

# ONIBRS

# System Specification

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Oregon-National Incident Bases Reporting System

Oregon Uniform Crime Reporting System Software

Specification Version 3.8a

Revised 06/25/2024 SWK

# ONIBRS System Specification – v 3.8a

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This revised system specification supersedes all other previously released editions. We have made many changes mostly clarifications and typographical.

This System Specification is to be used for the development of a Report Management System (RMS) that will be used to submit data to the O-NIBRS Repository managed by Oregon State Police Uniform Crime Reporting Division. All mandatory data elements must be included in each submission. Agencies are **strongly encouraged** to develop their RMSs to include as many optional data elements as possible.

While law enforcement agencies using a Report Management System (RMS) currently written to a previous O-NIBRS specification may continue to do so, their respective RMS should be updated to meet this specification as soon as is feasible but no later than 1 year from the updated specification publication. Due to possible changes in reporting requirements for NIBRS, N-DEx or through legislation in the future, this O-NIBRS System Specification is subject to change. Until such change becomes necessary, this revision will be the only System Specification all RMSs should be designed to meet.

Change Revision Summary can be found at the back of the manual. All changes in this manual are highlighted in **blue** text. Future changes will be handled in this same manner.

Please contact us for more information.

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# Introduction

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It should be stated that the National Incident Based Reporting System (NIBRS) guidelines should be followed along with the Oregon reporting guidelines. This document describes the system specifications of the Oregon Uniform Crime Reporting system software. It begins with a system overview that describes the flow of data within the system and how the various components interact. Then the collection and submission requirements are set forth along with the data validation rules. Additions have been made to include FBI definitions related to offenses, data values, and property types wherever possible.

## System Overview

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The primary objective of the Oregon-NIBRS (O-NIBRS) system is to meet the expanding reporting, analysis, and query requirements of the state and the law enforcement agencies within it. The ONIBRS system is designed to gather information to produce statistical reports beyond those collected by the FBI.

In addition, O-NIBRS was designed to be a source for collection and submission of data to the National Data Exchange (N-DEx) for all law enforcement agencies within the State of Oregon. N-DEx provides law enforcement agencies an investigational database with similar search capabilities to O-NIBRS except on a nationwide scale. Several data elements that were once optional are mandatory or conditional.

## Offense Codes

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It is important that **all** offenses committed in an incident are identified. For example, if a Rape case also involved a Motor Vehicle Theft and Kidnapping, then you would report all three offenses in most cases. However, you must be certain that each reported offense is a separate and distinct crime. In some instances, an agency may have an incident with multiple offenses that consist of offenses that could be just a part of the original offense. For example, every Robbery includes some type of Assault. Therefore, Assault should not be reported as a separate crime because it is part of the Robbery offense. On the other hand, if during a robbery the victim is forced to engage in sexual relations, then you would report both Robbery and Forcible Rape because forced sexual intercourse is not an element of Robbery.

The offense codes are grouped into three categories: Crimes Against People, Crimes Against Property, and Crimes Against Society. Crimes against people are crimes in which the victim is present and directly involved in the offense. Crimes against property are generally crimes where the victim is not present or directly involved in the offense. Crimes against society are crimes that represent society's prohibitions on engaging in certain types of activity. Some of the following offense codes aren't classified in any of the above categories because they represent special activities unique to Oregon. The data elements, values, and information collected for Oregon-specific crimes are not provided to the FBI.

Oregon classifies crimes in four categories: Person (PE), Property (PR), Society (SO) and Oregon Specific Offense (ORSO). The PE crimes must have a person as a victim, PR crimes must have business and/or person victims, SO crimes report only Society as the victim and ORSO are subject to special consideration because they can have any of the above as victims. Most ORSO offenses are Society crimes. It is recommended that an agency user see the section on Additional Data Elements Required by Offense at the back of the manual to determine which ones need additional data.

The definitions contained in Appendix A of this manual have been taken directly from the FBI National Incident Based Reporting User Manual.

# Offense Listing

<b>Homicide</b>	011	Willful Murder	PE
	012	Aggravated Murder	PE
	013	Negligent Manslaughter*	PE
	014	Negligent Homicide – Traffic	ORSO
	015	Justifiable Homicide	PE
<b>Rape</b>	020	Forcible Rape	PE
<b>Robbery*</b>	031	Highway	PR
	032	Business	PR
	033	Service Station	PR
	034	Conv. Store	PR
	035	Residence	PR
	036	Bank	PR
	037	Car Jacking	PR
	039	Other Robbery	PR
<b>Assault</b>	041	Aggravated Assault	PE
	042	Attempted Murder	PE
	043	Simple Assault	PE
	045	Intimidation /Other Criminal Threat	PE
	046	Stalker	PE
	047	Restraining Order Violation	PE
	048	Reckless Endangering	PE
<b>Burglary</b>	051	Residence	PR
	052	Business	PR
	053	Other Structure	PR
<b>Larceny</b>	061	Pickpocket	PR
	062	Purse Snatching	PR
	063	Shoplifting	PR
	064	Theft from a Motor Vehicle	PR
	065	Theft of MV Parts/Accessories	PR
	066	Theft of Bicycle	PR
	067	Theft from Building	PR
	068	From Coin Operated Machine	PR
	069	All other Larceny	PR
<b>Motor Vehicle Theft</b>	071	Motor Vehicle Theft	PR
	075	Unauthorized Entry into Motor Vehicle	PR
<b>Arson</b>	090	Arson	PR

\*Negligent Manslaughter (013) now includes killings resulting from arrests associated with DUII, distracted driving (using a cell/smart phone) and reckless driving traffic fatalities.

## Offense Listing (Cont'd)

### Counterfeiting/Forgery

100 Counterfeiting /Forgery PR

### Fraud

111 No Account Check PR

112 Account Closed Check PR

113 Not Sufficient Funds PR

114 Credit Card/Automatic Teller Machine PR

115 By Deception/False Pretense/Swindle PR

116 Of Services/False Pretenses PR

117 Provide False Information to Law Enforcement PR

119 Fraud - Other PR

11C Impersonation PR

11D Welfare Fraud PR

11E Wire Fraud PR

11F Identity Theft PR

11G Computer/Hacking Crime PR

### Embezzlement

120 Embezzlement PR

### Stolen Property

130 Stolen Property PR

### Vandalism

140 Vandalism\* PR

141 Criminal act other than Arson or Vandalism\* PR

145 Vandalism - Venerated Objects PR

148 Minimal Crime Damage\* PR

### Weapon Law Violations

151 Possess Illegal SO

152 Carry Concealed SO

153 Ex-con in Possession SO

154 Shooting in Prohibited Area SO

155 Explosives/Pyrotechnics SO

159 Weapon Law – Other SO

### Prostitution

161 Engage in /Prostitution SO

162 Promote SO

163 Compel SO

164 Purchase/Human Trafficking SO

169 Prostitution – Other SO

\*Vandalism example: A suspect breaks into a house and turns the water faucets on in order to flood the house. Malicious intent to cause damage.

\*Crime Damage-Vandalism amounts have been added: only report if damage amount is over \$1,000

\*Crime Damage example: A burglary suspect breaks into a house but must kick in the front door; if that door has damage of over \$1,000 then reporting Crime Damage-141 would be applicable

\*148 Minimal Crime Damage has been added. This will be used when Crime Damage is less than \$1,000. This offense is reportable for ONIBRS agencies only and will not be sent to the FBI.



## Offense Codes (Cont'd)

<b>Sex Crimes</b>	170	Pornography /Obscene Material	SO
	171	Non-Force Rape*	PE
	172	Contribute to Sex Delinquency	PE
	173	Physical Molest	PE
	174	Obscene Phone Call	PE
	175	Incest	PE
	176	Exposer	PE
	177	Forcible Sodomy*	PE
	178	Non-Force Sodomy*	PE
	179	Sex Crime-Other	PE
	17C	Sexual Assault with an Object*	PE
	17D	Invasion of Person Privacy	PE
	17E	Unlawful Being Where Minors Congregate	SO
	17F	Unlawful Contact with Minor	PE
	<b>Drug Law</b>	180	Drug Law Violations*
181		Drug Paraphernalia*	SO
182		Drug Law Violations - Narcotics*	SO
184		Drug Law Violations - Synthetic Narcotics*	SO
185		Drug Law Violations - Other Dangerous Drugs*	SO
186		Drug Law Violations - Drug Type Not Specified*	SO
<b>Gambling</b>	191	Bookmaking	SO
	192	Numbers and Lottery	SO
	194	Illegal Devices /Machines	SO
	195	Illegal Payoff	SO
	196	Sports Tampering	SO
	199	Other - Gambling Activities	SO
<b>Family Offense Non-Violent</b>	201	Child Abandonment	SO
	202	Child Neglect	PE
	204	Non-Support	PE
	205	Criminal Mistreatment	PE
	209	Family - Other	PE
<b>DUII</b>	210	Driving Under Influence	SO
	211	Driving Under Influence - Under .08 Alcohol	SO
	212	Driving Under Influence - .08 thru .14 Alcohol	SO
	213	Driving Under Influence - .15 thru .19 Alcohol	SO
	214	Driving Under Influence - .20 or Above Alcohol	SO
	215	Driving Under Influence - BA Test Refused	SO
	216	Driving Under Influence - BA Test Not Given	SO
	217	Driving Under Influence - of Drugs	SO
	218	Driving Under Influence - Undetermined	SO
	219	Driving Under Influence - Unclassified	SO

\*The definition of Rape has been updated to include the offenses of Sodomy and Sexual Assault with an Object. Offense codes 177, 178 and 17C will be rejected beginning in 2025. Offense codes 171 and 178 will transition into the offense of 171 Statutory Rape.

\*Guidance from the FBI is to report drug offenses (35A) at the violation level under Measure 110. Because a fine can be leveled as part of the citation, the FBI requests that these incidents be reported as 35A drug violations. If a citation is issued, you may clear the incident by arrest. If no citation was issued, these incidents are still reportable but would not be cleared by arrest.

## Offense Codes (Cont'd)

<b>Liquor Law</b>	221	Minor in Possession – Alcohol	SO
	222	Illegal Liquor-Make, Sell, Possess	SO
	223	Illegal Establishment	SO
	225	Furnishing	SO
	226	Importing	SO
	227	License Violations	SO
	228	Minor on Premises	SO
	229	Liquor Law - Other	SO
<b>Extortion/Blackmail</b>	230	Extortion /Blackmail	PR
<b>Disorderly Conduct</b>	240	Disorderly Conduct	SO
<b>Kidnapping**</b>	251	For Additional Criminal Purpose	PE & PR
	252	Hostage/Shield or Removal/Delay of Witness	PE & PR
	253	For Ransom	PE & PR
	254	Hi-Jack, Terrorist	PE & PR
	255	Custodial Interference	PE & PR
<b>Human Trafficking</b>	256	Involuntary Servitude/Human Trafficking	PE & PR
	257	Involuntary Servitude/Commercial Sex Acts	PE & PR
<b>All Other</b>	261	Trespass	SO
	262	Escape from Your Custody	SO
	265	Animal Cruelty	SO
	266	Bribery	PR
	267	Animal Ordinances	SO
	268	Garbage Littering	SO
	269	Other	SO
	<b>Non-Criminal Offenses</b>	270	Non-Criminal Domestic Disturbance
<b>Curfew</b>	280	Curfew	SO
<b>Runaway***</b>	290	Runaway (Juveniles only)	ORSO

## Offense Codes (Cont'd)

<b>Traffic Crime</b>	391	Hit & Run - Misdemeanor	ORSO
	392	Hit & Run - Felony	ORSO
	393	Reckless Driving	ORSO
	394	Eluding	ORSO
	395	DWS /Revoked - Misdemeanor	ORSO
	396	DWS /Revoked - Felony	ORSO
	397	Fail to Display Operators License	ORSO
<b>Fish/Game Season Violation</b>	419	Fishing - Other	SO
	429	Fish - Other	SO
<b>Fish Personal Use Game</b>	439	Other	SO
	449	Other	SO

## Offense Codes (Cont'd)

<b>Marine Violation</b>	471	License Violation	ORSO
	472	Insufficient Life Preservers	ORSO
	473	Muffling	ORSO
	474	Other Equipment Violation	ORSO
	475	Operate Without Lights	ORSO
	476	Reckless Operation	ORSO
	477	Speeding	ORSO
	478	Operate While Intoxicated	ORSO
	479	Other	ORSO
<b>Illegal Alien</b>	500	Illegal Alien	ORSO
<b>Custody</b>	511	Protective Custody	ORSO
	512	Detox	ORSO
	513	Mental	ORSO
<b>Failure to Register as Sex Offender</b>	525	Warrant - Failure to Register as Sex Offender	ORSO
<b>Stolen Vehicle Recovered for Other Agency</b>	530	Vehicle Recovered for Other Agency	PR ORSO
<b>Stolen Property Recovered for Other Agency</b>	540	Property Recovered for Other Agency	PR ORSO
<b>Fugitive</b>	550	Warrant	ORSO

**\*Robbery** – while this is categorized as a property crime, you must have an individual victim associated. (Ex: Offender points a firearm at the cashier of a convenience store taking \$50. You have a victim of the business (convenience store), and Cashier (individual) that had the firearm pointed at them.)

**\*\*Kidnapping** – this is the only person's crime where property can be included – referring to any ransom paid

**\*\*\*Runaway** – as of 2011, the FBI no longer considers this a crime and ceased collection of the data. This is still collected in Oregon.

# Incident Reports

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The data elements representing the O-NIBRS data structure have been grouped into distinct segments. These segment groupings provide the framework for reporting data to the state.

Law enforcement agencies collect detailed data regarding individual incidents and submit them as separate "reports" using prescribed data elements and data values. This incident report describes the incident, the details of offenses, victims, property, and arrestees. An incident report may consist of many possible combinations of circumstances ranging from a simple one offense, victim, and offender situation to a complex set of multiple offenses, property losses, victims, offenders, and arrestees. In addition, each of the victims may not be involved in each of the offenses. In other words, one, some, or all the victims may be connected to each applicable offense.

Incident reports are submitted for all incidents occurring within an agency's jurisdiction where an offense was committed. Each report is made up of six main segments, or groups of information, and three auxiliary segments. The six primary segments detail the Admin, Offenses, Victims, Property, Offenders and Arrestees associated with the case.

The additional segments provide for the collection of information related to the people and vehicles involved in the incident, as well as narrative information. These segments include Names, Dates of Birth, Vehicle Makes, Models, etc. and incident narratives.

The purpose of the agency segment is to collect information about the submitting law enforcement agency. The data is required for reporting employee and population information.

The data elements collected in each segment of information are detailed on the following pages.

Additional data elements will be included as the FBI moves forward with collection of data for the N-DEx System.

References are made to the National Incident Based Reporting System (NIBRS) manuals. These manuals are NIBRS User Manual –Version 2023.0 and NIBRS Technical Specification Manual – Version 2023.0

# Agency Segment

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Each electronic data submission is accompanied by one segment containing information about the submitting agency. This information should be updated whenever a change occurs by the agency. Additionally, notification of changes should be given to OSP UCR team via email to [OSP.OUCR@osp.oregon.gov](mailto:OSP.OUCR@osp.oregon.gov)

The data contained in the Agency Segment is used to ensure that reports of jurisdiction population and workforce are correct.

The data elements used in the Agency Segment are:

- A.1** ORI Number
- A.2** Agency Name
- A.12** Number of Sworn Males – This information is required to be updated by the agency between November 1-15 each year.
- A.13** Number of Sworn Females – This information is required to be updated by the agency between November 1-15 each year.
- A.14** Number of Civilian Males – This information is required to be updated by the agency between November 1-15 each year.
- A.15** Number of Civilian Females – This information is required to be updated by the agency between November 1-15 each year.

Please note that this segment should be placed before any other segments.

# Administrative Segment

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Note that while Data Elements 1.1 (ORI Number) and 1.2 (Incident Number) are part of the Administrative Segment, they are repeated as the first two data elements in the Offense, Property, Victim, Offender, Arrestee, Individual, Individual Supplement and Vehicle Segments for the purpose of linking those segments to the Administrative Segment.

This segment contains administrative data that is applicable to the entire incident report. This is the master segment for the entire Incident report. Only one Administrative Segment may be submitted per incident. A complete incident record submission begins with an Administrative Segment and continues with the Offense, Property, Victim, Offender, Arrestee, and the Oregon specific People and Vehicle Index segments. Each segment is linked with the matching Administrative Segment by the agency's ORI and Incident Numbers.

The data elements used in the Administrative Segment are:

- 1.1 ORI Number
- 1.2 Incident Number
- 1.3 Incident Date
- 1.4 Report Date Indicator
- 1.5 Incident Hour
- 1.6 Cleared Exceptionally
- 1.7 Exceptional Clearance Date
- 1.8 County Code
- 1.9 Longitude
- 1.10 Latitude
- 1.11 Agency's Location Code
- 1.12 Incident Address
- 1.13 Incident Address City
- 1.14 Incident Address State
- 1.15 Incident Address Zip Code
- 1.16 Officer ID
- 1.17 Security Flag
- 1.18 Incident Status
- 1.19 Point of Contact (POC) – Name
- 1.20 POC – Phone
- 1.21 POC – Email
- 1.22 Reported Date
- 1.23 Cargo Theft

# Offense Segment

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Offense Segments are used to identify and describe the offenses involved in the incident (e.g., 090 Arson, 161 Prostitution, etc.). An Offense Segment is to be submitted for each of the (up to) ten most serious offenses in the incident. Refer to the "Offense Codes" chapter that lists the offenses by seriousness. Only one Offense Segment is to be submitted for each Offense Code even though there may have been more than one victim of the crime. At least one Offense Segment must be submitted for each Incident Report.

Example: In the same incident, the offender assaulted two persons by threatening them with a handgun. Only one Offense Segment should be submitted with "041" = Aggravated Assault entered into Data Element 2.1 (Offense Code). Note that two Victim Segments should also be submitted which are linked to this Offense Segment by entering "041" into Data Element 4.2 (Victim Connected to Offense Codes).

The data elements used in the Offense Segment are:

- 1.1 ORI Number
- 1.2 Incident Number
- 2.1 Offense Code
- 2.2 Offense Attempted/Completed
- 2.3 Oregon Revised Statute
- 2.4 Offender(s) Suspected of Using
- 2.5 Location Type
- 2.6 Number of Premises Entered
- 2.7 Method of Entry
- 2.8 Type of Criminal Activity
- 2.9 Type of Weapon/Force Involved
- 2.9 Automatic Weapon Indicator
- 2.10 Firearm Make Type
- 2.11 Knife Type Code
- 2.12 Offense Hate/Bias Code
- 2.13 Domestic Violence Indicator
- 2.14 Gang Involvement Indicator
- 2.15 Location Qualifier



# Property Segment

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Property Segments are used to describe the type, value, and quantity of property involved in the incident. A Property Segment is to be submitted for each Property Type Loss which occurred in the incident.

Property Segment data should only be entered for offenses classified as Crimes Against Property and kidnapping. Data elements 3.1 through 3.9 should show the Total losses, recoveries, seizures, quantity, etc. Submit only one Property Segment report for each type of loss, etc. This includes the situation when all "Stolen" property is "Recovered" and the value of the recovered property is the same. Two segments would be submitted, one for "Stolen" and the other for "Recovered."

The data elements used in the Property Segment are:

<b>1.1</b>	ORI Number
<b>1.2</b>	Incident Number
<b>3.1</b>	Property Type Loss, etc.
<b>3.2</b>	Property Description Category
<b>3.3</b>	Value of Property
<b>3.4</b>	Number of Property Items
<b>3.5</b>	Property Offense Code
<b>3.6</b>	Date Recovered
<b>3.7</b>	Suspected Drug Type
<b>3.8</b>	Estimated Drug Quantity
<b>3.9</b>	Type of Drug Measurement

Up to twenty (20) articles (e.g., "Aircraft," "Alcohol," "Automobiles," etc.) can be reported for each type of property loss/etc. If there was no property loss/etc., "1" = None is to be entered into Data Element 3.1 (Property Type Loss, etc.), and Data Elements 3.2 through 3.9 are to be left blank (except when the offense is a drug offense -see more detail in Section 3). If it is not known whether a property loss/etc. occurred, "8" = Unknown is to be entered into Data Element 3.1, and Data Elements 3.2 through 3.9 are to be left blank.

# Victim Segment

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Victim Segments are used to describe the victims involved in the incident (e.g., their age, sex, race, etc.). A separate Victim Segment is to be submitted for each of the (up to 999) victims involved in the incident. There must be at least one Victim Segment for each offense in the incident report.

The data elements used in the Victim Segment are:

- 1.1 ORI Number
- 1.2 Incident Number
- 4.1 Victim (Sequence) Number
- 4.2a Victim Connected to Offense Code(s) Victim
- 4.2 b Connected to ORS(s)
- 4.3 Type of Victim
- 4.4 Age (of Victim)
- 4.5 Sex (of Victim)
- 4.6 Race (of Victim)
- 4.7 Ethnicity (of Victim)
- 4.8 Resident Status (of Victim)
- 4.9 Aggravated Assault/Homicide Circumstances
- 4.10 Additional Justifiable Homicide Circumstances
- 4.11 Type of Injury
- 4.12 Related Offender(s)
- 4.13 Relationship(s) of Victim to Offender(s)
- 4.14 LEOKA Type of Act
- 4.15 LEOKA Assignment Type
- 4.16 LEOKA Activity Type
- 4.17 LEOKA – Other Officer ORI

# Offender Segment

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Offender Segments are used to describe the offenders in the incident (e.g., their age, sex, race, etc.). An Offender Segment is to be submitted for each of the (up to 99) offenders involved in the incident. There must be at least one Offender Segment in each incident report.

The data elements used in the Offender Segment are:

- 1.1 ORI Number
- 1.2 Incident Number
- 5.1 Offender (Sequence) Number
- 5.2 Age (of Offender)
- 5.3 Sex (of Offender)
- 5.4 Race (of Offender)
- 5.5 Ethnicity (of Offender)

If nothing is known about the offender(s) -- i.e., no one saw the offender(s) and there were no suspects, so even the number of offenders is unknown -- then **00** is to be entered into the Offender Sequence Number (5.1) and Data Elements 5.2 through 5.4 are to be left blank.

# Arrestee Segment

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Arrestee Segments are used to report the apprehension of the persons who were arrested for the crimes reported. An Arrestee Segment is to be submitted for each of the (up to 99) arrestees involved in the incident. This segment describes the individuals arrested for offenses in an incident. If there were no arrestees, this segment should not be submitted. The Arrestee Segment describes the arrestee (e.g., age, sex, race, etc.) and the circumstances of the arrest.

The data elements used in the Arrestee Segment are:

- 1.1 ORI Number
- 1.2 Incident Number
- 6.1 Arrestee (Sequence) Number
- 6.2 Arrest (Transaction) Number
- 6.3 Arrest Date
- 6.4 Type of Arrest
- 6.5 Multiple Clearance Indicator
- 6.6 Arrest Offense Code
- 6.7 Arrestee Was Armed With
- 6.8 Date of Birth (of Arrestee)
- 6.9 Age (of Arrestee)
- 6.10 Sex (of Arrestee)
- 6.11 Race (of Arrestee)
- 6.12 Ethnicity (of Arrestee)
- 6.13 Resident Status (of Arrestee)
- 6.14 Disposition of Arrestee Under 18
- 6.15 Drug Codes
- 6.16 DUll Intoxicant Type
- 6.17 Breath Analyzer Results

# Individual Segment

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Individual Segments (I & H) are used to collect information related to each person involved in the incident being reported. The Individual Type indicates how the individual was involved in the case, i.e., a Victim, Arrestee, Offender, or Person of Interest (other).

The data elements used in the Individual Segment are:

1.1	ORI Number
1.2	Incident Number
I.1	Individual Type
I.2	Individual (Sequence) Number
I.3	Name
I.4	Date of Birth (of Individual)
I.5	Age (of Individual)
I.6	Sex (of Individual)
I.7	Race (of Individual)
I.8	Ethnicity (of Individual)
I.9	Resident Status (of Individual)
I.10	Hair Color
I.11	Eye Color
I.12	Skin Color
I.13	Height
I.14	Weight
I.15	Scars, Marks, and Tattoos
I.16	Gang Affiliation Code
I.17	Corrections Indicator
I.18	Registered Sex Offender Flag
I.19	Alias

Data elements I.1 (Individual Type) and I.2 (Individual Sequence Number) combine to uniquely identify the individual within the incident report.

# Individual Supplemental Segment

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The data elements used in the Individual Supplemental Segment are:

- 1.1 ORI Number
- 1.2 Incident Number
- I.1 Individual Type
- I.2 Individual (Sequence) Number
- H.1 Individual Mailing Address
- H.2 Individual City
- H.3 Individual State
- H.4 Individual Zip Code – with +4
- H.5 Individual Telephone Number
- H.6 Individual Occupation
- H.7 Personal Identification Number
- H.8 Personal Identification Type
- H.9 Personal Identification Issuing Authority
- H.10 Citizenship
- H.11 Individual Residence Country Code

# Vehicle Segment

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The Vehicle Segment gathers information related to vehicles involved in the incident. A vehicle should be submitted only once per incident with appropriate codes. If no vehicle information is available, no Vehicle Segment should be submitted.

The data elements used in the Vehicle Segment are:

- 1.1** ORI Number
- 1.2** Incident Number
- V.1** Vehicle (Sequence) Number
- V.2** License Number
- V.3** License State
- V.4** License Year
- V.5** License Type
- V.6** Vehicle Identification Number (VIN)
- V.7** Vehicle Year
- V.8** Vehicle Make
- V.9** Vehicle Model
- V.10** Vehicle Style
- V.11** Vehicle Color
- V.12** Vehicle Type
- V.13** Recovered Vehicle Condition
- V.14** Vehicle Involvement Role Code

# Zero Reporting Segment

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The zero reporting segments should only be submitted when no other segments are submitted. It is a confirmation that there was no activity to report for the month.

- 1.1 ORI Number
- 1.1 Incident Number
- 1.2 Zero Report Month
- 1.3 Zero Report Year

Note that when submitting this segment, the incident number must be filled with all zeros (0). Also, no other incident segments may be submitted. The only segment that may be submitted is an agency segment. If an agency reports a zero-reporting segment for a month, then determines after the fact that an incident occurred in the month that a zero-report segment was submitted, please contact OSP UCR team to get the zero-reporting segment removed.



# Narrative Segment

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The Narrative segment is used to report a brief summary of the incident. This segment is required when reporting an incident of homicide (011, 012, 013, 014 or 015), domestic violence incident, or an incident determined to be a bias crime. The narrative segment is optional for all other incidents.

- 1.1 ORI Number
- 1.2 Incident Number
- N.1** Narrative

Note: When submitting a narrative segment, a synopsis of the incident must be included in the N.1 data element field. This field can contain up to 10,000 alpha numeric characters. If a segment is submitted but no synopsis included, the repository will produce a validation error.

# Data Element Definitions

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The "data elements" and "data values" set forth in this section represent those which are required to satisfy the requirements of the Oregon reporting system. Agencies participating in the O-NIBRS program must be able to collect incident data according to the following specifications.

## Data Elements

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"Data elements" are the data fields used to describe the victims, offenders, arrestees, and circumstances of criminal incidents and arrests. Examples are: "Incident Number," "Offense Code," "Type of Victim," and "Age of Offender."

Some data elements are required to be reported, i.e., they are "Mandatory." Others may be conditionally mandatory based upon other entered elements, i.e., they are "Conditional" and others still are reported at the option of the agency submitting the report, i.e., they are "Optional."

## Data Values

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"Data values" are the specific codes which are allowed to be entered into the data elements. Each code appears in bold print, followed by its underlined translation. Examples are: "M" = Male, "F" = Female, and "U" = Unknown, which are the data values allowed in the "Sex" data elements for sex of Victim and Sex of Offender; and "W" = White, "B" = Black, "I" = American Indian/Alaskan Native, "A" = Asian/Pacific Islander, and "U" = Unknown allowed in the Race data elements. The data values for each data element follow the data element description.

If more than one of the data values associated with a data element would apply to the situation, use the most specific one. For example, a 7-Eleven store could be described in Data Element 2.4 (Location Type) as a "49" = Commercial/Office Building, "39" = Convenience Store, or "38" = Grocery/Supermarket. However, since "39" = Convenience Store is the most specific description, it should be used.

Furthermore, some data elements allow for the entry of more than one data value. For example, Data Element 2.7 (Type Criminal Activity) allows up to three (3) types of activity to be entered for each offense. If in a drug case, the offenders had grown marijuana and distributed it by having children sell it at school, the data values of "C" = Cultivating/Manufacturing/Publishing, "D" = Distributing/Selling, and "E" = Exploiting Children should be entered.

