

Section 5

Supplemental Reporting

This section describes the following special reporting which is required over and above basic Offense and Arrest reporting:

- 1) Supplementary Homicide Report
- 2) Law Enforcement Officer Assaulted or Killed
- 3) Bias Crime Report Form
- 4) Annual Law Enforcement Employee Report
- 5) Domestic Disturbance Report

5.1 Supplementary Homicide Report (SHR)

When a homicide (willful or negligent) occurs in your jurisdiction, it is reported on the offense form just as any other offense. In addition, a supplementary report is also required. This report form and the instructions for completing it are given below.

This supplementary form is used only when your agency has a homicide to report AND is in addition to the related entries on the offense and arrest forms. It is designed to collect additional details regarding the murder victim and offender, their relationship to one another, the weapon used, and the circumstances in each criminal homicide. Detailed data regarding the criminal homicide category can only be as comprehensive as the input provided by the individual contributing agency.

At the top of the form:

- 1) Enter the name of your Agency
- 2) Enter the two-digit month and two-digit year of the Report
- 3) Enter your agency's ORI
- 4) Enter the Case Number of the Homicide Offense from the Offense Report.

Place an "X" in the appropriate box to indicate the type of homicide being reported:

Willful Homicide: Murder, defined as the willful killing of one human by another.

Justifiable Homicide: The willful killing of another in order to defend one's life or the life of another.

Negligent Homicide: Manslaughter, defined as the killing of another person through gross negligence. Does not include "traffic death".

County Code: Use the standard county code as listed on page 3-11. If your jurisdiction includes multiple counties, list the county where the homicide actually occurred.

Situation Code:

- A = Single victim/single offender
- B = Single victim/unknown offender or offenders
- C = Single victim/multiple offenders
- D = Multiple victims/single offender
- E = Multiple victims/multiple offenders
- F = Multiple victims/unknown offender or offenders

The reporting agency must use only one situation code per criminal homicide incident regardless of the number of victims. A new code signifies the beginning of a new murder situation. The reporting agency must key the situation codes to the victim, i.e., list each victim only once.

- In single victim/single offender situations (Code A), the age, sex, and race of both the victim and offender must appear directly opposite each other on the same line.
- In those situations where a single victim is killed by two or more offenders (Code C), the reporting agency must record the age, sex, and race of the victim beside the same data for the first offender. The agency must enter information about the remaining offenders on separate lines under that of the first offender.
- In those situations where two or more victims are killed by a single offender (Code D), the agency must record the age, sex, and race of each victim and also record opposite each victim the age, sex, and race of the offender. This practice will not result in the multiple counting of offenders inasmuch as the situation code employed indicates only one offender was involved.
- When multiple victims are killed by multiple offenders (Code E), the reporting agency must enter the age, sex, and race of each victim followed by the age, sex, and race of the offender.
- If the offender or offenders are unknown (Codes B and F), all that is required is the appropriate data concerning the victim.

Occurred Date:

Enter the 6-digit date when the homicide took place. (mmddyy)

This is a required entry. If the date is completely unknown, you must estimate the approximate date.

Occurred Time: (If known)

Enter the 4-digit, 24-hour clock military time when the homicide took place (e.g., 0115 = 1:15 am; 1630 = 4:30 pm, etc.)

Age, Sex, and Race

Instructions for coding the age, sex, and race of both victims and offenders are as follows:

- Agencies must record ages as 2-digits from 01 to 99 years, or as follows:

99 = 99 years of age or older

NB = 1 week or less in age (i.e., a newborn)

BB = More than 1 week but less than 12 months in age (i.e., a baby)

00 = Age is totally unknown or no reasonable estimate can be made

- Reporting agencies must record the gender (sex) of both victims and offenders as M for male and F for female. If the gender is unknown, the agency must use the letter designation U. Agencies must use only one character in this column.

- Race designations for both victims and offenders are:

W = White, Caucasian (include Europeans, Arabs)

B = Black, African-American, Africans

I = American Indian, Alaskan Native

C = Chinese

J = Japanese

V = Vietnamese, Laotian, Cambodian, Thai

A = Asian, Other (e.g., Pakistani, Pacific Islander)

H = Hispanic (technically, an ethnicity, but use for Hispanics of any race); include Hispanic-American, or Hispanic citizens of Mexico, Central America, or South America

U = Unknown

Weapon Used

When describing the weapon used in a criminal homicide, the reporting agency should use the following codes. If a weapon was used that could be employed in several ways, the agency must code it for the manner in which it was used. For example, if a bottle was used in the commission of a murder, the agency must state whether the person was killed by beating (i.e., “30-Blunt Object) or cutting/stabbing (i.e., 20-Knife/Cutting). Where firearms are used, the code used must indicate whether the firearm was a handgun, rifle, shotgun, other, or unknown.

Select one of the following weapons descriptors codes:

11	Gun (Unknown)
12	Handgun
13	Rifle
14	Shotgun
15	Other gun
20	Knife/cutting
30	Blunt object
40	Personal weapon (hands, feet, teeth)
50	Poison (not including gas)
55	Pushed/thrown
60	Explosive
65	Fire/Arson
70	Drugs/narcotics
75	Drowning
80	Strangulation (manual & ligature)
85	Asphyxiation (includes gas)
90	Other (unknown)



Relationship of Victim to Offender

The reporting agency must keep in mind that, in the OUCR Program, the relationship to be reported for all homicides is that of **the victims to the offenders**, not the offenders to the victims. For example, in a murder incident where a wife is killed by her husband, the reported relationship must be wife. The relationship of the victim to each separate offender must be shown. That is, for each offender listed in the age, sex, and race columns, the reporting agency must also enter the relationship of the victim to that person. Use the following codes to describe the relationship:

HU	Husband
WI	Wife
DM	Domestic Partner - Male
DF	Domestic Partner - Female
CH	Common-law Husband
CW	Common-law Wife
MO	Mother
FA	Father
SO	Son
DA	Daughter
BR	Brother
SI	Sister
IL	In-Law
SF	Stepfather
SM	Stepmother
SS	Stepson
SD	Stepdaughter
OF	Other Family
NE	Neighbor
AQ	Acquaintance
BF	Boyfriend
GF	Girlfriend
XH	Ex-Husband
XW	Ex-Wife
EE	Employee
ER	Employer
FR	Friend
HO	Homosexual Relationship
OK	Other – Known
ST	Stranger
UN	Relationship Unknown

Circumstances

In this portion of the SHR form, using as many lines as necessary, the reporting agency must furnish a brief statement as to the circumstances surrounding the victim’s death. If possible, assign one of the circumstance codes listed below. For those killings that occur in conjunction with the commission of another felony such as a robbery or a rape, the agency must identify the specific offense involved. In other criminal homicides, the agency must provide as much information as possible so that murders resulting from lovers’ quarrels, drunkenness, arguments over money, revenge, narcotics, gangland killings, etc., can be identified. Vague descriptions such as, altercation, fight, and quarrel, do not provide sufficient information for analysis and will not be accepted by the national UCR Program. Statements of circumstances must be based on information known to law enforcement following its investigation, not decisions of a grand jury, coroner’s inquest, or other agency outside law enforcement.

NOTE: Reporting agencies must not include traffic fatalities, accidental deaths (unless caused by negligence of another, constituting manslaughter), or deaths of victims due to their own negligence on the SHR. Agencies must provide information regarding all other negligent manslaughters, however, regardless of prosecutorial action taken.

This section has additional sub-definitions and guidelines that are important for accurate completion of this form and the understanding of future local and national reports that use these terminologies:

1) Willful Homicide Circumstances:

- Felony Murder: Defined as a killing which occurs in conjunction with the commission of a crime (does not include justifiable homicide). Use one of the codes and following words or statements in your brief description of the circumstances surrounding felony murder:

02	Rape
03	Robbery
05	Burglary
06	Larceny
07	Motor Vehicle Theft
09	Arson
10	Prostitution/Commercialized Vice
17	Other Sex Offense
18	Drug Law
19	Gambling
32	Abortion (criminal)
26	Other

- Other than Felony Type (neither felony nor justifiable):

Use one of the codes and following words or statements in your brief description of the circumstances surrounding the killing:

40	Lovers triangle
41	Child killed by baby sitter
42	Brawl due to influence of alcohol
43	Brawl due to influence of drugs
44	Argument over money/property
45	Other arguments
46	Gang killing
47	Juvenile gang killing
48	Institutional killing
49	Sniper attack
60	Other – not specified

- Unable to determine circumstance :

Facts available do not permit any determination of circumstances surrounding death. Use Code 99.

