privacy Certificate that describes the precautions in place to adequately safeguard the administrative and physical security of identifiable data, as applicable
- Individuals, including BJS data collection agents, with access to data on a need-to-know basis are advised in writing of the confidentiality requirements and must certify in writing to abide by these requirements.

V. INFORMATION SYSTEM SECURITY AND PRIVACY REQUIREMENTS

⁸ 5 U.S.C. § 552b(b)(5).

⁹ 5 U.S.C. § 552b(b)(7).

¹⁰ While the confidentiality provisions of Part 22 discussed herein are extensive, these regulations do not apply to any records from which identifiable research or statistical information was originally obtained; or to any records which are designated under existing statutes as public; or to any information extracted from any records designated as public.

BJS/OJP maintains a robust IT security program in compliance with the DOJ Cybersecurity Program¹¹ and the [DOJ IT Cybersecurity and Privacy Rules of Behavior \(ROB\) for General Users](#)¹² to facilitate the privacy, security, confidentiality, integrity, and availability of BJS/OJP's computer systems, networks, and data in accordance with applicable federal and Department policies, procedures, and guidelines. BJS award recipients are similarly required to maintain the appropriate administrative, physical, and technical safeguards to protect identifiable data and ensure that information systems are adequately secured and protected against unauthorized disclosure.

Specifically, BJS and its award recipients are required to, where applicable –

- Assess and secure information systems in accordance with the [Federal Information Security Modernization Act of 2014](#) (FISMA; Pub. L. No. 113-283) Pub. L. No. 107-347)
- Adhere to [National Institute of Standards and Technology](#) (NIST) guidelines to categorize the sensitivity of all information collected or maintained on behalf of BJS
- Once the system has been categorized, secure data in accordance with the Risk Management Framework specified in [NIST SP 800-37 rev. 2](#)
- Employ adequate controls to ensure data are not comingled with any other dataset or product without the express written consent of BJS (applicable to BJS data collection agents)
- Reduce the volume of personally identifiable information collected, used, or retained to the minimum necessary
- Limit access to identifiable data to only those individuals who must have such access, including requisite IT security administrators
- Limit the use of identifiable data to only the purposes for which its use was approved
- Ensure all cooperative agreements and contracts involving the processing and storage of PII comply with DOJ policies on remote access and security incident reporting
- Employ formal sanctions for anyone failing to comply with DOJ policies and procedures, in accordance with applicable laws and regulations

¹¹ The provisions of DOJ Order 0904, *Cybersecurity Program*, apply to all DOJ components, personnel, and IT systems used to process, store, or transmit Departmental information, as well as to contractors and other users of IT systems supporting the operations and assets of DOJ. The provisions discussed herein provide a summary of DOJ's information technology security requirements and policies.

¹² The DOJ IT Security ROB for General Users apply to all DOJ components, personnel, and contractors and pertain to the use, security, and acceptable level of risk for DOJ systems and applications. The provisions discussed herein provide an overview of DOJ's information technology security requirements and policies. For a more extensive description of specific DOJ policies, requirements, roles, and responsibilities, consult the DOJ IT Security ROB for General Users in full.

- Complete data security and confidentiality trainings.

All on-site, physical BJS data files are stored in a secure building in Washington, D.C. which houses only OJP (including BJS) and is staffed by armed guards 24 hours a day, 7 days a week. Federal employees and contractors must pass through an electronic badge swipe to verify their identity, and non-federal visitors must be sponsored by DOJ employees, pass through a metal detector, record information in a central log book, and wear a visitor's badge. Onsite servers containing BJS data are stored in a locked room with access limited only to OJP IT personnel, and require a badge swipe to enter. Data stored on CD-ROMs reside in a locked office with limited key access to authorized individuals, and all data use in the room is logged.

Technical control of BJS data is maintained through a system of firewalls and encryption. OJP employs an Intrusion Detection System at the perimeter of the network to supplement its defense-in-depth approach to security. BJS maintains data on a secure hard drive behind the DOJ firewall, and the data are encrypted to meet Federal Information Process Standard (FIPS) Publication 140-2 requirements. Access to this drive and its files require username and password verification. Access to individual files is restricted to BJS project staff and the requisite OJP IT security administrators.

Furthermore, OJP is required to periodically assess its security controls to determine their effectiveness, monitor and correct deficiencies, reduce or eliminate vulnerabilities in IT systems, and monitor IT system security controls.

BJS award recipients must employ similar administrative, physical, and technical controls to adequately secure their FISMA-defined information systems from unauthorized disclosure. OJP also reserves the right to audit during the project period any FISMA-defined information system used by BJS data collection agents to collect, receive, handle, maintain, transfer, process, store, or disseminate data products in support of the project to assess compliance with federal laws and regulations related to data management and security.

The Cybersecurity Enhancement Act of 2015 (codified in relevant part at 6 U.S.C. § 151) requires the Department of Homeland Security (DHS) to provide cybersecurity protection for federal civilian agency information technology systems and to conduct cybersecurity screening of the Internet traffic going in and out of these systems to look for viruses, malware, and other cybersecurity threats. DHS has implemented this requirement by instituting procedures such that, if a potentially malicious malware signature were found, the Internet packets that contain the malware signature would be further inspected, pursuant to any required legal process, to identify and mitigate the cybersecurity threat. In accordance with the Act's provisions, DHS conducts these cybersecurity screening activities solely to protect federal information and information systems from cybersecurity risks. To comply with the Act's requirements and to increase the protection of information from cybersecurity threats, OJP facilitates, through the DOJ Trusted Internet Connection and DHS's EINSTEIN 3A system, the inspection of all information transmitted to and from OJP systems including, but not limited to, respondent data collected and maintained at BJS's direction.

VI. DISSEMINATION OF DATA

The BJS authorizing statute reads, in relevant part, that BJS is authorized to “provide information to the President, the Congress, the judiciary, state, tribal, and local governments, and the general public on justice statistics.”¹³ A robust dissemination program is essential to the execution of this statutory mandate. BJS uses its website for data dissemination, including public access to data releases of aggregate statistics in the form of updated time series, cross-tabulations of aggregated characteristics of respondents, analytic reports, briefs of key findings, and technical reports. Aggregated data are typically made available in spreadsheet format and through online tabulation tools.¹⁴

Micro (raw) data published under BJS’s authority and the related study documentation are made available to external parties at the University of Michigan’s National Archive of Criminal Justice Data (NACJD) for statistical and research purposes, though the level and format of access depends on the type of data being requested (see Section VII).

BJS follows established information dissemination practices, including those outlined in OMB’s *Guidelines for Ensuring and Maximizing the Quality, Objectivity, Utility, and Integrity of Information Disseminated by Federal Agencies*¹⁵ as well as those outlined in [BJS’s Data Quality Guidelines](#).

BJS also adheres to OMB’s *Statistical Policy Directive No. 4, [Release and Dissemination of Statistical Products Produced by Federal Statistical Agencies](#)*, and the standards on dissemination of information products set forth in OMB’s *Statistical Policy Directive No. 2, [Standards and Guidelines for Statistical Surveys](#)*.

VII. DATA ARCHIVAL PRACTICES

BJS archives data at the NACJD to encourage and support the facilitation of research in the field of criminal justice. To the extent necessary and practical, BJS removes, masks, or collapses direct and indirect identifiers prior to sending data to NACJD to protect respondent confidentiality. In consultation with BJS, NACJD takes additional precautions to mitigate compromising the confidentiality of data, including conducting a comprehensive disclosure risk review to determine the appropriate level of security that should be applied to the data. In addition to the NACJD disclosure risk review, BJS may also request to suppress additional variables due to the sensitive nature of the data and/or to further protect confidentiality, if appropriate. Data that do not contain personally identifiable information are available for public access download. Prior to public release, NACJD routinely checks all data collections for conditions that could violate the confidentiality of data. NACJD protects respondent confidentiality by removing, masking, blanking, or collapsing direct or indirect variables and records within public-use versions of the dataset.

¹³ 34 U.S.C. § 10132(c)(10).

¹⁴ Some older publications that are not machine readable may only be available on the BJS website via scanned pdf files.

¹⁵ 67 Fed. Reg. 8,452 (February 22, 2002).

NACJD applies stringent security to restricted data where some risk of respondents' identity disclosure remains (e.g., variables used in conjunction with one another or linking to other data files) and provides four access options for these types of data: restricted access; physical data enclave; online analysis; virtual data enclave.¹⁶ Prospective users of such data must follow NACJD's application and approval processes, including the submission of a research proposal and additional measures as required such as IRB approval or waiver, information about users of the data, a restricted data use agreement, and a data security plan. Additionally, users of data in the physical enclave must travel to the University of Michigan to analyze data on a NACJD computer in a secure room without internet and printer capabilities, and output is screened to ensure results are aggregated to a level that prevents individual identification.

BJS datasets stored at OJP and archived at the NACJD are periodically audited to determine if their security profiles have changed and protections need to be updated based on changes in policy, updates to OJP systems, or the availability of other linked data.

VIII. DATA DISPOSITION PRACTICES

BJS and its award recipients follow federal regulations requiring the disposition of data containing identifiable information.¹⁷ Where applicable, BJS complies with all federal government data destruction guidelines regarding the technical and physical wiping of data from servers and destruction of existing CD-ROMs or paper documents. BJS award recipients are required to return to BJS or destroy PII collected in conjunction with BJS-funded activities upon delivery of the data to BJS and project completion.

IX. INCIDENT RESPONSE PROCEDURES

DOJ has established incident response plans and notification procedures in the event of an actual or suspected data breach involving PII and/or loss of any devices containing these data. These procedures apply to all BJS employees and its award recipients, and all PII regardless of format (e.g., paper, electronic, etc.), and follow the requirements set forth in applicable federal statutes, policies, regulations, and other authorities, including the Privacy Act of 1974, the E-Government Act of 2002, the FISMA, and [OMB Memorandum M-17-12, *Preparing for and Responding to a Breach of Personally Identifiable Information*](#).

In the event of a real or suspected data security incident by BJS or one of its data collection agents, BJS shall follow the requirements set forth in OMB Memorandum M-17-12, *Preparing for and Responding to a Breach of Personally Identifiable Information*, including -

- Notify, within one hour of discovery, the appropriate DOJ officials and law enforcement agencies

¹⁶ The [NACJD website](#) provides specific details about its processes and requirements related to receiving and handling restricted data, including types of access and application requirements.

¹⁷ 28 C.F.R. § 22.25.

- Provide DOJ forensics and law enforcement personnel, including the DOJ Inspector General, access to media and devices required for investigation, as appropriate
- Assist with digital forensic and other investigations on electronic devices and/or associated media, as required
- Record the handling and transfer of media and devices to support forensic and other investigations
- Notify individuals potentially impacted by the incident.

In the event of a breach involving PII, BJS may consult with the appropriate DOJ officials to develop mitigation options and assess the need to provide additional measures of protection, including analyzing whether a particular data loss appears to be resulting in identify theft and providing credit monitoring services to those impacted by the data incident.

Additionally, to further assist investigative and remedial efforts, BJS may disclose a limited amount of PII to the appropriate agencies, entities, and persons to assist in DOJ’s response efforts or to prevent, minimize, or remedy harm to impacted individuals when it suspects or has confirmed an incident involving PII collected or maintained under BJS’s authority. BJS may also provide a limited amount of PII to another federal agency or federal entity to assist their response efforts.

X. INDEMNIFICATION

Any person who unlawfully discloses PII collected or maintained under BJS’s authority shall be in violation of, and punished under the provisions of, the confidentiality statutes referenced above in Section I. “Data Protections in Federal Statutes.”

BJS will not agree to insure, defend, or indemnify the data provider. BJS will, consistent with DOJ authorities, cooperate with the other party in the investigation and resolution of administrative claims and/or litigation arising from conduct related to the provisions of the separate data use agreement.

XI. BJS STATISTICAL STANDARDS AND PRACTICES

Among BJS’s fundamental responsibilities as a statistical agency is its duty to protect the trust of individual respondents and data providers by ensuring the confidentiality and exclusive statistical use of their responses.¹⁸ As the nation’s premier source of reliable criminal justice data, BJS is committed to employing robust data security protocols and data stewardship practices to protect the privacy and confidentiality of the data collected and maintained.

¹⁸ See, also, OMB M-15-03 *Statistical Policy Directive No. 1: Fundamental Responsibilities of Federal Statistical Agencies and Recognized Statistical Units*.

To uphold public trust in the integrity of the data and ensure continued cooperation from data providers and respondents, BJS adheres to a set of statistical principles and practices¹⁹ that guide its mission to compile, analyze, and disseminate information on crime, criminal offenders, victims of crime, and the operation of justice systems at all levels of government. These principles and standards include maintaining –

- Relevance to policy issues
- Credibility among and cooperation with data users
- Trust among data providers
- A clearly defined and well-accepted mission
- Independence from political and other undue external influence
- Necessary authority to protect independence
- Use of multiple data sources that meet user needs
- Openness about the sources of data and their limitations
- Wide dissemination of data
- Respect for the privacy and autonomy of data providers
- Protection of the confidentiality of data providers' information
- Commitment to quality and professional standards of practice
- Coordination and cooperation with other federal statistical agencies.

XI. BJS DATA QUALITY GUIDELINES

BJS has implemented and published the [BJS Data Quality Guidelines](#) that govern all justice data that BJS produces and disseminates for the general public in accordance with the provisions of the [DOJ Information Quality Guidelines](#) and OMB government-wide guidance for information dissemination, including the Paperwork Reduction Act (44 U.S.C. § 3501 *et seq.*). The BJS Data Quality Guidelines apply to a wide variety of substantive information and dissemination activities and topics, including –

¹⁹ The *BJS Statistical Principles and Practices* were informed by *Principles and Practices for a Federal Statistical Agency*, 6th edition, National Research Council (2017), issued by the National Research Council of the National Academy of Sciences, which has guided managerial and technical decisions made by national and international statistical agencies for decades.

- Privacy and maintaining confidentiality of data
- Initiating surveys, censuses, and other data collections
- Survey design and data collections
- Data transparency, analysis, and processing
- Content and verification of BJS data
- Dissemination.

The BJS Data Quality Guidelines were established to ensure and maximize the utility, objectivity, and integrity of the information BJS disseminates and to provide a framework to give persons an opportunity to seek and obtain correction of information maintained and disseminated by BJS that does not comply with these guidelines.

Issue Date: May 20, 2016

Updated: January 12, 2021

Appendix E

NCRP 2020 Data Collection Protocol

NCRP 2020 Data Collection Protocol

Get Abt IRB approval

- In October, get IRB approval for the new year of data collection (both NCRP and NPS)
- IRB materials are in K:\Projects\NCRP\Tom\admin\IRB
- Submit Form D, once you have funding secured to do a new year of data collection – typically in October.
- If necessary (if there are new variables), submit Form E, once all the changes to the upcoming year's data collection have been finalized (i.e., new variables or Parts).
- When you get the official approval forms from the IRB, submit them to the BJS Program Manager.

Create folder structure for new year

- Create folder K:\NCRP\Data Collection 20XX, using the same subfolder structure as the previous year.

Update contact list

- List is in K:\Projects\NCRP\20XX Data Collection
- The list contains POCs for both NCRP and NPS – in only a couple states are they different.
- Update contacts based on latest available information from the states.
- Send list to the BJS Program Manager.

Get IRB approval from California

- A pre-requisite for approval is having the agency-wide BJS/CDCR DUA in place. BJS does this. DUA is in K:\Projects\NCRP\State Summary Data\California
- NCRP is approved in February/March.

Produce BJS letters requesting participation

- Create a draft, based on last year's; send to BJS for review.
- Mail merge the BJS-approved letter, using the contact list.
- Letters are kept in K:\Projects\NCRP\20XX Data Collection\NCRP data collection materials to send to states\BJS letters to states

Update the NCRP FAQ

- The FAQ is kept in K:\Projects\NCRP\20XX Data Collection\NCRP data collection materials to send to states
- Modify last year's, as necessary.
- The FAQ is useful for agency/unit leads that need to approve participation. Change the date in the header and other parts, as necessary.

Update the Data Request Manuals

- Make a copy of last year's. Word versions are kept in K:\Projects\NCRP\20XX Data Collection\NCRP data collection materials to send to states\Word versions of materials
- Be sure to update the "What's New" section at the beginning). Make changes in Word and then create PDFs. Three versions are created:

- All 5 parts
- Just ABD (if the agency only submits ABD – AL, GA, MA, NV, SC)
- Just EF (if the agency is a PCCS agency – GA, MA, NV, SC)
- Create PDF versions for distribution. PDFs are kept in K:\Projects\NCRP\20XX Data Collection\NCRP data collection materials to send to states

Initialize a new tracking sheet

- K:\Projects\NCRP\20XX data collection\20XX data collection status.xlsx

Check the File Upload Website account status

- As necessary, log in to the transfer site (transfer.abtassoc.com) accounts, to re-set their active status for another year (logins expire if not used for a year).
- Note: when there's a new person, delete the account and create one for the new person.

Identify special requests for states

- Formulate the key extra things are to ask for, from each state –e.g., ask them if they can submit a Part that they've never submitted before. Put these in the body of the email with the official request.

Special cases – New York

- Need to send a separate letter to the New York State DOCCS Commissioner, who has to approve participation each year. BJS sends this.

Send POC the NCRP request during the first week of January

- Include in the email:
 - A mail merged letter from BJS
 - The appropriate data collection manual (ABDEF, ABD, or EF)
 - The FAQ
- For some states, the requests go to the person who submits the data files; for others, requests go to that person plus their supervisor (to keep the supervision in the loop).
- Suggested subject line: 20XX NCRP data request
- Suggested body of the email (tailored, as appropriate)

Thank you very much for participating in the Bureau of Justice Statistics' National Corrections Reporting Program (NCRP). I especially appreciate _____ work in preparing last year's submission.

Attached is the request from BJS for 20XX NCRP data, Parts ABDEF. Instructions and an NCRP FAQ are also attached. If possible, we would appreciate receiving your 20XX submission by March 31, 20XX. Please remember to submit your data via the secure NCRP Transfer Site (<https://transfer.abtassoc.com/>).

There are a couple things I wanted to highlight (these are just examples):

You'll be happy to hear that there are no new variables – the 20XX request is the same as the 20XX-1 request.

In addition to 20XX Parts ABD, is there any chance you could prepare Parts E and/or F (post confinement community supervision admissions and releases)? I don't know if you have access to these data.