## Detailed Data Element Descriptions

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The following data elements and data values are used to report incidents and arrests involving offenses. A complete description of each data element is given on the following pages.

# AGENCY SEGMENT

## A.1 ORI Number

The ORI number is the six-character NCIC Originating Agency Identifier Number that has been assigned to the reporting agency. The complete number is unique within the nation and indicates the location of the incident. Oregon ORI's are formatted like OR0240200; for Oregon O-NIBRS reporting you'll want to extract the right six digits as the ORI in the input data. For example: OR0240200 would look like 240200 in the input data.

**Format:** 6 Alpha Numeric  
**Occurrences:** 1/ Submission  
**Mandatory:** Yes

## A.2 Agency Name

This is the literal name of the reporting agency. This field is used as the description of the Agency's ORI Number when agency information is printed or displayed.

**Format:** 30 Alpha Numeric  
**Occurrences:** 1/ Submission  
**Mandatory:** Yes

## A.12 Number of Sworn Males

This data element is used to record the number of sworn male officers employed by the reporting agency. This number may include jail personnel **only** if they are sworn law enforcement officers who have authority to investigate crimes and make arrests outside of the jail. The employee count is used to produce reports used by the state and FBI. A value of 0 (zero) is acceptable for agencies who have disbanded. INCLUDE: Full-time criminal law enforcement officers, Chief, Sheriff, Superintendent and (paid) recruits, jail staff WITH patrol duties), part-time employees job sharing a single position. DO NOT count or include in SWORN count: non-sworn officers and staff, animal control, reserve or part-time officers, or vacancies.

**Format:** 4 Numeric  
**Occurrences:** 1/ Submission  
**Mandatory:** Yes

See section A. 12 for information regarding Employee Counts.

To be updated by the agency between November 1<sup>st</sup> and 15<sup>th</sup> each year. Only count positions in place as of 10/31 of each year: Do **not** include vacant positions.

## A.13 Number of Sworn Females

This data element is used to record the number of sworn female officers employed by the reporting agency. This number may include jail personnel **only** if they are sworn law enforcement officers who have authority to investigate crimes and make arrests outside of the jail. The employee count is used to produce reports used by the state and FBI. A value of 0 (zero) is acceptable for agencies who have disbanded. INCLUDE: Full-time criminal law enforcement officers, Chief, Sheriff, Superintendent and (paid) recruits, jail staff WITH patrol duties, part-time employees job sharing a single position. DO NOT count or include in SWORN count: non-sworn officers and staff, animal control, reserve or part-time officers, or vacancies.

**Format:** 4 Numeric  
**Occurrences:** 1/ Submission  
**Mandatory:** Yes

To be updated by the agency between November 1<sup>st</sup> and 15<sup>th</sup> each year. Only count positions in place as of 10/31 of each year: Do **not** include vacant positions.

## A.14 Number of Civilian Males

This data element is used to record the number of full-time civilian males employed by the reporting agency. This number includes personnel who provide direct support for law enforcement officers such as records staff, dispatchers and administrative staff. The employee count is used to produce reports used by the state and FBI. A value of 0 (zero) is acceptable for agencies who have disbanded. INCLUDE: Full-time criminal law enforcement support employees. (Records, dispatch, clerical and other administrative office staff, Jail (WITHOUT Patrol Duties), part-time employees job sharing a single position. DO NOT count or include Part-time employees or employees not paid from law enforcement funds such as school crossing guards, Vacancies, etc.

**Format:** 4 Numeric  
**Occurrences:** 1/ Submission  
**Mandatory:** Yes

See section A. 12 for information regarding Employee Counts.

To be updated by the agency between November 1<sup>st</sup> and 15<sup>th</sup> each year. Only count positions in place as of 10/31 of each year: Do **not** include vacant positions.

## A.15 Number of Civilian Females

This data element is used to record the number of full-time civilian female employed by the reporting agency. This number includes personnel who provide direct support for law enforcement officers such as records staff, dispatchers and administrative staff. The employee count is used to produce reports used by the state and FBI. A value of 0 (zero) is acceptable for agencies who have disbanded. INCLUDE: Full-time criminal law enforcement support employees. (Records, dispatch, clerical and other administrative office staff, Jail (WITHOUT Patrol Duties), part-time employees job sharing a single position. DO NOT count or include Part-time employees or employees not paid from law enforcement funds such as school crossing guards, vacancies, etc.

**Format:** 4 Numeric  
**Occurrences:** 1/ Submission  
**Mandatory:** Yes

See section A. 12 for information regarding Employee Counts.

To be updated by the agency between November 1<sup>st</sup> and 15<sup>th</sup> each year. Only count positions in place as of 10/31 of each year: Do **not** include vacant positions.

# ADMINISTRATIVE SEGMENT

## 1.1 ORI Number

The ORI number is the nine-character NCIC Originating Agency Identifier Number that has been assigned to the reporting agency. The complete number is unique within the nation and indicates the location of the incident.

- Format:** 6 Alpha Numeric
- Occurrences:** 1/ Incident
- Mandatory:** Yes
- Edits:** Must be a valid 6-character ORI number.  
Consists of the last 6 digits of the 9-digit ORI.

Example: OR0030200 is entered as 030200

## 1.2 Incident Number

The incident number is the unique identifier for each incident in a reporting agency's jurisdiction. It is assigned by the reporting agency and is sometimes referred to as the case number. The system will accept 12-character incident numbers however any number of characters up to 12 will be accepted, incident numbers less than 12 should be right-filled with blanks.

- Format:** 12 Alpha Numeric
- Occurrences:** 1/ Incident
- Mandatory:** Yes
- Edits:**
- 1) Must be left-justified with blank right-fill if less than 12 characters in length.
  - 2) Valid character combinations can include A-Z, 0-9 and the '-'. For example, 09-1234SC is valid, but 09+1234\*SC is invalid.
  - 3) Cannot have embedded "blanks" between the first and last character entered.
  - 4) For each submitting agency, as identified in "1.1 ORI Number" above, the value must be a unique number. This means that no two incidents can have the same incident number. Some agencies ensure uniqueness by prefixing the incident number with a two-digit year followed by a number starting with 1, while others just increment the number by 1 for each new incident.

## 1.3 Incident Date

The incident date is the date when the incident occurred or started. The date value should be entered as YYYYMMDD. It may not exceed the current date or be before January 1, 1989.

If the actual incident date is not known, the date of the report may be entered, and an **R** placed in the Report Date Indicator field.

- Format:** 8 Numeric / YYYYMMDD
- Occurrences:** 1/ Incident
- Mandatory:** Yes
- Edits:**
- 1) Each component of the date must be valid; that is, months must be 01-12, days must be 01-31, and year must include the century (i.e., 19xx, 20xx). In addition, days cannot exceed maximum for the month (e.g., June cannot have 31 days). The date cannot exceed the current date.
  - 2) The date cannot be earlier than 01/01/1989.
  - 3) The date cannot be later than the year and month the file represents. For example, the January 2018 file cannot contain incidents happening later than this date.

## 1.4 Report Date Indicator

A value of **R** is entered whenever a report date is submitted in the place of the incident date.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Incident
<b>Mandatory:</b>	No, default = "blank"

## 1.5 Incident Hour

The incident hour is the time when the incident occurred or started. The value is entered into 24-hour military clock format.

<b>Format:</b>	2 Alpha/Numeric
<b>Occurrences:</b>	1/ Incident
<b>Mandatory:</b>	Conditional, if known must be entered
<b>Edits:</b>	If entered, it must be "00" through "23", "DY" or "NT" Blank = Unknown

## 1.6 Cleared Exceptionally

The clearance indicator is a code used to indicate the reason that the incident is being exceptionally cleared. An unfounded incident cannot be cleared exceptionally. If the incident is still being investigated or the incident is cleared by arrest, a value of **N** should be entered.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Incident
<b>Mandatory:</b>	Conditionally required
<b>Edits:</b>	1) Must be a valid code. 2) Cannot be "N" = Not Applicable if Exceptional Clearance Date is entered. 3) When a value other than "N" = Not Applicable is entered, there can be no Arrestee Segments associated with the Incident Report.
<b>Data Values:</b>	<b>A</b> Death of Offender <b>B</b> Prosecution Declined <b>C</b> Extradition Denied <b>D</b> Victim Refused to Cooperate <b>E</b> Juvenile/ No Custody <b>N</b> Not Applicable

**Note: If the answer to each of those 4 questions is not YES, you cannot clear it exceptionally.**

- Has the investigation clearly established the identity of at least one offender?
- Has sufficient probable cause been developed to support arresting, charging, and prosecuting the offender?
- Is the exact location of the offender known so that an arrest could be made?
- Is there a reason outside the control of law enforcement that prevents the arrest?

**Be careful and do not abuse D = Victim Refused to Cooperate. Just because a call goes out and the victim is not available does not mean that the victim would not cooperate.**

**Example: You get a call about an assault on a street corner. Police arrive on the scene, and no one is there. If an incident is written up do not make the mistake and clear it by exceptional means based on "D" – that would be a stretch of the meaning. You cannot assume the victim will not cooperate if he/she is not there.**

## 1.7 Exceptional Clearance Date

If the incident was cleared by exceptional means, the date the clearance took place should be entered in this data element.

- Format:** 8-character date in this format or blank YYYYMMDD
- Occurrences:** 1/ Incident
- Mandatory:** Conditional
- Edits:**
- 1) Each component of the date must be valid; that is, months must be 01-12, days must be 01-31, and year must include the century (i.e., 19xx, 20xx). In addition, days cannot exceed maximum for the month (e.g., June cannot have 31 days). The date cannot exceed the current date.
  - 2) The clearance date cannot be earlier than the incident date.
  - 3) Must be present if case was cleared exceptionally per data value code in Cleared Exceptionally field.

## 1.8 County Code

The incident county code identifies the county in which the incident occurred. For agencies whose jurisdiction crosses county boundaries, a county code must be entered if different from the agency's primary code.

- Format:** 2 Numeric
- Occurrences:** 1/ Incident
- Mandatory:** Yes
- Edits:** Must be a valid code.

**Data Values:**

<b>01</b>	Baker	<b>02</b>	Benton
<b>03</b>	Clackamas	<b>04</b>	Clatsop
<b>05</b>	Columbia	<b>06</b>	Coos
<b>07</b>	Crook	<b>08</b>	Curry
<b>09</b>	Deschutes	<b>10</b>	Douglas
<b>11</b>	Gilliam	<b>12</b>	Grant
<b>13</b>	Harney	<b>14</b>	Hood River
<b>15</b>	Jackson	<b>16</b>	Jefferson
<b>17</b>	Josephine	<b>18</b>	Klamath
<b>19</b>	Lake	<b>20</b>	Lane
<b>21</b>	Lincoln	<b>22</b>	Linn
<b>23</b>	Malheur	<b>24</b>	Marion
<b>25</b>	Morrow	<b>26</b>	Multnomah
<b>27</b>	Polk	<b>28</b>	Sherman
<b>29</b>	Tillamook	<b>30</b>	Umatilla
<b>31</b>	Union	<b>32</b>	Wallowa
<b>33</b>	Wasco	<b>34</b>	Washington
<b>35</b>	Wheeler	<b>36</b>	Yamhill

## 1.9 Longitude

If known, the longitude based upon the incident location should be entered here.

- Format:** 10 Numeric
- Occurrences:** 1/ Incident
- Mandatory:** No

## 1.10 Latitude

If known, the latitude based upon the incident location should be entered here.

**Format:** 10 Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** No

## 1.11 Agency's Location Code

The location codes submitted are defined by each reporting agency. The agency is to decide the most logical way to dissect their jurisdiction into meaningful areas and assign a corresponding code.

This data is used to provide summarized data to the submitting agency.

**Format:** 9 Alpha/Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** No

## 1.12 Incident Address

This data element is used to capture the address where the incident occurred.

**Format:** 30 Alpha Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** No

## 1.13 Incident City

This data element is used to capture the city of the address where the incident occurred.

**Format:** 15 Alpha Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** Yes

## 1.14 Incident State

This data element is used to capture the state of the address where the incident occurred.

**Format:** 2 Alpha  
**Occurrences:** 1/ Incident  
**Mandatory:** Yes, default = OR

## 1.15 Incident Zip Code

This data element is used to capture the zip code of the address where the incident occurred. The zip code plus the four-digit extension may be entered.

**Format:** 10 Alpha/Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** Yes      Example: 97304-0000



## 1.16 Officer ID

This field contains the ID number of the officer reporting the incident. The officer ID numbers are assigned by each reporting agency.

**Format:** 5 Alpha Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** No

## 1.17 Security Flag

This field contains the indicator for green, yellow or red security.

**Format:** 1 Alpha Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** Yes

**Edits:** Must be a valid code.

**Data Values:**

<b>G</b>	Green – Unrestricted Access
<b>Y</b>	Yellow – Pointer Based Access
<b>R</b>	Red – Restricted Access

### Definitions:

**Green:** Law enforcement agencies with appropriate access authority will have access to the full record and all data elements within the record. For investigative data-sharing purposes, all agencies are encouraged to code their records as Green. All records will be considered Green unless otherwise marked.

**Yellow:** Law enforcement agencies with appropriate access authority will only receive Point of Contact (POC) information if an inquiry “hits” on a record with a Yellow security flag. In N-DEx agencies that enter records with a Yellow security flag may specify certain investigators or sharing groups to have full access to the record. All others will only receive the record’s POC information.

**Red:** Law enforcement agencies with appropriate access authority will not receive any indication that a record exists if an inquiry “hits” on a record with a **Red** security flag. If an inquiry is made on a record that has a **Red** security flag, the owner of the record will receive a notification from N-DEx that an inquiry was made. Agencies are **strongly encouraged** to use the **Red** security flag **sparingly** and limit it to only the most sensitive of records where dissemination of the information could compromise an on-going, confidential investigation.

Regardless of which security flag is used, no data that could identify a person, address, business, vehicle or other sensitive information will ever be made available to the public or any other entity without the appropriate access authority. The **only** information to be made available to those without proper authority will be statistical information, just as it has been in Oregon since 1973.

## 1.18 Case Status Indicator

This field contains the case status indicator.

<b>Format:</b>	1 Alpha Numeric
<b>Occurrences:</b>	1/ Incident
<b>Mandatory:</b>	Yes
<b>Edits:</b>	1) Must be a valid code. 2) When value is "A" or "T" = Cleared by Arrest, record must include at least 1 Arrestee Segment. 3) When value is "E" = Cleared by Exception, data element 1.6 "Cleared Exceptionally" cannot have a data value of "N" = Not Applicable. 4) When value is "E" – Cleared by Exception, data element 1.7 "Exceptional Clearance Date" must have a value.
<b>Data Values:</b>	<b>A</b> Cleared by Arrest (by Your Agency) <b>C</b> Administratively Closed: Closure of a case because investigation cannot proceed for some reason. For example, the victim of a crime may be unavailable for interview due to being out of the country for a prolonged period of time. An Administratively Closed case may be re-opened at a later date. Administratively closing a case does not "clear" the case. <b>E</b> Cleared by Exception: – See 1.6 for details. <b>N</b> Inactive: All leads in a case have been investigated and the investigation cannot move forward. The case is set aside until new leads are developed. A "cold case". Giving a case an Inactive status does not "clear" the case. <b>O</b> Open <b>P</b> Pending: The investigation is awaiting additional anticipated information. For example, forensic evidence has been sent to the crime lab and investigators are waiting for results before moving forward. A Pending case has not been "cleared". It is an open case where investigation has been discontinued or reduced for a short period and will resume upon receipt of expected information, return of a witness for interview, etc. <b>R</b> Re-opened <b>T</b> Cleared by Arrest (by Another Agency) <b>U</b> Unfounded

## 1.19 Point of Contact - Name

This field contains the name of the Point of Contact for this incident.

<b>Format:</b>	30 Alpha Numeric
<b>Occurrences:</b>	1/ Incident
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	If blank - field will be populated with the agency UCR Representative information from the Agency record

## 1.20 Point of Contact - Phone

This field contains the phone number of the Point of Contact for this incident.

<b>Format:</b>	10 Alpha Numeric
<b>Occurrences:</b>	1/ Incident
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	If blank - field will be populated with the agency OUCR Representative information from the Agency record.

## 1.21 Point of Contact - Email

This field contains the email address of the Point of Contact for this incident.

<b>Format:</b>	50 Alpha Numeric
<b>Occurrences:</b>	1/ Incident
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	If blank - field will be populated with the agency OUCR Representative information from the Agency record.

## 1.22 Reported Date

The reported date is the date when the incident was reported to authorities. The date value should be entered as YYYYMMDD. It may not exceed the current date or be before January 1, 1989.

If the actual incident date is not known, the date of the report may be entered, and an **R** placed in the Report Date Indicator field (1.4).

<b>Format:</b>	8 Numeric / YYYYMMDD
<b>Occurrences:</b>	1/ Incident
<b>Mandatory:</b>	No, optional
<b>Edits:</b>	<ol style="list-style-type: none"><li>1) Each component of the date must be valid; that is, months must be 01-12, days must be 01-31, and year must include the century (i.e., 20xx). In addition, days cannot exceed maximum for the month (e.g., June cannot have 31 days). The date cannot exceed the current date.</li><li>2) The date cannot be earlier than 01/01/1989</li><li>3) The date cannot be later than the year and month the file represents. For example, the January 2018 file cannot contain incidents happening later than the last day of that month.</li></ol> <p>Note: If the incident occurred at exactly midnight, enter the Incident Date as if the time was 1 minute past midnight. For example, if the crime occurred at exactly midnight on Thursday, enter Friday's date.</p>

## 1.23 Cargo Theft Indicator

This data element is to be used to indicate whether the incident involved a cargo theft. This data element must be entered when the incident has at least one of the allowed offenses.

Cargo Theft is defined as the theft of product being commercially transported.

**Format:** 1 Alpha  
**Occurrences:** 1/ Incident  
**Mandatory:** Yes

If offense code of incident is listed below, must be Y or N.

**Edits:** 1) Must be entered if incident includes one of the following offenses:

- 03X Robbery – (all forms)
- 05X Burglary – (all forms)
- 064 Larceny - Theft from Motor Vehicle
- 066 Theft of Bicycle
- 067 Larceny - Theft from Building
- 069 Larceny - All Other Larceny
- 071 Motor Vehicle Theft
- 114 Fraud – Credit Card / Automatic Teller Machine
- 115 Fraud – By Deception / False Pretenses
- 116 Fraud – Of Services / False Pretenses
- 117 Fraud – False Info to Law Enforcement
- 119 Fraud - Other
- 11C Fraud - Impersonation
- 11E Fraud – Wire Fraud
- 11F Fraud – Identity Theft
- 11G Hacking/Computer crime
- 120 Embezzlement
- 230 Extortion / Blackmail
- 266 All Other - Bribery

If offense code of incident is NOT a cargo theft-related offense.

2) Data value must be **blank** (blank = not applicable cargo theft-related offense)

## OFFENSE SEGMENT

### 2.1 Offense Code

The offense codes describe the offense(s) that occurred during an incident.

<b>Format:</b>	3 Alpha Numeric
<b>Occurrences:</b>	Up to 10/ Incident
<b>Mandatory:</b>	Yes
<b>Edits:</b>	Must be a valid code.
<b>Data Values:</b>	See the section titled Offense Codes for a complete listing of valid offenses.

**Note:** See FBI UCR NIBRS offense code definitions, notes, and examples for most offense codes listed in Appendix A.

### 2.2 Offense Attempted/Completed

This flag indicates whether the specified offense was completed or just attempted.

<b>Format:</b>	1 Alpha				
<b>Occurrences:</b>	1/ Offense				
<b>Mandatory:</b>	Yes				
<b>Edits:</b>	<ol style="list-style-type: none"><li>1) Must be a valid code.</li><li>2) If "A" = Attempted is entered and Offense Code is a "Crime Against Property," Property Type Loss, etc. must be "1" = None or "8" = Unknown. If one or more property offenses is "C" = Completed, ignore this edit.</li><li>3) If the Offense Code is a "Crime Against Property," Kidnapping (25x), Gambling (19x), or Drug Law Violation (18x), and Offense Attempted/Completed is "C" = Completed, a Property Segment must be sent with a valid code in Property Type Loss, etc..</li><li>4) If the Offense Code is an Assault (04x) or Homicide (01x) offense, the offense must be "C" = Completed.</li></ol>				
<b>Data Values:</b>	<table><tr><td><b>A</b></td><td>Attempted</td></tr><tr><td><b>C</b></td><td>Completed</td></tr></table>	<b>A</b>	Attempted	<b>C</b>	Completed
<b>A</b>	Attempted				
<b>C</b>	Completed				

### 2.3 Oregon Revised Statute

The Oregon Revised Statute associated with the UCR offense code. The first four characters are followed by the period and then the last 3 characters (E.G., 016 95). When the ORS is only 6 digits (which is the norm), the first character should be padded with a zero. Many agencies have their own local ordinances that will be reported as offenses, but we are unable to enter all the local ordinances, so those will need to be reported to the state as statute 0221.926.

<b>Format:</b>	8 Alpha/numeric (i.e., 123A.123)
<b>Occurrences:</b>	1/ Offense
<b>Mandatory:</b>	Optional

## 2.4 Offender(s) Suspected of Using

This data element is used to indicate if any of the offenders in the incident were suspected of consuming alcohol or using drugs or narcotics during or shortly before the incident, or of using a computer or computer equipment to perpetrate the crime. You may enter up to three different entries for each offense.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	Up to 3/ Offense
<b>Mandatory:</b>	Yes
<b>Edits:</b>	1) Must be a valid code. 2) If more than one code entered, cannot be a duplicate. 3) Value "N" = Not Applicable is mutually exclusive with any other value entered, i.e., "N" is to be entered only if no other code applies.
<b>Data Values:</b>	<b>A</b> Alcohol <b>B</b> Burglar Tools (not sent to FBI/NIBRS) <b>C</b> Computer Equipment (Handheld devices) <b>D</b> Drugs/ Narcotics <b>N</b> Not Applicable

## 2.5 Location Type

The type of location where the offense occurred is described using this field. If the location can be described using more than one code, use the one that best describes the location.

<b>Format:</b>	2 Numeric
<b>Occurrences:</b>	1/ Offense
<b>Mandatory:</b>	Yes
<b>Edits:</b>	Must be a valid code.
<b>Data Values:</b>	<b>Dwelling</b>
10	Single Family Residence
11	Apartment / Plex / Condominium
12	Club/ Dormitory / Rooming House
13	Cabin
14	Hotel / Motel
15	Shelter – Mission / Homeless
16	Halfway House /Transitional
	<b>Public Buildings</b>
20	Public Safety Facility / Jail / Prison
21	Government Office / Service
22	Public School (Elementary/Secondary)
23	Auditorium / Stadium / Arena / Coliseum
24	Airport/ Depot / Bus / Train Terminal
25	Church / Synagogue / Temple
26	Private School (Elementary / Secondary)
27	Hospital
28	Military Facility
29	Museum
92	Public School (College / University)
93	Private School (College / University)
97	Community Center
	<b>Business</b>
30	Restaurant
31	Theater
32	Bowling Alley / Skating Rink / Arcade
33	Bar/ Night Club / Tavern / Lodge
34	Financial (Bank, Insurance, Finance, etc.)
35	Services (Gas, Rental, etc.)
36	Medical / Dental
37	Pharmacy / Drug Store
38	Grocery
39	Convenience Store (7-11, Circle K, etc.)
40	Department / Variety Store
41	Apparel (Clothing, Shoes, Furs, etc.)
42	Jewelry / Camera
43	Furniture / Appliance
44	Hardware / Sporting Goods
45	Motor Vehicle / Sales / Service / Parts
46	Marine
47	Construction (Building, Electrical, Plumbing, etc.)
48	Liquor / Beverage Store
49	Other Commercial Office Building

## Location Type (Cont'd)

- 57 Specialty Store
- 80 Amusement Park / Fairgrounds
- 81 Automatic Teller Machine (stand alone, not related to bank building)
- 83 Auto Body Repair Shop (as opposed to sales/routine service)
- 84 Public Gaming Facility (Casino, etc.)
- 85 Daycare Facility
- 86 Assisted Living (Adult Foster Home, Nursing Home, etc.)
- 94 Shopping Center / Mall
- 96 Other Commercial Business (Equipment Rental, etc.)

### Other Structures

- 50 Rental Storage Facility (Self Storage Etc.)
- 51 Other Residence Bldg. (Storage bldg., Pump house, etc.)
- 52 Other Farm Bldg. (Barn, Shed, etc.)
- 53 Dock / Pier / Wharf
- 54 Factory / Warehouse
- 55 Cargo Container
- 56 Abandoned / Condemned Structure
- 58 Cyberspace
- 59 Other Buildings
- 67 Box Car
- 68 Airplane, Train, Cruise Ship

### Thoroughfare

- 60 Street / Alley / Sidewalk
- 61 Freeway
- 62 Other Road
- 63 Bridge / Viaduct / Tunnel
- 64 Parking Lot / Public Driveway
- 65 Residential Driveway
- 66 Rail Line (Tracks, Roadbed, Etc.)

### Area

- 69 Other/Unknown location
- 70 Golf Course
- 71 Campground
- 72 Water / Shoreline (Ocean, Lake, River, etc.)
- 73 Cemetery
- 74 Yard / Related Area (Associated with Residences e.g., Front Yard / Back Yard / Garden)
- 75 Developed Farmland / Pasture
- 76 Logging Site
- 77 Woods / Forest / Mountains
- 78 State Park / State Campground; (for all other campgrounds use 71; for all other parks use 91)
- 79 Other Area
- 82 Ball Field (Soccer / Football / Baseball / Softball)
- 87 Rest Area
- 88 Vacant Lot
- 89 Construction Site
- 90 Storage Yard (Storage for Heavy Machinery / Semi Trailers / Farm Equipment)
- 91 Park / Playground
- 95 Tribal Lands



## 2.6 Number of Premises Entered

This field is allowed only when you have a burglary of location types of a hotel or motel or rental storage facility. It is used to indicate the number of premises that were entered and is applicable only for location types that have multiple units.

<b>Format:</b>	2 Numeric
<b>Occurrences:</b>	1/ Offense
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be entered if the Offense Code is Burglary (05x) and Location Type contains Hotel/ Motel/ Etc. (14) or Rental Storage Facility (50). 2) Must be numeric entry of 01 - 99 if entered.

## 2.7 Method of Entry

This entry indicates whether force was used to enter a structure. The code is only allowed and required for specific O- NIBRS offenses.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Offense
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) Must be entered when the Offense Code is Burglary (05x). 3) Must not be entered when the Offense Code is not Burglary (05x).
<b>Data Values:</b>	F Force N No Force

## 2.8 Type of Criminal Activity/Gang Information

The code submitted in this field is used to identify additional information describing the criminal activity of the offender(s). You may enter up to three different activity codes per offense.

**Format:** 1 Alpha

**Occurrences:** Up to 3/ Offense

**Mandatory:** Conditional if offense is one of those listed in 3 or 4 below, valid codes must be entered

- Edits:**
- 1) Must be a valid code.
  - 2) If more than one code entered, cannot be a duplicate.
  - 3) When Offense Code is:
    - 100 Counterfeiting/Forgery
    - 130 Stolen Property Offenses
    - 170 Pornography/Obscene Material
    - 194 Illegal Devices/Machines

**Data Values:**

<b>B</b>	Buying/Possessing/Receiving
<b>C</b>	Cultivating/Manufacturing/Publishing
<b>D</b>	Distributing/Selling
<b>E</b>	Exploiting Children
<b>F</b>	Tampering
<b>O</b>	Operating/Promoting/Assisting
<b>T</b>	Transporting/Transmitting/Importing
<b>U</b>	Using/Consuming

- 4) 15X Weapon Law Violations
  - P** Possessing/Concealing (**Weapons only**)
- 5) 180 Drugs Law Violations
  - 181 Drug Equipment Violations
    - Q** Possess For Sale (**Drugs**)
    - R** Possess For Use (**Drugs**)
    - S** Furnishing/Producing (**Drugs**)
    - Z** Obtain Unlawfully (**Drugs**)
    - B** Buying/Possessing/Receiving

(Type of Criminal Activity/Gang Information Continued on next page)

## Type of Criminal Activity/Gang Information (Cont'd)

- 6) When Offense Code is:
- 11 Murder & Nonnegligent Manslaughter
  - 12 Aggravated Murder
  - 13 Negligent Manslaughter
  - 020 Forcible Rape
  - 03X Robbery
  - 41 Aggravated Assault
  - 42 Attempted Murder
  - 43 Simple Assault
  - 045 Intimidation/Other Threat
  - 177 Forcible Sodomy
  - 17C Sexual Assault with An Object
  - 173 Physical Molest
  - 25X Kidnapping/Abduction  
(change in sortorder)

**Data Values:** **G** J Other Gang  
**N** Juvenile Gang  
None/Unknown

- 7) When offense code is: 265 Animal Cruelty:

Criminal Activity type will be:

**A** = Simple/Gross Neglect  
**I** = Intentional Abuse and Torture  
**H** = Organized Abuse  
**K** = Animal Sexual Abuse

## 2.9 Type of Weapon/Force Involved

The types of weapons or force used by the offender(s) in the commission of the specified offense are submitted in this field. You may enter up to three different codes per offense.

