



SLEUTH
SYSTEMS

NIBRS

USER'S GUIDE

VERSION 10

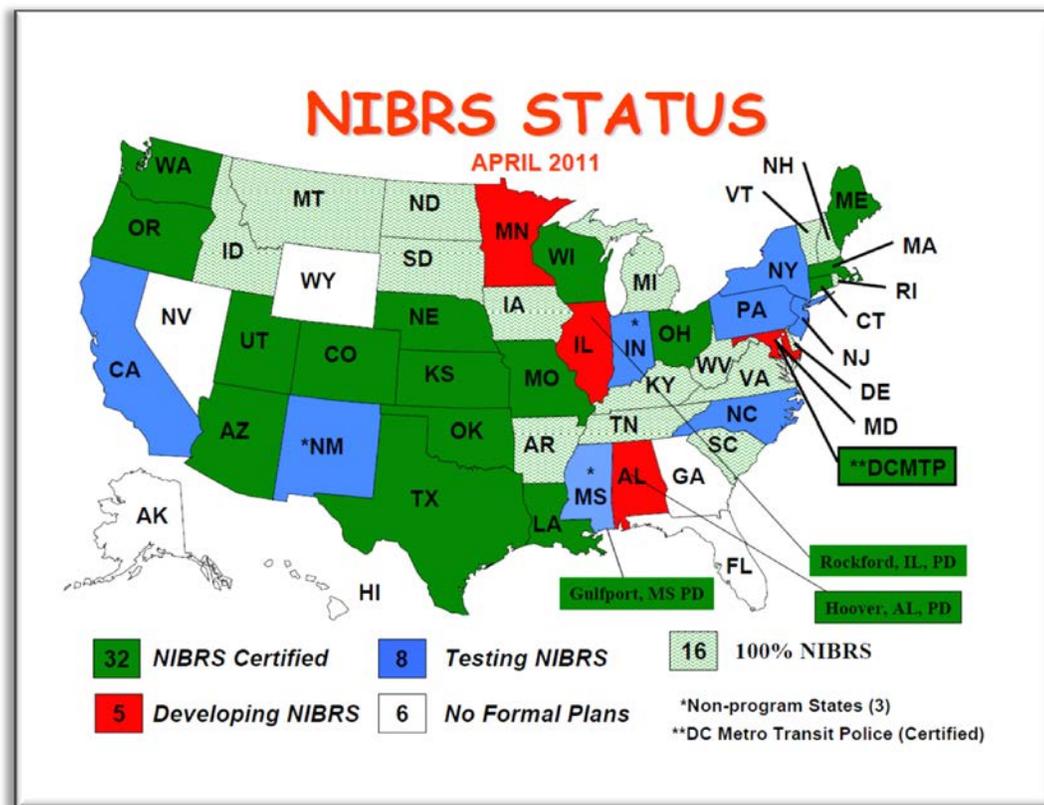
SLEUTH SYSTEMS RECORDS MANAGEMENT

First Edition 12/2012

Overview:

The National Incident Based Reporting System (commonly known as NIBRS) was designed by the FBI to ultimately replace the out-dated method of Crime Reporting known as UCR (Uniform Crime Reporting), which is a Summary-based Reporting system. The idea of an Incident-based reporting system was born in May of 1985, with the first pilot demonstration of the program implemented by the South Carolina Law Enforcement Division (SLED) in 1988.

While SLED assisted the FBI in refining the guidelines and specifications for the program, the FBI was also consulting with many law enforcement agencies across the country, which resulted in the NIBRS program as it is today.





This manual is designed to assist Sleuth RMSv10 users in understanding and fixing NIBRS errors as found when validating an Incident and any associated Arrests.

The errors are presented in numerical order.

Useful FBI NIBRS manuals:

- 1. Volume 1 – Data Collection Guidelines – Contains a section called ‘Data Elements and Data Values’. You should refer to this section when a required field has an invalid value.**
- 2. Volume 4 – Error Message Manual – Can be helpful when troubleshooting NIBRS errors.**

These manuals can be located at <http://www.fbi.gov/about-us/cjis/ucr/ucr#nibrs>

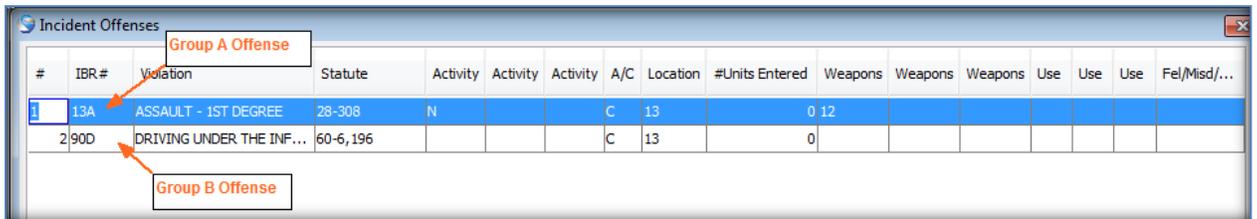
If you have any questions or an error that you still cannot clear after looking through this manual, please feel free to contact Sleuth Support at 1-888-336-6757, and we'll be glad to assist.

Error:

Error #65 – Each Level 2 Offense Must Have At Least One Victim

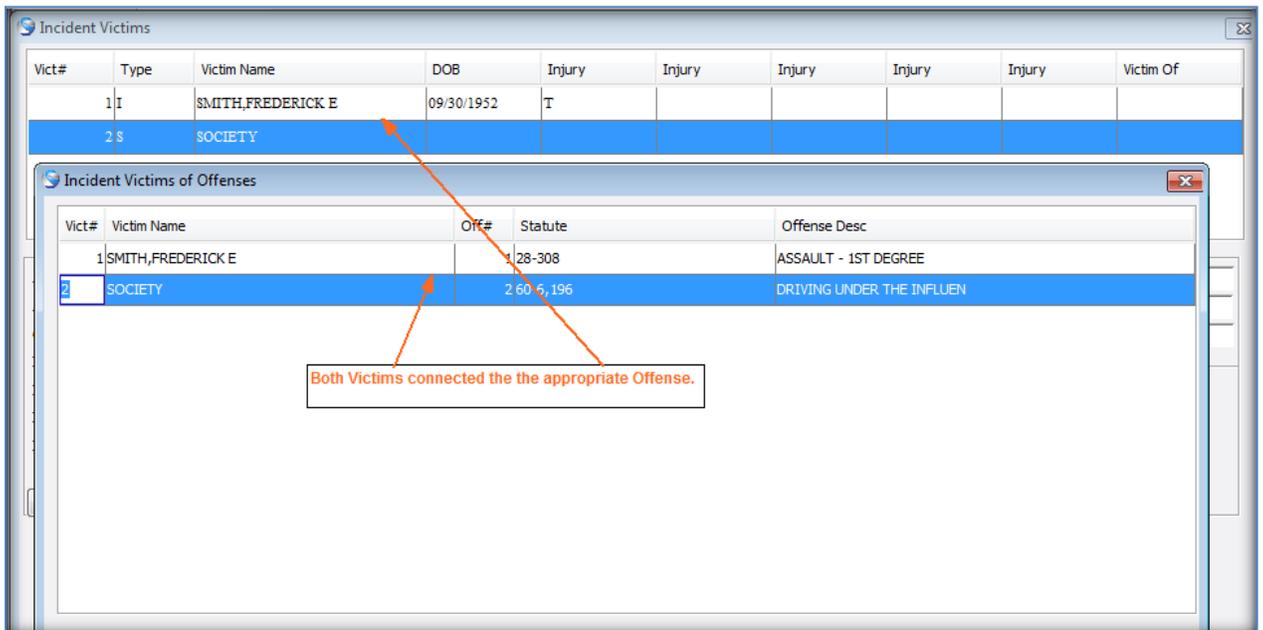
'Level 2' in this error message is referring to the Segment ID Number in the NIBRS data file. Every 'Group A' Offense must have a Victim. Some states gather Incident information on the 'Group B' Offenses as well. If applicable, enter 'S – Society' as the victim for 'Group B' Offenses. Connect each Victim to the appropriate Offense(s).

Offense Screen:



#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	13A	ASSAULT - 1ST DEGREE	28-308	N			C	13	0	12						
2	90D	DRIVING UNDER THE INF...	60-6,196				C	13	0							

Victim Screen:



Vict#	Type	Victim Name	DOB	Injury	Injury	Injury	Injury	Injury	Victim Of
1	I	SMITH,FREDERICK E	09/30/1952	T					
2	S	SOCIETY							

Vict#	Victim Name	Off#	Statute	Offense Desc
1	SMITH,FREDERICK E	1	28-308	ASSAULT - 1ST DEGREE
2	SOCIETY	2	60-6,196	DRIVING UNDER THE INFLUEN

Both Victims connected the the appropriate Offense.

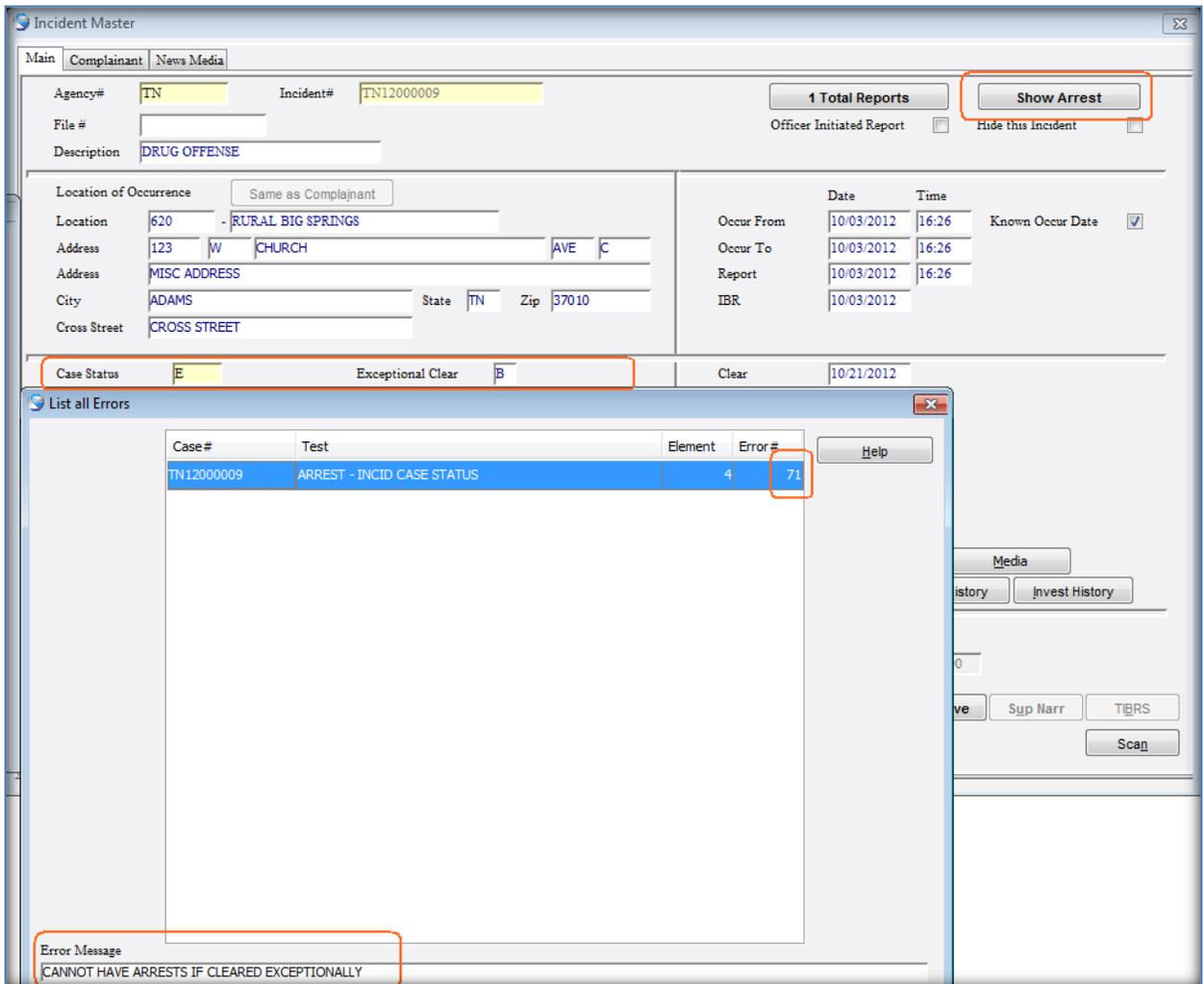
Error:

Error #71 – Cannot have Arrests If Cleared Exceptionally

If the Incident Case Status = 'E – Exceptional Clearance', there can be no associated Arrests.

- Option 1: Change the Incident Case Status to a value other than 'E' (be sure to delete the value in the 'Exceptional Clear' field first)
- Option 2: Remove association to the Incident on the Arrest records by clearing the 'Incident Number' field on the main Arrest Screen. If the Arrest has 'Group A' Charges, it will need to be associated with a valid Incident.

Incident Screen:



The screenshot displays the 'Incident Master' application window. The 'Main' tab is active, showing incident details for Agency# TN and Incident# TN12000009. The Case Status is set to 'E' (Exceptional Clearance) and the 'Exceptional Clear' field contains 'B'. A 'Show Arrest' button is highlighted with a red box. Below the incident details, a 'List all Errors' dialog box is open, showing a table with one error entry:

Case#	Test	Element	Error#
TN12000009	ARREST - INCID CASE STATUS	4	71

The error number '71' is highlighted with a red box. At the bottom of the dialog, an 'Error Message' field contains the text: 'CANNOT HAVE ARRESTS IF CLEARED EXCEPTIONALLY'.

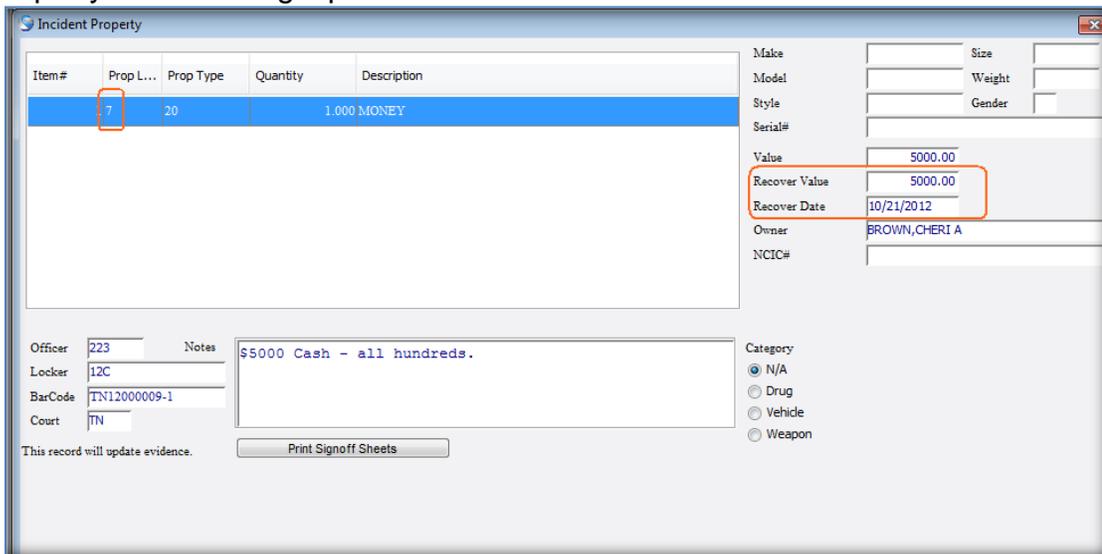
Error:

Error #72 – Recovered Property Must Also Be Submitted As Stolen

Property entered as 'Recovered' (Property Loss code '5') must also be reported as 'Stolen' (Property Loss code '7'). There are two methods to report Recovered Property so that you avoid this error.

Option 1: You already have a 'Stolen (7)' Property record entered. Leave the Property Status Code at '7'. Enter the 'Recover Value' and 'Recover Date' fields. The presence of the Recovered information tells the validation program it is being reported Stolen as well as Recovered.

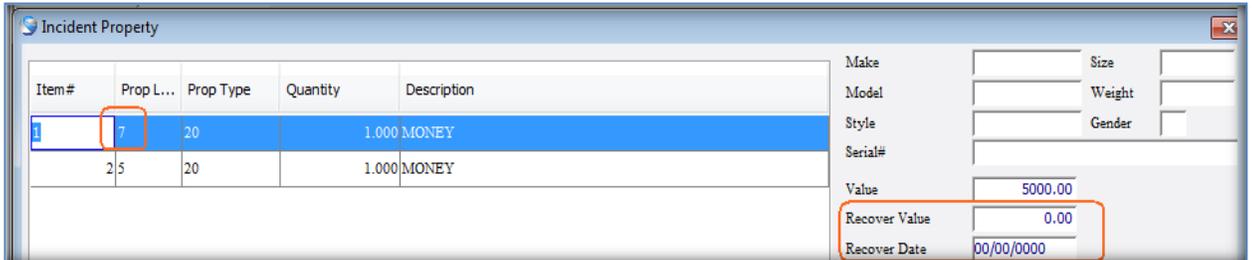
Property screen using Option 1:



The screenshot shows the 'Incident Property' window. A table lists property items with columns for Item#, Prop L..., Prop Type, Quantity, and Description. The first row is highlighted in blue and has a red box around the '7' in the Prop L... column. To the right of the table are various input fields: Make, Model, Style, Serial#, Value (5000.00), Recover Value (5000.00), Recover Date (10/21/2012), Owner (BROWN, CHERI A), and NCIC#. Below the table are fields for Officer (223), Locker (12C), BarCode (TN12000009-1), and Court (TN). A 'Notes' field contains '\$5000 Cash - all hundreds.' and a 'Print Signoff Sheets' button is visible at the bottom.

Option 2: You already have a 'Stolen (7)' Property record entered. Enter a new line and enter Property Loss Code '5 (Recovered)'. Enter the data for the item exactly as it was on the '7 (Stolen)' record. Enter the 'Recovered Value' and 'Recover Date' fields. Leave these two fields blank in the '7 (Stolen)' record. The program then, as in Option 1, reports the item as being both Stolen as well as Recovered.