Please let me know if you have any questions. Thank you again for participating in NCRP

- Watch for undeliverable emails ... you'll need to identify a new POC.

Appendix F

Introductory letter from BJS to data respondents for collection of 2018 NCRP data



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Statistics

Washington, DC 20531

January 4, 2021

<<Name>>

<<Title>>

<<Department>>

Dear <<salutation>>,

I am writing to request your continued participation in the National Corrections Reporting Program (NCRP). Data are now being collected for the 2020 reporting year by Abt Associates, our data collection agent. We ask that if possible, states submit data by **March 31, 2021**. The Bureau of Justice Statistics (BJS) very much appreciates your past participation in NCRP.

BJS will maintain the confidentiality of your personally identifiable information, and will protect it to the fullest extent under federal law. BJS, BJS employees, and BJS data collection agents will use the information for statistical purposes only, and will not disclose the information in identifiable form to anyone outside of the BJS project team without your consent. All data collected under BJS's authority are protected under the confidentiality provisions of 34 U.S.C. § 10132, and any person who violates these provisions may be punished by a fine up to \$10,000, in addition to any other penalties imposed by law. Further, per the Cybersecurity Enhancement Act of 2015 (codified in relevant part at 6 U.S.C. § 151), federal information systems are protected from malicious activities through cybersecurity screening of transmitted data. For more information on the federal statutes, regulations, and other authorities that govern how BJS, BJS employees, and data collection agents use, handle, and protect your information, see the BJS Data Protection Guidelines at https://www.bjs.gov/content/pub/pdf/BJS_Data_Protection_Guidelines.pdf.

The NCRP collection underwent its 3-year clearance review by the Office of Management and Budget in 2018 and was approved (OMB Control No: 1121-0065; Expiration Date: 11/30/2021). You may read the application and review comments at the NCRP page at the OMB website (<https://www.reginfo.gov/public/do/PRAOMBHistory?ombControlNumber=1121-0065>).

Please note that there are no new variables in this year's NCRP request.

Again, this year BJS intends to extend the utility of NCRP data by linking it to other federal and state datasets to produce national estimates of prisoner and former prisoner economic, social, and health characteristics. If you provide prisoner names and/or social security information, BJS will transfer the data to the Census Bureau's Center for Economic Studies (CES; <https://www.census.gov/programs-surveys/ces.html>) for linkage. The attached FAQ describes the linkage process and destruction of personally identifiable information (PII). Statistics generated from these linked records may include estimates of post-prison mortality, employment and wages, government benefits and health insurance enrollment, or residential mobility. BJS does not intend to publish estimates of these measures at the

state level or call out individual states, although in some cases BJS may group several states by population size, sentencing statutes, whether the state can impose the death penalty, etc. ***No other federal agency or individual will have access to NCRP data while they are at CES without written BJS approval and only after passing a background investigation and extensive training on data security and confidentiality.***

If you **do not** wish for your data to be linked, please inform the BJS Statistician Danielle Kaeble (Danielle.Kaeble@ojp.usdoj.gov, (202) 305-2017), by January 31, 2021.

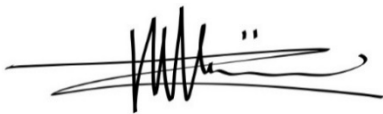
In addition, BJS submits de-identified NCRP data files to the National Archive of Criminal Justice Data (<http://www.icpsr.umich.edu/icpsrweb/NACJD/>). Researchers whose study has been approved by an Institutional Review Board (IRB) may request access to the de-identified NCRP data.

Finally, we would like to remind you that if you are the respondent for other annual BJS data collections, you will receive separate cover letters for these collections, which may include the National Prisoner Statistics (NPS), Annual Probation and Parole Surveys (APS), and Capital Punishment.

We truly appreciate the amount of time and energy that you expend in providing us these data. Without your assistance, BJS would not be able to provide comprehensive and accurate statistics on the correctional populations in the United States.

If you have any questions about the NCRP or this data request, please feel free to contact the Abt Project Director, Tom Rich, at (617) 349-2753 or Tom_Rich@abtassoc.com or BJS Corrections Statistician Danielle Kaeble at (202) 305-2017 or danielle.kaeble@ojp.usdoj.gov. Once again, many thanks for your participation in BJS's NCRP program.

Sincerely,

A handwritten signature in black ink, appearing to read 'Richard Klückow', with a stylized flourish at the end.

Richard Klückow, DSW
Chief, Corrections Unit
Bureau of Justice Statistics

Appendix G

Introductory letter from data collection agent to data respondents for collection of 2020 NCRP data

As an example of communication, here's the email Tom Rich sent to Linda Mitterling, North Carolina NCRP point of contact:

Hello Linda,

Thank you very much for participating in the Bureau of Justice Statistics' National Corrections Reporting Program (NCRP). I appreciate all your work in preparing last year's submission.

Attached is the request from BJS for 2020 NCRP data, Parts ABDEF. Instructions and an NCRP FAQ are also attached. If possible, we would appreciate receiving your 2020 submission by March 31, 2021. Please remember to submit your data via the secure NCRP Transfer Site (<https://transfer.abtassoc.com/>).

You'll be happy to know that there are no new variables this year – the 2020 request is the same as the 2019 request.

Please let me know if you have any questions. Thank you again for participating in NCRP.

Thanks,
Tom

Tom Rich | Principal Associate | Abt Associates
10 Fawcett Street | Cambridge, MA 02138
C: 781.254.5999 | www.abtassociates.com

Appendix H

Instructions for NCRP data submission, reporting year 2020



2020 NCRP Data Request Instructions

Prison and Post Confinement Community Supervision Records (Parts A, B, D, E, and F)

OMB Control No: 1121-0065
Expiration Date: 11/30/2021

December 2020

Contacts:

Tom Rich
NCRP Project Director
and Site Liaison
617-349-2753
tom_rich@abtassoc.com

Walter Campbell
NCRP Site Liaison
617-520-2347
walter_campbell@abtassoc.com



Abt Associates Inc.
10 Fawcett St.
Cambridge, MA 02138

2020 NCRP Data Request Instructions

Table of Contents

Overview.....	1
What’s New for 2020.....	1
General Data Submission Instructions.....	2
Part A (Prison Admissions) Instructions.....	4
Part B (Prison Releases) Instructions.....	8
Part D (Prison Custody) Instructions.....	13
Part E (Post Confinement Community Supervision Admissions) Instructions.....	17
Part F (Post-Confinement Community Supervision Releases) Instructions.....	21
Appendix. Additional Information on NCRP Variables.....	25
Variable 1: County in Which Sentence Was Imposed.....	25
Variable 2: Inmate ID Number.....	25
Variable 3: Date of Birth.....	26
Variable 4: Sex.....	26
Variable 5: Race.....	26
Variable 6: Hispanic Origin.....	27
Variable 7: Highest Grade Completed.....	28
Variable 8: Date of Admission to Prison.....	29
Variable 9: Type of Admission to Prison.....	30
Variable 10: Jurisdiction on Date of Admission.....	34
Variable 11: Prior Jail Time.....	35
Variable 13: Offenses.....	35
Variable 14a: Offense with Longest Maximum Sentence.....	36
Variable 14b: Sentence Length for Variable 14a Offense.....	36
Variable 15: Total Maximum Sentence Length.....	37
Variable 17: Location Where Inmate is to Serve Sentence.....	39

Variable 20: Prior Felony Incarcerations	40
Variable 23a: Date of Release from Prison.....	41
Variable 23b: Location at Time of Prison Release	41
Variable 24: Agencies Assuming Custody at Time of Prison Release	42
Variable 25: Type of Release From Prison.....	43
Variable 26: Date of Release from Post Confinement Community Supervision.....	46
Variable 27: Type of Release from Post Confinement Community Supervision	46
Variable 30: Inmate State ID Number	49
Variable 31a: Indeterminate Sentence	50
Variable 31b: Determinate Sentence.....	50
Variable 31c: Mandatory Minimum Sentence	51
Variable 31d: Truth in Sentencing Restriction	52
Variable 32: Length of Court-Imposed Sentence to Community Supervision	52
Variable 33: Parole Hearing / Eligibility Date.....	53
Variable 34: Projected Release Date.....	54
Variable 35: Mandatory Release Date	55
Variable 36: First Name.....	56
Variable 37: Last Name	56
Variable 38: Facility Name	57
Variable 39: FBI Number	57
Variable 40: Prior Military Service.....	57
Variable 41: Date of Last Military Discharge.....	58
Variable 42: Type of Last Military Discharge	58
Variable 43: Date of Admission to Post Confinement Community Supervision.....	59
Variable 44: Type of Admission to Post Confinement Community Supervision	59
Variable 45: County Where Offender was Released / County Where PCCS Office is Located ...	60
Variable 46: Social Security Number	60
Variable 47: Last Known Address Prior to Incarceration	61

Variable 48: Offender Custody Level.....	62
Variable 49: US Citizen.....	63
Variable 50: Country of Citizenship.....	63
Variable 51: Country of Birth.....	64

Overview

The National Corrections Reporting Program (NCRP) collects offender-level information from state departments of correction and community supervision on admissions to and releases from prisons and post confinement community supervision. Abt Associates is the NCRP data collection agent for the Bureau of Justice Statistics, the federal agency that administers NCRP. BJS has administered NCRP since 1983. Contact your **NCRP site liaison** (Tom Rich, at tom_rich@abtassoc.com or 617-349-2753 or Walter Campbell, at walter_campbell@abtassoc.com or 617-520-2347) for more information.

For 2020, states are asked to submit three prison files:

- Prison Admissions (Part A): one record for each *admission* of a sentenced offender to the state's prison system during calendar year 2020.
- Prison Releases (Part B): one record for each *release* of a sentenced offender from the state's prison system during calendar year 2020.
- Prison Custody (Part D): one record for each sentenced *offender* in the physical custody of the state's prison system on December 31, 2020.

For 2020, states are also asked to submit two post-confinement community supervision (PCCS) files:

- Post Confinement Community Supervision¹ Admissions (Part E): one record for each *admission* to a post-confinement community supervision program during calendar year 2020.
- Post Confinement Community Supervision Releases (Part F): one record for each *release* from a post-confinement community supervision program during calendar year 2020.

The detailed instructions below for Parts A, B, D, E, and F include the NCRP definitions of admissions, releases, and other terminology. The NCRP definitions may vary from the definitions your state uses.

What's New for 2020

There are no changes for 2020 – the variables in the 2020 request are the same as in the 2019 request.

However, if you were unable to include any of the new variables from recent years, please try to include them in your 2020 submission:

- The offender's Social Security Number (all five Parts).
- The offender's last known address prior to incarceration (Parts A and E).
- The offender's custody level at year-end (Part D).
- Whether the offender is a citizen of the United States (Parts A, D, and E).

¹ Post Confinement Community Supervision means sentenced offenders serving a period of community supervision immediately after release from prison.

- The offender’s country of current citizenship (Parts A, D, and E).
- The offender’s country of birth (Parts A, D, and E).

As with all NCRP variables, states may decide not to include these variables in their NCRP submission.

General Data Submission Instructions

Is there a required format or coding scheme for the data?

- There is no required format or file type for the data you submit; use whatever is most convenient for you.
- There is no required set of codes for the categorical NCRP variables (e.g., race, prison admission type). The documentation in this manual includes suggested “NCRP format” codes, but you can use whatever internal codes your agency uses. As necessary, Abt will re-code your internal agency codes into the standardized NCRP codes.

What if I am unable to provide all the requested data?

- If your agency does not collect one or more of the requested data elements or providing them would be an excessive burden (or is not allowed under agency policy), those data elements do not have to be included in the data submission. The instructions for each Part also highlight the “core” data elements that are most important to NCRP.

When is the data submission due?

- The target date for submitting NCRP data is March 31st, but we understand that agency constraints in many states preclude meeting that target date. The Abt site liaison will work with each state to set a realistic target date.

How do I send the data to Abt Associates?

- Use the NCRP data transfer site (transfer.abtassoc.com) to submit data. This site is compliant with FIPS (Federal Information Processing Standard) 140-2 and meets all the requirements of the Federal Information Security Management Act (FISMA) and the Privacy Act. The data are automatically encrypted during transit.
- When you are ready to submit data, contact your NCRP site liaison² to obtain a unique username and password for the transfer portal, or to make other submission arrangements. Please protect your transfer portal username and password. Instructions on how to use the transfer site are available from your Abt site liaison.

What happens after we submit data?

- Abt will verify the contents of the data files and conduct a series of validity checks on the data (including comparing the submitted data to your submissions from prior years). Typically, this

² Tom Rich, at tom_rich@abtassoc.com or 617-349-2753, or Walter Campbell, at walter_campbell@abtassoc.com or 617-520-2347

will be accomplished within 1-3 weeks of receipt of your data. Your Abt site liaison will then contact you to review the findings. Having a thorough understanding of what data you submit is necessary in order to construct valid and reliable national NCRP datasets. At the end of the calendar year, Abt submits all data collected during the year to BJS. BJS uses the data internally and also transfers the data to the U.S. Census Bureau's Center for Economic Studies (CES). As described in the NCRP FAQ document, analysts authorized by BJS can access the NCRP files at the CES. Authorized analysts can also link the NCRP data to other federal and state administrative datasets at CES. In addition, BJS submits de-identified NCRP data files to the National Archive of Criminal Justice Data (<http://www.icpsr.umich.edu/icpsrweb/NACJD/>). Researchers whose study has been approved by an Institutional Review Board (IRB) may request access to the de-identified NCRP data.

Part A (Prison Admissions) Instructions

The data file you produce for Part A should contain **one data record for each admission of a sentenced inmate to your prison system during 2020, regardless of sentence length or jurisdiction.**

NCRP defines admissions as including:

- new court commitments;
- revocations from probation, parole, or other types of post-confinement community supervision;
- transfers from other jurisdictions;
- escape or AWOL returns;
- returns from appeal or bond.

Include in Part A:

- Admissions of sentenced inmates to your prison facilities.³
- Admissions of sentenced inmates under your jurisdiction to county or local jails.
- Admissions of sentenced inmates under your jurisdiction to in-state private prisons, including both privately owned facilities and facilities operated by a private entity under contract to the state.

Exclude from Part A:

- Admissions of sentenced inmates to one of your prison facilities who are being transferred from another one of your prison facilities.
- Inmates re-entering a prison facility after a temporary leave of 30 days or less (e.g., for a court appearance, funeral furlough, or medical care).
- Admissions of sentenced inmates under your jurisdiction to Federal facilities, another state's facilities, or out-of-state private facilities.
- Admissions of unsentenced inmates to your prison facilities (e.g., inmates awaiting trial, civil commitments)

The variables requested in the Part A data set are listed on the next page. Most of these variables are also in the Part B and D requests. Refer to the Appendix for additional information on these variables.

³ Prison facilities include prisons, penitentiaries, and correctional institutions; boot camps; prison farms; reception, diagnostic, and classification centers; release centers, halfway houses, and road camps; forestry and conservation camps; vocational training facilities; prison hospitals; and drug and alcohol treatment facilities for prisoners. For inmates under home confinement, a private residence is not considered a prison facility.

The Part A (Prison Admissions) variables are listed below in the table. If you have limited resources for responding to this data request, please focus on the **core variables**. Additional information on the variables is in the Appendix.

Category	#	Name	Definition	Core Variable
Offender	2	Inmate ID Number	A unique number that identifies an offender within the agency for this admission and all subsequent admissions.	✓
	30	State ID Number	The offender's unique, fingerprint-supported state identification number	✓
	39	FBI Number	The unique identification number given by the Federal Bureau of Investigation/ Interstate Identification Index to each offender	✓
	36	First Name	The offender's first name	✓
	37	Last Name	The offender's last name	✓
	3	Date of Birth	The offender's date of birth	✓
	4	Sex	The offender's biological sex	✓
	5	Race	The offender's race	✓
	6	Hispanic Origin	Is the offender of Hispanic origin?	✓
	7	Highest Grade Completed	The highest academic grade level the offender completed prior to admission to prison on the current sentence	
	40	Prior Military Service	Did the offender ever served in the U.S. Armed Forces?	✓
	41	Date of Last Military Discharge	The date the offender was discharged from the U.S. Armed Forces for the final time	✓
	42	Type of Last Military Discharge	The type of discharge the inmate received from the U.S. Armed Forces	✓
	46	SSN	The offender's Social Security Number	✓
	47	Last Known Address	The offender's last known address prior to incarceration	✓
	49	US Citizen	Whether the offender is a citizen of the US	
50	Country of citizenship	The offender's current country of citizenship		
51	Country of birth	The offender's country of birth		
Sentence	1	County in Which Sentence was Imposed	The county where the court imposing the current sentence is located	✓
	11	Prior Jail Time	The length of time served in jail prior to the date of admission (Variable 8) and credited to prison service for the current sentence	

Category	#	Name	Definition	Core Variable
	13	Offenses	Crime(s) for which the offender was admitted to prison on the current sentence(s), including the number of counts for each offense.	✓
	14a	Offense with Longest Maximum Sentence	Of the crimes coded in Variable 13, the ONE crime for which the inmate received the longest sentence	✓
	14b	Sentence Length for Variable 14a Offense	The maximum sentence as stated by the court that the offender is required to serve for the offense listed in Variable 14a	✓
	15	Total Maximum Sentence Length	The longest length of time as stated by the court that the offender could be required to serve for all offenses specified in Variable 13 (Offenses)	✓
	31a	Indeterminate Sentence	Does the total maximum sentence (Variable 15) include an indeterminate sentence?	
	31b	Determinant Sentence	Does the total maximum sentence (Variable 15) include a determinate sentence?	
	31c	Mandatory Minimum Sentence	Does the total maximum sentence (Variable 15) include a mandatory minimum sentence?	
	31d	Truth in Sentencing Law Restriction	Is the total maximum sentence (Variable 15) restricted by a Truth in Sentencing Law mandating that a certain percentage of the court- imposed sentence be served in prison?	
	32	Length of Court-Imposed Sentence to Community Supervision	The amount of time which the court states that the offender is required to serve under community supervision after release from prison	
Prison Admission	8	Date of Admission to Prison	The most recent date the offender was admitted into the custody of the state prison system on the current sentence	✓
	9	Type of Admission to Prison	The reason an offender entered into the physical custody of a correctional facility on the date provided in Variable 8 (Admission Date) of the current record	✓
	10	Jurisdiction on Date of Admission	The state with the legal authority to enforce the prison sentence	✓

Category	#	Name	Definition	Core Variable
	17	Location where Offender is to Serve Sentence	The type of facility in which the offender will be incarcerated to serve time for his/her crime.	
Anticipated Release from Prison	33	Parole Hearing/Eligibility Date	The date the offender is eligible for review by an administrative agency such as a parole board, to determine whether he or she will be released from prison	
	34	Projected Release Date	The projected date on which the offender will be released from prison	
	35	Mandatory Release Date	The date the offender by law must be conditionally released from prison	

Part B (Prison Releases) Instructions

The data file you produce for Part B should contain **one data record for each release of a sentenced inmate from your prison system during 2020, regardless of sentence length or jurisdiction.**

NCRP defines releases as including:

- conditional releases from prison to parole, probation, or other forms of post-confinement community supervision;
- unconditional releases;
- releases or transfers to other authorities;
- deaths;
- releases on appeal or bond if credit for time served is not given while on release;
- escapes from custody.