Certain weapons can be classified as automatics and the corresponding codes are extended with an **A**.

- Format:** 3 Alpha Numeric
- Occurrences:** Up to 3/Offense
- Mandatory:** Conditional
- Edits:**
- 1) Must be a valid code.
  - 2) If more than one code entered, cannot be a duplicate.
  - 3) Value "99" = None is mutually exclusive with any other value, i.e., "99" is to be entered only if no other code applies.
  - 4) Must only be entered when Offense Code is:
 

011, 012,	Murder
013, 014	Negligent Manslaughter, Negligent Homicide Traffic
015	Justifiable Homicide
020	Forcible Rape
03X	Robbery
41	Aggravated Assault
42	Attempted Murder
43	Simple Assault
15X	Weapon Law Violations
173	Physical Molest
177	Forcible Sodomy
17C	Sexual Assault with An Object
230	Extortion /Blackmail
25X	Kidnapping/Abduction
  - 5) If the firearm is an Automatic, add "A" as the third character; valid only with codes: 11, 12, 13, 14 & 15.
  - 6) The third character of the code must be "A" = Automatic or blank.
  - 7) If an Offense Segment was submitted for Simple Assault, Type Weapon/Force Involved can only have codes of "40" = Personal Weapons, "90" = Other and "95" = Unknown. All other codes are not valid because they do not relate to a simple assault.
  - 8) If a homicide, attempted homicide or aggravated assault offense is submitted, Type Weapon/Force Involved cannot have "99" = None. Some type of weapon/force must be used in a homicide or aggravated assault offense.
  - 9) If offense = 15X, weapon can be any code EXCEPT 40,99.

### Data Values:

<p>11 Firearm (not 12, 13, 14)</p> <p>12 Handgun</p> <p>13 Rifle</p> <p>14 Shotgun</p> <p>15 Other Firearm (bazookas, stinger missiles, rockets, grenade launchers, and cannons)</p> <p>18 Taser</p> <p>19 Chemicals (i.e., mace, pepper spray)</p> <p>20 Knife/ Cutting Instrument</p> <p>30 Blunt Object</p> <p>35 Motor Vehicle/Vessel</p>	<p>40 Personal Weapons</p> <p>50 Poison</p> <p>60 Explosives</p> <p>65 Fire / Incendiary Device</p> <p>70 Drugs / Narcotics / Sleeping Pills</p> <p>85 Asphyxiation</p> <p>86 Drowning</p> <p>87 Strangulation</p> <p>90 Other</p> <p>95 Unknown</p> <p>99 None</p>
---	---

## 2.10 Firearm Make Code

This code is used to indicate the make of firearm.

- Format:** 3 Alpha/Numeric
- Occurrences:** Up to 3/Offense
- Mandatory:** Conditional
- Edits:**
- 1) Must be a valid code if not blank.
  - 2) If more than one code entered, cannot be a duplicate.
  - 3) Value "99" = None is mutually exclusive with any other value, i.e., "99" is to be entered only if no other code applies.
  - 4) Can only be entered when Offense Code is one of those listed in 2.9 and weapon type is one of the following 11, 12, 13, 14 or 15.

Data Values: Refer to the NCIC manual for current listing.

## 2.11 Knife Type Code

This code is used to indicate the type of knife involved.

- Format:** 1 Alphanumeric
- Occurrences:** 3/Offense
- Mandatory:** Conditional, must be present if known.
- Edits:**
- 1) Must be a valid code if not blank.
  - 2) Weapon type = 20.
- Data Values:**
- |          |                           |
|----------|---------------------------|
| <b>A</b> | Kitchen/Cooking/Dining    |
| <b>B</b> | Butterfly/Switch Blade    |
| <b>C</b> | Pocket-Multipurpose       |
| <b>D</b> | Pocket-Single Blade       |
| <b>E</b> | Hunting/Bowie/Fixed Blade |
| <b>F</b> | Tactical/Dagger/Boot      |
| <b>G</b> | Throwing (includes Stars) |
| <b>H</b> | Utility                   |
| <b>J</b> | Sword/Bayonet             |
| <b>K</b> | Razor                     |
| <b>L</b> | Axe/Hatchet               |
| <b>M</b> | Machete                   |

## 2.12 Offense Hate/Bias Code

This code is used to indicate the commission of an offense that was motivated by hate or bias toward a racial, religious, ethnic/national origin, or sexual orientation group.

<b>Format:</b>	2 Numeric
<b>Occurrences:</b>	1/Offense
<b>Mandatory:</b>	Yes
<b>Edits:</b>	Must be a valid code.
<b>Racial</b>	<b>11</b> Anti-White <b>12</b> Anti-Black or African American <b>13</b> Anti-American Indian/Alaska Native <b>14</b> Anti-Asian <b>15</b> Anti-Multi-Racial Group <b>16</b> Anti-Native Hawaiian or Other Pacific Islander
<b>Religious</b>	<b>20</b> Anti-Eastern Orthodox (Green, Russian, etc.) <b>21</b> Anti-Jewish <b>22</b> Anti-Catholic <b>23</b> Anti-Protestant <b>24</b> Anti-Islamic (Moslem) <b>25</b> Anti-Other Religion <b>26</b> Anti-Multi-Religious Group <b>27</b> Anti-Atheism/Agnosticism <b>28</b> Anti-Church of Jesus Christ <b>29</b> Anti-Jehovah's Witness <b>30</b> Anti-Other Christian <b>34</b> Anti-Buddhist <b>35</b> Anti-Hindu <b>36</b> Anti-Sikh
<b>Ethnicity/National Origin</b>	<b>31</b> Anti-Arab <b>32</b> Anti-Hispanic or Latino <b>33</b> Anti-Other Race/Ethnicity/Ancestry
<b>Sexual Preference</b>	<b>41</b> Anti-Male Homosexual <b>42</b> Anti-Female Homosexual <b>43</b> Anti-Lesbian, Gay, Bisexual or Transgender, Mixed Group <b>44</b> Anti-Heterosexual <b>45</b> Anti-Bisexual
<b>Gender Identity</b>	<b>48</b> Anti-Transgender <b>49</b> Anti-Gender Non-Conforming
<b>Disability</b>	<b>61</b> Anti-Disability
<b>None or Unknown</b>	<b>88</b> No Bias <b>99</b> Unknown Bias

**a. Domestic Violence Indicator**

This field indicates whether the offense reported is the result of a domestic violence dispute. Enter a **Y** if domestic violence was involved and an **N** if it was not.

**Format:** 1 Alpha  
**Occurrences:** 1/ Offense  
**Mandatory:** Yes  
**Edits:** Must be **Y** or **N**.

**b. Gang Involvement**

The gang involvement field is used to indicate whether any gang was involved in the commission of the offense. Enter a **Y** if a gang was involved and **N** if it was not.

**Format:** 1 Alpha  
**Occurrences:** 1/ Offense  
**Mandatory:** Yes  
**Edits:** Must be **Y** or **N**.

**c. Location Qualifier**

This field contains the location qualifier, identifying the state of the location.

**Format:** 1 Alpha Numeric  
**Occurrences:** 1/ offense  
**Mandatory:** Conditional  
**Edits:** 1) If the location is a structure (location types: 10-16, 20-59, 67, 68, 80, 81, 83-86, 91, 92-94, 97) the code must be valid.  
2) Must be a valid code.  
**Data Values:** **A** Abandoned - The location is a structure that has been vacated with no apparent intention of the owner to return. The location is left to decay with no maintenance or care given to prevent weathering or other damage. Occasionally the owner will inflict damage such as setting the location on fire upon leaving. An example of an abandoned building would be a warehouse that has gone unused for several years, has fallen into disrepair due to weathering and lack of maintenance and is infested with weeds and vermin.  
**O** Occupied - The location is in use or is frequently used with short periods of vacancy between uses. An example of an occupied structure would be a residence where a family lives. It is not necessary for someone to physically be always present for a location to be occupied. For example, while the occupants of a residence are all out shopping, someone burglarizes the home. Even though the building is empty of occupants at the time of the burglary, there is a family that normally resides there daily and therefore "occupy" the residence.  
**V** Vacant - The location or structure is temporarily not being used but is maintained so that it can be occupied with little or no effort. An example of a vacant structure would be an office building where former tenants have recently moved out and new tenants have not yet moved in. The owner of the office building maintains the property so that new tenants can easily move in and occupy the offices.  
**U** Unknown

# PROPERTY SEGMENT

## 3.1 Property Loss Code

This code describes the circumstances surrounding property involved in the incident. Certain offense codes require the submission of specific property codes. For example, an incident with a Completed Burglary (05x) offense must contain a property segment for the stolen and/or recovered property.

<b>Format:</b>	1 Numeric
<b>Occurrences:</b>	Up to 8/ Incident
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	<ol style="list-style-type: none"><li>1) Must be present -- cannot be blank.</li><li>2) Must be a valid code.</li><li>3) If "1" = None or "8" = Unknown, Data Elements 3.2 through 3.9 must be blank. The exception is when the offense is a Drug Law Violation (180). In this case, if "1" = None is entered, then only Suspected Drug Type (3.7) should be provided.</li><li>4) If "5" = Recovered, every property description code entered into Data Element 3.2 (Property Description) must also have been reported as "7" = Stolen/Etc. This applies to both initial submissions and resubmissions for incident reports. This does not apply, of course, for Stolen Property Offenses (130), Recovered Vehicle – Other Agency (530) or Recovered Property – Other Agency (540).</li><li>5) If code is "2" = Burned, "3" = Counterfeited/Forged, "4" = Destroyed/ Damaged/ Vandalized, "5" = Recovered, "6" = Seized, or "7" = Stolen/Etc., Data Elements 3.2 - 3.9 must have applicable entries in the segment.</li></ol>
<b>Data Values:</b>	<ol style="list-style-type: none"><li>1 None</li><li>2 Burned (includes damage caused in fighting the fire)</li><li>3 Counterfeited/ Forged</li><li>4 Destroyed/ Damaged/ Vandalized</li><li>5 Recovered (to impound property that was previously stolen)</li><li>6 Seized (to impound property that was not previously stolen)</li><li>7 Stolen/Etc. (includes bribed, defrauded, embezzled, extorted, ransomed, robbed, etc.)</li><li>8 Unknown</li></ol>



## 3.2 Property Description Category

The property description codes define categories of property such as Automobiles, Bicycles, or Firearms. You may submit up to twenty different property categories for each type of Property Loss code. If more than twenty categories of property need to be submitted, the first nineteen entries should define the most valuable/notable (as determined by the reporting agency) and the remaining types of property are combined and submitted as the twentieth with the code of 750 = "Miscellaneous".

**Format:** 3 Numeric

**Occurrences:** Up to 20/ Property Type Loss, etc.

**Mandatory:** Conditional

- Edits:**
- 1) Must be a valid code.
  - 2) If more than one code entered, cannot be a duplicate.
  - 3) If "880" = Pending Inventory is entered, Value of Property must be = Unknown (\$1). One dollar is used as a quality assurance edit check that instructs the computer to accept the "880" entry. At least one description code must be entered when Property Type Loss, etc. contains Property Segment(s) for: "2" = Burned, "3" = Counterfeited/Forged, "4" = Destroyed/Damaged/Vandalized, "5" = Recovered, "6" = Seized, "7" = Stolen/Etc.
  - 5) If "5" = Recovered, every property description code entered into Property Description must also have been reported as "7" = Stolen/Etc. This does not apply, for Stolen Property Offenses (130), Recovered Vehicle – Other Agency (530) or Recovered Property – Other Agency (540).

<b>Data Values:</b>	<b>010</b>	Bicycle / Tricycle
	<b>020</b>	Boats
	<b>030</b>	Cameras / Related Equipment / Camcorder
	<b>040</b>	Clothing / Furs
	<b>051</b>	Farm Tractor (under 50 hp)
	<b>052</b>	Farm Tractor (over 50 hp)
	<b>053</b>	Farm Tillage Imp. (Plow disc, etc.)
	<b>054</b>	Farm Irrigation Equipment
	<b>055</b>	Farm Spraying Equipment
	<b>056</b>	Farm Harvest Imp. (Picker, baler, swather, combines, etc.)
	<b>057</b>	Farm - All Other
	<b>058</b>	Garden / Lawn Machine (Tiller, mower)
	<b>059</b>	Garden - All Other
	<b>060</b>	Furniture
	<b>070</b>	Gambling Equipment / Paraphernalia
	<b>080</b>	Household & Appliances
	<b>085</b>	Art Supplies
	<b>086</b>	Collectibles
	<b>090</b>	Jewelry / Precious Metals / Watches (Gold, Silver, Platinum, etc.)
	<b>095</b>	Venerated Object
	<b>100</b>	Complete Computer (laptop or desktop, etc.)
	<b>101</b>	Hard Disk
	<b>102</b>	Removable Storage Devices (Floppy Disks/Drives, Flash Drives, etc.)
	<b>103</b>	Computer Monitor
	<b>104</b>	Computer CD ROM
	<b>105</b>	Computer Ram
	<b>106</b>	Computer CPU Chip
	<b>107</b>	Computer Tape Backup
	<b>108</b>	Computers Other (Keyboard, Mouse, etc.)
	<b>109</b>	Computer Software
	<b>110</b>	Telephone / Accessories
	<b>111</b>	Cell Phones / Accessories
	<b>112</b>	Hand-held computers (i.e., GPS, Palm Pilot, PDA, etc.)
	<b>113</b>	Gaming Consoles / Accessories (Xbox, PlayStation, etc. Except Game Software)
	<b>120</b>	Musical Instruments
	<b>130</b>	Office Equipment

- 141 Money (Legal tender, e.g., coins and paper currency)
- 142 Negotiable Instrument (Any document other than currency, which is payable without restrictions, e.g., endorsed checks, endorsed money orders, gift cards, etc.)
- 143 Nonnegotiable Instruments (Documents requiring further action to become negotiable, e.g., unendorsed checks, money orders, etc.)
- 144 Mail documents
- 145 Mailbox
- 146 Documents, Personal and Business (receipts, files)
- 151 Radio
- 152 Stereo / Phonograph / Cassette / CD Player / MP3 Player / iPod
- 153 Tape Recorder / Player
- 154 Television
- 155 VCR / DVD
- 156 P.A. / Paging Devices
- 157 Sound Metering Device
- 158 Two Way Radios (CB, walkie talkie, etc.)
- 159 Other Sound Equipment
- 160 Sports Equipment (Team Sports such as Baseball, Soccer, etc.)
- 161 Camping / Backpacking Equipment
- 162 Fishing Equipment
- 163 Hunting Equipment (Except Firearms)
  
- 170 Tools
- 180 Purses / Handbags / Wallets
- 185 Luggage (suitcases, attaché, back packs (non-camping), steamer trunks)
  
- 190 Credit / Debit Card (Includes automatic teller machine cards)
- 195 Personal ID (SS Card, DL, etc.)
- 197 Identity – Intangible (A Person's Identity) only offenses 115, 117, 119, 11C & 11F
  
- 200 Vehicle Parts / Accessories
- 210 Viewing Equipment (i.e., movie projector, etc.)
- 215 Binoculars, Telescopes, Microscopes, etc.
- 220 Firearms
- 225 Firearm Accessories (Ammunition, Holsters, Cases, Cleaning Kits, etc.)
- 230 Knives
- 235 Other Weapons (Brass Knuckles, Nun Chucks, Sling Shot, Pellet / BB / Paint Gun)
- 240 Explosives / Related (Except Fireworks)
- 241 Fireworks
- 245 Law Enforcement Equipment (Handcuffs, Batons, Vests, etc., Excludes Firearms, Radios, Binoculars)
  
- 251 RV Trailer / Tent Trailer
- 252 Truck Trailer (Semi-Trailer)
- 253 Other / Utility Trailers
- 254 Pickup Canopy / Shell
- 255 Pickup Truck Camper
  
- 261 Horse(s)
- 262 Cattle
- 263 Pig(s)
- 265 Sheep
- 266 Llama(s)
- 269 Other Mammals (Other common farm stock)
  
- 270 Heavy Construction / Machinery
  
- 280 Drug / Narcotic Equipment
- 281 Drug Records (i.e., prescriptions)
- 282 Drug Test (i.e., UA)
- 283 Chemicals (Herbicides / Pesticides / Solvents)
- 284 Precursor Chemicals (For Making Drugs)

- 285 Medical / Medical Related Lab Equipment
- 290 Recordings - Audio / Visual (Phonograph records, compact disks, tape recordings, cassettes, game software for gaming consoles, etc.)
- 321 Auto
- 322 Truck
- 323 Motorcycle / Moped
- 324 Snowmobile
- 325 Bus Commercial
- 326 Vans Passenger Non-Commercial
- 327 Police Vehicle
- 328 Recreational Vehicle
- 329 Other - Go-Cart / Golf Cart / Motorized Wheelchair, 4 Wheel ATV
- 330 Miscellaneous Vehicle (**Not applicable for Vehicle Theft**)
- 331 Pocket Bike, Motorized Scooter, etc.
- 341 Aircraft (Airplanes, gliders, etc.)
- 342 Aircraft Parts / Accessories
- 350 Metals (Non-Precious i.e., Zinc, Tin, Lead, etc.)
- 351 Aluminum
- 352 Copper / Copper Alloys (Copper, Brass, Bronze)
- 353 Iron
- 354 Steel
- 360 Non-Alcoholic Beverages (Soft Drinks, Bottled Water, etc.)
- 361 Alcoholic Beverages (Liquor / Beer / Wine, etc.)
- 362 Food / Meat
- 363 Personal Hygiene Items
- 364 Gas /Fuel
- 365 Hay / Feed / Seed
- 366 Cigarettes / Tobacco
- 367 Drug / Narcotics
- 368 Utilities (Water, Electricity, Natural Gas, Cable TV, etc.)
- 369 Other Consumable
- 370 Fruits / Vegetables
- 500 Logging Equipment (Choker cables, chain binders, binders, blocks, etc.) DOES NOT INCLUDE saws, tools, or other heavy machinery.
- 510 Timber / Raw Wood Products
- 520 Building Materials (Lumber, bricks, etc.)
- 590 Domestic Pets (Dogs, cats, birds, hamsters, etc.)
- 600 Saddles and Tack
- 610 Marine Equipment
- 701 Residence
- 702 Structure / Other Dwelling
- 703 Structure Other Commercial Business
- 704 Structure Industrial Manufacturing (Factories, plants, etc.)
- 705 Structure Public / Community (Hospital, jail, college, passenger terminal, church, sports arena, etc.)
- 706 Structure - Storage (Barns, garages, storehouses, etc.)
- 709 Structure - Other
- 750 Miscellaneous
- 880 Unknown Property - Pending Inventory
- 990 Special category to be used by the NCIC UCR to compile statistics on certain types of property

### 3.3 Value of Property

This element contains the total property value of each property description category submitted. If the property value is unknown, an entry of \$1 is submitted.

- Format:** 9 Numeric
- Occurrences:** 1/ Property Description Category
- Mandatory:** Conditional
- Edits:**
- 1) Must be numeric entry with zero left fill if entered.
  - 2) If value is unknown, must have value of "1" = Unknown (\$1.00). A value of zero is allowable only for property description codes of: "143" = Nonnegotiable Instruments, "144" = Mail Documents, "146" = Personal Documents, "190" = Credit/Debit Cards, "195" = Personal Identity Documents, "197" = Identity (intangible), "750" = Miscellaneous and "990" = (special category ).
  - 3) If Property Description has a code of "143" = Nonnegotiable Instruments, "144" = Mail Documents, "146" = Personal Documents, "190" = Credit/Debit Cards or "195" = Personal Identity Documents or "197" = Identity (intangible) a zero value is **required**.
  - 4) If Data Element 3.2 (Property Description) code is "367" = Drugs/Narcotics and the only offense submitted is Drugs/Narcotic Violations, the property value must be blank. (Note that if any offense other than 180 has a "367" = Drugs/Narcotics entry, the value for this property must be entered.)
  - 5) When Property Type Loss, etc. entries are made for both "7" = Stolen/Etc. and "5" = Recovered, the recovered "property" cannot have property value(s) greater than corresponding property value(s) reported stolen.
  - 6) When Data Element 3.3 (Value of Property) contains a value that exceeds an assigned threshold amount, a "warning" message will be created. The participant is asked to check to see if the value entered was a data entry error, or if it was intended to be entered. A warning message is always produced when the value is \$1,000,000 or greater.
  - 7) Only whole dollar amounts may be entered.

### 3.4 Number of Property Items

This data element is used to report the number of property items totaled for each property description category. For example, to report the number of stolen bicycles, you would submit a property segment with a Property Type Loss, etc. code of 7. Then within that segment, you would enter the property description category, the value of the property, and then the number of bicycles in the number of property items data element.

- Format:** 2 Numeric
- Occurrences:** 1/ Property Description Category
- Mandatory:** Conditional
- Edits:** Must be numeric entry of 01 - 99.

### 3.5 Property Offense Code

The property offense code is the offense code related to the property being submitted.

- Format:** 3 Alpha Numeric
- Occurrences:** 1/ Property Description Category
- Mandatory:** Conditional
- Edits:**
- 1) The offense must be a valid offense code.
  - 2) Each offense code entered must have a corresponding Offense Segment.
  - 3) Required for all property offenses.
- Data Values:** See the section titled Offense Codes for a complete listing of valid offenses.
- Note:** This data element is used as a Foreign Key to allow a property search by offense category.

### 3.6 Date Recovered

The date recovered field contains the date that property is reported as recovered. It is required when the Property Loss Code is "Recovered". Provided ONLY on recovered records, not on the stolen. On the Stolen Record, this field should be left blank.]

- Format:** 8-character date in this format or blank YYYYMMDD
- Occurrences:** 1/ Property Description Category
- Mandatory:** Conditional
- Edits:**
- 1) Each component of the date must be valid; that is, months must be 01-12, days must be 01-31, and year must include the century (i.e., 19xx, 20xx). In addition, days cannot exceed maximum for the month (e.g., June cannot have 31 days).
  - 2) Cannot be earlier than Data Element 3 (Incident Date/Hour).
  - 3) If entered, then both Property Description and Value of Property must be entered.
  - 4) If entered, Property Type Loss, etc. must be "5" = Recovered.
  - 5) Follow NIBRS guidelines under 3.6 Recovered Date (page 34 in NIBRS Vol. 4) for specifics on dates. For example, if Month and Year of the file are 012011, the recovered date cannot contain any date 02/01/2011 or later.

### 3.7 Suspected Drug Type

This data element is used to identify the types of drugs or narcotics that were seized in a drug case. An entry should not be made when drugs were stolen, burned, etc., in connection with non-drug/narcotic violations.

You may enter up to three types of drugs/narcotics. If more than three types are involved, only the two most important (as determined by the reporting agency) are submitted and "X" is entered as the third drug.

Next to each drug type data value is the category in which each of these drugs are counted.

<b>Format:</b>	1 Alpha																																																									
<b>Occurrences:</b>	Up to 3/ Property Type Loss, etc.																																																									
<b>Mandatory:</b>	Conditional																																																									
<b>Edits:</b>	<ol style="list-style-type: none"> <li>1) Must be entered when there is a Drug Law Violations (180), "6" = Seized was entered into Property Type Loss, etc., and "367" = Drugs/Narcotics was entered in Property Description. If there are other offenses involved and "367" = Drugs/Narcotics was split between offense Drug/Narcotic Violations and other offenses, only enter the drug types applicable to Drug/Narcotic Violations.</li> <li>2) If more than one code is entered, the same code cannot be entered within the same "Type Measurement" category. In other words, cocaine cannot be reported in grams and pounds (same weight category) but could be reported in grams and liters (mass and volume categories).</li> <li>3) Must be a valid code.</li> <li>4) When the offense is Drug/Narcotic Violations and Property Type Loss (3.1), etc. is "1" = None, <b>ONLY</b> the Suspected Drug Type is to be entered.</li> <li>5) Follow NIBRS guidelines under Suspected Drug Type (approx. page 88 and 89 in NIBRS Vol. 1) for more detailed instruction on using code X.</li> </ol>																																																									
<b>Data Values:</b>	<table border="0" style="width: 100%;"> <tr><td style="width: 20px;"><b>A</b></td><td>"Crack" Cocaine</td><td>(Narcotic)</td></tr> <tr><td><b>B</b></td><td>Cocaine</td><td>(Narcotic)</td></tr> <tr><td><b>C</b></td><td>Hashish</td><td>(Marijuana)</td></tr> <tr><td><b>D</b></td><td>Heroin</td><td>(Narcotic)</td></tr> <tr><td><b>E</b></td><td>Marijuana</td><td>(Marijuana)</td></tr> <tr><td><b>F</b></td><td>Morphine</td><td>(Narcotic)</td></tr> <tr><td><b>G</b></td><td>Opium</td><td>(Narcotic)</td></tr> <tr><td><b>H</b></td><td>Other Narcotics</td><td>(Narcotic)</td></tr> <tr><td><b>I</b></td><td>LSD /Synthetic Drugs</td><td>(Synthetic)</td></tr> <tr><td><b>J</b></td><td>PCP</td><td>(Synthetic)</td></tr> <tr><td><b>K</b></td><td>Other Hallucinogens</td><td>(Other)</td></tr> <tr><td><b>L</b></td><td>Amphetamines</td><td>(Synthetic)</td></tr> <tr><td><b>M</b></td><td>Other Stimulants</td><td>(Synthetic)</td></tr> <tr><td><b>N</b></td><td>Barbiturates</td><td>(Narcotic)</td></tr> <tr><td><b>O</b></td><td>Other Depressants</td><td>(Narcotic)</td></tr> <tr><td><b>P</b></td><td>Other Drugs</td><td>(Other)</td></tr> <tr><td><b>Q</b></td><td>Methamphetamines</td><td>(Synthetic)</td></tr> <tr><td><b>U</b></td><td>Unknown Type Drug</td><td>(Other)</td></tr> <tr><td><b>X</b></td><td>Over 3 Drug Types</td><td></td></tr> </table>	<b>A</b>	"Crack" Cocaine	(Narcotic)	<b>B</b>	Cocaine	(Narcotic)	<b>C</b>	Hashish	(Marijuana)	<b>D</b>	Heroin	(Narcotic)	<b>E</b>	Marijuana	(Marijuana)	<b>F</b>	Morphine	(Narcotic)	<b>G</b>	Opium	(Narcotic)	<b>H</b>	Other Narcotics	(Narcotic)	<b>I</b>	LSD /Synthetic Drugs	(Synthetic)	<b>J</b>	PCP	(Synthetic)	<b>K</b>	Other Hallucinogens	(Other)	<b>L</b>	Amphetamines	(Synthetic)	<b>M</b>	Other Stimulants	(Synthetic)	<b>N</b>	Barbiturates	(Narcotic)	<b>O</b>	Other Depressants	(Narcotic)	<b>P</b>	Other Drugs	(Other)	<b>Q</b>	Methamphetamines	(Synthetic)	<b>U</b>	Unknown Type Drug	(Other)	<b>X</b>	Over 3 Drug Types	
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<b>X</b>	Over 3 Drug Types																																																									

### 3.8 Estimated Drug Quantity and Fraction

This data element is used to indicate the quantity of drugs or narcotics seized in a drug case. The first nine digits represent a whole number. The last three numbers represent the first three digits after the decimal point.

- Format:** 12 Numeric
- Occurrences:** 1/ Suspected Drug Type
- Mandatory:** Conditional, only when Property Type Loss (3.1) = Seized.
- Edits:**
- 1) Must be numeric entry with zero left-fill. The decimal fractional quantity, if entered, must be expressed in thousandths as the last three digits.
  - 2) If entered, Suspected Drug Type and Type Drug Measurement must also be entered.
  - 3) Follow NIBRS guidelines under Suspected Drug Type (page 88 and 89 in NIBRS Vol. 1) when using X.

When reporting trace amounts of drugs, please use **.001** (decimal) for the quantity/fraction and GM for the measurement (3.9).

### 3.9 Type of Drug Measurement

The type of measurement used to quantify drugs or narcotics is specified in this data element.

