U.S. Department of Justice
Federal Bureau of Investigation
Criminal Justice Information Services (CJIS) Division

December 2009

Uniform Crime Reporting (UCR)
State Program Bulletin 09-5

SECTION 1–MESSAGE TO PROGRAM PARTICIPANTS

SECTION 2–CLARIFICATION TO POLICY AND PROCEDURES

SECTION 1–MESSAGE TO PROGRAM PARTICIPANTS

1.1   Advance viewing of the *Preliminary Semiannual Uniform Crime Report, January–June, 2009*

On Monday, December 21, 2009, the national UCR Program will publish the *Preliminary Semiannual Uniform Crime Report, January–June, 2009,* on the FBI's Web site. State UCR Programs and local law enforcement agencies will have advance access to the information via a beta site. Please note that the Web site, username, and password are case-sensitive.

Preliminary Semiannual Uniform Crime Report, January–June, 2009

Advance viewing date: Monday, December 14, 2009
Web site: www.fbi.gov/ucr/2009prelimsem/index.html
Username: UCRcontr
Password: look1@09
Public release date: Monday, December 21, 2009

State UCR Program managers are asked to apprize their local agencies of this information. Agencies are reminded that these data are embargoed until the public release date. Until then, they are for internal use only.

1.2   Data deadlines

The national UCR Program would like to remind state UCR Program managers that **Friday, December 18, 2009,** is the deadline to submit 2009 police employee counts as of October 31, 2009, to the FBI. In addition, **Thursday, December 31, 2009,** is the deadline to report a change to a law enforcement agency's name, address, or current reporting status to the FBI.

The staff of the national UCR Program would like to thank all contributors for their participation and for submitting data in a timely manner. The FBI could not publish UCR data without agencies' continued support.

1.3 Bureau of Indian Affairs to begin submitting data directly to the UCR Program

Many of the Bureau of Indian Affairs tribal law enforcement agencies will submit their data directly to the national UCR Program; therefore, beginning with the 2009 publications, tribal law enforcement agencies' reported data will be included in the respective state's estimated crime total. This change will affect state totals published in UCR publications. The UCR Program's master files will also include this data.

Agencies with questions should contact Ms. Loretta A. Simmons of the FBI's Crime Statistics Management Unit (CSMU) by telephone at (304) 625-3535.

1.4 Topics discussed at the Association of State UCR Programs' Annual Conference

The Association of State UCR Programs held its annual conference from October 25–28 in Birmingham, Alabama. The UCR-related topics discussed included:

- **The Multiple Arrestee Segment Indicator in the National Incident-Based Reporting System (NIBRS):** The fall Working Groups (WGs) approved the option to change the definition of Code C in Data Element 4, Exceptionally Cleared, from "Extradition Denied" to "In Custody of Other Jurisdiction." This topic is to go before the full CJIS Advisory Policy Board in December.

- **An Update to the Race/Ethnicity Categories in the NIBRS:** In response to an Office of Management and Budget (OMB) directive, the national UCR Program will expand race categories from four to five and allow for multiple race responses.

- **Human Trafficking:** As a result of the William Wilberforce Trafficking Victims Protection Reauthorization Act of 2008, Congress mandated that the FBI capture human trafficking as a NIBRS Group A offense and as a Summary Reporting System (SRS) Part I offense. The topic was presented to the fall WGs and approved as "information only." The national UCR Program staff is developing collection strategies for the NIBRS and SRS.

- **Summary Cargo Theft Training:** Staff of the national UCR Program provided an overview of cargo theft reporting for SRS agencies and introduced a draft of the *Cargo Theft Incident Report* form. Law enforcement agencies will use this interactive, Web-based form to submit cargo theft data to the FBI. Upon the OMB's approval of the form, it will be distributed to law enforcement agencies nationwide. It is anticipated that the form will be available during the second or third quarter of 2010.

- **NIBRS Cargo Theft Training:** Staff of the national UCR Program provided an overview of cargo theft reporting as it pertains to the NIBRS, which introduced the new NIBRS Data Element 2A (Cargo Theft). Attendees participated in scenario-based activities to learn how to properly score cargo theft incidents within the NIBRS. Beginning in January 2010, the FBI will accept cargo theft data from participating NIBRS agencies.

- **Updated Law Enforcement Officers Killed and Assaulted (LEOKA) Forms:** Staff of the national UCR Program updated attendees on the status of the new forms *Analysis of Officers Accidentally Killed* and *Analysis of Officers Feloniously Killed and Assaulted.* These two forms will replace the current form, *Analysis of Law Enforcement Officers Killed and Assaulted,* an 8-page questionnaire that law enforcement agencies submit to the national UCR Program when a law enforcement officer is killed or sustained an injury from a firearm or knife or cutting instrument in the line of duty. The forms have been completed and are currently in the approval process at FBI Headquarters and the OMB.

Agencies with questions regarding any of these topics should call the FBI's CSMU by telephone at (304) 625-4830.

1.5   FBI provides links to UCR data on Data.gov

In 2009, the Department of Justice contacted the national UCR Program to participate in the Open Government initiative, Data.gov. The purpose of Data.gov is to increase public access to high value, machine readable datasets generated and held by the federal government.

