# New York State Incident-Based Crime Reporting (NYSIBR): Error Messages & Explanations

**NO.** **ERROR MESSAGE AND EXPLANATION**

**100 Incident not processed due to invalid segment length**

Each segment length is determined by the sum of required characters of each data element in that segment. The number of characters for each data element must be input as per the Data Capture Specifications in the New York State Incident-Based Reporting Reference Manual. If the correct number of characters is not input, and therefore the sum of the characters in the segment is not what is expected, the file will not process.

EXAMPLE: The Administrative Segment includes 11 data elements (Data Elements #1 – 11). The sum of the character requirements of each data element totals to 67. If any data element in the Administrative Segment includes blank data and therefore the sum of the characters does not total to 67, then the incident cannot be processed.

**101 At least one of the fields in a segment did not match the expected data type**

Each data element in a segment must contain the expected characters as per the Data Capture Specifications in the New York State Incident-Based Reporting Reference Manual. If a character, different than what is expected, is input for a data element, then the incident will not process.

EXAMPLE: In the Administrative segment, the coding structure of Data Element #4 – INCIDENT OCCURRENCE TIME is 4 characters using the military time format. If the incident occurred at 4:15 in the afternoon, the INCIDENT OCCURRENCE TIME in the file should be input as "1615". If the INCIDENT OCCURRENCE TIME is input as "16:15" then the incident will not process.

**102 Date must be formatted as YYYYMMDD**

| | | |
|---|---|---|
| YYYY | Four-digit year, e.g., | 2007 |
| MM | Two-digit month, e.g., | 09 |
| DD | Two-digit day, e.g., | 30 |

Thus the date of September 30, 2007, would appear as 20070930.

**104 Month must be in range of 01 to 12**

The number must be a two-digit number representing the month, e.g., 09 = September.

**106 Day of the month must be valid for that month**

As in the old rhyme, "30 days hath September…," September 31 is an error.

**108 IBR MONTH on each segment must be the same as on header segment**

IBR MONTH identifies the monthly data submission expected by DCJS for sequential processing. It is normally the month just completed and is to be submitted within 30 days of month's end. Enter the month being submitted from 01 – 12, e.g., 09 = September.

The header is the required first line of every monthly NYSIBR submission file. It contains all data required to identify the agency and the month that it is submitting. Each incident in the file will contain several segments. The number and type of segments may vary depending on the crime circumstances, but each must start with a subset of the data in the header.

See Transmission Data Element TD#4 IBR MONTH.

**NO. ERROR MESSAGE AND EXPLANATION**

**110 IBR YEAR on each segment must be the same as on header segment**

IBR YEAR identifies the four-digit year (YYYY) corresponding to the IBR MONTH. Enter the correct year of file submission.

The header is the required first line of every monthly NYSIBR submission file. It contains all data required to identify the agency and the month that it is submitting. Each incident in the file will contain several detail segments. The number and type of segments may vary depending on the crime circumstances, but each must start with a subset of the data in the header.

See Transmission Data Elements TD#5 IBR YEAR and TD#4 IBR MONTH.

**112 FILE CREATION DATE must be later than the IBR MONTH submitted**

The NYSIBR monthly file for submission is created by your agency on the FILE CREATION DATE. It must show that it was created at least one day after the end of the month shown in the IBR MONTH which is being submitted to DCJS. Thus, the earliest possible FILE CREATION DATE for a submission file of April, 2008 crime and arrest data is May 1, 2008. The date must be formatted as YYYYMMDD.

| | | |
|---|---|---|
| YYYY | Four-digit year, e.g., | 2008 |
| MM | Two-digit month, e.g., | 05 |
| DD | Two-digit day, e.g. | 01 |

This FILE CREATION DATE of May 1, 2008, would appear as 20080501.

See Transmission Data Elements TD#3 FILE CREATION DATE and TD#4 IBR MONTH.

**114 IBR MONTH on header segment must be in range of 01 to 12**

IBR MONTH identifies the month of the data submitted to DCJS. It is normally the month just completed and is to be submitted within 30 days of month's end. Enter the month being submitted from 01 – 12, e.g., 09 = September.

The header is the required first line of every monthly NYSIBR submission file. It contains all data required to identify the agency and the month that it is submitting.

See Transmission Data Element TD#4 IBR MONTH.

**116 IBR MONTH on header segment must be the next month expected for IBR processing**

IBR MONTH identifies the monthly data submission expected by DCJS for sequential processing. It is normally the month just completed and is to be submitted within 30 days of the new month's end (i.e., the submission file for July is due August 31). Enter the month being submitted from 01 – 12, e.g., 09 is September.

The header is the required first line of every monthly NYSIBR submission file. It contains all data required to identify the agency and the month that it is submitting.

EXAMPLE: The August submission (IBR MONTH is 08) must be sent to DCJS and processed before the September submission (IBR MONTH is 09) can be processed.

See Transmission Data Element TD#4 IBR MONTH.

**NO. ERROR MESSAGE AND EXPLANATION**

**118 IBR YEAR on header segment must be the next year expected for IBR processing**

IBR YEAR identifies the four-digit year (YYYY) corresponding to the IBR MONTH submitted. It must be the year expected by DCJS for sequential processing and is normally the month just completed. It must be submitted within 30 days of the new month's end (e.g., the submission file for July is due August 31).

The header is the required first line of every monthly NYSIBR submission file. It contains all data required to identify the agency and the month that it is submitting.

EXAMPLE: The December 2007 submission (IBR MONTH is 12 and IBR YEAR is 2007) must be sent to DCJS and processed before the January 2008 (IBR MONTH is 01 and IBR YEAR is 2008) submission can be processed.

See Transmission Data Element TD#5 IBR YEAR.

**120 FILE CREATION DATE must be a valid date and format**

FILE CREATION DATE is the date that the NYSIBR monthly file for submission was created by your agency. It must be a valid calendar date and correctly formatted as YYYYMMDD.

| | |
|---|---|
| YYYY | Four-digit year, e.g., 2007 |
| MM | Two-digit month, e.g., 09 |
| DD | Two-digit day, e.g., 30 |

This FILE CREATION DATE of September 30, 2007, would appear as 20070930.

See Transmission Data Element TD#3 FILE CREATION DATE.

**122 ORI NUMBER must be a valid ORI NUMBER on DCJS IBR Agency File**

Enter the 9-character NCIC Originating Agency Identifier (ORI) Number which has been assigned to your agency. It must be a currently active ORI NUMBER in the DCJS file of NYSIBR agencies.

See Data Element #1 ORI NUMBER.

**124 Header segment must be the first record on submission file**

The header is the required first line of every monthly NYSIBR submission file. It contains all data required to identify the agency and the month that it is submitting. It must be the first record read by the DCJS computer program.

See Transmission Data Elements TD#1 SEGTYPE and TD#2 SEGACT. The Header appears at the beginning of each.

**126 Header segment appears out of sequence; it must be the first record on file or immediately follow a trailer segment**

The header is the required first line of every monthly NYSIBR submission file. It contains all data required to identify the agency and the month that it is submitting. A trailer segment is the required final line of a submission file. If a header segment appears after a trailer segment, it must be for the next IBR MONTH expected by DCJS for sequential processing after the trailer month. Normally each month's data must be submitted within 30 days of month's end.

As the required final line of every monthly NYSIBR submission file, the trailer segment signifies the end of the file and contains all data required to determine if there was any data transmission problem.

See Transmission Data Elements TD#1 SEGTYPE and TD#2 SEGACT.

**NO. ERROR MESSAGE AND EXPLANATION**

**128 Trailer segment must be the last record on submission file**

The trailer is the required final line of every monthly NYSIBR submission file. It signifies the end of the file and contains all data required to determine if there was any data transmission problem.

See Transmission Data Elements TD#1 SEGTYPE and TD#2 SEGACT.

**130 Trailer segment appears out of sequence; it must be the last record on submission file**

The trailer is the required final line of every monthly NYSIBR submission file. It signifies the end of the file and contains all data required to determine if there was any data transmission problem. It may immediately follow a header segment or a detail segment type 1 through 8. It may not follow another trailer.

See Transmission Data Elements TD#1 SEGTYPE and TD#2 SEGACT.

**132 RECORD COUNT on trailer must match the count calculated by DCJS upon receipt of file**

RECORD COUNT is the number of segments transmitted in an agency's monthly data submission. It does not count header or trailer segments. Instead it counts only the number of detail records (segments 1 - 8) of a data submission. Each incident following the header in the file contains several detail segments which vary depending on the crime circumstances.

The RECORD COUNT, first calculated by the contributing agency for transmission, is re-calculated by DCJS software upon receipt of the file. Any difference between the two totals indicates a data transmission problem and results in DCJS rejection of the submission file.

See Transmission Data Element TD#8 RECORD COUNT.

**134 HASH TOTAL (computer calculation) on trailer record implies data is missing or corrupted**

HASH TOTAL is calculated by adding together the values of each detail segment contained in an agency's monthly data submission. The header and trailer segments are not included in this addition. Hash looks within the detail records and adds up the number of offenses, number of victims, number of weapons, etc. contained in them.

Hash is first calculated by the contributing agency for transmission and is re-calculated by DCJS software upon receipt. Any difference indicates a data transmission problem, and the file is rejected. The same total on both ends indicates that DCJS received the complete file sent by the agency.

See Transmission Data Element TD#9 HASH TOTAL.

**136 ORI NUMBER on each segment must be the same as on header segment**

ORI NUMBER must be the 9- character NCIC Originating Agency Identifier (ORI) Number which has been assigned to your agency. It must also be a currently active ORI NUMBER in the DCJS file of NYSIBR agencies.

The header is the required first line of every monthly NYSIBR submission file. It contains all data required to identify the agency and the month that it is submitting. Every file segment must contain exactly the same ORI NUMBER.

See Data Element #1 ORI NUMBER.

**NO. ERROR MESSAGE AND EXPLANATION**

**138 INCIDENT/COMPLAINT NUMBER must be left justified**

INCIDENT/COMPLAINT NUMBER is your agency-defined number, up to 12 characters, which uniquely identifies each reported incident.

See Data Element #2 INCIDENT/COMPLAINT NUMBER.

**140 INCIDENT/COMPLAINT NUMBER cannot be blank or have embedded blanks**

INCIDENT/COMPLAINT NUMBER is your agency-defined number, up to 12 characters, which uniquely identifies each reported incident. Each incident must be assigned a unique number using the agency's numbering system. Within that system, no blanks are allowed.

See Data Element #2 INCIDENT/COMPLAINT NUMBER.

**142 Use allowed characters for INCIDENT/COMPLAINT NUMBER: A-Z, 0-9, hyphens, blank right-fill**

INCIDENT/COMPLAINT NUMBER is the local agency-defined number, up to 12 characters, which uniquely identifies each reported incident. Valid character combinations include letters A-Z, numbers 0-9, hyphen, and/or blank right-fill. While incident numbers with blanks in the middle are rejected, incident numbers with blanks to the right following the last number or letter are valid.

See Data Element #2 INCIDENT/COMPLAINT NUMBER.