- Format:** 2 Alpha
- Occurrences:** 1/ Suspected Drug Type
- Mandatory:** Conditional, only when Property Type Loss (3.1) = Seized.
- Edits:**
- 1) Must be a valid code.
  - 2) Based upon the various ways a drug can be measured, very few edits can check for illogical combinations of drug type and measurement. The only restriction will be to limit "NP" = Number of Plants to the following drugs: E = Marijuana, G = Opium, K = Other Hallucinogens. All other "Type Drug Measurement" codes are applicable to any Suspected Drug Type code.
  - 3) If entered, Suspected Drug Type and Estimated Drug Quantity must also be completed.
  - 4) Estimated Quantity must have a value of "1" when "XX" = Not Reported is entered for Type Measurement. Submission of a "Not Reported" indication requires that a value of "1" also be submitted as a quality assurance measure. Once the Type Measurement has been determined, a resubmission of the Incident Report would be done reflecting the completed data.
- Data Values:**
- |           |                     |
|-----------|---------------------|
| <b>GM</b> | Gram                |
| <b>KG</b> | Kilogram            |
| <b>OZ</b> | Ounce               |
| <b>LB</b> | Pound               |
| <b>ML</b> | Milliliter          |
| <b>LT</b> | Liter               |
| <b>FO</b> | Fluid Ounce         |
| <b>GL</b> | Gallon              |
| <b>DU</b> | Dosage Units/ Items |
| <b>NP</b> | Number of Plants    |
| <b>XX</b> | Not Reported        |

## VICTIM SEGMENT

### 4.1 Victim (Sequence) Number

The victim sequence number is an identifier for each victim involved in the incident. The numbers are assigned sequentially from **001** to **999**.

<b>Format:</b>	3 Numeric
<b>Occurrences:</b>	Up to 999/ Incident
<b>Mandatory:</b>	Yes
<b>Edits:</b>	1) Must be present -- cannot be blank. 2) Must be numeric entry (001 through 999) with zero left-fill.

### 4.2a Victim Connected to Offense Code(s)

This field is used to connect the victim with the offenses listed in the incident. Each victim must be associated to at least one offense. A maximum of ten offenses may be associated with each victim.

Each offense submitted must also be submitted in the Offense Segment.

<b>Format:</b>	3 Alpha Numeric
<b>Occurrences:</b>	Up to 10/ Victim
<b>Mandatory:</b>	Yes
<b>Edits:</b>	1) Must be present -- cannot be blank. 2) Must be a valid code. 3) If more than one code entered, cannot be a duplicate. 4) If the offense code is a "Crime Against Person," the Type of Victim must be "I" = Individual. 5) If the offense code is a "Crime Against Society," the Type of Victim must be "S" = Society. 6) If the offense code is a "Crime Against Property," the Type of Victim cannot be "S" = Society. 7) Each offense code entered must have a corresponding Offense Segment.
<b>Data Values:</b>	See the section titled Offense Codes for a complete listing of valid offenses.

### 4.2b Victim Oregon Revised Statute

The Oregon Revised Statute associated with the UCR offense code. The first four characters are followed by the period and then the last 3 characters (E.G., 0163.395). When the ORS is only 6 digits (which is the norm), the first character should be padded with a zero.

<b>Format:</b>	8 Alpha/numeric (i.e., 123A.123)
<b>Occurrences:</b>	1/ Offense up to 10/victim
<b>Mandatory:</b>	Yes



### 4.3 Type of Victim

This code defines the type of victim being described. Victims can be defined as individuals, society, or business.

A victim type of L for Law Enforcement Officer is used to facilitate the collection of LEOKA data. All edits regarding Individuals apply to Law Enforcement Officers. Additionally, Victim type L can only be used when the offense(s) is one of the

following: 011, 012, 013, 041, 042, 043, 045, 046.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/Victim
<b>Mandatory:</b>	Yes
<b>Edits:</b>	1) Must be present -- cannot be blank. 2) Must be a valid code.
<b>Data Values:</b>	<b>I</b> Individual <b>B</b> Business <b>F</b> Financial Institution <b>G</b> Government <b>L</b> Law Enforcement Officer <b>R</b> Religious/ Organization <b>S</b> Society/ Public <b>O</b> Other <b>U</b> Unknown

### 4.4 Age (of Victim)

If the victim type was a person, his/her age is to be entered into this data element.

<b>Format:</b>	4 Alpha Numeric
<b>Occurrences:</b>	1/Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be present if Type of Victim is "I" = Individual or "L" = Law Enforcement Officer. 2) Type of Victim must be "I" = Individual or "L" = Law Enforcement Officer for data to be entered. 3) If Relationship of Victim to Offender contains a relationship of "SP" = Spouse, then the victim cannot be less than 10 years old. 4) EXACT AGE: A) Must be a valid code if alpha characters, i.e., NN, NB, or BB. B) A single two-character age must be in the first two positions of the field, not the third or fourth. 5) AGE RANGE: A) Must be four numeric digits. B) First pair must be less than second pair. C) The low age in a range cannot be "00" (unknown).
<b>Data Values:</b>	<b>NN</b> Under 24 hours <b>NB</b> 1 to 6 Days Old <b>BB</b> 7 to 364 Days Old <b>01 to 98</b> Actual Years Old <b>99</b> 99 and over <b>00</b> Unknown

#### 4.5 Sex (of Victim)

If the victim was a person, his/her sex is to be entered into this data element.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) Must be present if Type of Victim is "I" = Individual or "L" = Law Enforcement Officer. 3) Type of Victim must be "I" = Individual or "L" = Law Enforcement Officer for data to be entered.
<b>Data Values:</b>	<b>F</b> Female <b>M</b> Male <b>U</b> Unknown

#### 4.6 Race (of Victim)

If the victim was a person, his/her race is to be entered into this data element.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) Must be present if Type of Victim is "I" = Individual or "L" = Law Enforcement Officer. 3) Type of Victim must be "I" = Individual or "L" = Law Enforcement Officer for data to be entered.
<b>Data Values:</b>	<b>I</b> American Indian/ Alaska Native <b>A</b> Asian <b>B</b> Black or African American <b>H</b> Hispanic or Latino <b>P</b> Native Hawaiian/Other Pacific Islander <b>W</b> White <b>U</b> Unknown

#### 4.7 Ethnicity (of Victim)

If the victim was a person, his/her ethnicity is to be entered into this data element.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) Must be present if Type of Victim is "I" = Individual or "L" = Law Enforcement Officer. 3) Type of Victim must be "I" = Individual or "L" = Law Enforcement Officer for data to be entered.
<b>Data Values:</b>	<b>A</b> Arab Origin <b>C</b> Chinese Origin <b>H</b> Hispanic or Latino Origin <b>J</b> Japanese Origin <b>V</b> Vietnamese Origin <b>N</b> Not Hispanic or Latino <b>O</b> Other <b>U</b> Unknown

#### 4.8 Resident Status (of Victim)

If the victim was a person, his/her resident status 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 where the crime took place.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be present if Type of Victim is "I" = Individual or "L" = Law Enforcement Officer. 2) Must be a valid code.
<b>Data Values:</b>	<b>N</b> Nonresident <b>R</b> Resident <b>U</b> Unknown

## 4.9 Aggravated Assault/Homicide Circumstances

This data element is used to describe the circumstances of either an aggravated assault or a homicide.

- Format:** 2 Numeric
- Occurrences:** Up to 2/ Victim
- Mandatory:** Conditional
- Edits:**
- 1) Must be a valid code.
  - 2) If more than one code entered within Aggravated Assault/Murder category, cannot be a duplicate.
  - 3) Can only be entered when one or more Victim Connected to Offense Codes entries are: Murder (011 or 012), Negligent Manslaughter (013), Justifiable Homicide (015), Aggravated Assault (041), Attempted Murder (042).
  - 4) If "20" = Criminal Killed by Private Citizen or "21" = Criminal Killed by Police Officer is entered, then Additional Justifiable Homicide Circumstances must be entered.
  - 5) Value "10" = Unknown Circumstances is mutually exclusive with any other code -- no other code can be entered. Enter "10" only if no other code applies.
  - 6) No more than one circumstance category (i.e., Aggravated, Negligent, Justifiable) can be entered.
  - 7) When "08" = Other Felony Involved is entered, a minimum of two felony offenses should be entered for Offense Code. When "08" is entered, it almost always involves multiple offenses. In those instances where only one offense is submitted, a "warning" message will be produced. When this situation is encountered, the participant should verify that the Incident Report should only have one offense.

**Data Values: For Aggravated Assault, Homicide and Attempted Murder**

- 1 Argument
- 2 Assault on Law Enforcement Officer(s)
- 3 Drug Dealing
- 4 Gangland
- 5 Juvenile Gang
- 6 Domestic Violence
- 7 Mercy Killing
- 8 Other Felony Involved
- 9 Other Circumstances
- 10 Unknown Circumstances

**For Justifiable Homicide**

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

**For Negligent Manslaughter and Negligent Homicide Traffic only**

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

#### 4.10 Additional Justifiable Homicide Circumstances

This data element is to be used to further describe the circumstances of a justifiable homicide.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) If it is entered, Aggravated Assault/Homicide Circumstances must show a "justifiable homicide" circumstance, i.e., code "20" or "21."
<b>Data Values:</b>	<b>A</b> Criminal Attacked Police Officer and Officer Killed Criminal <b>B</b> Criminal Attacked Police Officer and Criminal Killed by Another Police Officer <b>C</b> Criminal Attacked a Civilian <b>D</b> Criminal Attempted Flight from a Crime <b>E</b> Criminal Killed in Commission of a Crime <b>F</b> Criminal Resisted Arrest <b>G</b> Unable to Determine/ Not Enough Information

#### 4.11 Type of Injury

This data element is to be used to describe the type(s) of bodily injury suffered by a person. You may enter up to five entries for each victim.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	Up to 5/ Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) If more than one code entered, cannot be a duplicate. 3) Value "N" = None is mutually exclusive with any other value entered, i.e., "N" is to be used only if no other code applies. 4) Can only be entered when one or more Victim Connected to Offense Codes entries are: 020 Forcible Rape 03X Robbery 41 Aggravated Assault 42 Attempted Murder 43 Simple Assault 177 Forcible Sodomy 17C Sexual Assault with An Object 173 Physical Molest/Forcible Fondling 230 Extortion/Blackmail 25X Kidnapping
<b>Data Values:</b>	<b>B</b> Apparent Broken Bones <b>I</b> Possible Internal Injury <b>L</b> Severe Laceration <b>M</b> Apparent Minor Injury <b>N</b> None <b>O</b> Other Major Injury <b>T</b> Loss of Teeth <b>U</b> Unconsciousness

When offense is 043 – injury type can only be M or N.

When offense is 048 – injury type must be blank.

## 4.12 Related Offender(s)

This data element is to be used along with data element **4.13** to report the relationships of the victim to offenders who have perpetrated a "Crime Against Person", "Crime Against Property" or a robbery against the victim. **NOTE:** Victim Offender Relationships will only be reported on Crimes Against Property when the victim type is I=Individual.

Enter the offender sequence number of the offenders for whom victim-to-offender relationships are going to be reported in data element **4.13**. You may enter up to ten offender relationships for each victim.

- Format:** 2 Numeric
- Occurrences:** Up to 10/ Victim
- Mandatory:** No
- Edits:**
- 1) Only include if one or more of the offenses entered into Victim Connected to Offense Code(s) (4.2) is a "Crime Against Person" or is a "Crime Against Property". If more than 10 offenders satisfy these criteria, choose the 10 closest in relationship. For example, if 15 offenders were neighbors and one was the brother, enter the brother as one of the 10 offenders in this data element.
  - 2) Data Element 25 (Type of Victim) must be "I" = Individual or "L" = Law Enforcement Officer for data to be entered.
  - 3) If more than one number entered, cannot be a duplicate.
  - 4) "00" may only be entered if there is only one Offender Segment submitted where nothing was known about identity and number of offender(s).
  - 5) The corresponding Offender Segment must be present.
  - 6) [This field is optional when the offense is one of the following Crimes Against Property:](#)

090	Arson
230	Extortion/Blackmail
051-053	Burglary/Breaking & Entering
061	Pocket-Picking
062	Purse Snatch
063	Shoplifting
064	Theft from a Motor Vehicle
065	Theft of Motor Vehicle Parts and Accessories
067	Theft from a Building
068	Theft from a Coin-Operated Machine
069	All Other Larceny
071	Motor Vehicle Theft
100	Counterfeit/Forgery
115	False Pretenses/Swindle/Confidence Game
114	Credit Card/ATM Fraud
11C	Impersonation
11D	Welfare Fraud
11F	Identity Theft
11G	Hacking/Computer Invasion
120	Embezzlement
130	Stolen Property Offenses
140, 141, 145	Destruction/Damage/Vandalism of Property
510	Bribery

## 4.13 Relationship(s) of Victim to Offender(s)

Relationship of Victim to Offender is used, along with Element 4.12 (Related Offender(s)), to report the relationship of the victim to the offender(s) who perpetrated a Crime Against Person or a Crime Against Property against the victim. This data element will remain optional for all other Crimes Against Property until further notice. This data element must be relaxed to accept all other Crime Against Property offenses, other than robbery, when Element 4.12 (Related Offender(s)), is other than 00 = Unknown Offender.

**Format:** 2 Alpha

**Occurrences:** 1/ Related Offender

**Mandatory:** Conditional

- Edits:**
- 1) Every offender indicated in Related Offender requires an entry here except when the number is "00" = Unknown. This field must be blank in instances when "00" is entered.
  - 2) Must be a valid code.
  - 3) Husbands and wives (i.e., spouses) must be at least 10 years of age.
  - 4) As of 1/1/2019, the Relationship of Victim to Offender can reflect either same or different sex designation.
  - 5) The age of the victim and/or the offender must reflect the implied relationship. The following relationships must be consistent with the victim's age in relation to the offender's age:  
CH = Victim was Child Younger  
PA = Victim was Parent Older  
GP = Victim was Grandparent Older  
GC = Victim was Grandchild Younger
  - 6) Relationship cannot be entered when Offender Number to be Related is "00" = Unknown.
  - 7) When "VO" = Victim Was Offender is entered, a minimum of 2 Victim and 2 Offender Segments must be submitted. "VO" indicates situations such as brawls and domestic disputes. In most of these cases, each victim is also the offender; therefore, every victim record would contain a "VO" code. However, there may be some situations where only one of the victims is also the offender, but where the other victim(s) are not also the offender(s). This code can only be used when you have 2 PERSONS victims.
  - 8) When entered, "VO" = Victim Was Offender can only be entered once in a victim record and can refer to an offender only once. Since "VO" points to himself/herself, a victim cannot be two offenders.
  - 9) When the related offender has "unknown" values entered for age, sex, and race, the relationship must be "RU" = Relationship Unknown. This edit ensures a logical relationship, e.g., if brother was entered, age, sex, and race would not be unknown values.

**Data Values:** **Within Family**

**SE** Victim was Spouse  
**CS** Victim was Common-Law Spouse  
**PA** Victim was Parent  
**SB** Victim was Sibling  
**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 Step sibling  
**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 Baby sitter (The baby/child being cared for)  
**BG** Victim was Boyfriend/ Girlfriend  
**XR** Ex-Relationship (Ex-boyfriend/Ex-girlfriend)  
**CF** Victim was Child of Boyfriend or Girlfriend  
**XS** Victim was Ex-Spouse  
**EE** Victim was Employee  
**ER** Victim was Employer  
**OK** Victim was Otherwise Known

**Not Known by Victim**

**RU** Relationship Unknown  
**ST** Victim was Stranger

**Other Type of Relationship**

**VO** Victim was Offender

#### 4.14 LEOKA Type of Act

This data element indicates whether the act was felonious or by accident or negligence. This value is only valid when the type of victim is L.

**Format:** 1 Alpha  
**Occurrences:** 1/Victim  
**Mandatory:** Conditional  
**Edits:** 1) Must be a valid code.  
 2) Must be present if victim type is "L" - Law Enforcement Officer  
**Data Values:** **Default value = "N"**  
**A** Law Enforcement Official Assaulted  
**F** Law Enforcement Official Killed (Felonious Act)  
**N** Not LEOKA Incident  
**O** Law Enforcement Official Killed (Acc./Neglig./Other)

Note: To use the LEOKA data elements of the victim record, the offense(s) must be one of the following: 011, 012, 013, 041, 042, 043, 045, 046.



#### 4.15 LEOKA Assignment Type

This data element is used to report the type of assignment the officer was on when the assault occurred. This value is only valid when the type of victim is L. If this is not a LEOKA incident, this field should be left blank.

<b>Format:</b>	2 Numeric
<b>Occurrences:</b>	1/Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) Must be provided if the victim type is Law Enforcement Officer.
<b>Data Values:</b>	<b>01</b> Two Officer Vehicle, <b>02</b> Alone in One Officer Vehicle <b>03</b> Assisted in One Officer Vehicle <b>04</b> Detective/Special Assign. (Alone) <b>05</b> Detective/Special Assign (Assisted) <b>06</b> Other (Alone) <b>07</b> Other (Assisted)

#### 4.16 LEOKA Activity Type

This data element is used to capture the description of what activity the officer was involved in when the assault occurred.

This value is only valid when the type of victim is L. If this is not a LEOKA incident, this field should be left blank.

<b>Format:</b>	2 Numeric
<b>Occurrences:</b>	1/Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) Must be present if the victim type is Law Enforcement Officer.
<b>Data Values:</b>	<b>01</b> Responding to Domestic Disturbance <b>02</b> Responding to Disturbance Other <b>03</b> Burglary in Progress/Pursuing Burglary Suspects <b>04</b> Robbery in Progress/Pursuing Robbery Suspects <b>05</b> Attempting Other Arrests <b>06</b> Civil Disorder (Riot, Mass Disobedience) <b>07</b> Handling, transporting, or custody of Prisoners <b>08</b> Investigating suspicious persons or circumstances <b>09</b> Ambush/ No Warning <b>10</b> Mentally deranged <b>11</b> Traffic pursuits and stops <b>12</b> All Other

#### 4.17 LEOKA ORI-Other Officer Jurisdiction

This is the ORI for officers from another jurisdiction who are killed or assaulted while assisting another agency.

<b>Format:</b>	6 Numeric
<b>Occurrences:</b>	1/ Victim
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	Must be a valid code.

# OFFENDER SEGMENT

## 5.1 Offender (Sequence) Number

The offender sequence number is an identifier for each offender involved in the incident. The numbers are assigned sequentially from 01 to 99. The purpose of the field is to distinguish one offender from another and to identify the situation where nothing was known about the number of offenders or who they were. For example, a corpse was found in a ditch and there were no eyewitnesses or other information that would provide data about possible offenders. In that case, "00" = Unknown would be entered. However, if five offenders were seen running from the scene, then five offender records would be submitted.

- Format:** 2 Numeric
- Occurrences:** Up to 99/ Incident
- Mandatory:** Yes
- Edits:**
- 1) Must be present -- cannot be blank.
  - 2) If the incident is exceptionally cleared, then "00" cannot be entered. "00" indicates that nothing was known about the offender(s) regarding number and any identifying information. One of the criteria for exceptionally clearing an incident is that at least one of the offenders be known.
  - 3) For a Justifiable Homicide, at least one of the offenders must have "known" information for Age, Sex, and Race. Consequently, "00" is not valid as an offender sequence number.
  - 4) If the number is "00" = Unknown, no other Offender Segments can be submitted.

## 5.2 Age (of Offender)

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

- Format:** 4 Alpha Numeric
- Occurrences:** 1/ Offender
- Mandatory:** Conditional
- Edits:**
- 1) Must be present when Offender Sequence Number is other than "00" = Unknown.
  - 2) Cannot be entered when Offender Sequence Number is "00" = Unknown.
  - 3) When an incident is cleared exceptionally, at least one of the offenders must have "known" values in Age, Sex, and Race.
  - 4) For a Justifiable Homicide (015), at least one of the offenders must have "known" information for Age, Sex, and Race.
  - 5) If Relationship of Victim to Offender contains a relationship of "SP" = Spouse, then the offender cannot be less than 10 years old.
  - 6) Exact Age:
    - A) Must contain numeric entry of 00 – 99, or NN, NB or BB.
    - B) A numeric age must be in first two positions of the field, not the third and fourth.
  - 7) Age Range:
    - A) Must be four numeric digits.
    - B) First pair must be less than second pair.
    - C) The low age in a range cannot be "00" (unknown).
    - D) Cannot contain NN, NB or BB.
- Data Values:**
- |                 |                   |
|-----------------|-------------------|
| <b>NN</b>       | Under 24 hours    |
| <b>NB</b>       | 1 to 6 Days Old   |
| <b>BB</b>       | 7 to 364 Days Old |
| <b>01 to 98</b> | Actual Years Old  |
| <b>99</b>       | 99 and over       |
| <b>00</b>       | Unknown           |

**Caveat:** Codes of NN, NB or BB entered as in a protective custody will convert age of offender to 01 prior to submitting to the FBI.

### 5.3 Sex (of Offender)

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

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Offender
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be present when Offender Sequence Number is other than "00" = Unknown. 2) Must be a valid code. 3) Cannot be entered when Offender Sequence Number is "00" = Unknown. 4) When an incident is cleared exceptionally, at least one of the offenders must have "known" values in Age, Sex, and Race. 5) For a Justifiable Homicide, at least one of the offenders must have "known" information for Age, Sex, and Race.
<b>Data Values:</b>	<b>F</b> Female <b>M</b> Male <b>U</b> Unknown

### 5.4 Race (of Offender)

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

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Offender
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be present when Offender Sequence Number is other than "00" = Unknown. 2) Must be a valid code. 3) Cannot be entered when Offender Sequence Number is "00" = Unknown. 4) When an incident is cleared exceptionally, at least one of the offenders must have "known" values in Age, Sex, and Race. 5) For a Justifiable Homicide, at least one of the offenders must have "known" information for Age, Sex, and Race.
<b>Data Values:</b>	<b>I</b> American Indian/ Alaska Native <b>A</b> Asian <b>B</b> Black or African American <b>H</b> Hispanic or Latino <b>P</b> Native Hawaiian/Other Pacific Islander <b>W</b> White <b>U</b> Unknown

## 5.5 Ethnicity (of Offender)

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

<b>Format:</b>	1 Alpha																
<b>Occurrences:</b>	1/Arrestee																
<b>Mandatory:</b>	Conditional																
<b>Edits:</b>	<ol style="list-style-type: none"><li>1) Must be present when Offender Sequence Number is other than "00" = Unknown.</li><li>2) Must be a valid code.</li><li>3) Cannot be entered when Offender Sequence Number is "00" = Unknown.</li><li>4) When an incident is cleared exceptionally, at least one of the offenders must have "known" values in Age, Sex, and Race.</li><li>5) For a Justifiable Homicide, at least one of the offenders must have "known" information for Age, Sex, and Race.</li></ol>																
<b>Data Values:</b>	<table><tr><td><b>A</b></td><td>Arab Origin</td></tr><tr><td><b>C</b></td><td>Chinese Origin</td></tr><tr><td><b>H</b></td><td>Hispanic or Latino Origin</td></tr><tr><td><b>J</b></td><td>Japanese Origin</td></tr><tr><td><b>V</b></td><td>Vietnamese Origin</td></tr><tr><td><b>N</b></td><td>Not Hispanic or Latino</td></tr><tr><td><b>O</b></td><td>Other</td></tr><tr><td><b>U</b></td><td>Origin Unknown</td></tr></table>	<b>A</b>	Arab Origin	<b>C</b>	Chinese Origin	<b>H</b>	Hispanic or Latino Origin	<b>J</b>	Japanese Origin	<b>V</b>	Vietnamese Origin	<b>N</b>	Not Hispanic or Latino	<b>O</b>	Other	<b>U</b>	Origin Unknown
<b>A</b>	Arab Origin																
<b>C</b>	Chinese Origin																
<b>H</b>	Hispanic or Latino Origin																
<b>J</b>	Japanese Origin																
<b>V</b>	Vietnamese Origin																
<b>N</b>	Not Hispanic or Latino																
<b>O</b>	Other																
<b>U</b>	Origin Unknown																

## ARRESTEE SEGMENT

### 6.1 Arrestee (Sequence) Number

The arrestee sequence number is an identifier for each arrestee involved in the incident. The numbers are assigned to match up with the corresponding offender sequence number. Numbers can range from 01 to 99.

- Format:** 2 Numeric
- Occurrences:** Up to 99/ Incident
- Mandatory:** Yes
- Edits:**
- 1) Must be present -- cannot be blank.
  - 2) Must be numeric entry of 01 to 99.

### 6.2 Arrest (Transaction) Number

This number is assigned by the submitting agency to uniquely identify the arrest report. It may be the "Incident Number" related to the arrest, however if more than one arrestee each must be unique.

- Format:** 12 Alpha
- Occurrences:** 1/ Arrestee
- Mandatory:** Yes
- Edits:**
- 1) Must be present -- cannot be blank.
  - 2) Must uniquely identify the arrestee.
  - 3) Must be left-justified with blank right-fill if under 8 characters in length.
  - 4) Valid character combinations can include A through Z, 0 through 9 and – (hyphen). For example, 11-123SC is valid, but 11+123\*SC is invalid.
  - 5) Must be blank right-fill if under 12 characters in length. Cannot have embedded "blanks" between the first and last character entered.

### 6.3 Arrest Date

This data element is to be used to indicate the date the arrest took place. The date value should be entered as YYYYMMDD.

- Format:** 8 Numeric / YYYYMMDD
- Occurrences:** 1/ Arrestee
- Mandatory:** Yes
- Edits:**
- 1) Must be present -- cannot be blank.
  - 2) Each component of the date must be valid; that is, months must be 01-12, days must be 01-31, and year must include the century (i.e., 19xx, 20xx). In addition, days cannot exceed maximum for the month (e.g., June cannot have 31 days). The date cannot exceed the current date.
  - 3) Cannot be earlier than Incident Date/Hour.
  - 4) Follow NIBRS guidelines under 3.6 Recovered Date (page 34 in NIBRS Vol. 4) for specifics on dates. For example, if Month and Year of the File are 012011, the recovered date cannot contain any date 02/01/2011 or later.

## 6.4 Type of Arrest

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

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Arrestee
<b>Mandatory:</b>	Yes
<b>Edits:</b>	1) Must be present -- cannot be blank. 2) Must be a valid code.
<b>Data Values:</b>	O <b>On-View Arrest</b> (within your jurisdiction) S <b>Summoned/ Cited</b> (cited and released) T <b>Taken Into Custody</b> (warrant service)

## 6.5 Multiple Clearance Indicator

This data element is used to indicate whether the apprehension of the arrestee resulted in the clearance of more than one previously reported incident within the jurisdiction served by the reporting agency.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Arrestee
<b>Mandatory:</b>	Yes
<b>Edits:</b>	1) Must be present -- cannot be blank. 2) Must be a valid code.
<b>Data Values:</b>	C <b>Count Arrestee for First Case Cleared</b> M <b>Multiple Cases Cleared</b> N <b>Not a Multiple Clearance Situation</b>

Multiple Clearance Indicator is to be used to ensure that an arrestee is counted 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 an N – Not Applicable.**

**Example (1):** The arrestee's apprehension for robbery resulted in his identification as the perpetrator of five additional robberies within the arresting agency's jurisdiction. Six (6) Arrestee Segments should be submitted, e.g., one for each Incident report. One (1) should have **C – Count Arrestee** entered into this field and five (5) should have **M – Multiple** entered.

**Example (2):** The arrestee's apprehension resulted in the arresting agency submitting only one (1) Arrestee Segment. **N – Not Applicable** should be entered.

## 6.6 Arrest Offense Code

The offense code(s) for which the arrestee was apprehended is to be entered into this data element. If the arrestee was apprehended for more than five offenses within a single incident, the reporting agency is to determine which were the most serious offenses and enter them as the arrest offenses.

<b>Format:</b>	3 Alpha Numeric
<b>Occurrences:</b>	Up to 5/Arrestee
<b>Mandatory:</b>	Yes
<b>Edits:</b>	<ol style="list-style-type: none"><li>1) Conditionally (1<sup>st</sup> entry must be present).</li><li>2) Must be a valid offense code.</li><li>3) The Arrest Offense Code cannot be Justifiable Homicide, because this offense does not result in a subsequent arrest of the offender.</li><li>4) When the arrest offense is a Group A offense, then a group A incident offense must be present in the offense segment.</li></ol>

**Data Values:** See the section titled Offense Codes for a complete listing of valid offenses.

Only the arrest for the most serious offense is forwarded to the National NIBRS program.

## 6.7 Arrestee Was Armed With

This data element is to be used to indicate whether the arrestee was armed with a weapon at the time of his/her apprehension.

