

ARKANSAS CRIME  
INFORMATION CENTER  
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# NIBRS UPDATE



VOLUME I, ISSUE 4

OCTOBER 2006

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## Submissions Check-up

### MONTHLY SUBMISSIONS

Agencies are encouraged to submit their UCR/Summary or NIBRS statistics on a monthly basis, if possible. We encourage you to make these submissions by the 10th of each month. By turning in the previous month's data by the 10th of the following month (i.e., January's data by February 10th) your agency assists us in compiling up to date and accurate statistics. It helps prevent a data backlog at the end of the year. We know all of you have many responsibilities and we appreciate your cooperation and prompt attention. Your help allows all of us to meet publication deadlines at the state and national levels. Thank you!



### PUBLISHED DATA

Please monitor your IBR monthly files to be sure that each file contains the approximate number of incidents that should be reported each month. **The FBI will not publish an agency's figures in the *Crime In The United States* if any month is not reported or any month looks as if it has been underreported.**

## Reporting Arson Offenses

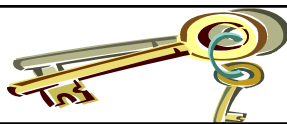
If a State Fire Marshal investigates arsons within your agency's jurisdiction, then please complete a memorandum of understanding with the fire marshal in order to make certain that your law enforcement agency receives or takes an incident report of the arson offense for NIBRS reporting purposes. The arson offense is to be reported through NIBRS under the ORI where the arson incident actually occurred.

crime in a particular community. The NIBRS program does not try to articulate who reported the crime, nor does it show who is investigating the crime. It simply depicts what crimes have occurred and where.



The purpose of reporting NIBRS data is to depict the nature and volume of

## Keynotes



- ◆ All law enforcement agencies that are currently testing NIBRS still need to submit UCR/Summary data until the respective law enforcement agency's NIBRS data meets error rate guidelines set forth by ACIC. Once the agency's NIBRS data falls under the error rate guidelines, the appropriate agency contact will be notified and the agency can discontinue its data submission in the UCR/Summary format.
- ◆ The FBI's NIBRS error reports will be returned to each agency via e-mail. We ask that you correct the noted errors. The corrections should automatically attach to the next monthly NIBRS submission your agency submits. If any of the errors listed within the error reports are "Time-Window" errors, then the agency can disregard those specific errors.
- ◆ If your agency is submitting in NIBRS format or UCR/Summary format, please do not forget to submit you data on a monthly basis. Thank you!

## 290: Destruction/Damage/Vandalism of Property

There has been some question on what should be determined substantial damage and therefore reported through NIBRS. The determination of whether the damage is substantial is ultimately left to the discretion of the reporting law enforcement agency. The key in reporting these types of offenses is to remain consistent with what your agency deems substantial.

The most common citations noted for the 290: Destruction/Damage/Vandalism of Property offense is A.C.A. 5-38-203, Criminal Mischief in the first degree or A.C.A. 5-38-204, Criminal Mischief in the second degree. Under A.C.A 5-38-203(c), Criminal Mischief in the first degree, is a Class C felony if the amount of actual damage is five hundred dollars (\$500) or more. Otherwise, it is a Class A misdemeanor. An agency may choose the distinction between a felony and misdemeanor as what constitutes substantial damage if they see fit. Again, what is substantial is left to the discretion of the individual law enforcement agency and the main concern is to remain consistent in your agency's reporting pattern.

The NIBRS program defines destruction, damage or vandalism of property as follows: *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.*

It is important to note that this offense is to be reported only if the reporting agency deems that substantial injury to property has occurred. The offense includes a broad range of injury to property, i.e., from deliberate, extensive destruction of property at one extreme to mischievous, less extensive damage at the other extreme. It does not include destruction or damage to property

caused by the crime of Arson. Incidental damage resulting from another offense (e.g., Burglary or Robbery) is to be reported in this offense category only if the reporting agency deems the amount of damage to be substantial. For example, insubstantial damage, such as a broken window or forced door, should not be reported, but substantial damage, such as major structural damage caused by a truck backing into a storefront to gain admittance, should be reported. For the crime of Arson, however, incidental damage resulting from fighting the fire should be included as part of the loss caused by burning. The determination of whether the damage was substantial is left to the discretion of the reporting law enforcement agency and should not require burdensome damage assessments. (NIBRS Volume 1: Data Collection Guidelines, p. 25)

### Vandalized Vehicles

When agencies report vandalism of an auto, including breaking of the windshield and keying the car, they should use the code of the actual vehicle in the Property Description (Data Element 15). By using the actual vehicle type as the property description when a vehicle is vandalized, one makes a specific logical inference that vehicle parts of the automobile, truck, bus, recreational vehicle, or other motor vehicle were vandalized. When the property description is vehicle parts/accessories, one cannot determine whether the vandalized parts and accessories were specifically from an automobile, truck, bus, recreational vehicle, or other motor vehicle. Hence, reporting agencies should use the most specific vehicle description instead of the description of vehicle parts/accessories.

