

**State Bureau of Investigation
North Carolina Incident-Based Reporting
Level III Data Elements**

1. ORI Number - 5 characters:

This is the 9-character NCIC Originating Agency Identifier (ORI) number which has been assigned to your agency. It must be included in each Incident and Arrest Report. The middle five characters of your ORI are reported. Example: An ORI of NC043000 would be reported as 04300.

2. Incident Number - Maximum of 12 characters:

This is the OCA (case number) assigned by your agency to each Incident Report and Arrest Report and is used to identify it uniquely. The number can be up to 12 characters in length and should contain only alpha and numeric numbers. Special characters should not be used.

3. Incident Date/Hour - 12 characters:

This data element must be included in each Incident Report. It is to be used to enter the Month, Day, Year, Hour, and Minutes (MM/DD/YYYY/HH/MM) when the incident occurred or started. "Military" 24-hour time is to be used.

Note: If the "Incident Date" is unknown, enter the date of the report in the above format and enter a "R" in the Report Date Indicator Field. If Incident Date is known, the Report Date Indicator field should be left blank.

4. Incident Status - 1 character:

This data element must be included in each Incident Report. It indicates the working status of the incident.

Allowed entries: (enter only one)

- 1 = Further Investigation
- 2 = Inactive
- 3 = Closed/Cleared (Case Disposition Required)
- 4 = Closed/Leads Exhausted

5. Case Disposition - 1 character:

This data element indicates the disposition of the incident. If the case has been disposed of at the time the report has been submitted, the type of disposition must be indicated.

Allowed entries: (enter only one)

- 1 = Unfounded (reported crime did not occur)
- 2 = Cleared by Arrest/ Custody
- 3 = Cleared by Arrest/Custody by Another Agency
- 4 = By Death of the Offender (exceptional clearance)
- 5 = Victim Refused to Cooperate (exceptional clearance)
- 6 = Prosecution Declined (exceptional clearance)
- 7 = Extradition Declined (exceptional clearance)

Note: In order to clear an offense by exceptional means, the following four conditions must be met: (1) the investigation must have clearly and definitely established the identity of at least one offender; (2) sufficient probable cause must have been developed to support the arrest, charging, and prosecution of

the offender; (3) the exact location of the offender must be known so that an arrest could be made; and (4) there must be a reason outside the control of law enforcement which prevents the arrest.

6. Incident Clearance Date - 1 character:

If an incident was cleared by arrest or exceptional means, the Month, Day, and Year (MM/DD/YYYY) when the incident was cleared is to be entered into this data element.

7. Domestic Incident- 1 character:

This data element is used to indicate if the incident was domestic violence related. The definition of Domestic Violence for the purposes of crime reporting is listed below. This definition mirrors the NC General Statute definition found in NCGS Chapter 50B entitled "Domestic violence."

Domestic violence is the actual or threatened physical, sexual, psychological or economic abuse of an individual by someone with whom they have or have had a personal relationship. Examples of abuse are as follows: physical abuse may take the form of aggravated assault; sexual abuse may take the form of rape, psychological abuse may take the form of stalking, which would be reported as intimidation; and economic abuse may take the form of burglary. For purposes of crime reporting, "personal relationship" means that the parties involved are: current or former spouses; are persons of the opposite sex who live together or have lived together; are related as parents and children, or as grandparents and grandchildren; have a child in common; are current or former household members; are persons of the opposite sex who are in a dating relationship or have been in a dating relationship. A dating relationship is one where the parties are romantically involved over time and on a continuous basis during the course of the relationship. A casual acquaintance between persons in a business or social context is not a dating relationship. Please see NCGS Chapter 50B for further clarification.

Allowed entries: (enter only one)

Y = Yes

N = No

8. Incident Tract - maximum of 4 characters:

This is an optional field for most agencies and is assigned by the agency. This data element is used to indicate an area (zone, beat, grid, tract, etc.) within the jurisdiction of the agency where an incident has occurred. Tracts may be required to be reported if agency crime data is split into multiple jurisdictions. For example, a city jurisdiction is in 2 different counties. Agencies will be notified if tracts are required.

9. Incident Latitude/Longitude -14 characters:

This data element is an optional field. It is used to indicate the exact location of the incident.

10. UCR Offense Code - 3 characters:

This data element is to be used to enter the UCR Offense Codes of the up to ten (10) most serious (as determined by the reporting agency) offenses involved in the incident. Offense definitions are listed in Section 1.

Note: The following offense and codes are for incident offenses only. Arrest offenses and codes are listed in the arrest section.

Incident Offenses

<u>Offense</u>	<u>Crime Against</u>	<u>Code</u>
Arson	Property	200
Assault Offenses:		
Aggravated Assault	Person	13A
Simple Assault	Person	13B
Intimidation	Person	13C
Bribery	Property	510
Burglary/Breaking & Entering	Property	220
Counterfeiting/Forgery	Property	250
Destruction/Damage/Vandalism of Property	Property	290
Drug/Narcotic Offenses:		
Drug/Narcotic Violations	Society	35A
Drug Equipment Violations	Society	35B
Embezzlement	Property	270
Extortion/Blackmail	Property	210
Fraud Offenses:		
False Pretenses/Swindle Confidence Game	Property	26A
Credit Card/Auto. Teller Machine Fraud	Property	26B
Impersonation	Property	26C
Welfare Fraud	Property	26D
Wire Fraud	Property	26E
Gambling Offenses:		
Betting/Wagering	Society	39A
Operating/Promoting Assisting Gambling	Society	39B
Gambling Equipment		
Violations	Society	39C
Sports Tampering	Society	39D
Homicide Offenses:		
Murder & Nonnegligent Manslaughter	Person	09A
Negligent Manslaughter	Person	09B
Justifiable Homicide	Not a Crime	09C
Kidnaping/Abduction	Person	100
Larceny/Theft Offenses:		
Pocket-picking	Property	23A
Purse-snatching	Property	23B
Shoplifting	Property	23C
Theft From Building	Property	23D
Theft From Coin-Oper. Machine/Device	Property	23E
Theft From Motor Vehicle	Property	23F
Theft From MV Parts or Accessories	Property	23G

All Other Larceny	Property	23H
Motor Vehicle Theft	Property	240
Pornography/Obscene Material	Society	370
Prostitution Offenses:		
Prostitution	Society	40A
Assisting or Promoting Prostitution	Society	40B
Robbery	Property	120
Sex Offenses, Forcible:		
Forcible Rape	Person	11A
Forcible Sodomy	Person	11B
Sexual Assault With An Object	Person	11C
Forcible Fondling	Person	11D
Sex offenses, Nonforcible:		
Incest	Person	36A
Statutory Rape	Person	36B
Stolen Property Offenses	Property	280
Weapon Law Violations	Society	520

11. Offense Attempted/Completed - 1 character:

This data element is to be used to indicate whether each offense in the incident was completed or merely attempted. If there was more than one occurrence of the same UCR Offense within an incident and one was completed, then "Completed" must be entered.

Note: "Attempted Murder" is to be reported as Aggravated Assault, and all Assault Offenses are to be entered as "Completed."

Allowed Entries: (enter only one)

A = Attempted

C = Completed

12. Offender(s) Suspected of Using - 1 character:

This data element is to be used to indicate whether any of the offenders in the incident were suspected of consuming alcohol or using drugs/ narcotics during or shortly before the incident; or of using a computer, computer terminal, or other computer equipment to perpetrate the crime. Up to three (3) entries can be made.

While there is no requirement to indicate that none of the offender(s) was suspected of using alcohol, computer equipment, or drugs/narcotics, if the reporting officer did not indicate one of them, "N" = Not Applicable is to be entered.

Allowed entries: (enter up to 3)

A = Alcohol

C = Computer Equipment

D = Drugs/Narcotics

N = Not Applicable

Example (1): Witnesses to an assault reported that the victim and offender were in a bar drinking beer when an argument broke out and the offender attacked the victim with a knife. "A" = Alcohol should be

entered.