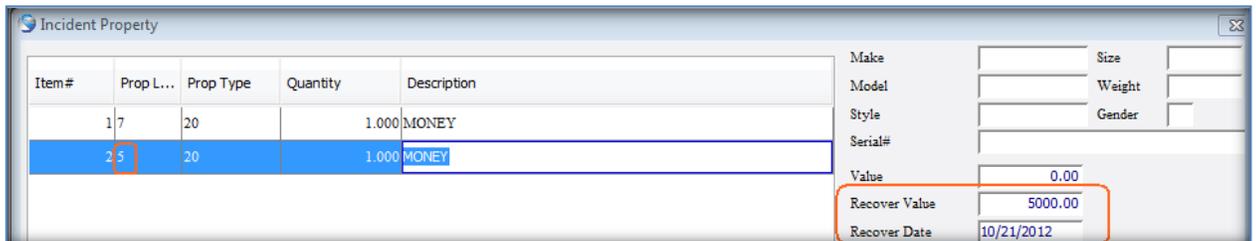
Property screen using Option 2, Stolen entry:



Item#	Prop L...	Prop Type	Quantity	Description
1	7	20	1.000	MONEY
2	5	20	1.000	MONEY

Make: _____ Size: _____
 Model: _____ Weight: _____
 Style: _____ Gender: _____
 Serial#: _____
 Value: 5000.00
 Recover Value: 0.00
 Recover Date: 00/00/0000

Property screen using Option 2, Recovered entry:



Item#	Prop L...	Prop Type	Quantity	Description
1	7	20	1.000	MONEY
2	5	20	1.000	MONEY

Make: _____ Size: _____
 Model: _____ Weight: _____
 Style: _____ Gender: _____
 Serial#: _____
 Value: 0.00
 Recover Value: 5000.00
 Recover Date: 10/21/2012

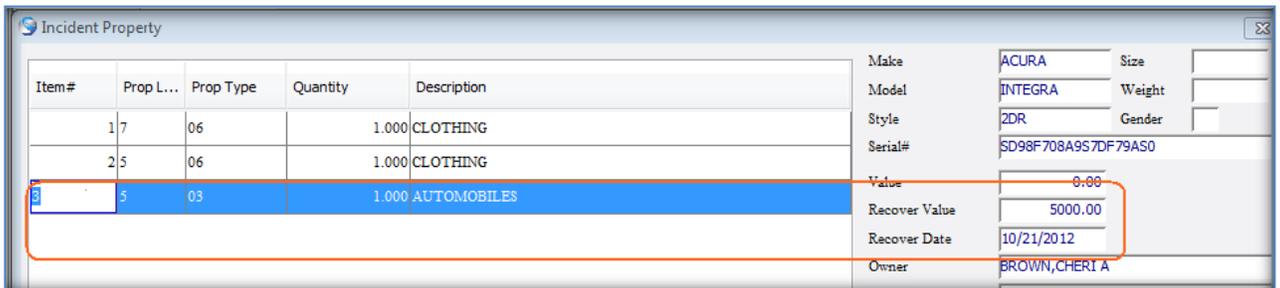
NOTE: This edit does not apply when Offense = '280 – Stolen Property Offenses' or when a Property description of '38 – Vehicle Parts and Accessories' is entered, to allow for reporting of 'Recovered' when Property descriptions of '03 (Automobiles), 05(Buses), 07(Trucks), 28(Recreational Veh) or 24(Other Motor Veh) are reported as '7 (Stolen).

Error:

Error #73 – Number of Recovered Vehicles cannot be Greater Than the Number Stolen

Check the Property button for Vehicle entries coded as '5 (Recovered)', and ensure the same Vehicles were also reported as '7 (Stolen)'.

Property screen with a Recovered record for Property Description '03 (Automobiles)', but no '7 (Stolen)' record exists:



The screenshot shows the 'Incident Property' window. It contains a table with the following data:

Item#	Prop L...	Prop Type	Quantity	Description
17		06	1.000	CLOTHING
25		06	1.000	CLOTHING
3	5	03	1.000	AUTOMOBILES

The details panel on the right shows the following information for the selected item:

- Make: ACURA
- Model: INTEGRA
- Style: 2DR
- Serial#: SD98F708A9S7DF79AS0
- Value: 0.00
- Recover Value: 5000.00
- Recover Date: 10/21/2012
- Owner: BROWN, CHERI A

Error:

Error #74 – Property Record Does Not Exist With This Offense

Also:

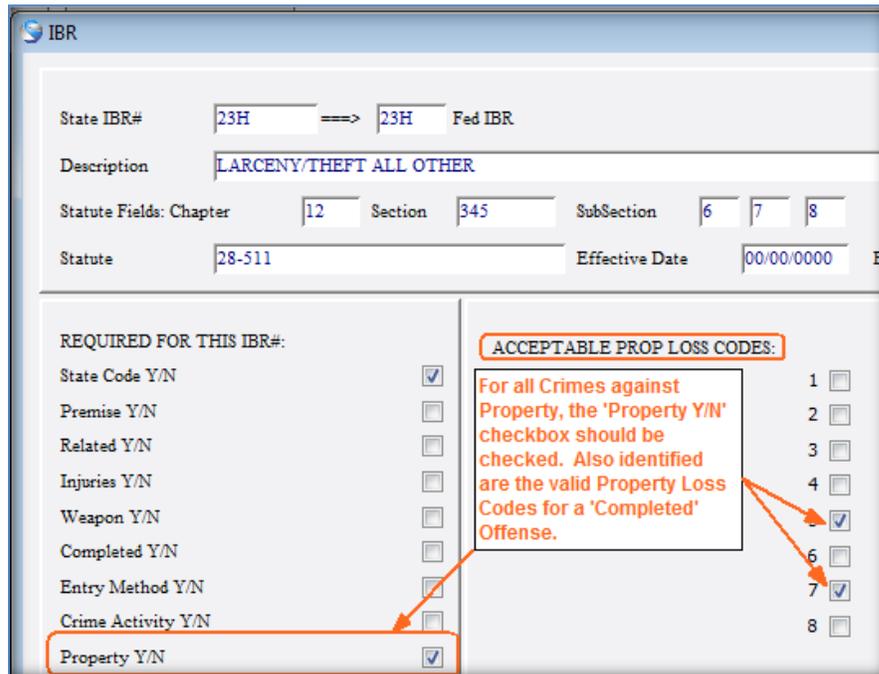
Error #76 – Property Record Cannot Exist with Offenses Submitted

Error #77 – Need a Property Loss Code of '1' or '8' When This Offense is Attempted

Error #78 – A Valid Property Loss Code Does Not Exist for this Completed Offense

Error #81 – This Property Loss Code Cannot Exist with the Offenses Submitted

If a Crime Against Property, Kidnapping, Gambling or a Drug/Narcotic Offense (see Appendix B) is entered on the Incident, there must be a corresponding Property record. If the Offense code is set up properly in the IBR Setup, you'll be presented with Error #74 if there are no Property Records or Error #76 if Property Loss code is not valid for the Offense.



IBR

State IBR# 23H ==> 23H Fed IBR

Description LARCENY/THEFT ALL OTHER

Statute Fields: Chapter 12 Section 345 SubSection 6 7 8

Statute 28-511 Effective Date 00/00/0000

REQUIRED FOR THIS IBR#:

State Code Y/N	<input checked="" type="checkbox"/>
Premise Y/N	<input type="checkbox"/>
Related Y/N	<input type="checkbox"/>
Injuries Y/N	<input type="checkbox"/>
Weapon Y/N	<input type="checkbox"/>
Completed Y/N	<input type="checkbox"/>
Entry Method Y/N	<input type="checkbox"/>
Crime Activity Y/N	<input type="checkbox"/>
Property Y/N	<input checked="" type="checkbox"/>

ACCEPTABLE PROP LOSS CODES:

1	<input type="checkbox"/>
2	<input type="checkbox"/>
3	<input type="checkbox"/>
4	<input type="checkbox"/>
5	<input checked="" type="checkbox"/>
6	<input type="checkbox"/>
7	<input checked="" type="checkbox"/>
8	<input type="checkbox"/>

For all Crimes against Property, the 'Property Y/N' checkbox should be checked. Also identified are the valid Property Loss Codes for a 'Completed' Offense.

NOTE: All 'Attempted' Offenses (Crimes against Property) require a Property Loss Code of '1 – None' or '8 – Unknown' (Error #77)



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Error:

Error #79 – Crimes against Society Can Only Have One Victim

For Crimes against Society (see Appendix B), the only Victim that can be associated with those Offenses is 'S – Society'. You can change the Name if you like (ex. Washburg City Police), as long as the Victim Type stays an 'S'.

The screenshot displays two windows from the Sleuth Systems application. The top window, titled "Incident Offenses", contains a table with the following data:

#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	35A	DRUG OFFENSE	963.745(d)	P			C	20	0							

The bottom window, titled "Incident Victims of Offenses", contains a table with the following data:

Vict#	Victim Name	Off#	Statute	Offense Desc
1	SOCIETY	1	963.745(D)	DRUG OFFENSE

Error:

Error #81 – This Property Loss Code Cannot Exist with the Offenses Submitted

Also:

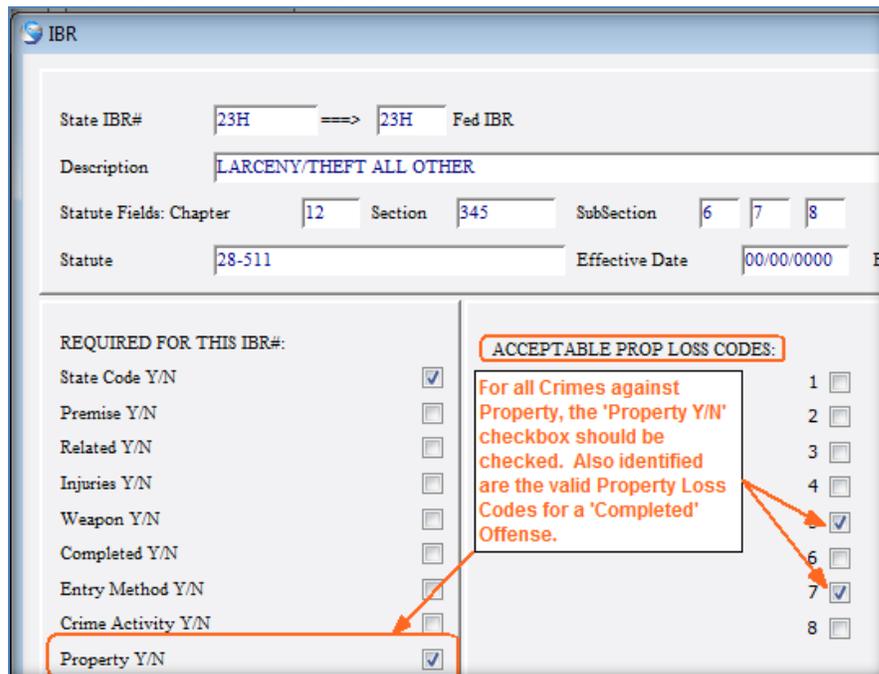
Error #74 – Property Record Does Not Exist With This Offense

Error #76 – Property Record Cannot Exist with Offenses Submitted

Error #77 – Need a Property Loss Code of ‘1’ or ‘8’ When This Offense is Attempted

Error #78 – A Valid Property Loss Code Does Not Exist for this Completed Offense

If a Crime Against Property, Kidnapping, Gambling or a Drug/Narcotic Offense (see Appendix B) is entered on the Incident, there must be a corresponding Property record. If the Offense code is set up properly in the IBR Setup, you'll be presented with Error #74 if there are no Property Records or Error #76 if Property Loss code is not valid for the Offense.



IBR

State IBR# 23H ==> 23H Fed IBR

Description LARCENY/THEFT ALL OTHER

Statute Fields: Chapter 12 Section 345 SubSection 6 7 8

Statute 28-511 Effective Date 00/00/0000

REQUIRED FOR THIS IBR#:

State Code Y/N

Premise Y/N

Related Y/N

Injuries Y/N

Weapon Y/N

Completed Y/N

Entry Method Y/N

Crime Activity Y/N

Property Y/N

ACCEPTABLE PROP LOSS CODES:

For all Crimes against Property, the 'Property Y/N' checkbox should be checked. Also identified are the valid Property Loss Codes for a 'Completed' Offense.

1

2

3

4

5

6

7

8

NOTE: All 'Attempted' Offenses (Crimes against Property) require a Property Loss Code of '1 – None' or '8 – Unknown' (Error #77)

Error:

Error #84 – Recovered Property Value Cannot Exceed Value Stolen

This error is caused when the user has entered Property Type codes as Property Loss Type Stolen and Recovered, and the Recovered Value is greater than the Stolen Value. If multiple records for the same Property Type code, the Stolen values are totaled; same goes for Recovered records of the same Property Type code. These two values are compared to determine whether this error will be presented or not.

Incident Property

Item#	Prop L...	Prop Type	Quantity	Description
1	7	20	1.000	MONEY
	2.5	20	1.000	MONEY

Make: _____ Size: _____
 Model: _____ Weight: _____
 Style: _____ Gender: _____
 Serial#: _____
 Value: 500.00
 Recover Value: 0.00
 Recover Date: 00/00/0000

Incident Property

Item#	Prop L...	Prop Type	Quantity	Description
1	7	20	1.000	MONEY
2	5	20	1.000	MONEY

Make: _____
 Model: _____
 Style: _____
 Serial#: _____
 Value: 0.00
 Recover Value: 500.00
 Recover Date: 10/24/2012

Error:

Error #85 – When Connected, Each Victim Must Be Connected To All Offenders

When you have multiple (or just one) Victims, and multiple (or just one) Suspects/Offenders, you must associate each Victim to each Offender, by having a Relationship code for each in the 'Relation' button.

Victim screen:

Vict#	Type	Victim Name	DOB	Injury	Injury	Injury	Injury	Injury	Victim Of
1	I	JONES,SUSAN M	11/29/1962						
2	I	GEORGE,SAMUEL JACKSON	04/15/1982						
3	I	RAWLINGS,JACK R	08/17/1940						

Subject screen:

Subject#	Type	Name	DOB	Felony/Misd/Oth	Unk Offender	FED Agency	Arrested Before
1	O	TEST1,TEST1	12/15/1980		<input type="checkbox"/>	N	<input type="checkbox"/>
2	S	VAN PELT,LUCY	07/15/1940		<input type="checkbox"/>	N	<input type="checkbox"/>

Relationship screen (Relation button):

Vict#	Victim Name	Relation	Subj#	Name
1	JONES,SUSAN M	AQ	1	TEST1,TEST1
1	JONES,SUSAN M	FR	2	VAN PELT,LUCY
2	GEORGE,SAMUEL JACKSON	ST	1	TEST1,TEST1
2	GEORGE,SAMUEL JACKSON	ST	2	VAN PELT,LUCY
3	RAWLINGS,JACK R	NE	1	TEST1,TEST1
3	RAWLINGS,JACK R	OK	2	VAN PELT,LUCY

Error:

Error #171 – Incident Date is Outside the Base Date Calculation

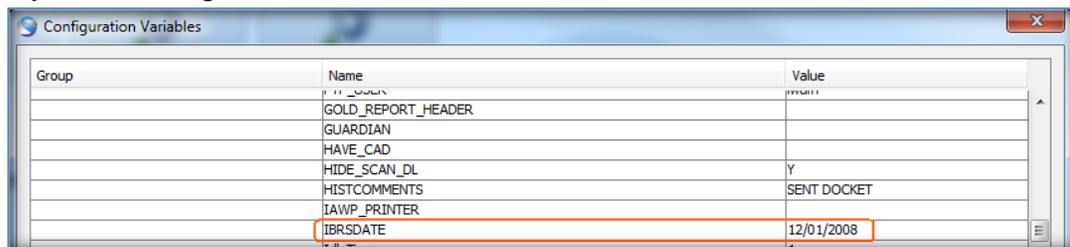
Also:

Error #173 – Incident Date Cannot be Before Date ORI Went IBR

Error #174 – Exceptional Clearance Date Predates Date ORI Went IBR

Either the Occur or the Report dates of the Incident being validated are prior to the date the Agency started reporting IBR data. The best way to correct this error is to ensure the Incident and any associated Arrests have the IBR date fields set to the Incident Occur or Report date. This will ensure the IBR Preparation program will not choose those records for validation. To check/set the date the Agency went IBR, navigate to 'Records Setup', 'System Configuration'. There should be an entry in the list called 'IBRSDATE'. The Value should be entered in the format MM/DD/YYYY.

System Configuration screen:



Group	Name	Value
	GOLD_REPORT_HEADER	
	GUARDIAN	
	HAVE_CAD	
	HIDE_SCAN_DL	Y
	HISTCOMMENTS	SENT DOCKET
	IAWP_PRINTER	
	IBRSDATE	12/01/2008

Main Incident screen:

Incident Master

Main | Complainant | News Media

Agency# **TN** Incident# _____

File # _____

Description **LARCENY**

1 Total Reports

Officer Initiated Report

Show Arrest

Hide this Incident

Either the 'Occur' date or the 'Report' date fields are prior to the date value entered for the system configuration variable that indicates when the Agency went IBR.