2) Justifiable Homicide Circumstances:

Defined as the intentional killing of a person without evil design and under such circumstances of necessity or duty as to render the act proper. Refer to pages 2-4 to 2-5 for further definition of this classification.

Use one of the codes and following statements from each group in your brief description of the circumstances surrounding the killing:

Select One: 80 = Felon killed by private citizen OR
 81 = Felon killed by law enforcement (see below)

Select One: 81 A = Felon attacked law enforcement officer
 81 B = Felon attacked fellow law enforcement officer
 81 C = Felon attacked civilian
 81 D = Felon attempted flight from crime
 81 E = Felon killed in commission of crime
 81 F = Felon resisted arrest
 81 G = Not enough information to determine

3) Negligent Homicide Circumstances:

Defined as manslaughter by negligence. (For County Code through Relationship of Victim to Offender, use the same codes and guidelines as in Willful Homicide.)

For Circumstance, use one of the following codes and statements:

- 50 = Victim shot in hunting accident
- 51 = Gun cleaning death other than self-inflicted
- 52 = Children playing with firearm
- 53 = Other negligent gun handling which results in death of another
- 54 = All other manslaughter by negligence (except traffic death)

Was This a “Domestic Violence” Homicide?

Place an “X” in either the Yes or No box.

Date Prepared:

Enter the exact date of the report.

By:

Enter the name of the reporter.

On the following pages are some examples of several (fictional) homicide cases occurring in Bend, Oregon, as reported by the Bend Police Department in Deschutes County. Corresponding entries on the lower portion of the page illustrate the supplementary entries.

1. Case Number 09-0069 (Domestic Violence Example):

On January 10, 2009, at about 10:10 am, the body of a man (white, age 35) was found at the bottom of an elevator shaft of the 12-story apartment house where he resided on the 10th floor with his wife (white, age 34). Investigation determined that he arrived home about 3:30 am, engaged in a brief, heated argument with his wife (about his suspected infidelity), whereupon she knocked him unconscious with a rolling pin, then pushed him (while he was alive) down an empty elevator shaft. The sudden stop after falling 10 floors was the actual cause of death.

OREGON SUPPLEMENTARY HOMICIDE REPORT

AGENCY: Bend Police Department

FORWARD BY THE 10TH DAY AFTER
CLOSE OF REPORTING TO:

MO / YR OF REPORT 01 / 09

O	R	0	090100
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DO NOT WRITE IN THIS SPACE	
CHECKED	ENTERED

OREGON UNIFORM CRIME REPORTING LAW ENFORCEMENT DATA SYSTEM P.O. BOX 14360 SALEM, OR 97309-5074 PH: 503-378-3055, EXT 55008 FAX: 503-364-2661

REFER TO SECTION 5 OF YOUR OUCR
REPORTING MANUAL FOR ASSISTANCE.

CASE NUMBER: 090069

WILLFUL HOMICIDE JUSTIFIABLE HOMICIDE NEGLIGENCE HOMICIDE

COUNTY CODE 09 OCCURRED DATE (Required) 011009
 SITUATION CODE A OCCURRED TIME (If Known) 0330

VICTIM			OFFENDER			WEAPON/CAUSE	RELATIONSHIP OF VICTIM TO OFFENDER
AGE	SEX	RACE	AGE	SEX	RACE		
35	M	W	34	F	W	40	HU

CIRCUMSTANCES:
45 - Family argument. Victim hit with a blunt object and pushed down elevator shaft.
Victim was unconscious but alive when pushed; and was killed on impact.

WAS THIS A "DOMESTIC VIOLENCE" HOMICIDE?	YES: <input checked="" type="checkbox"/>	NO: <input type="checkbox"/>
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DATE PREPARED 1-11-09 BY K. Paige

2. Case Number 09-0189 (Justifiable Homicide Example):

On January 25, 2009, at 11:45 am, a young Hispanic man dressed in army fatigues (age 27) barricaded himself on the top of the local grain elevator and began firing a high-powered rifle indiscriminately at lunch-hour pedestrians below. Eight persons were injured in the first few minutes of firing. After exhausting all possibilities, the police were forced to shoot the sniper to prevent further injury and possible death to innocents. The officer involved was a 34-year-old Native American male. The sniper died as a result of his wound.

Note: The offense would be reported and “unfounded” on the offense form.



OREGON SUPPLEMENTARY HOMICIDE REPORT

AGENCY: Bend Police Department

FORWARD BY THE 10TH DAY AFTER
CLOSE OF REPORTING TO:

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DO NOT WRITE IN THIS SPACE	
CHECKED	ENTERED

REFER TO SECTION 5 OF YOUR OUCR
REPORTING MANUAL FOR ASSISTANCE.

CASE NUMBER: 090189

WILLFUL HOMICIDE JUSTIFIABLE HOMICIDE NEGLIGENT HOMICIDE

COUNTY CODE 09 OCCURRED DATE (Required) 012509

SITUATION CODE A OCCURRED TIME (If Known) 1145

VICTIM			OFFENDER				RELATIONSHIP OF VICTIM TO OFFENDER
AGE	SEX	RACE	AGE	SEX	RACE	WEAPON/CAUSE	
27	M	H	37	M	I	13	ST

CIRCUMSTANCES:
81 E - Offender was firing on pedestrians from atop a grain elevator.
Offender refused police calls to surrender.
Offender was killed by police during commission of crime.

WAS THIS A "DOMESTIC VIOLENCE" HOMICIDE? YES: _____ NO: X

DATE PREPARED 1-25-09 BY K. Paige

3. Case Number 09-78910 (Justifiable Homicide Example):

On March 21st, 2009, at 10:15 pm, a young man (age 19, white) entered a market posing as a customer and approached the counter where a female clerk and the store owner were working.

The “customer” grabbed a large butcher knife from a display rack and thrust it against the side of the clerk while demanding the money from the cash register. As the owner (age 37, black, female) turned to the till, she obtained a pistol from under the counter and shot and killed the robber.

Note: The offense would be reported and unfounded on the offense form.



OREGON SUPPLEMENTARY HOMICIDE REPORT

AGENCY: Bend Police Department

FORWARD BY THE 10TH DAY AFTER
CLOSE OF REPORTING TO:

MO / YR OF REPORT 03 / 09

O	R	O	09100
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DO NOT WRITE IN THIS SPACE

CHECKED	ENTERED
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REFER TO SECTION 5 OF YOUR OUCR
REPORTING MANUAL FOR ASSISTANCE.

CASE NUMBER: 0978910

WILLFUL HOMICIDE JUSTIFIABLE HOMICIDE NEGLIGENT HOMICIDE

COUNTY CODE 09 OCCURRED DATE (Required) 032109

SITUATION CODE A OCCURRED TIME (If Known) 2215

VICTIM			OFFENDER			WEAPON/CAUSE	RELATIONSHIP OF VICTIM TO OFFENDER
AGE	SEX	RACE	AGE	SEX	RACE		
19	M	W	37	F	B	12	ST

CIRCUMSTANCES:
80 - Offender threatened cashier with large knife while attempting to rob the store.
Store owner produced a handgun and shot the robber in order to protect the cashier.

WAS THIS A "DOMESTIC VIOLENCE" HOMICIDE? YES: _____ NO: X

DATE PREPARED 3/23/09 BY K. Paige

4. Case Number 09-0211 (Negligent Homicide Example)

On January 18, 2009, at 1:00 pm, two young men were hunting jackrabbits in a large undeveloped sagebrush area at the edge of town. One of the men (white, age 21) was climbing over a fence in a careless manner, and his shotgun discharged, killing his friend (a member of the Warm Springs tribe, age 19).