Example (2): A rape victim advised that her attacker bragged that he had been freebasing" cocaine just prior to the incident. "D" = Drugs/Narcotics should be entered.

Example (3): A medical supply warehouse was burglarized and large quantities of Methadone, Morphine, Bensedrine, and Valium were stolen. "D" = Drugs/Narcotics should not be entered because, while the drugs were the object of the crime, there was no indication that the offenders used drugs or narcotics before or during the incident.

Example (4): A computer "hacker" used his personal computer and a telephone modem to gain access to a company's computer and steal proprietary data. "C" = Computer Equipment should be entered.

Example (5): A private residence was burglarized and a personal computer was stolen, along with other items. "C" = Computer Equipment should not be entered because, while the computer was one of the fruits of the crime, it was not used to commit the crime.

13. Location Type - 2 characters:

This data element is to be used to report the type of location/premises where each offense took place. Only one (1) location can be entered for each offense.

Allowed entries: (enter only one)

- 01 = Air/Bus/Train Terminal
- 02 = Bank/Savings and Loan (includes other financial institutions)
- 03 = Bar/Night Club
- 04 = Church/Synagogue/Temple (includes other religious buildings)
- 05 = Commercial/Office Building
- 06 = Construction Site
- 07 = Convenience Store
- 08 = Department/Discount Store
- 09 = Drug Store/Doctor's Office/Hospital
- 10 = Field/Woods
- 11 = Government/Public Building
- 12 = Grocery/Supermarket
- 13 = Highway/Road/Alley (includes street)
- 14 = Hotel/Motel/Etc. (includes other temporary lodgings)
- 15 = Jail/Prison (includes penitentiary)
- 16 = Lake/Waterway
- 17 = Liquor Store
- 18 = Parking Lot/Garage
- 19 = Rental Storage Facility (includes "Mini-Storage" and Self-Storage"buildings)
- 21 = Restaurant (includes cafeteria)
- 23 = Service/Gas Station
- 24 = Specialty Store (includes fur store, jewelry store, TV store, dress shop, etc.)
- 25 = Other/Unknown
- 38 = Primary or secondary school
- 40 = University or college
- 41 = Non-residential care facility

- 50 = Home of victim
- 51 = Home of offender
- 52 = Residential care facility
- 53 = Other residence

Example: An assault started in a bar ("03"), continued into an adjoining parking lot ("18"), and ended in the street ("13"). As the bar was the location where the offense was initiated and best describes the circumstances of the crime, "03" = Bar/Night Club should be entered.

14. Number of Premises Entered - 2 characters:

This data element is to be used only if the crime is 220 Burglary/B&E and either "14" = Hotel/Motel/Etc. or "19" = Rental Storage Facility is entered into the Data Element of Location Type. The total number (up to 99) of individual rooms, units, suites, storage compartments, etc., entered is to be reported in this data element.

Example (1): A "Self-Storage" building was burglarized and 11 rented storage compartments were forcibly entered. The owner/manager of the building reported the incident to the police. The code "220" = Burglary/B&E should be entered into the Data Element of Offense Code, the code "19" = Rental Storage Facility should be entered into the Data Element of Location Type, and the number "11" (for 11 compartments) should be entered into this data element.

Example (2): A private residence was burglarized. The code "220" = Burglary/B&E should be entered into the Data Element 6 (UCR Offense Code) and "50" = Home of Victim should be entered into the Data Element of Location Type. However, because the "Location Type" was not "14" = Hotel/Motel/Etc. or "19" = Rental Storage Facility, no entry should be made into this data element. It should be blank.

15. Method of Entry - 1 character:

This data element is to be used only if the offense is 220 Burglary/B&E. It is for reporting whether "Force" or "No Force" was used by the burglar(s) to enter the structure. A forced entry is where force of any degree, or a mechanical contrivance of any kind (including a passkey or skeleton key), was used to unlawfully enter a building or other structure. An unforced entry is one where the unlawful entry was achieved without force through an unlocked door or window. If both forced and unforced entries were involved in the crime, the entry should be reported as having been accomplished through "Force."

Allowed entries: (enter one if Burglary/B&E)

- F = Force
- N = No Force

Example: Investigation of a burglary complaint disclosed that the offender(s) entered the building through an unlocked street door and then forced a locked door to an office and stole a typewriter. Since one door was forced, "F" = Force should be entered.

16. Type Criminal Activity/Gang Information - 1 character:

This data element is to be used to provide additional information on the criminal activity of the offender(s) in incidents involving:

- 250 Counterfeiting/Forgery
- 280 Stolen Property Offenses

35A Drugs/Narcotics Violations
35B Drug Equipment Violations
39C Gambling Equipment Violations
370 Pornography/Obscene Material
520 Weapon Law Violations

Up to three (3) types of activity can be entered for each of the offenses listed above.

Allowed entries: (enter up to 3)

B = Buying/Receiving

C = Cultivating/Manufacturing/Publishing (i.e., production of any type)

D = Distributing/Selling

E = Exploiting Children

O = Operating/Promoting/Assisting

P = Possessing/Concealing

T = Transporting/Transmitting/Importing

U = Using/Consuming

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

Also, this data element is to be used to provide gang information on the offender(s) in incidents involving:

09A = Murder and Nonnegligent Manslaughter

09B = Negligent Homicide

100 = Kidnaping/Abduction

120 = Robbery

11A = Forcible Rape

11B = Forcible Sodomy

11C = Sexual Assault With An Object

11D = Forcible Fondling

13A = Aggravated Assault

13B = Simple Assault

13C = Intimidation

Up to two (2) gang information codes can be entered for each of the offenses listed above.

Allowed entries: (enter up to 2)

"J" = Juvenile Gang

"G" = Other Gang

"N" = Not Applicable/Unknown

Example: Two males, ages 19, were on bicycles riding through a neighborhood when they were approached by three males and forced to stop. Words were exchanged and one of the bicyclists was attacked. Each of the three attackers, one, aged 16 and the other two, aged 17, had identical tattoos on their upper arm. This marking was commonly associated with a local gang. The entry should be "J" = Juvenile Gang.

17. Type Weapon/Force Involved - 3 characters:

This data element is to be used to enter the type(s) of weapon(s) or force used by the offender(s) in committing the following offenses:

- 09A Murder and Nonnegligent Manslaughter
- 09B Negligent Homicide
- 09C Justifiable Homicide
- 100 Kidnaping/Abduction
- 11A Forcible Rape
- 11B Forcible Sodomy
- 11C Sexual Assault With An Object
- 11D Forcible Fondling
- 120 Robbery
- 13A Aggravated Assault
- 13B Simple Assault
- 210 Extortion/Blackmail
- 520 Weapon Law Violations

Up to three (3) types of weapons/force can be entered for each of the offenses listed above.

If the weapon was an "automatic" firearm, an "A" is to be added as a suffix to its code, e.g., "13A" = Automatic Rifle. If the weapon was an "semi-automatic" firearm, a "S" is to be added as a suffix to its code, e.g., "13S" = Semi-Automatic Rifle. An "Automatic Firearm" is defined as any firearm which shoots, or is designed to shoot, more than one shot at a time by a single pull of the trigger without manual reloading.

Allowed entries: (enter up to 3)

- 11 = Firearm (type not stated)
- 12 = Handgun
- 13 = Rifle
- 14 = Shotgun
- 15 = Other Firearm
- 20 = Knife/Cutting Instrument (e.g., ax, ice pick, screwdriver, switchblade, etc.)
- 30 = Blunt Object (e.g., club, hammer, etc.)
- 35 = Motor Vehicle (when used as a weapon)
- 40 = Personal Weapons (i.e., hands, feet, teeth, etc.)
- 50 = Poison (includes gas)
- 60 = Explosives
- 65 = Fire/Incendiary Device
- 70 = Drugs/Narcotics/Sleeping Pills
- 85 = Asphyxiation (by drowning, strangulation suffocation, gas, etc..)
- 90 = Other (any weapon or force, including deadly diseases, not fitting the above specifically coded weapons/force)
- 95 = Unknown
- 99 = None

Example: Three robbers held up a bank. One was armed with a revolver, the second had a sawed-off shotgun, and the third had an automatic machine gun. The entries should be: 12 = Handgun; 14 =

Shotgun; and "15A" = Automatic Other Firearm.

