Federal Bureau of Investigation

UCR Program
Criminal Justice Information Services Division

Quarterly

Program News

Section 1— Message to Program Participants

Reminder to agencies about manual corrections, adjustments

The national Uniform Crime Reporting (UCR) Program staff reminds agencies that national staff make manual corrections and adjustments to an agency's data only in rare and unique circumstances. These circumstances require the consent of the national Program office and the approval of two or more designated staff members. Agencies are responsible for resending any deletions or corrections to their data.

In addition, the national UCR Program is experiencing processing issues with some states that submit data both through the Summary Reporting System (SRS) and the National Incident-Based Reporting System (NIBRS). These "hybrid" states are submitting data in both formats for the same agency for the same month, which causes inconsistencies after national UCR Program staff process the files. This also increases the likelihood that files will not load or process properly, which could result in SRS data overwriting NIBRS data. The national UCR Program staff asks agencies to refrain from sending the same submission via the SRS and NIBRS for the same month.

Agencies with questions regarding data processing should contact their assigned statistical assistant in the Crime Statistics Management Unit (CSMU) or Amanda Butcher by telephone at (304) 625-2907 or by e-mail at <amanda.butcher@ic.fbi.gov>.

Reminder about the historical definition of rape

The staff at the Criminal Justice Information Services (CJIS) Division reminds agencies that beginning January 1, 2017, the national UCR Program will no longer publish rape data collected using the historical definition of rape (the carnal knowledge of a female forcibly and against her will) in the SRS but will instead publish only the data collected under the new expanded definition (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, without the consent of the victim). Because the definition of rape in the NIBRS is gender-neutral, this change does not affect agencies that submit rape data via the NIBRS.
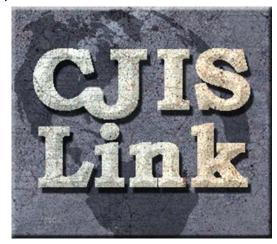
Any agencies with questions should contact its state UCR Program. State UCR Program managers and direct contributors should contact their state representatives in the CSMU with any questions.

Redesigned *CJIS Link* now on the Internet

The CJIS Division staff has redesigned the *CJIS Link* into a blog-like format to better serve its law enforcement and criminal justice partners. The *CJIS Link* provides information about:

- ❖ How CJIS systems can help agencies solve crimes.
- ❖ New initiatives and technologies.
- ❖ Upgrades and changes regarding CJIS systems.
- ❖ The work of the CJIS Advisory Policy Board.

Go to <https://www.fbi.gov/about-us/cjis/cjis-link> to visit the *CJIS Link* to search for specific information by topic from past issues and subscribe for notifications when new content is posted.

Electronic availability of the *UCR Program Quarterly*

All editions of the *UCR Program Quarterly* are available via the FBI's Internet site at <https://www.fbi.gov/about-us/cjis/ucr/ucr-program-quarterly> and the UCR Program's Special Interest Group (SIG) of the Law Enforcement Enterprise Portal (LEEP).

To access the *UCR Program Quarterly* on the UCR Program's SIG:

- ❖ Click on the LEO SIG under the Service column.
- ❖ Scroll to the bottom of the page and click on the UCR logo.
- ❖ Click on the UCR Program Quarterly folder.

Users with questions concerning access to LEEP should contact the Online Services and Operations Unit by telephone at (304) 625-5555.

Section 2— Clarification to Policy and Procedures

Reviews for Summary Reporting System agencies have ended

In preparation for the transition to NIBRS, effective immediately, staff in the CJIS Audit Unit (CAU) will no longer provide Quality Assurance Reviews (QARs) to agencies that provide their crime data via the UCR Program's SRS. In addition, the UCR QAR (for NIBRS agencies) will be available only upon formal request and will no longer be part of the CAU's triennial audit of all CJIS systems.

Additional details about the QAR process and how to request a QAR are available on the FBI's Internet site at <https://ucr.fbi.gov/quality-assurance> and on the CAU's SIG of LEEP by clicking on:

- ❖ The SIG logo under the Service column
- ❖ The Criminal Justice Information Services Division under My SIGs
- ❖ The General Information tab
- ❖ The CJIS Division Audit Unit Information under General Information
- ❖ The UCR Quality Assurance Review

Agencies with questions about the QAR should contact Christopher A. McIntosh by telephone at (304) 625-2871 or by e-mail at <christopher.mcintosh@ic.fbi.gov> or Nancy E. Carnes by telephone at (304) 625-2995 or by e-mail at <nancy.carnes@ic.fbi.gov>.

Live training for Summary Reporting System agencies has ended

Effective immediately, UCR Program trainers with the CJIS Training and Advisory Process (CTAP) Unit will no longer provide live training to agencies that report their crime data via the SRS. Instead, the UCR trainers will focus their efforts on training for agencies that submit their crime data via the NIBRS.