OREGON SUPPLEMENTARY HOMICIDE REPORT

AGENCY: Bend Police Department

FORWARD BY THE 10TH DAY AFTER
CLOSE OF REPORTING TO:

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FAX: 503-364-2661

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DO NOT WRITE IN THIS SPACE	
CHECKED	ENTERED

REFER TO SECTION 5 OF YOUR OUCR
REPORTING MANUAL FOR ASSISTANCE.

CASE NUMBER: 090211

WILLFUL HOMICIDE JUSTIFIABLE HOMICIDE NEGLIGENT HOMICIDE

COUNTY CODE 09 OCCURRED DATE (Required) 012809
SITUATION CODE A OCCURRED TIME (If Known) 1300

VICTIM			OFFENDER				RELATIONSHIP OF VICTIM TO OFFENDER
AGE	SEX	RACE	AGE	SEX	RACE	WEAPON/CAUSE	
19	M	I	21	M	W	14	FR

CIRCUMSTANCES:
50 - Offender was carelessly climbing over a fence when his shotgun discharged,
accidentally striking and killing the victim.

WAS THIS A "DOMESTIC VIOLENCE" HOMICIDE? YES: NO:

DATE PREPARED 1-30-09 BY K. Paige

Rev. 9/03 homrptform

OUCR Manual – January 2010

5. Case Number 09-0131 (Felony Murder Example)

On January 19, 2009, at approximately 11:00 pm, the owner (white, female, age 50) of a local liquor store was shot and killed with a rifle during an armed robbery of her business. Witnesses told police that two masked white men fled the scene.

OREGON SUPPLEMENTARY HOMICIDE REPORT

AGENCY: Bend Police Department

FORWARD BY THE 10TH DAY AFTER
CLOSE OF REPORTING TO:

MO / YR OF REPORT 01 / 09

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FAX: 503-364-2661

O	R	0	090100
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DO NOT WRITE IN THIS SPACE	
CHECKED	ENTERED

REFER TO SECTION 5 OF YOUR OUCR
REPORTING MANUAL FOR ASSISTANCE.

CASE NUMBER: 09-0131

WILLFUL HOMICIDE JUSTIFIABLE HOMICIDE NEGLIGENCE HOMICIDE

COUNTY CODE

09

 OCCURRED DATE (Required)

011909

SITUATION CODE

C

 OCCURRED TIME (If Known)

2300

VICTIM			OFFENDER				RELATIONSHIP OF VICTIM TO OFFENDER
AGE	SEX	RACE	AGE	SEX	RACE	WEAPON/CAUSE	
50	F	W	00	M	W	13	UN
			00	M	W		

CIRCUMSTANCES:
03 - Two masked offenders shot store owner with a rifle during the commission of a robbery.

WAS THIS A "DOMESTIC VIOLENCE" HOMICIDE?	YES:	NO: <input checked="" type="checkbox"/>
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DATE PREPARED 1-19-09 BY K. Paige

Rev. 9/03 homrptform

6. Case Number 09-0096 (Justifiable Homicide Example)

On January 12, 2009, at 12:45 am, a man and his wife were asleep in the upstairs of their residence when the wife was awakened by the sound of breaking glass downstairs. She roused her husband (Japanese, 51) who took his shotgun and went to investigate. He subsequently shot and killed an intruder (white male, age 23) who attacked him when he tried to hold him for the police. Note: the offense would be reported and “unfounded.”



OUCR Manual – January 2010

OREGON SUPPLEMENTARY HOMICIDE REPORT

AGENCY: Bend Police Department

FORWARD BY THE 10TH DAY AFTER
CLOSE OF REPORTING TO:

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DO NOT WRITE IN THIS SPACE	
CHECKED	ENTERED

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REFER TO SECTION 5 OF YOUR OUCR
REPORTING MANUAL FOR ASSISTANCE.

CASE NUMBER: 090096

WILLFUL HOMICIDE JUSTIFIABLE HOMICIDE NEGLIGENT HOMICIDE

COUNTY CODE 09 OCCURRED DATE (Required) 011209
 SITUATION CODE A OCCURRED TIME (If Known) 0045

VICTIM			OFFENDER			WEAPON/CAUSE	RELATIONSHIP OF VICTIM TO OFFENDER
AGE	SEX	RACE	AGE	SEX	RACE		
23	M	W	51	M	J	14	ST

CIRCUMSTANCES:
 80 - Felon killed by citizen during burglary.

WAS THIS A "DOMESTIC VIOLENCE" HOMICIDE?	YES:	NO: X
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DATE PREPARED 1-12-09 BY K. Paige

5.2 Law Enforcement Officers Killed or Assaulted (LEOKA)

The OUCR Program collects data from all contributing agencies through a subprogram called Law Enforcement Officers Killed and Assaulted, or simply LEOKA, on officer line-of-duty deaths and assaults. Reporting agencies must submit data on the Offense Form and (on certain occasions) Form 1-701 on their own duly sworn officers feloniously or accidentally killed or assaulted in the line of duty. The purpose of this data collection is to identify situations in which officers are killed or assaulted, describe the incidents statistically, and publish the data to aid agencies in developing policies to improve officer safety. The seriousness of injury is not the determining factor in the decision to report an officer assault. There may be no injury, or very slight injury to the officer, but the circumstances of the assault could have had serious consequences if carried out.

The Program considers a line-of-duty death to have occurred when the officer is on or off duty and acting in an official capacity; that is, reacting to a situation that would ordinarily fall within the scope of his or her official duties as a law enforcement officer. Suicides and deaths caused by heart attacks or other natural causes as well as deaths occurring while the officer is acting in a military capacity are not included in this definition.

A felonious death occurs when an officer is killed because of or while performing his or her official duties and as a direct result of a criminal act by a subject. An accidental death occurs when an officer dies as a result of an accident he or she is involved in while performing his or her duties. Some examples of accidental deaths include an officer being struck by a vehicle while directing traffic; receiving fatal injuries in a motor vehicle, airplane, or helicopter accident while on patrol or involved in a pursuit; or drowning during a rescue attempt.

Agencies must report data on officers who are killed or assaulted and who meet all of the following criteria:

- Be working in an official capacity
- Have full arrest powers
- Wear a badge (ordinarily)
- Carry a firearm (ordinarily)
- Be paid from governmental funds set aside specifically for payment of sworn law enforcement representatives

Normally, these officers are employed by local, county, state, or tribal entities in occupations such as municipal police, constables, state police, sheriffs and deputies, marshals, and special agents. Individuals employed in local, state, or tribal criminal justice agencies, but involved in protective, prosecutorial, or confinement activities, such as probation officers, corrections officers, jailers, and prison officials, are usually not included.

Officer Assault Codes

For OUCR, an Officer Assault (Code 90) entry should be made on the monthly Offense Form for each officer killed or assaulted. This 6-digit entry is in addition to any other offense entry relating to the incidents surrounding the officer assault.

The first section of the code gives the no injury/injury factor, and the three subsequent code sections further define the incident by providing the force element that was used, the officer's assignment, and the crime scene.

For example, "90222A" would be the code for an officer assaulted with injury, by a rifle or shotgun, while patrolling alone in a one-person vehicle, and responding to a disturbance call.

901 = Assaulted, No Injury
902 = Assaulted, With Injury
903 = Killed, Felonious Act
904 = Killed, Accidental/Negligent Act

1. Handgun
2. Rifle or shotgun
3. Other type firearm
4. Unknown firearm
5. Knife or cutting instrument
6. Other dangerous weapon
7. Personal (hands, fists, feet, teeth, etc.)

- 1) Two person vehicle
- 2) One person vehicle, alone
- 3) One person vehicle, assisted
- 4) Detective or special assignment, alone
- 5) Detective or special assignment, assisted
- 6) Other, alone
- 7) Other, assisted

A = Responding to disturbance call
B = Burglary in progress or pursuing suspect
C = Robbery in progress or pursuing suspect
D = Attempting other arrests
E = Civil disorder
F = Handling, transporting, custody of prisoners
G = Investigating suspicious person/circumstance
H = Ambush – no warning
I = Mentally deranged
J = Traffic pursuits and stops
K = All other

Example: During the course of investigating a family disturbance, one of the officers responding to the scene was slapped by one of the participants.