Location of Occurrence Same as Complainant

Location _____

Address **MAIN AND CHURCH**

Address _____

City _____ State _____ Zip _____

Cross Street _____

	Date	Time	
Occur From	05/16/2000	03:01	Known Occur Date <input checked="" type="checkbox"/>
Occur To	05/16/2000	03:01	
Report	05/16/2000	03:01	
IBR	11/03/2012		

Case Status **A** Exceptional Clear

Investigator _____

Officer **223** - **THOMPSON, DAN** | _____

Supervisor _____

Entered By _____

Records Addendum Codes

Referral Children

Evidence: Photo Fingerprint Other

Clear

Inv. Assign

Inv. Due

Sup. Approved

Rec. Approved

Time Arrived

Time Cleared

Entered Date/Time

Last Updated By _____ Last Updated Date/Time

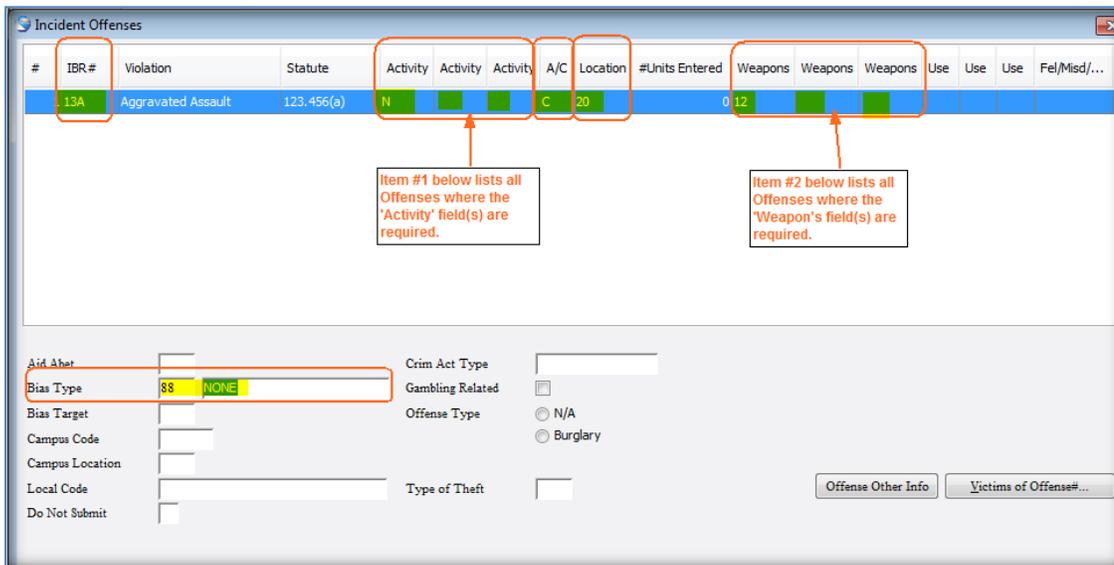
IBR Last Submission Date

Error:

Error #201 – Must be Present – Mandatory Field

This error indicates that there is a required field on the Offense screen that is not populated. See below to identify which fields are required.

Offense screen:



#	IBR #	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
	13A	Aggravated Assault	123.456(a)	N			C	20	0	12						

Item #1 below lists all Offenses where the 'Activity' field(s) are required.

Item #2 below lists all Offenses where the 'Weapons' field(s) are required.

Item #1: Activity Code Offenses:

Note: There are actually two purposes this field serves.

For certain Offenses, Gang Activity codes are entered (you can enter up to 3 codes per Offense, but not the same one twice):

- a. 09A – Murder and Non-Negligent Manslaughter
- b. 09B – Negligent Manslaughter
- c. 100 – Kidnapping/Abduction
- d. 120 – Robbery
- e. 11A – 11D – Forcible Sex Offenses
- f. 13A – Aggravated Assault
- g. 13B – Simple Assault
- h. 13C – Intimidation

For other Offenses, Criminal Activity codes are entered (you can enter up to 3 codes per Offense, but not the same one twice):

- a. 250 – Counterfeiting/Forgery
- b. 280 – Stolen Property Offenses
- c. 35A – Drug/Narcotic Violations
- d. 35B – Drug Equipment Violations



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- e. 39C – Gambling Equipment Violations
- f. 370 – Pornography/Obscene Material
- g. 520 – Weapon Law Violations

Item #2: Weapon Code Offenses (you can enter up to 3 codes per Offense, but not the same one twice):

- a. 09A – Murder and Non-Negligent Manslaughter
- b. 09B – Negligent Manslaughter
- c. 09C – Justifiable Homicide
- d. 100 – Kidnapping/Abduction
- e. 120 – Robbery
- f. 11A – 11D – Forcible Sex Offenses
- g. 13A – Aggravated Assault
- h. 13B – Simple Assault
- i. 210 – Extortion/Blackmail
- j. 520 – Weapon Law Violations

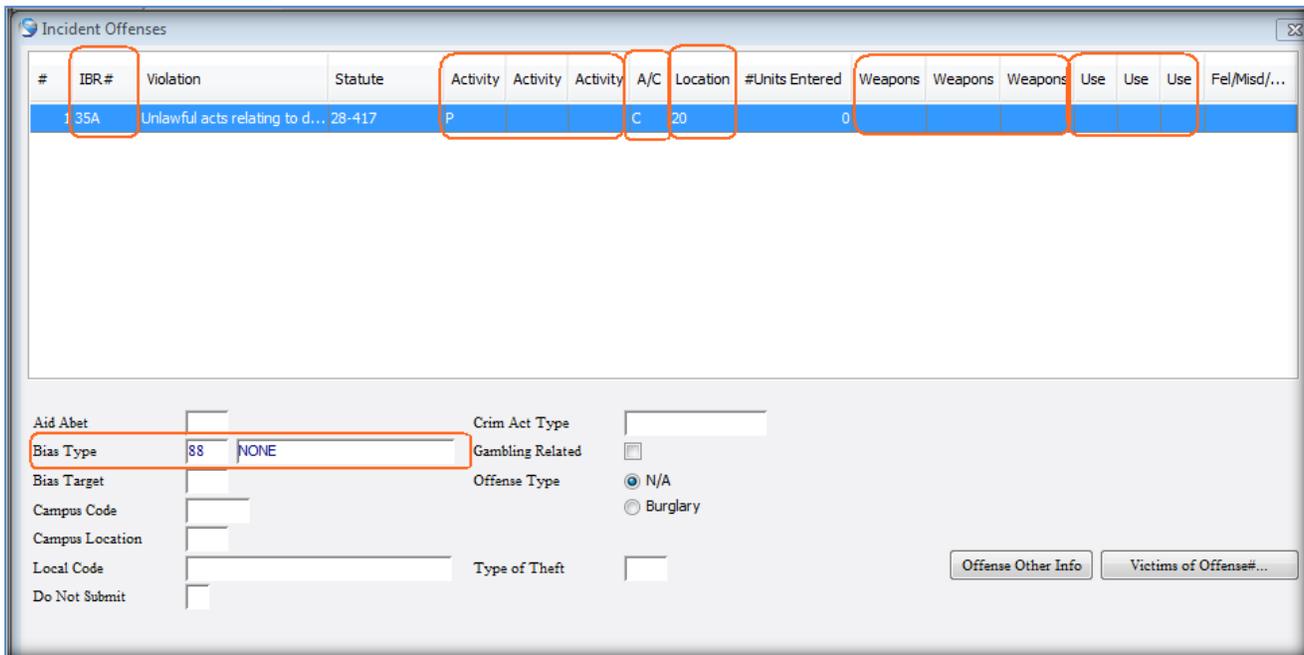
Error:

Error #204 – Invalid Data Value – Not on FBI Validation Table

This error indicates there is a field on the Offense screen that has an invalid entry. NIBRS-related fields that need to be checked for valid entry:

1. IBR# - This should be a valid NIBRS code
2. Activity codes (can enter up to 3 for certain Offenses)
3. A/C code -- enter 'A' for Attempted, 'C' for Completed
4. Location codes (can enter up to 2)
5. Weapons codes (can enter up to 3 for certain Offenses)
6. Use codes (can enter up to 3 or 'N' for Not Applicable)
7. Bias Type codes

To ensure the above fields have valid values entered, always choose from the zoom listing. If you have verified that each field has valid values entered, and are still getting this error, it may be that the codes in a zoom listing are incorrect or out of date. Please refer to the FBI NIBRS Manual 'Volume 4'. In section 'VI' – Data Elements and Data Values', locate the different fields as listed above, and verify that the codes in the FBI manual match those in your zoom listing. Update zoom listing as needed.



#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	35A	Unlawful acts relating to d...	28-417	P			C	20	0							

Aid Abet
 Bias Type NONE
 Bias Target
 Campus Code
 Campus Location
 Local Code
 Do Not Submit

Crim Act Type
 Gambling Related
 Offense Type N/A Burglary
 Type of Theft

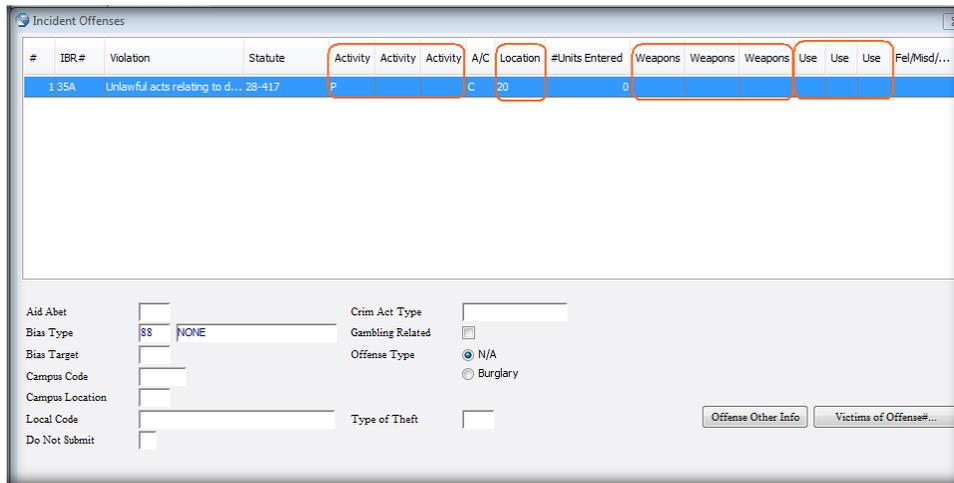
Error:

Error #206 – Error – Duplicate Value

Error #207 – Error – Mutually Exclusive Value (Duplicated)

These errors indicate that the same code has been entered in the following fields. Remove the duplicate entries:

1. Activity codes
2. Location codes
3. Weapons codes
4. Use codes



Incident Offenses

#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	35A	Unlawful acts relating to d...	28-417	P			C	20	0							

Aid Abet

Bias Type NONE

Bias Target

Campus Code

Campus Location

Local Code

Do Not Submit

Crim Act Type

Gambling Related

Offense Type N/A Burglary

Type of Theft

Offense Other Info

Error #206 can also be presented if you have two or more Offenses entered for the same IBR#. You can only submit one record per unique IBR#. This presents a problem when the agency needs to report Offenses that have different Statutes, but are related back to the same IBR code. To remedy this situation, enter an 'X' in the 'Do Not Submit' field on all but the first occurrence of the Offense for the duplicate IBR#. You do not need to make the 'Victim to Offense' connection for 'Do Not Submit' Offenses. In the below screenshots, the only victim entered is 'S – Society'. Note there is no record entered to connect the Victim to the 3rd Offense.

Incident Offenses

#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	35A	Unlawful acts relating to d...	28-417	P			C	20	0							
2	520	WEAPON LAW VIOLATION	96-406	E			C	20	0	12						
3	35A	DRUGS AND NARCOTICS	28-416	D			C	20	0							

Note there are two '35A' Offenses entered, but with different Statutes.

Aid Abet:
 Bias Type: 88 NONE
 Bias Target:
 Campus Code:
 Campus Location:
 Local Code:
 Do Not Submit:

Crim Act Type:
 Gambling Related:
 Offense Type: N/A Burglary
 Type of Theft:

Offense Other Info: Victims of Offense#:

Incident Victims of Offenses

Vict#	Victim Name	Off#	Statute	Offense Desc
1	SOCIETY	1	28-417	Unlawful acts relating to drugs
1	SOCIETY	2	96-456	WEAPON LAW VIOLATION

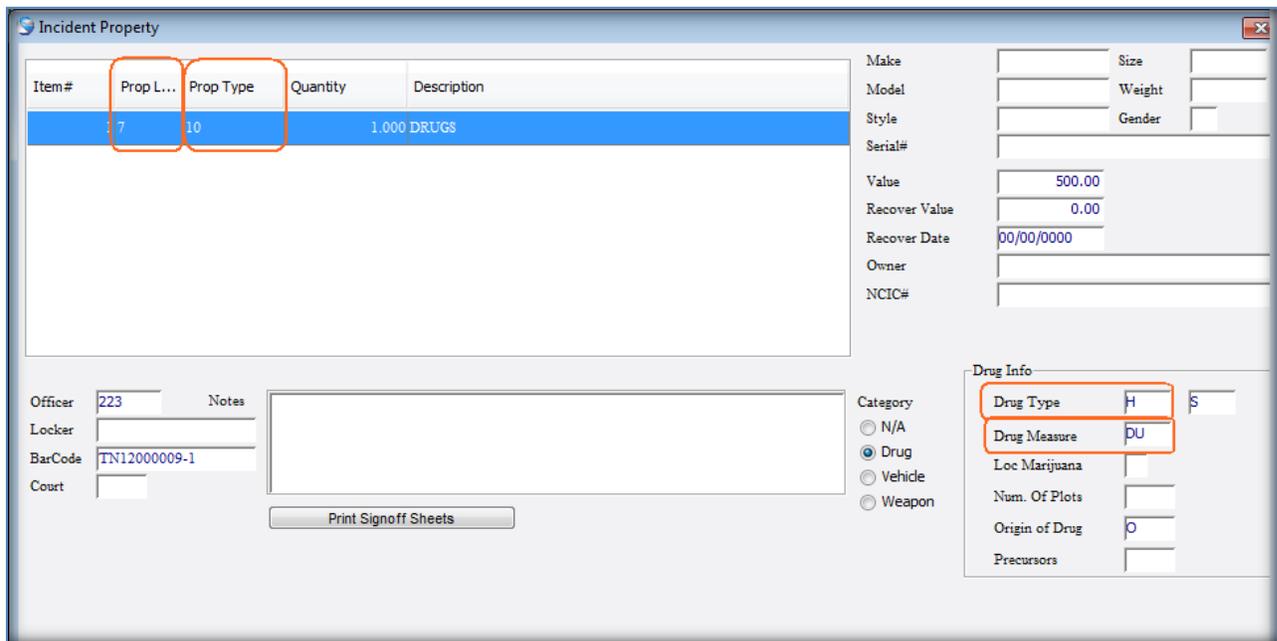
Error:

Error #304 – Invalid Data Value – Not on FBI Validation Table

This error indicates there is a field on the Property screen that has an invalid entry. NIBRS-related fields that need to be checked for valid entry:

1. Property Loss Code
2. Property Type Code
3. If Drug radio-button chosen:
 - a. Drug Type
 - b. Drug Measure

To ensure the above fields have valid values entered, always choose from the zoom listing. If you've verified that each field has valid values entered, and are still getting this error, it may be that the codes in a zoom listing are incorrect or out of date. Please refer to the FBI NIBRS Manual 'Volume 4'. In section 'VI – Data Elements and Data Values', locate the different fields as listed above, and verify that the codes in the FBI manual match those in your zoom listing. Update zoom listing as needed.



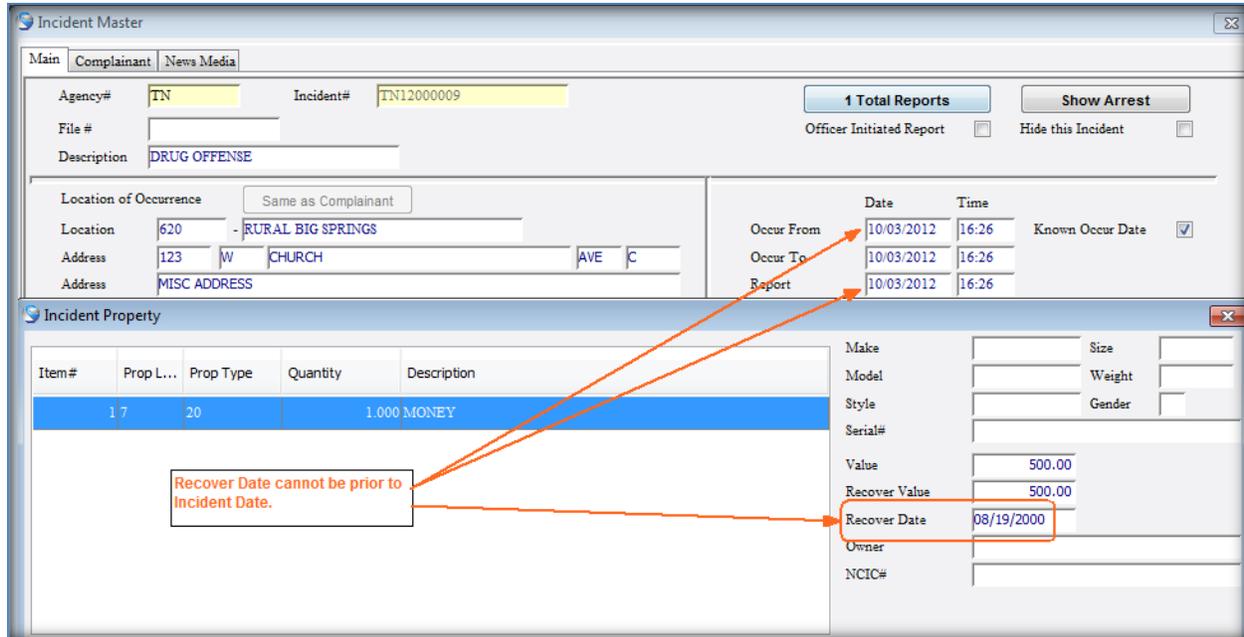
The screenshot shows the 'Incident Property' window. A table lists property items, with one row highlighted in blue. The columns are Item#, Prop L..., Prop Type, Quantity, and Description. The highlighted row contains the values 7, 10, 1,000, and DRUGS. To the right of the table are several input fields for vehicle details (Make, Model, Style, Serial#, Value, Recover Value, Recover Date, Owner, NCIC#) and drug-related information (Drug Type, Drug Measure, Loc Marijuana, Num. Of Plots, Origin of Drug, Precursors). The 'Drug Type' field contains 'H' and 'Drug Measure' contains 'DU'. Below the table are fields for Officer (223), Locker, BarCode (TN12000009-1), and Court. A 'Print Signoff Sheets' button is located at the bottom center.

Item#	Prop L...	Prop Type	Quantity	Description
7	10		1,000	DRUGS

Error:

Error #305 – Date Cannot be Earlier than Incident Date

This error is referring to the 'Recover Date' field on the Property screen. You cannot have a date entered that is prior to the Incident Occur or Report Date.



