



UCR Program

Criminal Justice Information Services Division

Program News

OCTOBER 2014

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Section 1— Message To Program Participants

Data submission deadlines

Direct contributors should note the following deadlines for data to be received by the FBI's Crime Statistics Management Unit's (CSMU's) Operations Group. These deadlines are very important to the national Uniform Crime Reporting (UCR) Program so that the national staff can publish data in a timely manner. If these deadlines cannot be met, the local agency is asked to work with its state's point of contact in the CSMU.

Date	Information needed
December 12, 2014	Deadline to submit police employee counts as of October 31, 2014.
December 31, 2014	Deadline to change an agency's name or address, for state Program managers to add new contributing agencies within a state, or to change an agency's current reporting status.

NIBRS coordinator

Ms. Drema Fouch has assumed the responsibility as the national UCR Program's National Incident-Based Reporting System (NIBRS) coordinator. As the NIBRS coordinator, her duties include developing a strategic vision for NIBRS growth, identifying and assessing resources that are available to support the NIBRS, and developing a strategy that maximizes the use of those resources.

Ms. Fouch may be contacted by telephone at (304) 625-2982 or by e-mail at <drema.fouch@ic.fbi.gov>.

National UCR Program partnering with Bureau of Justice Statistics

The national UCR Program has partnered with the Bureau of Justice Statistics to create the National Crime Statistics Exchange (NCS-X) to encourage all states and agencies to submit crime data via the NIBRS.

The NIBRS provides a more comprehensive view of crime in the nation and offers greater flexibility in data compilation and analysis than the traditional Summary Reporting System (SRS). The goal of the NCS-X is to increase NIBRS participation so that the system will have sufficient coverage to generate statistically sound national estimates of crime.

Part of the NCS-X's outreach is to determine which states and agencies are willing and capable of transitioning to submitting crime data via the NIBRS. The NCS-X Team recently conducted a technical assessment of the records management system of the Chicago Police Department to determine its NIBRS capability. In addition, the team has worked with law enforcement agencies in Minnesota, New

Jersey, and North Carolina, and these agencies have committed to reporting their crime data via the NIBRS.

States and agencies that are interested in participating in the NCS-X should contact Mr. Kevin Strom by telephone at (919) 485-5729 or by e-mail at <kstrom@rti.org>.

Agencies with general questions about the NIBRS should contact Ms. Drema Fouch by telephone at (304) 625-2982 or by e-mail at <drema.fouch@ic.fbi.gov>.

Electronic availability of the *UCR Program Quarterly*

The current *UCR Program Quarterly*, as well as previous editions, is available via the FBI's Internet site at <<http://www.fbi.gov/about-us/cjis/ucr/ucr-program-quarterly>> and the Law Enforcement Online (LEO) service of the Law Enforcement Enterprise Portal (LEEP). Users with questions concerning access to the LEO service should contact the Online Services and Operations Unit (OSOU) by telephone at (304) 625-5555.

Agencies can also access the *UCR Program Quarterly* on the UCR Program's Special Interest Group (SIG) directly on the LEO service of the LEEP:

- Click on the LEO logo under the Service column
- Click on the SIGs link
- Click by Access Type and select Unrestricted
- Click on the UCR logo
- Click on the UCR Program Quarterly folder

Users with questions concerning access to the LEEP and the LEO service should contact the OSOU by telephone at (304) 625-5555.

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The *Link* is one of the key ways the CJIS Division keeps agencies updated on the services and benefits that its programs and systems have to offer. The *Link* also showcases the successes of those programs and systems in supporting law enforcement and provides contact information so you can easily access the appropriate office or unit. Make sure you receive notice of upcoming editions with information your agency needs. Sign up for your alert today!

Section 2— Clarification to Policy and Procedures

Additions to the Hate Crime Data Collection Program

At its June 5, 2013, meeting, the CJIS Advisory Policy Board (APB) approved modifying the UCR Hate Crime data collection procedures to include all self-identified religions in the United States that are listed in the Pew Research Center's *Pew Forum on Religion and Public Life* (2008) and the U.S. Census Bureau's *Statistical Abstract* (2012). The APB also approved modifying the UCR Hate Crime data collection procedures to include an anti-Arab bias motivation. These modifications affect both the SRS and the NIBRS. On June 28, 2013, then-FBI Director Robert S. Mueller, III, approved the changes.