Solution: One “08 – Simple Assault” entry and one “90 – Officer Assault” entry.

Explanation: OUCR would count the “08 – Simple Assault” and create the special Officer Assaulted Special Report based on the completed (six character) Code 90 entry (90171A).

The exact occurred date and time (columns 4 and 5) on the Offense Form is required for this entry.

It is very important to clear this entry if an arrest or clearance by exceptional means is involved.

It is important that agencies report **all assaults** whether the officer(s) sustained an injury or not. If the assault involved more than mere verbal abuse or minor resistance to an arrest, it should be reported. The importance of providing complete and correct information on LEOKA cannot be overemphasized. The data reported by correctly coding on the Offense Form are essential for analyzing assaults on law enforcement officers. Thus, the more complete the data, the better the analysis and the more valid the conclusions.

ANALYSIS OF LAW ENFORCEMENT OFFICERS KILLED AND ASSAULTED (Form 1-701)

When OUCR submits LEOKA data to the national UCR Program indicating that an officer was killed or sustained an injury as a result of an assault with **a firearm or a knife or other cutting instrument**, the national Program asks that the reporting law enforcement agency then complete and submit LEOKA Form 1-701, Analysis of Law Enforcement Officers Killed and Assaulted. There are two instances for which an agency must complete this 8-page questionnaire (Form 1-701):

1. When an officer is killed
2. When an officer is assaulted and injured with a firearm or a knife or other cutting instrument

This report form is sent to OUCR, which then forwards it for completion to the specific agency. It is imperative that this form then be completed and returned, as a monetary benefit of up to \$100,000 may be available to the officer (or his or her family) through the Bureau of Justice Statistics (BJS). A requirement for this benefit is that a Form 1-701 must be submitted to the FBI.

Examples of Officer Assault Cases

Scenario 1: On January 3, at 10:45 pm, a foot patrolman was in pursuit of a suspect wanted in connection with an attempted burglary of a jewelry store. The suspect turned and fired a shot at the pursuing officer which missed and harmlessly struck a wall. Subsequently, the suspect was apprehended and disarmed.

12	13	21	27	31	33	35	44	49	51	54	60	66	67	68
1. MSG. KEY	2. CASE NUMBER	3. OFFENSE CODE OFFENSE NAME	4. OCCURRED DATE	5. TIME	6. CNTY CODE	7. LOCATION CODE	8. OFFICER IDENTIFICATION	9. PREMISE TYPE	10. ARTICLE TYPE CODE	11. LOSS VALUE	12. RECOVERED VALUE	13. PROPERTY STATUS CODE	14. CASE STATUS CODE	15. JUVENILE
E	091234	0411 Assault	0103	22	09	A 16	04160	60					A	
↓	↓	90116B Officer Asslt.	↓	↓	↓	↓	↓	↓					↓	

Scenario 2: On January 16, at 12:30 am, a traffic officer in a one-person car stopped a woman motorist for speeding on Oregon 97 at the edge of town. During the interview, the driver became irate and struck the officer several times with her purse, which caused lacerations and bleeding. The driver was subdued and arrested.

12	13	21	27	31	33	35	44	49	51	54	60	66	67	68
1. MSG. KEY	2. CASE NUMBER	3. OFFENSE CODE OFFENSE NAME	4. OCCURRED DATE	5. TIME	6. CNTY CODE	7. LOCATION CODE	8. OFFICER IDENTIFICATION	9. PREMISE TYPE	10. ARTICLE TYPE CODE	11. LOSS VALUE	12. RECOVERED VALUE	13. PROPERTY STATUS CODE	14. CASE STATUS CODE	15. JUVENILE
E	094123	0416 Assault	0116	00	09	A 4	05138	60					A	
↓	↓	90262J Officer Asslt.	↓	↓	↓	↓	↓	↓					↓	



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Scenario 3: On February 4, two uniformed officers on patrol in their cruiser responded to a robbery in progress at a bank two blocks away. They were the first unit to arrive at approximately 2:30 pm as three armed subjects with weapons drawn exited the bank. A brief exchange of gunfire ensued, during which one officer was killed and the other shot in the leg. Although one subject was wounded and apprehended at the scene, the other two escaped in their getaway car.

12	13	21	27	31	33	35	44	49	51	54	60	66	67	68
1. MSG. KEY	2. CASE NUMBER	3. OFFENSE CODE OFFENSE NAME	4. OCCURRED DATE	5. TIME	6. CNTY CODE	7. LOCATION CODE	8. OFFICER IDENTIFICATION	9. PREMISE TYPE	10. ARTICLE TYPE CODE	11. LOSS VALUE	12. RECOVERED VALUE	13. PROPERTY STATUS CODE	14. CASE STATUS CODE	15. JUVENILE
E	096853	0111 Murder	0204	14	09	G 3	06842	34						A
↓	↓	0361 Robbery	↓	↓	↓	↓	↓	↓	↓					↓
↓	↓	0431 Att. Murder	↓	↓	↓	↓	↓	↓	↓					↓
↓	↓	90211C Officer Asslt.	↓	↓	↓	↓	↓	↓	↓					↓
↓	↓	90311C Officer Killed	↓	↓	↓	↓	↓	↓	↓					↓

Scenario 4: On February 17, at 10:15 am, an officer alone in a patrol car answered a call from a woman threatened with bodily harm by her husband. An off-duty officer who lived nearby went to assist the responding officer. As the two officers attempted to talk to the man, he became enraged, and wielding a hammer and a knife, he attacked both officers. While subduing the individual and wrestling the weapons from him, one of the officers suffered a serious knife wound. The man was arrested. [Note: 3 Aggravated Assault offenses are reported (one for the wife, and one for each officer).]

12	13	21	27	31	33	35	44	49	51	54	60	66	67	68
1. MSG. KEY	2. CASE NUMBER	3. OFFENSE CODE OFFENSE NAME	4. OCCURRED DATE	5. TIME	6. CNTY CODE	7. LOCATION CODE	8. OFFICER IDENTIFICATION	9. PREMISE TYPE	10. ARTICLE TYPE CODE	11. LOSS VALUE	12. RECOVERED VALUE	13. PROPERTY STATUS CODE	14. CASE STATUS CODE	15. JUVENILE
E	097045	0415 Agg Asslt.	0217	10	09	L 14	08431	10						A
↓	↓	0415 Agg Asslt.	↓	↓	↓	↓	↓	↓	↓					↓
↓	↓	0415 Agg Asslt.	↓	↓	↓	↓	↓	↓	↓					↓
↓	↓	90157A Officer asslt.	↓	↓	↓	↓	↓	↓	↓					↓
↓	↓	90253A Officer asslt.	↓	↓	↓	↓	↓	↓	↓					↓

5.3 Bias Crime Report

The Bias Crime Report is separate from and in addition to the routine OUCR submission. It is to be submitted on an “as-needed” basis, depending on the occurrence of an applicable offense. Reporting agencies must remember that in bias crime reporting, all reportable bias-motivated offenses must be included regardless of whether arrests have been made.

Background

Bias crimes (sometimes referred to as hate crimes) are not separate, distinct crimes, but are traditional offenses motivated, in whole or in part, by the offender’s bias. Consequently, contributing agencies can collect bias crime data by capturing additional information about offenses they are already reporting to the OUCR Program.

The object of the data collection is to indicate whether an offender was motivated, in whole or in part, to commit an offense because of a bias against a race, religion, disability, sexual orientation, or ethnic or national origin group. Because of the difficulty of determining an offender’s subjective motivation, agencies must report a bias crime only if investigation revealed 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.

Agencies must make an important distinction when reporting a bias crime. The mere fact that an offender is biased against a victim’s race, religion, disability, sexual orientation, ethnicity, or national origin is not sufficient to deem the offense a bias crime. Rather, the agency must determine that the offender’s criminal act was motivated, in whole or in part, by the offender’s bias.

The Bias Crime Report Form captures the type of offense; the location of the offense; the bias motivation; the type of victim; and the age, sex, and race of both victims and offenders.