Incident Master

Main Complainant News Media

Agency# TN Incident# TN12000009 1 Total Reports Show Arrest

File # Officer Initiated Report Hide this Incident

Description DRUG OFFENSE

Location of Occurrence Same as Complainant

Location 620 - RURAL BIG SPRINGS

Address 123 W CHURCH AVE C

Address MISC ADDRESS

Occur From	Date	Time	Known Occur Date
10/03/2012	10/03/2012	16:26	<input checked="" type="checkbox"/>
10/03/2012	10/03/2012	16:26	
10/03/2012	10/03/2012	16:26	

Incident Property

Item#	Prop L...	Prop Type	Quantity	Description
1	7	20	1.000	MONEY

Recover Date cannot be prior to Incident Date.

Make _____ Size _____

Model _____ Weight _____

Style _____ Gender _____

Serial# _____

Value 500.00

Recover Value 500.00

Recover Date 08/19/2000

Owner _____

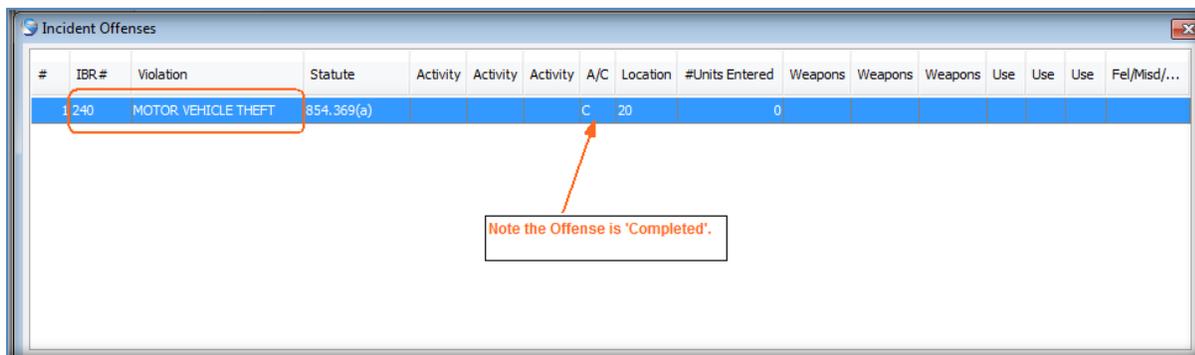
NCIC# _____

Error:

Error #357 – Must Have UCR #240 If # Vehicles Stolen Is Anything But Zero

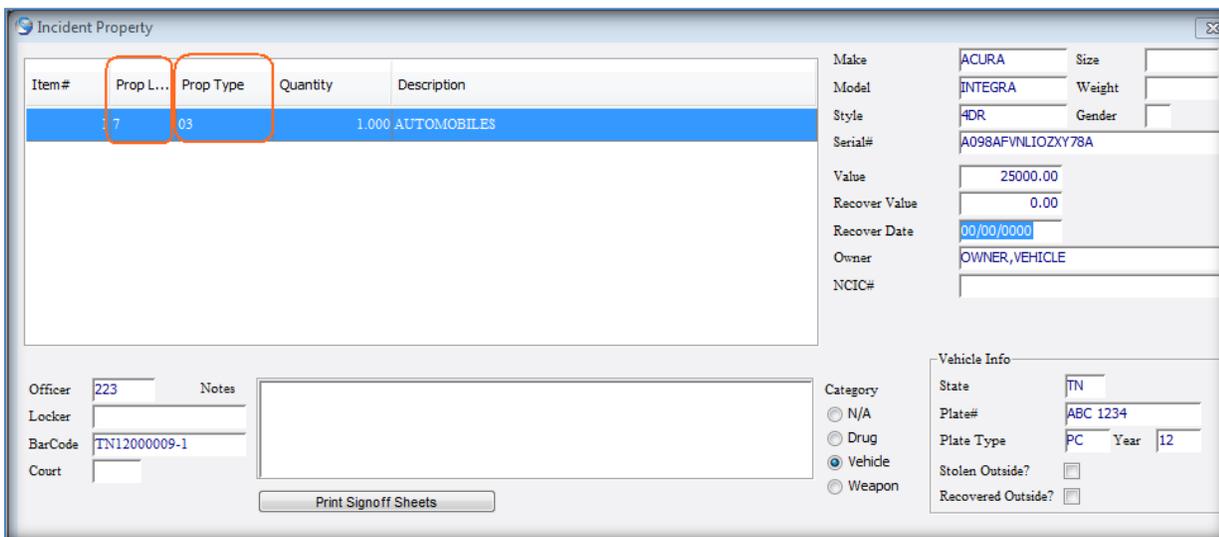
Error #358 – # Stolen Vehicles Must be Entered if UCR#=240 and Property Loss Type=7

Either a Property Loss Type of '7 – Stolen' with an appropriate Vehicle Property Description code was entered, but the Offense of '240 – Motor Vehicle Theft' was not entered, or vice-versa. This rule applies to the 'Completed' Offense of 240 only.



#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	240	MOTOR VEHICLE THEFT	854.369(a)				C	20	0							

Note the Offense is 'Completed'.



Item#	Prop L...	Prop Type	Quantity	Description
7	03		1.000	AUTOMOBILES

Make: ACURA, Model: INTEGRA, Style: 4DR, Serial#: A098AFVNLIOZXY78A, Value: 25000.00, Recover Value: 0.00, Recover Date: 00/00/0000, Owner: OWNER, VEHICLE, NCIC#: [Empty]

Vehicle Info: State: TN, Plate#: ABC 1234, Plate Type: PC, Year: 12, Stolen Outside?: [Unchecked], Recovered Outside?: [Unchecked]

Officer: 223, Locker: [Empty], BarCode: TN12000009-1, Court: [Empty]

Print Signoff Sheets

The Property Type Vehicle Codes that are acceptable:

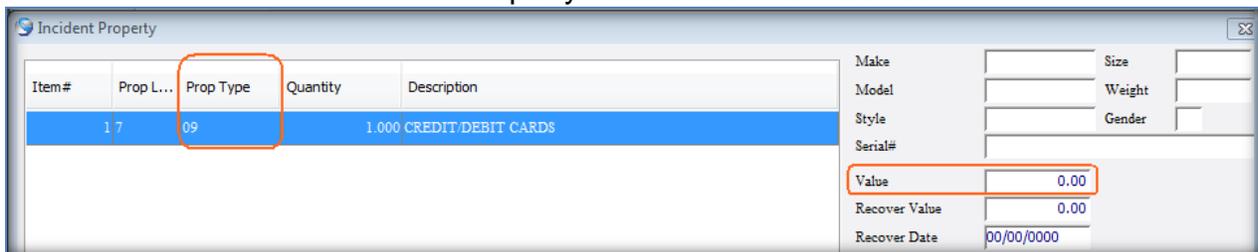
1. 03 – Automobiles
2. 05 – Buses
3. 24 – Other Motor Vehicles
4. 28 – Recreational Vehicles
5. 37 – Trucks

Error:

Error #391 – Property Value Must Be Zero for This Property Type

The following Property Type codes must have a value of zero (\$0) entered:

1. 09 – Credit/Debit Cards
2. 22 – Nonnegotiable Instruments
 - a. In the state of Montana, the following also require a value of zero (\$0):
 - i. 48 – Documents/Personal or Business
 - ii. 65 – Identity Documents
 - iii. 66 – Identity-Intangible
 - iv. If Property Loss Code = '6 – Seized'



Item#	Prop L...	Prop Type	Quantity	Description
17		09		1.000 CREDIT/DEBIT CARDS

Make: _____ Size: _____
Model: _____ Weight: _____
Style: _____ Gender: _____
Serial#: _____
Value: 0.00
Recover Value: 0.00
Recover Date: 00/00/0000

*NOTE: A value of zero is allowable on Property Type Code '77 – Other', but a value can be entered if applicable (excluding Montana, where a value for Property Type '77' is **required**).*

Error:

Error #401 – Must be present – Mandatory field (Victim – Relationships)

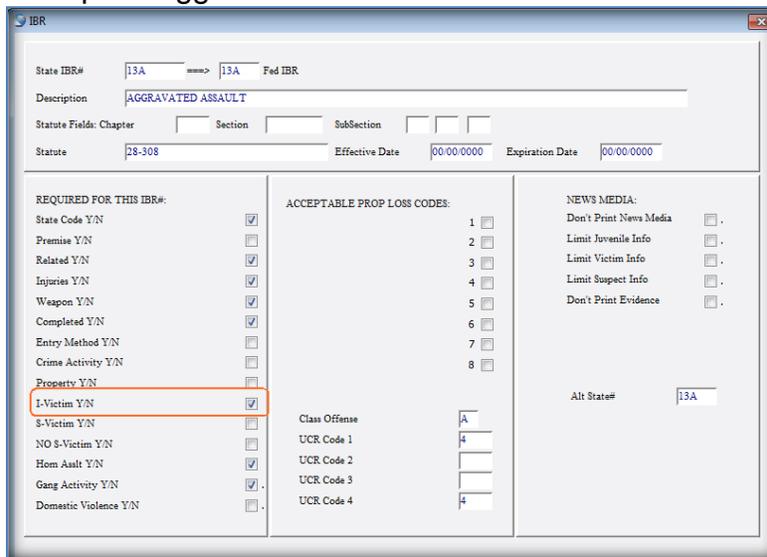
Also:

Error #460 – Relationship must be entered when an Offender Number Exists

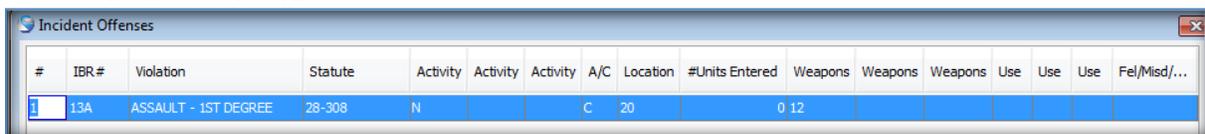
Error #497 – Offense Indicates a Victim Type 'I' and None Exists

In the IBR Code Setup (See Appendix A), the flag 'I- Victim Y/N' is checked for one of the Offenses entered on the Incident. For Crimes against Person, an 'I – Individual' Victim must be entered and connected to the appropriate Offenses.

IBR Code Setup for Aggravated Assault:

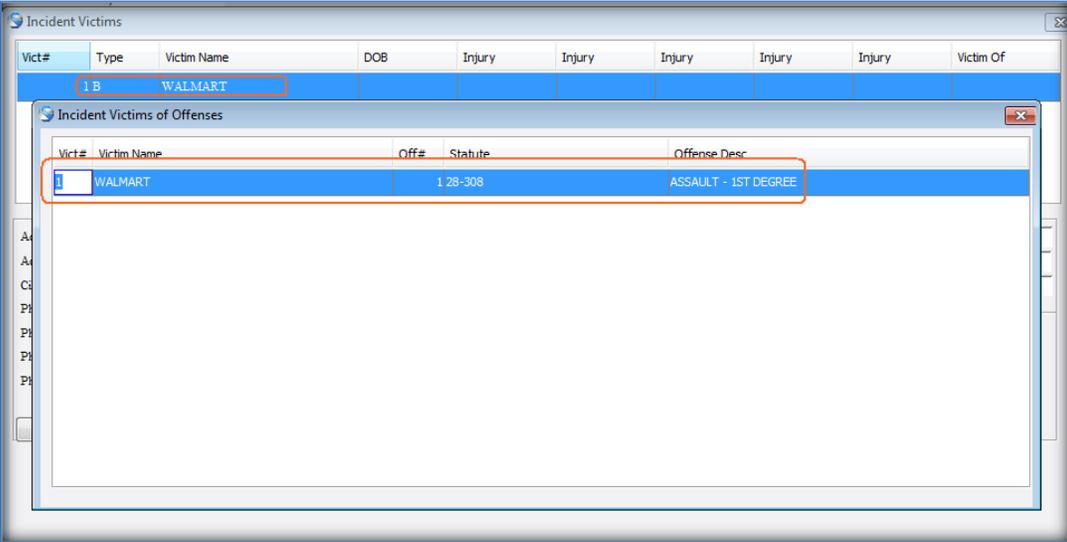


Offense screen:



#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	13A	ASSAULT - 1ST DEGREE	28-308	N			C	20	0	12						

Victim screen – either you have not entered a Victim record, or a Victim Type other than ‘I’ is connected to the Offense:



Vict#	Type	Victim Name	DOB	Injury	Injury	Injury	Injury	Injury	Victim Of
1	B	WALMART							

Vict#	Victim Name	Off#	Statute	Offense Desc
1	WALMART		1 28-308	ASSAULT - 1ST DEGREE

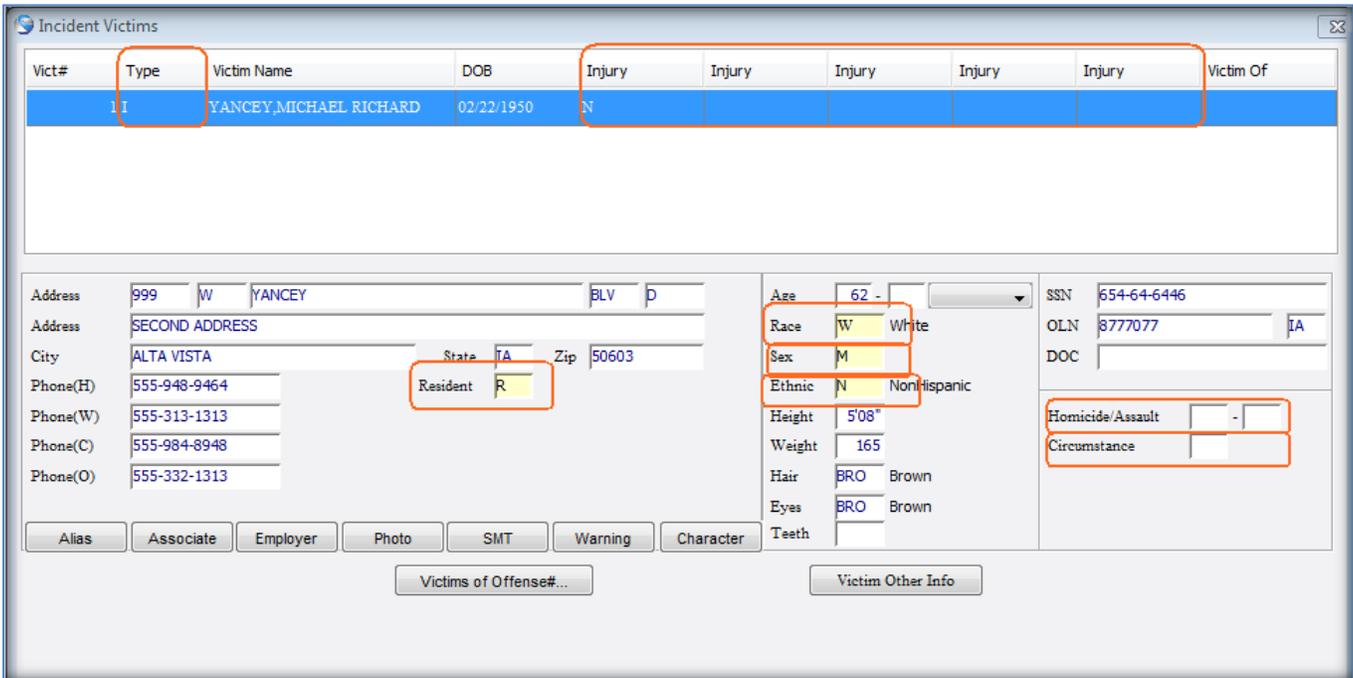
Error:

Error #404 – Invalid Data Value – Not on FBI Validation Table

This error indicates there is a field on the Victim screen that has an invalid entry. NIBRS-related fields that need to be checked for valid entry:

1. Victim Type code
2. Injury codes (you can enter up to 5 for specific Offenses)
3. Resident code
4. Race code
5. Sex code
6. Ethnic Code
7. Homicide/Assault codes (you can enter up to 2 for specific Offenses)
8. Circumstance code

To ensure the above fields have valid values entered, always choose from the zoom listing. If you've verified that each field has valid values entered, and are still getting this error, it may be that the codes in a zoom listing are incorrect or out of date. Please refer to the FBI NIBRS Manual 'Volume 4'. In section 'VI – Data Elements and Data Values', locate the different fields as listed above, and verify that the codes in the FBI manual match those in your zoom listing. Update zoom listing as needed.