**144 INCIDENT OCCURRENCE DATE must be formatted as YYYYMMDD**

INCIDENT OCCURRENCE DATE is the year, month, and day when the incident occurred or the beginning of the time period in which it started (when appropriate). It may occasionally be entered as Not Reported or Unknown; but whenever known, it must be entered as a valid calendar date and correctly formatted as YYYYMMDD.

| | | |
|---|---|---|
| YYYY | Four-digit year, e.g., | 2007 |
| MM | Two-digit month, e.g., | 09 |
| DD | Two-digit day, e.g., | 25 |

This INCIDENT OCCURRENCE DATE of September 25, 2007, would appear as 20070925.

See Data Element #3, INCIDENT OCCURRENCE DATE.

**150 INCIDENT OCCURRENCE DATE must be prior to the FILE CREATION DATE**

INCIDENT OCCURRENCE DATE is the year, month, and day when the incident occurred or the beginning of the time period in which it started (when appropriate). It may occasionally be entered as Not Reported or Unknown; but whenever known, it must be entered as a valid calendar date and correctly formatted as YYYYMMD.

FILE CREATION DATE is the date that the NYSIBR monthly file was created by your agency for submission to DCJS. It must show that the file was created at least one day after the end of the month shown in IBR MONTH which is being submitted to DCJS. It must be a valid calendar date and correctly formatted as YYYYMMDD.

EXAMPLE: The submission file for March must contain no incident dates after March 31. It must be created on April 1 or thereafter.

See Data Element #3 INCIDENT OCCURRENCE DATE, and Transmission Data Element TD#3 FILE CREATION DATE.

**NO. ERROR MESSAGE AND EXPLANATION**

**152 INCIDENT OCCURRENCE TIME must be stated as military time**

INCIDENT OCCURRENCE TIME is the time when the incident started. If known, it must be entered as a valid military time (24-hour clock) in HHMM format. Hours (HH) range from 00 to 23, and minutes (MM) range from 00 to 59. Midnight is 0000, and there is no 2400. INCIDENT OCCURRENCE TIME may occasionally be entered as Not Applicable, Not Reported, or Unknown.

See Data Element #4 INCIDENT OCCURRENCE TIME.

**153 INCIDENT REPORT DATE must be formatted as YYYYMMDD**

INCIDENT REPORT DATE is the date on which the incident was reported to police. In most cases this will be the same as the INCIDENT OCCURRENCE DATE. If the incident occurred over several days, the INCIDENT REPORT DATE will serve as a delimiter for the end of the incident. It must be entered as a valid calendar date and correctly formatted as YYYYMMDD.

| | | |
|---|---|---|
| YYYY | Four-digit year, e.g., | 2007 |
| MM | Two-digit month, e.g., | 10 |
| DD | Two-digit day, e.g., | 31 |

This INCIDENT REPORT DATE of October 31, 2007, would appear as 20071031.

See Data Element #5 INCIDENT REPORT DATE.

**154 Unless incident is a Time Window, year of INCIDENT REPORT DATE must be 1991 or later**

INCIDENT REPORT DATE is the date on which the incident was reported to police.

The INCIDENT REPORT DATE of an active incident must be on or after the start-up date for the State NYSIBR program. The only way that NYSIBR can process an incident that occurred prior to 1991 is if the local agency submits it as a Time Window or an update to an existing Time window.

Time Window is considered an inactive incident by NYSIBR. Only limited data is accepted, and only the following segments are allowed: Exceptional Clearance Only, Recovered Property Only, Arrest Only, Exceptional Clearance with Recovered Property, or Arrest with Recovered Property.

See Data Element #5 INCIDENT REPORT DATE, and Transmission Data Elements TD#2 SEGACT and TD#6 TIME WINDOW TYPE.

**156 INCIDENT REPORT DATE must be on or after IBR start-up date for IBR submission by the agency**

INCIDENT REPORT DATE is the date on which an incident was reported to police. All active incidents must have an INCIDENT REPORT DATE on or after the start-up date for IBR submission by the local agency. (Prior incidents were reported through UCR Summary reporting.) INCIDENT REPORT DATE must be entered as a valid calendar date and correctly formatted as YYYYMMDD.

| | | |
|---|---|---|
| YYYY | Four-digit year, e.g., | 2007 |
| MM | Two-digit month, e.g., | 03 |
| DD | Two-digit day, e.g., | 15 |

This INCIDENT REPORT DATE of March 15, 2007, would appear as 20070315. It would be valid for an agency whose IBR start-up date was on or before March 1, 2007 (IBR start-up is always the first of its month).

See Data Element #5 INCIDENT REPORT DATE.

**NO. ERROR MESSAGE AND EXPLANATION**

**158 INCIDENT REPORT DATE must be prior to the FILE CREATION DATE**

The INCIDENT REPORT DATE is the date on which the incident was reported to police.

The FILE CREATION DATE is the date that the monthly submission file was created by the local agency. It must show that it was created at least one day after the end of the IBR MONTH which is being submitted to DCJS. Therefore, a submission file created on May 1st must contain no incidents reported to police after April 30.

See Data Element #5 INCIDENT REPORT DATE and Transmission Data Element TD# 3 FILE CREATION DATE.

**160 INCIDENT REPORT DATE must be on or after INCIDENT OCCURRENCE DATE**

The INCIDENT REPORT DATE is the date on which the incident was reported to police.

The INCIDENT OCCURRENCE DATE is date on which the incident occurred, or the beginning of the time period in which it started (when appropriate).

See Data Elements #3 INCIDENT OCCURRENCE DATE and #5 INCIDENT REPORT DATE.

**162 INCIDENT TIME REPORTED must be stated as military time**

INCIDENT TIME REPORTED is the time when the incident was reported to police. If known, it must be entered as a valid military time (24-hour clock) in HHMM format. Hours (HH) range from 00 to 23, and minutes (MM) range from 00 to 59. Midnight is 0000, and there is no 2400. INCIDENT TIME REPORTED may occasionally be entered as Not Applicable, Not Reported, or Unknown.

See Data Element #6 INCIDENT TIME REPORTED.

**164 Enter a valid case status to indicate INCIDENT CASE STATUS**

INCIDENT CASE STATUS field must contain a NYSIBR case status as of the end of the report month.

See Data Element #7 INCIDENT CASE STATUS.

**166 INCIDENT EXCEPTIONAL CLEARANCE DATE requires a clearance by exceptional means in INCIDENT CASE STATUS**

The INCIDENT EXCEPTIONAL CLEARANCE DATE is the date on which an incident was cleared by exceptional means. It must be a valid calendar date and correctly formatted as YYYYMMDD.

The corresponding INCIDENT CASE STATUS field must contain a matching status that reflects a clearance by exceptional means.

If a subsequent arrest update changes the case status from an exceptional clearance to an arrest clearance, the INCIDENT EXCEPTIONAL CLEARANCE DATE must also be updated to Not Applicable.

See Data Elements #7 INCIDENT CASE STATUS and #8 INCIDENT EXCEPTIONAL CLEARANCE DATE.

**NO. ERROR MESSAGE AND EXPLANATION**

**168 INCIDENT EXCEPTIONAL CLEARANCE DATE of Not Applicable requires a clearance by other than exceptional means in INCIDENT CASE STATUS**

The INCIDENT EXCEPTIONAL CLEARANCE DATE is the date an incident was cleared by exceptional means. If the field is Not Applicable, the corresponding INCIDENT CASE STATUS field must contain one of the non-exceptional case status choices (adult arrest, investigation pending, etc.).

If a subsequent update changes the case status to an exceptional clearance, the INCIDENT EXCEPTIONAL CLEARANCE DATE must also be updated to a valid calendar date and correctly formatted as YYYYMMDD.

See Data Elements #7 INCIDENT CASE STATUS and #8 INCIDENT EXCEPTIONAL CLEARANCE DATE.

**170 INCIDENT EXCEPTIONAL CLEARANCE DATE must be a valid date or Not Applicable**

The INCIDENT EXCEPTIONAL CLEARANCE DATE is the date on which an incident was cleared by exceptional means. If the incident was not cleared by exceptional means, enter Not Applicable. If a date is entered, it must be a valid calendar date and correctly formatted as YYYYMMDD.

| | | |
|---|---|---|
| YYYY | Four-digit year, e.g., | 2007 |
| MM | Two-digit month, e.g., | 04 |
| DD | Two-digit day, e.g., | 02 |

This INCIDENT EXCEPTIONAL CLEARANCE DATE of April 2, 2007, would appear as 20070402.

See Data Element #8 INCIDENT EXCEPTIONAL CLEARANCE DATE.

**172 INCIDENT EXCEPTIONAL CLEARANCE DATE must be on or after IBR start-up date**

The INCIDENT EXCEPTIONAL CLEARANCE DATE is the date on which an incident was cleared by exceptional means. It must be on or after the start-up date for IBR submission by the local agency. It must be entered as a valid calendar date and correctly formatted as YYYYMMDD.

See Data Element #8 INCIDENT EXCEPTIONAL CLEARANCE DATE.

**174 INCIDENT EXCEPTIONAL CLEARANCE DATE must be prior to FILE CREATION DATE**

INCIDENT EXCEPTIONAL CLEARANCE DATE is the date on which an incident was cleared by exceptional means. If applicable, it must be entered as a valid calendar date and correctly formatted as YYYYMMDD.

The FILE CREATION DATE is the date that the monthly submission file was created by the local agency. It must show that the file was created at least one day after the end of the IBR MONTH which is being submitted to DCJS. It must be a valid calendar date and correctly formatted as YYYYMMDD.

See Data Element #8 INCIDENT EXCEPTIONAL CLEARANCE DATE and Transmission Data Element TD#3 FILE CREATION DATE.

**NO. ERROR MESSAGE AND EXPLANATION**

**176 INCIDENT EXCEPTIONAL CLEARANCE DATE must be on or after INCIDENT OCCURRENCE DATE**

The INCIDENT EXCEPTIONAL CLEARANCE DATE is the date on which an incident was cleared by exceptional means. If INCIDENT OCCURRENCE DATE is known, it must be on or after the INCIDENT OCCURRENCE DATE.

The INCIDENT OCCURRENCE DATE is the year, month and day when the incident occurred or the beginning of the time period in which it started (when appropriate). It may occasionally be entered as Not Reported or Unknown but whenever known it must be a valid calendar date and correctly formatted as YYYYMMDD.

See Data Elements #3 INCIDENT OCCURRENCE DATE and #8 INCIDENT EXCEPTIONAL CLEARANCE DATE.

**178 LOCATION CODE OF INCIDENT must contain a valid City-Town-Village (CTV) code**

Use the correct DCJS CTV code for the location where the incident occurred. Agencies have the option of further delineating location by using Data Element #10 STATION/DIVISION/PRECINCT IDENTIFIER.

See Data Element #9 LOCATION CODE OF INCIDENT.

**179 LOCATION CODE OF INCIDENT Not Valid for this Agency ORI**

This CTV county code is not in jurisdiction of this agency. Use the correct DCJS CTV code for the NYS location where the incident occurred. This error is only reported for ORI "NY0049000", "NY0139000", "NY0229000", "NY0303100", "NY0308300", "NY0319000", "NY0339000", "NY0439000", "NY0452900", "NY0519000", "NY0549000", "NY0609000" .

See Data Element #9 LOCATION CODE OF INCIDENT

**180 STATION/DIVISION/PRECINCT IDENTIFIER must be left justified and contain no internal blanks**

STATION/DIVISION/PRECINCT IDENTIFIER is an optional field. It is locally defined and may contain up to 6 alpha or numeric characters to specify the station, division, or precinct where the incident occurred. If fewer than 6 characters, it must be left justified. Otherwise it must contain 777777 to represent Not Applicable.