Reporting agencies must use the Bias Crime Report Form to report a bias-motivated incident. Agencies should include additional information on separate paper if they feel it will add clarity to the report.

BIAS CRIME REPORT FORM

ORI: OR0 <input style="width: 100px;" type="text"/>	Case #: _____	Incident Date: _____
County: _____		Agency Name: _____
ENTER ONE OFFENSE CODE FROM LIST AT RIGHT <input style="width: 40px; height: 20px;" type="text"/>	OFFENSE CODE 01 Murder 02 Forcible Rape 03 Robbery 04 Aggravated Assault 05 Burglary 06 Larceny - Theft 07 Motor Vehicle Theft 08 Arson 09 Simple Assault 10 Intimidation 11 Destruction / Damage / Vandalism 12 Other	
Location (Check one)		
01 <input type="checkbox"/> Air / Bus / Train Terminal 02 <input type="checkbox"/> Bank / Savings and Loan 03 <input type="checkbox"/> Bar / Night Club 04 <input type="checkbox"/> Church / Synagogue / Temple 05 <input type="checkbox"/> Commercial / Office Building 06 <input type="checkbox"/> Construction Site 07 <input type="checkbox"/> Convenience Store 08 <input type="checkbox"/> Department / Discount Store 09 <input type="checkbox"/> Drug Store / Dr.'s Office / Hospital 10 <input type="checkbox"/> Field / Woods 11 <input type="checkbox"/> Government / Public Building 12 <input type="checkbox"/> Grocery / Supermarket 13 <input type="checkbox"/> Highway / Road / Alley / Street	14 <input type="checkbox"/> Hotel / Motel / etc. 15 <input type="checkbox"/> Jail / Prison 16 <input type="checkbox"/> Lake Waterway 17 <input type="checkbox"/> Liquor Store 18 <input type="checkbox"/> Parking Lot / Garage 19 <input type="checkbox"/> Rental Storage Facility 20 <input type="checkbox"/> Residence / Home 21 <input type="checkbox"/> Restaurant 22 <input type="checkbox"/> School / College 23 <input type="checkbox"/> Service / Gas Station 24 <input type="checkbox"/> Specialty Store (TV, Fur, etc.) 25 <input type="checkbox"/> Park (city, state, etc.) 26 <input type="checkbox"/> Other / Unknown	
Bias Motivation (Check one)		
Racial 11 <input type="checkbox"/> Anti - White 12 <input type="checkbox"/> Anti - Black 13 <input type="checkbox"/> Anti - American Indian/ Alaskan Native 14 <input type="checkbox"/> Anti - Asian / Pacific Islander 15 <input type="checkbox"/> Anti - Multi - Racial Group Ethnicity / National Origin 31 <input type="checkbox"/> Anti - Arab 32 <input type="checkbox"/> Anti - Hispanic 33 <input type="checkbox"/> Anti - Other Ethnicity / National Origin	Religious 21 <input type="checkbox"/> Anti - Jewish 22 <input type="checkbox"/> Anti - Catholic 23 <input type="checkbox"/> Anti - Protestant 24 <input type="checkbox"/> Anti - Islamic (Moslem) 25 <input type="checkbox"/> Anti - Other Religion 26 <input type="checkbox"/> Anti - Multi Religious Group 27 <input type="checkbox"/> Anti - Atheism /Agnosticism etc. Sexual 41 <input type="checkbox"/> Anti - Male Homosexual (Gay) 42 <input type="checkbox"/> Anti - Female Homosexual (Lesbian) 43 <input type="checkbox"/> Anti - Homosexual (Gay and Lesbian) 44 <input type="checkbox"/> Anti - Heterosexual 45 <input type="checkbox"/> Anti - Bisexual	Oregon Bias 51 <input type="checkbox"/> Age 52 <input type="checkbox"/> Citizenship 53 <input type="checkbox"/> Eco/Social Status 54 <input type="checkbox"/> Labor Union 55 <input type="checkbox"/> Marital Status 56 <input type="checkbox"/> Physical Handicap 57 <input type="checkbox"/> Political Affiliation 58 <input type="checkbox"/> Mental Handicap
Victim Type For Offense Code Listed Above (Check One)		
Victim Type: 1 <input type="checkbox"/> Individual 2 <input type="checkbox"/> Business 3 <input type="checkbox"/> Financial Institution 4 <input type="checkbox"/> Government	5 <input type="checkbox"/> Religious Organization 6 <input type="checkbox"/> Society / Public 7 <input type="checkbox"/> Other 8 <input type="checkbox"/> Unknown	FOR LEDS USE ONLY. ENTERED BY OUCR: _____ SUBMITTED TO FBI: _____

Guidelines for Completing the Bias Crime Report

AT THE TOP OF THE FORM:

Enter the ORI, Case #, Incident Date, County, and Agency Name

OUCR OFFENSE

Agencies must choose the most serious offense within an incident that they have determined to be bias motivated. Offenses are coded in order of seriousness (1 through 11)

LOCATION

Agencies must check the box that indicates the most appropriate location of the bias-motivated offense.

BIAS MOTIVATION

Agencies must check the box that accurately represents the nature of the bias motivation for the bias-motivated offense.

VICTIM TYPE

Agencies must check the box that indicates the type of victim(s) identified within the incident. When the type of victim is Individual (1), agencies must provide information on the total number of persons (up to 6) who were victims in the incident. (Society/Public is applicable only in the National Incident-Based Reporting System.)

VICTIM and OFFENDER INFORMATION

Agencies must provide the age, sex, and race of all victims and offenders, using the codes at the top of Page 2.

NARRATIVE

Agencies should provide a written description of the incident, making sure to include enough specifics to demonstrate that the offense was motivated by a particular bias.

Scenario 1: A deputy sheriff received a radio call to go to an apartment and interview an individual complaining of threats made over the telephone. When the deputy arrived at the apartment, the complainant, a 28-year-old white male, informed the deputy that he was gay, and that over the last two weeks he had received repeated telephone calls from a person (male) who stated that the complainant had been seen going into a “gay bar,” and therefore, the caller was going to “beat him up.”