Incident Victims

Vict#	Type	Victim Name	DOB	Injury	Injury	Injury	Injury	Injury	Victim Of
	I	YANCEY, MICHAEL RICHARD	02/22/1950	N					

Address: 999 W YANCEY BLVD
 Address: SECOND ADDRESS
 City: ALTA VISTA State: IA Zip: 50603
 Phone(H): 555-948-9464
 Phone(W): 555-313-1313
 Phone(C): 555-984-8948
 Phone(O): 555-332-1313

Age: 62
 Race: W White
 Sex: M
 Ethnic: N NonHispanic
 Height: 5'08"
 Weight: 165
 Hair: BRO Brown
 Eyes: BRO Brown
 Teeth:

SSN: 654-64-6446
 OLN: 8777077
 DOC:

Homicide/Assault: -
 Circumstance:

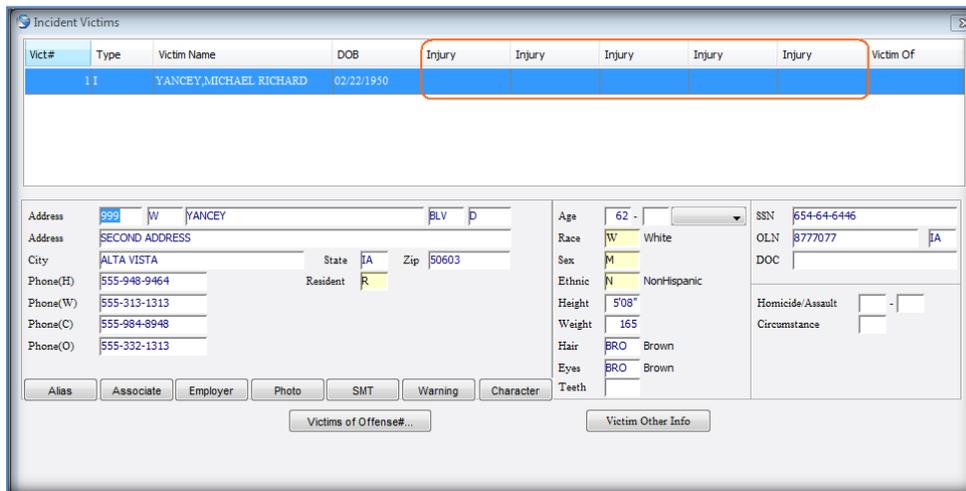
Buttons: Alias, Associate, Employer, Photo, SMT, Warning, Character, Victims of Offense#..., Victim Other Info

Error:

Error #406 – Error – Duplicate Value

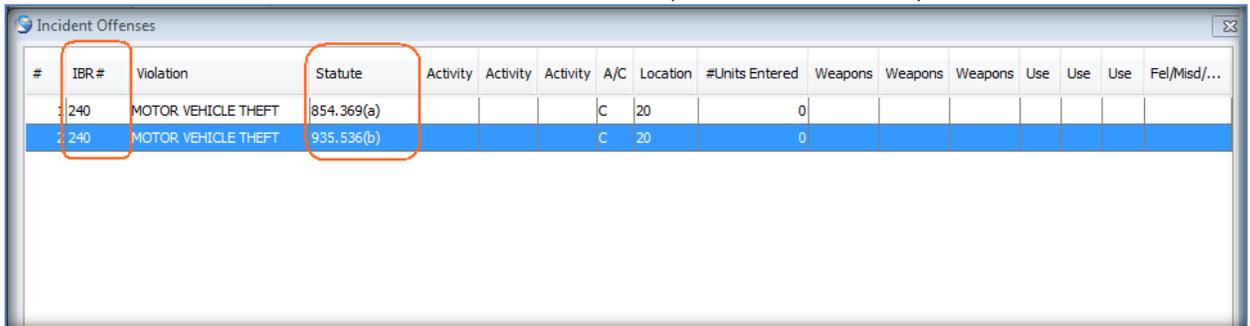
This error indicates that either the Injury field on the Victim screen has one or more entries of the same code or if the same Victim is connected to Offenses that have the same IBR#.

Victim screen:



Vict#	Type	Victim Name	DOB	Injury	Injury	Injury	Injury	Injury	Victim Of
11		YANCEY, MICHAEL RICHARD	02/22/1950						

Two Offenses are entered with the same IBR# (different Statutes):



#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
240		MOTOR VEHICLE THEFT	854.369(a)				C	20	0							
240		MOTOR VEHICLE THEFT	935.536(b)				C	20	0							

Victim is connected to both Offenses:

Vict#	Victim Name	Off#	Statute	Offense Desc
1	VANCEY, MICHAEL RICHARD	1	854.369(A)	MOTOR VEHICLE THEFT
1	VANCEY, MICHAEL RICHARD	2	935.536(b)	MOTOR VEHICLE THEFT

In this scenario, you would put an 'X' in the 'Do Not Submit' field on the second Offense and not connect the Victim to that Offense.

Offense screen:

#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	240	MOTOR VEHICLE THEFT	854.369(a)				C	20	0							
2	240	MOTOR VEHICLE THEFT	935.536(b)				C	20	0							

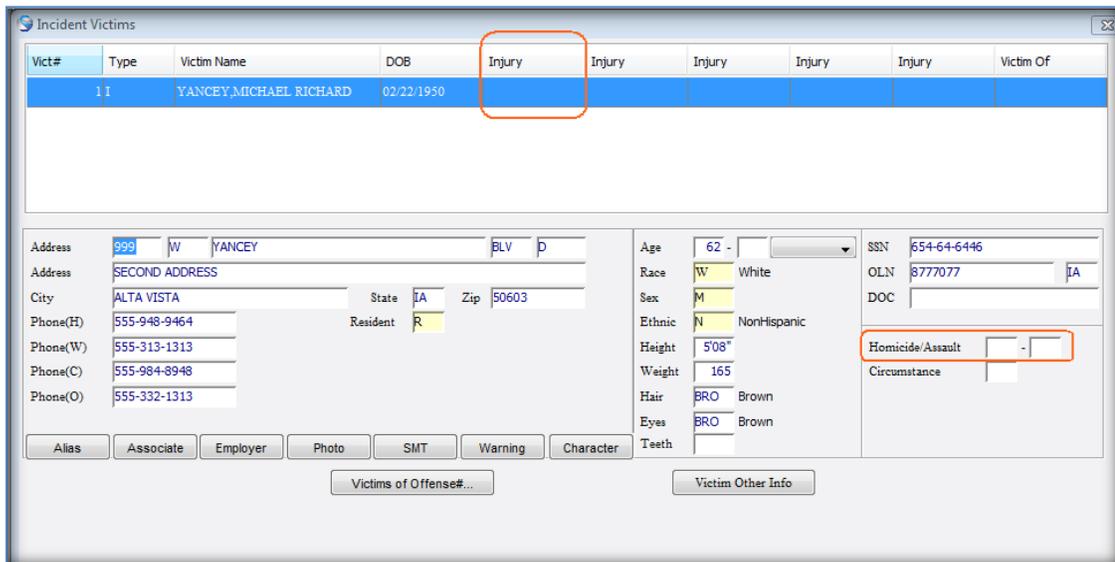
Aid Abet	<input type="checkbox"/>	Crim Act Type	<input type="text"/>
Bias Type	88 NONE	Gambling Related	<input type="checkbox"/>
Bias Target	<input type="text"/>	Offense Type	<input type="radio"/> N/A <input type="radio"/> Burglary
Campus Code	<input type="text"/>	Type of Theft	<input type="text"/>
Campus Location	<input type="text"/>		
Local Code	<input type="text"/>		
Do Not Submit	<input checked="" type="checkbox"/>		

Offense Other Info Victims of Offense#...

Error:

Error #419 – Hom/Asslt Code For IBR#=09A-C, 13A) Injury Code (100, 11A-D, 120, 13A-b, 210)

On the Victim screen, this error indicates that either the Homicide/Assault Code field is populated and should not be, or the Injury Code field is populated and should not be.



The only Offenses that require these fields to be populated are:

Homicide/Assault Code (can enter up to two):

- 09A – Murder and Non-Negligent Manslaughter
- 09B – Negligent Manslaughter
- 09C – Justifiable Homicide
- 13A – Aggravated Assault

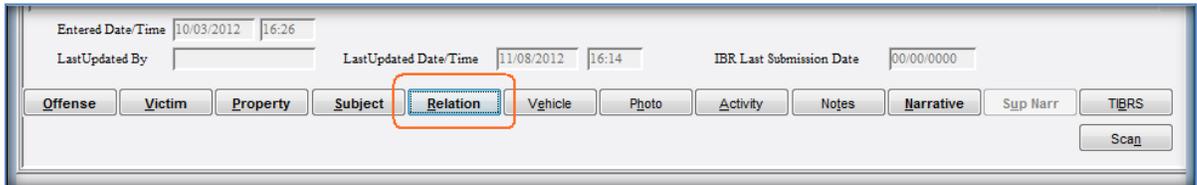
Injury Code (can enter up to 5):

- 100 – Kidnapping/Abduction
- 11A – 11D – Forcible Sex Offenses
- 120 – Robbery
- 13A – Aggravated Assault
- 13B – Simple Assault
- 210 – Extortion/Blackmail

Error:

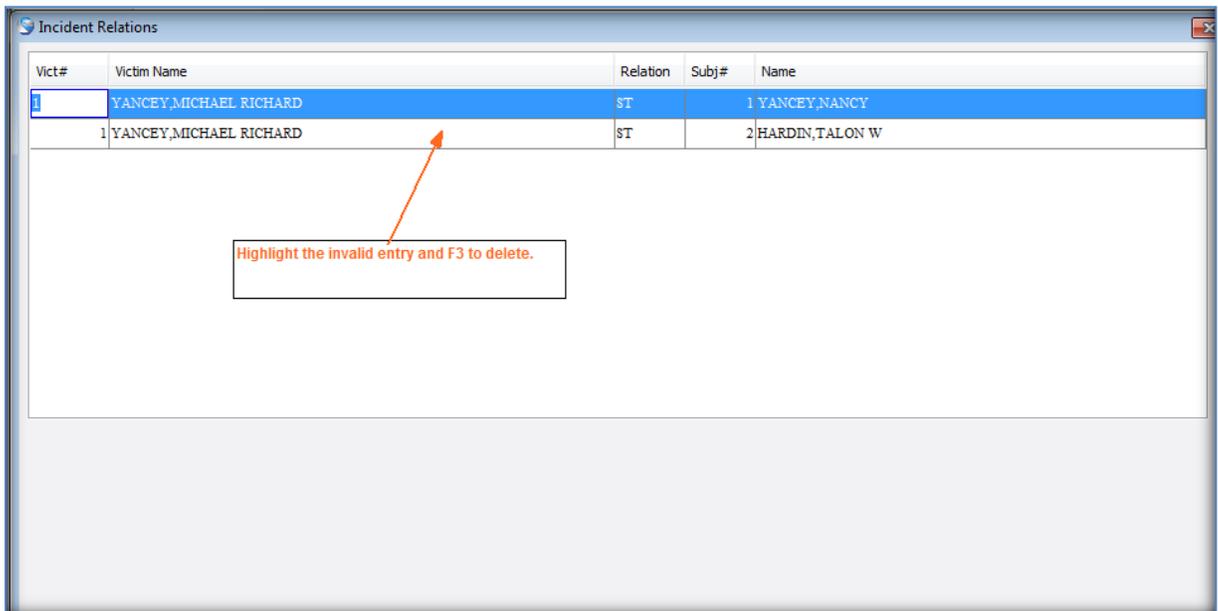
Error #459 – Do not Need a Relationship For This Offense

Only Crimes against Person (See Appendix B) and Robbery require a Victim to Offender Relationship code. Delete the invalid Victim to Offender Relationship record from the 'Relation' button screen.



Entered Date/Time: 10/03/2012 16:26
Last Updated By: Last Updated Date/Time: 11/08/2012 16:14
IBR Last Submission Date: 00:00:0000

Offense Victim Property Subject **Relation** Vehicle Photo Activity Notes Narrative Sup Narr TIBRS Scan



Vict#	Victim Name	Relation	Subj#	Name
1	YANCEY, MICHAEL RICHARD	ST	1	YANCEY, NANCY
1	YANCEY, MICHAEL RICHARD	ST	2	HARDIN, TALON W

Highlight the invalid entry and F3 to delete.

Error:

Error #460 – Relationship Must Be Entered When An Offender Number Exists

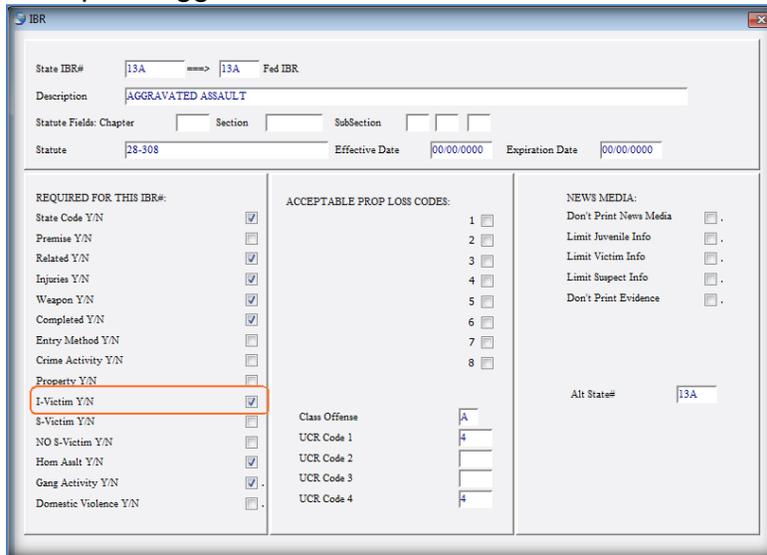
Also:

Error #401 – Must Be Present – Mandatory Field (Victim – Relationships)

Error #497 – Offense Indicates a Victim Type 'I' and None Exists

In the IBR Code Setup (See Appendix A), the flag 'I- Victim Y/N' is checked for one of the Offenses entered on the Incident. For Crimes against Person, an 'I – Individual' Victim must be entered and connected to the appropriate Offenses.

IBR Code Setup for Aggravated Assault:



State IBR# 13A ==> 13A Fed IBR

Description AGGRAVATED ASSAULT

Statute Fields: Chapter Section SubSection

Statute 28-308 Effective Date 00/00/0000 Expiration Date 00/00/0000

REQUIRED FOR THIS IBR#:

- State Code Y/N
- Premise Y/N
- Related Y/N
- Injuries Y/N
- Weapon Y/N
- Completed Y/N
- Entry Method Y/N
- Crime Activity Y/N
- Property Y/N
- I-Victim Y/N**
- S-Victim Y/N
- NO S-Victim Y/N
- Hom Aslt Y/N
- Gang Activity Y/N
- Domestic Violence Y/N

ACCEPTABLE PROP LOSS CODES:

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

NEWS MEDIA:

- Don't Print News Media
- Limit Juvenile Info
- Limit Victim Info
- Limit Suspect Info
- Don't Print Evidence

Alt State# 13A

Class Offense A

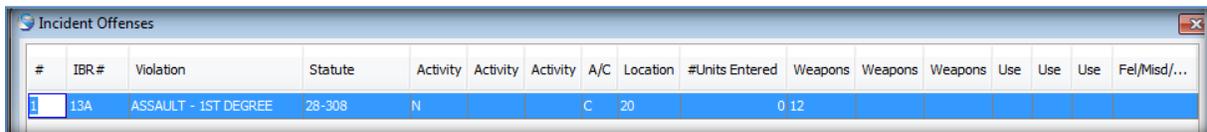
UCR Code 1 4

UCR Code 2

UCR Code 3

UCR Code 4 4

Offense screen:

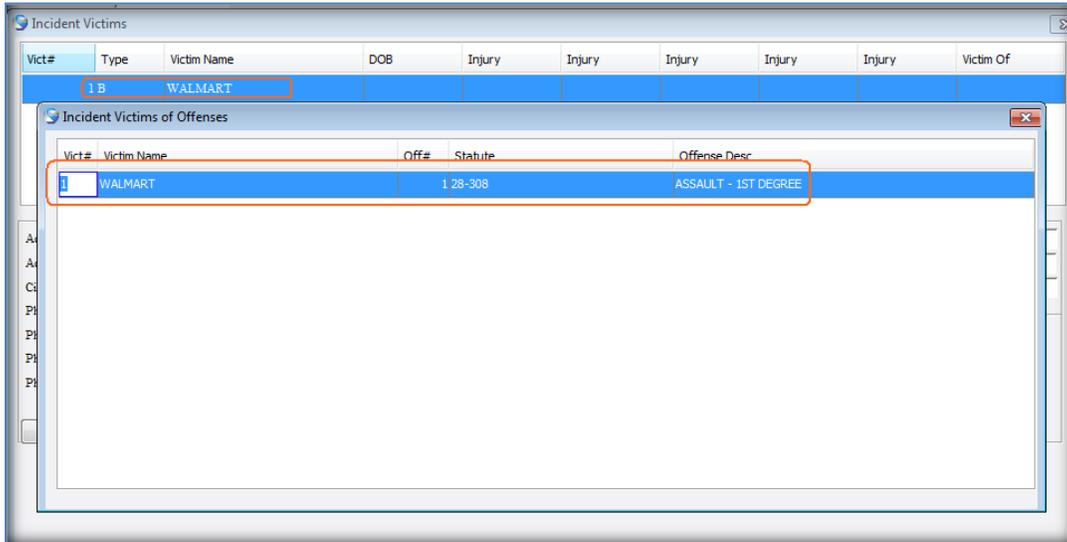


#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	13A	ASSAULT - 1ST DEGREE	28-308	N			C	20	0	12						



SLEUTH
SYSTEMS

Victim screen – either you have not entered a Victim record, or a Victim Type other than ‘I’ is connected to the Offense:



Error:

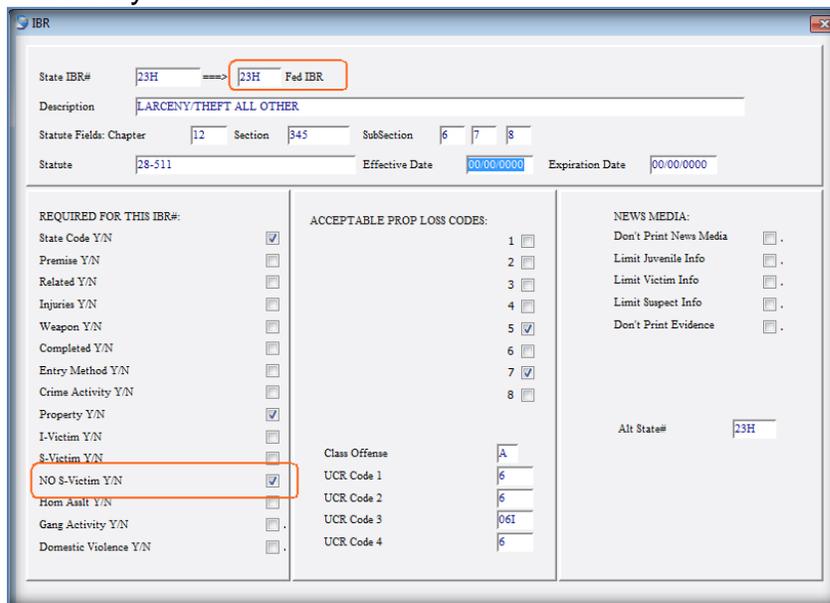
Error #467 – Entry for Type of Victim Cannot Equal ‘S’ for this UCR#

Also:

Error #495 – Offense Indicates a Victim Type not Equal to ‘S’ and one exists

In the IBR Code Setup table (See Appendix A), the flag ‘NO S-Victim Y/N’ is checked for an Offense connected to an ‘S – Society’ Victim in the Incident. If you have entered a Victim of ‘S – Society’, you should check the Offenses to determine if you have connected that Victim to an Offense that has this flag checked and remove the invalid Victim to Offense connection. Crimes against Property and Person cannot have ‘S – Society’ as the Victim.