See Data Elements #10 STATION/DIVISION/PRECINCT IDENTIFIER.

**182 BIAS CRIME TYPE must show a valid bias motivation**

A bias crime or hate crime incident is an offense or unlawful act, which is or appears to be motivated primarily by offender hatred for the race, ethnicity/national origin, religion, or sexual orientation of the victim or institutional target. Enter the most descriptive BIAS CRIME TYPE for the incident. If no bias was involved, No Bias/Not Applicable should be reported. While Not Reported by Agency and Motivation of Perpetrator(s) Unknown are also valid, use of those choices must be minimized.

See Data Element #11 BIAS CRIME TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**184 OFFENSE NUMBER must be in range of 01 to 75**

The local agency computer should assign an OFFENSE NUMBER for each offense within an incident. The number is used later in Data Element #39 VICTIM/OFFENSE LINK to link offenses to victims. It begins the Offense Segment for each incident, which contains Data Elements #12 through #21 for every offense involved. Each offense must have a number in the range of 01 to 75 that is internally unique within the incident.

EXAMPLE: If an incident involved both a homicide and a burglary, two Offense Segments would be required. The Offense Segment for the homicide would begin with Offense Number 01 entered in Data Element #12. The Offense Segment for the burglary would begin with 02 entered in Data Element #12, as it was the second offense reported for the incident.

See Data Element #12 OFFENSE NUMBER.

**186 INCIDENT/COMPLAINT OFFENSE must be a valid NYS Law**

Make sure the correct citation is entered and that you have the latest coded law file. Local agencies are responsible for maintaining their copy of the NYS Coded Law Files.

It is available on the DCJS website at: http://www.criminaljustice.state.ny.us/crimnet/clf/oracle/oracle.htm. If there is difficulty with downloading an updated Coded Law File, call the DCJS Customer Contact Center, 1-800-262-3257.

The first 21 characters of Data Element #13 INCIDENT/COMPLAINT OFFENSE must be an *exact match* with the DCJS Coded Law File. (The only exception is Justifiable Homicide, for which there is no criminal-law citation. Use the substitute "citation" of PL 35.30 for Justifiable Homicide.)

DCJS checks the validity of the NYS laws cited in INCIDENT/COMPLAINT OFFENSE fields in the submission file and converts the citations to the Offense IBR Codes defined by the FBI for the National Incident-Based Reporting System (NIBRS).

See Data Element #13 INCIDENT/COMPLAINT OFFENSE.

**188 INCIDENT/COMPLAINT OFFENSE requires a Completed or Attempted indicator**

The 22nd and final character of the INCIDENT/COMPLAINT OFFENSE is the Attempt Indicator. It must be filled with either a C (meaning that the offense entered in the first 21 characters was Completed) or an A (signifying that the offense was Attempted but not completed). Most agencies' incident reports show this as a separate field on both paper forms and computer screens.

See Data Element #13 INCIDENT/COMPLAINT OFFENSE.

**190 INCIDENT LARCENY TYPE must contain a valid larceny type**

If a larceny offense is being reported, the INCIDENT LARCENY TYPE field must contain a matching NYSIBR larceny type selection. Offense-specific coding is necessary to delineate the type of larceny, which cannot be determined using the NYS Penal Law.

If no larceny was involved, check that the correct offense was reported and use Not Applicable in this field. While Not Reported and Unknown are also valid, use of those choices should be minimized.

See Data Element #14 INCIDENT LARCENY TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**192 INCIDENT LARCENY TYPE requires a larceny offense in INCIDENT/COMPLAINT OFFENSE**

If the INCIDENT LARCENY TYPE field contains a valid larceny type selection, the corresponding INCIDENT/COMPLAINT OFFENSE field must contain a matching larceny offense citation.

If no larceny was involved, check that the correct offense was reported and change the larceny type to Not Applicable. Use of Not Reported and Unknown for larceny type should be minimized.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #14 INCIDENT LARCENY TYPE.

**194 INCIDENT/COMPLAINT OFFENSE is a larceny and requires a valid INCIDENT LARCENY TYPE**

If the INCIDENT/COMPLAINT OFFENSE field contains the correct NYS law citation and it is a larceny, the corresponding INCIDENT LARCENY TYPE field must contain a matching valid larceny type. Not Applicable may not be used. Use of Not Reported and Unknown for larceny type should be avoided.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #14 INCIDENT LARCENY TYPE.

**196 INCIDENT LOCATION TYPE must use a valid location type**

INCIDENT LOCATION TYPE requires the selection of the most descriptive location type for the incident from the valid NYSIBR choices. Enter only one location for each offense. Select the most specific location code possible. While Not Reported and Unknown are also valid for location type, use of those choices should be avoided.

EXAMPLE: An assault started in a bar, continued into an adjoining parking lot, and ended in the street. Because the bar was the location where the offense originated and best describes the circumstances of the crime, “Bar” should be entered.

See Data Element #15 INCIDENT LOCATION TYPE.

**198 WEAPON/FORCE in the first occurrence must contain a valid weapon or force**

If the INCIDENT/COMPLAINT OFFENSE includes the use of a weapon or force, the corresponding WEAPON/FORCE field must contain at least one valid weapon or force.

WEAPON/FORCE requires the selection of the most descriptive weapon or use of force for the offense from the valid NYSIBR choices. You may enter up to three choices (occurrences) for each offense reported. Select the most specific choices possible.

Not Applicable may be used in the first occurrence only if the offense does not require a weapon or force. While Not Reported and Unknown may be entered for the first occurrence, use of them should be avoided. The correct weapon/force type should be determined and reported if at all possible.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #16 WEAPON/FORCE.

**200 WEAPON/FORCE in the second or third occurrence must use a valid weapon or force**

If the INCIDENT/COMPLAINT OFFENSE includes the use of a weapon or force, the corresponding WEAPON/FORCE field must contain at least one valid weapon or force.

Select the most descriptive weapon or use of force for the offense from the valid NYSIBR choices. You may enter up to three choices (occurrences) for each offense reported. Select the most specific choices possible. The second and third occurrences must be either an additional weapon or use of force, or Not Applicable. Not Reported and Unknown may not be used for second and third occurrences.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #16 WEAPON/FORCE.

**NO. ERROR MESSAGE AND EXPLANATION**

**202 If the incident contains more than one WEAPON/FORCE, enter only one weapon of each type**

If the INCIDENT/COMPLAINT OFFENSE includes the use of a weapon or force, the corresponding WEAPON/FORCE field must contain at least one valid weapon or force.

Select the weapon or use of force for the offense from the valid NYSIBR choices. You may enter up to three choices (occurrences) for each offense reported. Select the most specific choices possible.

WEAPON/FORCE collects information on *types* of weapons, not counts of weapons. If more than one weapon or use of force is entered, there must be no duplicate types.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #16 WEAPON/FORCE.

**204 If a WEAPON/FORCE occurrence is Not Applicable, Not Reported, or Unknown, the successive occurrences must be Not Applicable**

If the INCIDENT/COMPLAINT OFFENSE includes the use of weapon or force, the corresponding WEAPON/FORCE field must contain at least one valid weapon or force.

Select the weapon or use of force for the offense from the valid NYSIBR choices. You may enter up to three choices (occurrences) for each offense; but if the second or third choice is a selected weapon or force, the one(s) before it must be a weapon or force also.

On the other hand, if Not Applicable, Not Reported, or Unknown is entered, all succeeding occurrences must be Not Applicable. The incident will be rejected if a weapon or force is entered second or third and Not Applicable is entered before it.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #16 WEAPON/FORCE.

**206 WEAPON/FORCE is required in first occurrence for person crimes, robbery, extortion, and weapons offenses**

If the INCIDENT/COMPLAINT OFFENSE contains a person crime, robbery, extortion, or weapons law violation, the corresponding WEAPON/FORCE field must contain at least one valid weapon or force. Not Applicable may not be used in the first occurrence.

Select the weapon or use of force for the offense from the valid NYSIBR choices. You may enter up to three choices (occurrences) for each offense reported. Select the most specific choices possible.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #16 WEAPON/FORCE.

**208 Simple Assault requires non-lethal weapon in WEAPON/FORCE**

If the INCIDENT/COMPLAINT OFFENSE is a Simple Assault, the corresponding WEAPON/FORCE field must contain at least one non-lethal weapon or force. Not Applicable may not be used in the first occurrence. While Not Reported and Unknown may be entered for the first occurrence, use of them should be avoided. The correct weapon or force type should be determined and reported if at all possible.

Select the weapon or use of force for the offense from the valid NYSIBR choices. You may enter up to three choices (occurrences) for each offense reported. Select the most specific choices possible.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #16 WEAPON/FORCE.

**NO. ERROR MESSAGE AND EXPLANATION**

**209 Simple Assault requires non-lethal weapons in multiple occurrences of WEAPON/FORCE**

If the INCIDENT/COMPLAINT OFFENSE is a Simple Assault, the corresponding WEAPON/FORCE field must contain at least one non-lethal weapon or force. Not Applicable may be used in the second or third occurrence if no other weapon is specified in a subsequent occurrence.

Select the weapon or use of force for the offense from the valid NYSIBR choices. You may enter up to three choices (occurrences) for each offense reported. Select the most specific choices possible.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #16 WEAPON/FORCE.

**210 NUMBER OF PREMISES ENTERED (BURGLARY) must be 00 – 99**

Use the NUMBER OF PREMISES ENTERED (BURGLARY) field only when the offense is a burglary of a hotel or rental storage facility in which the Hotel Rule is applicable. The total number (in the range of 01 to 99) of individual rooms, units, suites, storage compartments, etc., involved must be reported. Enter 00 if Not Applicable, such as in the case of burglary of a single premises (house, church, shop, warehouse, and so forth).

The Hotel Rule states: If a number of dwelling units under a single manager are burglarized and the offenses are most likely to be reported to the police by the manager rather than the individual tenants, the burglary should be scored as one offense. In NYSIBR, the Hotel Rule has been expanded to include rental storage facilities such as Mini-Storage and Self-Storage buildings. While the burglary of a multi-unit facility is one offense, NYSIBR wants the number of individual units entered illegally to be counted as well.

EXAMPLE: A hotel is burglarized and 10 rooms were broken into during the incident. Enter 10 in NUMBER OF PREMISES ENTERED (BURGLARY).

See Data Element #17 NUMBER OF PREMISES ENTERED (BURGLARY).

**212 NUMBER OF PREMISES ENTERED (BURGLARY) applies only to Burglary/Breaking and Entering**

If the INCIDENT/COMPLAINT OFFENSE is not a Burglary/Breaking and Entering offense, the corresponding NUMBER OF PREMISES ENTERED (BURGLARY) must be Not Applicable.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #17 NUMBER OF PREMISES ENTERED (BURGLARY).

**214 NUMBER OF PREMISES ENTERED (BURGLARY) cannot be zero for Burglary of Hotel/Rental Storage Area**

If the INCIDENT/COMPLAINT OFFENSE is a Burglary/Breaking and Entering offense and the INCIDENT LOCATION TYPE is either a Hotel/Motel or a Rental Storage Facility, the corresponding NUMBER OF PREMISES ENTERED (BURGLARY) must be in the range of 01 to 99. It may not be 00.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE, #15 INCIDENT LOCATION TYPE, and #17 NUMBER OF PREMISES ENTERED (BURGLARY).