BIAS CRIME REPORT FORM

ORI: OR0	090100	Case #:	090321	Incident Date:	012709
County: <u>Deschutes</u>		Agency Name: <u>Bend Police Department</u>			
OFFENSE CODE					
ENTER ONE OFFENSE CODE FROM LIST AT RIGHT					
10	01 Murder	02 Forcible Rape	03 Robbery	04 Aggravated Assault	05 Burglary
	06 Larceny - Theft	07 Motor Vehicle Theft	08 Arson	09 Simple Assault	10 Intimidation
		11 Distraction / Damage / Vandalism	12 Other		
Location (Check one)					
01 <input type="checkbox"/>	Air / Bus / Train Terminal	14 <input type="checkbox"/>	Hotel / Motel / etc.	15 <input type="checkbox"/>	Jail / Prison
02 <input type="checkbox"/>	Bank / Savings and Loan	16 <input type="checkbox"/>	Lake Waterway	17 <input type="checkbox"/>	Liquor Store
03 <input type="checkbox"/>	Bar / Night Club	18 <input type="checkbox"/>	Parking Lot / Garage	19 <input type="checkbox"/>	Rental Storage Facility
04 <input type="checkbox"/>	Church / Synagogue / Temple	20 <input checked="" type="checkbox"/>	Residence / Home	21 <input type="checkbox"/>	Restaurant
05 <input type="checkbox"/>	Commercial / Office Building	22 <input type="checkbox"/>	School / College	23 <input type="checkbox"/>	Service / Gas Station
06 <input type="checkbox"/>	Construction Site	24 <input type="checkbox"/>	Specialty Store (TV, Fur, etc.)	25 <input type="checkbox"/>	Park (city, state, etc.)
07 <input type="checkbox"/>	Convenience Store	26 <input type="checkbox"/>	Other / Unknown		
08 <input type="checkbox"/>	Department / Discount Store				
09 <input type="checkbox"/>	Drug Store / Dr.'s Office / Hospital				
10 <input type="checkbox"/>	Field / Woods				
11 <input type="checkbox"/>	Government / Public Building				
12 <input type="checkbox"/>	Grocery / Supermarket				
13 <input type="checkbox"/>	Highway / Road / Alley / Street				
Bias Motivation (Check one)					
Racial		Religious		Oregon Bias	
11 <input type="checkbox"/>	Anti - White	21 <input type="checkbox"/>	Anti - Jewish	51 <input type="checkbox"/>	Age
12 <input type="checkbox"/>	Anti - Black	22 <input type="checkbox"/>	Anti - Catholic	52 <input type="checkbox"/>	Citizenship
13 <input type="checkbox"/>	Anti - American Indian/ Alaskan Native	23 <input type="checkbox"/>	Anti - Protestant	53 <input type="checkbox"/>	Eco/Social Status
14 <input type="checkbox"/>	Anti - Asian / Pacific Islander	24 <input type="checkbox"/>	Anti - Islamic (Moslem)	54 <input type="checkbox"/>	Labor Union
15 <input type="checkbox"/>	Anti - Multi - Racial Group	25 <input type="checkbox"/>	Anti - Other Religion	55 <input type="checkbox"/>	Marital Status
		26 <input type="checkbox"/>	Anti - Multi Religious Group	56 <input type="checkbox"/>	Physical Handicap
		27 <input type="checkbox"/>	Anti - Atheism /Agnosticism etc.	57 <input type="checkbox"/>	Political Affiliation
				58 <input type="checkbox"/>	Mental Handicap
Ethnicity / National Origin		Sexual			
31 <input type="checkbox"/>	Anti - Arab	41 <input checked="" type="checkbox"/>	Anti - Male Homosexual (Gay)		
32 <input type="checkbox"/>	Anti - Hispanic	42 <input type="checkbox"/>	Anti - Female Homosexual (Lesbian)		
33 <input type="checkbox"/>	Anti - Other Ethnicity / National Origin	43 <input type="checkbox"/>	Anti - Homosexual (Gay and Lesbian)		
		44 <input type="checkbox"/>	Anti - Heterosexual		
		45 <input type="checkbox"/>	Anti - Bisexual		
Victim Type For Offense Code Listed Above (Check One)					
Victim Type:				FOR LEDS USE ONLY.	
1 <input checked="" type="checkbox"/>	Individual	5 <input type="checkbox"/>	Religious Organization	ENTERED BY OUCR: _____	
2 <input type="checkbox"/>	Business	6 <input type="checkbox"/>	Society / Public	SUBMITTED TO FBI: _____	
3 <input type="checkbox"/>	Financial Institution	7 <input type="checkbox"/>	Other		
4 <input type="checkbox"/>	Government	8 <input type="checkbox"/>	Unknown		

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Age Codes		Sex Code		Race Codes	
1	0 - 10	M	Male	B	Black
2	11 - 17	F	Female	W	White
3	18 - 20	U	Unknown	H	Hispanic
4	21 - 29			A	Asian
5	30 - 64			I	American Indian / Alaskan Native
6	65 - over			O	Other
7	Unknown			U	Unknown

Victim Information (Enter Age - Sex - Race from above codes)

Age	Sex	Race	Age	Sex	Race
#1	<input type="checkbox"/> 4	<input type="checkbox"/> M	<input type="checkbox"/> W	#4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
#2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	#5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
#3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	#6	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Offender Information (Enter Age - Sex - Race from above codes)

Age	Sex	Race	Age	Sex	Race
#1	<input type="checkbox"/> 7	<input type="checkbox"/> M	<input type="checkbox"/> U	#4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
#2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	#5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
#3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	#6	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Narrative of Offense (Briefly Describe what happened or attach copy of police report.)
Be sure to include enough detail to show motivation by bias!

Victim describes himself as a gay man. During the past two weeks, he has received 8 telephone calls to his home phone, threatening bodily harm because he had been seen entering a gay bar.

The caller said he had watched the victim enter "The Ram" (a bar in downtown Bend), and that he intended to beat him up some night when he was coming out.

The caller said he objected to the lifestyle of the victim, and was "prepared to do something about it".

Mail or fax completed report(s) as they occur to:

Oregon Uniform Crime Reporting
c/o Law Enforcement Data System
P.O. Box 14360
Salem, OR 97309-5074
Fax: 503-364-2661

Scenario 2: Three members of a fringe neo-Nazi group broke into a Jewish synagogue. While inside, they spray painted anti-Semitic slogans throughout the synagogue. They located the 55-year-old rabbi and kicked him into unconsciousness. The rabbi sustained several broken ribs. Prior to leaving, the vandals sloshed gasoline around the premises. The police arrived on the scene and apprehended two of the three suspects as they were attempting to ignite the gasoline.

[Note: There are actually two victims here: the rabbi (Individual) and the synagogue itself (Religious Organization). There are also four offenses: aggravated assault (the beating of the rabbi); and burglary, vandalism, and attempted arson (committed against the structure). However, the most serious offense is the assault against the rabbi, so that is how the form will be coded.]



BIAS CRIME REPORT FORM

ORI: ORO	090100	Case #:	091281	Incident Date:	040809
County: Deschutes		Agency Name: Bend Police Department			
ENTER ONE OFFENSE CODE FROM LIST AT RIGHT <div style="border: 1px solid black; display: inline-block; padding: 2px 10px;">04</div>		OFFENSE CODE 01 Murder 02 Forcible Rape 03 Robbery 04 Aggravated Assault 05 Burglary 06 Larceny - Theft 07 Motor Vehicle Theft 08 Arson 09 Simple Assault 10 Intimidation 11 Distruction / Damage / Vandalism 12 Other			
Location (Check one)					
01 <input type="checkbox"/> Air / Bus / Train Terminal	02 <input type="checkbox"/> Bank / Savings and Loan	03 <input type="checkbox"/> Bar / Night Club	04 <input checked="" type="checkbox"/> Church / Synagogue / Temple	05 <input type="checkbox"/> Commercial / Office Building	06 <input type="checkbox"/> Construction Site
07 <input type="checkbox"/> Convenience Store	08 <input type="checkbox"/> Department / Discount Store	09 <input type="checkbox"/> Drug Store / Dr.'s Office / Hospital	10 <input type="checkbox"/> Field / Woods	11 <input type="checkbox"/> Government / Public Building	12 <input type="checkbox"/> Grocery / Supermarket
13 <input type="checkbox"/> Highway / Road / Alley / Street	14 <input type="checkbox"/> Hotel / Motel / etc.	15 <input type="checkbox"/> Jail / Prison	16 <input type="checkbox"/> Lake Waterway	17 <input type="checkbox"/> Liquor Store	18 <input type="checkbox"/> Parking Lot / Garage
	19 <input type="checkbox"/> Rental Storage Facility	20 <input type="checkbox"/> Residence / Home	21 <input type="checkbox"/> Restaurant	22 <input type="checkbox"/> School / College	23 <input type="checkbox"/> Service / Gas Station
	24 <input type="checkbox"/> Specialty Store (TV, Fur, etc.)	25 <input type="checkbox"/> Park (city, state, etc.)	26 <input type="checkbox"/> Other / Unknown		
Bias Motivation (Check one)					
Racial 11 <input type="checkbox"/> Anti - White 12 <input type="checkbox"/> Anti - Black 13 <input type="checkbox"/> Anti - American Indian/ Alaskan Native 14 <input type="checkbox"/> Anti - Asian / Pacific Islander 15 <input type="checkbox"/> Anti - Multi - Racial Group		Religious 21 <input checked="" type="checkbox"/> Anti - Jewish 22 <input type="checkbox"/> Anti - Catholic 23 <input type="checkbox"/> Anti - Protestant 24 <input type="checkbox"/> Anti - Islamic (Moslem) 25 <input type="checkbox"/> Anti - Other Religion 26 <input type="checkbox"/> Anti - Multi Religious Group 27 <input type="checkbox"/> Anti - Atheism /Agnosticism etc.		Oregon Bias 51 <input type="checkbox"/> Age 52 <input type="checkbox"/> Citizenship 53 <input type="checkbox"/> Eco/Social Status 54 <input type="checkbox"/> Labor Union 55 <input type="checkbox"/> Marital Status 56 <input type="checkbox"/> Physical Handicap 57 <input type="checkbox"/> Political Affiliation 58 <input type="checkbox"/> Mental Handicap	
Ethnicity / National Origin 31 <input type="checkbox"/> Anti - Arab 32 <input type="checkbox"/> Anti - Hispanic 33 <input type="checkbox"/> Anti - Other Ethnicity / National Origin		Sexual 41 <input type="checkbox"/> Anti - Male Homosexual (Gay) 42 <input type="checkbox"/> Anti - Female Homosexual (Lesbian) 43 <input type="checkbox"/> Anti - Homosexual (Gay and Lesbian) 44 <input type="checkbox"/> Anti - Heterosexual 45 <input type="checkbox"/> Anti - Bisexual			
Victim Type For Offense Code Listed Above (Check One)					
Victim Type: 1 <input checked="" type="checkbox"/> Individual 2 <input type="checkbox"/> Business 3 <input type="checkbox"/> Financial Institution 4 <input type="checkbox"/> Government		5 <input type="checkbox"/> Religious Organization 6 <input type="checkbox"/> Society / Public 7 <input type="checkbox"/> Other 8 <input type="checkbox"/> Unknown		FOR LEDS USE ONLY. ENTERED BY OUCR: _____ SUBMITTED TO FBI: _____	