# Frequently Asked Questions

**Q1. In drug seizure situations, determining drug weight and type presents a problem in terms of time and logistics for most police officers. How precise do measurement and type determination have to be?**

A1. Determining the nature and extent of the illicit drug problem and the law enforcement response is one of NIBRS' many objectives. However, NIBRS' policy requires

the seizing officer/agency to report only the "Suspected Drug Type" and "Estimated Quantity."

The FBI modified the NIBRS' procedures to give reporting agencies the option of entering code XX = Not Reported as an authorized data value for the drug quantity data element (p. 45). This modification gives reporting agencies time to send sus-

pected substances to a laboratory for assessment before entering measurement data into the report. The XX code is for **interim purposes only** and **must later be replaced with a specific measurement**. The FBI conducts periodic computer checks to ensure that the XX codes appearing on incident reports are eventually replaced by a specific measurement code. [UCR Handbook, NIBRS Edition.](#)



## Quotable Quotes

"Creditors have better memories than debtors." –J. Howell, Proverbs, 1659



## NIBRS REMINDERS



**Database backup-** It is a good habit to backup your NIBRS data at least every month in case of unexpected system crashes. Sometimes the only option is the re-entry of the lost incidents.

**Arrest Entries-** Sometimes it is easy to forget to enter the arrestee information for a given offense if an arrest was not made initially for the incident. If an arrest is made for an incident at a later time, then agencies should enter the arrestee's information in order to update the incident. In addition, by entering the arrestee's information, an agency clears that crime incident.

**Victim Information-** Generally the information concerning the victim of an incident should be known. Particular attention needs to be taken in order to insure that the age, sex, and race of the victim is entered if known. An age range may be used to approximate the victim's age if the exact age is not known. Careful collection of victim information not only supplies detailed information for your law enforcement agency, but also

supplies useful information for other end-users, such as victim advocacy groups.

**Software Updates-** It is good practice to regularly check with the vendor of your agency's records management software in order to make sure you are current with software updates the vendor has instituted. Sometimes your system may be returning errors that could simply be corrected by implementing the latest update or version of your vendor's software.

**Jurisdictional Issues-** It is often good to note that agencies are to report only those arrests made for offenses committed within their own boundaries/jurisdictions. Likewise, it is good to remember that the recovery of property is to be reported by the agency that first reported it missing and/or stolen, regardless of who or what agency recovered it. The purpose of reporting NIBRS/UCR data is to depict the nature and volume of crime in a particular community, not to claim or take "credit" for the number of



# NIBRS REMINDERS (Cont...)



investigations, arrests, etc., or to serve as a measurement of workload.

## Robbery Victims

In robbery cases, under NIBRS guidelines, not only victims or entities from (businesses, financial institutions, etc) whom the property was taken should be entered, but also those persons toward whom the robbers directed force or threat of force in perpetrating the offense. For example, if a bank robbery occurred both the bank and the teller would be identified as victims of the crime.

## Burglary and Larceny Theft

For NIBRS purposes, offenses locally known as Burglary (any degree); unlawful entry with the intent to commit a larceny or felony; breaking and entering with the intent to commit a larceny; housebreaking; and safecracking should be classified as Burglary. Burglary almost always includes some type of larceny offense. However burglary is defined in terms of theft, and only the burglary is to be reported, not the accompanying larceny. For NIBRS purposes, Larceny-theft is an element of Burglary and, therefore, should not be reported as a separate offense if associated with the unlawful entry of a structure.

# NIBRS WORD SEARCH #3

Q H N E V I T L A A D S F N Y

Z H O S F A A N R R U C O Z T

J G I T V N N S E S R I S T I

P E T I I E O D P D T E N Y T

L B C M X N C E A C I B S O N

X U I A L S C R U L E C Z T A

D R D T H T P R O D I L N H U

C G S E E G T R O F V S B I Q

B L I D E S A B A T A D M Y D

G A R M E M I S C H I E F R A

B R U D L A R C E N Y M Y E M

U Y J S G U R D B V B L Q B A

L A B O R A T O R Y V K N B G

E J K V O G T Z T Z Z E R O E

ARREST

BURGLARY

DAMAGE

DATABASE

ESTIMATED

INCIDENT

LABORATORY

MISCHIEF

QUANTITY

SUSPECTED

ARSON

CRIMINAL

DRUGS

DESTRUCTION

FORCE

JURISDICTION

LARCENY

PROPERTY

ROBBERY

VANDALISM





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Working for the Criminal Justice Community.

**NIBRS UPDATE**  
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**ACIC is the state agency responsible for providing information technology services to law enforcement and other criminal justice agencies in Arkansas. The principle role of ACIC is the administration of a comprehensive data system that is accessible by criminal justice agencies in over 350 locations in Arkansas. This state system is interfaced with the FBI National Crime Information Center, as well as similar systems in the other 49 states. ACIC also collects and publishes statistics on crime, manages the crime victim notification system, and the state sex offender registry. Organizationally, ACIC is divided into the following five divisions: Administrative Services, Operations, Criminal History, Information Services, and Special Services.**



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## **NIBRS Questions?**

**Have any classification questions?**

**Wondering how a specific incident should be reported?**

**Have new personnel that need to know how to classify and report incidents through NIBRS?**

**Trying to get NIBRS implemented in your Agency?**

**Give us a call and we will be glad to help!**