IBR Setup – Larceny Offense:



State IBR# 23H ==> 23H Fed IBR

Description LARCENY/THEFT ALL OTHER

Statute Fields: Chapter 12 Section 345 SubSection 6 7 8

Statute 28-511 Effective Date 00/00/0000 Expiration Date 00/00/0000

REQUIRED FOR THIS IBR#:

- State Code Y/N
- Premise Y/N
- Related Y/N
- Injuries Y/N
- Weapon Y/N
- Completed Y/N
- Entry Method Y/N
- Crime Activity Y/N
- Property Y/N
- I-Victim Y/N
- S-Victim Y/N
- NO S-Victim Y/N**
- Hom Asslt Y/N
- Gang Activity Y/N
- Domestic Violence Y/N

ACCEPTABLE PROP LOSS CODES:

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

NEWS MEDIA:

- Don't Print News Media
- Limit Juvenile Info
- Limit Victim Info
- Limit Suspect Info
- Don't Print Evidence

Alt State# 23H

Class Offense A

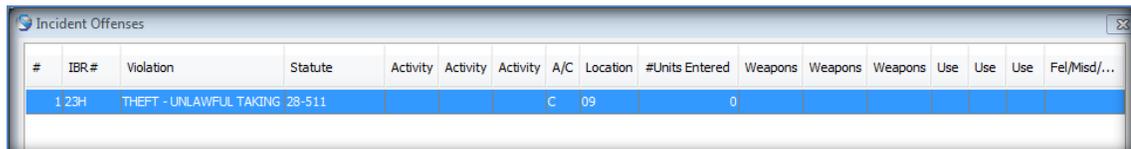
UCR Code 1 6

UCR Code 2 6

UCR Code 3 061

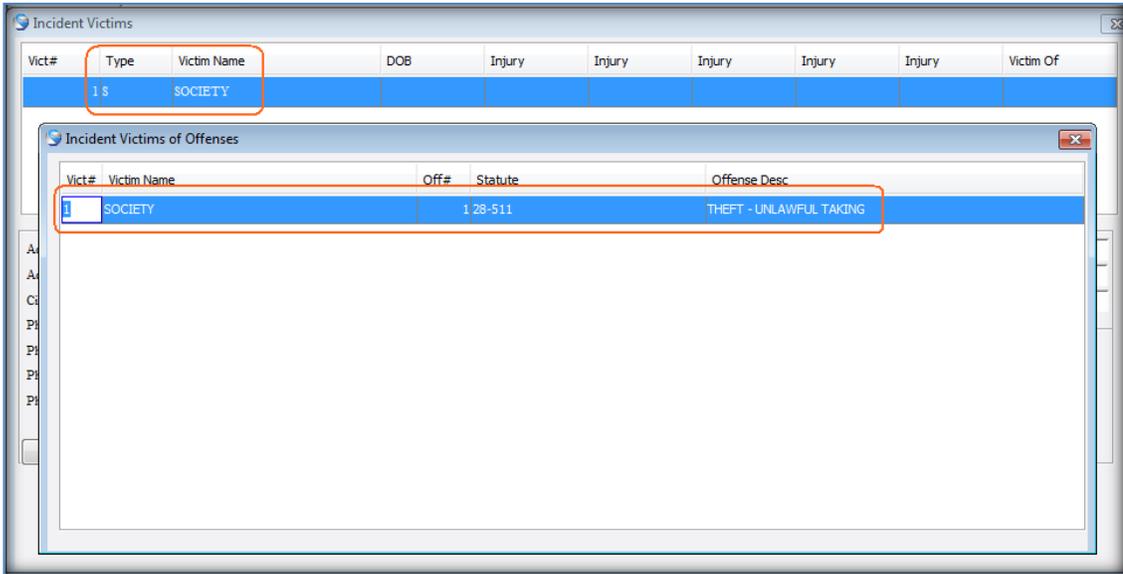
UCR Code 4 6

Offense screen:



#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	23H	THEFT - UNLAWFUL TAKING	28-511				C	09	0							

Victim screen – with ‘S’ Victim entered and connected to the Larceny Offense
(this is incorrect):



The screenshot shows two overlapping windows from the Sleuth Systems application. The top window, titled "Incident Victims", contains a table with the following data:

Vict#	Type	Victim Name	DOB	Injury	Injury	Injury	Injury	Injury	Victim Of
1	S	SOCIETY							

The bottom window, titled "Incident Victims of Offenses", contains a table with the following data:

Vict#	Victim Name	Off#	Statute	Offense Desc
1	SOCIETY		1 28-511	THEFT - UNLAWFUL TAKING

Red boxes highlight the "S" in the Type column of the top table and the "SOCIETY" victim name in the bottom table, indicating the connection between the two records.

Error:

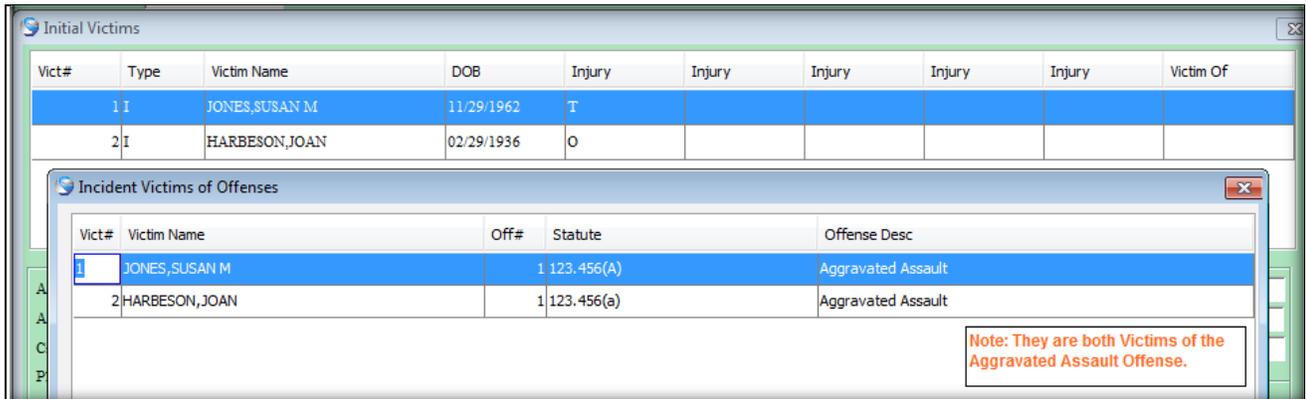
Error #470 – When “VO” Relationship is used, must have two or more Victims and Offenders

When you have multiple Victims and the situation arises where a Victim is also an Offender, you must “connect” the Victim to him/herself in the ‘Relation’ button on the Incident screen. For example, you have an Aggravated Assault Offense that involves two persons, and both are considered Victims as well as Suspects (or Offenders if they were Arrested). You would use the ‘VO’ relationship code to connect both parties to themselves regarding the relationship of Victim to Offender. The screens would look something like this if only 2 persons are involved in the Incident:

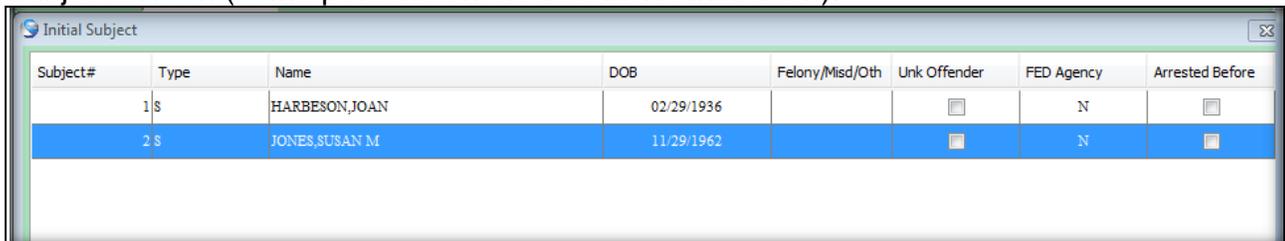
Relation button on Main Incident screen:



Victim screen:



Subject screen (same persons entered as in Victim button):





Relation screen would need to have these entries:

Vict#	Victim Name	Relation	Subj#	Name
1	JONES,SUSAN M	CH	1	HARBESON,JOAN
1	JONES,SUSAN M	VO	2	JONES,SUSAN M
2	HARBESON,JOAN	VO	1	HARBESON,JOAN
2	HARBESON,JOAN	PA	2	JONES,SUSAN M

To remember how the relationship codes work, say to yourself "The Victim is a/an 'XX' of the Suspect/Offender, where 'XX' is the relationship code. In this case, Susan is the 'Child (CH)' of Joan, and Joan is the 'Parent (PA)' of Susan. Then, note how each one is entered with a 'VO (Victim is Offender)' code, connecting them to themselves.

This is a very simplistic example. You could have an Incident with multiple Victims and Suspects/Offenders that do not need the 'VO' relationship code. It depends on the Victim's associations with the Offense(s) listed in the Incident. Generally speaking, this relationship code is used when a type of Assault has occurred.

Error:

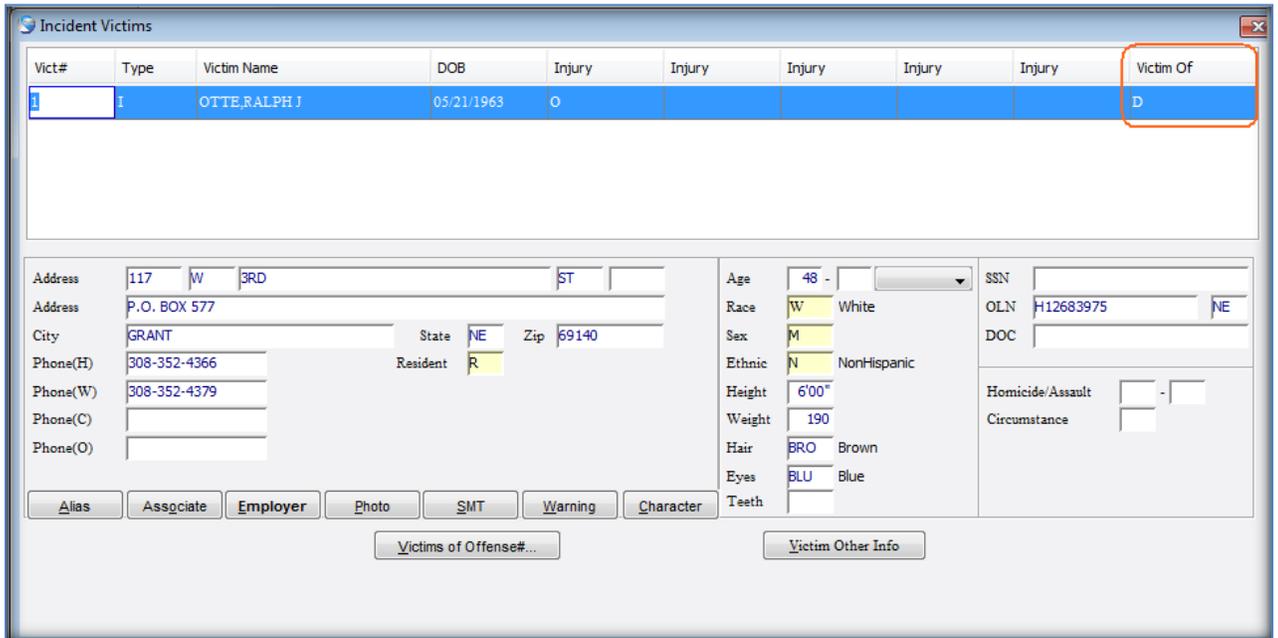
Error #493 – Domestic Victim Must be 18 or Older if Relation Code = (SB, CH, GC, SC, SS or CF)

A Victim of Domestic Violence cannot be under 18. If the Victim to Offender Relationship code (Relation button on Main Incident screen) matches one listed in the Error Text, you would need to change the Offense to be more appropriate for the Victim's age. For example, the Victim is 10 years old and the Parent abused the Victim. The Victim of Offender Relationship code is 'CH – Child'. You also need to remove the 'D' on the Victim screen in the 'Victim Of' field on the Victim record.

Relation button on Main Incident screen:



Victim screen:



The screenshot shows the 'Incident Victims' window. At the top is a table with columns: Vict#, Type, Victim Name, DOB, Injury, Injury, Injury, Injury, Injury, and Victim Of. The first row is highlighted in blue, with 'D' in the 'Victim Of' column, which is circled in red. Below the table are various input fields for victim information, including address, phone numbers, age, race, sex, height, weight, hair, eyes, and teeth. There are also buttons for 'Alias', 'Associate', 'Employer', 'Photo', 'SMT', 'Warning', 'Character', 'Victims of Offense...', and 'Victim Other Info'.

Vict#	Type	Victim Name	DOB	Injury	Injury	Injury	Injury	Injury	Victim Of
1	I	OTTE,RALPH J	05/21/1963	O					D

Error:

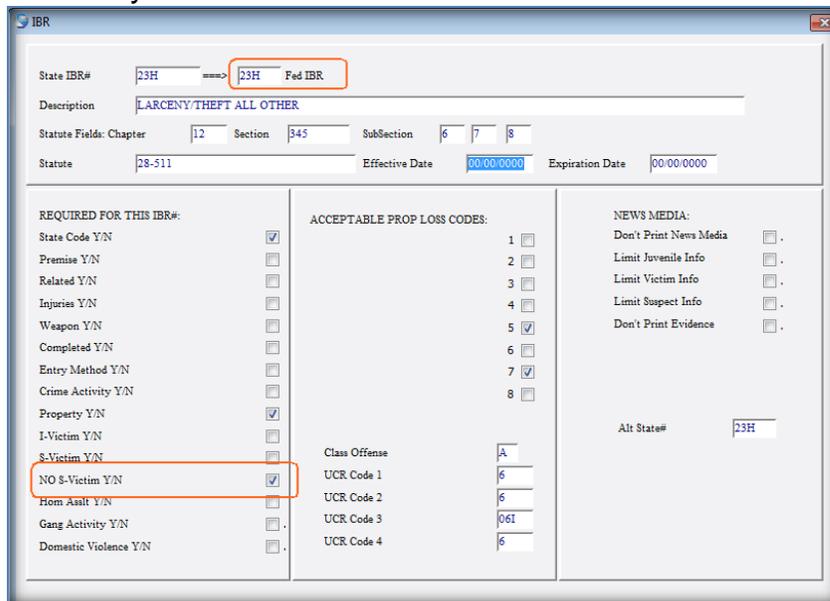
Error #495 – Offense Indicates a Victim Type not Equal to ‘S’ and one exists

Also:

Error #467 – Entry for Type of Victim Cannot Equal ‘S’ for this UCR#

In the IBR Code Setup table (See Appendix A), the flag ‘NO S-Victim Y/N’ is checked for an Offense connected to an ‘S – Society’ Victim in the Incident. If you’ve entered a Victim of ‘S – Society’, you should check the Offenses to determine if you’ve connected that Victim to an Offense that has this flag checked and remove the invalid Victim to Offense connection. Crimes against Property and Person cannot have ‘S – Society’ as the Victim.

IBR Setup – Larceny Offense:



State IBR# 23H ==> 23H Fed IBR

Description LARCENY/THEFT ALL OTHER

Statute Fields: Chapter 12 Section 345 SubSection 6 7 8

Statute 28-511 Effective Date 00.00.0000 Expiration Date 00.00.0000

REQUIRED FOR THIS IBR#:

State Code Y/N

Premise Y/N

Related Y/N

Injuries Y/N

Weapon Y/N

Completed Y/N

Entry Method Y/N

Crime Activity Y/N

Property Y/N

I-Victim Y/N

S-Victim Y/N

NO S-Victim Y/N

Hom Assault Y/N

Gang Activity Y/N

Domestic Violence Y/N

ACCEPTABLE PROP LOSS CODES:

1

2

3

4

5

6

7

8

NEWS MEDIA:

Don't Print News Media

Limit Juvenile Info

Limit Victim Info

Limit Suspect Info

Don't Print Evidence

Alt State# 23H

Class Offense A

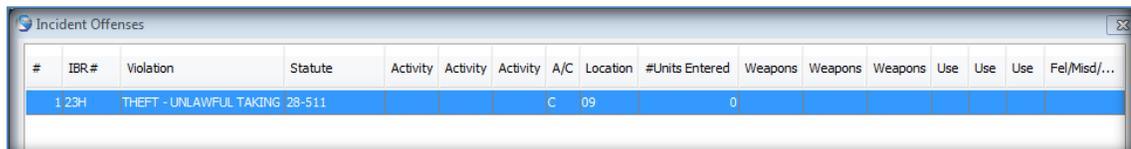
UCR Code 1 6

UCR Code 2 6

UCR Code 3 061

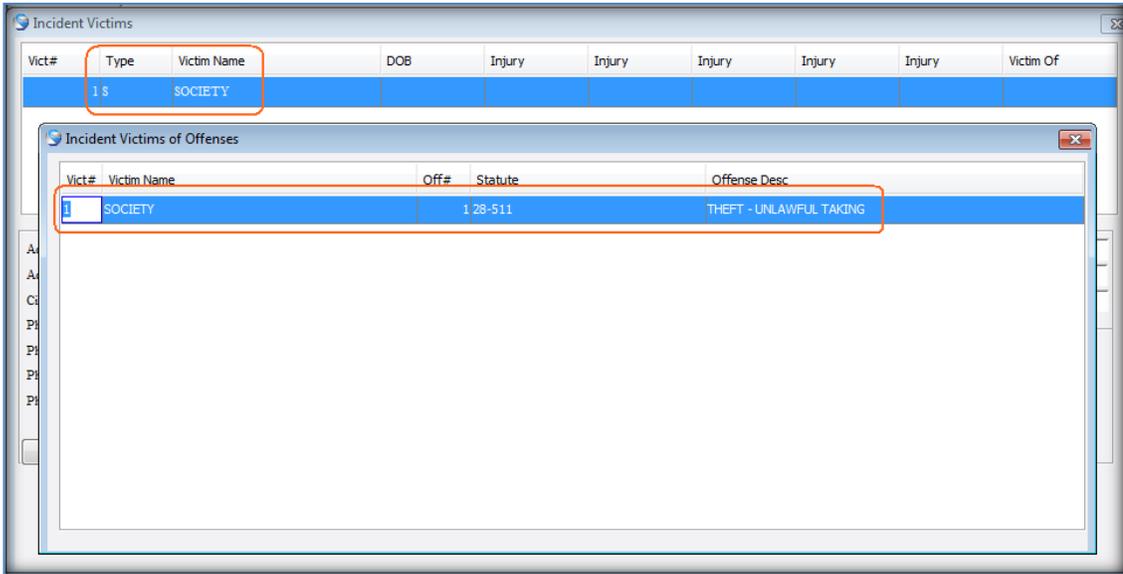
UCR Code 4 6

Offense screen:



#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	23H	THEFT - UNLAWFUL TAKING	28-511				C	09	0							

Victim screen – with ‘S’ Victim entered and connected to the Larceny Offense
(this is incorrect):



The screenshot shows two overlapping windows from the Sleuth Systems application. The top window, titled "Incident Victims", contains a table with the following data:

Vict#	Type	Victim Name	DOB	Injury	Injury	Injury	Injury	Injury	Victim Of
1	S	SOCIETY							

The bottom window, titled "Incident Victims of Offenses", contains a table with the following data:

Vict#	Victim Name	Off#	Statute	Offense Desc
1	SOCIETY		1 28-511	THEFT - UNLAWFUL TAKING

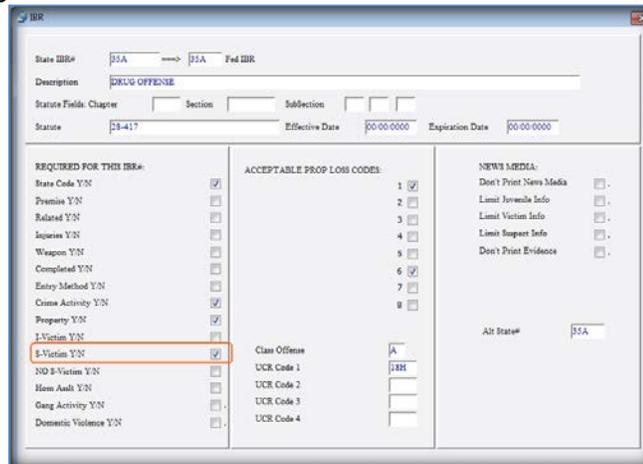
Red boxes highlight the "S" in the Type column of the top table and the entire row in the bottom table.