<b>Format:</b>	3 Alpha Numeric																				
<b>Occurrences:</b>	Up to 2/Arrestee																				
<b>Mandatory:</b>	Yes																				
<b>Edits:</b>	<ol style="list-style-type: none"><li>1) Must be present -- cannot be blank.</li><li>2) Must be a valid code.</li><li>3) If more than one code entered, cannot be a duplicate.</li><li>4) Value "01" = Unarmed is mutually exclusive with any other value, i.e., it is to be used only if no other code applies.</li><li>5) The third character must be "A" = Automatic or blank.</li><li>6) If the firearm is Automatic, add "A" as the third character of code; valid only with codes: "11" = Firearm (Type Not Stated), "12" = Handgun, "13" = Rifle, "14" = Shotgun, "15" = Other Firearm.</li></ol>																				
<b>Data Values:</b>	<table><tr><td>01</td><td>Unarmed</td></tr><tr><td>11</td><td>Firearm (type not stated)</td></tr><tr><td>12</td><td>Handgun</td></tr><tr><td>13</td><td>Rifle</td></tr><tr><td>14</td><td>Shotgun</td></tr><tr><td>15</td><td>Other Firearm</td></tr><tr><td>16</td><td>Lethal Cutting Instrument (i.e., switchblade knife, martial arts "stars," etc.)</td></tr><tr><td>17</td><td>Club/ Blackjack/ Brass Knuckles</td></tr><tr><td>18</td><td>Taser</td></tr><tr><td>19</td><td>Chemicals</td></tr></table>	01	Unarmed	11	Firearm (type not stated)	12	Handgun	13	Rifle	14	Shotgun	15	Other Firearm	16	Lethal Cutting Instrument (i.e., switchblade knife, martial arts "stars," etc.)	17	Club/ Blackjack/ Brass Knuckles	18	Taser	19	Chemicals
01	Unarmed																				
11	Firearm (type not stated)																				
12	Handgun																				
13	Rifle																				
14	Shotgun																				
15	Other Firearm																				
16	Lethal Cutting Instrument (i.e., switchblade knife, martial arts "stars," etc.)																				
17	Club/ Blackjack/ Brass Knuckles																				
18	Taser																				
19	Chemicals																				



## 6.8 Date of Birth (of Arrestee)

This data element is used to capture the arrestee's date of birth. If the exact date is unknown, then enter the approximate age in the Age of Arrestee field and leave the Date of Birth field empty.

- Format:** 8 Alpha Numeric /YYYYMMDD
- Occurrences:** 1/ Arrestee
- Mandatory:** Yes, if known, must be entered
- Edits:**
- 1) Each component of the date must be valid; that is, months must be 01-12, days must be 01-31, and year must include the century (i.e., 19xx, 20xx). In addition, days cannot exceed maximum for the month (e.g., June cannot have 31 days). The date cannot exceed the current date. The DOB must be greater than 01/01/1900.
  - 2) If unknown, leave the value blank.

## 6.9 Age (of Arrestee)

The age of the arrestee is to be entered as an exact number of years, a range of years.

- Format:** 4 Alpha Numeric
- Occurrences:** 1/ Arrestee
- Mandatory:** Yes
- Edits:**
- 1) Must be present -- cannot be blank.
  - 2) EXACT AGE:
    - A) Must contain numeric entry of 01 – 99, or NN, NB or BB.
    - B) A single two-character age must be in first two positions of the field, not the third and fourth.
  - 3) AGE RANGE:
    - A) Must be four numeric digits.
    - B) First pair must be less than second pair.
    - C) Cannot contain NN, NB or BB.
- Data Values:**
- |                 |                   |
|-----------------|-------------------|
| <b>NN</b>       | Under 24 hours    |
| <b>NB</b>       | 1 to 6 Days Old   |
| <b>BB</b>       | 7 to 364 Days Old |
| <b>01 to 98</b> | Actual Years Old  |
| <b>99</b>       | 99 and over       |
| <b>00</b>       | Unknown           |
- Caveat:** If codes of NN, NB or BB are entered (as in a protective custody), OUCR will convert age of arrestee to 01 prior to submitting to the FBI.

## 6.10 Sex (of Arrestee)

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

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Arrestee
<b>Mandatory:</b>	Yes
<b>Edits:</b>	1) Must be present -- cannot be blank. 2) Must be a valid code. Although "U" = Unknown is a valid code for victim and offender sex, it is not valid for arrestees.
<b>Data Values:</b>	<b>F</b> Female <b>M</b> Male

NOTE: Unknown or Non-binary for sex of arrestee is **not** an accepted data value according to FBI.

## 6.11 Race (of Arrestee)

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

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Arrestee
<b>Mandatory:</b>	Yes
<b>Edits:</b>	1) Must be present -- cannot be blank. 2) Must be a valid code.
<b>Data Values:</b>	<b>I</b> American Indian/ Alaska Native <b>A</b> Asian <b>B</b> Black or African American <b>H</b> Hispanic or Latino <b>P</b> Native Hawaiian/Other Pacific Islander <b>W</b> White <b>U</b> Unknown

## 6.12 Ethnicity (of Arrestee)

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

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Arrestee
<b>Mandatory:</b>	No
<b>Edits:</b>	If entered, it must be a valid code.
<b>Data Values:</b>	<b>A</b> Arab Origin <b>C</b> Chinese Origin <b>H</b> Hispanic or Latino Origin <b>J</b> Japanese Origin <b>V</b> Vietnamese Origin <b>N</b> Not Hispanic or Latino <b>O</b> Other <b>U</b> Unknown

### 6.13 Resident Status (of Arrestee)

The resident status of the arrestee 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 where the crime took place. If arrestee provides GPS coordinates as an address that fall within agency jurisdiction arrestee would be considered a resident.

**Format:** 1 Alpha  
**Occurrences:** 1/ Arrestee  
**Mandatory:** Yes  
**Edits:** Must be a valid code  
**Data Values:** **N** Nonresident  
**R** Resident  
**U** Unknown

### 6.14 Disposition of Arrestee Under 18

This data element is to be used only if the arrestee was 17 years of age or younger at the time of the arrest. It is used to indicate what action was taken regarding the juvenile.

**Format:** 1 Alpha  
**Occurrences:** 1/ Arrestee  
**Mandatory:** Conditional  
**Edits:** 1) Must be a valid code.  
2) Must be entered if arrestee age is under 18.  
3) Cannot be entered if arrestee age is over 17.  
4) If not entered but Age of Arrestee reflected an age-range for a juvenile, a warning message will be generated. This only happens when the low age is a juvenile and the high age is an adult, but the average age is a juvenile.  
**Data Values:** **H** Handled Within Department (released to parents, released with warning, etc.)  
**R** Referred to Other Agency (turned over to juvenile court, probation department, welfare agency, other police agency, criminal or adult court, etc.)

## 6.15 Drug Codes

This data element is used to identify the types of drugs or narcotics that the arrestee **possessed when apprehended**.

You may enter up to three types of drugs/narcotics. If more than three types of drugs are involved, then the two most important or significant are reported and "X" is entered as the third.

For a list of the categories for the drug, please refer to section 3.7.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	Up to 3/ Arrestee
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) Must have an offense code of 180.
<b>Data Values:</b>	<b>A</b> "Crack" Cocaine <b>B</b> Cocaine (all forms except "crack") <b>C</b> Hashish <b>D</b> Heroin <b>E</b> Marijuana <b>F</b> Morphine <b>G</b> Opium <b>H</b> Other Narcotics: Codeine; Demerol; Dihydromorphinone or Dilaudid; Hydrocodone or Percodan; Methadone; etc.  <b>I</b> LSD / Synthetic Drugs <b>J</b> PCP <b>K</b> Other Hallucinogens: BMAD or "White Acid"; DMT; MAD; DMAD; Mescaline or Peyote; Psilocybin; STP; Etc.  <b>L</b> Amphetamines <b>M</b> Other Stimulants Adipex, Fastine, and Ionamin (Derivatives of Phentermine); Benzedrine; Didrex; Methylphenidate or Ritalin; Phenmetrazine or Preludin/ Tenuate; etc.  <b>N</b> Barbiturates <b>O</b> Other Depressants: Glutethimide or Doriden; Methaqualone or Quaalude; Pentazocine or Talwin; etc.  <b>P</b> Other Drugs: Antidepressants (Elavil, Triavil, Tofranil, etc.) Aromatic Hydrocarbons; Propoxyphene or Darvon; Tranquilizers (Chlordiazepoxide or Librium, Diazepam or Valium, etc.) etc.  <b>Q</b> Methamphetamines  <b>U</b> Unknown Type Drug  <b>X</b> Over 3 drug types. See NIBRS Vol. 4, Pages 37 & 38 for more detailed instruction on using this code.

## 6.16 DUII Intoxicant Type

The DUII Intoxicant Type is a code that is used if the arrestee was arrested for a DUII offense. The code describes the type of intoxicants that influenced the arrestee.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Arrestee
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) The offense code must be a DUII offense (210).
<b>Data Values:</b>	<b>A</b> Alcohol <b>C</b> Combination <b>D</b> Drugs <b>U</b> Undetermined

## 6.17 Breath Analyzer Results

The Breath Analyzer Results code is required if the DUII Intoxicant Type (6.16) indicates the influence of alcohol. The results field is used to record the alcohol level of the individual arrested for a DUII offense.

<b>Format:</b>	2 Alpha Numeric
<b>Occurrences:</b>	1/ Arrestee
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be a valid code. 2) The offense code must be a DUII offense (210). 3) The DUII Intoxicant Type (6.16) must be an <b>A</b> or <b>C</b> .
<b>Data Values:</b>	<b>08</b> Under .08 <b>14</b> .08 - .14 <b>19</b> .15 - .19 <b>99</b> .20 and Above <b>RE</b> Test was Refused <b>NG</b> Test was Not Given

# INDIVIDUAL SEGMENT

## I.1 Individual Type

The Individual Type describes how the person or entity being described was involved in the incident. It is used in conjunction with the individual sequence as a unique identifier within the incident. For example, if we were submitting information on an Arrestee, the code **A** would be entered.

**Format:** 1 Alpha

**Occurrences:** 1/person segment (Victim, Offender, Arrestee)

**Mandatory:** Yes

- Edits:** 1) Must be present -- cannot be blank.  
2) Must be a valid code.

**Data Values:** **A** Arrestee

**C** Complainant: The person who reported the criminal incident to police. For example, a woman hears another woman screaming from a park across the street and sees a man chasing her. The woman calls police to report the incident. Upon arrival, police find that the other woman had been assaulted by the man. The woman who called the police on behalf of the other woman is identified as the "Complainant" in this incident. When the victim of a crime is the person who reports it to police, that person is referred to as "Victim" rather than "Complainant".

**L** Law Enforcement (used only for homicide & assault offenses when entering LEOKA data)

**M** Other Mentioned: Someone other than those that fit in the other categories.

**O** Offender: The person who committed an offense. Often the person who has committed a criminal offense is unknown. What is known is that someone had to have committed the crime, so there is always at least 1 offender for every incident. What distinguishes an Offender from a Suspect is that there is certainty, or near-certainty that a specific person (the Offender) committed the offense. Evidence or the subject's confession removes doubt as to what part the person played in the incident. For example, witnesses identified an individual as having pulled a gun from his coat and shooting the victim. A search of the subject reveals that he does, in fact, have a gun that has recently been fired. He also gives a statement that he did shoot the victim.

**P** Person of Interest: This person may play one of many roles in an incident. For example, as police respond to a report of a bank robbery, a subject known by police as being involved in previous criminal activity is seen about 2 blocks from the bank walking away from the area. It is unknown if this person has had any involvement in the bank robbery, but his presence is a curiosity that should be investigated. A Person of Interest may have no direct connection to a criminal incident but may have information about people who are involved that could be beneficial to investigators. For example, an acquaintance of a subject suspected of arson may be able to lead investigators to where the subject may be hiding.

**S** Suspect: Something leads investigators or the victim to *think* that a specific person committed the criminal offense, but don't (yet) have enough evidence to prove it. For example, a man tells police that yesterday he got into an argument with his next-door neighbor over the neighbor riding his very loud motorcycle late into the evening every night. Today the man's car was vandalized by someone removing the muffler. Although the man has no proof of who damaged the car, he thinks it was probably his neighbor because of their previous argument.

**V** Victim

**W** Witness

## I.2 Individual (Sequence) Number

This number along with the Individual Type is used to uniquely identify the individual being described in this segment.

<b>Format:</b>	3 Numeric
<b>Occurrences:</b>	Up to 999/Victim Individual Types Up to 99/Other Individual Types
<b>Mandatory:</b>	Yes
<b>Edits:</b>	Must be present -- cannot be blank.

Note: The Individual number must correspond to the sequence number from the victim, arrestee, offender segments, identifying the same individual. i.e., Offender 01 should be O001 on the individual segment.

## I.3 Name

This data element is used to record the names of individuals or organizations involved in this incident. All names entered should be as complete as possible and in Last Name, First Name Middle Name or Initial format. Reference the NCIC manual for further information.

<b>Format:</b>	30 Alpha
<b>Occurrences:</b>	1/ Individual Type & Individual Number
<b>Mandatory:</b>	Yes
<b>Example:</b>	Jones, John E. or Jones, John Edward

NOTE: When name is unknown, use reference to individual type, i.e., suspect, offender, witness

## I.4 Date of Birth (of Individual)

If the date of birth of the individual is known, it should be submitted in this data element. Otherwise, it should be left blank.

<b>Format:</b>	8 character date in this format or blank YYYYMMDD
<b>Occurrences:</b>	1/ Individual Type & Individual Number
<b>Mandatory:</b>	Yes, if known, must be entered
<b>Edits:</b>	Each component of the date must be valid; that is, months must be 01-12, days must be 01-31, and year must include the century (i.e., 19xx, 20xx). In addition, days cannot exceed maximum for the month (e.g., June cannot have 31 days). The date cannot exceed the current date. The DOB must be greater than 01/01/1900.

## I.5 Age (of Individual)

The age of the individual is entered into this data element.

**Format:** 4 Alpha Numeric

**Occurrences:** 1/ Individual Type & Individual Number

**Mandatory:** Yes

- Edits:**
- 1) EXACT AGE:
    - A) Must be a valid code if alpha characters, i.e., NN, NB, or BB.
    - B) A single two-character age must be in first two positions of the field, not the third and fourth.
  - 2) AGE RANGE:
    - A) Must be four numeric digits.
    - B) First pair must be less than second pair.
    - C) The low age in a range cannot be "00" (unknown).
  - 3) Arrestees and offenders cannot be NN, NB, or BB except when offense is 511.

**Data Values:**

<b>NN</b>	Under 24 hours
<b>NB</b>	1 to 6 Days Old
<b>BB</b>	7 to 364 Days Old
<b>01 to 98</b>	Years Old
<b>99</b>	99 and over
<b>00</b>	Unknown

## I.6 Sex (of Individual)

The sex of the individual is entered into this data element.

**Format:** 1 Alpha

**Occurrences:** 1/ Individual Type & Individual Number

**Mandatory:** Yes

**Edits:** Must be a valid code

**Data Values:**

<b>F</b>	Female
<b>M</b>	Male
<b>U</b>	Unknown

## I.7 Race (of Individual)

The race of the individual is entered into this data element.

**Format:** 1 Alpha

**Occurrences:** 1/ Individual Type & Individual Number

**Mandatory:** Yes

**Edits:** Must be a valid code

**Data Values:**

<b>I</b>	American Indian/ Alaska Native
<b>A</b>	Asian
<b>B</b>	Black or African American
<b>H</b>	Hispanic or Latino
<b>P</b>	Native Hawaiian/Other Pacific Islander
<b>W</b>	White
<b>U</b>	Unknown



## I.8 Ethnicity (of Individual)

The ethnicity of the individual is entered into this data element.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Individual Type & Individual Number
<b>Mandatory:</b>	Yes
<b>Edits:</b>	Must be a valid code.
<b>Data Values:</b>	<b>A</b> Arab Origin <b>C</b> Chinese Origin <b>H</b> Hispanic or Latin Origin <b>J</b> Japanese Origin <b>V</b> Vietnamese Origin <b>N</b> Not Hispanic or Latino <b>O</b> Other <b>U</b> Unknown

## I.9 Resident Status (of Individual)

The resident status of the individual is entered into this data element. A "Resident" is a person who maintains his/her permanent home for legal purposes in the locality where the crime took place.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Individual Type & Individual Number
<b>Mandatory:</b>	Yes
<b>Edits:</b>	Must be a valid code
<b>Data Values:</b>	<b>N</b> Nonresident <b>R</b> Resident <b>U</b> Unknown

## I.10 Hair Color

The hair color code of the individual entered into this data element. Reference the NCIC manual for further information.

<b>Format:</b>	3 Alpha
<b>Occurrences:</b>	1/ Individual Type & Individual Number
<b>Mandatory:</b>	Yes, if known, must be entered
<b>Edits:</b>	Must be a valid code if not blank.
<b>Data Values:</b>	Refer to the NCIC manual for current listing.

## I.11 Eye Color

The eye color code of the individual is entered into this data element. Reference the NCIC manual for further information.

<b>Format:</b>	3 Alpha
<b>Occurrences:</b>	1/ Individual Type & Individual Number
<b>Mandatory:</b>	Yes, if known, must be entered
<b>Edits:</b>	Must be a valid code if not blank.
<b>Data Values:</b>	Refer to the NCIC manual for current listing.

## I.12 Skin Color

The skin color of the individual is entered into this data element. Reference the NCIC manual for further information.

- Format:** 3 Alpha
- Occurrences:** 1/ Individual Type & Individual Number
- Mandatory:** Yes, if known, must be entered
- Edits:** Must be a valid code if not blank.
- Data Values:** Refer to the NCIC manual for current listing.

## I.13 Height

The height of the individual in feet and inches is entered into this data element. Reference the NCIC manual for further information.

- Format:** 3 Numeric
- Occurrences:** 1/ Individual Type & Individual Number
- Mandatory:** Yes, if known, must be entered
- Edits:** First digit represents feet, last two represent inches. Therefore, the last two digits must be within the range 0 - 11.

## I.14 Weight

The weight of the individual in pounds is entered into this data element. Reference the NCIC manual for further information.

- Format:** 3 Numeric
- Occurrences:** 1/ Individual Type & Individual Number
- Mandatory:** Yes, if known, must be entered

## I.15 Scars, Marks, Tattoos

Any description of scars, distinguishing marks, or tattoos for the individual are entered into this data element. Reference the NCIC manual for further information.

- Format:** 10 Alpha Numeric
- Occurrences:** 3/ Individual Type & Individual Number
- Mandatory:** Yes, if known, must be entered
- Data Values:** Refer to the NCIC manual for current listing.

## I.16 Gang Affiliation Code

This code is used to associate the individual with a list of known gangs. It should indicate the individual's affiliation regardless of the activity surrounding the incident.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Individual Type & Individual Number
<b>Mandatory:</b>	Yes, if known, must be entered
<b>Edits:</b>	Must be a valid code if not blank.
<b>Data Values:</b>	<b>A</b> Crip <b>B</b> Blood <b>C</b> Skinhead <b>D</b> Asian <b>E</b> Hispanic or Latino <b>M</b> Motorcycle <b>N</b> None <b>O</b> Other or Unknown

## I.17 Corrections Indicator

The corrections indicator field stores information related to the status of the individual at the time of the incident.

<b>Format:</b>	1 Alpha Numeric
<b>Occurrences:</b>	1/ Individual Type & Individual Number
<b>Mandatory:</b>	Yes, if known, must be entered
<b>Edits:</b>	Must be a valid code if not blank.
<b>Data Values:</b>	<b>1</b> Parole <b>2</b> Probation <b>3</b> Work Release <b>4</b> Incarcerated

## I.18 Registered Sex Offender Flag

This data element specifies whether the individual is a registered sex offender.

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	1/ Individual Type & Individual Number
<b>Mandatory:</b>	Dependent. Mandatory when individual type = A.
<b>Data values:</b>	Y = Yes N = No U = Unknown

## I.19 Alias

An alias (Also Known As) includes any name in which any last, first, or middle name is different from that in the Name Field for the record, i.e., Name/Smith, Michael Lee and Alias/Smith, Lee Michael.

<b>Format:</b>	30 Alpha Numeric
<b>Occurrences:</b>	Up to 9/ Individual Type & Individual Number
<b>Mandatory:</b>	Yes, if known, must be entered

# INDIVIDUAL SUPPLEMENTAL SEGMENT

## H.1 Individual Address

This data element is used to capture the address where the individual lives.

**Format:** 30 Alpha Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** Yes, if known, must be entered

## H.2 Individual City

This data element is used to capture the city of the address where the individual lives.

**Format:** 15 Alpha Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** Yes, if known, must be entered

## H.3 Individual State

This data element is used to capture the state of the address where the individual lives.

**Format:** 2 Alpha  
**Occurrences:** 1/ Incident  
**Mandatory:** Yes, if known, must be entered, default = OR

## H.4 Individual Zip Code

This data element is used to capture the zip code of the address where the individual lives. The zip code plus the four-digit extension may be entered.

**Format:** 10 Alpha/Numeric  
**Occurrences:** 1/ Incident  
**Mandatory:** Yes, if known, must be entered  
Example: 97304-0000

## H.5 Individual Telephone Number

**Format:** 10 Numeric  
**Occurrences:** 3/ Submission  
**Mandatory:** Yes, if known, must be entered  
Example: 5037880249    Area code/prefix/phone number

## H.6 Individual Occupation

**Format:** 25 Alpha

**Occurrences:** 1/ Submission

**Mandatory:** Yes, if known, must be entered

**Edits:** 1) Free text.

2) If possible, select from table prior to using free text.

### Recommended

#### Data Values:

Auto Sales-/Service	Lawyer/Judge
Bank/Finance	LE Corrections
Cashier	LE Deputy
Clergy	LE Dispatch
Clerk/Aide	LE Police
Computers	LE Trooper
Construct-Genl	Legislator
Construct-Hwy	Manager
Cook	Medic/EMT
Day Care	Military
Doctor	Nurse
Driver-Delivery	Other
Driver-Sch Bus	Other Health Care
Driver-Taxi	Other Restaurant
Driver-Transit	Parole/Probate
Driver-Truck	Postal Worker
Elected Office	Public Service
Farm/Dairy	Real Estate
Fire Fighter	Retail
Fisherman	Retired
Forester/Logger	Social Worker
Foster Care-Ad	Student
Foster Care-Juv	Teacher-College
General Office	Teacher-Elem
Heavy Equipment	Teacher-HS
Homemaker	Unemployed
Janitor/Refuse	Wait Person
Landscaper	

## H.7 Personal Identification Number

**Format:** 15 Alpha/Numeric

**Occurrences:** 3/ Submission

**Mandatory:** Yes, if known, must be entered

## H.8 Personal Identification Type

<b>Format:</b>	1 Alpha
<b>Occurrences:</b>	3/ Submission
<b>Mandatory:</b>	Yes, if known, must be entered
<b>Edits:</b>	1) Must be present if Personal Identification Number is submitted 2) Must be a valid code
<b>Data Values:</b>	<b>B</b> FBI Number <b>D</b> Driver License Number <b>F</b> Fingerprint Number (FPN) <b>I</b> Identification Card <b>N</b> Social Security Number <b>S</b> State Identification (SID) Number <b>O</b> Other

## H.9 Personal Identification Issuing Authority

This data element identifies the organization that has authority of the identifier assigned to the person.

<b>Format:</b>	15 Alpha
<b>Occurrences:</b>	3/ Submission
<b>Mandatory:</b>	Conditional
<b>Edits:</b>	1) Must be present if Personal Identification Number is submitted 2) If issuing authority is a State or Country, must be valid NCIC code. State codes will be the standard 2-digit code when using codes D, I or S. 3) If Personal Identification Type = "O", may be free text 4) If Personal Identification Type = "N", Social Security Number, entry must be <b>SOC</b> . 5) If Personal Identification Type = "B", FBI Number, entry must be <b>FBI</b> .

## H.10 Citizenship

This data element identifies the country that assigns rights, duties and privileges to the person due to the person's birth or naturalization in that country.

<b>Format:</b>	2 Alpha
<b>Occurrences:</b>	1/ Individual
<b>Mandatory:</b>	Yes, if known, must be entered
<b>Data Values:</b>	<b>Must be valid NCIC code from State and Country Data Codes, Section 7 of the NCIC code manual.</b>

## H.11 Individual Country Code

This data element identifies the country where the individual resides.

<b>Format:</b>	2 Alpha
<b>Occurrences:</b>	1/ Submission
<b>Mandatory:</b>	Yes, if known, must be entered
<b>Data Values:</b>	Must be valid NCIC code from State and Country Data Codes.

# VEHICLE SEGMENT

ALL VEHICLE CODES USED IN THIS SEGMENT MUST BE OBTAINED FROM THE NCIC CODE MANUAL

Vehicle segment can be included for any incident where a vehicle is stolen, recovered, used or is of interest. It is not limited only to stolen/recovered vehicle incidents.

## V.1 Vehicle (Sequence) Number

This number is used to uniquely identify the VEHICLE being described in this segment. Only one vehicle record should be submitted for each vehicle involved.

**Format:** 2 Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes  
**Edits:** Must be a numeric value from 01 to 99.

## V.2 License Number

This data element contains the registered plate number of the vehicle.

**Format:** 8 Alpha Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered

## V.3 License State

This data element contains the state the vehicle is licensed in.

**Format:** 2 Alpha  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered  
**Edits:** Must be a valid two-digit NCIC state code.

## V.4 License Year

This data element contains the year the vehicle licensed expires.

**Format:** 4 Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered

## V.5 License Type

This data element contains the type of vehicle license acquired.

**Format:** 2 Alpha  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered  
**Edits:** Must be a valid NCIC code

## V.6 Vehicle Identification Number

The VIN is the vehicle's unique serial number.

**Format:** 20 Alpha Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered

## V.7 Vehicle Year

This data element contains the model year of the vehicle.

**Format:** 4 Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered

## V.8 Vehicle Make

This data element is used to describe the make of the vehicle. Reference the NCIC manual for further information.

**Format:** 4 Alpha Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered  
**Edits:** Must be a valid NCIC code.

## V.9 Vehicle Model

This data element is used to describe the model of the vehicle. Reference the NCIC manual for further information.

**Format:** 3 Alpha Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered  
**Edits:** Must be a valid NCIC code

## V.10 Vehicle Style

This data element is used to describe the style of the body of the vehicle. Reference the NCIC manual for further information.

**Format:** 2 Alpha Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered  
**Edits:** Must be a valid NCIC code



## V.11 Vehicle Color

This data element is used to describe the color of the vehicle. Two colors may be submitted for those cases where it is more appropriate to use more than one color to describe a vehicle. Reference the NCIC manual for further information.

**Format:** 7 Alpha Numeric – 3 alpha “/” 3 alpha, an example would be DBL/WHI  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered  
**Edits:** Must be a valid NCIC code

## V.12 Vehicle Type

This data element contains the type code of the vehicle. The type codes specify general categories of vehicles like trucks, cars, and motorcycles.

**Format:** 3 Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered  
**Edits:** Must be a valid code.  
**Data Values:**

<b>321</b>	Auto
<b>322</b>	Truck
<b>323</b>	Motorcycle /Moped
<b>324</b>	Snowmobile
<b>325</b>	Bus Commercial
<b>326</b>	Vans Passenger Non-Commercial
<b>327</b>	Police Vehicle
<b>328</b>	Recreational Vehicle
<b>329</b>	Other - Go-Cart /Golf Cart
<b>330</b>	Miscellaneous Vehicles
<b>331</b>	Motorized scooters, pocket bikes, etc.
<b>341</b>	Aircraft (Airplanes, gliders, etc.)

## V.13 Recovered Vehicle Condition

This code table describes the condition that the vehicle was in when it was stolen or recovered.

**Format:** 1 Numeric  
**Occurrences:** 1/ Vehicle  
**Mandatory:** Yes, if known, must be entered  
**Edits:** Must be a valid code.  
**Data Values:**

<b>1</b>	Submerged
<b>2</b>	Burned
<b>3</b>	Stripped
<b>4</b>	Dismantled
<b>5</b>	Stripped/Burned
<b>6</b>	No damage
<b>7</b>	Damaged
<b>8</b>	Crashed

## V.14 Vehicle Involvement Code

This code describes the vehicle's involvement in the incident.