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Age Codes			Sex Code			Race Codes		
1	0 - 10	M	Male	B	Black			
2	11 - 17	F	Female	W	White			
3	18 - 20	U	Unknown	H	Hispanic			
4	21 - 29			A	Asian			
5	30 - 64			I	American Indian / Alaskan Native			
6	65 - over			O	Other			
7	Unknown			U	Unknown			

Victim Information (Enter Age - Sex - Race from above codes)

Age	Sex	Race	Age	Sex	Race		
#1	<input type="text" value="5"/>	<input type="text" value="M"/>	<input type="text" value="W"/>	#4	<input type="text"/>	<input type="text"/>	<input type="text"/>
#2	<input type="text"/>	<input type="text"/>	<input type="text"/>	#5	<input type="text"/>	<input type="text"/>	<input type="text"/>
#3	<input type="text"/>	<input type="text"/>	<input type="text"/>	#6	<input type="text"/>	<input type="text"/>	<input type="text"/>

Offender Information (Enter Age - Sex - Race from above codes)

Age	Sex	Race	Age	Sex	Race		
#1	<input type="text" value="3"/>	<input type="text" value="M"/>	<input type="text" value="W"/>	#4	<input type="text"/>	<input type="text"/>	<input type="text"/>
#2	<input type="text" value="4"/>	<input type="text" value="M"/>	<input type="text" value="W"/>	#5	<input type="text"/>	<input type="text"/>	<input type="text"/>
#3	<input type="text" value="4"/>	<input type="text" value="M"/>	<input type="text" value="W"/>	#6	<input type="text"/>	<input type="text"/>	<input type="text"/>

Narrative of Offense (Briefly Describe what happened or attach copy of police report.)
Be sure to include enough detail to show motivation by bias!

Three white males (ages 19, 21, and 22) who belonged to HOAR (the Hitler Oregon Aryan Rebels) broke down the side door of the Beth Israel Synagogue.

They vandalized the building, and made preparations to burn it down. They also brutally beat and kicked the rabbi, leaving him unconscious. A member of the synagogue was working in a back office during the attack, and was able to escape and call the police. She reported that the offenders were screaming religious epithets at the rabbi as they assaulted him.

Mail or fax completed report(s) as they occur to: Oregon Uniform Crime Reporting
c/o Law Enforcement Data System
P.O. Box 14360
Salem, OR 97309-5074
Fax: 503-364-2661

5.4 The Full-Time Law Enforcement Employees Report

This form is sent to Law Enforcement agencies in September of each year for completion and return to LEDS/OUCR in November.

This form asks that the agency provide a count of the employees on its payroll as of October 31 of a given year. The primary purpose of this form is to gather information relating to the number of full-time law enforcement employees, both sworn officers and civilians (or support staff).

The number of officers reported should include only all full-time, sworn personnel with full arrest powers. Agencies must include the sheriff and deputies, constables, marshals, the chief and members of the police force, and other officers whose duties are to enforce and preserve the public peace. The report must not include persons performing guard or protection duties such as crossing guards, special or reserve officers, merchant police, or jailers at state correctional facilities and state prisons who are not paid from law enforcement funds.

Agencies may include city and county jailers only if they are full-time employees and their salaries are paid out of law enforcement funds. Although some jailers may be sworn personnel, if their salaries are paid from a separate budget for the operation of the jail, and they do not perform other law enforcement functions such as patrol, they must not be included in the count for this form.

In reporting the number of civilian employees, agencies must include persons such as clerks, radio dispatchers, meter attendants, stenographers, jailers, correctional officers, and mechanics provided they are all full-time employees of the agency. Employees who are on leave with pay should be included in the total. Again, agencies must not include in the count those persons who are not paid from law enforcement funds.



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Example: Law Enforcement Employees Report Computation

NUMBER OF FULL-TIME LAW ENFORCEMENT EMPLOYEES AS OF OCTOBER 2008			
<p>This form is used to record all Law Enforcement employees, male and female <u>on the payroll</u> of your law enforcement agency <u>as of October 2008</u>. Please include <u>budgeted</u> vacancies, as well.</p> <p>NOTE: New since 2006, jail/corrections officers are to be included. Count as law enforcement those full-time, sworn officers who also perform routine patrol functions on a daily basis. Officers whose authority/duty does not extend outside the jail should be counted as support employees on line 2 of this form. This includes officers who “rotate through” the jail. Remember, you are counting <u>positions</u>, not individuals.</p>			
	MALE	FEMALE	TOTAL
1 Full-time criminal law enforcement officers INCLUDE Chief, Sheriff, Superintendent and (paid) recruits, Jail <u>with</u> patrol duties.	71	10	81
NOTE: DO NOT COUNT OR INCLUDE: Non-sworn officers and staff, animal control, reserve or part-time officers.			
2 Full-time criminal law enforcement support employees. (Records, Dispatch, Clerical and Other Administrative Office, Jail (<u>W/O</u> patrol duties))	10	14	24
NOTE: DO NOT COUNT OR INCLUDE: Part-time employees or employees not paid from law enforcement funds such as school crossing guards, etc.			
3 Total full-time law enforcement officers and law enforcement support employees	81	24	105
PREPARED BY: K. Paige	DO NOT WRITE HERE FOR FBI USE ONLY		
TITLE: OUCR Specialist			
AGENCY ADMINISTRATOR:			
DATE: 11/02/08			
Please return to LEDS by November 14, 2008			
	RECORDED:		
	EDITED:		
	PUNCHED:		
	VERIFIED:		
	ADJUSTED:		

NOTE: See back of form if your agency has had no bias crimes this year.

5.5 Domestic Disturbance Report

ORS 181.550(c) requires all law enforcement agencies to report incidents of domestic disturbance to the Oregon Uniform Crime Reporting (OUCR) program. The report form in use by OUCR was re-formatted in 2005, so agencies should use that version. Agencies reporting domestic disturbance through Oregon's NIBRS format need not complete separate domestic disturbance reporting forms.

What constitutes a domestic disturbance crime?

Domestic disturbance crimes occur between spouses, former spouses or **adult** persons related by blood, marriage or adoption, persons residing together or who formerly resided together, persons who have been involved in a sexually intimate relationship with each other within the past 2 years or unmarried parents of a child. The following statute governs law enforcement handling of domestic disturbances:

133.055 Criminal citation; exception for domestic disturbance; notice of rights. (1) A peace officer may issue a criminal citation to a person if the peace officer has probable cause to believe that the person has committed a misdemeanor or has committed any felony that is subject to misdemeanor treatment under ORS 161.705. The peace officer shall deliver a copy of the criminal citation to the person. The criminal citation shall require the person to appear at the court of the magistrate before whom the person would be taken pursuant to ORS 133.450 if the person were arrested for the offense.