18. Bias Motivation - 2 characters:

This data element is to be used to indicate whether the offense was motivated by bias.

Because of the difficulty of ascertaining the offender's subjective motivation, bias is to be reported only if investigation reveals sufficient objective facts to lead a reasonable and prudent person to conclude that the offender's actions were motivated, in whole or in part, by bias against race, religion, disability, ethnicity, or sexual-orientation.

Racial Bias:

- 11 = Anti-White
- 12 = Anti-Black
- 13 = Anti-American Indian/Alaskan Native
- 14 = Anti-Asian/Pacific Islander
- 15 = Anti-Multi-Racial Group

Religious Bias:

- 21 = Anti-Jewish
- 22 = Anti-Catholic
- 23 = Anti-Protestant
- 24 = Anti-Islamic (Moslem)
- 25 = Anti-Other Religion (Buddhism, Hinduism, Shintoism, etc.)
- 26 = Anti-Multi-Religious Group
- 27 = Anti-Atheist/Agnostic

Ethnicity/National Origin Bias:

- 32 = Hispanic
- 33 = Other Ethnicity/National Origin

Sexual Bias:

- 41 = Anti-Male Homosexual (Gay)
- 42 = Anti-Female Homosexual (Lesbian)
- 43 = Anti-Homosexual (Gays and Lesbians)
- 44 = Anti-Heterosexual
- 45 = Anti-Bisexual

Disability Bias:

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

None or Unknown:

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

Incidents which do not involve any facts indicating biased motivation on the part of the offender are to be reported as 88 = None, while incidents involving ambiguous facts (i.e., where some facts are present but are not conclusive) are to be reported as 99 = Unknown.

Example (1): While driving through a predominantly Mexican-American neighborhood, a black male stopped his car to repair a flat tire. A group of Mexican-American leaving a bar across the street accosted the driver and then attacked him with bottles and clubs. During the attack, the offenders called the victim by a well-known and recognized epithet used against blacks and told him that blacks were not welcome in the neighborhood. The offense would be reported as 12 = Anti-black because the victim and offenders are of different races, the offenders used a racial epithet, and the facts reveal no other reason for the attack than the stated one, i.e., to keep blacks out of the neighborhood.

Example (2): A white juvenile male snatched a Jewish woman's purse ,and in doing so, knocked her down and called her by a well-known and recognized epithet used against Jews. The offender's identity is not known. Although the offender used an epithet for Jews, it is not known whether he belongs to another religious group or whether his motive was anything more than robbery. Because the facts are ambiguous, the offense would be reported as 99 = Unknown. Should an offender be arrested, subsequent investigation would determine whether or not the offense was bias motivated, and the offense then would be reported as either 88 = None or as a bias crime entry.

Example (3): Overnight, unknown persons broke into a synagogue and destroyed several religious objects. The perpetrators left a large swastika drawn on the door using red paint and wrote "Death to Jews" on a wall. Although valuable items were present, none were stolen. The offense would be reported as 21 = Anti-Jewish because the offenders destroyed religious objects, left anti-Semitic words and graffiti behind, and theft did not appear to be the motive for the burglary.

Example (4): A 29-year-old Japanese American male was attacked by a 51-year-old white male wielding a tire iron. The victim suffered severe laceration and a broken arm. The incident took place in a parking lot next to a bar. Investigation revealed that the offender and victim had previously exchanged racial insults in the bar, the offender having initiated the exchange by calling the victim by a well known and recognized epithet used against the Japanese and complaining that the Japanese were taking away jobs from Americans. The offense would be reported as 14 = Anti-Asian/Pacific Islander based on the difference in race of the victim and offender, the exchange of racial insults, and the absence of the other reasons for the attack.

19. Rape Place of Encounter - 2 characters:

This Data Element is to be used to indicate the premise or location that the victim of a rape first encountered the offender. This data element is only used when an offense of **11A** is reported.

Allowed entries: (enter only one)

- 01 = Air/Bus/Train Terminal
- 02 = Bank/Savings and Loan (includes other financial institutions)
- 03 = Bar/Night Club
- 04 = Church/Synagogue/Temple (includes other religious buildings)
- 05 = Commercial/Office Building
- 06 = Construction Site
- 07 = Convenience Store
- 08 = Department/Discount Store
- 09 = Drug Store/Doctor's Office/Hospital
- 10 = Field/Woods
- 11 = Government/Public Building
- 12 = Grocery/Supermarket

- 13 = Highway/Road/Alley (includes street)
- 14 = Hotel/Motel/Etc. (includes other temporary lodgings)
- 15 = Jail/Prison (includes penitentiary)
- 16 = Lake/Waterway
- 17 = Liquor Store
- 18 = Parking Lot/Garage
- 19 = Rental Storage Facility (includes "Mini-Storage" and "Self-Storage" buildings)
- 21 = Restaurant (includes cafeteria)
- 23 = Service/Gas Station
- 24 = Specialty Store (includes fur store, jewelry store, TV store, dress shop, etc.)
- 25 = Other/Unknown
- 38 = Primary or secondary school
- 40 = University or college
- 41 = Non-residential care facility
- 50 = Home of victim
- 51 = Home of offender
- 52 = Residential care facility
- 53 = Other residence

20. Victim (Sequence) Number - 3 characters:

Each victim in an incident is to be assigned a sequence number from "001" to "999."

Example: If there were three (3) victims in the incident, three Victim Segments should be submitted -- one with Victim Sequence Number "001," another with "002," and the last with "003."

21. Victim Connected to UCR Offense Code(s) - 3 characters:

This data element is to be used to link each victim to the up to ten (10) most serious Offenses which were perpetrated against him/her during the incident.

Example: Two victims, Victim-001 and Victim-002, were robbed and Victim-001 was also raped. In the Victim Segment for Victim-001, both "120" (Robbery) and "11A" (Forcible Rape) should be entered. In the Victim Segment for Victim-002, only "120" should be entered.

Note: In a crime incident in which there are multiple offenses and multiple victims it is critical that the reported agency correctly associate the correct offenses to the correct victims.

22. Type of Victim - 1 character:

The type of victim is to be entered into this data element. Only one code is to be entered for each victim.

Allowed entries: (enter only one)

- I = Individual
- L = Law Enforcement Officer in the Line of Duty
- B = Business
- F = Financial Institution
- G = Government
- R = Religious Organization
- S = Society/Public
- O = Other

U = Unknown

Example: During a bank robbery, the offender pointed a gun at a teller and demanded and received money. The robber also pistol whipped a customer who stood in his way as he made his getaway from the bank. There were three (3) victims, i.e., the bank ("F" = Financial Institution), the teller ("I" = Individual), and the pistol-whipped customer ("I" = Individual). Therefore, their codes should be entered into their respective Victim Segments.

Note: Victims that are listed as State of North Carolina would be scored as "S" for Society. Victim type "L" for Law Enforcement Officer should only be scored when a Law Enforcement Officer is assaulted or killed in the line of duty. An example of the victim type of Government would be the thief of state, county, or city property.

23. Age (of Victim) - 2 characters:

If the victim was a person ("I" = Individual or "L" = Law Enforcement Officer), his/her age is to be entered into this data element either as an exact age, or as unknown.

Allowed entries: (enter only one)

NN = Under 24 hours (neonate)

NB = 1-6 Days Old

BB = 7-364 Days Old

01 to 98 = Years Old (exact age in years)

99 = Over 98 Years Old

00 = Unknown

Example: If the victim was a person 18 years old, enter "18."

24. Sex (of Victim) - 1 character:

If the victim was a person ("I" = Individual or "L" = Law Enforcement Officer), his/her sex is to be indicated in this data element.