<b>Format:</b>	1 Alpha/Numeric																				
<b>Occurrences:</b>	1/ Vehicle																				
<b>Mandatory:</b>	Yes, if known, must be entered																				
<b>Edits:</b>	Must be a valid code.																				
<b>Data Values:</b>	<table><tr><td>1</td><td>Unknown</td></tr><tr><td>2</td><td>Other</td></tr><tr><td>3</td><td>Witness Vehicle</td></tr><tr><td>4</td><td>Used As Weapon</td></tr><tr><td>5</td><td>Used To Commit Crime</td></tr><tr><td>6</td><td>Suspect Vehicle</td></tr><tr><td>7</td><td>Victim Vehicle</td></tr><tr><td>8</td><td>Stolen</td></tr><tr><td>9</td><td>Recovered</td></tr><tr><td>A</td><td>Stolen &amp; Recovered</td></tr></table>	1	Unknown	2	Other	3	Witness Vehicle	4	Used As Weapon	5	Used To Commit Crime	6	Suspect Vehicle	7	Victim Vehicle	8	Stolen	9	Recovered	A	Stolen & Recovered
1	Unknown																				
2	Other																				
3	Witness Vehicle																				
4	Used As Weapon																				
5	Used To Commit Crime																				
6	Suspect Vehicle																				
7	Victim Vehicle																				
8	Stolen																				
9	Recovered																				
A	Stolen & Recovered																				

# ZERO REPORTING SEGMENT

## 1.1 Incident Number

This data value is part of the zero-reporting segment and must contain all zeros.

**Format:** 12 zeros\Numeric  
**Occurrences:** 1/ Submission  
**Mandatory:** Yes  
**Edits:** Must be 12 zeros.

## 1.2 Zero Report Month

This data value is part of the zero-reporting segment.

**Format:** 2 Numeric  
**Occurrences:** 1/ Submission  
**Mandatory:** Yes  
**Edits:** Must be a valid month code from 01 to12.

## 1.3 Zero Report Year

This data value is part of the zero-reporting segment.

**Format:** 4 Numeric / YYYY  
**Occurrences:** 1/ Submission  
**Mandatory:** Yes  
**Edits:** Must be a valid year (> 1992)

# NARRATIVE SEGMENT

## N.1 Narrative

The Narrative provides a brief summary of details pertaining to the incident. In bias crime incidents, include enough detail to show offender's actions were motivated by a bias against victim(s). Simply stating that victim and offender are of different races, or that a slur of some kind was spoken does not satisfy the bias crime requirement.

- Format:** 10,000 Alpha / Numeric
- Occurrences:** 1/ Incident
- Mandatory:** Conditional
- Edits:**
- 1) Must be present in homicide incidents (Offense Code = 011, 012, 013, 014 or 015)
  - 2) Must be present in bias crime incidents (Offense Hate/Bias Code ≠ 88)
  - 3) Must be present in domestic violence cases (Offense Domestic Violence = Y)
  - 4) Optional for all other incidents
  - 5) Data cannot contain line feed carriage returns and should be submitted as one continuous paragraph.

NOTE: RDW should appear as 0030

## Additional Data Elements Required by Offense Type

---

"Additional" data elements are applicable to certain offenses and are in addition to the Common Data Elements previously listed. They complete the data element reporting requirements for the individual offenses. These must be entered for the specified offense.

### Arson (090)

**Mandatory:** If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 2  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

\*VOR is now optional for all crimes against property except Robbery.

If any code but **00** in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

### Assault Offenses (041, 042, 043, 045, 046)

**Mandatory:** Offense Attempted/Completed (2.2) = **C**  
Type of Victim (4.3) = **I** or **L**

If any code but **00** in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If Type of Victim (4.3) = **L** (only allowed for Offense code 041, 042, 043, 045, or 046)  
LEOKA Type Act (4.14)  
LEOKA Assignment Type (4.15)  
LEOKA Activity Type (4.16)

Conditional:  
LEOKA ORI-Other Officer Jurisdiction (4.17)

**In addition to the above requirements, there are more for the following assault offenses:**

**Only 041, 042, 043:** Type Weapon/Force Involved (2.9) Type Injury (4.11)

**Only 041, 042:** Aggravated Assault/Homicide Circumstances (4.9)

**Only 048:** Type Injury (4.11) = 'N'

## Bribery (266)

**Mandatory:** If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1, 6 or 8

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1, 5, 6, 7 or 8

\*VOR is optional for all crimes against property except Robbery.

If any code but **00** in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If **5, 6, or 7** in Type Property Loss/Etc. (3.1): Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

If **5** in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

Cargo theft (1.23) must be Y or N

## Burglary/Breaking and Entering (051, 052, 053)

**Mandatory:** Method of Entry (2.7)

If **14** or **50** in Location Type (2.5):  
Number of Premises Entered (2.6)

If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1, 5, 7 or 8

\*VOR is optional for all crimes against property except Robbery.

If any code but **00** in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If **5** or **7** in Type Property Loss/Etc. (3.1):  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

If **5** in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

Cargo theft (1.23) must be Y or N

## Counterfeiting/Forgery (100)

**Mandatory:** Type of Criminal Activity (2.8)

If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 3, 5 or 6  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

\*VOR is optional for all crimes against property except Robbery.

If any code but **00** in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If **5** in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

## Destruction/Damage/Vandalism of Property, Crime Damage (140, 141, 145, 148)

**Mandatory:** If **A** in Offense Attempted/Completed (2.2):

Type Property Loss/Etc. (3.1) = 1 or 8  
If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 4  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

\*VOR is optional for all crimes against property except Robbery.

If any code but **00** in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

## Drug/Narcotic Offenses (180, 181, 182, 184, 185, 186)

**Mandatory:** Type of Criminal Activity (2.8)

If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 6  
Drug Codes (6.15)

If any code but **367** in Property Description Category (3.2):  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

Type of Victim (4.3) = S

(continued on next page)

**Only 180:** If 6 in Type Property Loss/Etc. (3.1):  
Property Description Category (3.2) = Any code but 280  
If 1 in Type Property Loss/Etc. (3.1):  
Suspected Drug Type (3.7)  
If 6 in Type Property Loss/Etc. (3.1) and 367 in Property Description Category (3.2):  
Suspected Drug Type (3.7)  
Estimated Drug Quantity (3.8)  
Type Drug Measurement (3.9)

**Only 181:** If 6 in Type Property Loss/Etc. (3.1):  
Property Description Category (3.2) = Any code but 367



## **DUII (210, 211, 212, 213, 214, 215, 216, 217, 218, 219)**

**Mandatory:** DUII Intoxicant Type (6.16)  
Only if **A** or **C** in DUII intoxicant Type (6.16)  
Breathe Analyzer Results (6.17)

## **Embezzlement (120)**

**Mandatory:** If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8  
If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 5 or 7  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

*\*VOR is optional for all crimes against property except Robbery.*

If any code but **00** in Offender Sequence Number (5.1) and

Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If **5** in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

Cargo theft (1.23) must be Y or N

## Extortion/Blackmail (230)

**Mandatory:** Type of Weapon/Force Involved (2.9)  
If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1, 6 or 8  
If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 5 or 7  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

\*VOR is optional for all crimes against property except Robbery.

If any code but **00** in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If **5** in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

If **I** in Type of Victim (4.3)  
Type of Injury (4.11)

## Fraud Offenses (111, 112, 113, 114, 115, 116, 117, 119, 11C, 11D, 11E, 11F, 11G)

**Mandatory:** If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8  
If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 5 or 7  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

(continued on next page)

\*VOR is optional for all crimes against property except Robbery.

If Offense = 114, 115, 11C, 11D, 11E, 11F, 11G  
If any code but 00 in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If 5 in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

If Offense = 114, 115, 116, [117], 119, 11C, 11E, 11F, 11G  
Cargo theft (1.23) must be Y or N

**Only 11F:**

If A in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If C in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 7  
Property Description Category (3.2) = 197  
Value of Property (3.3) = \$0  
Number of Property Items (3.4) = 1

**Only 117:**

If A in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If C in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 7  
Property Description Category (3.2) = 197  
Value of Property (3.3) = \$0  
Number of Property Items (3.4) = 1  
Property Offense Code (3.5) = 117

Victim type (4.3) = G (Government)]

**Gambling Offenses (191, 192, 194, 195, 196, 199)**

**Mandatory:**

If A in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If C in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 6  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

Type of Victim (4.3) = S

If 5 in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

**Only 194:**

Type of Criminal Activity (2.8)

**Homicide Offenses (011, 012, 013, 014, 015)**

**Mandatory:**

Offense Attempted/Completed (2.2) = C  
Type of Weapon/Force Involved (2.9)  
Type of Victim (4.3) = I  
Aggravated Assault/Homicide Circumstances (4.9) = 1-10

If any code but 00 in Offender Sequence Number (5.1):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

**Only 014:**

Aggravated Assault/Homicide Circumstances (4.9) = 30-34

**Only 015:**

Aggravated Assault/Homicide Circumstances (4.9) = 20 or 21  
Additional Justifiable Homicide Circumstances (4.10)

## **Kidnapping/Abduction (251, 252, 253, 254, 255, 256, 257)**

**Mandatory:** Type of Weapon/Force Involved (2.9)

If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1, 5, 7, or 8

If **5** or **7** in Type Property Loss/Etc. (3.1):  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

If **5** in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

Type of Victim (4.3) = 1  
Type of Injury (4.11)

If any code but 00 in Offender Sequence Number (5.1):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

## **Larceny/Theft Offenses (061, 062, 063, 064, 065, 066, 067, 068, 069)**

**Mandatory:** If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 5 or 7  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

\*VOR is optional for all crimes against property except Robbery.

If Offense = 61, 62, 63, 64, 65, 67, 68, 69  
If any code but 00 in Offender Sequence Number (5.1 and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If **5** in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

**Only 065:** If **C** in Offense Attempted/Completed (2.2):  
Property Description Category (3.2) = 200

**Only 066:** If **C** in Offense Attempted/Completed (2.2):  
Property Description Category (3.2) = 010

If Offense = 064, 067 or 069  
Cargo theft (1.23) must be Y or N

## Motor Vehicle Theft (071)

**Mandatory:** If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 5 or 7  
Property Description Category (3.2) = 321 – 329 & 331  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

\*VOR is optional for all crimes against property except Robbery.

If any code but 00 in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If **5** in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

Cargo theft (1.23) must be Y or N

## Pornography/Obscene Material (170)

**Mandatory:** Type of Criminal Activity (2.8)  
Type of Victim (4.3) = S

## Prostitution Offenses (161, 162, 163, 164, 169)

**Mandatory:** Type of Victim (4.3) = S

## Robbery (031, 032, 033, 034, 035, 036, 037, 039)

**Mandatory:** Type of Weapon/Force Involved (2.9)

If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 5 or 7  
Property Description Category (3.2)  
Value of Property (3.3)  
Number of Property Items (3.4)  
Property Offense Code (3.5)

If **5** in Type Property Loss/Etc. (3.1):  
Date Recovered (3.6)

If **I** in Type of Victim (4.3)  
Type of Injury (4.11)

If **I** in Type of Victim (4.3) and  
If any code but 00 in Offender Sequence Number (5.1)  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

Cargo theft (1.23) must be Y or N

## Sex Offenses, Forcible (020, 173, 177, 17C)

**Mandatory:** Type of Weapon/Force Involved (2.9)  
Type of Victim (4.3) = I  
Type of Injury (4.11)  
If any code but 00 in Offender Sequence Number (5.1)  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

## Sex Offenses, Non-forcible (171, 175, 178)

**Mandatory:** Type of Victim (4.3) = I  
If any code but 00 in Offender Sequence Number (5.1)  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

**Only 171** Victim age must be less than 18.

## Stolen Property Offenses (130, 530, 540)

**Mandatory:**

**If 130:**

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 5

*\*VOR is optional for all crimes against property except Robbery.*

If any code but 00 in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If **5** in Type Property Loss/Etc. (3.1):  
Property Description Category(3.2)  
Value of Property(3.3)  
Number of Property Items(3.4)  
Property Offense Code (3.5)  
Date Recovered (3.6)

If **A** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 or 8

Type of Criminal Activity (2.8)  
Type of Victim (4.3) ≠ S

**If 530 or 540:**

If **C** in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 5

*\*VOR is optional for all crimes against property except Robbery.*

If any code but 00 in Offender Sequence Number (5.1) and  
Type of Victim is I=Individual (4.3):  
Related Offender(s) (4.12)  
Relationship(s) of Victim to Offender (4.13)

If **5** in Type Property Loss/Etc. (3.1):  
Property Description Category(3.2)  
Value of Property (3.3)  
Number of Property Items(3.4)  
Property Offense Code (3.5)  
Date Recovered (3.6)

Type of Victim (4.3) = S

## Unauthorized Entry to Motor Vehicle (075)

**Mandatory:** If A or C in Offense Attempted/Completed (2.2):  
Type Property Loss/Etc. (3.1) = 1 [e-f-8]

## Weapon Law Violations (151, 152, 153, 154, 155, 159)

**Mandatory:** Type of Criminal Activity (2.8)  
Type of Weapon/Force Involved (2.9), **weapon can be any code EXCEPT 40, 99**  
Type of Victim (4.3) = S

**If 155:** Type of Weapon/Force (2.8) = 60 or 65

## Additional Edits

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The following edits look at the incident as a whole, rather than at a specific data element and reflect relationships between segments that must be addressed within the submitting agency's software. The edits are grouped by category.

## General Edits

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### Duplicate Segments Not Allowed

When a Group "A" Incident Report is submitted, the individual segments comprising the incident cannot contain duplicates. For example, if two Offense Segments have the same value for the Offense Code (2.1), or if two Property Segments have the same code entered in Type of Property Loss/Etc. (3.1), an error will be detected.

### Cannot Submit Duplicate Reports

Submitting two Incident Reports having the same ORI and Incident Number will generate an "Incident Already on File" error condition (i.e., duplicate incident report). Ensure that each participant uses unique incident numbers within the ORI.

### Incident Reports Must Have a Level 1 Segment

The first level within an Incident Report must be the Administrative Segment (Level 1).

### Incident Reports Require a Minimum of Four Segments

If an Incident Report is submitted, the following segments must be included: Administrative Segment; Offense Segment; Victim Segment; and Offender Segment. If the incident is a homicide, contains bias motivations other than "88", or is domestic violence related, the incident must include the narrative segment.

### The Processing Date Cannot Be Before the Date the Data Represents

The Month/Year in positions 7 through 12 of each record needs to equal (=) or be less than the processing month.

## **All Segments on the Electronic Media Must Have the Same Control Information**

Each segment on the data submitted must contain the same "Month of File" and "Year of File" values in positions 7-12. The first segment processed will be compared with all other segments to check for this condition.

## **All Segments for an Incident Must Be in Proper Order**

All segments for an Incident Report must be in numeric order. For example, an incident having segments 1, 2, 2, 3, 4, 4, 4, 5, I, H, V, V must be written in that order, not as 1, 2, 2, 5, 3, 4, 4, 4, I, H, V, I.

## **Valid Record Levels Are A, 0 - 6, I, H, and V**

Every record submitted must have a valid record level as reflected in above. Levels 1 - 7 are for Incident Reports, Level A for Agency, I for Individual, H for Individual Supplement, V for Vehicle, and Level 0 for Zero-Reporting.

# **Administrative Segments**

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## **Incident Date Cannot Be After Year and Month of File**

The date entered into Incident Date/Hour (1.3) cannot be greater than that entered within the "Month of File" and "Year of File" fields on the data record. For example, if "Month of File" and "Year of File" are "01" and "2018" respectively, data element 1.3 then could NOT contain any date 02/01/2018 or greater. On the other hand, this date can be less than 01/2018, thus including crimes occurring in previous months/years. However, incidents must not be outside agency base date. Otherwise, an error will be incurred.

## **Agency Base Date**

The Agency Base Date is when the agency began reporting in NIBRS or ONIBRS.



# Offense Segments

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## Only 10 Offenses per Incident Report Allowed

The maximum number of offenses that can be submitted for an Incident Report is 10.

## Each Offense Segment Must Have a Victim Segment Linked to It

Each Offense Segment must have at least one Victim Segment associated to it via Victim Connected to Offense Codes (4.2). An Offense Segment cannot stand alone; it must have at least one Victim Segment linked to it.

## Mutually Exclusive Offenses Submitted

Each offense submitted belongs to a specific offense classification. No more than one offense from each category may be submitted as part of the same victim. The following table defines the offenses that are exclusive.

- 011, 012, 013, 014, 015
  - 031, 032, 033, 034, 035, 036, 037, 039
  - 041, 042, 043, 044, 045, 046, 048
  - 051, 052, 053
  - 064, 075
  - 071, 075
  - 111, 112, 113
  - 162, 163, 169
  - 191, 199
  - 201, 202, 209
  - 251, 252, 253, 254, 255, 256
- For Sex offense exclusions, see Oregon Specific edits section.

# Property Segments

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## Property Offenses Must Have a Property Segment

If an Incident Report is submitted that contains an Offense Segment for an offense of "Crime Against Property," Kidnapping, Gambling, or Drug/Narcotic, a Property Segment must also be submitted.

## Drug Property Segment Must Have an Offense Segment for Offense Code 180

If a Property Segment containing 367 = Drugs/Narcotics for Property Description Category (3.2) is submitted and Value of Property (3.3) is blank, there must be an Offense Segment for 180 = Drug/Narcotic Violations.

## Crime Against Property Offenses Must Be Submitted When Property Segments are Submitted

Property Segments can only be submitted with offenses relating to "Crimes Against Property," Kidnapping, Gambling, or Drug/Narcotic offenses.

## Type Property Loss/Etc. Codes Must Be Related to the Offense

Refer to the Mandatories section for specifications about which Type Property Loss/Etc. (3.1) codes can be submitted for offenses requiring Property Segments submissions. For example, a completed Arson requires a loss code of "2" = Burned.

## Property Loss = 6 And Offense 180, 181 Require Specific Attention for Property Descriptions of 367 and 280

To ensure that 180 and 181 Drug/Narcotic Offenses are properly reported, Property Description Category (3.2) cannot be 280 = Drug/Narcotic Equipment for a 180 Drug/Narcotic Violation. Similarly, 367 = Drugs/Narcotics cannot be entered for a 181 Drug Equipment Violation. This is enforced by software when there is a single "Crimes Against Property" offense.

However, in multiple "Crimes Against Property" offenses where one offense is a 180 Drug/Narcotic Violation and the other is, say, a Robbery that involves 280 = Drug/Narcotic Equipment, it can be entered. In this case, the above edit is bypassed. Similarly, 367 = Drugs/Narcotics can be entered along with a 181 Drug Equipment Violation if that property is involved in the Robbery.

# Victim Segments

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## **A Victim Must be Connected to All Offenders**

When a victim is connected to a "Crime Against Person", "Crime Against Property," or Robbery, all Offender Sequence Numbers (5.1) must be entered in Related Offenders (4.12); this field is mandatory. If more than 10 offenders, use the 10 "closest" in relationship to the victim. In other words, if there were 15 offenders and 14 were neighbors and 1 was the brother, ensure that the brother was 1 of the 10 offenders.

## **Crimes Against Society Can Only Have One Victim Segment**

If the only Offense Segment (Level 2) submitted is a "Crime Against Society," there can only be one Victim Segment. This victim must have a value of "S" = Society/Public in Type of Victim (4.3).

## **Victim References to Offense Codes Must Have Offense Segment Counterparts**

Each Offense Code entered into Victim Connected to Offense Codes (4.2) must have a corresponding Offense Segment. A victim cannot be connected to an offense when the offense itself is not present.

# Arrestee Segments

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## **No Arrestee Records are Permitted for A Justifiable Homicide**

Incident Reports cannot have arrests when Offense Code is Justifiable Homicide. This is because by definition a justifiable homicide never involves an arrest of the offender (the person who committed the justifiable homicide).

## **No Arrestee Segments Allowed When Incident is Cleared Exceptionally**

Whenever an Exceptional Clearance is submitted in the Administrative Segment, there can be no Arrestee Segments associated with the Incident Report.

## **Number of Arrestees Cannot be Greater Than Number of Offenders**

When arrests are made for Incident Report incidents, the number of arrests cannot be greater than the number of offenders. For example, if the number of offenders was at first unknown and the case was later cleared with an arrest, the Incident Report must be resubmitted with at least one offender. Another example would be if the incident was initially submitted with one offender and three months later two arrests were made. In this case, the incident would be resubmitted showing two offenders and two arrests.

# Offense Code Edits

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In addition to edits specified within the mandatories section, a finer level of editing criteria is presented below for selected offenses.

## Justifiable Homicide (015)

- 1) Aggravated Assault/Homicide Circumstances (4.9) can only have codes of:  
**20** Criminal Killed by Private Citizen  
**21** Criminal Killed by Police Officer.  
No other code is allowable.
- 2) When a Justifiable Homicide is reported, no other offense may be reported in the Incident Report. These would be submitted on another Incident Report.
- 3) Incident Reports cannot have arrests when Offense Code (2.1) is **015** = Justifiable Homicide. This is because by definition a justifiable homicide never involves an arrest of the offender (the person who committed the justifiable homicide).

## Forcible Rape (020)

Sex of Victim (4.5) is now accepted regardless of gender reported. Victim and Offender can be of the same sex due to the updated definition of Rape.

## Aggravated Assault (041, 042)

Aggravated Assault/Homicide Circumstances (4.9) can only have codes of **01** through **06**, and **08** through **10**. All other codes, including **07** = Mercy Killing, are not valid because they do not relate to an aggravated assault.

## Simple Assault (043)

Type Weapon/Force Involved (2.8) can only have codes of:

- 40** Personal Weapons
- 90** Other
- 95** Unknown

All other codes are invalid because they do not relate to a simple assault.

## Assaults (041, 042, 043)

Physical assault offenses cannot be submitted on the same victim with any of the theft offenses.]

## Burglary/Breaking and Entering (051, 052, 053)

Type of Victim (4.3) cannot have a value of **S** = Society/Public.

## Unauthorized Entry to Motor Vehicle (075)

Property loss type must be 1 (none).]

## Statutory Rape (171)

Sex of Victim (4.5) is now accepted regardless of gender reported. Victim and Offender can be of the same sex due to the updated definition of Rape.

## Curfew/Juvenile only (280)

Age of Arrestee (6.9) must be **01** to **17**.

## Runaway (290)

Age of Arrestee (6.9) must be **01** to **17**.

## Narrative Segment Edits

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A narrative is required for all homicide incidents (Offense Code = 011, 012, 013, 014 or 015), for all bias crime incidents (Offense Hate/Bias Code  $\neq$  88), and for incidents where Domestic Violence Indicator  $\neq$  N. The narrative synopsis should include enough detail to briefly describe what occurred in the incident and why it is being coded as bias or domestic violence. In cases of bias crimes, enough detail must be included to show the offender committed the crime because of a bias/hatred of/for the victim(s). E.g., the offender assaulted the victim strictly based on the victim's race, religion, sexual orientation, etc.

A narrative is optional for all other incidents, although strongly encouraged.

Narratives cannot contain any formatting characters. No carriage returns, line feeds or tabs.

# Oregon Specific Edits

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## Oregon Specific Edits on Offense Combinations

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If Offense Code =	Same victim cannot include:
<b>011</b> (Willful Murder)	012, 013, 041, 043, 045
<b>013</b> (Negligent Manslaughter)	011, 012, 041, 043, 045
<b>020</b> (Forcible Rape)	039, 041, 043, 045, 170-178, 17D, 17F
<b>031-039</b> (Robbery)	041, 043, 045, 061-069, 071
<b>041-046</b> (Assault)	020, 032, 039, 171-179, 17C, 17D
<b>075</b> (Unauthorized Entry to Motor Vehicle)	064, 071, 075, 079
<b>171</b> (Non-Force Rape/Statutory)	020, 041, 043, 171-177, 17C
<b>173</b> (Physical Molest)	020, 041, 043, 045, 171-178, 17B-17D
<b>175</b> (Incest)	020, 043, 173, 176, 177, 17C
<b>177</b> (Forcible Sodomy)	041, 043, 045, 170-178, 17D
<b>17C</b> (Sexual Assault w/Object)	041, 043, 046, 170-178, 17D, 17F
<b>17D</b> (Invasion of Personal Privacy)	020, 041, 043, 045, 046, 170-177, 17C, 17E, 17F
<b>17F</b> (Unlawful Contact with Minor)	020, 043, 045, 048, 170, 17C, 17D
If Offense Code =	Same victim <u>may also</u> include from the sex offense category:
<b>172</b> (Cont. to Sex. Delinq. minor)	173, 179
<b>174</b> (Obscene Phone Call)	176, 179

## Oregon Specific Offense Codes That Need Property Code Edits

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If offense code =	Property Description Code must =
<b>65</b> (Theft of Motor Vehicle Parts/Accessories)	<b>200</b> Vehicle Parts/Accessories
<b>66</b> (Theft of Bicycle)	<b>010</b> Bicycle
<b>071</b> (Motor Vehicle Theft)	<b>321-329</b> and <b>331</b> Motor Vehicle
<b>11F</b> (Identity Theft)	<b>197</b> Identity

## Property Value Code Edits

---

If property code =	Property Value Code must be =
143, 144, 146, 190, 195, 197	All must have a value of \$0(zero).

# Electronic Submission Specifications

---

Data may be submitted monthly via FTP or upload. This section describes the data submission format.

Upload or FTP test data should be uploaded to the Certification site of the Oregon State ONIBRS Repository. Additionally, an agency should email test files to the OSP UCR Team for test review and troubleshooting during State Certification Process. Production data will be sent via FTP or agencies may use the online tools to upload and process their data.

Questions concerning specifications contact:

OSP Uniform Crime Reporting Team at [OUCR.OSP@osp.oregon.gov](mailto:OUCR.OSP@osp.oregon.gov) or via telephone at 503-934-2155

## File Name Format

---

Data may be submitted either via FTP or upload.

The filename on all submitted data should follow these examples: 0240000X.018.

There should be a leading zero"0" followed by the 6-digit ORI for the reporting agency. This is followed by an "X".

The extension name is the two-digit month and single digit year of reporting.

In this example we have Marion County SO – agency 240000, reporting for January of 2018.

The repository will not accept a filename that has already been submitted. Therefore, if a file needs to be loaded a second time, an alpha character should be added to the end of the filename following the month/year extension. Ex: 0240000X.018A

## FTP or Upload Submission

---

Records should be formatted in fixed field length, ASCII. Each record must end with a carriage return line feed (CR/LF). Field delimiters between fields are not allowed.

Each record written to must first be initialized to "BLANKS/SPACES" before data is moved into the fields. This will provide "filler" for those Data Elements which do not have data because of the circumstances of the report.

Data should be uploaded or posted on the FTP server. To receive instructions and login information contact the OSP UCR Team.

## Variable Length Record Format

---

Each different Segment Level number is for a specific segment which has its own fixed length but is written as a variable length record using a 4-byte Record Descriptor Word (RDW) at the beginning of each record. For example, every Segment Level 1 written is 243 characters long; Segment Level 3 is 576 characters long; etc. Although each segment is written as a variable-length record, all records for a given segment are the same length. Therefore, each Segment Level must be written with its appropriate fixed length as indicated within Subsection 11 (Segment Levels).

## Codes Must be Right-Justified with Zero Left-Fill

---

Fields containing "numeric" data codes must be right-justified with zero left-fill when there are data to be reported. For example, if Data Element (Property Description) code is "05", value "05" would be entered, not "5 " or " 5". For non-required data elements, spaces are preferred over filling fields with zeros or null values.

## Record Descriptor Word (RDW) Explanation

---

The specifications state that records must be variable-length. Accordingly, each of the Segment Levels contains a 4-byte field that reflects its specific record length. For example, the Administrative Segment has a Record Descriptor Word (RDW) containing a numeric length of "244" that is the length of the actual data (positions 5-244) plus the beginning 4-byte RDW.

## Segment Levels

---

Each segment has an assigned identifier called the segment level. When submitting data, each record must be identified by specifying the level code. Below is the level identifier for each segment.

<b>A</b>	Agency Segment
<b>1</b>	Administrative Segment
<b>2</b>	Offense Segment
<b>3</b>	Property Segment
<b>4</b>	Victim Segment
<b>5</b>	Offender Segment
<b>6</b>	Arrestee Segment
<b>I</b>	Individual Segment
<b>H</b>	Individual Supplement Segment
<b>V</b>	Vehicle Segment
<b>0</b>	Zero Reporting Segment
<b>N</b>	Narrative

On the following pages, the literal code defined above is placed in position 5 (Level).

## Action Types

---

The action type is a one-byte alpha numeric field. This data element identifies what processing is performed by the software specific to the specified incident segment.

- I** Process a complete incident report. This is used with all level identifiers. All known data values concerning the circumstances of an incident at the time the incident is being reported. This action type is used to identify the initial submission of an incident report as well as to report change or modification of previously submitted reports. If a previously submitted report is being changed or modified, it first must be deleted using the action type of **D** as described later.
- D** Delete an incident report. Used with levels **0**, and **1**. When used with level **0**, this action type specifies that an offense actually did occur during the month specified. When used with level **1**, all segments related to the ORI and Incident are deleted. When updating incident reports with additional information, a level **1 D** should be submitted before the **I**.