(2)(a) Notwithstanding the provisions of subsection (1) of this section, when a peace officer responds to an incident of domestic disturbance and has probable cause to believe that an assault has occurred between family or household members, as defined in ORS 107.705, or to believe that one such person has placed the other in fear of imminent serious physical injury, the officer shall arrest and take into custody the alleged assailant or potential assailant.

(b) When the peace officer makes an arrest under paragraph (a) of this subsection, the peace officer is not required to arrest both persons.

(c) When a peace officer makes an arrest under paragraph (a) of this subsection, the peace officer shall make every effort to determine who is the assailant or potential assailant by considering, among other factors:

(A) The comparative extent of the injuries inflicted or the seriousness of threats creating a fear of physical injury;

(B) If reasonably ascertainable, the history of domestic violence between the persons involved;

(C) Whether any alleged crime was committed in self-defense; and

(D) The potential for future assaults.

(3) Whenever any peace officer has reason to believe that a family or household member, as defined in ORS 107.705, has been abused as defined in ORS 107.705 or that an elderly person or a person with a disability has been abused as defined in ORS 124.005, that officer shall use all reasonable means to prevent further abuse, including advising each person of the availability of a shelter or other services in the community and giving each person immediate notice of the legal rights and remedies available. The notice shall consist of handing each person a copy of the following statement:

IF YOU ARE THE VICTIM OF DOMESTIC VIOLENCE OR ABUSE, you can ask the district attorney to file a criminal complaint. You also have the right to go to the circuit court and file a petition requesting any of the following orders for relief: (a) An order restraining your attacker from abusing you; (b) an order directing your attacker to leave your household; (c) an order preventing your attacker from entering your residence, school, business or place of employment; (d) an order awarding you or the other parent custody of or parenting time with a minor child or children; (e) an order restraining your attacker from molesting or interfering with minor children in your custody; (f) an order awarding you other relief the court considers necessary to provide for your or your children's safety, including emergency monetary assistance. Such orders are enforceable in every state.

You may also request an order awarding support for minor children in your care or for your support if the other party has a legal obligation to support you or your children.

You also have the right to sue for losses suffered as a result of the abuse, including medical and moving expenses, loss of earnings or support, and other out-of-pocket expenses for injuries sustained and damage to your property. This can be done without an attorney in the small claims department of a court if the total amount claimed is under \$7,500.

Similar relief may also be available in tribal courts.

For further information you may contact:_____.



How are domestic disturbance figures submitted to OUCR?

Agencies reporting under Oregon's NIBRS format (frequently referred to as O-NIBRS or OUCR-2) report their domestic disturbance figures automatically through their normal monthly statistics report. All other agencies need to submit a separate report form once each quarter. For clarification, there are 4 quarters for each year. January through March makes up the first quarter, April through June the second, July through September the third and October through December the fourth.

The incidents reported during each quarter are **a sub-set of all incidents** an agency has investigated for the quarter. For example, if an agency investigates 50 simple assaults during a given quarter and 30 of those assaults are domestic disturbance assaults, the agency will report all 50 simple assaults through their normal monthly statistics report to OUCR and submit a separate Domestic Violence report form for the quarter showing 30 simple assaults. By reporting in this manner we can say 30 of the agency's 50 simple assaults were domestic disturbance related.

The **incorrect** way of reporting would be to submit 20 simple assaults (those that were not domestic-related) via the normal monthly report and report the 30 domestic-related simple assaults on the domestic disturbance report form. Doing so would indicate that 30 of the 20 simple assaults reported by the agency were domestic related. **You can never have more offenses or arrests on your domestic disturbance report than what you have already reported through your normal monthly statistics report for the same time period.**

What offenses do agencies report on the Domestic Disturbance form?

There are 10 specific offenses reported on the form. They are Homicide, Forcible Rape, Aggravated Assault, Burglary, Simple Assault, Vandalism, Other Sex Crimes, Disorderly Conduct (includes Harassment), Criminal Trespass and Criminal Threat (includes Menacing).

All offenses not listed above are reported on the domestic disturbance form as "All Other Crimes". For example, if an offender steals the victim's vehicle as part of a domestic disturbance, it would be reported as auto theft in your normal monthly statistics report, but as All Other Crime on the domestic disturbance form.

The report form provides space for the number of offenses that were reported and the number of subsequent arrests. Because of the way Oregon's domestic disturbance laws are written, it is sometimes possible to have more arrests than offenses. An example of this would be an incident where both parties in a domestic disturbance assaulted each other. In this case, there would be one simple assault *offense* resulting in 2 *arrests*.

Frequently law enforcement agencies respond to “family beef” incidents where some sort of disturbance is being reported, but no real crime has occurred. These “**non-criminal**” incidents can be due to the caller perceiving a problem where there is none, or an actual minor disturbance where the responding officer(s) cannot make an arrest because no true crime has occurred. Since these incidents require a police response and pull police away from other duties, these incidents should be reported on the domestic disturbance report form as “Non-Criminal Domestic Disturbance” if at all possible. A section is provided on the form for this purpose.

Finally, violations of restraining orders and stalking orders are reported in a separate section at the bottom of the report form. Report violations and arrests on restraining / stalking orders in this section **only**. **Do not** include these offenses/arrests as All Other Crimes.

What if an agency has no domestic disturbance incidents during a quarter?

If an agency has no domestic disturbance information to report, a report form indicating that fact still needs to be submitted to OUCR. Otherwise, the assumption will be that the agency failed to report rather than that the agency had nothing to report.

Where do we send these forms once they’re completed?

All correspondence to OUCR should be mailed to:

Oregon Uniform Crime Reporting
C/O Oregon State Police
P.O. Box 14360
Salem, OR 97309-5074

Forms may be faxed to 503-364-2661

On the following page is an example of a completed “Oregon Domestic Disturbance Reporting Form – Oregon Uniform Crime Reporting (OUCR)”.

OUCR Manual – January 2010

OREGON DOMESTIC DISTURBANCE REPORTING FORM OREGON UNIFORM CRIME REPORTING (OUCR)			
Please indicate in the space below your agency's Domestic Disturbance activity for the appropriate quarter of the year. This form is only to be used quarterly, until your agency begins participating in the OUCR-2 program which will automate this process.			
Reporting Quarter:	January-March <input type="checkbox"/>	April-June <input checked="" type="checkbox"/>	
Year: <u>2009</u>	July-September <input type="checkbox"/>	October-December <input type="checkbox"/>	
ORI: <u>090100</u>	Agency Name: <u>Bend Police Department</u>		
	County: <u>Deschutes</u>		
Use this section to report the number of incidents that were related to domestic disturbance(s). If a crime type is not shown in the below list, record the incident as the incident type that most closely matches the incident. Do not include restraining order incidents in this section.			
<u>INCIDENT NAME</u>	<u>UCR CODE</u>	<u># OF OFFENSES</u>	<u># OF ARRESTS</u>
Homicide	01	<u>1</u>	<u>1</u>
Forcible Rape	02	<u>1</u>	<u>1</u>
Aggravated Assault	04	<u>5</u>	<u>4</u>
Burglary	05	<u> </u>	<u> </u>
Simple Assault	08	<u>8</u>	<u>6</u>
Vandalism	14	<u>2</u>	<u> </u>
Other Sex Crimes	17	<u> </u>	<u> </u>
Disorderly Conduct & Harassment	24	<u> </u>	<u> </u>
Trespass	261	<u>2</u>	<u> </u>
Criminal Threat & Menacing	265	<u>3</u>	<u>1</u>
All Other Crimes	269	<u>5</u>	<u> </u>
Number of incidents where no actual crime was committed (Non-Criminal Domestic Disturbance); e.g., a disturbance where no arrest can be made even if all parties are present.			
Number of incidents: <u>27</u>			
The number of Domestic Restraining / Stalking Order Violations reported: <u>4</u>			
The number of Arrests made for Violation of Domestic Restraining / Stalking Orders: <u>3</u>			

PLEASE DUPLICATE THIS FORM FOR FUTURE USE.

LEDS Domestic Disturbance Form
Revised 06/05

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