Effective January 1, 2015, in addition to the biases against the current categories of religion, agencies should also report hate crimes motivated by the following religious biases (the code number appears in parentheses):

Anti-Buddhist (83)

Anti-Eastern Orthodox (Greek, Russian, etc.) (81)

Anti-Hindu (84)

Anti-Jehovah's Witness (29)

Anti-Mormon (28)

Anti-Other Christian (82)

Anti-Sikh (85)

Also, the national UCR Program previously captured hate crimes committed because of a bias against a race and hate crimes committed because of a bias against an ethnicity/national origin in two separate categories. However, beginning January 1, 2015, the national UCR Program will collect race and ethnicity categories in a combined format. The revised category will be Race/Ethnicity/Ancestry. In addition, beginning January 1, 2015, the Program will capture anti-Arab hate crimes in the revised category. These biases will include (with the code number in parentheses and the new category in **bold**):

Anti-American Indian or Alaska Native (13)

Anti-Arab (31)

Anti-Asian (14)

Anti-Black or African American (12)

Anti-Hispanic or Latino (32)

Anti-Multiple Race, Group (15)

Anti-Native Hawaiian or Other Pacific Islander (16)

Anti-Other Race/Ethnicity/Ancestry (33) (this has changed from Anti-not Hispanic or Latino)

Anti-White (11)

The national UCR Program is developing a new *Hate Crime Incident Report*, which will be released in 2015, in Microsoft Excel. The national UCR Program is also working to update the *Hate Crime Data Collection Guidelines and Training Manual*, the *Hate Crime Technical Specifications*, and the *NIBRS Technical Specifications* with these changes. The updated documents will be available on <www.fbi.gov> in the near future.

Agencies with questions about the Hate Crime Statistics Program should contact Ms. Kristi L. Donahue in the Programs Development Group of the CSMU by telephone at (304) 625-2972 or by e-mail at <kristi.donahue@ic.fbi.gov>.

“All or nothing” rule change for Cargo Theft, LEOKA, and Offender Ethnicity data

Until recently, the NIBRS allowed each state only one of the two available line lengths in the Administrative Segment of its data collection process, regardless of the participation levels of the individual agencies. The line length was determined by the state. If the contributing state decided to participate in cargo theft data collection via the NIBRS, the line length was 88; if the state elected not to participate in cargo theft data collection via the NIBRS, the line length for the entire state in the Administrative Segment was 87. In the same way, the NIBRS allowed for only one of two available line lengths in the Victim Segment. If the contributing state was participating in the submission of Law Enforcement Officers Killed and Assaulted (LEOKA) data via the NIBRS, the line length for the Victim Segment was 141; if the state did not contribute LEOKA data via the NIBRS, the line length in the Victim Segment was 129. In addition, when the national program began collecting offender ethnicity, it made system changes to extend the Offender Segment. Consequently, if the state decided to contribute offender ethnicity data, the line length for the Offender Segment was 46; if the state decided not to collect offender ethnicity, the line length of the Offender Segment was 45.

In anticipation of the New UCR System, which will allow agency-level participation (as opposed to state-level participation), the national UCR Program has implemented system changes that will allow the line lengths of the Administrative, Victim, and Offender Segments to be determined at the agency level instead of the state level. In other words, the “all or nothing” rule will be removed. This change involves the removal of edits associated with conflicting line lengths. Specifically, the edits that have been removed are:

For Cargo Theft—Removed Error Number 178—THIS ADMINISTRATIVE SEGMENT HAS A CONFLICTING LENGTH

For LEOKA—Removed Error Number 484—THIS VICTIM SEGMENT HAS A CONFLICTING LENGTH

Please note that once the agency submits data with a given line length, that line length cannot be changed without the national UCR Program’s involvement. State Program managers with questions should contact their state’s representative in the CSMU.

Trainer Talk

Each quarter, Trainer Talk features questions that the UCR Program trainers have received about classifying and scoring offenses in the UCR Program. The trainers will provide answers to questions for both the SRS and the NIBRS. The answers provided are for UCR Program reporting purposes and may not reflect the manner in which an offender(s) is charged.

Agency staff with questions should contact the trainers in the CJIS Training and Advisory Process Unit by e-mail at <UCRtrainers@leo.gov>.

Question

How should a Summary reporting agency report threats being made against a victim over social media sites? In this scenario, the offender posted material threatening to harm the victim if they ever saw them on the streets and advised they knew where the victim lived. The victim was scared and reported it to the police department.