Include in Part B:

- Releases of sentenced inmates from your prison facilities⁴, regardless of jurisdiction or sentence length.
- Releases of sentenced inmates under your jurisdiction from county or local jails.
- Releases of sentenced inmates under your jurisdiction from in-state private prisons, including both privately owned facilities and facilities operated by a private entity under contract to the state.

Exclude from Part B:

- Sentenced inmates who are being transferred from one of your facilities to another one of your prison facilities.
- Temporary releases of sentenced inmates of 30 days or less (e.g., for a court appearance, funeral furlough, or medical care).
- Releases of sentenced inmates under your jurisdiction from Federal facilities, another state's facilities, or out-of-state private facilities.
- Releases of unsentenced inmates from your prison facilities (e.g., inmates awaiting trial, civil commitments)

⁴ Prison facilities include prisons, penitentiaries, and correctional institutions; boot camps; prison farms; reception, diagnostic, and classification centers; release centers, halfway houses, and road camps; forestry and conservation camps; vocational training facilities; prison hospitals; and drug and alcohol treatment facilities for prisoners. For inmates under home confinement, a private residence is not considered a prison facility.

The variables requested in the Part B data set are listed on the next page. Most of these variables are also in the Part A and D requests. Refer to the Appendix for additional information on these variables.

The Part B (Prison Releases) variables are listed below in the table. If you have limited resources for responding to this data request, please focus on the **core variables**. Additional information on the variables is in the Appendix.

Category	#	Name	Definition	Core Variable
Offender	2	Inmate ID Number	A unique number that identifies an offender within the agency for this admission and all subsequent admissions.	✓
	30	State ID Number	The offender's unique, fingerprint-supported state identification number	✓
	39	FBI Number	The unique identification number given by the Federal Bureau of Investigation/ Interstate Identification Index to each offender	✓
	36	First Name	The offender's first name	✓
	37	Last Name	The offender's last name	✓
	3	Date of Birth	The offender's date of birth	✓
	4	Sex	The offender's biological sex	✓
	5	Race	The offender's race	✓
	6	Hispanic Origin	Is the offender of Hispanic origin?	✓
	7	Highest Grade Completed	The highest academic grade level the offender completed prior to admission to prison on the current sentence	
	40	Prior Military Service	Did the offender ever served in the U.S. Armed Forces?	✓
	41	Date of Last Military Discharge	The date the offender was discharged from the U.S. Armed Forces for the final time	✓
	42	Type of Last Military Discharge	The type of discharge the inmate received from the U.S. Armed Forces	✓
	20	Prior Felony Incarcerations	Was the offender ever sentenced to confinement for a felony as a juvenile or adult prior to his/her current prison admission?	
46	SSN	The offender's Social Security Number	✓	
Sentence	1	County in Which Sentence was Imposed	The county where the court imposing the current sentence is located	✓
	11	Prior Jail Time	The length of time served in jail prior to the date of admission (Variable 8) and credited to prison service for the current sentence	
	13	Offenses	Crime(s) for which the offender was admitted to prison on the current sentence(s), including the number of counts for each offense.	✓

Category	#	Name	Definition	Core Variable
	14a	Offense with Longest Maximum Sentence	Of the crimes coded in Variable 13, the ONE crime for which the inmate received the longest sentence	✓
	14b	Sentence Length for Variable 14a Offense	The maximum sentence as stated by the court that the offender is required to serve for the offense listed in Variable 14a	✓
	15	Total Maximum Sentence Length	The longest length of time as stated by the court that the offender could be required to serve for all offenses specified in Variable 13 (Offenses)	✓
	31a	Indeterminate Sentence	Does the total maximum sentence (Variable 15) include an indeterminate sentence?	
	31b	Determinant Sentence	Does the total maximum sentence (Variable 15) include a determinate sentence?	
	31c	Mandatory Minimum Sentence	Does the total maximum sentence (Variable 15) include a mandatory minimum sentence?	
	31d	Truth in Sentencing Law Restriction	Is the total maximum sentence (Variable 15) restricted by a Truth in Sentencing Law mandating that a certain percentage of the court-imposed sentence be served in prison?	
	32	Length of Court-Imposed Sentence to Community Supervision	The amount of time which the court states that the offender is required to serve under community supervision after release from prison	
Admission to Prison	8	Date of Admission to Prison	The most recent date the offender was admitted into the custody of the state prison system on the current sentence	✓
	9	Type of Admission to Prison	The reason an offender entered into the physical custody of a correctional facility on the date provided in Variable 8 (Admission Date) of the current record	✓
	10	Jurisdiction on Date of Admission	The state with the legal authority to enforce the prison sentence	✓
	17	Location where Offender is to Serve Sentence	The type of facility in which the offender will be incarcerated to serve time for his/her crime.	

Category	#	Name	Definition	Core Variable
Release from prison	23a	Date of Release from Prison	The most recent calendar date that the state's prison custody terminated	✓
	25	Type of Release from Prison	The method of, or reason for, departure from the custody of your prison system on the reported date of release	✓
	23b	Location at Time of Prison Release	The type of facility that had been used for the custody or care of the offender just prior to release	
	24	Agencies Assuming Custody at Time of Prison Release	The type and location of agency that assumes custody (physical or supervisory) over an inmate's freedom at the time of prison release	

Part D (Prison Custody) Instructions

The data file you produce for Part D should contain **one data record for each sentenced inmate under physical custody, regardless of sentence length or jurisdiction, on December 31, 2020.**

Include in Part D:

- Sentenced inmates in your prison facilities⁵, regardless of jurisdiction or sentence length.
- Sentenced inmates under your jurisdiction held in county or local jails.
- Sentenced inmates under your jurisdiction held in in-state or out-of-state private prisons, including both privately owned facilities and facilities operated by a private entity under contract to the state.
- Any inmate in the above categories who was temporarily released (less than 30 days) from a facility.

Exclude from Part D:

- Sentenced inmates under your jurisdiction held in Federal facilities or another state's facilities.
- Unsentenced inmates held in your prison facilities (e.g., civil commitments, inmates awaiting trial).
- Inmates who have escaped and are not in custody.

The variables requested in the Part D data set are listed on the next page. Most of these variables are also in the Part A and B requests. Refer to the Appendix for additional information on these variables.

⁵ Prison facilities include prisons, penitentiaries, and correctional institutions; boot camps; prison farms; reception, diagnostic, and classification centers; release centers, halfway houses, and road camps; forestry and conservation camps; vocational training facilities; prison hospitals; and drug and alcohol treatment facilities for prisoners. For inmates under home confinement, a private residence is not considered a prison facility.

The Part D (Prison Custody) variables are listed below in the table. If you have limited resources for responding to this data request, please focus on the **core variables**. Additional information on the variables is in the Appendix.

Category	#	Name	Definition	Core Variable
Offender	2	Inmate ID Number	A unique number that identifies an offender within the agency for this admission and all subsequent admissions.	✓
	30	State ID Number	The offender's unique, fingerprint-supported state identification number	✓
	39	FBI Number	The unique identification number given by the Federal Bureau of Investigation/ Interstate Identification Index to each offender	✓
	36	First Name	The offender's first name	✓
	37	Last Name	The offender's last name	✓
	3	Date of Birth	The offender's date of birth	✓
	4	Sex	The offender's biological sex	✓
	5	Race	The offender's race	✓
	6	Hispanic Origin	Is the offender of Hispanic origin?	✓
	7	Highest Grade Completed	The highest academic grade level the offender completed prior to admission to prison on the current sentence	
	40	Prior Military Service	Did the offender ever served in the U.S. Armed Forces?	✓
	41	Date of Last Military Discharge	The date the offender was discharged from the U.S. Armed Forces for the final time	✓
	42	Type of Last Military Discharge	The type of discharge the inmate received from the U.S. Armed Forces	✓
	20	Prior Felony Incarcerations	Was the offender ever sentenced to confinement for a felony as a juvenile or adult prior to his/her current prison admission?	
	46	SSN	The offender's Social Security Number	✓
	49	US Citizen	Whether the offender is a citizen of the US	
50	Country of citizenship	The offender's current country of citizenship		
51	Country of birth	The offender's country of birth		
Sentence	1	County in Which Sentence was Imposed	The county where the court imposing the current sentence is located	✓

Category	#	Name	Definition	Core Variable
	11	Prior Jail Time	The length of time served in jail prior to the date of admission (Variable 8) and credited to prison service for the current sentence	
	13	Offenses	Crime(s) for which the offender was admitted to prison on the current sentence(s), including the number of counts for each offense.	✓
	14a	Offense with Longest Maximum Sentence	Of the crimes coded in Variable 13, the ONE crime for which the inmate received the longest sentence	✓
	14b	Sentence Length for Variable 14a Offense	The maximum sentence as stated by the court that the offender is required to serve for the offense listed in Variable 14a	✓
	15	Total Maximum Sentence Length	The longest length of time as stated by the court that the offender could be required to serve for all offenses specified in Variable 13 (Offenses)	✓
	31a	Indeterminate Sentence	Does the total maximum sentence (Variable 15) include an indeterminate sentence?	
	31b	Determinant Sentence	Does the total maximum sentence (Variable 15) include a determinate sentence?	
	31c	Mandatory Minimum Sentence	Does the total maximum sentence (Variable 15) include a mandatory minimum sentence?	
	31d	Truth in Sentencing Law Restriction	Is the total maximum sentence (Variable 15) restricted by a Truth in Sentencing Law mandating that a certain percentage of the court- imposed sentence be served in prison?	
	32	Length of Court-Imposed Sentence to Community Supervision	The amount of time which the court states that the offender is required to serve under community supervision after release from prison	
Prison Admission	8	Date of Admission to Prison	The most recent date the offender was admitted into the custody of the state prison system on the current sentence	✓
	9	Type of Admission to Prison	The reason an offender entered into the physical custody of a correctional facility on the date provided in Variable 8 (Admission Date) of the current record	✓
	10	Jurisdiction on Date of Admission	The state with the legal authority to enforce the prison sentence	✓

Category	#	Name	Definition	Core Variable
	17	Location where Offender is to Serve Sentence	The type of facility in which the offender will be incarcerated to serve time for his/her crime.	
Anticipated Release from Prison	33	Parole Hearing/Eligibility Date	The date the offender is eligible for review by an administrative agency such as a parole board, to determine whether he or she will be released from prison	
	34	Projected Release Date	The projected date on which the offender will be released from prison	
	35	Mandatory Release Date	The date the offender by law must be conditionally released from prison	
Facility	38	Facility Name	Name of the facility holding the offender at year-end	✓
	48	Custody Level	The custody level to which the offender is assigned at year-end	✓

Part E (Post Confinement Community Supervision Admissions) Instructions

The data file you produce for Part E should contain **one data record for each admission of an offender to a term of post-confinement community supervision (PCCS) to your state during 2020**. PCCS means sentenced offenders serving a period of community supervision immediately after release from prison. Only include admissions to PCCS of offenders under the legal authority of your state; do not include interstate compact cases in which only supervisory responsibility is transferred to your state but legal authority is retained by another state.

Include in Part E:

- Admissions to community supervision for the purpose of completing a prison term in the community. Most states refer to this as parole; your state may use other terminology. Examples include:
 - An offender is released from a prison facility by the decision of a parole board or other authority to the caseload of a community supervision authority (e.g., parole agency, probation agency, corrections department). Most states call this a discretionary prison release.
 - An offender has a mandatory release from prison to the caseload of a community supervision authority (e.g., parole agency, probation agency, corrections department).
- Admissions to community supervision resulting from a community supervision sentence that begins immediately upon release from prison. This includes what some states refer to as a split sentence or shock probation. Examples include:
 - An offender begins serving a court-imposed sentence of community supervision following release from prison.
- Re-admissions to community supervision following a revocation from community supervision and a subsequent release from prison to complete the sentence in the community.
- Admissions of offenders to community supervision in your state following a term of confinement in another state when that state transfers legal authority of the offender to your state.

Exclude from Part E:

- Admissions to community supervision that are not immediately preceded by a term of confinement.
- Admissions to prison facilities.⁶

⁶ Prison facilities include prisons, penitentiaries, and correctional institutions; boot camps; prison farms; reception, diagnostic, and classification centers; release centers, halfway houses, and road camps; forestry and conservation camps; vocational training facilities; prison hospitals; and drug and alcohol treatment facilities for prisoners.

- Inmates re-entering parole or supervised release after a leave that was NOT a revocation.
 - Example: An offender serving a term of supervision is picked up on a technical violation and sent back to prison for a “shock” term. The offender is never released from supervision and the supervising agency has jurisdiction over the offender the entire time.
- Interstate compact cases where only supervisory responsibility is transferred to your state but legal jurisdiction is retained by another state.

The variables requested in the Part E data set are listed below. Refer to the Appendix for additional information on these variables.

The Part E (Post-Confinement Community Supervision Admissions) variables are listed below in the table. If you have limited resources for responding to this data request, please focus on the **core variables**. Additional information on the variables is in the Appendix.

Category	#	Name	Definition	Core Variable
Offender	2	Inmate ID Number	A unique number that identifies an offender within the agency for this admission and all subsequent admissions.	✓
	30	State ID Number	The offender's unique, fingerprint-supported state identification number	✓
	39	FBI Number	The unique identification number given by the Federal Bureau of Investigation/ Interstate Identification Index to each offender	✓
	36	First Name	The offender's first name	✓
	37	Last Name	The offender's last name	✓
	3	Date of Birth	The offender's date of birth	✓
	4	Sex	The offender's biological sex	✓
	5	Race	The offender's race	✓
	6	Hispanic Origin	Is the offender of Hispanic origin?	✓
	7	Highest Grade Completed	The highest academic grade level the offender completed prior to admission to prison on the current sentence	
	40	Prior Military Service	Did the offender ever served in the U.S. Armed Forces?	✓
	41	Date of Last Military Discharge	The date the offender was discharged from the U.S. Armed Forces for the final time	✓
	42	Type of Last Military Discharge	The type of discharge the inmate received from the U.S. Armed Forces	✓
	46	SSN	The offender's Social Security Number	✓
	47	Last Known Address	The offender's last known address prior to incarceration	✓
	49	US Citizen	Whether the offender is a citizen of the US	
50	Country of citizenship	The offender's current country of citizenship		
51	Country of birth	The offender's country of birth		
Sentence	1	County in Which Sentence was Imposed	The county where the court imposing the current sentence is located	✓
	13	Offenses	Crime(s) for which the offender was admitted to prison on the current sentence(s)	✓

Category	#	Name	Definition	Core Variable
Release from Prison	23a	Date of Release from Prison	The most recent calendar date that the state's prison custody terminated	✓
	25	Type of Release from Prison	The method of, or reason for, departure from the custody of your prison system on the reported date of release	✓
	24	Agencies Assuming Custody at Time of Prison Release	The type and location of the agency that assumes custody (physical or supervisory) over an inmate's freedom at the time of prison release	
Admission to PCCS	43	Date of Admission to Post-Confinement Community Supervision	The date an offender entered into post-confinement community supervision	✓
	44	Type of Admission to Post-Confinement Community Supervision	The reason an offender entered into post-confinement community supervision on the date provided in Variable 43 (Date of Admission to Post-Confinement Community Supervision) of the current record	✓

Part F (Post-Confinement Community Supervision Releases) Instructions

The data file you produce for Part F should contain **one data record for each release of an offender serving a term of post-confinement community supervision (PCCS) during 2020**. PCCS means sentenced offenders serving a period of community supervision immediately after release from prison. Only include releases from PCCS of offenders under the legal jurisdiction of your state; do not include interstate compact cases in which your state only had supervisory responsibility and another state retained legal jurisdiction over the offender.

NCRP defines PCCS releases as including:

- Discharges
- Returns to prison or jail resulting from a revocation, pending revocation, or a new sentence
- Transfer of legal authority over an offender from your state to another state
- Deaths

Include in Part F:

- Releases from community supervision when the offender was completing his prison sentence. Examples include:
 - An offender is returned to prison while on parole, supervised release, mandatory supervised release, or other types of post-confinement community supervision.
 - An offender is discharged after completing parole, supervised release, mandatory supervised release, or other types of conditional release.
 - An offender is discharged after completing parole, supervised release, mandatory supervised release, or other types of conditional release, but then begins serving a court-imposed sentence of community supervision.
- Releases from community supervision that resulted from a separate sentence that began following release from prison. Examples include:
 - An offender completes a court-imposed term of probation after serving a term of incarceration.
 - An offender is returned to prison while serving a court-imposed term of probation after serving a prison term.
- Transfer of legal authority from your state to another state of an offender on community supervision following a prison term.

Exclude from Part F:

- Releases from community supervision when the offender did not serve a term of incarceration immediately preceding the term of community supervision.

- Releases from prison facilities.⁷
- Temporary revocations where the inmate is not removed from supervision, and not re-admitted into a facility.
 - Example: An offender serving a term of supervision is picked up on a technical violation and sent back to prison for a “shock” term. The offender is never released from supervision and the supervising agency has jurisdiction over the offender the entire time.
- Releases of un-sentenced inmates who are being supervised in the community but who have not served a sentenced term of incarceration.
- Interstate compact cases in which your state only had supervisory responsibility and another state retained legal jurisdiction over the offender.

The variables requested in the Part F data set are listed below. Refer to the Appendix for additional information on these variables.

⁷ Prison facilities include prisons, penitentiaries, and correctional institutions; boot camps; prison farms; reception, diagnostic, and classification centers; release centers, halfway houses, and road camps; forestry and conservation camps; vocational training facilities; prison hospitals; and drug and alcohol treatment facilities for prisoners.