Allowed entries: (enter only one)

M = Male

F = Female

U = Unknown

Example: If the victim was a male, enter "M" = Male.

25. Race (of Victim) - 1 character:

If the victim was a person ("I" = Individual or "L" = Law Enforcement Officer), his/her race is to be indicated in this data element.

Allowed entries: (enter only one)

W = White

B = Black

I = American Indian/Alaskan Native

A = Asian/Pacific Islander

U = Unknown

Example: If the victim was a white person, enter "W" = White.

26. Ethnicity (of Victim) - 1 Character (A):

If the victim was a person ("I" = Individual or "L" = Law Enforcement Officer), his/her ethnic origin is entered into this data element.

Allowed entries: (enter only one)

H = Hispanic Origin

N = Not of Hispanic Origin

U = Unknown

Example: If the victim was not of Hispanic origin, enter "N" = Not of Hispanic Origin.

27. Resident Status (of Victim) - 1 character:

If the victim was a person ("I" = Individual or "L" = Law Enforcement Officer), whether he/she was a resident or nonresident is to be entered into this data element.

A "Resident" is a person who maintains his/her permanent home for legal purposes in the locality (i.e., town, city, or community) where the crime took place. Concerning university/college campuses, only persons living "on campus" (i.e., in dormitories, etc.) would be considered "residents" if victimized within the confines of the school property and the crime is reported by a campus law enforcement agency.

Allowed entries: (enter only one)

R = Resident

N = Nonresident

U = Unknown

28. Aggravated Assault/Homicide Circumstances - 2 characters:

This data element is used to describe the circumstances of either an aggravated assault or a homicide. Therefore, it is to be used only with 13A Aggravated Assault and 09A-09C Homicide Offenses.

Allowed entries:

For: 13A Aggravated Assault (enter up to 2)

09A Murder and Nonnegligent Manslaughter (enter up to 2)

01 = Argument

02 = Assault on Law Enforcement Officer(s)

03 = Drug Dealing

04 = Gangland

05 = Juvenile Gang

06 = Lovers' Quarrel

07 = Mercy Killing (Not applicable to Aggravated Assault)

08 = Other Felony Involved

09 = Other Circumstances

10 = Unknown Circumstances

For: 09B Negligent Manslaughter (enter only one)

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

For: 09C Justifiable Homicide (enter only one)

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

Example (1): Two rival juvenile street gangs rumble over "turf" rights to sell drugs and one of the gang members is killed. Possible entries are "01" = Argument, "03" = Drug Dealing, and "05" = Juvenile Gang. While all three would apply, there is a limit of two entries. Therefore, the two most descriptive codes (as determined by the reporting agency) should be used. In this case, the reporting agency entered "03" and "05."

Example (2): In resisting arrest, a fugitive pulled a gun and fired two times in the direction of two police officers who were attempting to take him into custody. Neither officer was hit but both drew their weapons and returned the fire, killing the fugitive. As this was a Justifiable Homicide, "21" = Criminal Killed by Police Officer should be entered.

29. Additional Justifiable Homicide Circumstances - 1 character (A):

This data element is to be used to further describe the circumstances of a justifiable homicide. Therefore, it is used only for 09C Justifiable Homicide (i.e., when either "20" = Criminal Killed by Private Citizen or "21" = Criminal Killed by Police Officer was entered). Only one code can be entered.

Allowed entries: (enter only one)

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

Example: Assuming the same facts as in Example (2) for Data Element 28, the possible entries are: "A" = Criminal Attacked Police Officer and That Officer Killed Criminal; "B" = Criminal Attacked Police Officer and Criminal Killed by Another Police Officer; and "F" = Criminal Resisted Arrest. As only one code can be entered, the most descriptive code (as determined by the reporting agency) should be used. In this case, the reporting agency entered "A."

30. Type Injury - 1 character:

This data element is to be used to describe the type(s) of bodily injury suffered by a person ("I" = Individual or "L" = Law Enforcement Officer) who was the victim of one or more of the following offenses:

100 Kidnaping/Abduction

- 11A Forcible Rape
- 11B Forcible Sodomy
- 11C Sexual Assault With An Object
- 11D Forcible Fondling
- 120 Robbery
- 13A Aggravated Assault
- 13B Simple Assault
- 210 Extortion/Blackmail

Up to five (5) entries can be made for each victim unless Injury Type of "N" = None is entered.

Allowed entries: (enter up to 5)

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

Example (1): The offender assaulted the victim with a tire iron, breaking the victim's arm and opening up a cut about three inches long and one inch deep on his back. The entries should be "B" = Apparent Broken Bones and "L" = Severe Laceration.

Example (2): The victim, a respected religious figure, is blackmailed regarding his sexual activities. As he suffered no physical injury, the entry should be "N" = None.

31. Offender Number(s) to be Related - 2 characters:

This data element is to be used, along with Data Element 32 (Relationships of Victim to Offenders), to report the relationships of the victim to offenders who have perpetrated a "Crime Against Person" or a Robbery against the victim. Therefore, this data element is to be used only if one or more of the following UCR Offense Codes was entered into Data Element 21 (Victim Connected to UCR Offense Codes):

- 09A Murder and Nonnegligent Manslaughter
- 09B Negligent Homicide
- 09C Justifiable Homicide
- 100 Kidnaping/Abduction
- 11A Forcible Rape
- 11B Forcible Sodomy
- 11C Sexual Assault With An Object
- 11D Forcible Fondling
- 120 Robbery
- 13A Aggravated Assault
- 13B Simple Assault
- 13C Intimidation
- 36A Incest
- 36B Statutory Rape

Enter the Offender Sequence Numbers (Data Element 44) of the up to ten (10) offenders for whom victim-to-offender relationships are going to be reported in Data Element 32.

Example: If Victim-001 is assaulted by three offenders, enter 01, 02, and 03.

Note: These same sequence numbers must be used to identify the same offenders in Data Element 44.

32. Relationship(s) of Victim to Offender(s) - 2 characters:

This data element is to be used, along with Data Element 31 (Offender Numbers to be Related), to report the relationship of the victim to offenders who have perpetrated a "Crime Against Person" or a Robbery against the victim. Therefore, this data element is to be used only if one or more of the following UCR Offense Codes was entered into Data Element 21 (Victim Connected to UCR Offense Codes):

- 09A Murder and Nonnegligent Manslaughter
- 09B Negligent Homicide
- 09C Justifiable Homicide
- 100 Kidnaping/Abduction
- 11A Forcible Rape
- 11B Forcible Sodomy
- 11C Sexual Assault With An Object
- 11D Forcible Fondling
- 120 Robbery
- 13A Aggravated Assault
- 13B Simple Assault
- 13C Intimidation
- 36A Incest
- 36B Statutory Rape

This data element is to be used to indicate the victim's relationship with up to ten (10) offenders involved in the incident.

Allowed entries: (enter up to 10)

WITHIN FAMILY:

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

OUTSIDE FAMILY BUT KNOWN TO VICTIM:

AQ = Victim was Acquaintance
FR = Victim was Friend
NE = Victim was Neighbor
BE = Victim was Babysittee (the baby)
BG = Victim was Boyfriend/Girlfriend
CF = Victim was Child of Boyfriend or Girlfriend
HR = Homosexual Relationship
XS = Victim was Ex-Spouse
XB = Victim was Ex-BoyFriend or Ex-Girlfriend
EE = Victim was Employee
ER = Victim was Employer
CR = Victim was Care Recipient
OK = Victim was Otherwise Known

NOT KNOWN BY VICTIM:

RU = Relationship Unknown
ST = Victim was Stranger

OTHER:

VO = Victim was Offender

The category "Victim Was Offender" is to be used in cases where a participant in the incident is a victim and offender in the incident, such as domestic disputes where both husband and wife are charged with assault; double murders (i.e., two people kill each other); or barroom brawls where many participants are arrested.

When reporting these data, keep in mind that the relationship requested is that of the victim to the offender. Also, the relationship of the victim to each offender is to be reported.

Example (1): An employee assaulted his employer (a person) with his fists. "ER" = Victim Was Employer should be entered.