**NO. ERROR MESSAGE AND EXPLANATION**

**216 METHOD OF ENTRY (BURGLARY) must be Force, No Force, or Not Applicable**

A forced entry occurs when force of any degree, a mechanical contrivance of any kind (including a passkey or skeleton key), or concealment is used to enter a building or other structure unlawfully.

An unforced entry occurs when the unlawful entry was achieved without force through an unlocked door or window. If both forced and unforced entries were involved in the crime, the entry should be reported as having been accomplished through force.

EXAMPLE 1: Investigation of a burglary complaint disclosed that the offenders entered the building through an unlocked street door and then forced a locked door to an office and stole a computer. Since one door was forced, Force should be entered.

EXAMPLE 2: Some teenagers entered an unlocked garage and stole a bicycle and some power tools. The entry should be No Force since the garage door was unlocked and no force was used to enter.

See Data Element #18 METHOD OF ENTRY (BURGLARY).

**218 METHOD OF ENTRY (BURGLARY) applies only to Burglary/Breaking and Entering**

If the INCIDENT/COMPLAINT OFFENSE CODE field does not contain a Burglary/Breaking and Entering offense, the corresponding METHOD OF ENTRY (BURGLARY) must be Not Applicable.

See Data Element #18 METHOD OF ENTRY (BURGLARY).

**220 METHOD OF ENTRY (BURGLARY) is required for Burglary/Breaking and Entering**

If the INCIDENT/COMPLAINT OFFENSE contains a Burglary/Breaking and Entering offense, the corresponding METHOD OF ENTRY (BURGLARY) must be either Force or No Force. Not Applicable may not be used.

See Data Element #18 METHOD OF ENTRY (BURGLARY).

**222 ASSAULT/HOMICIDE CIRCUMSTANCES must include a valid circumstance or Not Applicable**

For each Assault, Murder or Non-Negligent Manslaughter Offense reported, up to two choices may be entered in the ASSAULT/HOMICIDE CIRCUMSTANCES field. While Other Circumstances and Unknown Circumstances may be entered, use of them should be avoided. The actual circumstance should be determined and reported if at all possible.

For each *Negligent* Manslaughter Offense entered, only one of the Negligent Manslaughter circumstances may be entered. The second occurrence must be Not Applicable.

If no assaultive or homicide offenses were involved in the incident reported, enter Not Applicable in both occurrences.

EXAMPLE: Two rival juvenile gangs fight over a disputed drug territory and one gang member is killed. Possible entries are Argument, Dispute Among Drug Dealers, and Juvenile Gang. While all three would apply, there is a limit of two entries. Therefore, the most descriptive circumstances (as determined by the reporting agency) should be used. In this case, the reporting agency entered Dispute Among Drug Dealers and Juvenile Gang.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**NO. ERROR MESSAGE AND EXPLANATION**

**224 For a Simple Assault, Murder/Non-Negligent Manslaughter, or Justifiable Homicide, the first occurrence for ASSAULT/HOMICIDE CIRCUMSTANCES must not be Negligent or Not Applicable**

For each Simple Assault, Murder/Non-Negligent Manslaughter Offense reported, at least one circumstance must be entered in the ASSAULT/HOMICIDE CIRCUMSTANCES field. While Other Circumstances and Unknown Circumstances may be entered, use of them should be avoided. The actual circumstance should be determined and reported if at all possible.

None of the Negligent Manslaughter circumstances may be used.

Not Applicable may be used only in the second occurrence.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**226 For a Simple Assault, Murder/Non-Negligent Manslaughter, or Justifiable Homicide, the second occurrence ASSAULT/HOMICIDE CIRCUMSTANCES must not be Negligent**

For each Simple Assault, Murder/Non-Negligent Manslaughter Offense reported, up to two circumstances may be entered in the ASSAULT/HOMICIDE CIRCUMSTANCES field. While Other Circumstances and Unknown Circumstances may be entered, use of them should be avoided. The actual circumstance should be determined and reported if at all possible.

None of the Negligent Manslaughter choices may be used in either circumstance.

Not Applicable may be used only in the second occurrence.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**228 For an Aggravated Assault, the first occurrence in ASSAULT/HOMICIDE CIRCUMSTANCES must be other than Mercy Killing, Negligence, or Not Applicable**

For each Aggravated Assault reported, at least one circumstance from the NYSIBR choices (with the exception of Mercy Killing) must be entered in the ASSAULT/HOMICIDE CIRCUMSTANCES field. While Other Circumstances and Unknown Circumstances may be entered, use of them should be avoided. The actual circumstance should be determined and reported if at all possible.

None of the Negligent Manslaughter circumstances may be used.

Not Applicable may be used only in the second occurrence.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**230 For an Aggravated Assault, the second occurrence in ASSAULT/HOMICIDE CIRCUMSTANCES must be other than Mercy Killing or Not Applicable**

For each Aggravated Assault reported, at least one circumstance from the NYSIBR choices (with the exception of Mercy Killing) must be entered in the ASSAULT/HOMICIDE CIRCUMSTANCES field. While Other Circumstances and Unknown Circumstances may be entered, use of them should be avoided. The actual circumstance should be determined and reported if at all possible.

None of the Negligent Manslaughter circumstances may be used.

Not Applicable may be used only in the second occurrence.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**NO. ERROR MESSAGE AND EXPLANATION**

**232 A Negligent Manslaughter requires that the first occurrence in ASSAULT/HOMICIDE CIRCUMSTANCES be a specific Negligent Manslaughter circumstance**

For each Negligent Manslaughter reported, one circumstance must be entered in the ASSAULT/HOMICIDE CIRCUMSTANCES field. Any of the six valid Negligent Manslaughter circumstances may be used.

Not Applicable may not be used in the first occurrence.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**234 A Negligent Manslaughter requires that the second occurrence in ASSAULT/HOMICIDE CIRCUMSTANCES be Not Applicable**

For each Negligent Manslaughter reported, one of the six valid circumstances must be entered in the first occurrence of the ASSAULT/HOMICIDE CIRCUMSTANCES field.

Not Applicable must be used in the second occurrence.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**236 Duplicate ASSAULT/HOMICIDE CIRCUMSTANCES are not allowed**

There may be more than one occurrence of a valid NYSIBR circumstance entered in the ASSAULT/HOMICIDE CIRCUMSTANCES field, but there cannot be any duplicates. While Other Circumstances and Unknown Circumstances may be entered, use of them should be avoided. The actual circumstance should be determined and reported if at all possible.

If no assaultive or homicide offenses were involved in the incident reported, enter Not Applicable in both occurrences. This is the only duplicate choice allowed and may be used only when appropriate for the offense entered in the INCIDENT/COMPLAINT OFFENSE field.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**238 If the first occurrence of ASSAULT/HOMICIDE CIRCUMSTANCES is Unknown Circumstances, the second occurrence must be Not Applicable**

For each Assault, Murder, or Non-Negligent Manslaughter Offense reported, up to two circumstances may be entered in the INCIDENT/COMPLAINT OFFENSE field. While Other Circumstances and Unknown Circumstances may be entered in the first occurrence, use of them should be avoided. The actual circumstance should be determined and reported if at all possible. If Unknown Circumstances must be entered in the first occurrence, the only valid choice for the second occurrence is Not Applicable.

See #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**240 If the first occurrence of ASSAULT/HOMICIDE CIRCUMSTANCES is Not Applicable, the second occurrence must be Not Applicable**

For each Assault, Murder/Non-Negligent Manslaughter, or Negligent Manslaughter Offense reported, at least one circumstance from the NYSIBR choices must be entered in the first occurrence of the ASSAULT/HOMICIDE CIRCUMSTANCES field. The actual circumstance should be determined and reported if at all possible. Once Not Applicable is entered in the first occurrence, the only valid choice for the second occurrence is Not Applicable.

If no assaultive or homicide offenses were involved in the incident reported, enter Not Applicable in both occurrences.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**NO. ERROR MESSAGE AND EXPLANATION**

**242 For a Justifiable Homicide, enter a specific JUSTIFIABLE HOMICIDE CIRCUMSTANCES choice**

If a Justifiable Homicide occurs in the context of a criminal incident, it is to be reported as an additional offense in the INCIDENT/COMPLAINT OFFENSE field. Since there is no Penal Law citation for Justifiable Homicide, the substitute "citation" of PL 35.30 is used. DCJS converts the citation to the Offense IBR Code of "09C, Justifiable Homicide" for reporting to the FBI.

Enter only one circumstance per Justifiable Homicide offense. Not Applicable may not be used in the first occurrence but must be entered in the second occurrence.

EXAMPLE: In resisting arrest, a fugitive pulled a gun and fired two times in the direction of two police officers who were attempting to take him into custody. Neither officer was hit, but both drew their weapons and returned fire, killing the fugitive. The possible entries are: Criminal Attacked Police Officer and That Officer Killed Criminal; Criminal Attacked Police Officer and Criminal Killed by Another Police Officer; and Criminal Resisted Arrest (Killed by Police Officer). As only one code can be entered, the most descriptive code (as determined by the reporting agency) should be used. In this case, the reporting agency entered Criminal Attacked Police Officer and That Officer Killed Criminal.

See Data Element #20 JUSTIFIABLE HOMICIDE CIRCUMSTANCES.

**244 If the incident contains no Justifiable Homicide, enter Not Applicable in both occurrences of JUSTIFIABLE HOMICIDE CIRCUMSTANCES**

If the INCIDENT/COMPLAINT OFFENSE contains no Justifiable Homicide offense, the corresponding JUSTIFIABLE HOMICIDE CIRCUMSTANCES field must contain Not Applicable in both the first and second occurrences.

See Data Element #20 JUSTIFIABLE HOMICIDE CIRCUMSTANCES.

**246 Use a valid OFFENDER USED COMPUTER choice**

The OFFENDER USED COMPUTER field requires the selection of either Computer Not Used to Commit Offense *or* Offender Used Computer to Commit Offense for the corresponding INCIDENT/COMPLAINT OFFENSE field. Enter only one of them for each offense; the Computer Used choice would indicate that a computer was a tool in commission of the crime. While Not Reported is also valid for this field, use of that choice should be avoided if possible. The correct choice should be determined and reported. Not Applicable must be entered in the second occurrence.

EXAMPLE: A private residence was burglarized and a personal computer was stolen along with other items. The incident should be reported as Computer Not Used to Commit Offense, and the second occurrence reported as Not Applicable. Although the computer was one of the fruits of the crime, it was not used to commit the crime.

See Data Element #21 OFFENDER USED COMPUTER.

**NO. ERROR MESSAGE AND EXPLANATION**

**248 A specific PROPERTY INVOLVEMENT is required for every property offense**

A separate property segment must be submitted for every property crime reported. For each segment, enter only one method of loss in the PROPERETY INVOLVEMENT field (see below).

Not Applicable may not be used when there is a loss of property. While Not Reported and Unknown are valid, use of them should be avoided. The actual method of loss (involvement) should be determined and reported if at all possible.

