

Supporting Statement A for Paperwork Reduction Act Submissions
Extension of a currently approved collection
Law Enforcement Officers Killed or Assaulted (LEOKA)

OMB Control # 1110-0006

A. Justification

1. Necessity of Information Collection

Under the provisions of the Uniform Federal Crime Reporting Act of 1988, Title 34, United States Code (U.S.C.), Section 41303 (2012) and the FBI's authority to acquire, preserve, and exchange identification records, 28 U.S.C. § 534, the FBI was designated by the Attorney General to acquire, collect, classify, and preserve national data on federal criminal offenses as part of the Uniform Crime Reports (UCR). For nearly 90 years, the Federal Bureau of Investigation (FBI) has also collected data and information under this program from state, local, and tribal criminal justice agencies.

Form 1-705, *Law Enforcement Officers Killed or Assaulted* (LEOKA) supplies the national UCR Program with a monthly total count of line-of-duty felonious or accidental officer killings and a monthly count and supplemental information on officer assaults. This information collection is necessary, in part, for the FBI to carry out its statutory mandate. To do this, the FBI maintains a database and serves as the national clearinghouse for the collection and dissemination of the total number of law enforcement officers killed, supplemental information on the total number of law enforcement officers assaulted, and to ensure publication of the annual edition of *LEOKA*.

Effective January 1, 2021, all data pertaining to incidents in which law enforcement officers (LEOs) are assaulted in the line of duty are reportable via the National Incident-Based Reporting System (NIBRS). The FBI's UCR Program is no longer accepting new data via the LEOKA form 1-705. This form will be used only for updates to information submitted via a prior submission of the LEOKA form 1-705.

2. Needs and Uses

The LEOKA form is necessary in order for law enforcement agencies (LEAs) to report the total number of officer deaths and information on officer assaults. Law enforcement data are used for research and statistical purposes. The national UCR Program is able to generate reliable information on law enforcement officers killed and assaulted in the line of duty. The law enforcement community and training centers specializing in law enforcement use the *LEOKA* publication as a tool to develop training programs which support officer safety. In addition, members of federal, state, local, and tribal law enforcement organizations use this publication as part of their research, as do governmental offices, special interest groups, academia, and all who are concerned about the men and women who serve in law enforcement. Examples of other agencies uses are:

- a. The FBI serves as the national clearinghouse for storage of police statistics.
 - b. The LEAs and training academies request the LEOKA information to incorporate in law enforcement training programs.
 - c. Federal, state, local, territories, and tribal LEAs request the LEOKA information to perform research on specific topics of interest, i.e., use of body armor, weapon information, etc.
 - d. National, state, and local legislators request the LEOKA information for varied research and planning purposes and law enforcement administration, operation, and management.
 - e. Special interest groups, media, and academia request the LEOKA information for research.
3. Use of Information Technology

All UCR Program participants submit their crime data electronically. The LEOKA form 1-705 is only for SRS submission updates for incidents occurring prior to January 1, 2021.

The XML interface specification complies with the National Information Exchange Model and Logical Entity Exchange Specifications, which are both data standards for information exchange used by law enforcement. The Flat File Data Specification is submitted as American Standard Code for Information Interchange text file. Finally, the FBI-provided Microsoft Excel Summary Workbook allows agencies to submit data via an Excel Workbook, which is translated into a standard format for processing of data into the UCR System. State UCR programs and individual LEAs currently submit these electronic submissions via e-mail at ucrstat@leo.gov.

The UCR Program crime data collection begins at the local agency level when law enforcement officers submit administrative and operational data to their record management personnel from hardcopy or electronic incident reports. The local agency record managers then compile the crime data and submit it to their state UCR programs. Many state UCR programs have a centralized repository and have established electronic communications with the LEAs throughout their state, as well as the FBI UCR Program. This link allows for information technology interaction within the required electronic data submission formats.

4. Efforts to Identify Duplication

The FBI is the only federal agency collecting extensive data on law enforcement officers killed and assaulted in the line of duty in the United States.

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5. Minimizing Burden on Small Entities

This information will have no significant impact on small LEAs. The law enforcement community requested the forms be collected on a monthly basis since police records are run on a calendar month. Although monthly submission is recommended, upon approval by the FBI UCR Program, agencies can submit data at intervals to minimize their burden.