Example (2): Two unknown subjects rob a male and female couple. "ST" = Victim Was Stranger should be entered to indicate the relationship of each victim to each offender.

Note: Edits are applied to ensure logical relationships between the victim(s) and offender(s) are entered. For example, if the relationship of SE=Spouse is reported, both the victim and offender age can not be than less than 10 years of age.

33. Law Enforcement Activity- 2 characters:

This data element is used to indicate the type of Law Enforcement Officer Activity and is to be entered with the Victim Type of "L" = Law Enforcement Officer.

Allowed entries (enter only one)

01 = Responding to disturbance calls
02 = Burglaries in progress or pursuing burglary suspects
03 = Robberies in progress or pursuing robbery suspects
04 = Attempting other arrest

- 05 = Civil disorder (riot, mass disobedience, etc.)
- 06 = Handling, transporting, custody of prisoners
- 07 = Investigating suspicious persons or circumstances
- 08 = Ambush - no warning
- 09 = Mentally deranged
- 10 = Traffic pursuits or stops
- 11 = All other

34. Law Enforcement Assignment- 2 characters:

This data element is used to indicate the type of Law Enforcement Officer Assignment and is to be entered with the Victim Type of "L" = Law Enforcement Officer.

Allowed entries (enter only one)

- F = Two-man vehicle
- G = One man alone
- H = One man assisted
- I = Special alone (detective, undercover)
- J = Special assisted
- K = Other alone (off-duty, on foot, etc.)
- L = Other assisted

35. Type Property Loss/Etc. - 1 character:

This data element is to be used to describe the type(s) of property loss, recovery, seizure, etc., which occurred in an incident. A separate "Property Segment" is to be submitted for each type of loss/etc., when the incident involved one or more of the following offenses:

- 100 Kidnaping/Abduction
- 120 Robbery
- 200 Arson
- 210 Extortion/Blackmail
- 220 Burglary/B&E
- 23A Pocket-Picking
- 23B Purse-Snatching
- 23C Shoplifting
- 23D Theft From Building
- 23E Theft From Coin-Operated Machine or Device
- 23F Theft From Motor Vehicle
- 23G Theft of Motor Vehicle Parts or Accessories
- 23H All Other Larceny
- 240 Motor Vehicle Theft
- 250 Counterfeiting/Forgery
- 26A False Pretenses/Swindle/Confidence Game
- 26B Credit Card/Automatic Teller Machine Fraud
- 26C Impersonation
- 26D Welfare Fraud
- 26E Wire Fraud
- 270 Embezzlement
- 280 Stolen Property Offenses (Receiving, etc.)

290 Destruction/Damage/Vandalism of Property
35A Drug/Narcotic Violations
35B Drug Equipment Violations
39A Betting/Wagering
39B Operating/Promoting/Assisting Gambling
39C Gambling Equipment Violations
39D Sports Tampering
510 Bribery

The types of offenses in the incident (i.e, Arson, Bribery, Burglary/B&E, Counterfeiting/Forgery, Larceny/Theft, etc.) determine which type(s) of loss/etc. and data elements apply.

Allowed entries: (enter one per Property Segment)

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

Example (1): For Arson, the entries might be "1" = None (an attempt with no property burned), "2" = Burned (property burned), or "8" = Unknown (not known whether property burned).

Example (2): For Burglary, the entries might be "1" = None (an attempted burglary, or the structure was entered but no property was taken), "7" = Stolen/Etc. (property was taken), "5" = Recovered (stolen property was recovered), "8" = Unknown (it is not known whether property was taken).

Example (3): If the same incident involved both Arson and Burglary, the choices of property loss/etc. codes shown in Examples (1) and (2) would be applicable, depending on the circumstances.

Note: An agency should report property stolen in its jurisdiction. Likewise, property recovered should be reported by the agency that reported it as stolen.

36. Property Description - 2 characters:

This data element is to be used to enter descriptions of the property which was burned, counterfeited, destroyed/damaged/vandalized, etc., as a result of the incident.

Up to ten (10) property descriptions can be entered for each Property Segment (i.e., each type of property loss/etc.) involved in the incident. If more than ten types of property are involved, the nine (9) most valuable specifically codeable types of property are to be entered and the remaining types of property are to be combined and entered as "77" = Other.

Allowed entries: (enter up to 10 per Property Segment)

- 01 = Aircraft (airplanes, dirigibles, gliders, etc.)
- 02 = Alcohol (alcoholic beverages, e.g., beer, wine, liquor, etc.)
- 03 = Automobiles (sedans, coupes, station wagons, convertibles, taxicabs, and other similar motor

vehicles which serve the primary purpose of transporting people)

04 = Bicycles (includes tandem bicycles, unicycles, and tricycles)

05 = Buses (motor vehicles which are specifically designed, but not necessarily used, to transport groups of people on a commercial basis)

06 = Clothes/Furs (wearing apparel for human use, including accessories such as belts, shoes, scarves, ties, etc.)

07 = Computer Hardware/Software (computers, computer peripherals [e.g., tape and disk drives, printers, etc.], and storage media [e.g., magnetic tapes, magnetic and optical disks, etc.])

08 = Consumable Goods (expendable items used by humans for nutrition, enjoyment, or hygiene, e.g., food, beverages, grooming products, cigarettes, gasoline, firewood, etc.)

09 = Credit/Debit Cards (includes Automatic Teller Machine cards)

10 = Drugs/Narcotics

11 = Drug/Narcotic Equipment

12 = Farm Equipment (tractors, combines, etc.)

13 = Firearms (weapons that fire a shot by force of an explosion, i.e., handguns, rifles, shotguns, etc., but not "BB," pellet, or gas-powered guns)

14 = Gambling Equipment (gambling paraphernalia)

15 = Heavy Construction/Industrial Equipment (cranes, bulldozers, steamrollers, oil-drilling rigs, etc.)

16 = Household Goods (beds, chairs, desks, sofas, tables, refrigerators, stoves, washer/dryers, air conditioning and heating equipment, etc.)

17 = Jewelry/Precious Metals (bracelets, necklaces, rings, watches, etc., and gold, silver, platinum, etc.)

18 = Livestock (living farm-type animals, e.g., cattle, chickens, hogs, horses, sheep, etc., but not household pets, such as dogs and cats)

19 = Merchandise (items held for sale)

20 = Money (legal tender, i.e., coins and paper currency)

21 = Negotiable Instruments (any document, other than currency, which is payable without restriction, e.g., endorsed checks, endorsed money orders, and endorsed traveler's checks; "bearer" checks and bonds; etc.)

22 = Nonnegotiable Instruments (documents requiring further action to become negotiable, e.g., unendorsed checks, unendorsed money orders, etc.; food stamps; stocks and bonds; etc.)

23 = Office-type Equipment (typewriters, adding machines, calculators, cash registers, copying machines, etc.)

24 = Other Motor Vehicles (any other motor vehicles, e.g., motorcycles, motor scooters, trail bikes, mopeds, snowmobiles, golf carts, etc.)

25 = Purses/Handbags/Wallets

26 = Radios/TVs/VCRs (includes radios, televisions, videotape recorders, high fidelity and stereo equipment, compact disk players, etc.)

27 = Recordings-Audio/Visual (phonograph records, compact disks, tape recordings, cassettes, etc.)