The site offers data in three ways: through the "raw" data catalog, using the tool catalog, and through the geodata catalog. The national UCR Program's three annual Web publications, as of the 2006 edition, are included on the site and are listed within the Law Enforcement, Courts, and Prisons category in the raw data catalog. Web addresses for each publication are included within each listing, which links to the actual Web publications and the downloadable data tables on <www.fbi.gov>. Agencies are encouraged to view the site.

1.6 Electronic availability of the *NIBRS Addendum for Submitting Cargo Theft Data*

The document *NIBRS Addendum for Submitting Cargo Theft Data* is now available online at <www.fbi.gov/ucr/nibrs/nibrs_cargo_theft.htm>. The *Addendum* provides the definition of the new NIBRS cargo theft data element, entry requirements, error messages, and programming changes. Beginning January 1, 2010, the FBI will begin accepting test data that captures this data element.

Agencies with questions should contact the FBI's Multimedia Productions Group (MPG) by telephone at (304) 625-4995; by facsimile at (304) 625-5394; or by e-mail at <cjis_comm@leo.gov>.

1.7 Electronic availability of the UCR *State Program Bulletin*

The UCR Program's UCR *State Program Bulletin* is available electronically in Corel WordPerfect and Microsoft Word formats. State UCR Program managers who wish to receive the UCR *State Program Bulletin* via e-mail instead of receiving hard copies through the U.S. Postal Service should provide the MPG staff at the CJIS Division with their e-mail addresses at <cjis_comm@leo.gov> and indicate UCR *State Program Bulletin* in the subject line of the e-mail.

Please note that whether the UCR *State Program Bulletin* is received electronically or in hard copy, it is the responsibility of state UCR Program managers to disseminate the information as appropriate to their staffs and local agencies. In order to serve our customers in the best manner possible, the national UCR Program would like to remind state UCR Program managers to keep the MPG informed of any changes in their e-mail addresses.

The current UCR *State Program Bulletin,* as well as previous editions, is also available via the Law Enforcement Online (LEO) Intranet at <https://cgate.leo.gov/http/leowcs.leopriv.gov/lesig/cjis/programs/crime_statistics/state_program_bulletins/state_program_bulletins.html>. Users with questions concerning access to the LEO should contact the LEO Program Office at (304) 625-5555 (telephone) or Mrs. Stacey C. Davis of the Advisory Groups Management Unit at (304) 625-2618 (telephone).

SECTION 2–CLARIFICATION TO POLICY AND PROCEDURES

2.1   Clarification regarding Data Element 3 (Incident Date/Hour) and the report date in the NIBRS

The staff of the national UCR Program would like to remind law enforcement agencies that the Data Element 3 (Incident Date/Hour) should reflect the day and hour, in the MM/DD/YYYY/HH format, that the incident actually occurred or the beginning of the time period in which the crime occurred (as appropriate). As stated on page 69 of Volume 1: *Data Collection Guidelines* (August 2000), if the incident date is unknown, an agency should enter the date of the report (with the indicator R = Report) as the date of the offense. If the incident hour is unknown, the hour should be left blank.

The national UCR Program strives to maintain a database that is as complete and accurate as possible. However, the national UCR Program is concerned that some agencies' software is defaulting to the first day of the month when either the incident date is unknown or is overridden, which could result in skewed statistics.

Agencies with questions should contact Mr. Gregory S. Swanson of the FBI's Training and Systems Education Unit by telephone at (304) 625-2998.

2.2   Clarification regarding record management system reporting in the NIBRS

The staff of the national UCR Program would like to remind agencies that extensive testing of a state's or an agency's record management system (RMS) is performed at the onset of the transition from the SRS to the NIBRS. Once an agency or state attains NIBRS certification, that certification was based upon the use of the RMS that was originally tested. If a state or agency modifies its RMS or converts to a new RMS, the system must undergo testing for recertification to ensure that system compatibility and data quality standards are maintained.

Agencies with questions should contact Ms. Loretta A. Simmons of the FBI's CSMU at (304) 625-3535.

2.3   Justifiable homicide edit in the NIBRS will produce fatal error

In the UCR *State Program Bulletin* 99-2, dated May 2009, the national UCR Program reminded agencies that a justifiable homicide is not considered a crime; therefore, it cannot be classified as a hate crime. In the document, the staff notified agencies that an edit would be placed in the NIBRS so that incoming offenses classified with both an offense code of 09C, Justifiable Homicide, and a bias motivation code with anything other than 88 = None (no bias) or blank would generate Offense Segment Warning 240, "WARNING–JUSTIFIABLE HOMICIDE MUST BE CODED AS NON-BIAS MOTIVATED."

Beginning January 1, the Offense Segment Warning 240, "WARNING–JUSTIFIABLE HOMICIDE MUST BE CODED AS NON-BIAS MOTIVATED" will be replaced with Offense Segment Error 270, "JUSTIFIABLE HOMICIDE MUST BE CODED AS NON-BIAS MOTIVATED" and incidents submitted with a justifiable homicide offense coded as bias-motivated will be rejected as a fatal error.

Agencies with questions should contact Ms. Mary P. Reese of the FBI's CSMU by telephone at (304) 625-3528.