None/Not Applicable
Burned (includes damage caused in fighting the fire)
Counterfeited/Forged
Destroyed/Damaged/Vandalized
Recovered (law enforcement impounded property which was previously reported stolen)
Seized (law enforcement impounded property which was not previously reported stolen)
Stolen/etc. (includes bribed, defrauded, embezzled, extorted, ransomed, robbed, etc.)
Not Reported
Unknown

The Statewide Criminal Justice Data Dictionary contains additional choices for this field which are not part of NYSIBR. They may be used only for local records; the above choices are required for reporting to DCJS.

See Data Element #22 PROPERTY INVOLVEMENT.

**250 PROPERTY INVOLVEMENT of Burned, Counterfeited, Destroyed, Recovered, Seized, or Stolen requires a valid PROPERTY TYPE**

For every property crime, the corresponding PROPERTY INVOLVEMENT field must contain one method of loss from the valid NYSIBR choices. If the choice entered was Burned, Counterfeited/Forged, Destroyed/Damaged/Vandalized, Recovered, Seized or Stolen/etc., a NYSIBR property description must be entered in the first occurrence of the PROPERTY TYPE field.

Not Applicable may not be used in an occurrence with a loss of property. While Not Reported and Unknown are valid, use of them should be avoided. The actual involvement and type should be determined and reported if at all possible.

Enter up to 10 PROPERTY TYPE descriptions for each Property Segment. If more than 10, enter the 9 most valuable specific types of property and use Other Property in the 10$^{th}$.

If property was burned and it is temporarily impossible to determine the property lost, enter Pending Inventory. An updated Property Segment with entries describing the types of burned property should be submitted when the results of the inventory are subsequently learned.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**252 Use a valid PROPERTY TYPE in the first occurrence**

The first occurrence of PROPERTY TYPE must contain one of the 50-plus valid choices for the type of property that was burned, stolen, recovered, etc., in the crime. Enter up to 10 PROPERTY TYPE descriptions for each Property Segment. If more than 10, enter the 9 most valuable specific types of property and use Other Property in the 10th.

Use of Not Reported and Unknown should be avoided. The most descriptive property type should be determined and reported if at all possible.

Not Applicable may be used only in the first occurrence when no property is involved with the offense.

An attempted Burglary with no property actually stolen requires a property type of Not Applicable.

If property was burned and it is temporarily impossible to determine the property lost, enter Pending Inventory. An updated Property Segment with entries describing the types of burned property should be submitted at a later date when the results of the inventory are subsequently learned.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**254 Second and following occurrences of PROPERTY TYPE must contain valid choices**

For all occurrences of PROPERTY INVOLVEMENT, use valid NYSIBR property descriptions in the corresponding occurrences of the PROPERTY TYPE field. The most descriptive property types should be determined and reported if at all possible.

Not Applicable may be used only following the last descriptive choice, and once used, all following occurrences must also be Not Applicable.

Not Reported and Unknown are not valid choices in any occurrence beyond the first. No blanks may be left in occurrences followed by later descriptive choices.

Enter up to 10 PROPERTY TYPE descriptions for each Property Segment. If more than 10, enter the 9 most valuable specific types of property and use Other Property in the 10th.

If property was burned and it is temporarily impossible to determine the property lost, enter Pending Inventory. An updated Property Segment with entries describing the types of burned property should be submitted at a later date when the results of the inventory are subsequently learned.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**256 Enter a unique PROPERTY TYPE in each one of multiple occurrences**

Each occurrence of PROPERTY TYPE must contain a different property description choice from the NYSIBR list. A PROPERTY TYPE choice from the list may be used only once in the same incident. Multiple occurrences of PROPERTY TYPE are used to capture *types* of property, not amounts or counts of property, which has been stolen/burned/forged, etc., in the incident. Each PROPERTY TYPE occurrence relates to a PROPERTY INVOLVEMENT (stolen, burned, destroyed, etc.).

Not Applicable may be used only following the last descriptive choice entered, and all following occurrences must also be Not Applicable. It is the only choice that can be used more than once.

Not Reported and Unknown are not valid choices in any occurrence beyond the first. No blanks may be left in occurrences followed by later descriptive choices.

Enter up to 10 PROPERTY TYPE descriptions for each Property Segment. If more than 10, enter the 9 most valuable specific types of property and use Other Property in the 10th.

See Data Element #23 PROPERTY TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**258 PROPERTY INVOLVEMENT of Not Applicable requires Not Applicable in all occurrences of PROPERTY TYPE**

For each property offense reported, the corresponding PROPERTY INVOLVEMENT field must contain one method of loss from the NYSIBR choices. If the PROPERTY INVOLVEMENT choice entered is Not Applicable and it is the correct choice, it means that the offense is not a property crime. In this situation, all occurrences of the PROPERTY TYPE field must then contain Not Applicable.

If the Not Applicable reported in PROPERTY INVOLVEMENT is in error, it must be replaced with a method of loss from the NYSIBR choices. The most descriptive property types should then be determined and reported in the PROPERTY TYPE field.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**260 PROPERTY INVOLVEMENT of Not Reported requires Not Reported in first occurrence of PROPERTY TYPE**

For a property-crime offense, the corresponding PROPERTY INVOLVEMENT field must contain one method of loss from the NYSIBR choices. If the choice entered is Not Reported and it is the correct choice, the first occurrence of the PROPERTY TYPE field also must contain Not Reported.

While Not Reported is an acceptable choice, use of it should be avoided if at all possible. The most descriptive property involvement and types should be determined and reported.

If the Not Reported entered in PROPERTY INVOLEMENT is in error, it must be replaced with a method of loss from the list of NYSIBR choices.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**262 PROPERTY INVOLVEMENT of Unknown requires Unknown in first occurrence of PROPERTY TYPE**

For a property-crime offense, the corresponding PROPERTY INVOLVEMENT field must contain one method of loss from the NYSIBR choices. If the choice entered is Unknown and it is the correct choice, the first occurrence of the PROPERTY TYPE field also must contain Unknown.

While Unknown is an acceptable choice, use of it should be avoided if at all possible. The most descriptive property involvement and types should be determined and reported.

If the Unknown entered in PROPERTY INVOLEMENT is in error, it must be replaced with a method of loss from the list of NYSIBR choices.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**264 In multiple occurrences of PROPERTY TYPE, once Not Applicable, Not Reported, or Unknown is entered, all successive occurrences must be Not Applicable**

If the offense is a property crime, the corresponding PROPERTY INVOLVEMENT field must contain one method of loss from the NYSIBR choices. NYSIBR property descriptions also must be entered in all corresponding occurrences of the PROPERTY TYPE field. The most descriptive property types should be determined and reported if at all possible.

In multiple occurrences of the PROPERTY TYPE field, a descriptive choice must be entered in at least the first occurrence.

Not Reported and Unknown are valid choices only in the first occurrence; once used, all following occurrences must be Not Applicable. Not Applicable may be used only following the last descriptive choice; if it is entered, all following occurrences also must be Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**266 PROPERTY TYPE of Pending Inventory requires that all successive occurrences be Not Applicable**

In multiple occurrences of PROPERTY TYPE, there must be a descriptive choice in at least the first occurrence. If it is temporarily impossible to determine the property lost, due to its having been burned or for any other reason, enter Pending Inventory. If some property is known and other property is not, enter the known property types lost first and Pending Inventory last. Not Applicable must be used following the last descriptive choice, and all following occurrences must also be Not Applicable.

An updated Property Segment with entries describing the types of burned property should be submitted at a later date when the results of the inventory are subsequently learned.

See document Data Element #23 PROPERTY TYPE.

**268 PROPERTY TYPE of Pending Inventory requires a PROPERTY VALUE of Unknown**

If Pending Inventory is entered in an occurrence of PROPERTY TYPE, the corresponding occurrence of PROPERTY VALUE must be Unknown.

A PROPERTY TYPE of Pending Inventory is considered temporary and anticipates that, after inventory, the property that was destroyed or burned or stolen, etc., in an incident will listed in an update of the incident. Once the type of property has been established, change the PROPERTY TYPE field to reflect the correct type description and enter the actual dollar value in the PROPERTY VALUE field. Enter total dollar value loss in whole dollars for all victims in the incident for each of the up to 10 types listed in PROPERTY TYPES.

If the incident did not involve 10 property types, fill the remaining occurrences of Property Value with Not Applicable.

If the incident did not have any property involvement, the first occurrence of both PROPERTY TYPE and PROPERTY VALUE must be Not Applicable.

See Data Elements #23 PROPERTY TYPE and #24 PROPERTY VALUE.

**270 PROPERTY TYPE of Not Applicable in the first occurrence requires a PROPERTY VALUE of Not Applicable in all occurrences**

If the first occurrence of PROPERTY TYPE is Not Applicable, all occurrences of PROPERTY VALUE must be Not Applicable. An attempted Burglary with no property actually stolen requires a property type of Not Applicable.

If the incident did not involve 10 property types, fill the remaining occurrences of Property Value with Not Applicable.

See Data Elements #23 PROPERTY TYPE and #24 PROPERTY VALUE.

**NO. ERROR MESSAGE AND EXPLANATION**

**274 PROPERTY INVOLVEMENT of Recovered requires a valid PROPERTY RECOVERY DATE, formatted as YYYYMMDD**

When the method of loss entered in the PROPERTY INVOLVEMENT field is Recovered, each occurrence of the PROPERTY TYPE field requires a corresponding occurrence of the PROPERTY RECOVERY DATE field. Not Applicable may not be used. The date entered must be a valid calendar date formatted as YYYYMMDD.

Up to 10 dates of recovery can be entered to match each of the up to 10 property types associated with the Recovered Property Segment for the incident. If there is more than one date of recovery for the same PROPERTY TYPE, enter the earliest date. If the PROPERTY RECOVERY DATE is unknown, enter the date of the report.

EXAMPLE: On July 8, 2007, a residence was burglarized. Two mountain bicycles were stolen. The first bicycle was recovered on July 14, 2007, and the second on July 24. The first occurrence of PROPERTY TYPE should be Bicycles and the first occurrence of PROPERTY RECOVERY DATE should be "20070714" since that is the earliest date of recovery for this property type. All remaining occurrences of PROPERTY RECOVERY DATE should be reported as Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #25 PROPERTY RECOVERY DATE.

**276 PROPERTY TYPE of Not Applicable in the first occurrence requires that NUMBER OF MOTOR VEHICLES STOLEN also be Not Applicable**

If the first occurrence of PROPERTY TYPE is reported as Not Applicable, the NUMBER OF MOTOR VEHICLES STOLEN field also must be Not Applicable.

If the property stolen did not include any motor vehicles, enter Not Applicable in the NUMBER OF MOTOR VEHICLES STOLEN field. While Unknown is an acceptable choice, use of it should be avoided. The correct number of vehicles or the best approximation should be determined if at all possible.

Since NCIC requires separate entry of each motor vehicle stolen, most agencies create a separate incident report for each stolen motor vehicle in order to facilitate subsequent investigation and data entry, should the vehicle be recovered. Therefore, it is most likely that the number of stolen motor vehicles in any incident will always be one for agencies using this reporting practice.

EXAMPLE: A car-carrier truck loaded with 5 new vehicles awaiting delivery is stolen. The NUMBER OF MOTOR VEHICLES STOLEN in this incident would be 006 (the truck and five new cars) if the one vehicle per incident reporting practice was not used by the agency.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #26 NUMBER OF MOTOR VEHICLES STOLEN.