28 = Recreational Vehicles (motor vehicles which are specifically designed, but not necessarily used, to transport people and also provide them temporary lodging for recreational purposes)

29 = Structures-Single Occupancy Dwellings (houses, townhouses, duplexes, mobile homes, or other private dwellings which are occupied by a single person, family, house mates, or other group)

30 = Structures-Other Dwellings (any other residential dwellings not meeting the definition of "Single Occupancy Dwellings," e.g., apartments, tenements, flats, boarding houses, dormitories,

as well as temporary living quarters, such as hotels, motels, inns, etc.)
31 = Structures-Other Commercial/Business (stores, office buildings, restaurants, etc.)
32 = Structures-Industrial/Manufacturing (factories, plants, assembly lines, etc.)
33 = Structures-Public/Community (colleges, hospitals, jails, libraries, meeting halls, passenger terminals, religious buildings, schools, sports arenas, etc.)
34 = Structures-Storage (barns, garages, storehouses, warehouses, etc.)
35 = Structures-Other (any other structures not fitting the other "Structures" descriptions, e.g., outbuildings, monuments, buildings under construction, etc.)
36 = Tools (hand tools and power tools)
37 = Trucks (motor vehicles which are specifically designed, but not necessarily used, to transport cargo on a commercial basis)
38 = Vehicle Parts/Accessories (motor vehicle batteries, engines, transmissions, heaters, hubcaps, tires, manufacturers' emblems, license plates, sideview mirrors, radios, antennas, tape decks, etc.)
39 = Watercraft (motorboats, sailboats, houseboats, etc.)
77 = Other (all other property not fitting the above specific descriptions, including intangibles)
88 = Pending Inventory (property description unknown until an inventory is conducted)
99 = (blank) (Special category to be used by the National UCR Program to compile statistics on certain designated types of property.)

37. Value of Property - 9 characters:

This data element is to be used to enter the total dollar values of the property which was burned (includes damage caused in fighting the fire), counterfeited, destroyed/damaged/vandalized, recovered, seized, stolen, etc., as a result of the incident.

The value should be reported in whole dollars. The value entered for each property description should be the total value of the property loss/etc. for all of the victims in the incident. If the value is unknown, enter one dollar (\$1.00) which means unknown, i.e., "1" = Unknown.

Up to ten (10) values can be entered to match the up to ten property descriptions which are associated with each Property Segment (i.e., each type of property loss/etc.) in the incident. If more than ten types of property are involved, the values of the nine (9) most valuable properties are to be entered; then, the total value of the remaining properties which were coded as "77 = Other" are to be entered.

If drugs or narcotics were seized in a drug case, no value is to be entered into this data element, but the estimated quantity of the drugs/narcotics is to be reported. Therefore, when the offense is 35A Drug/Narcotic Violations, "6" = Seized was entered into Data Element 35 (Type Property Loss/Etc.), and "10" = Drugs/Narcotics was entered into Data Element 36 (Property Description), no value is to be entered into this data element and Data Elements 41 (Suspected Drug Type), 42 (Estimated Drug Quantity), and 43 (Type Drug Measurement) are to be used instead.

However, when drugs or narcotics are involved in other types of crime (e.g., they were stolen through burglary, robbery, theft, etc., or destroyed by arson) their value is to be entered into this data element, and Data Elements 41, 42, and 43 are to be left blank.

Example: Two victims had their bicycles stolen at the same time and place -- one was worth \$300 and the other \$150. "04" = Bicycles should be entered into Data Element 36 (Property Description) and their total value "450" ($\$300 + \$150 = \$450$) into Data Element 37 (Value of Property).

38. Date Recovered - 8 characters:

If previously stolen property is recovered, the Month, Day, and Year (MM/DD/YYYY) of its recovery is to be entered into this data element. Accordingly, this data element is to be used only if "5" = Recovered is entered into Data Element 35 (Type Property Loss/Etc.).

Up to ten (10) dates of recovery can be entered to match each of the up to ten property descriptions which are associated with each Property Segment (i.e., each type of property loss/etc.) in the incident. If there is more than one date of recovery for the same "Property Description," enter the earliest date. If the recovery date is unknown, enter the date of the report.

Note: Recovered property should be reported by the jurisdiction in which it was stolen.

39. Number of Stolen Motor Vehicles - 2 characters:

This data element indicates how many motor vehicles were stolen in the incident. Therefore, it is to be used only if the offense is 240 Motor Vehicle Theft, "7" = Stolen was entered into Data Element 35 (Type Property Loss/Etc.), and "03" = Automobiles, "05" = Buses, "24" = Other Motor Vehicles, "28" = Recreational Vehicles, or "37" = Trucks) was entered into Data Element 36 (Property Description). If the number is unknown, enter "00."

40. Number of Recovered Motor Vehicles - 2 characters:

This data element indicates how many motor vehicles were recovered in the incident. Therefore, it is to be used only if the offense is 240 Motor Vehicle Theft, "5" = Recovered was entered into Data Element 35 (Type Property Loss/Etc.), and "03" = Automobiles, "05" = Buses, "24" = Other Motor Vehicles, "28" = Recreational Vehicles, or "37" = Trucks) was entered into Data Element 36 (Property Description). If the number is unknown, enter "00."

41. Suspected Drug Type - 1 character:

This data element is to be used to identify the types of drugs or narcotics that were seized in a drug case. Therefore, it is used only if one of the offenses in the incident was 35A Drug/Narcotic Violations, "6" = Seized was entered into Data Element 35 (Type Property Loss/Etc.), and "10" = Drugs/Narcotics was entered into Data Element 36 (Property Description).

This data element is not to be used when drugs or narcotics were burned, stolen, etc., in connection with other offenses, such as Arson, Burglary/B&E, Larceny/Theft, etc.

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

Allowed entries: (enter up to 3)

- A = "Crack" Cocaine
- B = Cocaine (all forms except "Crack")
- C = Hashish
- D = Heroin
- E = Marijuana
- F = Morphine
- G = Opium

H = Other Narcotics: Codeine; Demerol; Dihydromorphinone or Dilaudid; Hydrocodone or Percodan; Methadone; etc.

I = LSD

J = PCP

K = Other Hallucinogens: BMDA or "White Acid"; DMT; MDA; MDMA; Mescaline or Peyote; Psilocybin; STP; etc.

L = Amphetamines/Methamphetamines

M = Other Stimulants: Adipex, Fastine, and Ionamin (Derivatives of Phentermine); Benzedrine; Didrex; Methylphenidate or Ritalin; Phenmetrazine or Preludin; Tenuate; etc.

N = Barbiturates

O = Other Depressants: Glutethimide or Doriden; Methaqualone or Quaalude; Pentazocine or Talwin; etc.

P = Other Drugs: Antidepressants (Elavil, Triavil, Tofranil, etc.); Aromatic Hydrocarbons; Propoxyphene or Darvon; Tranquilizers (Chlordiazepoxide or Librium, Diazepam or Valium, etc.); etc.

U = Unknown Type Drug

X = Over 3 Drug Types

Example: In a drug case, the following drugs were seized: (1) 1.5 kilograms of "Crack"; (2) 2.125 pounds of Marijuana; (3) 2.0 liquid ounces of Morphine; and (4) 500 Valium capsules. The "Crack" was entered as "A" and the Marijuana as "E." The Morphine and Valium were coded as a single "X" entry because more than three types of drugs were seized.

42. **Estimated Drug Quantity** - 13 characters:

This data element is to be used to indicate the quantity of drugs or narcotics seized in a drug case. Therefore, it is used only if one of the offenses in the incident was 35A Drug/Narcotic Violations, "6" = Seized was entered into Data Element 35 (Type Property Loss/Etc.), and "10" = Drugs/Narcotics was entered into Data Element 36 (Property Description). If the substance was sent to a laboratory for analysis, and a response has not yet been received, then 1 = None must be entered into Data Element 35 to indicate "None."

This data element is not to be used when drugs or narcotics were burned, stolen, etc., in connection with other offenses, such as Arson, Burglary/B&E, Larceny/Theft, etc.

Nine (9) characters are available to enter the number of whole pounds, ounces, grams, etc., and three (3) more characters are available to enter the decimal amount. A decimal point must be entered to separate the whole and decimal amounts.

Up to three (3) entries can be made to match the up to three "Suspected Drug Type" entries. If more than three drugs or narcotics are involved, the quantities of the two most important (as determined by the reporting agency taking into account their quantity, value, and deadlines) are to be entered. Do not enter the quantity of the remaining drugs/narcotics which are coded as "X" = Over 3 Drug Types; leave this data element blank for them.