Error:

Error #496 – Offense Indicates a Victim Type ‘S’ and none exists

In the IBR Code Setup table (See Appendix A), the flag ‘S-Victim Y’N’ is checked for one of the Offenses entered on the Incident, but no ‘S’ Victim is entered. For Crimes against Society, an ‘S – Society’ Victim must be entered and connected to the appropriate Offenses.

IBR Setup – Drug Offense:



State IBR# 35A Fed IBR
Description DRUG OFFENSE
Statute Fields: Chapter Section Subsection
Statute 28-417 Effective Date 00-00-0000 Expiration Date 00-00-0000

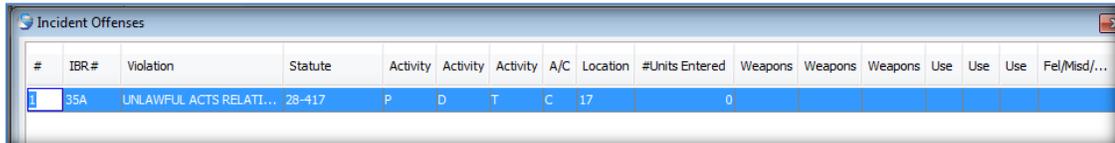
REQUIRED FOR THIS IBR:
 State Code Y/N
 Premise Y/N
 Related Y/N
 Injuries Y/N
 Weapon Y/N
 Completed Y/N
 Entry Method Y/N
 Come Activity Y/N
 Property Y/N
 S-Victim Y/N
 NO S-Victim Y/N
 Hom Ansh Y/N
 Gang Activity Y/N
 Domestic Violence Y/N

ACCEPTABLE PROP LOSS CODES:
 1
 2
 3
 4
 5
 6
 7
 8

NEWS MEDIA:
 Don't Print News Media
 Limit Juvenile Info
 Limit Victim Info
 Limit Suspect Info
 Don't Print Evidence

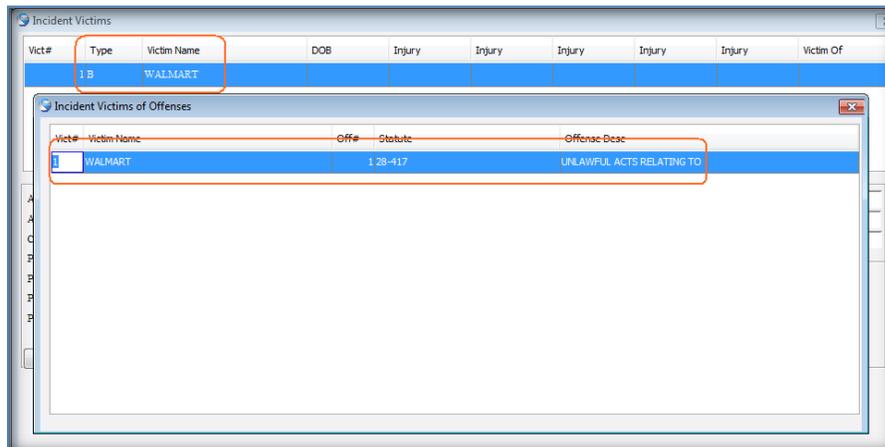
All State# 35A
 Class Offense A
 UCR Code 1 12B
 UCR Code 2
 UCR Code 3
 UCR Code 4

Offense screen:



#	IBR#	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	35A	UNLAWFUL ACTS RELATI...	28-417	P	D	T	C	17	0							

Victim screen – either you have not entered a Victim record, or a Victim Type other than ‘I’ is connected to the Offense:



Vict#	Type	Victim Name	DOB	Injury	Injury	Injury	Injury	Injury	Victim Of
1	I	WALMART							

Vict#	Victim Name	Off#	Statute	Offense Desc
1	WALMART		128-417	UNLAWFUL ACTS RELATING TO

Error:

Error #497 – Offense Indicates a Victim Type ‘I’ and none exists

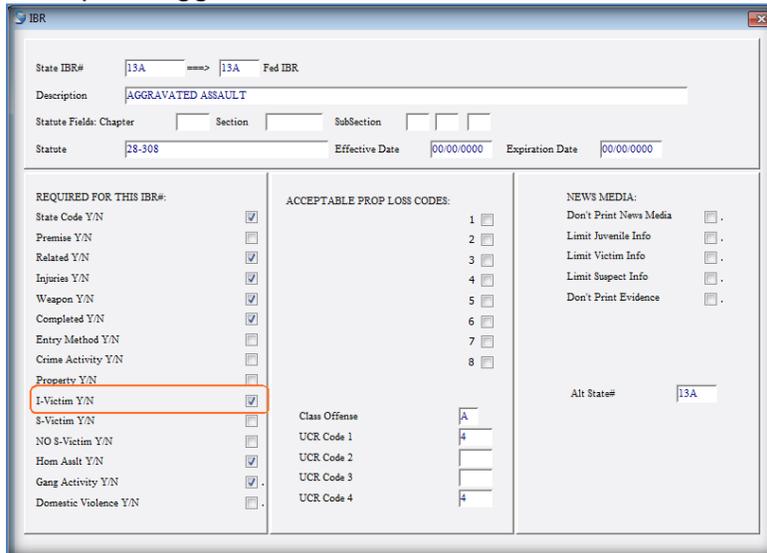
Also:

Error #401 – Must be present – Mandatory field (Victim – Relationships)

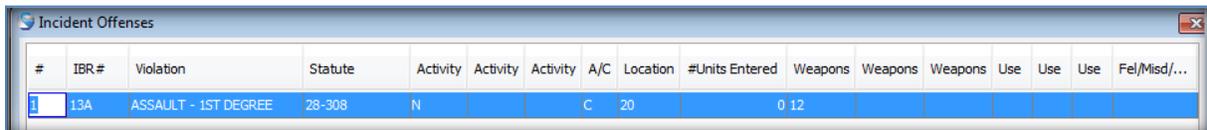
Error #460 – Relationship must be entered when an Offender Number

In the IBR Code Setup (See Appendix A), the flag ‘I- Victim Y/N’ is checked for one of the Offenses entered on the Incident. For Crimes against Person, an ‘I – Individual’ Victim must be entered and connected to the appropriate Offenses.

IBR Code Setup for Aggravated Assault:



Offense screen:



#	IBR #	Violation	Statute	Activity	Activity	Activity	A/C	Location	#Units Entered	Weapons	Weapons	Weapons	Use	Use	Use	Fel/Misd/...
1	13A	ASSAULT - 1ST DEGREE	28-308	N			C	20	0	12						



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Victim screen – either you have not entered a Victim record, or a Victim Type other than ‘I’ is connected to the Offense:

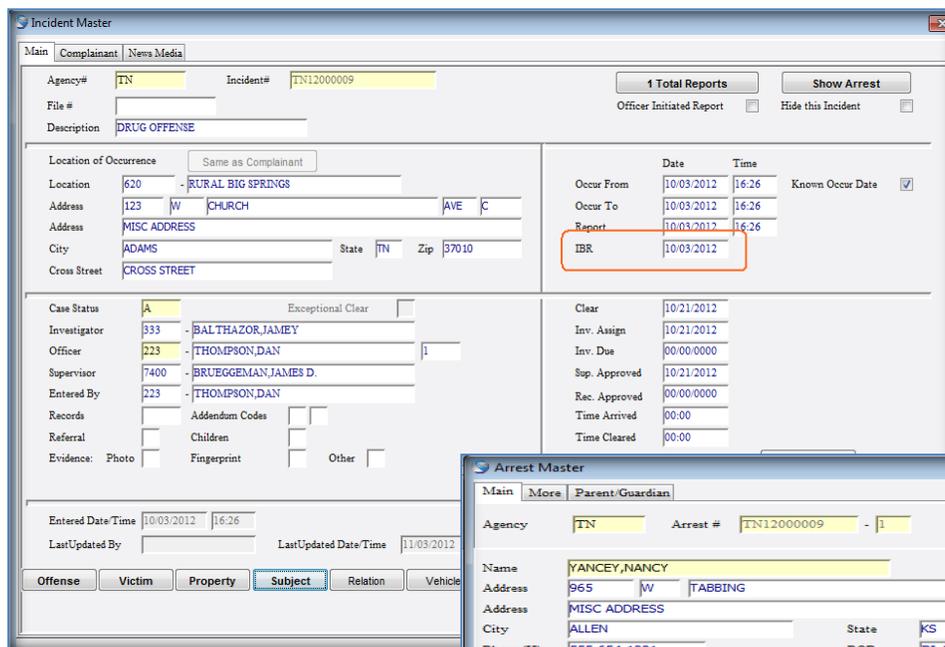
The screenshot shows two overlapping windows from the Sleuth Systems application. The top window, titled "Incident Victims", has a table with columns: Vict#, Type, Victim Name, DOB, Injury, Injury, Injury, Injury, Injury, and Victim Of. A row is highlighted with Vict# '1 B' and Victim Name 'WALMART'. The bottom window, titled "Incident Victims of Offenses", has a table with columns: Vict#, Victim Name, Off#, Statute, and Offense Desc. A row is highlighted with Vict# '1', Victim Name 'WALMART', Off# '1 28-308', and Offense Desc 'ASSAULT - 1ST DEGREE'. Red boxes highlight the 'WALMART' text in both tables.

Error:

Error #599 – Arrestees > Offenders – Check Incident Subject, IBR Date and Offense

Two areas to check for this error:

1. Start with the 'Subject button' – note how many Subject Type 'O's (Offenders) you have. Click the 'Show Arrest' button. Does the number of Arrestees match the number of Offenders? If not, correct the data by either changing the Subject Type from 'O' on the Incident or adding an Arrest record for an 'Offender' that does not have one.
2. Check the IBR Date on the Incident and any associated Arrests. Ensure the IBR Date on all records is the same.



Incident Master

Agency# TN Incident# TN12000009 1 Total Reports Show Arrest

Description DRUG OFFENSE

Location of Occurrence Same as Complainant

Location 620 RURAL BIG SPRINGS

Address 123 W CHURCH AVE C

Address MISC ADDRESS

City ADAMS State TN Zip 37010

Cross Street CROSS STREET

Occur From 10/03/2012 16:26 Known Occur Date

Occur To 10/03/2012 16:26

Report 10/03/2012 16:26

IBR 10/03/2012

Case Status A Exceptional Clear

Investigator 333 - BALTHAZOR,JAMEY

Officer 223 - THOMPSON,DAN

Supervisor 7400 - BRUEGGEMAN,JAMES D.

Entered By 223 - THOMPSON,DAN

Records Addendum Codes

Referral Children Other

Evidence: Photo Fingerprint

Clear 10/21/2012

Inv. Assign 10/21/2012

Inv. Due 00/00/0000

Sup. Approved 10/21/2012

Rec. Approved 00/00/0000

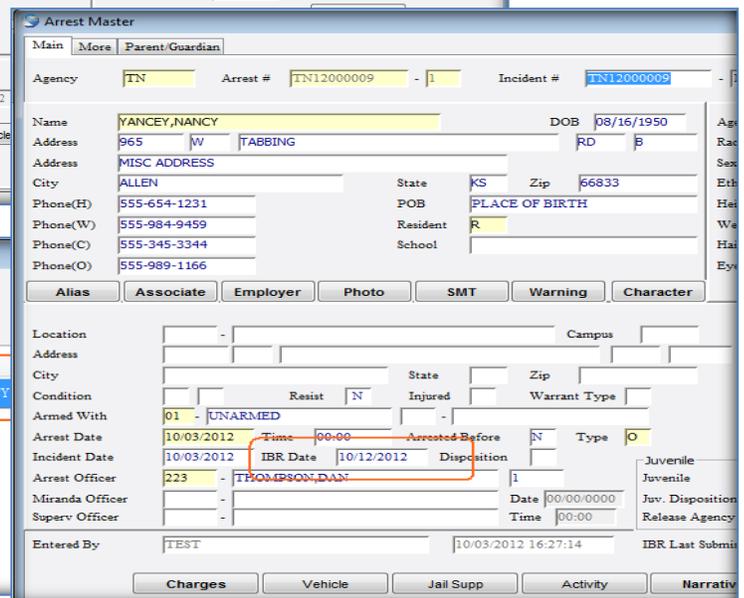
Time Arrived 00:00

Time Cleared 00:00

Entered Date/Time 10/03/2012 16:26

Last Updated By Last Updated Date/Time 11/03/2012

Offense Victim Property Subject Relation Vehicle



Arrest Master

Agency TN Arrest # TN12000009 - 1 Incident # TN12000009

Name YANCEY,NANCY DOB 08/16/1950

Address 965 W TABBING RD B

Address MISC ADDRESS

City ALLEN State KS Zip 66833

Phone(H) 555-654-1231 POB PLACE OF BIRTH

Phone(W) 555-984-9459 Resident R

Phone(C) 555-345-3344 School

Phone(O) 555-989-1166

Alias Associate Employer Photo SMT Warning Character

Location - Campus

Address -

City - State - Zip -

Condition - Resist Injured Warrant Type

Armed With 01 - UNARMED

Arrest Date 10/03/2012 Time 00:00 Arrested Before Type O

Incident Date 10/03/2012 IBR Date 10/12/2012 Disposition

Arrest Officer 223 - THOMPSON,DAN

Miranda Officer - Date 00/00/0000

Superv Officer - Time 00:00

Entered By TEST 10/03/2012 16:27:14 IBR Last Subm

Charges Vehicle Jail Supp Activity Narrativ



Arrests Inquiry-S

Arrest #	Seq	Arrested	Agency	Name
TN12000009	1	10/03/2012	TN	YANCEY,NANCY

Only one Arrest record associated with this Incident.

Error:

Error #701 – Must Be Present – Mandatory Field

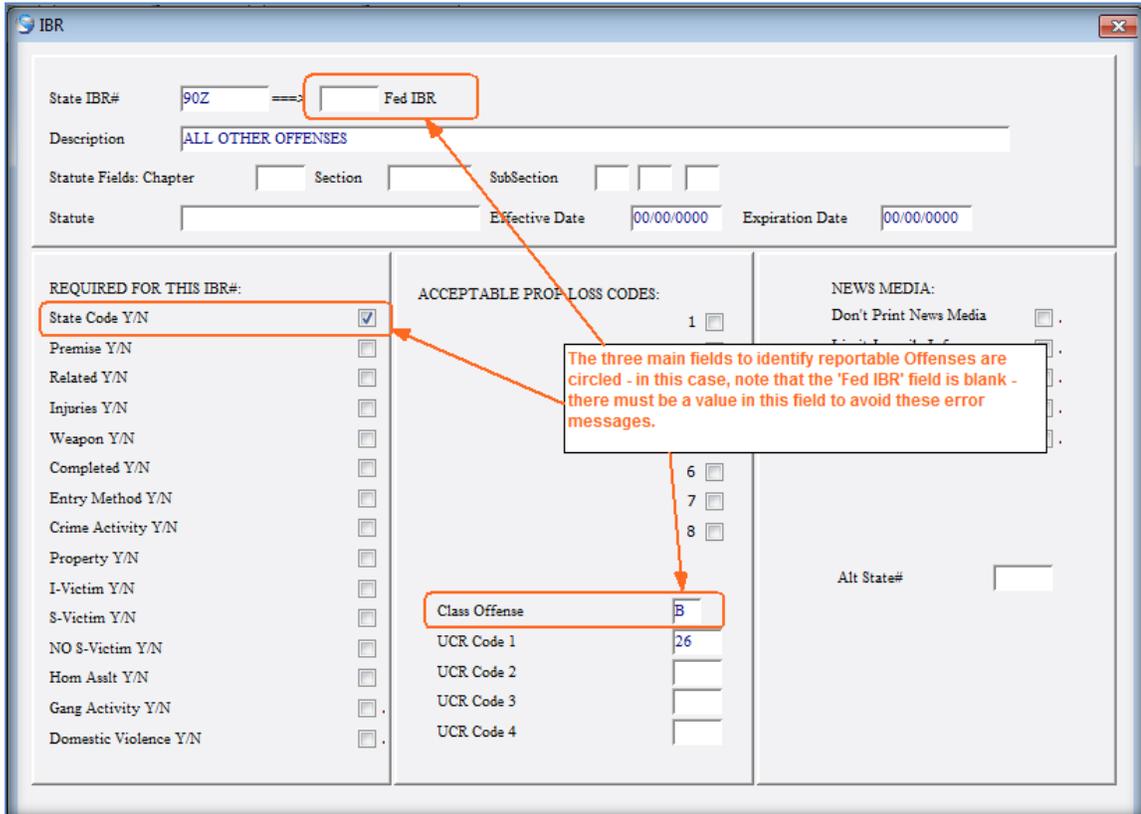
Also:

Error #794 – Missing Class A/B Arrest Charge

Error #795 – Missing Arrest Charge

Both of these errors can be caused by two scenarios. Either the Arrest record does not have any Charges entered, or the Charge entered is not set up properly in IBR Setup.