**278 PROPERTY TYPE of Not Applicable in the first occurrence requires that the NUMBER OF MOTOR VEHICLES RECOVERED also be Not Applicable**

If the first occurrence of PROPERTY TYPE is reported as Not Applicable, the NUMBER OF MOTOR VEHICLES RECOVERED field also must be Not Applicable.

If the property recovered did not include any motor vehicles, enter Not Applicable in the NUMBER OF MOTOR VEHICLES RECOVERED field. While Unknown is an acceptable choice, use of it should be avoided. The correct number of vehicles or the best approximation should be determined if at all possible.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #27 NUMBER OF MOTOR VEHICLES RECOVERED.

**NO. ERROR MESSAGE AND EXPLANATION**

**280 If PROPERTY TYPE is Not Applicable, then SOURCE OF DRUG DATA also must be Not Applicable**

If the first occurrence of PROPERTY TYPE is reported as Not Applicable, the SOURCE OF DRUG DATA field also must be Not Applicable.

SOURCE OF DRUG DATA describes whether the information to follow in the DRUG TYPE, DRUG QUANTITY, and DRUG MEASUREMENT UNIT fields are based on an estimate or on the results of laboratory analysis.

SOURCE OF DRUG DATA is used only to identify the source of data on Drugs/Narcotics seized in a drug case where PROPERTY INVOLVEMENT is Seized; otherwise SOURCE OF DRUG DATA should be reported as Not Applicable. While Unknown is an acceptable choice, use of it should be avoided. The correct source of drug data should be determined and reported.

Once SOURCE OF DRUG DATA is determined to be Not Applicable, all the remaining fields concerned with seizure of drugs also become Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #28 SOURCE OF DRUG DATA.

**282 If PROPERTY TYPE is Not Applicable, then DRUG TYPE also must be Not Applicable**

If the first occurrence of PROPERTY TYPE is reported as Not Applicable, all occurrences of the DRUG TYPE field also must be Not Applicable.

The DRUG TYPE field is used only to identify the type of Drugs/Narcotics seized where PROPERTY INVOLVEMENT is Seized; otherwise DRUG TYPE should be reported as Not Applicable. While Unknown is an acceptable choice, use of it should be avoided. The correct type of drug should be determined if at all possible and reported.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #29 DRUG TYPE.

**284 PROPERTY TYPE of Not Applicable in the first occurrence requires that DRUG QUANTITY be Not Applicable in all occurrences**

If the first occurrence of PROPERTY TYPE is reported as Not Applicable, all occurrences of the DRUG QUANTITY field also must be Not Applicable. Not Applicable in the PROPERTY TYPE field indicates that there is no property -- including drugs – involved in this incident. It follows that where no property is involved, there will be no entry for property count, quantity, or other measurement.

See Data Elements #23 PROPERTY TYPE and #30 DRUG QUANTITY.

**286 PROPERTY TYPE of Not Applicable in the first occurrence requires that DRUG MEASUREMENT UNIT be Not Applicable in all occurrences**

If the first occurrence of PROPERTY TYPE is reported as Not Applicable, then all occurrences of the DRUG MEASUREMENT UNIT field also must be Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, #29 DRUG TYPE, #30 DRUG QUANTITY, and #31 DRUG MEASUREMENT UNIT.

**NO. ERROR MESSAGE AND EXPLANATION**

**288 PROPERTY TYPE of Not Reported or Unknown in the first occurrence requires that PROPERTY VALUE be Unknown in all occurrences**

If the first occurrence of PROPERTY TYPE is Not Reported or Unknown, then the first occurrence of PROPERTY VALUE must be Unknown. All following occurrences of both these fields must then be Not Applicable.

Use of Unknown and Not Reported for property type choices should be avoided. If any property was lost, the actual involvement, type, and value should be determined and reported if at all possible. An attempted Burglary with no property actually stolen requires a property type of Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**290 PROPERTY TYPE of Not Reported or Unknown in the first occurrence requires that NUMBER OF MOTOR VEHICLES STOLEN be Not Applicable**

If the first occurrence of PROPERTY TYPE is Not Reported or Unknown, then the NUMBER OF MOTOR VEHICLES STOLEN field must be Not Applicable. All following occurrences of PROPERTY TYPE must then be Not Applicable. Use of Unknown and Not Reported should be avoided. If any property was lost, the actual involvement, type, value, and number of vehicles (if any) should be determined and reported if at all possible.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #26 NUMBER OF MOTOR VEHICLES STOLEN.

**292 PROPERTY TYPE of Not Reported or Unknown in the first occurrence requires that NUMBER OF MOTOR VEHICLES RECOVERED be Not Applicable**

If the first occurrence of PROPERTY TYPE is Not Reported or Unknown, the NUMBER OF MOTOR VEHICLES RECOVERED field must be Not Applicable. All following occurrences of PROPERTY TYPE must then be Not Applicable. Use of Unknown and Not Reported should be avoided. If any property was recovered, the actual involvement, type, value, and number of vehicles (if any) should be determined and reported if at all possible.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #27 NUMBER OF MOTOR VEHICLES RECOVERED.

**294 PROPERTY TYPE of Not Reported or Unknown in the first occurrence requires that SOURCE OF DRUG DATA be Not Applicable**

If the first occurrence of PROPERTY TYPE is Not Reported or Unknown, the SOURCE OF DRUG DATA field must be Not Applicable. All following occurrences of PROPERTY TYPE must then be Not Applicable.

Use of Not Reported and Unknown for Property Type should be avoided.

SOURCE OF DRUG DATA is used only to identify the source of data on Drugs/Narcotics in a drug case where PROPERTY INVOLVEMENT is Seized; otherwise, it should be reported as Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #28 SOURCE OF DRUG DATA.

**NO. ERROR MESSAGE AND EXPLANATION**

**296 PROPERTY TYPE of Not Reported or Unknown in the first occurrence requires that DRUG TYPE be Not Applicable in the first occurrence**

If the first occurrence of PROPERTY TYPE is Not Reported or Unknown, the DRUG TYPE field must be Not Applicable. All following occurrences of PROPERTY TYPE must then be Not Applicable.

Use of Not Reported and Unknown for Property Type should be avoided.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #29 DRUG TYPE.

**298 PROPERTY TYPE of Not Reported in the first occurrence requires that DRUG QUANTITY be Not Applicable in the first occurrence**

If the first occurrence of PROPERTY TYPE is Not Reported, the DRUG QUANTITY field must be Not Applicable. All following occurrences of PROPERTY TYPE must then be Not Applicable.

While Not Reported is an acceptable choice for Property Type, use of it should be avoided.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, #29 DRUG TYPE, and #30 DRUG QUANTITY.

**300 PROPERTY TYPE of Unknown in the first occurrence requires that DRUG QUANTITY be Not Applicable in the first occurrence**

If the first occurrence of PROPERTY TYPE is Unknown, the DRUG QUANTITY field must be Not Applicable. All following occurrences of PROPERTY TYPE must then be Not Applicable.

While Unknown is an acceptable choice for Property Type, use of it should be avoided.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, #29 DRUG TYPE, and #30 DRUG QUANTITY.

**302 PROPERTY TYPE of Not Reported or Unknown in the first occurrence requires that DRUG MEASUREMENT UNIT be Not Applicable in the first occurrence**

If the first occurrence of PROPERTY TYPE is Not Reported or Unknown, the DRUG MEASUREMENT UNIT field must be Not Applicable. All following occurrences of PROPERTY TYPE must then be Not Applicable.

Use of Not Reported and Unknown for Property Type should be avoided.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, #29 DRUG TYPE, #30 DRUG QUANTITY, and #31 DRUG MEASUREMENT UNIT.

**NO. ERROR MESSAGE AND EXPLANATION**

**304 PROPERTY TYPE of Not Applicable in any occurrence requires that PROPERTY VALUE be Not Applicable in the same occurrence**

If any occurrence of PROPERTY TYPE is Not Applicable, the same occurrence of PROPERTY VALUE also must be Not Applicable. After Not Applicable is first used in PROPERTY TYPE, all following occurrences of both these fields must then be Not Applicable.

If the incident did not involve 10 property types, fill the remaining occurrences of Property Value with Not Applicable.

An attempted Burglary with no property actually stolen requires a property type of Not Applicable in the first occurrence.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**306 A known Non-Drug PROPERTY TYPE requires a PROPERTY VALUE**

Each occurrence of PROPERTY TYPE must have a corresponding occurrence of PROPERTY VALUE with either a known dollar amount, or Unknown. Exceptions to this statement are when PROPERTY TYPE is Drugs/Narcotics, or is Not Applicable. (In the case of Drugs/Narcotics in PROPERTY TYPE, a dollar amount must be entered in PROPERTY VALUE; Unknown is not allowed. In the case of PROPERTY TYPE Not Applicable, PROPERTY VALUE is also Not Applicable.)

While Unknown is valid for PROPERTY VALUE, use of it should be avoided. The correct value or the best approximation should be determined if at all possible, and reported.

A separate Property Segment must be submitted for each method of loss described under PROPERTY INVOLVEMENT. For example, an incident containing burglary and arson would have two property segments. Each segment may contain up to ten occurrences of property types in the PROPERTY TYPE field. Each occurrence of a different property type should have a corresponding PROPERTY VALUE. The amount entered in each occurrence should be the total dollar value for all victims of that particular type of property loss within the incident. The grand total of all property type losses in all property segments should add up to the total property losses for all victims of the incident.

If the incident did not involve 10 property types, fill the remaining occurrences of PROPERTY TYPE with Not Applicable. If the incident did not include any property involvement, the first occurrence of both PROPERTY TYPE and PROPERTY VALUE must be entered as Not Applicable.

When an occurrence of PROPERTY TYPE lists Drugs or Narcotics as part of other types of property involvement (e.g., they were stolen through burglary, robbery, theft, etc., or destroyed by arson) only the PROPERTY VALUE is to be completed. The SOURCE OF DRUG DATA, DRUG TYPE, DRUG QUANTITY, and DRUG MEASUREMENT UNIT fields are all to be entered as Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**308 A PROPERTY INVOLVEMENT other than Seized, with a PROPERTY TYPE of Drugs/Narcotics, requires a PROPERTY VALUE other than Not Applicable**

In an incident including Drugs/Narcotics with a PROPERTY INVOLVEMENT choice of other than Seized, the corresponding occurrence of PROPERTY VALUE must be a known dollar amount, or Unknown. While Unknown is valid, use of it should be avoided. The correct value or the best approximation should be determined if at all possible and reported.

If the incident did not include any property involvement, then the first occurrence of both PROPERTY TYPE and PROPERTY VALUE must be coded as Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**NO. ERROR MESSAGE AND EXPLANATION**

**310 PROPERTY VALUE must be a valid 9-digit numeric with a zero left-fill**

When an actual dollar value is entered in PROPERTY VALUE, the amount must be entered in whole dollars. The entry must be right-justified with zero fill on the left if the value uses fewer than 9 positions. If the value of property is $1,855, the entry would be 000001855.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**311 A PROPERTY VALUE of Zero is permitted only with PROPERTY TYPE of Credit/Debit Card, Non-Negotiable Instruments, Personal Papers, or Other Property**

If any occurrence of PROPERTY VALUE is reported as zero (000000000), the corresponding PROPERTY TYPE must be Credit/ Debit Card, Non-Negotiable Instruments, Personal Papers, or Other Property. These types of property, no matter how important to the owner, are deemed to have no intrinsic value in commercial terms.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**316 A valid PROPERTY VALUE requires a valid PROPERTY TYPE**

If an occurrence of PROPERTY VALUE contains any choice other than Not Applicable, the corresponding occurrence of PROPERTY TYPE must be other than Not Applicable.