Answer

For SRS agencies: This type of offense should be reported as an Other Assaults—Simple, Not Aggravated (4e). This category allows agencies to report offenses such as intimidation, coercion, hazing, and stalking. If the threat(s) reach(es) the level where the offender is unlawfully placing another person in **reasonable fear** of bodily harm through the use of threatening words and/or conduct, this should be reported as an offense in the above-mentioned category. Intimidation can be in person, over the telephone, or in writing, including e-mail and texting. Keep in mind that this is done without displaying a weapon or subjecting the victim to an actual physical attack.

For NIBRS agencies: This type of offense should be reported as Intimidation (13C), which is defined as “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” (p. 21, *NIBRS User Manual*, Version 1.0, dated January 17, 2013).

Question

If officers are unable to determine how a burglar gained entry into a structure, how should they report the offense? For example, numerous items were disturbed, and some items, such as jewelry, electronics, etc., were missing from a residence. The victim was adamant that the house was fully secured when he/she left the residence. No signs of forced entry were found. The victim came home and discovered the crime.

Answer

For SRS and NIBRS reporting agencies: In reporting forcible entry burglary offenses in both data collection systems, no overt physical signs of forcible entry are needed. While this type of offense clearly applies when a thief gains entry by using tools, breaking windows, forcing windows and doors, cutting screens, walls, or roofs, a Burglary— Forcible Entry (5a) can include using master keys, picks, unauthorized keys, celluloid, a mechanical contrivance of any kind (e.g., a passkey or skeleton key), or other devices that leave no outward mark but are used to force the action of a lock.

The victim reported that the residence was secured, and the investigation determined that an entry was made into the structure where property was taken. UCR Summary agencies should report this scenario as a Burglary—Forcible Entry (5a). NIBRS submitting agencies should report this scenario as a 220 = Burglary/Breaking & Entering and use the F = Force data value to indicate the method of entry.

Question

Several expensive tools were taken from a retail store. Later, store employees found a less expensive item in the store that had been removed from its packaging. Police investigation determined that the offender removed the less expensive item from its packaging and replaced it with the expensive tools. The offender then paid for the item as though it contained the less expensive item. Should my agency report this as a shoplifting or fraud offense?

Answer

For SRS and NIBRS reporting agencies: This type of single-offense situation should be reported as a fraud offense and not a shoplifting offense. Fraud involves 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. It involves obtaining money or some other thing of value by perversion of the truth, lying, or a deceitful practice. When the offender manipulated the existing value of the item by removing it from its packaging and replacing it with another item and then paying for that item of lesser value, a fraudulent act had occurred.

Question

Two individuals were observed at the self-checkout area of a retail establishment placing items in the bags without swiping some of them on the barcode reader. An employee approached the suspects when she became suspicious about their scanning of certain items. She asked them about the items they had not scanned, and they advised they didn't want them anymore and returned some of them to the employee. Both individuals were arrested for shoplifting. How is this reported to the UCR Program?

Answer

For SRS agencies: Two arrests for fraud should be scored on the Age, Sex, Race and Ethnicity of Persons Arrested form.

For NIBRS reporting agencies: This should be reported as an attempted fraud offense and not a shoplifting offense. Fraud is defined as "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" (p. 26, *National Incident-Based Reporting System [NIBRS] User Manual*, Version 1.0, dated January 17, 2013). It involves obtaining money or some other thing of value by perversion of the truth, lying, or a deceitful practice. Even though the reporting agency arrested the two individuals and charged them with shoplifting, it is essential to maintain uniformity in the data collection process and report the offense(s) according to UCR definition(s). The same must be done when reporting persons arrested, summons served, and citations issued. Therefore, the agency should report an offense of fraud; the arrest data should reflect the same.

Question

An individual purchased a car for \$900 in cash. The cash and the keys to the car were exchanged. Later, the money used to purchase the car was found to be counterfeit. In Summary reporting, is the car reported as a stolen motor vehicle?

Answer

For SRS agencies: Although law enforcement agencies would most likely issue a stolen motor vehicle report, this scenario should not be reported as a motor vehicle theft for UCR purposes. There are a pair of Part II offenses that should be reported under the SRS.

The first offense is forgery and counterfeiting, which is defined as the altering, copying, or imitating 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 selling, buying, or possession of an altered, copied, or imitated thing with the intent to deceive or defraud.

The second offense is fraud, which is defined as 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.