IBR Setup:



The screenshot shows the IBR Setup window with the following fields and options:

- State IBR#: 90Z
- Fed IBR: (blank)
- Description: ALL OTHER OFFENSES
- Statute Fields: Chapter, Section, SubSection
- Statute: (blank)
- Effective Date: 00/00/0000
- Expiration Date: 00/00/0000
- REQUIRED FOR THIS IBR#:
 - State Code Y/N:
 - Premise Y/N:
 - Related Y/N:
 - Injuries Y/N:
 - Weapon Y/N:
 - Completed Y/N:
 - Entry Method Y/N:
 - Crime Activity Y/N:
 - Property Y/N:
 - I-Victim Y/N:
 - S-Victim Y/N:
 - NO S-Victim Y/N:
 - Hom Asslt Y/N:
 - Gang Activity Y/N:
 - Domestic Violence Y/N:
- ACCEPTABLE PROP LOSS CODES:
 - 1:
 - 6:
 - 7:
 - 8:
- NEWS MEDIA:
 - Don't Print News Media:
- Alt State#: (blank)
- Class Offense: B
- UCR Code 1: 26
- UCR Code 2: (blank)
- UCR Code 3: (blank)
- UCR Code 4: (blank)

The three main fields to identify reportable Offenses are circled - in this case, note that the 'Fed IBR' field is blank - there must be a value in this field to avoid these error messages.

Error:

Error #794 – Missing Class A/B Arrest Charge

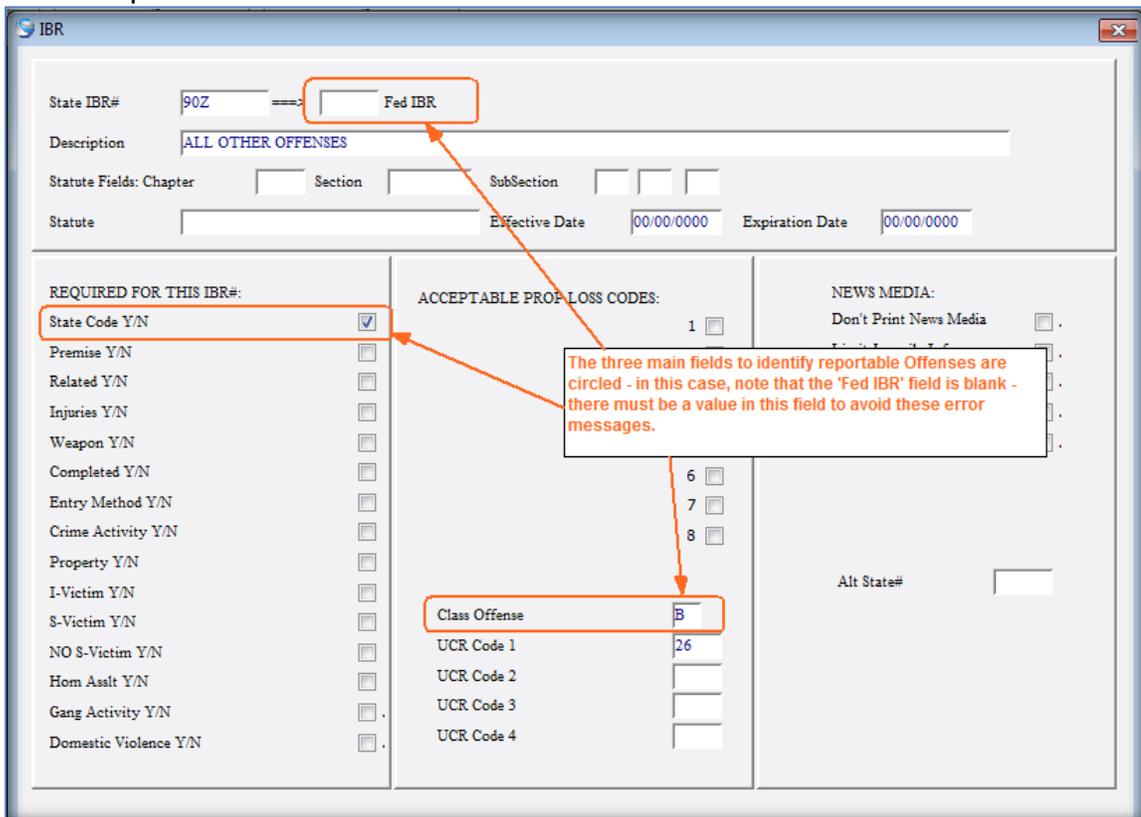
Also:

Error #701 – Must Be Present – Mandatory Field

Error #795 – Missing Arrest Charge

Both of these errors can be caused by two scenarios. Either the Arrest record does not have any Charges entered, or the Charge entered is not set up properly in IBR Setup.

IBR Setup:



The screenshot shows the 'IBR' setup window with the following details:

- State IBR#:** 90Z
- Fed IBR:** (Empty field, circled in red)
- Description:** ALL OTHER OFFENSES
- Statute Fields:** Chapter, Section, SubSection (all empty)
- Statute:** (Empty)
- Effective Date:** 00/00/0000
- Expiration Date:** 00/00/0000
- REQUIRED FOR THIS IBR#:**
 - State Code Y/N (Circled in red)
 - Premise Y/N
 - Related Y/N
 - Injuries Y/N
 - Weapon Y/N
 - Completed Y/N
 - Entry Method Y/N
 - Crime Activity Y/N
 - Property Y/N
 - I-Victim Y/N
 - S-Victim Y/N
 - NO S-Victim Y/N
 - Hom Asslt Y/N
 - Gang Activity Y/N
 - Domestic Violence Y/N
- ACCEPTABLE PROP LOSS CODES:**
 - 1
 - 6
 - 7
 - 8
- NEWS MEDIA:**
 - Don't Print News Media
- Alt State#:** (Empty)
- Class Offense:** B (Circled in red)
- UCR Code 1:** 26
- UCR Code 2:** (Empty)
- UCR Code 3:** (Empty)
- UCR Code 4:** (Empty)

Note: The three main fields to identify reportable Offenses are circled - in this case, note that the 'Fed IBR' field is blank - there must be a value in this field to avoid these error messages.

Error:

Error #795 – Missing Arrest Charge

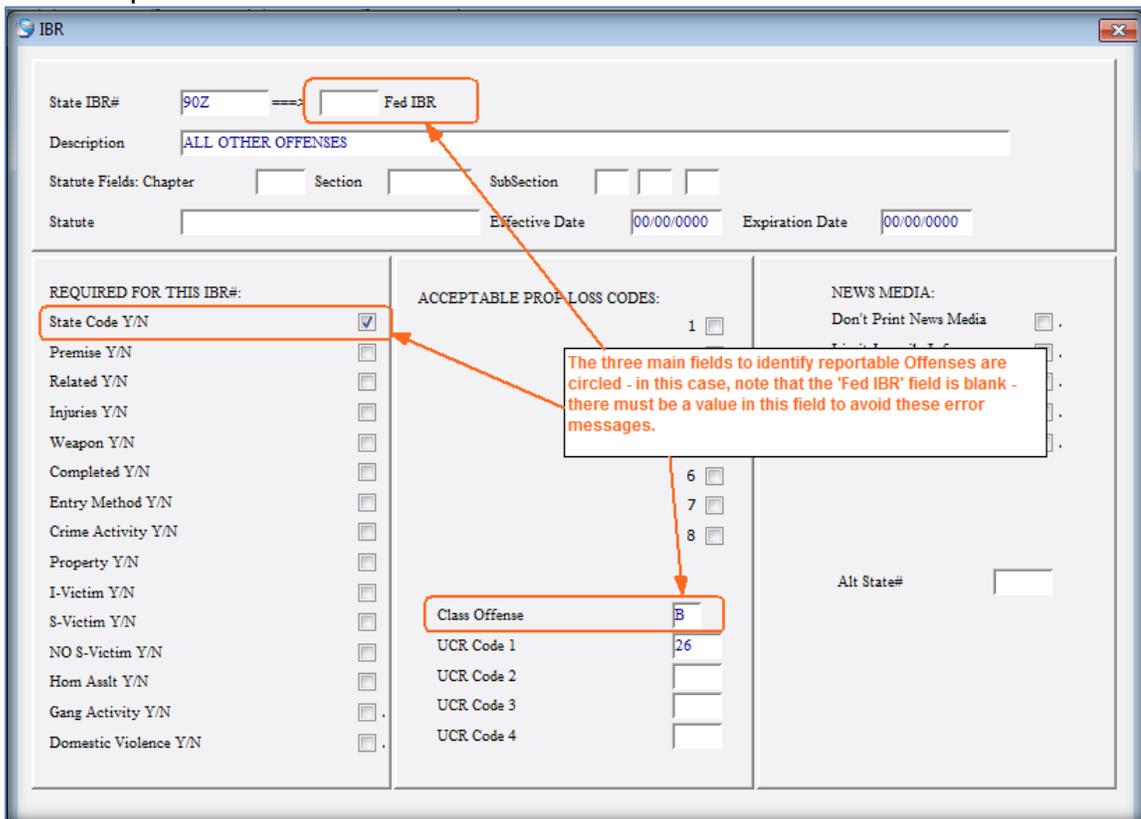
Also:

Error #701 – Must Be Present – Mandatory Field

Error #794 – Missing Class A/B Arrest Charge

Both of these errors can be caused by two scenarios. Either the Arrest record does not have any Charges entered, or the Charge entered is not set up properly in IBR Setup.

IBR Setup:



The screenshot shows the 'IBR' setup window with the following details:

- State IBR#:** 90Z
- Fed IBR:** (Empty field, circled in red)
- Description:** ALL OTHER OFFENSES
- Statute Fields:** Chapter, Section, SubSection (all empty)
- Statute:** (Empty)
- Effective Date:** 00/00/0000
- Expiration Date:** 00/00/0000
- REQUIRED FOR THIS IBR#:**
 - State Code Y/N (Circled in red)
 - Premise Y/N
 - Related Y/N
 - Injuries Y/N
 - Weapon Y/N
 - Completed Y/N
 - Entry Method Y/N
 - Crime Activity Y/N
 - Property Y/N
 - I-Victim Y/N
 - S-Victim Y/N
 - NO S-Victim Y/N
 - Hom Asslt Y/N
 - Gang Activity Y/N
 - Domestic Violence Y/N
- ACCEPTABLE PROP LOSS CODES:**
 - 1
 - 6
 - 7
 - 8
- NEWS MEDIA:**
 - Don't Print News Media
- Alt State#:** (Empty)
- Class Offense:** B (Circled in red)
- UCR Code 1:** 26
- UCR Code 2:** (Empty)
- UCR Code 3:** (Empty)
- UCR Code 4:** (Empty)

Callout Box: The three main fields to identify reportable Offenses are circled - in this case, note that the 'Fed IBR' field is blank - there must be a value in this field to avoid these error messages.



APPENDIX A

This is a diagram of the flags that need to be set for each NIBRS code. Where there is a '1' in the field, that checkbox should be checked on the IBR Code Setup screen. The field 'Class Offense' field should reflect either an 'A' or 'B', indicating whether the code is a Group A or B Offense (see Appendix B).



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REQUIRED FOR THIS IBR#:										PROP LOSS CODES:												
IBR Code (NIC Field)	Class Offense	State Code	Premise Related	Injuries	Weapon Completed	Entry Method	Crime Activity	Property	Victim	S-Victim	HO S-Victim	Hom Asslt	Gang Activity	1	2	3	4	5	6	7	8	
09A	A	1	1	1	1	1	1	1	1	1	1	1	1									1
09B	A	1	1	1	1	1	1	1	1	1	1	1	1									1
09C	A	1	1	1	1	1	1	1	1	1	1	1	1									1
100	A	1	1	1	1	1	1	1	1	1	1	1	1									1
11A	A	1	1	1	1	1	1	1	1	1	1	1	1									1
11B	A	1	1	1	1	1	1	1	1	1	1	1	1									1
11C	A	1	1	1	1	1	1	1	1	1	1	1	1									1
11D	A	1	1	1	1	1	1	1	1	1	1	1	1									1
120	A	1	1	1	1	1	1	1	1	1	1	1	1									1
13A	A	1	1	1	1	1	1	1	1	1	1	1	1									1
13B	A	1	1	1	1	1	1	1	1	1	1	1	1									1
13C	A	1	1	1	1	1	1	1	1	1	1	1	1									1
200	A	1	1	1	1	1	1	1	1	1	1	1	1									1
210	A	1	1	1	1	1	1	1	1	1	1	1	1									1
220	A	1	1	1	1	1	1	1	1	1	1	1	1									1
23A	A	1	1	1	1	1	1	1	1	1	1	1	1									1
23B	A	1	1	1	1	1	1	1	1	1	1	1	1									1
23C	A	1	1	1	1	1	1	1	1	1	1	1	1									1
23D	A	1	1	1	1	1	1	1	1	1	1	1	1									1
23E	A	1	1	1	1	1	1	1	1	1	1	1	1									1
23F	A	1	1	1	1	1	1	1	1	1	1	1	1									1
23G	A	1	1	1	1	1	1	1	1	1	1	1	1									1
23H	A	1	1	1	1	1	1	1	1	1	1	1	1									1
240	A	1	1	1	1	1	1	1	1	1	1	1	1									1
250	A	1	1	1	1	1	1	1	1	1	1	1	1									1
26A	A	1	1	1	1	1	1	1	1	1	1	1	1									1
26B	A	1	1	1	1	1	1	1	1	1	1	1	1									1
26C	A	1	1	1	1	1	1	1	1	1	1	1	1									1
26D	A	1	1	1	1	1	1	1	1	1	1	1	1									1
26E	A	1	1	1	1	1	1	1	1	1	1	1	1									1
270	A	1	1	1	1	1	1	1	1	1	1	1	1									1
280	A	1	1	1	1	1	1	1	1	1	1	1	1									1
290	A	1	1	1	1	1	1	1	1	1	1	1	1									1
35A	A	1	1	1	1	1	1	1	1	1	1	1	1									1
35B	A	1	1	1	1	1	1	1	1	1	1	1	1									1
36A	A	1	1	1	1	1	1	1	1	1	1	1	1									1
36B	A	1	1	1	1	1	1	1	1	1	1	1	1									1
370	A	1	1	1	1	1	1	1	1	1	1	1	1									1
39A	A	1	1	1	1	1	1	1	1	1	1	1	1									1
39B	A	1	1	1	1	1	1	1	1	1	1	1	1									1
39C	A	1	1	1	1	1	1	1	1	1	1	1	1									1
39D	A	1	1	1	1	1	1	1	1	1	1	1	1									1
40A	A	1	1	1	1	1	1	1	1	1	1	1	1									1
40B	A	1	1	1	1	1	1	1	1	1	1	1	1									1
510	A	1	1	1	1	1	1	1	1	1	1	1	1									1
520	A	1	1	1	1	1	1	1	1	1	1	1	1									1

IBR Code (NIC Field)	Class Offense	State Code
90A	B	1
90B	B	1
90C	B	1
90D	B	1
90E	B	1
90F	B	1
90H	B	1
90I	B	1
90J	B	1
90X	B	1
90Y	B	1
90Z	B	1



APPENDIX B

Group 'A' Offenses – Crimes against Property, Person or Society:

Crimes Against Property:

- 200 Arson
- 510 Bribery
- 220 Burglary
- 250 Counterfeiting/Forgery
- 290 Destruction of Property/Vandalism
- 270 Embezzlement
- 210 Extortion/Blackmail
- 26A-26E Fraud Offenses
- 23A-23H Larceny Offenses
- 240 Motor Vehicle Theft
- 120 Robbery
- 280 Stolen Property Offense

Crimes Against Person:

- 13A-13C Assault Offenses
- 09A-09C Homicide Offenses
- 100 Kidnapping/Abduction (requires a property record)
- 11A-11D Sex Offenses, Forcible
- 36A-36B Sex Offenses, Non-forcible

Crimes Against Society:

- 35A Drug/Narcotic Offense (requires a property record)
- 35B Drug Equipment Violations (requires a property record)
- 39A-39D Gambling Offenses (requires a property record)
- 370 Pornography/Obscene Material
- 40A-40B Prostitution Offenses
- 510 Weapon Law Violations



Group 'B' Offenses – *Most* states do not collect Incident data for Group 'B' Offenses, only Arrest data. However, if a state does require a Group 'B' Incident to be submitted, you would connect the following Offenses to Victim 'S – Society'.

- 90A Bad Checks
- 90B Curfew/Loitering/Vagrancy Violations
- 90C Disorderly Conduct
- 90D Driving Under the Influence
- 90E Drunkenness
- 90F Family Offenses, Nonviolent
- 90G Liquor Law Violations
- 90H Peeping Tom
- 90I Runaway
- 90J Trespass of Real Property
- 90Z All Other Offenses