Example: In the example given for Data Element 41, above, the entries should be "1.5" for the "Crack" and "2.125" for the Marijuana. No "quantity" entries should be made for the Morphine or Valium.

43. **Type Drug Measurement** - 2 characters:

This data element is to be used to indicate the type of measurement used in quantifying drugs or narcotics seized in a drug case. Therefore, it is used only if one of the offenses in an incident was 35A Drug/Narcotic Violations, "6" = Seized was entered into Data Element 35 (Type Property Loss/Etc.), and "10" = Drugs/Narcotics was entered into Data Element 36 (Property Description).

This data element is not to be used when drugs or narcotics were stolen, burned, etc., in connection with other offenses, such as Arson, Burglary/B&E, and Larceny/Theft.

Up to three (3) entries can be made to match the up to three " Suspected Drug Type" entries. If more than three are involved, enter the types of measurement of the two most important drugs or narcotics (as determined by the reporting agency taking into account their quantity, value, and deadliness). Do not enter the type of measurement for the remaining drugs or narcotics which are coded as "X" = Over 3 Drug Types; leave this data element blank for them.

If the substance was sent to a laboratory for analysis and a response has not yet been received, enter XX = Not Reported and also enter 1 into Data Element 42 (Estimated Drug Quantity).

This data element must be upgraded with the results of the laboratory analysis when received.

Allowed entries: (enter up to 3)

WEIGHT

GM = Gram

KG = Kilogram

OZ = Ounce

LB = Pound

CAPACITY

ML = Milliliter

LT = Liter

FO = Fluid Ounce

GL = Gallon

UNITS

DU = Dosage Units/Items*

NP = Number of Plants**

XX = Not Reported

*Number of capsules, pills, tablets, etc.

**E.g., Marijuana plants (bushes), etc.

Example: In the example given for Data Element 41, the entries should be "KG" for the "Crack" and "LB" for the Marijuana. No entries should be made for the Morphine or Valium.

44. Offender (Sequence) Number - 2 characters:

Each offender in the incident is to be assigned a sequence number from "01" to "99." A separate "Offender Segment" containing Data Elements 45 through 48 is to be submitted for each numbered offender. If nothing is known about the offender(s), enter "00" into this data element and leave Data Elements 45 through 48 blank.

Note: If sequence numbers have already been assigned because the offenders perpetrated a Crime Against Person or a Robbery, simply use the same numbers.

Example (1): A corpse with five bullet holes in it was found in an abandoned warehouse. There were no witnesses to the crime or suspects. A single Offender Segment should be submitted with "00" entered into Data Element 44 (Offender Sequence Number) and with no entries in Data Elements 45 through 48.

Example (2): Two offenders were seen fleeing the scene of a burglary, but because they were wearing ski masks, their age, sex and race could not be determined. Two Offender Segments should be submitted -- one with Offender Sequence Number "01" and the other with "02." Applicable "unknown" codes should be entered into Data Elements 45 through 48.

45. Age (of Offender) - 4 characters:

The age of the offender is to be entered either as an exact number of years or as unknown.

Allowed entries: (enter only one)

01 to 98 = Years Old (enter exact age in years)

99 = Over 98 Years Old

00 = Unknown

46. Race (of Offender) - 1 character (A):

The race of the offender is to be indicated in this data element.

Allowed entries: (enter only one)

W = White

B = Black

I = American Indian/Alaskan Native

A = Asian/Pacific Islander

U = Unknown

Example: If the offender was oriental, the entry should be "A" = Asian/Pacific Islander.

47. Sex (of Offender) - 1 character :

The sex of the offender is to be indicated in this data element.

Allowed entries: (enter only one)

M = Male

F = Female

U = Unknown

Example: The witness caught only a fleeting glance of the offender and, therefore, was unable to report the offender's sex. The entry should be "U" = Unknown.

48. Ethnicity (of Offender) - 1 Character:

The ethnicity of the offender is to be indicated in this data element.

Allowed entries: (enter only one)

H = Hispanic Origin

N = Not of Hispanic Origin

U = Unknown

Example: If the victim was not of Hispanic origin, enter "N" = Not of Hispanic Origin.

49. Arrestee (Sequence) Number - 3 characters:

Each arrestee involved in an incident is to be assigned a sequence number from "001" to "999."

Example: If two persons were arrested in connection with a previously submitted Incident Report, two Arrestee Segments should be submitted -- one with Arrestee Sequence Number "001" and the other with "002."

50. Arrest (Transaction) Number - 12 characters:

This is the number assigned by your agency to an arrest report to identify it uniquely. It may be the "Incident Number" of the previously reported incident relating to the arrest or a separate arrest transaction number.

51. Arrest Date - 8 characters:

This data element is to be used to enter the Month, Day, and Year (MM/DD/YYYY) when the arrest took place.

52. Fingerprint Card Check Digit (CKN) - 7 characters:

This data element is the fingerprint card number on the SBI Fingerprint Card for the arrestee. The CKN is a unique identifier that is used to trace the arrest from the time of arrest through the judicial system.

Note: This is an optional field.

53. Arrest Tract - 4 characters:

The data element is used to indicate an area (zone, beat, grid, tract, etc.) within the jurisdiction of the agency where the arrest has occurred.

Note: This is an optional field. The tracts are assigned by the agency.

54. Type of Arrest - 1 character:

This data element is to be used to indicate the type of apprehension.

Allowed entries: (enter only one)

- 1 = On-View Arrest
- 2 = Order for Arrest
- 3 = Criminal Summons
- 4 = Citation
- 5 = Warrant for Arrest

Example (1): The subject was arrested without a warrant while in the act of soliciting for prostitution on a street corner. The entry should be "1" = On-View Arrest.

Example (2): The subject was served with a subpoena summoning him to appear in court. The entry should be "3" = Criminal Summons.

55. Multiple Clearance Indicator - 1 character:

This data element is to be used to ensure that an arrestee is counted (scored) only once when the arrestee's apprehension causes the arresting agency to submit two or more Arrestee Segments concerning separate Incident Reports. In such a situation, C = Count Arrestee is to be entered into one of the Arrestee Segments, and M = Multiple is to be entered into all of the remaining Arrestee Segments. If the arrestee's apprehension does not cause the arresting agency to submit multiple Arrestee Segments, enter N = Not Applicable.

Note: Codes "C" and "M" are to be used in this data element only when the same agency submits two or more Arrestee Segments relating to the same arrestee.

Allowed entries: (enter one per Arrestee Segment)

M = Multiple

C = Count Arrestee

N = Not Applicable

Example (1): After the subject's apprehension for robbery, it was learned that he was also responsible for five additional robberies within the jurisdiction. Five (5) of the Arrestee Segments should contain "M" = Multiple and one (1) should contain "C" = Count Arrestee.

Example (2): If the subject's arrest did not clear additional incidents, the entry should be "N" = Not Applicable.

56. Age (of Arrestee) - 2 characters:

The age of the arrestee is to be entered either as an exact number of years.

Allowed entries: (enter only one)

01 to 98 = Years Old

99 = Over 98 Years Old

57. Sex (of Arrestee) - 1 character:

The sex of the arrestee is to be indicated in this data element.

Allowed entries: (enter only one)

M = Male

F = Female

58. Race (of Arrestee) - 1 character:

The race of the arrestee is to be indicated in this data element.

Allowed entries: (enter only one)

W = White

B = Black

I = American Indian/Alaskan Native

A = Asian/Pacific Islander

59. Ethnicity (of Arrestee) - 1 Character:

The ethnic origin of the arrestee is to be entered into this data element.

Allowed entries: (enter only one)

H = Hispanic Origin

N = Not of Hispanic Origin

60. Resident Status (of Arrestee) - 1 character:

Whether the arrestee was a resident or nonresident is to be entered into this data element.

A "Resident" is a person who maintains his/her permanent home for legal purposes in the locality (i.e., town, city, or community) where the crime took place.

Allowed entries: (enter only one)

R = Resident

N = Nonresident

U = Unknown

61. Disposition of Arrestee Under 16 - 1 character:

This data element is to be used to indicate the action taken in the handling of a juvenile (under 16 years of age) taken into custody.