The Part F (Post-Confinement Community Supervision Releases) variables are listed below in the table. If you have limited resources for responding to this data request, please focus on the **core variables**. Additional information on the variables is in the Appendix.

Category	#	Name	Definition	Core Variable
Offender	2	Inmate ID Number	A unique number that identifies an offender within the agency for this admission and all subsequent admissions.	✓
	30	State ID Number	The offender's unique, fingerprint-supported state identification number	✓
	39	FBI Number	The unique identification number given by the Federal Bureau of Investigation/ Interstate Identification Index to each offender	✓
	36	First Name	The offender's first name	✓
	37	Last Name	The offender's last name	✓
	3	Date of Birth	The offender's date of birth	✓
	4	Sex	The offender's biological sex	✓
	5	Race	The offender's race	✓
	6	Hispanic Origin	Is the offender of Hispanic origin?	✓
	7	Highest Grade Completed	The highest academic grade level the offender completed prior to admission to prison on the current sentence	
	40	Prior Military Service	Did the offender ever served in the U.S. Armed Forces?	✓
	41	Date of Last Military Discharge	The date the offender was discharged from the U.S. Armed Forces for the final time	✓
	42	Type of Last Military Discharge	The type of discharge the inmate received from the U.S. Armed Forces	✓
	46	SSN	The offender's Social Security Number	✓
Sentence	1	County in Which Sentence was Imposed	The county where the court imposing the current sentence is located	✓
	13	Offenses	Crime(s) for which the offender was admitted to prison on the current sentence(s)	✓
Release from Prison	23a	Date of Release from Prison	The most recent calendar date that the state's prison custody terminated.	✓
	25	Type of Release from Prison	The method of, or reason for, departure from the custody of your prison system on the reported date of release	✓

Category	#	Name	Definition	Core Variable
	24	Agencies Assuming Custody at Time of Prison Release	The type and location of the agency that assumes custody (physical or supervisory) over an inmate's freedom at the time of prison release	
Admission to PCCS	43	Date of Admission to Post-Confinement Community Supervision	The date an offender entered into post-confinement community supervision.	✓
	44	Type of Admission to Post-Confinement Community Supervision	The reason an offender entered into post-confinement community supervision on the date provided in Variable 43 (Date of Admission to Post-Confinement Community Supervision) of the current record	✓
Release from PCCS	26	Date of Release from Post-Confinement Community Supervision	The date of discharge or termination from post-confinement community supervision jurisdiction for any reason, including returning the offender to prison	✓
	27	Type of Release from Post-Confinement Community Supervision	The reason for the termination of post-confinement community supervision jurisdiction that occurred on the date provided in Variable 26	✓
	45	County Where Offender was Released / County Where PCCS Office is Located	The county where the offender was released from post-confinement community supervision on the date in Variable 26. If not available, report the county where the PCCS office to which the offender reported before exit is located.	✓

Appendix. Additional Information on NCRP Variables

Variable 1: County in Which Sentence Was Imposed

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The county where the court imposing the current sentence is located. If there are multiple counties of commitment, use the one which corresponds with the offense for which the person received the longest maximum sentence.

Codes / Coding Information

- If possible, use either the name of the county or the 5-digit county FIPS code (available at <https://www.census.gov/geographies/reference-files/2017/demo/popest/2017-fips.html>).

Variable 2: Inmate ID Number

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- A unique number that identifies an offender within the state department of corrections.
- Parole or other community supervision agencies that do not have access to the department of corrections inmate identification number can provide their own agency's unique identification number for the offender.

Additional Information

- Do not use sequence numbers for identification numbers unless you can identify each inmate by the sequence number and use the same sequence number for the inmate's every movement into or out of the corrections system.

- All information that can identify individuals will be held strictly confidential by Abt Associates and the Bureau of Justice Statistics, per the requirements of Title 34, United States Code, Sections 10134 and 10231.

Variable 3: Date of Birth

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The offender's date of birth
- Report partial dates if the day or month is not known.

Variable 4: Sex

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The offender's biological sex

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) *Male*
- (2) *Female*
- (9) *Not known*

Variable 5: Race

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)

- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The offender's race

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) *White*. A person having origins in any of the original people of Europe, North Africa, or the Middle East.
- (2) *Black*. A person having origins in any of the black racial groups of Africa.
- (3) *American Indian / Alaskan Native*. A person having origins in any of the original people of North America and South America (including Central America), and who maintains tribal affiliations or community attachment.
- (4) *Asian*. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- (5) *Native Hawaiian / Pacific Islander*. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- (6) *Other categories in your information system*. Other single-race categories not listed above which are in your information system.
- (7) *Two or more races*. A person who identifies with more than one racial category and/or a person who identifies as multi-racial.
- (9) *Not known*. Racial category is not known.

Additional Information

- Hispanic origin is a cultural characteristic rather than racial characteristic (see Variable 6). Persons of Hispanic origin can be black, white or some other racial group. When the information is available, please code the racial characteristic of persons of Hispanic origin.
- If the inmate's race can be determined but does not fit one of the above categories, then code as "other categories in your information system."

Variable 6: Hispanic Origin

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- Whether the offender is of Hispanic origin

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) *Hispanic or Latino origin.* A person of Mexican, Puerto Rican, Cuban, Central American, South American, or other Spanish culture or origin, regardless of race.
- (2) *Not of Hispanic origin.*
- (9) *Not known* (Hispanic origin is not known).

Variable 7: Highest Grade Completed

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The highest academic grade level completed by the offender before being admitted to prison on the current sentence.

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) *8th Grade or Less* (level of education did not exceed 8th grade, including having never attended school).
- (2) *Some High School* (grade unspecified or grade completed is not available but it is known that the inmate entered high school or started 9th grade).
- (3) *9th Grade*
- (4) *10th Grade*
- (5) *11th Grade*
- (6) *12th Grade or GED*
- (7) *Some College* (any person who attended college but did not graduate).
- (8) *College Degree* (any person who completed college or had some post-graduate education).
- (9) *Special/Ungraded* (including Special education, vocational education/rehabilitation, occupational education/rehabilitation, academic in an ungraded system, technical training, or education in an ungraded system).
- (99) *Not known* (level of education is not known).

Additional Information

- Do not report any educational work completed during incarceration on the current sentence.
- Do not report competency level.

Variable 8: Date of Admission to Prison

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- The most recent date the inmate was admitted into the custody of the state prison system on the current sentence.
- Report partial dates if the day or month is not known.

Additional Information

- Do not provide the sentencing date as the date of admission unless correctional custody began immediately after sentencing. Admission date should never be prior to the sentencing date.
- Offenders exiting from post confinement community supervision and returning to prison as violators should be included in both the Part A (prison admission) and Part F (post confinement community supervision release) files.
- Prisoner admission data should be provided for sentenced state prisoners housed in local jails. The date of admission for prison inmates housed in local jails is the date on which the prison system assumed jurisdiction, often the date of sentencing. Once you submit an admission record to NCRP for a sentenced state prisoner who is housed in a local jail, do not later report his/her transfer from jail to prison as an admission.

Examples

- A person held in a local jail is sentenced on April 3, 2009. Due to prison overcrowding, he begins serving his sentence in the local jail immediately after sentencing. The date of admission to prison is reported as April 3, 2009.
- A prisoner held in a local jail is sentenced on April 3, 2009. Due to prison overcrowding, she begins serving her sentence in a local jail immediately after sentencing. She is transferred and physically enters prison on October 28, 2009. No record of any kind is created for the October transfer. Instead, a Part A record is created with April 3, 2009 as the date of admission.
- A person was admitted originally on June 11, 2003. He was released to parole supervision in 2005 and readmitted to prison August 7, 2009 as the result of a parole revocation. For the Part A (prison admission) record, the date of admission is August 7, 2009.

Variable 9: Type of Admission to Prison

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- The reason an offender entered into the physical custody of a correctional facility on the date provided in Variable 8 of the current record.

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (10) *Court Commitment.* A person being admitted to prison on one or more new sentences; the person is being confined for the first time on this/these particular sentence(s) and is not being re-admitted on any previous sentences still in effect.
- (20) *Returned from Appeal or Bond.* An offender's re-entry into prison after an absence on appeal bond during which his/her sentence time was not running. Do not create a new admission record upon an inmate's return if the inmate's sentence time continued to run while he/she was on appeal bond.
- (30) *Transfer.* The admission of a person from the custody of another detaining authority to continue serving the same sentence.
- (46) *Discretionary Release Revocation, New Sentence.* Discretionary release occurs when an inmate is conditionally released by the decision of a parole board or other authority. Revocation is the administrative action of a supervising agency removing a person from supervision status in response to a violation of conditions of supervision. **If discretionary release is revoked because of a new sentence, use code 46.**
- (47) *Discretionary Release Revocation, No New Sentence.* Discretionary release occurs when an inmate is conditionally released by the decision of a parole board or other authority. Revocation is the administrative action of a supervising agency removing a person from supervision status in response to a violation of conditions of supervision. **If discretionary release is revoked because of a technical violation, use code 47.**
- (49) *Discretionary Release Revocation, No Information.* Discretionary release occurs when an inmate is conditionally released by the decision of a parole board or other authority. Revocation is the administrative action of a supervising agency removing a person from supervision status in response to a violation of conditions of supervision. **If discretionary release has been revoked and the reason is not known, use code 49.**
- (56) *Mandatory Conditional Release Revocation, New Sentence.* Mandatory conditional release occurs when an inmate must, by law, be conditionally released from prison to serve the remainder of their sentence in the community. Revocation is the administrative

action of a supervising agency removing a person from supervision status in response to a violation of conditions of supervision. This type of release may also be called "mandatory parole" or "supervised mandatory release." **Use code 56 if mandatory conditional release is revoked because of a new sentence.**

- (57) *Mandatory Conditional Release Revocation, No New Sentence.* Mandatory conditional release occurs when an inmate must, by law, be conditionally released from prison to serve the remainder of their sentence in the community. Revocation is the administrative action of a supervising agency removing a person from supervision status in response to a violation of conditions of supervision. This type of release may also be called "mandatory parole" or "supervised mandatory release." **Use code 57 if mandatory conditional is revoked because of a technical violation.**
- (59) *Mandatory Conditional Release Revocation, No Information.* Mandatory conditional release occurs when an inmate must, by law, be conditionally released from prison to serve the remainder of their sentence in the community. Revocation is the administrative action of a supervising agency removing a person from supervision status in response to a violation of conditions of supervision. This type of release may also be called "mandatory parole" or "supervised mandatory release." **Use code 59 if mandatory conditional release is revoked and the reason is not known.**
- (65) *Court Commitment/Suspended Sentence Imposed.* Use this code if the admission is the result of the court's imposition of a previously suspended sentence.
- (66) *Escapee/AWOL Returned, New Sentence.* Use this code if an escaped inmate is returned **with a new sentence.** The new sentence may be for escaping or another offense.
- (67) *Escapee/AWOL Returned, No New Sentence.* Use this code if an escaped inmate is returned and **there is no new sentence.**
- (69) *Escapee/AWOL Returned, No Information.* Use this code if an escaped inmate is returned and **it is not known if there is a new sentence.**
- (70) *Court Commitment/Discretionary Release Status, Pending Revocation.* Use this code if the inmate has **violated the conditions of discretionary release supervision** but his/her discretionary release has not been formally revoked.
- (80) *Court Commitment/Mandatory Conditional Release Status, Pending Revocation.* Use this code if the inmate has **violated the conditions of mandatory conditional release supervision,** but his/her conditional release has not been formally revoked.
- (90) *Court Commitment/Probation Status, Pending Revocation.* Use this code if the inmate has **violated the conditions of probation,** but his/her probation has not been formally revoked.
- (86) *Probation Revocation, New Sentence.* Probation Revocation is a court order taking away a person's probationary status in response to a violation of conditions of probation. Use this code if the **probation was revoked as a result of a new sentence.**
- (87) *Probation Revocation, No New Sentence.* Probation Revocation is a court order taking away a person's probationary status in response to a violation of conditions of probation. Use this code if **probation is revoked due to a technical violation.**

- (89) *Probation Revocation, No Information.* Probation Revocation is a court order taking away a person's probationary status in response to a violation of conditions of probation. Use this code if the **probation was revoked and the reason is not known.**
- (88) *Other.* If a unique code cannot be assigned, use code 88 and document the types of admission included in this category.
- (92) *Unsentenced Commitment.*
- (99) *Not Known.* Use this code if the type of admission is Not Known.

Additional Information

- For Code 10 (Court Commitment):
 - Include as a court commitment inmates sentenced to prison for brief periods of time, usually 90-180 days, after which they are either released to probation or remain in prison. If, at the end of the "shock" period, the court commits the offender to prison to continue serving sentence, do not report him/her again as an admission.
 - Exclude from the court commitment category: all revocations of probation, parole or other conditional release with or without a new sentence for a new offense; all transfers unless the inmate has completed all previous sentences and is beginning to serve time on a new sentence; and all returns from escape or unauthorized departures.
- For Code 30 (Transfer):
 - Include inmates admitted from a long term stay in a hospital, mental health facility or another state or federal prison.
 - Do not provide records for movements from prison facility to prison facility within your state.
 - Do not report the return of an inmate sent temporarily to another state to stand trial.
 - Do not include inmates who have completed a sentence in another state and are transferred to your state to begin serving a different sentence. Code them as court commitments, post-confinement community release revocations or other, as appropriate.
- Codes 46, 47, and 49 (Discretionary Release Revocation) are limited to those cases where **revocation proceedings have been completed.**
- Codes 56, 57, and 59 (Mandatory Conditional Release) also are only applicable to those cases where **revocation proceedings have been completed.**

Examples

- Court Commitment (Code 10)
 - A person is sentenced by the court for murder and transported to a state correctional institution to begin serving her sentence. The correct code is "10" court commitment.
 - A person is sentenced by the court for murder and transported to a state correctional facility to begin serving his/her sentence. This person is still on parole for a robbery he committed four years ago but his parole revocation hearing has not been held yet. This admission is not a court commitment. Use code 70 or 80 to report admission type for this inmate.

- A person is sentenced in 2011 to serve three years for burglary. She is conditionally released after one year and completes her time on parole. She is now being incarcerated for a burglary for which she has never served a sentence. The correct code is 10, "court commitment."
- An offender receives a sentence of five years, the first 120 days to be served in prison, the remainder on probation. A Prison Admission record should be created and Variable 9 coded as 10, "court commitment."
- Returned from Appeal or Bond (Code 20)
 - An inmate in prison is granted an appeal and released on bond. His sentence time is not running. His guilt and sentence are later reaffirmed and he returns to prison to resume serving his sentence. The admission type is code 20, "return from appeal bond."
- Transfer (Code 30)
 - An inmate serving a prison sentence was declared insane and surrendered to the custody of the State Department of Mental Health. This movement constituted a transfer release. This year the inmate is found sane and returns to prison to resume serving the sentence. A Prison Admission record should be created and the type of admission coded as 30, "Transfer."
 - An inmate is sentenced in California to serve 5 years for burglary and enters a California prison to begin serving her sentence. During the report year, she is transferred to a Nevada prison for protective custody. This movement is a prison release type, "Transfer" for California. Nevada would report this inmate's admission as code 30, "Transfer."
 - An inmate serving a prison sentence in Rhode Island is temporarily released to Vermont to stand trial for charges in that state. The inmate is found guilty and returned one week later to Rhode Island to continue serving his/her time. No admission or release record is created by either state.
 - A Rhode Island inmate is serving a two-year sentence. After serving one year of his sentence, he is sent to Vermont to serve the balance of his sentence. The correct response for each state is as follows:
 - Rhode Island creates a prison release record - Variable 25 (type of prison release) is coded as 15, "Transfer."
 - Vermont creates a prison admission record - Variable 9 is coded 30, "Transfer."
 - In February of the report year, an inmate is admitted to a Maryland State prison to begin serving a three year sentence for armed robbery. In June of the same year, he is transferred to a county detention facility for safekeeping. An admission record is created when the inmate is admitted in February. No admission or release record is created when the inmate is transferred to the county facility because he is still serving the state sentence at the county facility and he is still in the state of Maryland.
 - A Maine inmate is transferred during the report year from the Maine Correctional Center (a state facility) to the Maine State Prison. The correct response is to create no admission or release record for inmates that are transferred among state facilities within your state.
- Discretionary Release Revocations (Codes 46, 47, 49)
 - While on discretionary release, the offender commits an armed robbery and is sentenced to serve time for that offense. His discretionary release is revoked, and he enters prison to begin serving time on the new sentence. Code 46, "discretionary release revocation, new sentence" is the correct code.

- Mandatory Conditional Release Revocations(Codes 56, 57, 59):
 - While on mandatory conditional release, an offender fails to report to his/her supervising authority. Her conditional release is revoked and she returns to prison to continue serving time on the original sentence. Code 57, "mandatory conditional release revocation, no new sentence" is the correct code to use in this instance.
- Escape/AWOL Return (Codes 66, 67, 69):
 - An inmate escaped from prison in December, last year. A release record was created for that calendar year. He was located and returned to prison in June this year with no new sentence. An admission record is created and the admission type is coded 67, "escapee returned, no new sentence."
 - An inmate escaped from prison in June. While on escape status, he commits a burglary and is arrested and placed in jail. He is found guilty of burglary, sentenced, and returned to prison in December. His admission type is code 66, "escapee returned, new sentence."
- Court Commitment/Discretionary Release Status, Pending Revocation (Code 70)
 - An offender violates the conditions of his discretionary release and is accused of committing a new offense. He is returned to prison. The new charges are pending. The discretionary release revocation hearing has not been held yet. The correct code is 70, "discretionary release status, pending revocation."

Variable 10: Jurisdiction on Date of Admission

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition:

- The state with the legal authority to enforce the prison sentence on the date of admission in Variable 8.

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- State FIPS Codes (available at <https://www.census.gov/geographies/reference-files/2017/demo/popest/2017-fips.html>)
 - (52) Jurisdiction is shared between states
 - (57) Federal Prison System has jurisdiction
 - (60) State not known
 - (99) Not known

Examples

- An inmate is convicted of murder in Maryland and sentenced to a 10-year prison term. He begins serving his sentence in a Virginia prison to ensure protective custody. Maryland is the correct value.

Variable 11: Prior Jail Time

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- The length of time served in jail prior to the date of admission (provided in Variable 8) and credited to prison service for the current sentence.

Additional Information

- If it is known that some prior time had been served but prior jail time cannot be distinguished from prior prison time, include all prior time in the prior prison time category (see Variable 12).