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6. Consequences of Not Conducting or Less Frequent Collection

In order to serve as the national repository for crime reporting and to produce a reliable dataset, the FBI collects monthly statistics which are reported by participating FBI UCR Program contributors. Although monthly reports are preferred, the UCR Program allows agencies to submit data quarterly, semi-annually, and annually, upon approval by the UCR Program, in order to minimize their burden.

Numerous entities use this information, which include, but are not limited to the following: LEAs, legislators, researchers, special interest groups, and academia to develop officer safety training and initiatives. The UCR Program's data are also used for administration, operation, management, and to determine effectiveness and placement of resources. Agencies will justify task forces, staffing levels, and officer counts compared to other LEAs in order to receive additional staffing levels, equipment, or funding.

7. Special Circumstances

Annual deadlines are designated to collect/assess receipt of monthly submissions. Participation in the UCR Program is voluntary.

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8. Public Comments and Consultations

The *Federal Register* 60- and 30-day notices have been submitted and no public comments have been received.

9. Provision of Payments or Gifts to Respondents

The UCR Program does not provide any payment or gift to respondents.

10. Assurance of Confidentiality

The UCR Program does not assure confidentiality. However, this information collection does not contain personally identifiable information, which may reveal the identity of an individual. The data obtained is considered to be in the public domain.

11. Justification for Sensitive Questions

The LEOKA Data Collection does not collect information of a sensitive (personally identifiable and law enforcement sensitive information) nature.

12. Estimate of Respondent's Burden

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In the last 12 months the UCR Program has received 64,735 updates from 6,299 agencies for Summary Reporting System respondents for incidents occurring prior to January 1, 2021. Due to the UCR Program no longer accepting SRS submissions, the monthly submission cadence no longer applies to the burden estimate. To provide as comprehensive estimate as possible, the burden estimate will be calculated using the maximum number of updates provided for the past 12 months. The UCR Program anticipates update volumes to decrease over the coming years, but will use the current annual response volumes to ensure complete transparency of potential burdens to state and local agencies.

To calculate the estimated burden for this collection, the total number of received updates is divided by the total number of responding agencies. This provides an average expected response rate:

The estimated cost of the respondent's burden for this data collection is as follows:

Number of respondents	6,299
Frequency of response	10.2768693
Total annual responses prior to transition	64,734

Minutes per response	7 minutes
Total burden hours	7,552.3

64,734/6,299 = 10.2768693 responses per agency
 64,734 X 7 = 453,138 total burden (minutes)/60 = 7,552.3 burden hours

13. Cost Burden

There are no direct costs to law enforcement to participate in the UCR Program other than their time to respond. The UCR Program disseminates the electronic version of the *Law Enforcement Officers Killed or Assaulted* free of charge via the Microsoft Excel Workbook Tool. For many reasons, costs to agency records management systems (RMS) are very difficult to obtain. Vendors do not divulge costs due to the fact vendors charge differently from agency to agency. Many costs are built into the vendor’s Service Level Agreement contracts. Depending on the vendor contracts, changes mandated by law could be included within the original contract with no additional costs. However, an estimate has been projected wherein agencies pay a \$107,000 maintenance fee every year for system maintenance costs.

The FBI completed the transition from SRS to a NIBRS-only data collection on January 1, 2021. To assist agencies with this transition, select LEAs and state UCR Programs received funding through the National Crime Statistics Exchange (NCS-X) from 2015 through 2018.

14. Cost to Federal Government

According to the cost model provided by the FBI Criminal Justice Information Services (CJIS) Division, Resources Management Section (RMS), Fee Programs Unit, the following are projections based upon prior collection activity. The cost module does not separate the costs between the two methods of collecting UCR data. The RMS does not separate the costs between SRS and NIBRS collection methods. This cost module also does not separate the cost of the LEOKA form 1-705 from other UCR collections. The RMS cannot provide an itemized breakdown of separate UCR collections, so provided is a total cost of the UCR Program and its collection activities.