As these are both Part II offenses in the UCR Summary data collection, there is no property or value to report as either stolen or recovered. If the reporting agency makes an arrest, or issues either a citation or a summons for these Part II criminal offenses, the agency itself should determine which one is the most serious and score only that arrest.

Question

An agency that reports data to the UCR Program via the SRS had a report of a theft from a building under construction. Should this be classified as a burglary or a larceny theft? Although the deciding factor is determining exactly when a building under construction becomes a structure according to the UCR definition, the *UCR SRS User Manual* doesn't define a structure by its elements but rather by examples. "Building" is listed, but "building under construction" is not. There are phases of the construction of a building. Does the structure have to be able to be secured, even if it wasn't secured when the theft occurred? Can you have a burglary, for instance, when floors, walls, and a ceiling are present, but no doors or windows?

Answer

In determining a burglary for UCR purposes, three critical elements must be present based upon the definition of burglary – "the unlawful entry of a structure to commit a felony or a theft." Hence, the crime must involve 1) unlawful entry; 2) a structure which is defined as four walls, a roof, and a door; and 3) the commission of either a felony or a theft. As you mentioned, determination of a structure is key to satisfying this portion of the burglary definition.

In the UCR SRS, there are three sub-classifications of burglary: Burglary—Forcible Entry, Burglary—Unlawful Entry – No Force, and Burglary—Attempted Forcible Entry.

Forcible Entry occurs when the structure is secured and where force of any kind is used to unlawfully enter a structure for the purpose of committing a felony or theft, i.e., a lock is defeated.

Unlawful Entry—No Force occurs when entrance to a structure is made through an unlocked door or window.

Attempted Forcible Entry occurs when entrance to a structure has been attempted but not completed.

A building under construction should be capable of being secured and then applying either Burglary—Forcible Entry or Unlawful Entry—No Force. If it is not capable of being secured, e.g., open wall area(s), no window(s) or door(s), etc., then larceny-theft is the more appropriate classification. When a question arises as to whether a type of structure comes within the scope of the burglary definition, the law enforcement agency should look to the nature of the crime and be guided by the examples set forth in the *SRS Handbook*.

Question

How should “Money Laundering” be classified for UCR purposes? I cannot find this offense listed in the NIBRS Offense Lookup Table of the *NIBRS’s User Manual*, Version 1.0, dated January 17, 2013.

Answer

For SRS and NIBRS reporting agencies, the criminal offense of money laundering should be reported as a fraud offense. Money laundering involves the act of transferring illegally obtained money through legitimate people or accounts so that the original source cannot be traced. Furthermore, the “cleaning” of the money should be regarded as intangible property for NIBRS purposes.

Question

Please provide clarification on the definition of larceny and the verbiage “constructive possession.” There has been discussion internally at our department about the way we are classifying thefts from buildings, specifically where someone leaves their property behind in a restaurant or gas station. When they return to retrieve it, the property is gone and has not been turned in to lost and found or to the management of the establishment. We have been classifying these types of incidents as larceny-thefts. Recently, another supervisor gave the opinion that the property was abandoned and, therefore, should be considered lost.

Answer

For SRS and NIBRS reporting agencies, constructive possession in UCR means implied possession. If an individual knows they left an article of property, returned to retrieve it, and it is not there, or has not been turned in to lost and found/security or in to the establishment, then it should be reported as stolen. Should the item be turned in at a later time, the agency can then unfound or delete the theft offense.

One of UCR’s primary purposes is to collect information on criminal offenses that are reported or known to the police. The property cannot be considered abandoned and therefore lost property if an individual contacts law enforcement to report their property was stolen. It is highly unlikely that individuals are abandoning personal property and items such as cell phones, jewelry, wallets, and purses, etc., and then contacting law enforcement to report the item as stolen. The assessment that these types of situations should be reported as Larceny-Theft—Theft From Buildings (6Xg) is correct.

Section 3— Publication Updates And Notifications

Corrections and clarifications to the *NIBRS User Manual*

The FBI's Uniform Crime Reporting Program is making various corrections and clarifications to the *National Incident-Based Reporting System (NIBRS) User Manual*, Version 1.0, dated January 17, 2013. Information with ~~strikeout~~ should be deleted; information in **bold** should be added. The following changes will be included when the *NIBRS User Manual*, Version 2.0 is released, but a release date has not yet been determined.

On page 22

From

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

To

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 used as a permanent dwelling, mill, office, outbuilding, public building, railroad car, room, school, stable, vessel or ship, warehouse).