Examples

- A man was arrested and charged with burglary on January 1 of this year. He spent two months in jail awaiting trial. He was convicted on March 1 and was sentenced to serve two years in prison. The judge allows his time in jail to be credited toward his total sentence. The correct value for Variable 11 is two months.
- A man was arrested and charged with burglary on January 1 of this year. He spent two months in jail awaiting trial. He was convicted and sentenced on March 1. The judge states that his prison time begins running as of his date of sentencing. The correct code for Variable 11 is zero days, because no time in jail was credited toward his sentence.
- On July 1, 2005 an inmate was admitted to a local jail, due to overcrowding, to begin serving a 5-year sentence for drug trafficking. He was released to post-confinement community supervision (PCCS) on December 15, 2006. He is now being admitted to prison on a PCCS revocation and must serve the remainder of his drug trafficking sentence in prison. The time he served in jail for this offense, prior to his release to PCCS, counts toward his total time incarcerated on the current sentence and must be reported. The correct value to report is one year, five months, and 15 days.

(There is no Variable 12)

Variable 13: Offenses

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- Crime(s) for which the offender was admitted to prison on the current sentence(s).
- Include the number of counts of each offense.

Codes / Coding Information

- Use your state's own offense codes. NCRP staff will re-code your state's offense codes into the NCRP offense codes (available in the NCRP codebook at <https://www.icpsr.umich.edu/icpsrweb/NACJD/studies/37007/datadocumentation#>).

Additional Information

- Please submit offense code documentation along with data submission. This documentation should include all of your states' offense codes and a description of each offense.
- For persons readmitted to prison, the original crime(s) in addition to any new crime(s) resulting in the current sentence(s) should be indicated.

Variable 14a: Offense with Longest Maximum Sentence

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- Of the crimes reported in Variable 13, this is the ONE crime for which the inmate received the longest sentence.

Additional Information

- If the inmate received the same maximum sentence length for two different offenses, provide the one your state would designate as the "controlling," "driving," or "most serious" offense.

Variable 14b: Sentence Length for Variable 14a Offense

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- The maximum sentence as stated by the court, that the offender is required to serve for the offense listed in Variable 14a.

Codes / Coding Information

Report a life or a death sentence using either your agency's codes or the following NCRP codes.

- (99996) Maximum sentence is Life.
- (99997) Maximum sentence is Death.
- (99994) Maximum sentence is Life plus additional years.
- (99993) Maximum sentence is Life without discretionary release.

Additional Information

- This is the maximum sentence imposed by the court for one specific offense and should not reflect any statutory or administrative sentence reductions.
- If the inmate has more than one sentence for the same type of offense, such as 2 years for one burglary (or one count of burglary) and 3 years for another burglary (on another count of burglary), the 3-year sentence would be reported for Variable 14b.
- If the offense reported in Variable 14a is one for which the inmate was previously placed on post-confinement community supervision (e.g. parole or probation), provide the original maximum sentence not the part of the sentence remaining to be served.
- Please document any other code for life or death sentences that may appear on your file.

Examples

- A man enters prison to begin serving time for three sentences. He received 5 years for burglary, 3 years for auto theft, and 1 year for a minor drug violation. The sentences are to be served consecutively and result in a TOTAL maximum sentence of 9 years. However, for Variable 14a and 14b, you need to indicate the one specific offense with the longest sentence. The correct response for Variable 14a is your state code for burglary, and for 5 years for Variable 14b.
- A man enters prison to begin serving time for two sentences. He received 5 years for burglary and 5 years for drug trafficking, both sentences to be served concurrently. In your state, burglary is considered more serious and to be the "controlling" offense. Therefore, for Variable 14a, you would provide your state code for burglary, and 5 years for Variable 14b.
- A woman enters prison to begin serving time for three counts of burglary. She received 6 years for the first count, 6 years for the second, and 4 years for the third, all to be served consecutively. In Variable 14a, would be your state code for burglary, and 6 years for Variable 14b. Each count is to be considered separately when it carries its own sentence length.

Variable 15: Total Maximum Sentence Length

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)

- Prison Custody (Part D)

Definition

- The longest length of time as stated by the court that the offender could be required to serve for all offenses.

Codes / Coding Information

Report a life or a death sentence using either your agency's codes or the following NCRP codes.

- (99996) Maximum sentence is Life.
- (99997) Maximum sentence is Death.
- (99994) Maximum sentence is Life plus additional years.
- (99993) Maximum sentence is Life without discretionary release.

Additional Information

- This is the maximum sentence imposed by the court and should not reflect any statutory or administrative sentence reductions.
- Do not subtract time credits or prior jail or prison time.
- If all or a portion of a maximum sentence has been conditionally suspended (that is, the sentenced person may in the future be required to serve the suspended sentence or only a portion under certain circumstances), set the "Maximum Sentence" to the sum of the unsuspended and suspended portions of the maximum sentence of each offense for which the inmate is currently in prison.
- Do not report unconditionally suspended sentences.
- If all or a portion of a maximum sentence has been unconditionally suspended (that is, the person cannot be required to serve the suspended sentence or any portion under any circumstances), use as the "Maximum Sentence" only the unsuspended portions of the sentences.
- For a split sentence or shock probation, set the maximum sentence to the sum of the prison and probation segments of the sentence(s).
- Provide the sum of sentences to be served consecutively. Do not add sentences to be served concurrently.

Examples

- An inmate receives a sentence of 3 years for possession of marijuana, 2 years conditionally suspended. He will be released to post-confinement community supervision after being imprisoned for one year. The correct value for Variable 15 is 3 years; that is, if his behavior is not satisfactory, he will serve 3 years in prison.
- A person receives a sentence of 5 years for burglary, one year unconditionally suspended. He will receive no supervision during the one year regardless of his behavior. The correct value for Variable 15 is 4 years.
- A person receives a 10-year sentence for armed robbery, is paroled after 3 years, but returns to prison on a technical violation 6 months later. The correct value for Variable 15 is 10 years, reflecting his original maximum sentence.

- A first offender receives a 5-year sentence for manslaughter, 90 days to be served in prison and the remainder on probation. The correct value for Variable 15 is 5 years.
- An offender enters prison to serve 6 years on a burglary conviction and 5 years on a drug conviction. The two sentences are to be served consecutively. The correct value for Variable 15 is 11 years.
- An offender enters prison to serve 6 years on a burglary conviction and 5 years on a drug conviction. The two sentences are to be served concurrently. The correct value for Variable 15 is 6 years.

(There is no Variable 16)

Variable 17: Location Where Inmate is to Serve Sentence

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- The type of facility in which the offender will be incarcerated to serve time for his crime.
- The name of the facility can be provided instead. In this case, provide information in a separate file that will enable NCRP staff to re-code the name of facility into the NCRP facility type categories listed below.

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) *State Prison Facility.* A state administered confinement facility having custodial authority over persons sentenced to confinement.
- (2) *Local Jail.* A confinement facility administered by an agency of the local government intended for adults but sometimes also houses juveniles, which holds persons detained pending adjudication and persons committed after adjudication usually with sentences of a year or less.
- (3) *Other Specify.* All other facilities except those specified above which house sentenced prisoners. Provide documentation for the type of facility included in this category.
- (4) *Mental Hospital.* A confinement facility for the diagnosis or treatment of mentally ill patients.
- (5) *Medical Hospital.* A facility designed for the treatment of persons with illnesses other than mental disorders.
- (6) *Rehabilitation Unit.* A residential treatment facility designed for the care of patients with drug or alcohol problems.
- (57) *Federal Prison.* A confinement facility administered by the Federal government having custodial authority over persons sentenced to confinement.
- (99) *Not Known.* Location where the inmate is to serve his/her sentence is not known.

Examples

- An offender is sentenced to serve 5 years for a possession of marijuana conviction. Due to prison overcrowding he is to be housed in the local jail. The correct code is "local jail."
- An offender is admitted to prison to serve 5 years for a possession of marijuana conviction. She is then placed in a drug treatment facility and will stay there through the completion of the program - a minimum of 1 year. The correct code is "Rehabilitation Unit."
- An offender is sentenced to serve 5 years for a possession of marijuana conviction. He is to serve his sentence in a Federal penitentiary. The correct code is "Federal Prison."

(There is no Variable 18 or 19)

Variable 20: Prior Felony Incarcerations

Applies To

- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- An offender who has ever been sentenced to confinement for a felony as a juvenile or adult prior to his/her current prison admission (Variable 8).

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) Yes
- (2) No
- (9) Don't Know

Additional Information

- Do not include detention before trial or sentencing.
- Do not report non-incarceration sentences such as probation, unless at some point prison time occurred.

Examples

- Ten years ago, a man served 3 years in prison for robbery and was released, having satisfied the conditions of his sentence. He is once again being admitted to begin serving time on a new sentence. The correct code is "Yes."

(There is no Variable 21 or 22)

Variable 23a: Date of Release from Prison

Applies To

- Prison Releases (Part B)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The most recent calendar date that the state's prison custody terminated.
- Report partial dates if the day or month is not known.

Additional Information

- On post confinement community supervision release (Part F) records, “Date of Release from Prison” is the most recent prison release date prior to the post confinement community supervision release date.

Variable 23b: Location at Time of Prison Release

Applies To

- Prison Releases (Part B)

Definition

- The type of facility that had been used for the custody or care of the offender just prior to release.
- The name of the facility can be provided instead. In this case, provide information in a separate file that will enable NCRP staff to re-code the name of facility into the NCRP facility type categories listed below.

Codes / Coding Information

Use either your agency’s codes or the following NCRP codes for this variable.

- (1) *State Prison Facility.* A confinement facility administered by the state with custodial authority over adults sentenced to confinement.
- (2) *Local Jail.* A confinement facility administered by an agency of the local government, intended for adults but sometimes also containing juveniles (holds persons detained pending adjudication and/or persons committed after adjudication, usually with sentences of a year or less).
- (3) *Other – Specify.* All facilities except those listed above which house sentenced prisoners. Provide documentation for the types of facilities you include in this category.
- (4) *Halfway House.* A long-term residential facility in which residents are allowed extensive contact with the community (e.g., attending school).
- (5) *Community Work Center or Work Release.* A residential facility in which residents are employed and allowed extensive contact with the community.

- (6) *Pre-release Center.* A residential facility in which inmates may be placed in order to seek employment, housing, etc.
- (12) *Federal Prison.* A confinement facility administered by the Federal government with custodial authority over persons sentenced to confinement.
- (99) *Unknown.* Information on the facility from which the inmate is released is not known.

Examples

- An offender served a 2-year prison term for burglary in the local jail due to overcrowding at the state penitentiary. This would be coded as Local Jail.
- An offender was sentenced to 18 months for a drug offense. The first 12 months were served in a drug rehabilitation program in a county hospital. The offender then served the rest of his sentence in prison. This would be coded as State Prison Facility.

Variable 24: Agencies Assuming Custody at Time of Prison Release

Applies To

- Prison Releases (Part B)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- Type and location of the agency/agencies that assumes custody (physical or supervisory) over an inmate at the time of prison release.

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (00) None
- (01) Other Prison Outside of State
- (02) Other Prison - Federal System
- (03) Parole Within State (Include Parole Agencies in DOC)
- (04) Parole Outside State
- (05) Parole - Federal System
- (06) Probation within State
- (07) Probation Outside State
- (08) Probation Federal System
- (09) Mental/Medical Facility within State
- (10) Mental/Medical Facility Outside of State
- (11) Mental/Medical Facility - Federal
- (12) Other Within State – Specify
- (13) Other Outside State – Specify
- (14) Other - Federal – Specify
- (99) Not Known

Examples

- An inmate is released from a state prison to a detainer from Federal authorities. He is transported to a Federal prison in another state. "Other Prison, Federal" is the correct value to report.
- After serving two-thirds of his sentence, an offender is required by law to be placed on mandatory conditional release. He will be supervised by the paroling authority of that state. "Parole, Within State" is the correct value to report.

Variable 25: Type of Release From Prison

Applies To

- Prison Releases (Part B)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- Method of or reason for departure from the custody of your prison system on the reported date of release (in Variable 23a of the current record).

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (01) *Discretionary Release Decision.* A conditional release granted by a parole board or other agency that has the authority to release adult prisoners to post-confinement community supervision.
- (02) *Mandatory Conditional Release.* A conditional release from prison which is mandated by law rather than granted by a discretionary authority.
- (03) *Probation Release.* A conditional release to court supervision or supervision by a probation authority after the inmate is confined usually for a brief period in a prison facility. These cases are often called "Split Sentences" or "Shock Probation."
- (04) *Other Conditional Releases – Specify.* All other conditional releases not covered by the preceding categories. Always describe the nature of the release in your documentation.
- (05) *Expiration of Sentence.* The termination of the period of time an offender has been required to serve in a state prison.
- (06) *Commutation/Pardon.* A reduction of the term of confinement or an executive order excusing the remainder of the sentence and pardon resulting in immediate unconditional release.
- (07) *Release to Custody, Detainer, or Warrant.* Unconditionally releasing an inmate to custody of another authority. The original prison authority relinquishes all claims upon the inmate.
- (08) *Other Unconditional Release – Specify.* All unconditional releases not covered by the preceding three categories. Always document the nature of the release.
- (09) *Death by Natural Causes.* Death due to illness, old age, AIDS, etc.

- (10) *Death by Suicide.*
- (11) *Death by Homicide by Another Inmate.*
- (12) *Death by Other Homicide.* The death of an inmate caused by a person who is not an inmate that is not legally justifiable.
- (13) *Death by Execution*
- (14) *Death by Other – Specify.* All deaths not covered by the preceding six categories. Always document the manner of death. Use code 14 "Other" to report an inmate's death which is due to accidental injury caused by another person (whether the other person is an inmate or not).
- (27) *Death by Accidental Injury to Self.* Death caused by the inmate accidentally injuring himself.
- (15) *Transfer.* The movement of a person from the custody of your state's correctional system to the custody of another authority while serving the same sentence. Transfers are permanent or indefinite releases for such purposes as long-term mental health commitment, safekeeping in another state, or housing in a Federal facility.
- (16) *Release on Appeal or Bond.* An offender is released to seek or participate in an appeal of his case and is not receiving credit on his sentence while out of confinement. If the inmate is being given credit on the remainder of his time while out of confinement or bond, or appealing his case, do not report a release.
- (25) *AWOL/Escape.* An inmate who is absent from your state's custody without leave or has escaped from state prison. If your state reports AWOLs and Escapes as releases, you must report their recapture as admissions.
- (17) *Other – Specify.* All other releases not specifically defined in the above categories. Specify in your documentation the type of releases included in this category.
- (99) *Not Known.* The type of release from prison is not known.

Additional Information

- Verify that all releases included in the Other category are releases from the custody of this prison system and releases of sentenced persons.
- For Code 16 (Release on Appeal or Bond) do not include temporary movements to court (e.g., to testify or appear at a brief hearing).
- Do include transfers to other states to continue serving a sentence.
- Do not include movements from prison facility to prison facility within your state.
- Do not include movements of state prisoners to local jails because the prison is crowded or for such reasons as overcrowding, safekeeping, etc.
- State inmates housed in local jails are to be considered as state prison inmates.
- Do not include temporary absences for such reasons as court appearances, training or medical care.

- A detainer is an official notice from one authority agency to another authority agency requesting that a person wanted by them, but subject to the other agency's jurisdiction, not be released or discharged without notification to the authority agency requesting the person.
- The placing of a detainer is often, but not always, prior to the issuing of a warrant. Typical reasons for the detainer are that the person is wanted for trial in the requesting jurisdiction or is wanted to serve a sentence.
- Conditional Release is the release from a federal or state correctional facility of a prisoner who has not completed his/her sentence, and whose freedom is contingent upon obeying specified rules of behavior while in the community. The offender can be re-incarcerated on current sentence(s).
- Persons on mandatory supervised release are usually subject to the same conditions as offenders released to post-confinement community supervision via discretionary release, and can be returned to prison for technical violations of release conditions. However, the difference is that the release is not a discretionary decision of a parole board or other authority.
- If you need to report a type of release not defined by one of the codes provided, assign a unique code and define it in your documentation.

Examples

- For Code 01 (Discretionary Release Decision),
 - An inmate is granted a release by the Parole Board after serving 3 years of a 10 year sentence. Use code "Discretionary Release Decision."
- For Code 02 (Mandatory Conditional Release),
 - An inmate received a 3 year sentence for heroin possession. The law requires that the inmate be released to post-confinement community supervision after serving a year. Use code "Mandatory Conditional Release."
- For Code 03 (Probation Release),
 - An offender serves 180 days in prison and returns to court for a hearing. The judge allows him to serve the remainder of his sentence on probation. The correct code is "Probation Release."
- For Code 05 (Expiration of Sentence),
 - A person given a maximum sentence of 5 years for robbery is released, without parole supervision, after serving 5 years. His release is code 05, "Expiration of Sentence."
 - A person given a maximum sentence of 5 years for robbery is released without parole supervision, after serving 3 1/2 years and receiving 1 1/2 years of irrevocable "Good Time." His release is "Expiration of Sentence."
- For Code 06 (Commutation/Pardon),
 - After the legislature reduced marijuana offenses from felonies to misdemeanors, the 15 year sentence of a person is reduced by the Governor to actual time served, 2 1/2 years, and the inmate is unconditionally released. The correct code is "Commutation/Pardon."
- For Code 07 (Release to Custody, Detainer, or Warrant),
 - A man is serving three years for armed robbery in Maine. Extradition papers from Texas on another armed robbery charge await him, however, so he is released to Texas custody. The correct code is "Release to Custody, Detainer, or Warrant."
- For Code 15 (Transfer),

- An inmate is threatened by other inmates. He is transferred to the custody of another state to complete his sentence. Use code "Transfer."
- On June 10th of the report year, a Texas inmate is sent from the state prison to the Department of Corrections training school. On June 24th of the report year, the training is completed and the inmate is sent back to the state prison. No admission or release movement should be reported.
- Due to crowding, a Maine inmate is transferred on June 6th of the report year from the Maine State Correctional Center to the Maine State Prison. No admission or release movement should be reported.
- An inmate is admitted to a Rhode Island prison on February 1st of the report year, to begin serving a three year sentence for armed robbery. On June 5th of the report year, the inmate is transferred to a county detention facility for safekeeping. No admission or release movement should be reported.