Note that the only action type that may be submitted with an agency segment is an **I**. The database will automatically update the information contained within this segment without first submitting a delete.

## Month and Year

---

The month and year fields specify the month and year of the data submission. These elements must specify a valid month and year.

# Record Layout Definitions

---

The following record layouts define how the data will be submitted to the state in ASCII format.



## Agency Segment Layout\*\*

Level: A

Length: 341

Number of Segments: 1/Incident

R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	A G E N C Y N A M E	L E F T B L A N K
					(A.1)	(A.2)	(A.3-A.11)
[4]	[1]	[1]	[2]	[4]	[6]	[30]	[112]
1-4	5	6	7-8	9-12	13-18	19-48	49-161

N S U W M O B R E N M O A F L E S	N S F U M B R E N R O F	N C M U M B E R I A L B E L S O N F	N C F U M B E R I A L B E L S O N F	L E F T B L A N K
(A.12)	(A.13)	(A.14)	(A.15)	(A.16-A.24)
[4]	[4]	[4]	[4]	[163]
162-165	166-169	170-173	174-177	178-341

\*\*The data in sections A.3-A.11 and A.16-A.24 are no longer collected or required as part of the Agency Segment.

# Administrative Segment Layout

Level: 1

Length: 2

Number of Segments: 1/Incident

R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N U M B E R I D E N T	I D E N T	R E P O R T I N D I C A T O R	I N O U R I D E N T	C E L E B R E T I O N A L	E C C L E S I A N C E	C O U N T Y C O D E	L O N G I T U D E	L A T I T U D E
					(1.1)	(1.2)	(1.3)	(1.4)	(1.5)	(1.6)	(1.7)	(1.8)	(1.9)	(1.10)
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[8]	[1]	[2]	[1]	[8]	[2]	[10]	[10]
1-4	5	6	7-8	9-2	13-18	19-30	31-38	39	40-41	42	43-50	51-52	53-62	63-72

A L C G O O E C D N A E C T Y O N	I A N D C D I R D E S N S T	I A N D C D I R D E S N S T C I T Y	I A S N D T C D A I R T D E E S N S T	I A C N D O C D D I R E D E S N S T Z I P	O F F I C E R I D	S F E L C A U G R I T Y	I S N T C A C A D U E S N T	P C N O O A I N M N T E C O T F	P C P O O H I N O N T N T A E C O T F	P C E O O M I N A N T I T A L C O T F	R D E A P T O E R T E D	C F A L R A G G O T H E F T
(1.11)	(1.12)	(1.13)	(1.14)	(1.15)	(1.16)	(1.17)	(1.18)	(1.19)	(1.20)	(1.21)	(1.22)	(1.23)
[9]	[30]	[15]	[2]	[10]	[5]	[1]	[1]	[30]	[10]	[50]	[8]	[1]
73-81	82-111	112-126	127-128	129-138	139-143	144	145	146-175	176-185	186-235	236-243	244

# Offense Segment Layout

Level: 2

Length: 151

Number of Segments: Up to 10/Incident

R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N C M I B D E R N T	O F F E N S E C O D E	A C T O R I D E N T I F I C A T I O N	O R S R E T E V A G I T O S U N E T D E	F I L L E R	(2.4) Occurs 3 Times O U T L E T T E R	L T O Y C P A E T I O N	N P E U R N M E T B M E I R S E E D O S F	E N T R Y M E T H O D	(2.8) Occurs 3 Times T C A Y R C P I T E M I V N I A T L Y
					(1.1)	(1.2)	(2.1)	(2.2)	(2.3)	(2.3a)	(2.4)	(2.5)	(2.6)	(2.7)	(2.8)
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[3]	[1]	[8]	[72]	[1]	[2]	[2]	[1]	[1]
1-4	5	6	7-8	9-2	13-18	19-30	31-33	34	35-42	43-114	115	118-119	120-121	122	123
											116				124
											117				125

(2.9 - 2.11) Occurs 3 Times							
W E A R P C O E L N V E D	A W I U E N T A D M P I O O C A N A T I C R	F M T I A Y R K P E E E A R M	K T C N Y O I P D F E E E	H B A I T A E S	D V I O I N M O D E L I C E S E C T I C E O R	G I N A N V D I C L V A T M E O R N	L Q O U C A L T I F I O I N E R
(2.9)	(2.9)	(2.10)	(2.11)	(2.12)	(2.13)	(2.14)	(2.15)
[2]	[1]	[3]	[1]	[2]	[1]	[1]	[1]
126-127	128	129-131	132	147-148	149	150	151
133-134	135	136-138	139				
140-141	142	143-145	146				

# Property Segment Layout

Level: 3

Length: 576

Number of Segments: Up to 8/Incident

RD W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N C M I B D E R N T	T P L Y R O S E P S E R T Y E T C	3.2 - 3.6 Occurs 20 Times					3.7 - 3.9 Occurs 3 Times			
								D E S C R I P T I O N	V A L U E	N P I N P O R T E M S	P O F O F P E N R S T E Y C O D E	R D E A C T O E V E R Y	S D U R S U P G E C T Y E P D E	E D Q S R U T U A I G N T M T I T Y D	E D F S R R T U A I G C T M T I O N D	T Y P E M E A S U R E
					(1.1)	(1.2)	(3.1)	(3.2)	(3.3)	(3.4)	(3.5)	(3.6)	(3.7)	(3.8)	(3.8)	(3.9)
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[1]	[3]	[9]	[2]	[3]	[8]	[1]	[9]	[3]	[2]
1-4	5	6	7-8	9-2	13-18	19-30	31	32-34	35-43	44-45	46-48	49-56	532	533-541	542-544	545-546
								57-59	60-68	69-70	71-73	74-81	547	548-556	557-559	560-561
								82-84	85-93	94-95	96-98	99-106	562	563-571	572-574	575-576
								107-109	110-118	119-120	121-123	124-131				
								132-134	135-143	144-145	146-148	149-156				
								157-159	160-168	169-170	171-173	174-181				
								182-184	185-193	194-195	196-198	199-206				
								207-209	210-218	219-220	221-223	224-231				
								232-234	235-243	244-245	246-248	249-256				
								257-259	260-268	269-270	271-273	274-281				
								282-284	285-293	294-295	296-298	299-306				
								307-309	310-318	319-320	321-323	324-331				
								332-334	335-343	344-345	346-348	349-356				
								357-359	360-368	369-370	371-373	374-381				
								382-384	385-393	394-395	396-398	399-406				
								407-409	410-418	419-420	421-423	424-431				
								432-434	435-443	444-445	446-448	449-456				
								457-459	460-468	469-470	471-473	474-481				
								482-484	485-493	494-495	496-498	499-506				
								507-509	510-518	519-520	521-523	524-531				

## Victim Segment Layout Part 1 of 2

Level: 4

Length: 213

Number of Segments: Up to 999/Incident

								(4.2) Occurs 10 Times	(4.2) Occurs 10 Times							
R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N N U M B E R D E R N T	V S N I E U C Q M T U B I E E M N R C E	O C F O R D E E N S E	O R S R E T E V A G I T O S U N E T D E	V T I Y C P T E I M	A G E	S E X	R A C E	E T H N I C I T Y	R S E T S A I T D U E S N T	
					(1.1)	(1.2)	(4.1)	(4.2)	(4.2)	(4.3)	(4.4)	(4.5)	(4.6)	(4.7)	(4.8)	
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[3]	[3]	[8]	[1]	[4]	[1]	[1]	[1]	[1]	
1-4	5	6	7-8	9-2	13-18	19-30	31-33	34-36	37-44	144	145-148	149	150	151	152	
								45-47	48-55							
								56-58	59-66							
								67-69	70-77							
								78-80	81-88							
								89-91	92-99							
								100-102	103-110							
								111-113	114-121							
								122-124	125-132							
								133-135	136-143							

## Victim Segment Layout Part 2 of 2

Continued from previous page

(4.9) Occurs 2 Times		(4.11) Occurs 5 Times	(4.12) Occurs 10 Times	(4.13) Occurs 10 Times				
A A H C G S O I G S M R R A I C A U C U V L I M A T D S T E T E A D A N C E S	A H C D O I D M R I I C T C U I I M O D S N E T A A L A N C E S	I N J U R Y  T Y P E	O N R F U E F M - E B E N E N D R T E E R T R O E D B E	R T O E O F L F A V E T I N I C D O T E N I R S M H I P	L T A E Y C O P T K E I A V O I F T Y	L T A E Y S O P S K E I A G O N F M E N T	L T A E Y C O P T K E I A V I T Y	O O T F H F E I R C E R  O R I
(4.9)	(4.10)	(4.11)	(4.12)	(4.13)	(4.14)	(4.15)	(4.16)	(4.17)
[2]	[1]	[1]	[2]	[2]	[1]	[2]	[2]	[6]
153-154	157	158	163-164	165-166	203	204-205	206-207	208-213
155-156		159	167-168	169-170				
		160	171-172	173-174				
		161	175-176	177-178				
		162	179-180	181-182				
			183-184	185-186				
			187-188	189-190				
			191-192	193-194				
			195-196	197-198				
			199-200	201-202				

# Offender Segment Layout

---

Level: 5

Length: 39

Number of Segments: Up to 99/Incident

R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N C M I D E R T	O F F E N S E S E N U M B E R	A G E	S E X	R A C E	E T H N I C I T Y
					(1.1)	(1.2)	(5.1)	(5.2)	(5.3)	(5.4)	(5.5)
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[2]	[4]	[1]	[1]	[1]
1-4	5	6	7-8	9-2	13-18	19-30	31-32	33-36	37	38	39

# Arrestee Segment Layout

Level: 6

Length: 98

Number of Segments: Up to 99/Incident

												(6.6) Occurs 5 Times	(6.7) Occurs 2 Times	
R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N C M I B E D E R N T	A R R E S T N U M B E R	A R R E S T N U M B E R	A R R E S T D A T E	T A R P R E E S O T F	M A S I N D I C T O R	A O C R F D E E S N T S E	A W W R A I T H S A T R E E D	A W I N D I C A T O R
					(1.1)	(1.2)	(6.1)	(6.2)	(6.3)	(6.4)	(6.5)	(6.6)	(6.7)	(6.7)
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[2]	[12]	[8]	[1]	[1]	[3]	[2]	[1]
1-4	5	6	7-8	9-2	13-18	19-30	31-32	33-44	45-52	53	54	55-57	70-71	72
												58-60	73-74	75
												61-63		
												64-66		
												67-69		

  

							Juvenile Disp.	(6.15) Occurs 3 Times		
A D B R A I R T E E T H S T O F E	A G E	S E X	R A C E	E T H N I C I T Y	R E S T A T U S I D E N T	D O U I F N D S P A E O R R I T S I T O E N	D R U G C O D E S	D I N T Y P E I O X I C A N T	B R E S A U L T H A S A L Y Z E R	
(6.8)	(6.9)	(6.10)	(6.11)	(6.12)	(6.13)	(6.14)	(6.15)	(6.16)	(6.17)	
[8]	[4]	[1]	[1]	[1]	[1]	[1]	[1]	[1]	[2]	
76-83	84-87	88	89	90	91	92	93	96	97-98	
							94			
							95			



# Individual Segment Layout

Level: I

Length: 398

Number of Segments: Up to 999/Incident

R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N C M I B D E R N T	I T Y P E V I D U A L	I N D I V I D U A L S E Q U E N C E N U M B E R	N A M E	D B A I R T R E T H O F	A G E	S E X	R A C E	E T H N I C I T Y
					(1.1)	(1.2)	(1.1)	(1.2)	(1.3)	(1.4)	(1.5)	(1.6)	(1.7)	(1.8)
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[1]	[3]	[30]	[8]	[4]	[1]	[1]	[1]
1-4	5	6	7-8	9-2	13-18	19-30	31	32-34	35-64	65-72	73-76	77	78	79

R S E T S A I T D U E S N T	H A I R C O L O R	E Y E C O L O R	S K I N C O L O R	H E I G H T	W E I G H T	(1.15) Occurs 3 Times	G A F I L I A T I O N	C I O N R I E C A T T I O R N S	R S F E E L G X A I G S O F E R E N D E R	(1.19) Occurs 9 Times	
						S M T C A R T T O O S				A L I A S	
(1.9)	(1.10)	(1.11)	(1.12)	(1.13)	(1.14)	(1.15)	(1.16)	(1.17)	(1.18)	(1.19)	
[1]	[3]	[3]	[3]	[3]	[3]	[10]	[1]	[1]	[1]	[30]	
80	81-83	84-86	87-89	90-92	93-95	96-105	126	127	128	129-158	
						106-115				159-188	279-308
						116-125				189-218	309-338
										219-248	339-368
										249-278	369-398

# Individual Supplemental Segment Layout

Level: H

Length: 243

Number of Segments: Up to 999/Incident

R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N C M B E R D E N T	I T N Y D P I E V I D U A L	I N D I V I D U A L S E Q U E N C E N U M B E R	I A N D D I R E V I S D U A L	I A C I N D I V I D U A L	I A S I N D D A R T E V I S D U A L	I A I N D D I V I D U A L	Z I P C O D E
					(1.1)	(1.2)	(1.1)	(1.2)	(H.1)	(H.2)	(H.3)	(H.4)	
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[1]	[3]	[30]	[15]	[2]	[10]	
1-4	5	6	7-8	9-2	13-18	19-30	31	32-34	35-64	65-79	80-81	82-91	

Occurs 3 Times		Occurs 3 Times	Occurs 3 Times	Occurs 3 Times		
I N D I V I D U A L	O C C U P A T I O N	P I N E N U M B E R	P I N T Y P E	P I A P E N S I T Y	C I T I Z E N S H I P	C O U N T Y C O D E
(H.5)	(H.6)	(H.7)	(H.8)	(H.9)	(H.10)	(H.11)
[10]	[25]	[15]	[1]	[15]	[2]	[2]
92-101	122-146	147-161	192	195-209	240-241	242-243
102-111		162-176	193	210-224		
112-121		177-191	194	225-239		

## Vehicle Segment Layout

Level: V

Length: 93

Number of Segments: Up to 99/Incident

R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N C M B I D E R N T	V S E E H I U E L E C E	N U M B E R	L N I C M E B N E S R E	L S I T C A E T N E S E	L I C E N S E  Y E A R	L I C E N S E  T Y P E	V N E U H M I B C E L R E  I D
					(1.1)	(1.2)	(V.1)	(V.2)	(V.3)	(V.4)	(V.5)	(V.6)	
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[2]	[8]	[2]	[4]	[2]	[20]	
1-4	5	6	7-8	9-2	13-18	19-30	31-32	33-40	41-42	43-46	47-48	49-68	

V E H I C L E  Y E A R	V E H I C L E  M A K E	V M E O H D I E C L E	V S E T H Y I L C E L E	V C E O H L I O C R L E	V E H I C L E  T Y P E	R V C E E C H O I V E L R E I O N	V I C H E N D I C E L V E M E N T
(V.7)	(V.8)	(V.9)	(V.10)	(V.11)	(V.12)	(V.13)	(V.14)
[4]	[4]	[3]	[2]	[7]	[3]	[1]	[1]
69-72	73-76	77-79	80-81	82-88	89-91	92	93

## Narrative Segment Layout

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Level: N

Length:10030

Number of Segments: Up to 1/Submission

R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I N U M B E R	I N C M I D E R N T	N A R R A T I V E
					(1.1)	(1.2)	(N.1)
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[10,000]
1-4	5	6	7-8	9-2	13-18	19-30	31-10030

## Zero Reporting Segment Layout

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Level: 0

Length: 36

Number of Segments: Up to 1/Submission

R D W	L E V E L	A C T I O N	M O N T H	Y E A R	O R I  N U M B E R	I N U C M I B D E R N T	Z M E O N O T H  R E P O R T	Z Y E E R A O R  R E P O R T
					(1.1)	(0.1)	(0.2)	(0.3)
[4]	[1]	[1]	[2]	[4]	[6]	[12]	[2]	[4]
1-4	5	6	7-8	9-2	13-18	19-30	31-32	33-36

# Appendix A

## Offense Definitions:

The source of the below offense code definitions, notes, and examples is the Criminal Justice Services Division Uniform Crime Reporting Program National Incident- Based Reporting System User Manual (version 2023.0 11/17/2023).

**NOTE:** Not all offense codes found in this manual will have definitions in the information below. See the Oregon Revised Statutes for further clarification on Oregon- specific offense codes.

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

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

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

## State Offenses

If a state statute for an offense includes additional offenses not fitting the NIBRS offense definition, the LEA should report the nonconforming offenses according to its NIBRS offense classifications. For example, some states worded their larceny statutes so broadly as to include the crime of Embezzlement. If an offender perpetrates Embezzlement within such a state, LE should report the offense via NIBRS as Embezzlement, not Larceny/Theft.

Certainly, unusual situations will arise in classifying offenses, and this manual cannot cover all circumstances. In classifying unusual situations, LE should consider the nature of the crime along with the guidelines provided. In addition to the Group A and Group B offense definitions and explanations, the Offense Lookup Table at the end of this section will also aid in classifying offenses. If LEA's have concerns on how to classify an offense, they can contact the National UCR Program Office.

**Animal Cruelty - Intentionally, knowingly, or recklessly taking an action that mistreats or kills any animal without just cause, such as torturing, tormenting, mutilation, maiming, poisoning, or abandonment.**

Included are instances of duty to provide care, e.g., shelter, food, water, care if sick or injured; transporting or confining an animal in a manner likely to cause injury or death; causing an animal to fight with another; inflicting excessive or repeated unnecessary pain or suffering, e.g., uses objects to beat or injure an animal. This definition does not include proper maintenance of animals for show or sport, use of animals for food, lawful hunting, fishing or trapping.

For Animal Cruelty offenses, reporting agencies must enter at least one but no more than three types of activity (simple/gross neglect, organized abuse, intentional abuse or torture, or animal sexual abuse) in Type Criminal Activity/Gang Information

**Arson - To unlawfully and intentionally damage or attempt to damage any real or personal property by fire or incendiary device. A LEA should report only fires determined through investigation to have been unlawfully and intentionally set. Though the agency should include attempts to burn, it should not include fires of suspicious or unknown origin. In addition, an agency should report one incident for each distinct Arson operation originating within its jurisdiction. If a fire started by Arson in one jurisdiction spreads to another jurisdiction and destroys property, the LEA in which the fire started should report the incident and all dollar value damage.**

If a fire marshal collects Arson-related incident information, the LEA having jurisdiction should gather the information from the fire marshal and report it with their monthly submission (unless the Fire Marshall has a valid UCR ORI). The national UCR Program excludes Arson-related deaths and injuries of police officers and firefighters, unless determined as willful Murders or assaults, due to the hazardous nature of these professions.

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

Assault Offenses - An unlawful attack by one person upon another.

Careful consideration of the following factors should assist in classifying assaults:  
The type of weapon employed or the use of an object as a weapon.

The seriousness of the injury.

The intent and capability of the assailant to cause serious injury.

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

There can be no attempted assaults, only completed assaults. Therefore, reporting agencies must enter the data value of C = Completed for all Assault Offenses into Offense Attempted/Completed.

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

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

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

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

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

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

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

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

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

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

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

**Note:** This offense excludes sports bribery (i.e., changing the outcome of a sporting contest or event). Agencies should report such activities under the crime category of gambling offenses as Sports Tampering, not Bribery.



## **Burglary/Breaking and Entering -The unlawful entry into a building or other structure with the intent to commit a felony or a theft.**

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

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

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

## **Counterfeiting/Forgery - The altering, copying, or imitation of something, without authority or right, with the intent to deceive or defraud by passing the copy or thing altered or imitated as that which is original or genuine; or, the selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud.**

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

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

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

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

**Destruction/Damage/Vandalism of Property (except Arson) - To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.**

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

Note: Agencies should report incidental damage resulting from another offense (e.g., Burglary or Robbery) under Destruction/Damage/Vandalism only if they deem the amount of damage to be substantial. For Arson, agencies should include the incidental damage resulting from fighting the fire as part of the loss caused by burning.

**Drug/Narcotic Violations - The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.**

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

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

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

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

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

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

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

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

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

If an LEA determines the Extortion/Blackmail produced an intangible benefit (i.e., advantage or disadvantage), the agency must enter it as data value Identity-Intangible (provided the agency has updated property descriptions) or Other in Property Description. Intangibles are anything a person cannot perceive by the sense of touch. They can be a benefit (a right or privilege, a promotion, enhanced reputation, etc.) or a detriment (the loss of reputation, injured feelings, etc.). Other should only be used for identity intangibles when an agency has not programmed the new property descriptions.

**Fraud Offenses (except Counterfeiting/Forgery) – The intentional perversion of the truth for the purpose of inducing another person or other entity in reliance upon it to part with something of value or to surrender a legal right.**

When classifying fraud cases other than the most obvious ones, e.g., con games, swindles, etc., agencies should use care in applying the facts of the case to the definition of Fraud. Often questions arise as to whether the facts of a case describe a Fraud or a Larceny. Though both offenses can involve theft, it is the method used to steal that differentiates the two. Fraud is achieved through deceit or lying, whereas Larceny is the physical taking of something.

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

The only fraud-related violations agencies should not report under the Fraud Offenses category are Counterfeiting/Forgery. This offense has its own specific offense classification.

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

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

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

**False Pretenses/Swindle/Confidence Game- The intentional misrepresentation of existing fact or condition or the use of some other deceptive scheme or device to obtain money, goods, or other things of value.**

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

**Credit Card/Automated Teller Machine Fraud - The unlawful use of a credit (or debit) card or automated teller machine for fraudulent purposes.**

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

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

**Welfare Fraud - The use of deceitful statements, practices, or devices to unlawfully obtain welfare benefits.**

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

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

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

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

This offense includes opening a credit card, bank account, etc. using a person's information.

This offense should not be confused with Impersonation (11C) (falsely acting in the character or position to unlawfully deceive others to gain a profit or advantage; when impersonating another person, the offender would not be in possession of another person's personal data).

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

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

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

If a seizure is involved, the reporting agency must enter the type of property seized, e.g., money or gambling equipment, in Property Description and its value in Value of Property.

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

**Operating/Promoting/Assisting Gambling - To unlawfully operate, promote, or assist in the operation of a game of chance, lottery, or other gambling activity.**

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

**Gambling Equipment Violations - To unlawfully manufacture, sell, buy, possess, or transport equipment, devices, and/or goods used for gambling purposes.**

Gambling paraphernalia is another name for such equipment. Agencies must enter the type of activity (namely manufacturing, selling, buying, possessing, or transporting) in Type Criminal Activity/Gang Information.

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

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

**Homicide Offenses - The killing of one human being by another.**

LEAs should report the circumstances of a homicide in Aggravated Assault/Homicide Circumstances.

**Murder and Non-Negligent Manslaughter - The willful (non-negligent) killing of one human being by another.**

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

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

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

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

**Negligent Manslaughter - The killing of another person through negligence.**

This offense includes killings resulting from hunting accidents, gun cleaning, children playing with guns, and arrests associated with driving under the influence, distracted driving (using a cell/smart phone) and reckless driving traffic fatalities. **NOTE:** It does not include deaths of persons due to their own negligence, accidental deaths not resulting from gross negligence, and accidental traffic fatalities.

**Justifiable Homicide (Not a Crime) - The killing of a perpetrator of a serious criminal offense by a peace officer in the line of duty, or the killing, during the commission of a serious criminal offense, of the perpetrator by a private individual.**

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

LE must report the additional circumstances regarding a Justifiable Homicide in Additional Justifiable Homicide Circumstances.

**Human Trafficking Offenses - The inducement of a person to perform a commercial sex act, or labor, or services, through force, fraud, or coercion. Human trafficking has also occurred if a person under 18 years of age has been induced, or enticed, regardless of force, fraud, or coercion, to perform a commercial sex act.**

**Human Trafficking, Commercial Sex Acts - Inducing a person by force, fraud, or coercion to participate in commercial sex acts, or in which the person induced to perform such act(s) has not attained 18 years of age.**

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

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

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

Note: If no ransom is paid, Type Property Loss/Etc. Must be reported as 1 = None.

**Larceny/Theft Offenses - The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another person.**

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

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

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

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

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

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

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

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

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

**Note:** If the offender used more force than was necessary to snatch the purse from the grasp of the victim, or if the victim resists the theft in any way, then a Strong-Arm Robbery occurred rather than a Purse-Snatching.

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

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

**Theft From Building-A theft from within a building which is either open to the general public or to which the offender has legal access.**

Thefts from Buildings include those from such places as churches, restaurants, schools, libraries, public buildings, and other public and professional offices during the hours when such facilities are open to the public. Agencies should not include Shoplifting and Thefts from Coin-Operated Machines or Devices within open buildings but should classify these as other specific larceny types.

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

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

**Theft From Coin Operated Machine or Device-A theft from a machine or device that is operated or activated by the use of coins.**

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

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

**Theft From Motor Vehicle (except Theft of motor Vehicle Parts or Accessories) - The theft of articles from a motor vehicle, locked or unlocked.**

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

Agencies should not include items considered automobile accessories, as they fall under Theft of Motor Vehicle Parts and Accessories. For Larceny situations in which offenders steal both articles from the motor vehicle and motor vehicle parts and accessories, agencies should report Theft from Motor Vehicle and Theft of Motor Vehicle Parts and Accessories with each corresponding property type/loss; conversion of NIBRS data to Summary data will classify one type of larceny/theft based upon the higher loss value and combine the lesser with it.

**Note:** As stated on page 32 of the NIBRS User Manual, Version 2019.2, dated May 7, 2020, "When multiple types of larceny/theft occur within a single incident, agencies should report all types of larceny/theft involved. LEAs should report multiple offenses because these offenses are not inherent."



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

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

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

This Larceny subcategory includes thefts of motors, transmissions, radios, heaters, hubcaps and wheel covers, manufacturers' emblems, license plates, side-view mirrors, siphoned gasoline, built-in DVD players, mounted GPS devices, catalytic converter, tires on car, etc. If such items were not part of the vehicle and were only being transported in the vehicle when stolen, the reporting agency should classify the offense as Theft from a Motor Vehicle.

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

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

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

## **Motor Vehicle Theft - The theft of a motor vehicle.**

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

- Automobiles—sedans, coupes, station wagons, convertibles, taxicabs, or other similar motor vehicles serving the primary purpose of transporting people This classification also includes minivans (which primarily transport people), automobiles used as taxis; sport-utility vehicles, such as Explorers, Highlanders, 4Runners, Pathfinders, and Hummers; and automobile derivative vehicles, such as Ranchero, El Camino, Caballero, and Brat.
- Buses—motor vehicles specifically designed (but not necessarily used) to transport groups of people on a commercial basis
- Recreational Vehicles—motor vehicles specifically designed (but not necessarily used) to transport people and provide them with temporary lodging for recreational purposes.
- Trucks—motor vehicles specifically designed (but not necessarily used) to transport cargo on a commercial basis Pickup trucks and pickup trucks with campers should be classified as Trucks, as they meet the definition specifically designed, but not necessarily used, to transport cargo.
- Other Motor Vehicles—other motorized vehicles, e.g., motorcycles, motor scooters, trail bikes, mopeds, snowmobiles, all-terrain vehicles, or golf carts whose primary purpose is to transport people

Using the vehicle descriptions above, agencies should enter the type of motor vehicle in Property Description.

Note: LEAs should classify full-size vans, both regular wheelbase and extended wheelbase, as buses, recreational vehicles, or trucks depending upon their configuration, e.g., vans with rows of seats (buses), custom vans with temporary lodging accommodations (recreational vehicles), and work vans with primarily cargo areas (trucks). Agencies should report incidences of carjacking as Robbery, with the type of vehicle taken (automobile, truck, etc.) identified in the property description.

The offense of Motor Vehicle Theft is not to be identified as an additional offense, as the stolen motor vehicle is the proceeds of the offense of robbery, and not a separate, distinct operation. Consequently, Number of Stolen Motor Vehicles and Number of Recovered Motor Vehicles are not used.

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

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

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

## **Pornography/Obscene Material -The violation of laws or ordinances prohibiting the manufacture, publishing, sale, purchase, or possession of sexually explicit material, e.g., literature or photographs.**

LE must enter up to three of the types of activity (manufacturing, publishing, selling, buying, or possessing) into Type Criminal Activity/Gang Information.