Activities	Cost
Complete Training and Maintain Certifications	\$27,117.87
Conduct and receive Information Technology (IT) Training	\$41,729.29
Conduct Assessment / Perform Analysis	\$21,485.66
Conduct Campus Space Management Functions	\$15,664.99
Conduct Design and Engineering	\$42,582.97

Conduct IT Security Audits	\$37,695.70
Conduct Liaison, Education, and Promotion	\$558,101.96
Conduct Other Educational Activities - CJIS Workforce	\$13,690.60
Conduct Partner Engagement	\$44,717.77
Conduct Training and Maintain Certifications	\$70,149.41
Conduct Tribal Engagement Activities	\$9,305.80
Conduct UCR Audits	\$375,863.73
Conduct UCR Training	\$481,550.56
Conduct Workforce Planning	\$32,850.56
Contract and Resource Management	\$43,888.12
Define and oversee Compliance within IT infrastructure	\$136,315.95
Define and oversee the IT Security environment	\$23,006.23
Deliver Curriculum - CJIS Workforce	\$34,414.30
Deliver Curriculum - External Customers	\$8,341.30
Develop and Maintain Standards	\$19,203.87
Develop and Manage Policy	\$224,802.34
Develop Communications (Website, Presentations, Conferences)	\$32,766.74
Develop Cost Estimates	\$17,721.19
Develop Curriculum - CJIS Services	\$7,226.12
Develop Curriculum - CJIS Workforce	\$36,662.62
Develop Curriculum - External Customers	\$4,384.72
Develop/Award/Oversee Construction Contracts	\$60,697.83
Develop/Award/Oversee Service and Operations and Maintenance Contracts	\$28,354.74
Ensure Diversity Inclusion	\$1,256.93
Manage Budget Execution	\$125,474.15
Manage Budget Formulation	\$94,325.03
Manage Congressional Correspondence	\$8,955.40
Manage Innovation and Technology Center	\$13,933.30
Manage Personnel Issues	\$122,866.21
Manage Projects	\$120,145.87
Operate the IT Operations Center	\$82,030.08
Oversee Employee Benefits	\$3,753.79
Oversee Performance Management and Recognition	\$10,721.84
Partner Engagement	\$9,268.59
Perform Acquisition, Warehousing, Inventory, Supply Management	\$59,812.50
Perform Administrative and Human Resource tasks	\$604,090.31
	\$245,602.71
Perform Administrative Tasks - CJIS Workforce	\$22,787.76
Perform Administrative Tasks - External Customers	\$3,671.49
Perform Administrative Tasks – Management ad Program Analyst (MAPA) and Management and Program Assistant	\$60,791.35

(MPA)	
Perform Administrative Tasks – MAPA and Office Services Supervisor (OSS)	\$3,151.68
Perform Advisory Policy Board (APB) tasks	\$325,499.79
Perform and oversee IT Service Management activities	\$94,458.56
Perform Budget Tasks	\$2,665.41
Perform Budget, Strategic Planning, and Program Control	\$331,762.10
Perform Continuity of Operations Plan/Occupant Emergency Plan/Continuity of Government tasks	\$2,969.09
Perform Communication Owning Region Duties	\$43,306.67
Perform Duties as the Agile Product Owner	\$9,841.90
Perform Facility Maintenance	\$171,314.99
Perform Industrial Security tasks	\$6,528.94
Perform IT Finance functions	\$16,423.17
Perform organization IT Management and Strategic Planning	\$47,570.65
Perform Other Agile Duties	\$16,398.18
Perform Personnel Security tasks	\$45,793.69
Perform Physical Security tasks	\$7,365.78
Perform Professional Responsibility tasks	\$4,500.49
Perform Program Management	\$39,716.71
Perform Records Management	\$61,076.02
Perform Research and Analysis	\$287,649.48
Perform Research and Development	\$21,150.72
Perform Safety & Health Activities	\$23,485.57
Perform Scaled Agile Framework (SAFe) Agile Duties	\$71,852.80
Perform Strategic Planning	\$106,758.08
Perform Technical Security tasks	\$1,284.38
Perform the Client Management function	\$4,812.26
Perform Unit Budget Activities	\$36,220.87
Perform Work Orders; Service Tickets	\$289,817.39
Plan and Participate in Source Selection	\$73,889.11
Planning and Implementing New Data Collections	\$169,389.05
Process Media, Freedom of Information Act, and Congressional requests	\$159,225.60
Produce Publications	\$51,030.65
Program, Product & Project Management services	\$142,572.76
Project Management - User Agreement	\$5,492.29
Provide Administrative Support	\$930,474.55
Provide Analytical Support - APB Support	\$5,861.14
Provide and administer Databases and Database services	\$2,145.60
Provide and administer Middleware services	\$4.11
Provide and maintain Local Area Network/Wide Area Network equipment and services	\$56,000.42