Variable 26: Date of Release from Post Confinement Community Supervision

Applies To

- Post Confinement Community Supervision Releases (Part F)

Definition

- The date of discharge or termination from post-confinement community supervision for any reason, including returning the offender to prison.
- Report partial dates if the day or month is not known.

Examples

- An offender is discharged after completing his term of post-confinement community supervision (PCCS) on August 1, 2008. The date of release from PCCS is August 1, 2008.
- While on parole, an offender commits an armed robbery and is sentenced to serve time for that offense. His parole is revoked, and he enters prison to begin serving time on the new sentence on March 20, 2010. The date of release from PCCS is March 20, 2010.

Variable 27: Type of Release from Post Confinement Community Supervision

Applies To

- Post Confinement Community Supervision Releases (Part F)

Definition

- The reason for the termination of post-confinement community supervision that occurred on the date provided in Variable 26.

Codes/Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (01) *Discharged, Completion of Term.* The release of offenders on Post Confinement Community Supervision (PCCS) who have served full-term sentences or who have been released early due to a discretionary decision, commutation or pardon.
- (02) *Discharged, Absconder.* The release of offenders on PCCS while known to be on absconder status, regardless of whether a warrant has been issued. Code 02 (Discharged, Absconder) should be used only if the offender has been formally discharged by the supervising agency or if PCCS jurisdiction has been relinquished.
- (03) *Discharged to Custody, Detainer or Warrant.* Your state supervising authority or agency relinquishes its jurisdiction over the offender on PCCS. Another agency or authority (in or out of your state) assumes jurisdiction and perhaps custody over the person. The agency that assumes jurisdiction or jurisdiction and custody may be a non-correctional agency, e.g., a mental hospital.
- (04) *Returned to Prison or Jail, New Sentence.* The re-admission of an offender on PCCS into a prison or jail after receiving a sentence for a new offense(s). If PCCS has been revoked and the person is admitted to prison or jail with a new sentence, the type of release is code 04, "Returned to Prison or Jail, New Sentence."
- (05) *Returned to Prison or Jail, PCCS Revocation.* The re-admission of an offender on PCCS into a prison or jail due to the violation of the conditions of supervision, and the **PCCS has been revoked.**
- (06) *Returned to Prison or Jail, PCCS Revocation Pending.* The re-admission of an offender on PCCS into a prison or jail for the alleged violation of the conditions of supervision. A revocation hearing will be held in the future **and a decision to revoke or not revoke the person's PCCS will be made.**
- (07) *Returned to Prison or Jail, Charges Pending.* The re-admission of an offender on PCCS into a prison or jail for an alleged new offense, pending trial, conviction, or sentence.
- (08) *Transferred to Another Jurisdiction.* Jurisdiction over the offender on PCCS is transferred to another state from your authority.
- (09) *Death*
- (10) *Other – Specify.* For any other removal from PCCS not covered in the previous categories, code as 10. Please provide documentation for all PCCS exits included in this category.
- (99) *Not Known.* Information on type of release from PCCS is not available.

Additional Information

- Do not include those interstate compact cases where only supervisory responsibility is transferred but legal jurisdiction is retained by your state parole authority, i.e., parole termination is still determined by your state.

- If the supervising agency changes the absconder from active to inactive status without relinquishing jurisdiction over the person, a PCCS release should not be reported in Code 02.
- A detainer is an official notice from one authority agency to another authority agency requesting that a person wanted by them, but subject to the other agency's jurisdiction, not be released or discharged without notification to the authority agency requesting the person.
- The placing of a detainer is often, but not always, prior to the issuance of a warrant. Typical reasons for detainers are that the offender is wanted for trial in the requesting jurisdiction.
- If an offender on PCCS has had his supervision status revoked because he violated conditions of supervision but was not sentenced for another crime, code as 05, "Returned to Prison or Jail, PCCS Revocation."
- Count persons returned to prison or jail with revocation pending in Code 06 only if termination of PCCS jurisdiction is pending in your state.
- Use one of the codes 04-07 for absconders who have been released from PCCS because he was returned to jail or prison.
- For parolees who have already received new sentences at the time of release from PCCS, code as 04, "Returned to Prison or Jail, New Sentence."
- Count persons returned to prison or jail with charges pending in Code 07.

Examples

- For Code 01 (Discharged, Completion of Term),
 - A parolee, released from prison, is required to serve three years on parole. He finishes the three years and is discharged by the Adult Parole Authority. Use code 01, "Discharged, Completion of Term."
 - An offender, released from prison, is required to serve three years on mandatory conditional release. He finishes two years and receives an early discharge by the supervising agency. Use code 01, "Discharged, Completion of Term."
- For Code 02 (Discharged, Absconder),
 - Wyoming parolee moved to New Mexico last year without the permission of the Wyoming Board of Parole. After six months, the Wyoming Parole Board relinquished jurisdiction. Use code 02, "Discharged, Absconder."
 - An offender on post-confinement community supervision in Nevada moved to New Mexico last year without permission of the Nevada supervising agency. As of December 31 of the report year, the Nevada supervising agency had not relinquished jurisdiction. Do not submit a PCCS exit record for this offender.
- For Code 03 (Discharged to Custody, Detainer or Warrant),
 - A Wisconsin probationer is discharged as a result of an extradition request from Texas. He is released to Texas custody on a warrant. Use code 03, "Discharged to Custody, Detainer or Warrant."
- For Code 04 (Returned to Prison or Jail, New Sentence),
 - While out on supervised release, an offender commits a crime and is sentenced to serve two years in prison. PCCS is revoked. Use code 04, "Returned to Prison or Jail, New Sentence."
- For Code 05 (Returned to Prison or Jail, PCCS Revocation),

- A probationer in Wisconsin violates the conditions of his probation. The supervising agency formally revokes his probation and the offender is returned to the county jail to continue serving his sentence. Use code 05, "Returned to Prison or Jail, PCCS Revocation."
- For Code 06 (Returned to Prison or Jail, Revocation Pending),
 - A parolee is accused of violating conditions of his parole. He is sent to the state prison to await a decision from the Parole Authority concerning possible revocation. Use code 06, "Returned to Prison or Jail, Revocation Pending."
- For Code 07 (Returned to Prison or Jail, Charges Pending),
 - An offender on supervised release is charged with committing a new offense. He is held in the local jail to await trial on the new charge. Use code 07, "Returned to prison or jail, charges pending."
- For Code 08 (Transferred to Another Jurisdiction),
 - A parolee in Mississippi finds a new job in Alabama. The Mississippi Parole Board arranges for the parolee to be supervised in Alabama through an interstate compact agreement. Your state parole authority has not relinquished jurisdiction; therefore no parole exit has occurred. Use code 08, "Transferred to Another Jurisdiction."
 - An offender on PCCS in Mississippi finds a new job in Alabama. The Alabama Board of Pardons and Paroles agrees to assume jurisdiction over the parolee; Mississippi then terminates jurisdiction. Use code 08, "Transferred to Another Jurisdiction."

(There is no Variable 28 or 29)

Variable 30: Inmate State ID Number

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The inmate's unique, fingerprint-supported State Identification (SID) Number assigned by the state's criminal history repository.

Additional Information

- All information that can identify individuals will be held strictly confidential by the NCRP data collection agent and the Bureau of Justice Statistics as required by Title 34, United States Code, Sections 10134 and 10231.

Variable 31a: Indeterminate Sentence

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- Report if any part of the total maximum sentence reported in Variable 15 an indeterminate sentence (a sentence in which the judge specifies a minimum and maximum prison term)

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) Yes, any part of the total maximum sentence (Variable 15) is an indeterminate sentence
- (2) No, no part of the total maximum sentence (Variable 15) is an indeterminate sentence
- (9) Don't Know

Examples

- An offender is serving a 10-year determinate sentence for robbery under a truth in sentencing law, and a 5-year sentence for drug trafficking under a mandatory minimum law.
 - “No” for variable 31a (indeterminate sentence),
 - “Yes” for variable 31b (determinate sentence),
- An offender is serving a 10 to 15-year indeterminate sentence for vehicular homicide, a 5-year determinate sentence for reckless endangerment, and a 3-year determinate sentence for driving under the influence of drugs. The 10 to 15-year indeterminate sentence for vehicular homicide is restricted by a truth in sentencing law. The vehicular homicide sentence is not a mandatory minimum, nor is the 5-year sentence for reckless endangerment. It is not known whether the 3-year sentence for driving under the influence of drugs is a mandatory minimum sentence. The correct entry is:
 - Variable 31a (indeterminate sentence) –Yes.
 - Variable 31b (determinate sentence) –Yes.

Variable 31b: Determinate Sentence

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- Report if any part of the total maximum sentence reported in variable 15 a determinate sentence (a sentence in which the judge sets a fixed prison term). The sentence may be reduced by good time credits or earned time.

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) Yes, any part of the total maximum sentence (Variable 15) is a determinate sentence
- (2) No, no part of the total maximum sentence (Variable 15) is a determinate sentence
- (9) Don't Know

Examples

- An offender is serving a 10-year determinate sentence for robbery under a truth in sentencing law, and a 5-year sentence for drug trafficking under a mandatory minimum law.
 - “No” for variable 31a (indeterminate sentence),
 - “Yes” for variable 31b (determinate sentence),
- An offender is serving a 10 to 15-year indeterminate sentence for vehicular homicide, a 5-year determinate sentence for reckless endangerment, and a 3-year determinate sentence for driving under the influence of drugs. The 10 to 15-year indeterminate sentence for vehicular homicide is restricted by a truth in sentencing law. The vehicular homicide sentence is not a mandatory minimum, nor is the 5-year sentence for reckless endangerment. It is not known whether the 3-year sentence for driving under the influence of drugs is a mandatory minimum sentence. The correct entry is:
 - Variable 31a (indeterminate sentence) –Yes.
 - Variable 31b (determinate sentence) –Yes.

Variable 31c: Mandatory Minimum Sentence

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- Is any part of the total maximum sentence reported in variable 15 a mandatory minimum sentence (a minimum sentence specified by statute for a particular crime)?

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) Yes
- (2) No
- (9) Don't Know

Examples (see Variable 31a)

Variable 31d: Truth in Sentencing Restriction

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- Is any part of the total maximum sentence reported in Variable 15 restricted by a Truth in Sentencing Law (a statute which mandates that a certain percentage of the court-imposed sentence be served in prison)?

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) Yes
- (2) No
- (9) Don't Know

Examples (see Variable 31a)

Variable 32: Length of Court-Imposed Sentence to Community Supervision

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)

Definition

- The amount of time which the court states that the offender is required to serve under community supervision after release from prison.

Additional Information

- This variable is applicable only if the court imposed a sentence to community supervision that is separate from the sentence to prison.
- The sentence to post-incarceration community supervision may be in the form of parole, probation, or other supervision in the community, as ordered by the court.

Examples

- The offender is sentenced by the court to serve a 5-year fixed prison term and an additional 2-year term on community supervision after release from prison. The correct value to report is 2 years.
- The offender is sentenced by the court to serve a 2 to 10-year sentence in prison. The court did not sentence the offender to a separate term of community supervision. The term of community supervision will be determined by an administrative agency, such as a parole board, when the offender is approved for release from prison. The correct value to report is “not applicable.”

Variable 33: Parole Hearing / Eligibility Date

Applies To

- Prison Admissions (Part A)
- Prison Custody (Part D)

Definition

- The date the offender is eligible for review by an administrative agency such as a parole board, to determine whether he or she will be released from prison.
- Report partial dates if the day or month is not known.

Additional Information

- This variable is applicable only if the decision to release an offender is controlled by an administrative agency such as a parole board.
- The parole hearing eligibility date should be calculated from the total maximum sentence (variable 15) for all offenses. For the year-end custody record, report the next date the inmate will be eligible for a parole hearing.

Examples

- An offender was admitted to prison on January 1, 1999, with a 15 years to life sentence for second degree murder. The law states the offender is eligible for parole board release after serving 85% of the minimum 15-year sentence (or 12 years 9 months). The parole eligibility date is calculated by adding 12 years 9 months to the date of admission. The offender will be eligible for parole board release on October 1, 2011.

- A judge sentences an offender to serve 2 to 4 years in prison for theft. The offender is eligible for parole board release after the minimum 2-year sentence has been served. The offender was admitted to prison on January 1, 2010, with 6 months in jail time credits. The parole eligibility date is calculated by adding two years to the date of admission, and subtracting six months for credited jail time. The parole eligibility date is July 1, 2010.
- An offender is admitted to prison on January 1, 2005, with a 10-year sentence for aggravated robbery. The law requires violent offenders to serve 50% of the sentence before they are eligible for parole board release. Good time credits may be accrued only after 50% of the sentence has been served. The parole eligibility date is 5 years from the date of admission, or January 1, 2010.
- While on parole, an offender is arrested for aggravated assault and is sentenced to a 10-year prison term for the new offense. At sentencing, the offender's parole is revoked with 2 years remaining on a previous robbery sentence. The offender is admitted to prison on January 1, 2004 as a parole violator, with a 12-year total maximum sentence for both convictions. Good time credits may be accrued only after 50% of the sentence has been served. The parole eligibility date is 6 years from the date of admission, or January 1, 2010.

Variable 34: Projected Release Date

Applies To

- Prison Admissions (Part A)
- Prison Custody (Part D)

Definition

- The projected date on which the offender will be released from prison.
- Report partial dates if the day or month is not known.

Additional Information

- Statutory requirements, good time credits, jail time credit, and any other factors which might modify the prison release date should be included in this calculation.
- If an offender is serving time for more than one offense, the projected release date should be calculated from the total maximum sentence (variable 15) for all offenses.

Examples

- An offender enters prison on January 1, 2002, with a 10-year sentence for armed robbery. At sentencing, the offender received 6 months credit for time served in jail prior to being admitted to prison. While in prison, the State allows inmate to earn one day work credit for every 3 days served, not to exceed 15% of the sentence. The projected release date is calculated by subtracting the 6 months jail credit and the 1 ½ years of available work credit from the 10-year prison sentence. The offender's projected release date is 8 years from the date of admission or January 1, 2010.
- A judge sentences an offender to serve 10 years in prison for armed robbery. The offender is admitted to prison on January 1, 2002, and is required by State law to serve 6/7 of the 10-year

sentence (8.57 years, or 8 years 6 months and 26 days). The offender's projected release date is 8 years 6 months and 26 days from the date of admission or July 26, 2010.

- A judge sentences an offender to serve 2 to 6 years in prison for theft. The offender is admitted to prison on January 1, 2007, and is given 3 years of good time credit (one-half the maximum sentence). Assuming the offender does not lose any good time while incarcerated, he or she is projected to be released after serving the remaining 3 years of the maximum sentence. The projected release date is calculated as January 1, 2010.
- A judge sentences an offender to serve 5 to 10 years in prison for aggravated robbery. The offender is admitted to prison on January 1, 2000, and given 5 years of good time credit (one-half the maximum sentence). After serving 8 years the offender has lost all good time credits due to disciplinary actions. The offender is expected to expire the sentence, or serve the entire 10-year maximum sentence, and be released unconditionally from prison. The projected release date is 10 years from the date of admission or January 1, 2010.
- While on parole, an offender is arrested and convicted for armed robbery and sentenced to a 10-year prison term for the new offense. The offender's parole is revoked with 2 years remaining on a previous robbery sentence. The offender is admitted to prison on January 1, 2004 as a parole violator, with a 12-year total maximum sentence for both robbery convictions. The offender is given 6 years of good time credit at admission (one-half the total maximum sentence). The projected release date is 6 years from the date of admission, or January 1, 2010.

Variable 35: Mandatory Release Date

Applies To

- Prison Admissions (Part A)
- Prison Custody (Part D)

Definition

- The date the offender by law must be conditionally released from prison.
- Report partial dates if the day or month is not known.

Additional Information

- This date should reflect jail time credits and any statutory or administrative sentence reductions, including good time.
- The mandatory release date should be calculated from the total maximum sentence (variable 15) for all offenses.
- This variable is intended to capture mandatory conditional release policies structured around good time and other administrative sentence reductions.
- Do not set to the date the offender's sentence will expire (serve the entire sentence and be released unconditionally from prison).

Examples

- An offender is admitted to prison on January 1, 2006, with a 5 to 10-year prison sentence for fraud. The law requires mandatory release for non-violent offenders when good time credits plus

actual time served in prison equals the maximum sentence. The offender is allowed to earn a maximum of 45 days good time credit for every 30 days served. The mandatory release date is calculated by determining the date the offender's actual time served plus good time will equal the maximum sentence. After serving 4 years, the offender will have earned a maximum of 6 years in good time credit. The mandatory release date is 4 years from the date of admission, or January 1, 2010.

Variable 36: First Name

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The first name of the offender.

Additional Information

- All information that can identify individuals will be held strictly confidential by the NCRP data collection agent and the Bureau of Justice Statistics, in accordance with Title 34, United States Code, Sections 10134 and 10231.

Variable 37: Last Name

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The last name of the offender.

Additional Information

- All information that can identify individuals will be held strictly confidential by the NCRP data collection agent and the Bureau of Justice Statistics, in accordance with Title 34, United States Code, Sections 10134 and 10231.
-

Variable 38: Facility Name

Applies To

- Prison Custody (Part D)

Definition

- Name of the facility in which the prisoner will be incarcerated at yearend.

Variable 39: FBI Number

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The unique identification number given by the Federal Bureau of Investigation/ Interstate Identification Index to each offender.

Codes / Coding Information

- All information that can identify individuals will be held strictly confidential by the NCRP data collection agent and the Bureau of Justice Statistics as required by Title 34, United States Code, Sections 10134 and 10231.

Variable 40: Prior Military Service

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- Report if the inmate ever serve in the U.S. Armed Forces.

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable.

- (1) *Yes*. Inmate served in the U.S. Armed Forces. Does not require that the inmate receive veterans' benefits, nor that the inmate served in a conflict situation. Includes all branches of the military, including the Coast Guard.
- (2) *No*. Inmate never served in the U.S. Armed Forces.
- (9) *Don't Know*

Variable 41: Date of Last Military Discharge

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The date the inmate was discharge from the U.S. Armed Forces for the final time.
- Report partial dates if the day or month is not known.

Variable 42: Type of Last Military Discharge

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The type of discharge the offender received from the U.S. Armed Forces on the date in Variable 41.

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable. If using your own codes, please provide their definitions to the NCRP data collection agent.

- (1) *Honorable*. Offender received a rating from good to excellent for their service.
- (2) *General (honorable conditions)*. Offender's military performance was satisfactory.