However, agencies desiring SRS training can access basic SRS information on LEEP. The CJIS Division's staff has created several e-learning lessons on the basics of offense data in the SRS. Additional lessons will be added as they are produced. These lessons are available on the UCR page of LEEP by clicking on:

- ❖ The SIG logo under the Service column
- ❖ The Browse/Search SIGs button
- ❖ The By Access Type dropdown button and select Unrestricted
- ❖ The UCR-Train logo
- ❖ The FBI CJIS UCR Summary Training link

Agencies wishing to create an account on LEEP should go to <https://www.cjis.gov> and click on the Apply for an Account button.

Agencies with questions should contact the UCR trainers by telephone at (888) 827-6427 or by e-mail at <UCRTrainers@leo.gov>.

Trainer Talk

The CJIS Division supports the transition of all agencies to submit crime data via the NIBRS. Because of this, effective October 1, 2016, CJIS Division trainers are now focusing their efforts on the NIBRS and are no longer providing live training on the SRS. However, as previously mentioned, the UCR Program has furnished computer-based training on the basics of the SRS, which are available on the LEEP. In addition, the trainers will continue to answer SRS-related questions via e-mail and facsimile.

Each quarter, Trainer Talk features questions that the trainers from the national UCR Program have received about classifying and scoring offenses in the UCR Program. The trainers answer questions for both NIBRS and the SRS. The information they provide is for UCR Program reporting purposes and may not reflect the manner in which an offender(s) is charged. When requesting the classification and scoring of incidents, law enforcement agencies and state program personnel are asked to provide the entire incident report so that the UCR trainers can provide the most accurate assessment. Agencies may submit incident reports by e-mail to <UCRtrainers@leo.gov> or by facsimile to (304) 625-5599. Agency staff with questions should contact the trainers e-mail at <UCRtrainers@leo.gov>.

Question

A supermarket was being remodeled. A contractor working on the remodeling project stole lottery tickets from a dispenser in the supermarket. The incident was caught on camera, but the tickets have not been recovered. How would this incident be classified and scored? Would this incident be considered embezzlement?

Answer

NIBRS agencies: The agency should classify the event as a 23D = Theft From Building because the contractor had legal access to the supermarket at the time of the incident. In the *NIBRS User Manual,* Version 1.0, dated January 17, 2013, it states that Theft From Building is "A theft from within a building which is either open to the general public or to which the offender has legal access" (page 33). Because the contractor did not have the lottery tickets entrusted to his care, custody, or control, the agency should not include the offense of embezzlement in the incident.

SRS agencies: The agency should classify and score the event as a Theft From Buildings (6Xg), which the *SRS User Manual,* Version 1.0, dated June 20, 2013, defines as "A theft from within a building that is open to the general public on where the offender has legal access."

Question

Does it specifically state in any UCR Program manual to exclude crimes that occur in jails or prisons?

Answer

NIBRS and SRS agencies: No. Crimes that occur in jails or prisons are to be reported to the national UCR Program by the law enforcement agency having the investigative jurisdiction of the jail or prison.

Question

An urn containing human ashes was stolen, possibly for the type of metal used. What property description would this item fall under?

Answer

NIBRS agencies: The property description (Data Element 15) could vary depending on the results of the investigation as to why the urn was taken and the type of urn. If the urn was taken for its metallic value and was made of a nonprecious metal (copper, brass, aluminum, etc.), the agency should report the property description as 71 = Metals, Non-precious in Data Element 15 (Property Description). If the urn was made of another type of material, the agency should report the property description as 77 = Other.

SRS agencies: The agency should report the urn under category (K) Miscellaneous on the *Supplement to Return A Form*.

Section 3— Publication Updates and Notifications

New *National Incident-Based Reporting System (NIBRS) Technical Specification* available

The national UCR Program staff has released an updated *National Incident-Based Reporting System (NIBRS) Technical Specification.* The document, Version 3.0, is dated September 1, 2016, and includes updates to the time-window submission process, clarifications to numerous error messages, and a new section that furnishes a series of data quality checks.

Any agency that is transitioning from submitting its crime data via the SRS to the NIBRS must meet the specifications provided in the *NIBRS Technical Specification,* Version 3.0. The document is also being used to develop the new NIBRS Extensible Markup Language (XML) Information Exchange Package Documentation (IEPD), which is slated to be available in October. An IEPD is the outline for the structure for an agency's XML submission to the national UCR Program.

Please note that future updates to the *NIBRS Technical Specification* will no longer be presented in the *UCR Program Quarterly.* Effective immediately, the national UCR Program staff instead will present changes to the *NIBRS Technical Specification* on a monthly basis in Technical and Operational Updates (TOUs). The information from the TOUs then will be incorporated into a yearly update of the *NIBRS Technical Specification* each September. The TOUs will be sent via e-mail to state UCR Program managers and direct contributors and will be posted on the UCR page of the FBI's Internet site.

Agencies with questions should contact Nelson A. Ferry Jr. of the CSMU by telephone at (304) 625-2782 or by e-mail at <nelson.ferry@ic.fbi.gov>.