On page 24

From

Example: A lone male enters a department store to purchase a \$400 television and a \$300 DVD player (retail value) with a forged check. Later, the store manager finds the offender~~s~~ used a forged check to make the purchase. The manager then summons the police to file a report. LEAs should report the incident with UCR Offense Code 250 = Counterfeiting/Forgery; Type Property Loss/Etc., 3 = Counterfeited/Forged; Property Description, 21 = Negotiable Instruments (~~no value~~). In addition, Offense Code 26A = False Pretense/Swindle/Confidence Game; Type Property Loss/Etc., 7 = Stolen/Etc.; Property Description, 26 = Radios/TVs/DVDs; Value of Property, \$550 (wholesale value) should be reported.

To

Example: A lone male enters a department store to purchase a \$400 television and a \$300 DVD player (retail value) with a forged check. Later, the store manager finds the offender used a forged check to make the purchase. The manager then summons the police to file a report. LEAs should report the incident with UCR Offense Code 250 = Counterfeiting/Forgery; Type Property Loss/Etc., 3 = Counterfeited/Forged; Property Description, 21 = Negotiable Instruments (**\$700**). In addition, Offense Code 26A = False Pretense/Swindle/Confidence Game; Type Property Loss/Etc., 7 = Stolen/Etc.; Property Description, 26 = Radios/TVs/DVDs; Value of Property, \$550 (wholesale value) should be reported.

Note: Once the forged check (a nonnegotiable instrument with no monetary value) was passed to the manager for the television and DVD player, and the manager countersigned the check for deposit, the nonnegotiable instrument became a negotiable instrument. Although the forged check was written for \$700, the wholesale value of the stolen property (\$550) should be reported. Properly countersigned checks, even if done in a fraudulent manner, are considered negotiable instruments for UCR reporting purposes.

Page 26

From

If the thing gained from Extortion/Blackmail is intangible, agencies should enter it as data value 77 = Other in Data Element 15 (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.).

To

If a law enforcement agency determines the Extortion/Blackmail produced an intangible (i.e., advantage or disadvantage), the agency should enter it as data value 66 = Identity-Intangible (provided the agency has updated property descriptions) or 77 = Other in Data Element 15 (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.).

On page 28

From

Note: Identity theft refers to crimes in which someone wrongfully obtains and uses another person's personal data (e.g., name, date of birth, Social Security number, driver's license number, ~~credit card number~~). For NIBRS purposes, LEAs should report this as a 26C = Impersonation.

To

Note: Identity theft refers to crimes in which someone wrongfully obtains and uses another person's personal data (e.g., name, date of birth, Social Security number, driver's license number). For NIBRS purposes, LEAs should report this as a 26C = Impersonation. **If a credit card number is fraudulently used, LEAs should report this as a 26B = Credit Card Fraud.**

On page 31

From

Justifiable homicide, by definition, ~~often~~ 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 committing the offense which resulted in the justifiable homicide. Therefore, justifiable homicide cases involve at least two criminal 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.

To

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 committing the offense which resulted in the justifiable homicide. Therefore, justifiable homicide cases involve at least two criminal 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.

On page 34

From

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 ~~the offense resulting in the greatest value of property loss, but should include the value for all property stolen.~~

To

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 1.0, dated January 17, 2013, “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.”

On page 35 under 23H All Other Larceny

From

All Other Larceny includes thefts from fenced enclosures, boats (~~not houseboats~~), 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.

To

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.

On page 43 under 90Z All Other Offenses

From

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, ~~are excluded.~~

To

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 90D = Driving Under the Influence.**

On page 69 under Example 3

From

If an incident occurred at midnight on December 31, 2012, the entry should be ~~01/01/2012~~.

To

If an incident occurred at midnight on December 31, 2012, the entry should be **01/01/2013**.

On page 70 under Exceptional Clearance condition 4

From

4. There must be a reason outside the control of the LEA preventing the arrest.

To

4. There must be a reason outside the control of the LEA preventing the arrest, **charging, and turning over for prosecution.**

On page 103 under Valid Data Values (for drug types)

From

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

To

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

On page 119 under Example 3

From

Two unknown subjects rob a male and female couple. The LEA should report ~~ST = Victim Was Stranger~~ to indicate the relationship of each victim to each offender.

To

Two unknown subjects **wearing masks and gloves** rob a male and female couple. **The victims could not identify the age, sex, and race of the subjects.** The LEA should report **RU = Relationship Unknown** to indicate the relationship of each victim to each offender.