A dollar amount in an occurrence of PROPERTY VALUE must correspond with a type of property specified in PROPERTY TYPE. Not Applicable in an occurrence of PROPERTY VALUE must correspond with a Not Applicable in PROPERTY TYPE.

While Unknown is a valid choice for both of these fields, use of it should be avoided. Not Reported should not be used for PROPERTY VALUE. The correct value and property type, or the best possible approximations, should be determined and entered.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**318 PROPERTY RECOVERY DATE must be a valid date or Not Applicable**

A PROPERTY RECOVERY DATE is required for each PROPERTY TYPE whose status under PROPERTY INVOLVEMENT is Recovered.

Up to ten dates of recovery can be entered to match each of the up-to-ten property types associated with the Recovered PROPERTY INVOLVEMENT.

If there is more than one date of recovery for the same PROPERTY TYPE, enter the earliest date. If the PROPERTY RECOVERY DATE is unknown, enter the date of the report.

Date must be formatted as YYYYMMDD as shown below. If no property has been recovered, enter Not Applicable.

| | |
|---|---|
| YYYY | Four-digit year, e.g. 2007 |
| MM | Two-digit month, e.g. 09 |
| DD | Two-digit day, e.g. 30 |

This PROPERTY RECOVERY DATE of September 30, 2007, is entered as 20070930.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #25 PROPERTY RECOVERY DATE.

**NO. ERROR MESSAGE AND EXPLANATION**

**320 PROPERTY RECOVERY DATE must be later than the IBR STARTUP DATE for agency, or Not Applicable**

A PROPERTY RECOVERY DATE is required for each PROPERTY TYPE whose status under PROPERTY INVOLVEMENT is Recovered. Up to ten dates of recovery can be entered to match each of the up-to-ten property types associated with the Recovered Property Segment for the incident.

The IBR STARTUP DATE is the official date agreed upon with DCJS for the agency to start submitting incident-based crime data as its routine monthly crime report. Crime statistics prior to that date must have been submitted through UCR Summary reporting. The startup date is always a valid calendar date, usually the first day of a month, and is formatted as YYYYMMDD.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #25 PROPERTY RECOVERY DATE.

**322 PROPERTY RECOVERY DATE must not be later than the FILE CREATION DATE**

A PROPERTY RECOVERY DATE is required for each PROPERTY TYPE whose status under PROPERTY INVOLVEMENT is Recovered. Up to ten dates of recovery can be entered to match the up-to-ten property types associated with the Recovered Property Segment for the incident.

FILE CREATION DATE is the date that the NYSIBR monthly file was created by your agency for submission to DCJS. The FILE CREATION DATE must be at least one day after the end of the month for which crime data are being submitted to DCJS. It must be a valid calendar date and correctly formatted as YYYYMMDD.

If there is more than one date of recovery for the same PROPERTY TYPE, enter the earliest date. If the PROPERTY RECOVERY DATE is unknown, enter the date of the report. If no property has been recovered, enter Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, #25 PROPERTY RECOVERY DATE, and Transmission Data Element TD#3 FILE CREATION DATE.

**324 PROPERTY INVOLVEMENT other than Recovered requires that PROPERTY RECOVERY DATE be Not Applicable**

If PROPERTY INVOLVEMENT is not Recovered, all occurrences of PROPERTY RECOVERY DATE must be Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #25 PROPERTY RECOVERY DATE.

**326 Not Applicable in an occurrence of PROPERTY RECOVERY DATE requires Not Applicable in all successive occurrences**

If an occurrence of PROPERTY RECOVERY DATE is entered as Not Applicable, all successive occurrences also must be reported as Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #25 PROPERTY RECOVERY DATE.

**NO. ERROR MESSAGE AND EXPLANATION**

**328 Use the actual number of vehicles, or Not Applicable, in NUMBER OF MOTOR VEHICLES STOLEN**

Enter the actual number of stolen vehicles in the NUMBER OF MOTOR VEHICLES STOLEN field. If more than 500 vehicles were stolen, enter 501.

If the property stolen did not include any motor vehicles, enter Not Applicable. While Unknown is also an acceptable choice, use of it should be avoided. The correct number of vehicles, or the best approximation of that number, should be determined and reported.

Since NCIC requires the separate entry of each motor vehicle stolen, many agencies create a separate incident report for each stolen motor vehicle in order to facilitate subsequent investigation and data entry should the vehicle be recovered. Therefore, it is most likely that the number of stolen motor vehicles in any incident will always be one for agencies using this reporting practice.

EXAMPLE: A car-carrier truck loaded with 5 new vehicles awaiting delivery is stolen. The NUMBER OF MOTOR VEHICLES STOLEN in this incident would be 006 (the truck and five new cars) unless the one-vehicle-per-incident reporting practice was used by the agency.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #26 NUMBER OF MOTOR VEHICLES STOLEN.

**329 PROPERTY TYPE must have at least one occurrence of a Stolen Motor Vehicle type**

If PROPERTY INVOLVEMENT status is Stolen and the NUMBER OF MOTOR VEHICLES STOLEN field contains a number 001-501, then at least one occurrence of PROPERTY TYPE must be reported as Automobiles, Buses, Trucks, Recreational Vehicles, or Other Motor Vehicles.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #26 NUMBER OF MOTOR VEHICLES STOLEN.

**330 NUMBER OF MOTOR VEHICLES STOLEN field must be Not Applicable when PROPERTY INVOLVEMENT is other than Stolen**

If PROPERTY INVOLVEMENT status is a choice other than Stolen, then the NUMBER OF MOTOR VEHICLES STOLEN must be Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #26 NUMBER OF MOTOR VEHICLES STOLEN.

**331 The number of motor vehicle types reported in PROPERTY TYPE may not be greater than the number reported in NUMBER OF MOTOR VEHICLES STOLEN**

The number of different motor vehicle types reported in PROPERTY TYPE must be less than or equal to the number of vehicles in the NUMBER OF MOTOR VEHICLES STOLEN field.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #26 NUMBER OF MOTOR VEHICLES STOLEN.

**NO. ERROR MESSAGE AND EXPLANATION**

**332 Use the actual number of vehicles, or Not Applicable, in NUMBER OF MOTOR VEHICLES RECOVERED**

If from 001 through 500 motor vehicles were recovered, enter the actual number of recovered vehicles in the NUMBER OF MOTOR VEHICLES RECOVERED field. If more than 500 vehicles were RECOVERED, enter 501.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #27 NUMBER OF MOTOR VEHICLES RECOVERED.

**333 PROPERTY TYPE must have at least one occurrence of a Recovered Motor Vehicle property type**

If PROPERTY INVOLVEMENT status is Recovered and between 1 and 501 motor vehicles have been entered in the NUMBER OF MOTOR VEHICLES RECOVERED field, then at least one occurrence of PROPERTY TYPE must be reported as Automobiles, Buses, Trucks, Recreational Vehicles, or Other Motor Vehicles.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #27 NUMBER OF MOTOR VEHICLES RECOVERED.

**334 NUMBER OF MOTOR VEHICLES RECOVERED field must be Not Applicable when PROPERTY INVOLVEMENT is not Recovered**

If PROPERTY INVOLVEMENT status is a choice other than Recovered, the NUMBER OF MOTOR VEHICLES RECOVERED must be reported as Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #27 NUMBER OF MOTOR VEHICLES RECOVERED.

**335 The number of motor vehicle types reported in PROPERTY TYPE may not be greater than the number reported in NUMBER OF MOTOR VEHICLES RECOVERED**

The number of different motor vehicle types reported in PROPERTY TYPE must be less than or equal to the number of vehicles in the NUMBER OF MOTOR VEHICLES RECOVERED field.

See Data Elements #22 PROPERTY INVOLVEMENT, #23, PROPERTY TYPE, and #27 NUMBER OF MOTOR VEHICLES RECOVERED.

**336 SOURCE OF DRUG DATA should be Estimate, Laboratory, or Not Applicable**

SOURCE OF DRUG DATA is used only to identify the source of data on Drugs or Narcotics seized in a drug case. PROPERTY INVOLVEMENT is Seized. If it is not a drug seizure incident, SOURCE OF DRUG DATA should be reported as Not Applicable.

The correct source of data should be reported as either Estimate or Laboratory Analysis. While Unknown is also an acceptable choice, use of it should be avoided. If the corresponding occurrence of PROPERTY TYPE is Not Reported or Unknown, the SOURCE OF DRUG DATA field must be Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #28 SOURCE OF DRUG DATA.

**NO. ERROR MESSAGE AND EXPLANATION**

**340 Use a valid choice in DRUG TYPE**

DRUG TYPE is used only to identify the type of Drugs or Narcotics seized when PROPERTY TYPE is Drugs and PROPERTY INVOLVEMENT is Seized. Otherwise, enter DRUG TYPE as Not Applicable.

The correct type of drug should be determined if at all possible and reported. While Unknown Type is an acceptable choice, use of it should be avoided. If the first occurrence of the PROPERTY TYPE field is reported as Not Applicable, then all occurrences of the DRUG TYPE field also must be Not Applicable.

Enter up to 3 types of drugs in DRUG TYPE. If more than three drug types are seized in the incident, the two most important are to be reported specifically using their applicable DRUG TYPE choices and the remaining drugs are to be entered as 97, for Over 3 Drug Types. The reporting agency determines the most important drugs in such cases, based on the quantity, value, and deadliness of the drugs seized.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #29 DRUG TYPE.

**342 DRUG TYPE requires a PROPERTY TYPE of Drugs/Narcotics**

If an incident involves a drug seizure, it must include a choice for the type of drug (DRUG TYPE), a PROPERTY INVOLVEMENT of Seized, and a PROPERTY TYPE indicating Drugs. Correspondingly, if DRUG TYPE is Not Applicable, PROPERTY TYPE cannot contain a choice indicating Drugs.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #29 DRUG TYPE.

**344 Over 3 Drug Types may be entered only in the third occurrence of DRUG TYPE**

The choice of Over 3 Drug Types may be entered only in the third and final occurrence of the DRUG TYPE field.

It may be used only if each of the first two occurrences contains a valid drug choice and more than one other drug type remains to be reported. Not Applicable or Unknown must not be used prior to the use of Over 3 Drug Types.

If three drug types are involved in an incident, enter one type in each of the three occurrences. If more than three drug types are involved, the two most important are to be reported in the first two occurrences. The remaining drugs are to be entered as Over 3 Drug Types in the third occurrence. The reporting agency determines the most important drugs in such cases, based on quantity, value, and deadliness of the drugs seized.

See Data Element #29 DRUG TYPE.

**348 Over 3 Drug Types requires two previous known drug types in DRUG TYPE**

The use of Over 3 Drug Types in the third and final occurrence of the DRUG TYPE field requires that the first two occurrences of the field contain two different drug-type choices. Not Applicable may not be used. While Unknown Type and Other Drugs are acceptable choices, use of them should be avoided. The correct types of drugs should be determined if at all possible.