- (3) *General (not honorable conditions)*. Offender's military performance was satisfactory but marked by a considerable departure in duty performance and conduct expected of military members.
- (4) *Other than honorable*. Offender's military performance was a serious departure from the conduct and performance expected of all military members.
- (5) *Bad conduct*. Only given by a court martial.
- (6) *Dishonorable*. May be rendered only by conviction at a general court-martial for serious offenses that call for dishonorable discharge as part of the sentence.
- (7) *Other*.
- (9) *Not Known*.

Variable 43: Date of Admission to Post Confinement Community Supervision

Applies To

- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The date the offender was most recently admitted to post-confinement community supervision on the current sentence.
- Report partial dates if the day or month is not known.

Variable 44: Type of Admission to Post Confinement Community Supervision

Applies To

- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The reason an offender entered into post-confinement community supervision on the date provided in Variable 43 (Date of Admission to Post-Confinement Community Supervision) of the current record.
- As necessary, provide information in a separate file that will enable Abt Associates to re-code your agency's PCCS admission type codes into the NCRP PCCS admission type categories listed below.

Codes / Coding Information

Use either your agency's codes or the following NCRP codes for this variable. If using your own codes, please provide their definitions to the NCRP data collection agent.

- (1) *Discretionary release from prison.* An offender being admitted to PCCS based on the decision of the Governor, the department of correction, or parole board, or commutation of sentence.
- (2) *Mandatory conditional release from prison.* An offender being admitted to PCCS based on a determinate sentencing statute or good-time provision
- (3) *Reinstatement of PCCS.* Offenders returned to PCCS status, including discharged absconders whose cases were reopened, revocations with immediate reinstatement, and offenders re-admitted to PCCS at any time under the same sentence.
- (4) *Court-imposed sentence to PCCS that begins upon release from prison.* An offender being admitted to PCCS based on a judicial sentence of a period of incarceration immediately followed by a period of PCCS.
- (5) *Transferred from another jurisdiction.* An offender admitted following a term of confinement or community supervision in another state when that state transfers legal authority of the offender to your state.
- (6) *Other.*
- (9) *Not known.*

Variable 45: County Where Offender was Released / County Where PCCS Office is Located

Applies To

- Post Confinement Community Supervision Releases (Part F)

Definition

- The county where the offender was released from post-confinement community supervision on the date in Variable 26.
- If this information is not available, please report the county where the post-confinement community supervision (PCCS) office to which the offender reported before exit is located.

Codes / Coding Information

- If possible, use either the name of the county or the 5-digit county FIPS code (available at <https://www.census.gov/geographies/reference-files/2017/demo/popest/2017-fips.html>).

Variable 46: Social Security Number

Applies To

- Prison Admissions (Part A)
- Prison Releases (Part B)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)
- Post Confinement Community Supervision Releases (Part F)

Definition

- The offender's nine-digit Social Security Number (SSN).

Codes / Coding Information

- All information that can identify individuals will be held strictly confidential by the NCRP data collection agent and the Bureau of Justice Statistics, as required by Title 34, United States Code, Sections 10134 and 10231.
- If your agency can only provide the last four digits of the SSN, please submit the last four digits.
- Contact your NCRP data collection agent site liaison if your agency requires additional information or a signed Data Use Agreement before including SSNs in your NCRP submission.

Additional Information

- SSNs allow BJS to link the NCRP data to a variety of Federal administrative datasets that contain information on income, employment, mortality, and public assistance histories of prisoners and their families before and after incarceration. This will enable researchers and policymakers to broaden their understanding of the factors that contribute to recidivism or successful reentry into society, and enable analysts to better understand the inter-relationship among poverty, health, crime, and other social-economic indicia.

Variable 47: Last Known Address Prior to Incarceration

Applies To

- Prison Admissions (Part A)
- Post Confinement Community Supervision Admissions (Part E)

Definition

- The offender's last known address prior to incarceration.

Codes / Coding Information

- All information that can identify individuals will be held strictly confidential by the NCRP data collection agent and the Bureau of Justice Statistics, as required by Title 34, United States Code, Sections 10134 and 10231.
- Please provide the street address (number, name, and suffix), city, state, and zip code in separate fields or delimit them in some way.
- If your agency does not allow release of the offender's last known address, please consider submitting less detailed geographic information, such as the zip code or the county where the offender resided prior to incarceration.

Contact your NCRP data collection agent site liaison if your agency requires additional information or a signed Data Use Agreement before including the offender's last known address in your NCRP submission.

Additional Information

- This information allows BJS to produce more accurate imprisonment rates for areas smaller than states and to link NCRP data to other Federal administrative records.

Variable 48: Offender Custody Level

Applies To

- Prison Custody (Part D)

Definition

- The offender's custody level at yearend. Custody level is used to determine the types of facilities where the offender can be assigned and whether the offender is available for work assignments outside security fences (and, if so, under what circumstances).

Codes / Coding Information

Use either your agency's custody level codes or the following NCRP codes for this variable. If using your own codes, please provide their definitions to the NCRP data collection agent.

- (1) *Community* – is assigned to offenders posing the least threat to public safety. They include offenders assigned to community or residential facilities outside institutional perimeters and those who participate in work, education, or other activities in the community. They are generally permitted to move unescorted for program and work assignments.
- (2) *Minimum* – is assigned to offenders who are not eligible for placement at a community residential facility and are typically housed in facilities characterized by a fenced or "posted" perimeter. Normal entry and exit are under visual surveillance.
- (3) *Medium* – is assigned to offenders needing more supervision than what is provided in minimum security prisons. They are typically housed in facilities characterized by a single or double fenced perimeter with armed coverage by towers or patrols. Typically, offenders' inside movement and call-outs require passes and/or supervision, and movement outside of institutional perimeters requires restraints and/or armed supervision for work or program assignments.
- (4) *Maximum, close, or high* – is assigned to offenders requiring the highest degree of supervision because they pose a danger to others and to the institution; or because their well-being would be in jeopardy if they refused protective custody. These prisoners cannot participate in activities requiring outside movement, and their inside movement is closely observed.
- (5) *Not classified*. The offender has not yet been assigned a custody level.

(9) *Not known.*

Variable 49: US Citizen

Applies To

- Prison Admissions (Part A)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)

Definition

- Whether the offender is currently a citizen of the United States.

Codes / Coding Information

- (1) *Yes.* Offender is currently a citizen of the United States.
- (2) *No.* Offender is not currently a citizen of the United States.
- (9) *Not Known.*

Additional Information

- If your offender management system does not have a US citizen Yes/No flag but has the offender's country of citizenship, include the country of current citizenship in your submission and the NCRP data collection agent will derive the US Citizen variable from the country of citizenship.
- Submission of this variable is voluntary.

Variable 50: Country of Citizenship

Applies To

- Prison Admissions (Part A)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)

Definition

- The offender's country of current citizenship

Codes / Coding Information

- Include either the name of the country or a country code (and include the meaning of the country codes with your submission).

Additional Information

- Submission of this variable is voluntary.

Variable 51: Country of Birth

Applies To

- Prison Admissions (Part A)
- Prison Custody (Part D)
- Post Confinement Community Supervision Admissions (Part E)

Definition

- The offender's country of birth

Codes / Coding Information

- Include either the name of the country or a country code (and include the meaning of the country codes with your submission).

Additional Information

- Submission of this variable is voluntary.

Appendix I

NCRP frequently asked questions fact sheet

What is the National Corrections Reporting Program (NCRP)?

NCRP collects offender-level data on admissions to and releases from prisons and post-confinement community supervision. The Bureau of Justice Statistics has administered the NCRP since 1983. State departments of correction and community supervision provide these data, which are used at the federal and state levels to monitor correctional populations and address policy questions related to recidivism, prisoner reentry, and trends in demographic characteristics of the incarcerated and paroled populations.

What is the Bureau of Justice Statistics?

The Bureau of Justice Statistics (BJS), a component of the Office of Justice Programs in the U.S. Department of Justice, is the United States' primary source for criminal justice statistics. BJS's mission is to collect, analyze, publish, and disseminate information on crime, criminal offenders, victims of crime, and the operation of justice systems at all levels of government. These data are critical to federal, state, and local policymakers in combating crime and ensuring that justice is both efficient and evenhanded.

What is Abt Associates' role in NCRP?

Abt Associates has been collecting NCRP on behalf of BJS since 2010. Prior to then, the U.S. Census Bureau was the NCRP data collection agent. Abt is responsible for collecting, processing and analyzing data submitted by state departments of corrections and community supervision. Working with BJS, Abt has implemented BJS's vision to enhance and expand the NCRP system. Abt has over 40 years of experience working with the U.S. Department of Justice and other criminal justice agencies across the country.

What data are collected under NCRP?

States submit NCRP data annually, for prisoners or individuals on community supervision during the previous calendar year. State departments of correction are asked to provide three data files:

- Prison Admissions (Part A): one record for each *admission* of a sentenced offender to the state's prison system.
- Prison Releases (Part B): one record for each *release* of a sentenced offender from the state's prison system.
- Prison Custody (Part D): one record for each sentenced offender in the physical custody of the state's prison system at year end.

State agencies responsible for supervising offenders on a term of community supervision immediately after release from prison are asked to provide two data files:

- Post Confinement Community Supervision Admissions (Part E): one record for each *admission* to a post-confinement community supervision program.
- Post Confinement Community Supervision Releases (Part F): one record for each *release* from a post-confinement community supervision program.

The NCRP data request documentation contains complete information on all the requested data elements. While the data elements differ somewhat across the five data files, they generally include:

- Offender characteristics (e.g., unique agency identifier, name, last known address, SSN, date of birth, race, sex, veteran status, country of citizenship, country of birth)
- Sentence characteristics (e.g., county where sentence imposed, offenses, sentence length)
- Date and type of admission to prison
- Date and type of release from prison
- Date and type of admission to post-confinement community supervision
- Date and type of release from post-confinement community supervision

What if all of the data can't be provided?

BJS understands that the requested data elements may not be collected by all agencies or some agencies' policies may not allow sharing of certain data. You may provide a portion of the requested items. The data request documentation also highlights the "core" data elements that are most important to NCRP.

How long will it take to respond to the NCRP?

The amount of time depends on the characteristics of your agency's offender information system, the type of data extraction tools available for the system, and the level of expertise agency staff have in using those tools. The biggest time commitment is in the first year of participation, when data extract procedures must be developed. BJS estimates the time needed to develop computer programs to extract data and to prepare a response to be 24 hours, on average, per type of database containing the information needed for the first year of participation, and 8 hours, per type of database, during the second and subsequent years. Feedback during data processing and review is estimated to take 3 hours. Average total burden for reporting year 2020 is 29 hours per state. Send comments regarding this burden estimate or any other aspects of the collection of this information, including suggestions for reducing this burden, to the Director, Bureau of Justice Statistics, 810 Seventh Street, NW, Washington, DC 20531, and to the Office of Management and Budget, OMB number 1121-0065, Washington, DC 20503. For more information on the NCRP reporting burden (OMB No. 1121-0065 Exp. 11/30/2021), see the NCRP's OMB submission.¹

When is the data submission due?

The submission date for NCRP data is March 31 of each year. If it is not possible to meet this date, the Abt NCRP site liaison assigned to your state will work with you to determine a submission date.

Is there a specific format or coding scheme for the data?

There is no required format or coding scheme for the data you submit. The codes provided in the NCRP Data Request Instructions are suggested, but BJS and its data collection agent can convert state-specific codes to the standard NCRP ones if you provide documentation for the codes you submit.

How are data submitted to the NCRP?

Use the NCRP data transfer site (transfer.abtassoc.com) to submit data. This site is compliant with FIPS (Federal Information Processing Standard) 140-2 and meets all the requirements of the Federal Information Security Management Act (FISMA) and the Privacy Act. The data are automatically encrypted during transit.

How does BJS keep the NCRP data secure?

BJS and Abt are bound by federal law (34 USC 10231) which provides that, "No officer or employee of the Federal Government, and no recipient of assistance under the provisions of this chapter shall use or reveal any research or statistical information furnished under this chapter by any person and identifiable to any specific private person for any purpose other than the purpose for which it was obtained in accordance with this chapter. Such information and copies thereof shall be immune from legal process, and shall not, without the consent of the person furnishing such information, be admitted as evidence or used for any purpose in any action, suit, or other judicial, legislative, or administrative proceedings." Both BJS and Abt are required to follow the BJS Data Protection Guidelines (<https://www.bjs.gov/content/pub/pdf/BJSDataProtectionGuidelines.pdf>).

What happens after data are submitted?

Abt will verify the contents of the data files and conduct a series of validity checks, including comparing the submitted data to your submissions from prior years. Typically, this will be accomplished within 1 to 3 weeks of receipt of your data. Your Abt site liaison will then contact you to review the findings.

How will the NCRP data be used?

NCRP data are used at the federal and state levels to address policy questions related to recidivism, prisoner reentry, and trends in demographic characteristics of correctional and community supervision populations. BJS uses NCRP

¹ http://www.reginfo.gov/public/do/PRAViewICR?ref_nbr=201208-1121-005

data to monitor these issues at the national level. Abt Associates actively solicits ideas from state NCRP contacts on how NCRP data can be used in their state. Researchers at universities and other institutions can access NCRP data - minus offender unique identifiers and names - at the National Archive of Criminal Justice Data (<http://www.icpsr.umich.edu/icpsrweb/NACJD/>), following a review by an Institutional Review Board (IRB).

Why is BJS requesting SSNs?

One of the unique features of the NCRP is the potential to link individual offender records to other administrative records. By adding SSNs to the NCRP, BJS will be able to link NCRP data to records from a variety of federal administrative datasets that contain information on income, employment, mortality, or public assistance histories of prisoners and their families before and after incarceration. This will enable a broader understanding of the factors that contribute to successful prisoner reentry into society, and a better understanding of the inter-relationship of poverty, health, crime, and other social-economic indicators. Linking will be performed in a way that protects personal information. BJS will produce state-level statistical reports from the linked datasets and provide these back to the state departments of corrections' separately.

How will NCRP data be linked to other administrative data sets?

BJS has partnered with the U.S. Census Bureau's Center for Economic Studies (CES), which has obtained person-level data from other federal agencies, including data on supplemental security income from the Social Security Administration, assistance from Temporary Assistance for Needy Families (TANF), and subsidized health insurance from the Centers for Medicare and Medicaid Services. Linking occurs only behind CES's firewall at Federal Statistical Research Data Centers by individuals who have gone through a security background check, taken data security training, and received BJS and Census Bureau approval for individual projects. Currently, these individuals are from BJS and its NCRP data collection agent (Abt Associates), but state officials may also request access to CES.

Once a link is made, all personally identifiable information (PII) that you provide to us for NCRP (names, SSNs, inmate IDs, FBI IDs, addresses) are deleted from the NCRP data file housed at CES.

How are offenders' SSN, last known address, and other personal information protected?

NCRP computer files containing SSNs and other personal information are protected at each point in the process, from submission by states to linking the data at CES. See the FAQ on page 2 "How does BJS keep the NCRP data secure?" for further information.

In addition, only aggregate analyses of linked data are permitted, and CES carefully screens all output to ensure that it does not contain any personal identifiers or information that could be used to reconstruct the identity of an individual.

Are there any legal impediments to including SSNs in the NCRP?

From the federal government's perspective, there are no legal impediments and the federal Office of Management and Budget (OMB) approved BJS's request to include SSNs and addresses in the NCRP beginning on 10/31/2015.

As necessary, BJS and its data collection agent will sign a Data Use Agreement that specifies how SSNs can be used.

What if nine-digit SSNs can't legally be provided? Is it ok to provide only the last four digits?

Yes. CES is also set up to link records using only the last four digits of the SSN. However, the linkage rate is higher with the full SSN, so if your agency can legally provide all 9 digits, we ask that you do so.

Why is BJS requesting the offender's last known address prior to incarceration?

Collection of an inmate's home address prior to imprisonment, helps link NCRP to other sources of administrative data and it allows BJS to produce accurate imprisonment rates for areas smaller than states. The only other geographic variables captured in NCRP are the custodial state where the inmate is held, the state with legal authority over the inmate, and the county in which the inmate was sentenced.

Can other federal agencies and researchers get access to the NCRP data through CES?

No. BJS has requested that CES classify the NCRP data as 'restricted,' meaning BJS must approve any request to use the data. Only those people designated by BJS and given Special Sworn Status by the Census Bureau will be able to access the NCRP data.

Are there any new NCRP variables this year?

No. The requested variables for 2020 are the same as the requested variables for 2019.

Who do we contact for more information?