Provide and maintain Servers	\$19,267.54
Provide and maintain Unix operating systems	\$3,607.47
Provide and maintain voice and data Transport services	\$3,861.06
Provide and maintain Voice resources	\$13,882.72
Provide and Maintain Windows	\$633.08
Provide and oversee IT Help Desk services	\$31,253.22
Provide and support End User Software services	\$23,591.23
Provide and support Mobile Device resources	\$3,427.23
Provide and support Network Printer services	\$10,726.48
Provide and support Offline Storage services	\$4,104.42
Provide and support Online Storage services	\$1,680.17
Provide and support Workspace resources	\$13,520.48
Provide APB Support	\$8,523.70
Provide Application Support and Operations services	\$140,150.83
Provide Central Print services	\$1,544.93
Provide Communications	\$3,085.34
Provide Conferencing and Audio-Visual equipment and facilities	\$10,545.31
Provide Converged Infrastructure appliances and services	\$305.65
Provide Deskside Support services	\$7,135.07
Provide Disaster Recovery services	\$2,498.52
Provide Editing Services/Support	\$134,722.79
Provide Employee Assistance Program Services	\$33,375.67
Provide Mail Services	\$86,058.86
Provide Management & Administration	\$962.91
Provide Materials Handling Services	\$50,309.61
Provide Multimedia Production Services	\$188,964.98
Provide Occupational Health Services	\$40,862.33
Provide Printing Services	\$17,898.41
Provide Procurement Services	\$33,316.68
Provide Supervision/Personnel Management	\$63,048.50
Provide Supervisory Review/Oversight	\$37,177.85
Provide Support to Other Sections	\$14,983.49
Provide Support to Other Sections – Information Technology Management Section	\$1,229.37
Provide Transportation Services	\$51,615.61
Provide Vehicle Management Maintenance and Repair	\$42,949.60
Provide Writing Services/Support	\$126,178.62
Receive Record track Inventory and Dispose of Property	\$79,661.08
Respond to Media Requests	\$1,343.64
Review Account Holder Purchases	\$6,319.71
Select and oversee vendors via the IT Vendor Management process	\$4,894.74
Supervise Workload Management	\$23,668.43

Support and Manage IT Programs, Product Initiatives	\$30,234.10
Support and Manage the CJIS Security Network	\$11,211.66
Support CJIS APB	\$19,575.60
Support off-the-shelf Business Software applications	\$2,801.17
Support the Crime in the United States publication	\$708,461.59
Support the FBI's Crime Data Explorer (CDE)	\$383,862.62
Support the Hate Crimes Statistics publication	\$174,760.71
Support the LEOKA publication	\$369,223.27
Support the National Use-of-Force (UOF) Data Collection	\$400,125.74
Support the Quarterly Uniform Crime Report	\$281,824.10
Grand Total	\$11,434,208.79

15. Reason for Change in Burden

There is no increase in burden on the individual respondents; however, the overall annual burden hours have decreased. This is an adjustment, a decrease from 13,551 to 7,552.3, which is an overall decrease of 5,998.7. The burden hours decreased due to the number of respondent agencies converting from the SRS to the NIBRS and the movement of LEOKA assault data collection to the NIBRS.

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16. Anticipated Publication Plan and Schedule

Published data are derived from data submissions furnished to the FBI from federal, state, local, and tribal LEAs throughout the country. Data are published on an annual basis.

Request missing data from agencies	February and March, following year
Deadline to submit data	Late March
Data Processing/Analysis	October-April
Publication of data	October of following year/ <i>LEOKA</i>

17. Display of Expiration Date

All information collected under this clearance will display the Office of Management and Budget's Control Number and Expiration Date of the *Law Enforcement Officers Killed or Assaulted*.

18. Exception to the Certification Statement

The FBI CJIS Division does not request an exception to the certification of this information collection.