**Prostitution-To engage in commercial sex acts for anything of value. This offense involves prostitution by both males and females.**

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

**Purchasing Prostitution-To purchase or trade anything of value for commercial sex acts.**

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

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

LE should classify cases involving pretend weapons or those in which the robber claims to possess a weapon, but the victim does not see it as Robbery and report the alleged weapon. If an immediate on-view arrest proves there was no weapon, the agency should classify the offense as Robbery and report the weapon with the data value "None." Because assault is an element of Robbery, LE should not report an assault as a separate crime if the offender committed the assault in furtherance of the Robbery. However, if the injury results in death, LE must also report a homicide offense.

As in the case of all Crimes Against Property, LE should report only one offense for each distinct operation of Robbery, regardless of the number of victims involved. However, the victims of a Robbery include not only those persons and other entities (businesses, financial institutions, etc.) from whom property was taken (or was attempted to be taken), but also those persons toward whom the robber(s) directed force or threat of force in perpetrating the offense. Therefore, although the primary victim in a bank robbery would be the financial institution, LE should report as a victim the teller toward whom the robber pointed a gun and made a demand, as well as any other person against whom the offender committed an assault during the Robbery.

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

**Rape (except Statutory Rape) - Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, or by a sex-related object. This definition also includes instance in which the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity (include due to the influence of drugs or alcohol) or because of age. Physical resistance is not required on the part of the victim to demonstrate lack of consent.**

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

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

**Sodomy (Recoded to Rape for Reporting Purposes) – Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.**

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

**Sexual Assault with An Object (Recoded to Rape for Reporting Purposes) - To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.**

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

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

**Sex Offenses, Non-Forcible- Unlawful, non-forcible sexual intercourse.**

**Incest- Non-Forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.**

**Statutory Rape- Non-Forcible sexual intercourse with a person who is under the statutory age of consent.**

There is no force or coercion used in Statutory Rape; the act is not an attack. LEAs should classify an offense as Statutory Rape based on the state’s Statutory Rape laws and the findings of the LE investigation.

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

Reporting agencies must enter at least one but no more than three types of activity (receiving, buying, selling, possessing, concealing, and/or transporting) in Type Criminal Activity/Gang Information.

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

This offense includes violations such as the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., silencers; and furnishing deadly weapons to minors. Reporting agencies should enter the type of activity (manufacturing, buying, selling, transporting, possessing, concealing, or using) in Type Criminal Activity/Gang Information and the type of weapon in Type Weapon/Force Involved.

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

This offense includes begging, vagabondage, and panhandling, etc.

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

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

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

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

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

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

**Liquor Law Violations (except Driving Under the Influence)- The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.**

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

**Trespass of Real Property – To unlawfully enter land, a dwelling, or other real property.**

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

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

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

Generally, this category excludes traffic offenses. However, the vehicle-related offenses of Hit and Run (of a person) and Vehicular Manslaughter, along with Driving Under the Influence, which is a separate Group B offense, have their own categories. Hit and Run (of a person) and Vehicular Manslaughter incidents could be Group A or Group B offenses depending on the circumstances of the incidents. Driving Under the Influence offenses should be classified as the Group B offense of Driving Under the Influence.

# Appendix B

## FREQUENTLY ASKED QUESTIONS

### **Q. What Counts?**

A. Calls for Service, Complaints, and Investigations. \*\*FYI: If you start classifying at the “Calls for Service” level usually you end up re-classifying.

### **Q. What does not count?**

A. Do not classify findings of a: Court, Coroner, Jury, or decision of a Prosecutor

### **Q. What is separation of time and place?**

A. Same time and place means that the time interval between the offenses and the distance between locations where they occurred are insignificant.

### **Q. What is the reason for jurisdiction guidelines?**

A. The purpose of jurisdiction guidelines are to accurately depict the nature and volume of crime in a particular community and to make certain that an offense or arrest is not counted more than once by overlapping jurisdictions. This is NOT about taking credit for the number of investigations, arrests, etc. NIBRS is ONLY for the gathering of information. ONLY used to track the nature and value of crime. NOT to be used to evaluate the performance of an officer. Officers are only to report incidents that occur in their jurisdiction.

### **Q. What is acting in concert?**

A. Acting in concert is when the offenders actually commit or assist in the commission of a crime. If the offenders, did not act in concert then there is more than one incident involved.

### **Q. What is code mapping?**

A. code mapping is how we “map” or match up state statutes with the correct UCR offense/arrest codes. Every State statute needs to be mapped to NIBRS. It helps us, with regard to uniform crime reporting, to have uniformity across the state. OSP, (with the help of the FBI), is responsible for determining which statutes are equal to which uniform crime reporting offense and arrest codes in Oregon. It's important to remember that code mapping isn't always a 1-to-1 correlation. The specific subsection within a statute can change the appropriate offense code

### **Q. How many offense types are found in ONIBRS?**

A. There are 3 classifications of Offenses – A, B and C. C is an Oregon Only offense and is not collected by the FBI.

### **Q. What are the three crime categories?**

A. Crimes against Persons, Crimes against Property, Crimes against Society

### **Q. What is the difference between data elements and data values?**

A. Elements are the data fields used to describe the information you are going to enter. Values are the answers to those questions.

### **Q. What to do if the actual incident date is not known?**

A. If the actual incident date is not known, the date of the report may be entered and an “R” place in the report date indicator field.

### **Q. Where can I locate resources related to the ONIBRS and UCR?**

A. Resource tools can be found on the OSP Website

### **Q. What is the hotel rule?**

A. Hotel Rule- If a number of units under a single manager are burglarized, score as ONE offense.

## Change Revision Summary (v. 2.5)

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The following is the record of changes made in version 2.5, dated March 8, 2010.

Page	ii	Inside Cover Page Notes
Page	7	Change in verbiage on offense 155
Page	8	Added offense 256 – Involuntary Servitude/Human Trafficking
Page	13	Added Cargo Theft to the Administrative Record
Page	16	Renamed data element 4.2 Victim Connected to Offense Code(s) to 4.2a and added 4.2b Victim Connected to ORS(s)
Page	20	Added H.11 Individual Residence Country Code
Page	52	1.2 Incident Number, section 2, changed the verbiage for clarification
Page	68	Changed verbiage in section 4, from cannot to MUST
Page	73	Added 1.23 Cargo Theft
Page	79	Removed some strikethrough items and changed the verbiage on element 80 to include Fairgrounds
Page	83	Added verbiage in section 3, data values, element B, Possessing
Page	84	Formatting changes to data elements
Page	85	2.10 Firearm Make Code, section 4, data element reference from 2.8 to 2.9
Page	86	2.11 Knife Type Code, format and occurrences
Page	87	2.12 Offense Hate/Bias Code, added Latino to the Hispanic descriptor
Page	90	2.15 Location Qualifier, occurrences 1/offense
Page	91	3.1 Property Loss Code, section 4, included reference for offenses 530 (recovered vehicle other agency) and 540 (recovered property other agency)
Page	92	3.2 Property Description Category: Occurrences changed from 10 to 20; Edit 5, added reference for offenses 530 (recovered vehicle other agency) and 540 (recovered property other agency),
Pages	92-95	3.2 Data Values: various restructuring; removed strikethrough elements and repaginated the data elements.
Page	101	3.8 Estimated Drug Quantity, added verbiage.
Page	104	Section 4.2, changed to 4.2a and added 4.2b.
Page	108	Added a new code (P) per FBI direction; added African-American to data element B and Latino to data element H
Page	109	Added Latino to data element H, removed note paragraph.
Page	114	Added (4.2) after Victim Connected to Offense Codes; replaced “Robbery Offense (03x)” with “Crimes Against Property”
Page	117	Added Note: on 4.14
Page	119	Re-ordered the elements moving 1 to 2
Page	124	Added a new code (P) per FBI direction; added African-American to data element B and Latino to data element H; removed note.
Page	125	Added Latino to data element H, removed note paragraph.
Page	130	Added verbiage clarification
Page	132	Added edit 4.
Page	137	Added a new code (P) per FBI direction; added African-American to data element B and Latino to data element H
Page	138	Added Latino to data element H, removed note paragraph.
Page	145	Added verbiage clarification under L – Law Enforcement
Page	147	Added verbiage for clarification
Page	151	Added a new code (P) per FBI direction; added African-American to data element B and Latino to data element H
Page	152	Added Latino to data element H
Page	160	Added Latino to data element H
Page	174	Changed data element size from 3 to 2 and NCIC reference.
Page	175	New data element – Country Code for Individual residence
Page	195	Narrative – segment length changed, added clarification
Page	197-204	Additional Data Elements...This entire section was rearranged.
Page	198	Destruction/Damage/ etc. Added Crime Damage and offense code 141.
Page	200	Added changes to Fraud Offenses
Page	203	Added clarification for offense 171
Page	204	Added Unauthorized Entry of Motor Vehicle
Page	204	Added Offense 155 to Weapon Violations and validation for 155.
Page	206	Removed strikethroughs
Page	210	Removed strikethroughs and added information on 064 & 075 as well as property edits for 11F
Page	217	Changed record length to 244, added Cargo Theft Flag
Page	221	Victim Segment Part 2 of 2, previously printed version was missing some data elements.
Page	225	Individual Supplement Segment, changed citizenship field size and added country code, changing the record length.
Page	228	Narrative Segment: changed Length



## Change Revision Summary (v. 2.6)

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The following is the record of changes made in version 2.6, dated December 8, 2011.

Page	ii	Inside Cover Page Notes
Page	1	Table of Contents
Page	5-10	Added additional verbiage to further describe the victim types. Added offense code 048 – Reckless Endangering; added offense code 117 – False Information to Peace Officer; changed victim type information for the 25X Kidnapping group and on 265 – Animal Cruelty; changed headings – added group for Failure to Register
Page	11	Change in verbiage
Page	31 & 32	Added verbiage
Page	44 & 48	Slight verbiage change
Page	52	Removed references to using only 8 character incident numbers
Page	53	Formatting, changed the reference made to tape input to file input, here and throughout the manual
Page	55	1.5 Incident Hour – added DY and NT to be allowable values
Page	56	Change in verbiage about unfounded
Page	68	Added clarification for definition of the data values
Page	73	Added additional edit
Page	76	Formatting
Page	79-80	Added several new values, renamed / changed some existing
Page	84	Added additional clarification on weapon usage and corrected formatting
Page	87	Formatting, spelling
Page	88	Formatting
Page	90	Added additional value – U – Unknown and included a definition of each structure type
Page	92-94	Changed reference from 10 to 20 in heading. Added 095 and 146 data values, added exception on value 197
Page	95	Added additional data values to the edit descriptions
Page	99	Added drug category to the list of data values
Page	105	Added information about using victim type “L”
Page	110	Removed a line and reformatted
Page	128	Added more clarification to formatting of the arrest (transaction) number
Page	134	Added additional DOB information to edit 1
Page	139	Minor verbiage changes
Page	141	Added reference for drug category
Page	145	Added descriptions to other Individual Types and added value M – Other mentioned
Page	146	Added clarification verbiage
Page	148	Added clarification verbiage
Page	153	Minor verbiage changes
Page	162	Added additional value – U – unknown
Page	171	Spelling correction
Page	177	Added additional verbiage
Page	195	Added additional clarification
Page	197-204	Updated element references for cargo theft.
Page	200	Added 11F to list of Fraud offenses
Page	201	Added references to 014 under homicide and 256 under Kidnapping
Page	202	Added reference to property type 331 under allowed property for Motor Vehicle Theft
Page	204	Added additional edit information on Weapon Laws
Page	206	Added 064, 075 to exclusives as well as 256
Page	208	Added additional clarification under Forcible Rape and Statutory Rape
Page	209	Added additional information under Narrative
Page	210	Updated the Oregon Specific Edits on the Sex offenses. Added an additional data value under the property value edits
Page	211	Changes to Submission section, verbiage and clarification; changes format section
Page	212	Verbiage changes to the Record Descriptor Word
Page	213	Changes in formatting
Page	93	Added property 185 – Luggage (suitcases, attaché, back packs (non-camping), steamer trunks
Page	145	Under data value 197 – Added offense 117. Change the bullet on the offense section to an “O”.
Page	189	Added two new Recovered Vehicle conditions.
Page	200	Added offense to Fraud list and detail for offense requirements for offense 117
Page	206	Added offense 048 to the list of assault offenses that are exclusive

## Change Revision Summary (v. 2.7)

The following is the record of changes made in version 2.7, dated December 17, 2013.

Page	5	Addition of offense 164 – Purchase Prostitution/Human Trafficking
Page	6	Addition of offense 256 – Involuntary Servitude/Human Trafficking
Page	6	Removal of Persons and Property on offense 269 – only allows Society
Page	8	Removal of offense code 520 – Warrant; change 550 to Warrant
Page	23	Changed section title
Page	25	Section A.1 - additional detail on the ORI format
Page	27-48	Section A.2 – notations about the use of agency information. Referencing A.3 through A.24.
Page	29	Section A.5 – removal of a comma
Page	30	Section A.6 – removal of a comma
Page	36-39	Section A.12-15 – added definitions for counting Law Enforcement Employees & notations about entering info. directly to the O-NIBRS website.
Page	59	Section 1.11 – added ‘Alpha’ to the Format.
Page	71	Section 1.23 – Cargo Theft – added offenses 117 and 11F.
Page	75	Section 2.3 – additional information for coding Statutes
Page	76	Section 2.4 – clarification added to data values.
Page	77-78	Section 2.5 – added 97 Community Center, rearranged values to proper heading groups and added description detail to code 96
Page	79	Section 2.6 – additional clarification added
Page	81	Section 2.8 – re-ordered the data values in numeric or alpha sequence, added mandatory clarification
Page	82	Section 2.9 – Change verbiage from ‘Can’ to ‘Must’ on item 4; removed some verbiage; added descriptive information to data values.
Page	83	Section 2.10 – Added clarification to when firearm makes are entered.
Page	85	Section 2.11 – Added clarification to when knife types are entered.
Page	86	Section 2.12 – added and changed some descriptions
Page	88	Section 2.15 – updated the list of location types requiring this entry
Page	89	Section 3.1 – added descriptors to data values
Page	90-92	Section 3.2 – added new property categories, descriptions and corrected some data descriptors
Page	96	Section 3.6 – additional information added on when to include recovered date
Page	97	Section 3.7 – added some additional clarification
Page	104	Section 4.4 – rewording of data value 99
Page	107	Section 4.7 – addition of “N” = Not Hispanic or Latino
Page	111	Section 4.11 – changed sort order of data elements, added verbiage
Page	118	Section 4.17 – added verbiage for clarification
Page	120	Section 5.2 – rewording of data value 99
Page	123	Section 5.5 – addition of “N” = Not Hispanic or Latino
Page	125	Section 6.1 – clarifying the use of the arrestee sequence number and correlation to the offender sequence number
Page	133	Section 6.9 – rewording of data value 99
Page	136	Section 6.12 – addition of “N” = Not Hispanic or Latino
Page	140	Section 6.16 – addition of “C” combination for DUll intoxicant type
Page	141	Section 6.17 – added data value “C” for allowed DUll intoxicant
Page	143	Section I.1 – removed the bullet that should have been an ‘O’ and replaced it with an “O”
Page	145	Section I.3 – edited and added verbiage
Page	147	Section I.5 – removed, edited and added verbiage
Page	148	Section I.6 – removed verbiage
Page	149	Section I.7 – removed verbiage
Page	150	Section I.8 – removed verbiage and added “N”.
Page	151	Section I.9 – removed verbiage
Page	161	Section I.19 – added definition for alias
Page	168	Section H.6 – added, edited values
Page	187	Section V.13 – added additional values, edited verbiage
Page	189	Section N.1 – added additional edit information
Page	195-202	Additional Data Elements – added, edited, removed various data values and elements under many headings
Page	204	Mutually Exclusive Offenses – added, removed and edited data values and verbiage
Page	206	Offense Code Edits – corrected verbiage; added offense
Page	207	Narrative Segment Edits – added additional verbiage for edits.
Page	208	Oregon Specific Edits – added and edited the verbiage and references
Page	209	Updated phone numbers for agency contacts; removed section about magnetic media
Page	210	Added additional information for justification of data values

## Change Revision Summary (v. 3.0)

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The following is the record of changes made in version 3.0, dated March 27, 2018

All pages	Corrected type in footer, updated revision number, and revised date; removed previously identified deletes, updated headers for table of contents updating, reduced white space where applicable
Cover Page	Updated version number and revision date
Overview Page	Various verbiage edits related to grammar, typos, division references, etc
Blank pages	Removal of all unnecessary blank pages
Table of Contents	Updated all TOC references
Page 1	Various verbiage edits related to grammar, typos, removal of "new" references, etc.
Offense Codes	Information updates and additions.
Robbery	Foot note added related to property crime with a person/individual victim. Kidnapping footnote related to ransom. Runaway footnote added related to FBI no longer considering this a crime.
Incident reports	Updated NIBRS User and Tech Specifications references
Agency Segment	Addition of notes regarding agency information changes and additional notation related to mandatory sworn/civilian counts required to be updated yearly.
Zero Reporting	Notation added regarding having incidents in a month a zero segment was previously submitted.
Narrative Segment	Addition of narrative requirement for domestic violence incidents and addition of note related to narrative synopsis
Data Elements	Verbiage changes and additional of notation related to conditional elements.
Data Values	Correction of data element numbers and addition of notation related to acceptable data values for sex of victim and offender.
Reporting Media	Addition of DE=Direct Entry
Regional System	Removed element
Agency Population	Addition of information related to population entry
#Sworn Males	Addition of date of required entry and notation to not include vacant positions.
#Sworn Females	Addition of date of required entry and notation to not include vacant positions. #
Civilian Males	Addition of date of required entry and notation to not include vacant positions.
#Civilian Females	Addition of date of required entry and notation to not include vacant positions.
Incident Date	Updated year reference to current year
Except. Clearance	Addition of notes related to exceptional clearance requirements
Reported Date	Updated year reference to current year
Cargo Theft	Added FBI approved cargo theft-related offenses, changed indicator to Mandatory Yes and included additional clarifying information related to cargo theft indicator; Added theft of bicycle 066 to list of cargo theft-related offenses
Appendix A	Addition of NIBRS offense definitions, notes, and examples
Elctc Sub. Spec	Updated contact information; added repository related items and information related to file name formats. Removed previously identified deletes
Offense Code Edit	Removed previously identified deletes
Additional Edits	Added verbiage to administrative segments section; addition made to minimum requirement of segments
Alias	Removed duplicate "Alias"
Resident Stat Arr	Notation added related to GPS coordinates and resident status of an arrestee
Sex of Arrestee	Notation regarding unknown/non-binary data values
Vic Offndr Relate	Notation of FBI discontinuation and removal of HR VOR as of 12/31/18
Property Desc.	Addition of Cyberspace, other/unknown location, and specialty store
Appendix B	Addition of UCR FAQ
Type Crim Act	Added criminal activity types related to Animal Cruelty
Agency Segment	Removed sections A.3-A.11 and A.16-A.24 due to lack of collection. Layout notated as well

## Change Revision Summary (v. 3.1)

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The following is the record of changes made in version 3.1, dated August 23<sup>rd</sup>, 2018.

Hate/Bias Categories Formatting Changes

## Change Revision Summary (v. 3.2)

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The following is the record of changes made in version 3.2, dated November 20<sup>th</sup>, 2018.

Front Cover	Updated version
Page 2	Updated version and formatting changes
Page 5-6	Formatting changes
Page 7	Addition of leading zero on offense codes and formatting changes
Page 8	Addition of "Venerated" on 145 Vandalism and formatting changes
Page 9	Addition of "Synthetic" on 184 Drug Law Violations and formatting changes
Page 10-12	Formatting changes
Page 13	Updated specification document version and formatting changes
Page 14	Formatting changes
Page 17	Formatting changes
Page 24-30	Formatting changes
Page 34-35	Formatting changes
Page 36	Removal of date on 11G=Hacking/Computer Crime and formatting changes
Page 37	Formatting changes
Page 38	Addition of "Handheld Devices" on C=Computer Equipment
Page 40	Formatting changes
Page 42-43	Formatting changes
Page 44	Addition of "Vessel" to 35=Motor Vehicle
Page 45	Formatting Changes
Page 51	Formatting changes
Page 58	Formatting changes
Page 61	Addition of "06=Domestic Violence" nomenclature change
Page 63	Addition of "Crime Against Property", notation on Victim Offender Relationships and list of Crimes Against Property Offenses
Page 34	Addition of new required data element for Crimes Against Property and Sex
Page 64	Change in verbiage on Relationship of Victim to Offender sex designation
Page 65	Addition of XR="Ex-Relationship" and removal of "HR=Homosexual Relationship"
Page 73	Formatting change
Page 74	Changed Ethnicity requirement from "Yes" to "No" and formatting changes
Page 83	Formatting change
Page 86	Formatting change
Page 93	Addition of required VOR for Arson & Assault Offenses
Page 94	Addition of required VOR for Bribery and Burglary offenses
Page 95	Addition of required VOR for Counterfeit/Forgery and Destruction/Damage/Vandalism of Property offenses
Page 96	Addition of required VOR for Embezzlement offenses
Page 97	Addition of required VOR for Extortion/Blackmail and Fraud offenses
Page 99	Addition of required VOR for Larceny and Motor Vehicle Theft offenses
Page 101	Addition of required VOR for Stolen Property offenses
Page 102	Formatting change
Page 104	Addition of "Crime Against Person"
Page 108	Removal of old UCR Contact phone number
Page 111-124	Formatting changes
Page 130	Addition of expanded definition for Identity Theft Offense
Page 132	Addition of expanded definition for Negligent Manslaughter Offense and removal of extra "Note"
Page 141-142	Formatting change

## Change Revision Summary (v. 3.3)

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The following is the record of changes made in version 3.3, dated June 22<sup>th</sup>, 2020.

Front Cover	Updated version
Page 2	Updated version and formatting changes
Page 8-9	Formatting changes
Page 13	Formatting changes
Page 14	Updated contact Email
Page 38	Formatting changes
Page 42	Formatting changes
Page 44	Formatting changes
Page 61	Formatting changes
Page 63	Formatting changes
Page 64	Change in verbiage on Relationship of Victim to Offender
Page 66	Formatting changes
Page 74	Formatting changes
Page 93-105	Verbiage update for non-required VOR changes
Page 108	Updated Contact Email
Page 130	Formatting Changes
Page 132	Formatting Changes

## Change Revision Summary (v. 3.4)

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The following is the record of changes made in version 3.4, dated July 28<sup>th</sup>, 2020.

Front Cover	Updated version and formatting
Page 2	Updated version and formatting changes
Page 4	Formatting changes
Page 6-9	Formatting changes
Page 11-12	Formatting changes
Page 13	Updated version and formatting
Page 15-18	Formatting changes
Page 20	Formatting changes
Page 22	Formatting changes
Page 24-26	Formatting changes
Page 28	Formatting changes
Page 30-31	Formatting changes
Page 33	Formatting changes
Page 35	Formatting changes
Page 37-38	Formatting changes
Page 42	Formatting changes
Page 44	Formatting changes
Page 48-51	Formatting changes
Page 53	Formatting changes
Page 57-65	Formatting changes
Page 67	Formatting changes
Page 69-80	Formatting changes
Page 82	Formatting changes
Page 84	Formatting changes
Page 86-87	Formatting changes
Page 93-96	Formatting changes
Page 100-101	Formatting changes
Page 103-106	Formatting changes
Page 108	Formatting changes and removed program manager's phone number
Page 111	Formatting changes and combined A.3-A.11 and A16-A24
Page 119-140	Formatting changes
Page 140-141	Formatting changes and Updated link for manuals

# Change Revision Summary (v. 3.5)

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The following is the record of changes made in version 3.5, dated December 22<sup>nd</sup>, 2020.

Front Cover	Updated version and formatting
Page 2	Updated version and formatting changes
Page 7	Removed 044 Bomb Threat PE Removed 091 Arson-Residence PR Removed 092 Arson-Other Buildings PR Removed 093 Arson-Vehicle PR Removed 094 Arson-All Other PR
Page 8	Removed 142 Vandalism - Residence PR Removed 143 Vandalism - Non - Residence PR Removed 144 Vandalism - Vehicle PR Removed 146 Vandalism - Police Cars PR Removed 147 Vandalism - Other PR
Page 9	Removed Offense Code 17B Peeping Tom Added PR and SO to 17E Unlawful Being Where Minors Congregate Removed 183 Drug Law Violations - Marijuana Removed 193 Games SO Modified Crime Category for 201 Child Abandonment from PE to SO
Page 10	Removed 224 Drinking in Public SO
Page 11	Removed the following from Fishing Category: 411 Fishing License Violation ORSO 412 Fishing Closed Season /Area ORSO 413 Fishing Prohibited Hours /Methods ORSO 414 Fishing Exceed Bag Limit ORSO 415 Fishing Possession /Misdemeanor ORSO 416 Fishing Possession /Felony ORSO 421 Fish - Commercial ORSO 422 Fish - Closed Season /Area ORSO 423 Fish Prohibited Hours /Methods ORSO 424 Fish Possession - Misdemeanor ORSO 425 Fish Possession - Felony ORSO 426 Records Violations ORSO 431 License Violation ORSO 432 Closed Season /Area ORSO 433 Prohibited Methods ORSO 434 Exceed Bag Limit ORSO 435 Possession Violation ORSO 441 License Violation ORSO 442 Closed Season /Area ORSO 443 Prohibited Hours /Methods ORSO 444 Casting Light ORSO 445 Exceed Bag Limit ORSO 446 Possession in Season - Misdemeanor ORSO 447 Possession out Season - Misdemeanor ORSO 448 Possession out Season - Felony ORSO
Page 12	Removed 514 Material Witness
Page 46	Removed the following Oregon Bias Codes 51 Age 52 Citizenship 53 Eco/Social Status 54 Labor Union 55 Marital Status 57 Political Affiliation 62 Mental Disability *The bias/hate type 61-"Anti-Physical Disability" has been changed to "Anti-Disability."

Continued on next page

Page 51	Removed specific property that was used for 037 Carjacking
Page 62	Removed 094 Arson Removed Vandalism codes 142, 143, 144, 146, 147
Page 92	Removed 091-094 Arson Codes
Page 94	Removed Offense Code 183 Removed vandalism codes 142, 143, 144, 146, and 147
Page 98	Removed Offense Code 193
Page 100	Removed specific property that was used for 037 Carjacking
Page 104	Removed Offense Code 193
Page 108	Removed 037 Carjacking from property description
Page 130	Removed Bad Checks and Drunkenness example
Page 140	Removed Bad Checks definition
Page 141	Removed Peeping Tom Definition

## Change Revision Summary (v. 3.6)

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The following is the record of changes made in version 3.6, dated February 2<sup>nd</sup>, 2021.

Page 8	Added examples of "Crime Damage" Added an example of "Vandalism" Added 148 Minimal Crime Damage Added reportable Crime Damage for over \$1,000 that will be reported to the FBI using code 290 for NIBRS
Page 9	Added *note about Drug Law Violations
Page 32	Modified *mandatory field* for Incident Address from "Yes" to "No"
Page 42	Added "Producing" to Drug Equipment Violations
Page 103	Added Agency Base Date definition

## Change Revision Summary (v. 3.7)

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The following is the record of changes made in version 3.7, dated July 18<sup>th</sup>, 2023.

Page 10	Removed 220 offense code for Minor in Possession of Tobacco
Page 57	Updated offense codes for LEOKA victim
Page 92	Updated offense codes under Assault offenses for LEOKA victims

## Change Revision Summary (v. 3.8)

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The following is the record of changes made in version 3.8, dated November 17<sup>th</sup>, 2023.

Page 5	Updated System Overview verbiage to reflect that the integration of ONIBRS data to N-DEx is not occurring.
Page 9	Added note regarding updated definition of Rape.
Page 46	Updated bias motivation of Anti-Mormon to be Anti-Church of Jesus Christ.
Page 103	Updated verbiage relating to Agency Base Date to reflect the removal of NIBRS/Federal error code 173.
Page 106	Updated notes related to offenses of Rape and Statutory Rape to reflect the new definition of Rape.
Page 138	Updated definition of Rape per FBI UCR Program standards.
Page 139	Added note to definitions of Sodomy and Sexual Assault with an Object to reflect that these offenses will be recoded.

## Change Revision Summary (v. 3.8a)

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The following is the record of changes made in version 3.8a, dated June 25<sup>th</sup>, 2024.

Page 7	Modified offense categorizations related to human trafficking offenses and unlawful being where minors congregate on pages 7-12.
Page 62	Updated note about which offenses are optional to report victim/offender relationship.
Page 92	Updated list of Assault offense codes and updated notes about VOR data element being optional on pages 92-101.
Page 94	Updated list of Destruction/Damage/Vandalism of Property offense codes.
Page 125	Updated formatting and spacing of information in Appendix A.