- **Tom Rich** (Abt Associates Project Director and site liaison) - tom_rich@abtassoc.com or 617-349-2753
- **Walter Campbell** (Abt Associates site liaison) - walter_campbell@abtassoc.com or 617-520-2347
- **Danielle Kaeble** (BJS Corrections Unit Statistician) - danielle.kaeble@usdoj.gov or 202-305-2017

Appendix J

Item response rates for 2019 NCRP

Variable Number	Variable Name	Description	Year added to NCRP data collection	NCRP record type that includes variable	# states reporting variable in 2019	% of 2019 submitted records with non-missing value for variable (based on those states that submitted records with this variable)
1	County in Which Sentence was Imposed	The county where the court imposing the current sentence is located	1983	A	41/43	99.0%
				B	43/45	98.7%
				D	41/44	99.8%
				E	28/33	98.7%
				F	26/33	99.1%
2	Inmate ID Number	A unique number that identifies an offender within the agency for this admission and all subsequent admissions.	1983	A	43/43	100%
				B	45/45	100%
				D	44/44	99.9%
				E	32/33	100%
				F	32/33	99.9%
3	Date of Birth	The offender's date of birth	1983	A	43/43	99.9%
				B	45/45	99.7%
				D	44/44	99.9%
				E	33/33	99.9%
				F	33/33	99.5%
4	Sex	The offender's biological sex	1983	A	43/43	99.9%
				B	45/45	99.7%
				D	44/44	99.9%
				E	33/33	99.9%
				F	33/33	99.9%
5	Race	The offender's race	1983	A	43/43	97.8%
				B	45/45	98.1%
				D	44/44	97.9%
				E	33/33	97.6%
				F	33/33	97.3%
6	Hispanic Origin	Is the offender of Hispanic origin?	1983	A	41/43	93.3%
				B	43/45	91.5%
				D	42/44	92.9%
				E	31/33	88.4%
				F	31/33	89.9%
7	Highest Grade Completed	The highest academic grade level the offender completed prior to admission to prison on the	1983	A	36/43	70.2%
				B	38/45	72.8%
				D	37/44	75.5%
				E	26/33	73.2%
				F	27/33	75.3%

		current sentence				
8	Date of Admission to Prison	The most recent date the offender was admitted into the custody of the state prison system on the current sentence	1983	A	43/43	100%
				B	45/45	99.3%
				D	43/44	99.7%
9	Type of Admission to Prison	The reason an offender entered into the physical custody of a correctional facility on the date provided in the current record	1983	A	40/43	99.2%
				B	37/45	97.2%
				D	36/44	98.0%
10	Jurisdiction on Date of Admission	The state with the legal authority to enforce the prison sentence	1983	A	37/43	95.3%
				B	38/45	95.6%
				D	36/44	96.2%
11	Prior Jail Time	The length of time served in jail prior to the date of admission and credited to prison service for the current sentence		A	24/43	88.2%
				B	24/45	94.0%
				D	23/44	97.6%
13	Offenses	Crime(s) for which the offender was admitted to prison on the current sentence(s), including the number of counts for each offense.	1983	A	43/43	99.0%
				B	45/45	98.8%
				D	44/44	98.0%
				E	32/33	99.4%
				F	31/33	99.4%
14a	Offense with Longest Maximum Sentence	Of the crimes, the ONE crime for which the inmate received the longest sentence	1983	A	43/43	98.9%
				B	45/45	98.8%
				D	44/44	97.5%
14b			1983	A	39/43	98.6%

	Sentence Length for Offense with Longest Maximum Sentence	The maximum sentence as stated by the court that the offender is required to serve for the offense with longest maximum sentence		B	38/45	98.5%
				D	39/44	94.6%
15	Total Maximum Sentence Length	The longest length of time as stated by the court that the offender could be required to serve for all offenses.	1983	A	42/43	99.0%
				B	45/45	98.7%
				D	43/44	99.1%
17	Location where Offender is to Serve Sentence	The type of facility in which the offender will be incarcerated to serve time for his/her crime.	1983	A	28/43	99.0%
				B	28/45	98.5%
				D	27/44	99.7%
20	Prior Felony Incarcerations	Was the offender ever sentenced to confinement for a felony as a juvenile or adult prior to his/her current prison admission?	1983	B	20/45	98.7%
				D	14/44	99.9%
23a	Date of Release from Prison	The most recent calendar date that the state's prison custody terminated	1983	B	45/45	100%
				E	29/33	99.3%
				F	27/33	97.6%
23b	Location at Time of Prison Release	The type of facility that had been used for the custody or care of the offender just prior to release	1983	B	32/45	96.6%
24	Agencies Assuming Custody at Time of Prison Release	The type and location of agency that assumes custody (physical or	1983	B	23/45	92.9%
				E	20/33	98.5%
				F	20/33	98.2%

		supervisory) over an inmate's freedom at the time of prison release				
25	Type of Release from Prison	The method of, or reason for, departure from the custody of your prison system on the reported date of release	1983	B	44/45	99.4%
				E	27/33	97.2%
				F	25/33	95.2%
26	Date of Release from Post-Confinement Community Supervision	The date of discharge or termination from post-confinement community supervision jurisdiction for any reason, including returning the offender to prison	1983	F	33/33	99.9%
27	Type of Release from Post-Confinement Community Supervision	The reason for the termination of post-confinement community supervision jurisdiction that occurred on the date provided in Variable 26	1983	F	28/33	99.1%
30	State ID Number	The offender's unique, fingerprint-supported state identification number	1983	A	35/43	93.1%
				B	36/45	94.2%
				D	36/44	93.8%
				E	27/33	94.1%
				F	27/33	94.0%
31a	Indeterminate Sentence	Does the total maximum sentence include an indeterminate sentence?	1983	A	20/43	99.0%
				B	20/45	98.2%
				D	19/44	99.4%
31b	Determinant Sentence	Does the total maximum sentence include a	1983	A	20/43	99.0%
				B	20/45	98.2%
				D	19/44	99.4%

		determinate sentence?				
31c	Mandatory Minimum Sentence	Does the total maximum sentence include a mandatory minimum sentence?	1983	A	13/43	99.4%
				B	14/45	99.0%
				D	13/44	99.9%
31d	Truth in Sentencing Law Restriction	Is the total maximum sentence restricted by a Truth in Sentencing Law mandating that a certain percentage of the court- imposed sentence be served in prison?	1983	A	13/43	99.3%
				B	15/45	96.1%
				D	13/44	98.7%
32	Length of Court-Imposed Sentence to Community Supervision	The amount of time which the court states that the offender is required to serve under community supervision after release from prison	1983	A	14/43	84.8%
				B	13/45	75.0%
				D	13/44	88.2%
33	Parole Hearing/Eligibility Date	The date the offender is eligible for review by an administrative agency such as a parole board, to determine whether he or she will be released from prison	1983	A	26/43	46.7%
				D	29/44	53.0%
34	Projected Release Date	The projected date on which the offender will be released from prison	1983	A	31/43	73.4%
				D	32/44	86.4%
35	Mandatory Release Date	The date the offender by law	1983	A	30/43	67.0%
				D	31/44	68.6%

		must be conditionally released from prison				
36	First Name	The offender's first name	2009	A	41/43	99.9%
				B	42/45	99.7%
				D	42/44	99.9%
				E	31/33	99.9%
				F	31/33	99.8%
37	Last Name	The offender's last name	2009	A	41/43	99.9%
				B	42/45	99.7%
				D	42/44	99.9%
				E	31/33	99.9%
				F	31/33	99.8%
38	Facility Name	Name of the facility holding the offender at year-end	2009	D	41/44	95.3%
39	FBI Number	The unique identification number given by the Federal Bureau of Investigation/ Interstate Identification Index to each offender	2012	A	35/43	86.8%
				B	36/45	88.7%
				D	36/44	85.0%
				E	26/33	97.0%
				F	27/33	96.2%
40	Prior Military Service	Did the offender ever served in the U.S. Armed Forces?	2012	A	37/43	56.3%
				B	39/45	56.6%
				D	39/44	60.7%
				E	24/33	50.6%
				F	26/33	50.3%
41	Date of Last Military Discharge	The date the offender was discharged from the U.S. Armed Forces for the final time	2012	A	14/43	3.3%
				B	16/45	4.7%
				D	16/44	4.5%
				E	12/33	4.3%
				F	11/33	4.5%
42	Type of Last Military Discharge	The type of discharge the inmate received from the U.S. Armed Forces	2012	A	28/43	2.7%
				B	30/45	3.2%
				D	30/44	4.3%
				E	23/33	3.0%
				F	23/33	3.2%
43	Date of Admission to	The date an offender	2012	E	32/33	100%
				F	33/33	98.8%

	Post- Confinement Community Supervision	entered into post- confinement community supervision				
44	Type of Admission to Post- Confinement Community Supervision	The reason an offender entered into post- confinement community supervision on the date provided in the current record	2012	E	28/33	98.6%
				F	24/33	95.7%
45	County Where Offender was Released / County Where PCCS Office is Located	The county where the offender was released from post- confinement community supervision. If not available, report the county where the PCCS office to which the offender reported before exit is located.	2012	F	23/33	89.9%
46	SSN	The offender's Social Security Number	2015	A	34/43	87.7%
				B	35/45	87.0%
				D	34/44	88.8%
				E	25/33	88.3%
				F	25/33	90.1%
47	Last Known Address	The offender's last known address prior to incarceration	2015	A	22/43	85.3%
				E	14/33	90.4%
48	Custody Level	The custody level to which the offender is assigned at year-end	2015	D	35/44	91.3%

49	US Citizen	Whether the offender is a US citizen	2018	A	25/43	93.3%
				D	27/44	93.9%
				E	20/33	97.6%
50	County of Citizenship	The offender's country of current citizenship	2018	A	17/43	90.4%
				D	20/44	91.3%
				E	12/33	97.0%
51	Country of Birth	The offender's country of birth	2018	A	23/43	95.5%
				D	25/44	96.8%
				E	19/33	95.1%

Appendix K

Examples of follow-up emails to 5 states seeking clarification on NCRP data submitted in 2020 (2019 data year)

Tom Rich

From: Tom Rich
Sent: Monday, March 30, 2020 1:19 PM
To: McKee, Kevin@CDCR
Subject: RE: California NCRP 2019
Attachments: California.xlsx

Hi Kevin,

Thanks again for submitting the 2019 NCRP data. We've processed the data (summary statistics for each variable are attached). The data look great, as usual. I just have one question for you.

What is the difference between Var24a (custody at release) and Var24b (agency assuming custody)? Looks like Var24b is what NCRP Variable 24 is supposed to be (Agencies Assuming Custody at Time of Prison Release). Is Var24a the agency that had custody just prior to release (e.g., the CDCR, for those in California prisons)?

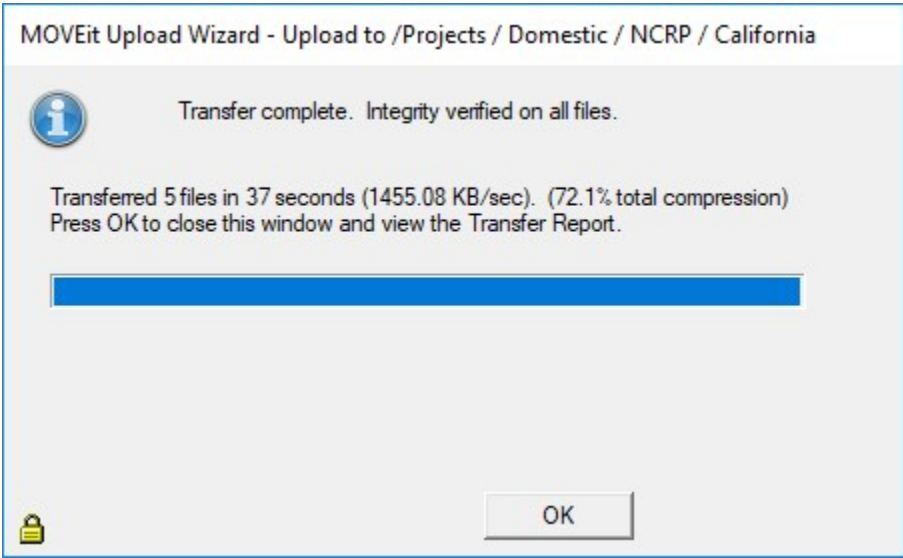
Thanks,
Tom

Tom Rich | Senior Associate | Abt Associates
10 Fawcett Street | Cambridge, MA 02138
O: 617.349.2753 | www.abtassociates.com

From: McKee, Kevin@CDCR [mailto:Kevin.McKee@cdcr.ca.gov]
Sent: Friday, March 13, 2020 5:54 PM
To: Tom Rich <Tom_Rich@abtassoc.com>
Cc: Chambers, Chris@CDCR <Chris.Chambers@cdcr.ca.gov>; Slapnik, Corinne@CDCR <Corinne.Slapnik@cdcr.ca.gov>
Subject: California NCRP 2019

Warning from Abt: External email. Be careful opening links and attachments.

Files have been uploaded.



	2016	2017	2018	2019
Part A - Admissions	36,088	37,401	35,616	34,684
Part B - Releases	34,760	36,459	38,051	38,064
Part D -Prison Custody	129,537	130,932	127,786	124,248
Part E - PCCS Admissions	17,036	18,217	19,079	18,954
Part F - PCCS Releases	16,658	16,652	16,341	15,665

Changes from last year’s export files:

1. Part A – Admissions
 - a. Removed: Var12_PriorPrisonTime
2. Part B – Releases
 - a. Removed: Var12_PriorPrisonTime, Var18_AdditionalOffenses, Var19_AdditionalSentenceTime, Var21_Escape, Var22a_CommunityRelease, Var22b_DaysCommunityRelease
3. Part D -Prison Custody
 - a. Removed: Var12_PriorPrisonTime, Var18_AdditionalOffenses, Var19_AdditionalSentenceTime
4. Part E - PCCS Admissions (No change)
5. Part F - PCCS Releases (No change)



Kevin McKee

Information Technology Specialist II

Office of Research

California Department of Corrections and Rehabilitation

Phone: (916) 255-1430 Email: Kevin.mckee@cdcr.ca.gov

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use, distribution or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

Tom Rich

From: Tom Rich
Sent: Wednesday, September 30, 2020 10:42 AM
To: King, George R
Subject: NCRP submission
Attachments: Hawaii.xls

Hello George,

Thank you for your NCRP submission, and a thousand apologies for the delay in getting back to you on it. We've processed the data (see the attached Excel doc with summary statistics for each variable), and just have one question for you.

We noticed that there were about 2,000 more D records compared to the previous year's submission (3,357 in 2018 vs. 5,363 in 2019). This file is supposed to have one record for each sentenced offender in custody at year end. Were unsentenced offenders included in the 2019 file? We noticed that there were 2,889 D records with a missing sentence length, so I thought maybe those are unsentenced offenders.

Thanks!
Tom

Tom Rich | Senior Associate | Abt Associates
10 Fawcett Street | Cambridge, MA 02138
C: 781.254.5999 | www.abtassociates.com

Tom Rich

From: Tom Rich
Sent: Tuesday, August 4, 2020 2:30 PM
To: Thomas, Justin
Subject: RE: NCRP files
Attachments: Missouri.xls

Justin,

Thanks again for submitting the NCRP files. The data look good (see the attached Excel doc with summary statistics for each variable).

The only questions I have are the meaning of the offense codes below. Is there an offense code listing you can send me?

09AAA
10AAC
10AAD
10AAE
10AAF
11052
11058
11AAD
11AAI
11AAK
11AAM
11AAR
11AAS
13AAE
13AAP
23AAC
23AAN
26ACO
26ADK
26ADY
26AEJ
26AER
26AFD
26AFO
29AAO
29AAR
29AAS
29ABN
35AAK
35AAW
35ABE
36AAC
36AAJ
36AAO
36AAV

37AAC
38AAJ
38AAM
38AAP
38AAR
38AAS
38AAU
38AAV
38AAZ
38ABJ
40AAD
40AAE
48AAD
49AAB
50AAX
50AAZ
50ABA
51AAB
5201
52AAW
53AAD
53AAG
53AAQ
53AAR
54ACX
54ADA
54ADC
54ADI
54AEM
54AEN
54AEO
54AFJ
54AGI
54AHE
55AEY
55AFL
55AFN
55AFZ
57AAN
57AAO
6299
64031
64AAD
73AEA

Thanks,
Tom

Tom Rich | Senior Associate | Abt Associates
10 Fawcett Street | Cambridge, MA 02138
C: 781.254.5999 | www.abtassociates.com

Tom Rich

From: Tom Rich
Sent: Monday, April 6, 2020 3:37 PM
To: Flaherty, Robert
Subject: RE: [External] 2019 NCRP data request
Attachments: Pennsylvania.xlsx

Hi Bob,

I hope you are safe and healthy, and getting used to working remotely.

Thank you again for submitting the 2019 prison and halfway house records. We've processed them – see the attached Excel doc with summary statistics for each variable -- and just have a couple questions for you.

1. When you get a chance, please submit the 2019 parole entry (Part E) and exit (Part F) files. Let me know if you need to see what you submitted last year.
2. What are the names of facilities 240 and 264?
3. What is offense code 18132?
4. We noticed that the FBI # is missing in about 95% of the records. Is that just the way it is, or was there a glitch in the extract program?

Thanks,
Tom

Tom Rich | Senior Associate | Abt Associates
10 Fawcett Street | Cambridge, MA 02138
O: 617.349.2753 | www.abtassociates.com

From: Flaherty, Robert [mailto:rflaherty@pa.gov]
Sent: Wednesday, March 18, 2020 11:32 AM
To: Tom Rich <Tom_Rich@abtassoc.com>
Subject: RE: [External] 2019 NCRP data request

Warning from Abt: External email. Be careful opening links and attachments.

Hi Tom,

My cell phone is 717-756-3303.
Just let me know when you are going to call so I can make sure I can look for the call.
My phone doesn't always ring, but I haven't figured out why.
Bob

Tom Rich

From: Tom Rich
Sent: Monday, October 26, 2020 9:30 AM
To: Erin Ferencik (Stat01)
Subject: RE: 2019 NCRP data request
Attachments: South Carolina.xls

Hi Erin,

Thanks again for submitting the 2019 NCRP data. We've processed the data (attached are summary statistics for each variable) and just have a few questions about the meaning of some of the codes:

1. What does the custody-level CI mean?

2. What do these facility codes mean?

0818

0824

2203

3. What do the following offense codes mean (perhaps you have a new listing you can just email me):

0179

0180

0183

0184

0186

0187

2396

3014

3022

3363

4. What do the following LINST codes mean (perhaps you have a listing you can email me):

0720

0759

0789

0801

0806

1002

1016

1044

2220

2221

2225

2235

2238

2248

2252

2257

Thanks!
Tom

Tom Rich | Senior Associate | Abt Associates
10 Fawcett Street | Cambridge, MA 02138
C: 781.254.5999 | www.abtassociates.com

From: Erin Ferencik (Stat01) [mailto:Ferencik.Erin@doc.sc.gov]
Sent: Friday, October 2, 2020 5:49 PM
To: Tom Rich <Tom_Rich@abtassoc.com>
Subject: RE: 2019 NCRP data request

Warning from Abt: External email. Be careful opening links and attachments.

Mr. Rich,

I was attempting to upload our 2019 files using the user ID and password Deanne left for me, but I am getting an error message that the user ID or password is not valid. I would have requested a password change but was not sure how that would work since it would probably be sent to Deanne's old email address. Please let me know what I need to do to so I can upload our data.

Sincerely,

Erin Ferencik
Director of Research & Statistics
Division of Resource & Information Management
South Carolina Department of Corrections
4444 Broad River Road
Columbia, SC 29210
Office: (803) 896-1980
Mobile: (803) 315-6286
ferencik.erin@doc.sc.gov | www.doc.sc.gov



SOUTH CAROLINA
DEPARTMENT OF CORRECTIONS
Safety, Service, and Stewardship

From: Tom Rich <Tom_Rich@abtassoc.com>
Sent: Monday, January 6, 2020 10:09 AM
To: Erin Ferencik (Stat01) <Ferencik.Erin@doc.sc.gov>
Subject: 2019 NCRP data request

***** This is an EXTERNAL email. Please do not click on a link or open any attachments unless you are confident it is from a trusted source. *****

Hello Erin,