Allowed entries: (enter only one)

1 = Handled Within Department (e.g., released to parents, released with warning).

2 = Referred to juvenile court or probation agency.

3 = Referred to community agency or program

4 = Referred to other police agency.

5 = Referred to criminal or adult court.

Example (1): The arrestee, age 13, who was arrested for vandalizing a school, was released to his parents with a warning. The entry would be "1" = Handled Within Department.

Example (2): The arrestee, age 15, who was arrested for murder, was turned over to the Adult Court to be tried as an adult. The entry would be "5" = Referred to criminal or adult court.

62. UCR Arrest Offense Code - 3 characters:

The three-digit UCR Offense Code of the offense(s) (up to three) which the arrestee was apprehended is to be entered into this data element.

Allowed entries: (enter only one)

09A = Murder and non-negligent manslaughter

09B = Negligent manslaughter

100 = Kidnaping/abduction

11A = Forcible Rape

11B = Forcible sodomy

11C = Sexual assault with an object

11D = Forcible fondling

120 = Robbery

13A = Aggravated Assault

13B = Simple Assault

13C = Intimidation

200 = Arson

210 = Extortion/blackmail

220 = Burglary/breaking and entering

23A = Larceny (pocket-picking)

23B = Larceny (purse-snatching)

23C = Larceny (shoplifting)

23D = Larceny (from building)

23E = Larceny (theft from coin-op machine)
23F = Larceny (theft from motor vehicle)
23G = Larceny (motor vehicle parts or accessories)
23H = Larceny (all other)
240 = Motor vehicle theft
250 = Counterfeiting/forgery
26A = Fraud (false pretenses/swindle/confidence game)
26B = Fraud (credit card/ATM)
26C = Fraud (impersonation)
26D = Fraud (welfare fraud)
26E = Fraud (wire fraud)
270 = Embezzlement
280 = Stolen property offenses
290 = Destruction/damage/vandalism of property
35A = Drug/Narcotic violations
35B = Drug equipment violations
36A = Incest
36B = Statutory rape
370 = Pornography/obscene material
39A = Gambling (betting/wagering)
39B = Gambling (assisting/promoting)
39C = Gambling equipment violations
39D = Sports tampering
40A = Prostitution
40B = Assisting or promoting prostitution
510 = Bribery
520 = Weapon law violations
90A = Bad checks
90B = Curfew/vagrancy/loitering violations
90C = Disorderly conduct
90D = Driving under the influence
90E = Drunkenness
90F = Nonviolent family offenses
90G = Liquor law violations
90H = Peeping Tom
90I = Runaway
90J = Trespass of real property
90Z = All other offenses.
99V = Parole and probation violations
99W = Escape from custody/resisting arrest
99X = Contempt of court, perjury, court violations
99Y = Indecent Exposure
99Z = Fighting (affray)

63. Arrest Charge Type -1 character:

This data element indicates whether the crime charged against arrestee is a felony, misdemeanor, or infraction.

Allowed entries (enter only one)

F = Felony

M = Misdemeanor

I = Infraction

64. Charge Count -2 characters:

This data element indicates the number of counts the arrestee was charged with for each crime.

Allowed entries

01-99 = Charge Count

65. Offense Jurisdiction -1 Character:

This data element indicates whether or not the offense for which the arrestee was apprehended was committed in another jurisdiction.

Allowed entries (enter only one)

Y = Yes

N = No

66. Arrestee Was Armed With - 2 characters:

This data element is to be used to indicate whether the arrestee was armed with a commonly known weapon at the time of his/her apprehension. Up to two (2) entries can be made.

If the weapon was an "automatic" or "semi automatic" firearm, an "A" or "S" is to be added as a suffix to its code, e.g., "13A" = Rifle Automatic.

Allowed entries: (enter up to 2)

01 = Unarmed

11 = Firearm (type not stated)

12 = Handgun

13 = Rifle

14 = Shotgun

15 = Other Firearm

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

17 = Club/Blackjack/Brass Knuckles

Example (1): When the subject was arrested, he had in his possession a .357 Magnum handgun and a penknife. The entry should be "12" = Handgun. Because a small pocket knife is not generally considered to be a "weapon," it does not qualify for reporting.

Example (2): The subject resisted arrest using a liquor bottle and a chair as weapons before being subdued. The entry should be "01" = Unarmed. Although the subject used items as weapons, they were not commonly known weapons.

67. SRO Arrest- 1 character:

This data element is to be used to indicate whether the arrest of a person under the age of 16 was made by a School Resource Officer (SRO).

Allowed entries (enter only one)

Y = Yes

N = No

Drugs At Time Of Arrest:

This Section is used to record drug data associated with the drug charge arrest. Do not repeat any drug data previously listed in the investigation or supplemental reports. If an incident report has not be completed, drug information must be included here.

68. Suspected Arrest Drug Type - 1 character:

This data element is to be used to identify the types of drugs or narcotics that were seized in a drug case at the time of arrest. Up to three (3) types of drugs/narcotics can be entered. If more than three are involved, the two most important (as determined by the reporting agency taking into account the quantity, value, and deadliness of the drugs/narcotics) are to be reported under their applicable drug types and the remaining drugs/narcotics are to be entered as a single "X" = Over 3 Drug Types entry.

Allowed entries: (enter up to 3)

A = "Crack" Cocaine

B = Cocaine (all forms except "Crack")

C = Hashish

D = Heroin

E = Marijuana

F = Morphine

G = Opium

H = Other Narcotics: Codeine; Demerol; Dihydromorphinone or Dilaudid; Hydrocodone or Percodan; Methadone; etc.

I = LSD

J = PCP

K = Other Hallucinogens: BMDA or "White Acid"; DMT; MDA; MDMA; Mescaline or Peyote; Psilocybin; STP; etc.

L = Amphetamines/Methamphetamines

M = Other Stimulants: Adipex, Fastine, and Ionamin (Derivatives of Phentermine); Benzedrine; Didrex; Methylphenidate or Ritalin; Phenmetrazine or Preludin; Tenuate; etc.

N = Barbiturates

O = Other Depressants: Glutethimide or Doriden; Methaqualone or Quaalude; Pentazocine or Talwin; etc.

P = Other Drugs: Antidepressants (Elavil, Triavil, Tofranil, etc.); Aromatic Hydrocarbons; Propoxyphene or Darvon; Tranquilizers (Chlordiazepoxide or Librium, Diazepam or Valium, etc.); etc.

U = Unknown Type Drug

X = Over 3 Drug Types

69. Estimated Arrest Drug Quantity - 13 characters:

This data element is to be used to indicate the quantity of drugs or narcotics seized in a drug case at the time of arrest.

Nine (9) characters are available to enter the number of whole pounds, ounces, grams, etc., and three (3) more characters are available to enter the decimal amount. A decimal point must be entered to separate

the whole and decimal amounts.

70. Type Drug Measurement - 2 characters:

This data element is to be used to indicate the type of measurement used in quantifying drugs or narcotics seized in a drug case.

Up to three (3) entries can be made to match the up to three " Suspected Drug Type" entries. If more than three are involved, enter the types of measurement of the two most important drugs or narcotics (as determined by the reporting agency taking into account their quantity, value, and deadlines). Do not enter the type of measurement for the remaining drugs or narcotics which are coded as "X" = Over 3 Drug Types; leave this data element blank for them.

If the substance was sent to a laboratory for analysis and a response has not yet been received, enter XX = Not Reported and also enter 1 into Data Element 69 (Estimated Arrest Drug Quantity).

This data element must be upgraded with the results of the laboratory analysis when received.

Allowed entries: (enter up to 3)

WEIGHT

GM = Gram

KG = Kilogram

OZ = Ounce

LB = Pound

CAPACITY

ML = Milliliter

LT = Liter

FO = Fluid Ounce

GL = Gallon

UNITS

DU = Dosage Units/Items

NP = Number of Plants

XX = Not Reported