If more than three drug types are involved, the two most important are to be reported in the first two occurrences. The remaining drugs are to be entered as Over 3 Drug Types in the third occurrence. The reporting agency determines the most important drugs in such cases, based on quantity, value, and deadliness of the drugs seized.

See Data Element #29 DRUG TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**352 Each combination of DRUG TYPE and DRUG MEASUREMENT UNIT must be unique**

An incident involving a drug seizure allows for up to three occurrences in the corresponding DRUG TYPE, DRUG QUANTITY, and DRUG MEASUREMENT UNIT fields to be entered. Each drug type and measurement combination (other than Not Applicable or Unknown) must be unique.

While Unknown Type or Measurement Unit is at times an acceptable choice, use of these choices should be avoided. The correct type of drug and appropriate measurement unit should be determined if at all possible and reported.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, #29 DRUG TYPE, and #31 DRUG MEASUREMENT UNIT.

**354 Use of Over 3 Drug Types in DRUG TYPE requires Not Applicable in DRUG QUANTITY**

The use of Over 3 Drug Types in the third and final occurrence of the DRUG TYPE field requires that the third occurrence of the DRUG QUANTITY field be Not Applicable. A quantity may not be entered because over three Drug Types means that two or more types of drugs are contained in this occurrence of DRUG TYPE; their combined quantity in this circumstance would be meaningless.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, #29 DRUG TYPE, and #30 DRUG QUANTITY.

**356 Use of Over 3 Drug Types in DRUG TYPE requires Not Applicable in DRUG MEASUREMENT UNIT**

The use of Over 3 Drug Types in the third and final occurrence of the DRUG TYPE field requires that the third occurrence of the DRUG MEASUREMENT UNIT field be Not Applicable. Over Three Drug Types means that two or more drug types are combined in this third occurrence of Drug Type. Since they are grouped together, their quantities cannot be distinguished. Their combined quantity would be meaningless for crime reporting purposes. Therefore, DRUG MEASUREMENT UNIT would be Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, #29 DRUG TYPE, and #31 DRUG MEASUREMENT UNIT.

**358 DRUG TYPE of Not Applicable in the first occurrence requires Not Applicable in the second and third occurrences**

Whenever the first occurrence of the DRUG TYPE field is reported as Not Applicable, all occurrences of DRUG TYPE must also be Not Applicable.

DRUG TYPE is used only to identify the type of Drugs/Narcotics seized where PROPERTY INVOLVEMENT is Seized; otherwise DRUG TYPE is reported as Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT and #29 DRUG TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**360 DRUG TYPE of Not Applicable in the first occurrence requires that SOURCE OF DRUG DATA be Not Applicable**

Whenever the first occurrence of the DRUG TYPE field is reported as Not Applicable, the first occurrence of SOURCE OF DRUG DATA must be Not Applicable.

SOURCE OF DRUG DATA describes whether the information in the DRUG TYPE, DRUG QUANTITY, and DRUG MEASUREMENT UNIT fields are based on Estimates or on the results of Laboratory Analysis.

SOURCE OF DRUG DATA is used only to identify the source of data on Drugs/Narcotics seized in a drug case where PROPERTY INVOLVEMENT is Seized; otherwise SOURCE OF DRUG DATA should be reported as Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #28 SOURCE OF DRUG DATA, and #29 DRUG TYPE.

**362 DRUG TYPE of Not Applicable requires DRUG QUANTITY of Not Applicable**

Whenever any occurrence of the DRUG TYPE field is reported as Not Applicable, then the corresponding occurrence of the SOURCE OF DRUG DATA field also must be Not Applicable.

See Data Elements #29 DRUG TYPE and #30 DRUG QUANTITY.

**364 DRUG TYPE of Not Applicable requires DRUG MEASUREMENT UNIT of Not Applicable**

Whenever any occurrence of DRUG TYPE is reported as None/Not Applicable, the corresponding occurrence of the DRUG MEASUREMENT UNIT also must be Not Applicable. DRUG MEASUREMENT UNIT specifies the unit of weight or volume of drugs seized in a drug case where PROPERTY INVOLVEMENT is Seized. When no drugs are seized, there is no measurement of them.

See Data Elements #29 DRUG TYPE and #31 DRUG MEASUREMENT UNIT.

**372 A known drug type in the first occurrence of DRUG TYPE requires that SOURCE OF DRUG DATA be Estimate, Laboratory, or Unknown**

If the first occurrence of the DRUG TYPE field contains any of the known drug type choices, or Unknown Type, the SOURCE OF DRUG DATA field must contain Estimate, Laboratory Analysis, or Unknown. Not Applicable may not be used as a source when actual drug types or suspected drugs of unknown composition are reported as Seized. While Unknown is an acceptable choice for SOURCE, use of it should be avoided. The correct source of data should be determined and reported.

See Data Elements #22 PROPERTY INVOLVEMENT, #28 SOURCE OF DRUG DATA, and #29 DRUG TYPE.

**374 A known drug type, or a drug or Unknown Type, must have a valid number in the corresponding DRUG QUANTITY occurrence**

If any occurrence of DRUG TYPE contains any of the known drug type choices, or Unknown Type, the same occurrence of DRUG QUANTITY must contain a valid quantity. Not Applicable may not be entered when actual drug types or suspected drugs of unknown composition are reported as Seized. Use of Not Reported and Unknown for DRUG QUANTITY should be avoided. The correct quantity of drugs should be determined if at all possible or the best approximation of that amount or number made.

Only DRUG TYPE entries of Not Applicable or Over Three Drug Types may have Not Applicable in DRUG QUANTITY.

See Data Elements #29 DRUG TYPE and #30 DRUG QUANTITY.

**NO. ERROR MESSAGE AND EXPLANATION**

**376 A known drug type, or a drug of Unknown Type, must have a valid unit in the corresponding DRUG MEASUREMENT UNIT occurrence**

If any occurrence of DRUG TYPE contains any of the known drug type choices, or Unknown Type, the same occurrence of DRUG MEASUREMENT UNIT must contain a valid unit of measurement. Not Applicable may not be entered when actual drug types or suspected drugs of unknown composition are reported as Seized. Use of Unknown for the DRUG MEASUREMENT UNIT should be avoided. The correct measurement unit should be determined if at all possible and reported.

Only when DRUG TYPE is Not Applicable or Over Three Drug Types can DRUG MEASUREMENT UNIT be Not Applicable.

See Data Elements #29 DRUG TYPE and #31 DRUG MEASUREMENT UNIT.

**378 DRUG QUANTITY must be numeric**

DRUG QUANTITY serves only to record the estimated quantity of drugs seized in a case where PROPOERTY INVOLVEMENT is Seized. Otherwise, all occurrences will be entered as Not Applicable.

DRUG QUANTITY is a 12-character numeric field. It is divided into a 9-digit whole-number portion on the left and a 3-digit fractional portion on the right, and is transmitted to DCJS in this format. If the whole-number portion of the quantity contains fewer than 9 numerals, fill it with zeros on the left side and then enter the total 9 characters into the left portion. If the fractional portion contains fewer than 3 numerals, fill it with zeros on the right side and enter all 3 characters into the right portion.

Use of Unknown and Not Reported for DRUG QUANTITY should be avoided. The correct quantity of a drug, or the best approximation, should be determined if at all possible and reported.

EXAMPLE 1: If Over Three Drugs is used in an occurrence of DRUG TYPE, the corresponding occurrence of DRUG QUANTITY should be entered as 777777777 777 for Not Applicable.

EXAMPLE 2: An occurrence of 1.5 kilograms of Crack should be entered as 000000001 500.

EXAMPLE 3: If 2.0 liquid ounces of Morphine were seized, enter it as 000000002 000.

See Data Elements #29 DRUG TYPE and #30 DRUG QUANTITY.

**380 DRUG QUANTITY of Not Applicable requires that DRUG MEASUREMENT UNIT be Not Applicable**

Whenever any occurrence of DRUG QUANTITY is reported as Not Applicable, the corresponding occurrence of DRUG MEASUREMENT UNIT must also be Not Applicable.

See Data Elements #30 DRUG QUANTITY and #31 DRUG MEASUREMENT UNIT.

**382 DRUG QUANTITY of Not Reported or Unknown requires that DRUG MEASUREMENT UNIT be Unknown**

Whenever any occurrence of DRUG QUANTITY is reported as Not Reported or Unknown, the corresponding occurrence of DRUG MEASUREMENT UNIT also must be Unknown.

See Data Elements #30 DRUG QUANTITY and #31 DRUG MEASUREMENT UNIT.

**NO. ERROR MESSAGE AND EXPLANATION**

**386 Use valid DRUG MEASUREMENT UNIT appropriate to drug**

The DRUG MEASUREMENT UNIT is used as the basis of volume, count, or weight of seized drugs. A unit of measurement must be reported for each occurrence of DRUG QUANTITY. The correct measurement unit for the drug type and quantity seized must be chosen from the following choices:

Units of Drug Measurement
- Capacity
  - Fluid ounce
  - Gallon
  - Liter
  - Milliliter
- Units
  - Dosage Units (Capsules, Tablets, etc.)
  - Number of Plants
- Weight
  - Gram
  - Kilogram
  - Ounce
  - Pound

While Unknown is an acceptable choice for the DRUG MEASUREMENT UNIT, use of it should be avoided. The correct measurement unit should be determined if at all possible and reported.

Only when DRUG TYPE and DRUG QUANTITY are Not Applicable or Over Three Drug Types can DRUG MEASUREMENT UNIT be reported as Not Applicable.

See Data Elements #29 DRUG TYPE, #30 DRUG QUANTITY, and #31 DRUG MEASUREMENT UNIT.

**388 DRUG MEASUREMENT UNIT of Not Applicable requires that DRUG QUANTITY be Not Applicable**

If an occurrence of DRUG MEASUREMENT UNIT is Not Applicable, the corresponding occurrence of DRUG QUANTITY must be Not Applicable.

See Data Elements #30 DRUG QUANTITY and #31 DRUG MEASUREMENT UNIT.

**389 DRUG MEASUREMENT UNIT of Unknown requires that DRUG QUANTITY be Not Reported or Unknown**

If an occurrence of DRUG MEASUREMENT UNIT is Unknown, the corresponding occurrence of DRUG QUANTITY must be Not Reported or Unknown.

See Data Elements #30 DRUG QUANTITY and #31 DRUG MEASUREMENT UNIT.

**390 DRUG MEASUREMENT UNIT of Not Applicable requires that successive occurrences be Not Applicable**

If the first or second occurrence of DRUG MEASUREMENT UNIT is reported as Not Applicable, the successive occurrence(s) must always be reported as Not Applicable.

See Data Elements #30 DRUG QUANTITY and #31 DRUG MEASUREMENT UNIT.

**NO. ERROR MESSAGE AND EXPLANATION**

**392 If DRUG MEASUREMENT UNIT is Number of Plants, DRUG TYPE must be Opium, Other Hallucinogens or Marijuana**

If an occurrence of DRUG MEASUREMENT UNIT is Number of Plants, the corresponding occurrence of DRUG TYPE must be reported as Opium, Other Hallucinogens or Marijuana.

See Data Elements #29 DRUG TYPE and #31 DRUG MEASUREMENT UNIT.

**394 OFFENDER NUMBER must be specified between 001 and 099, or 999 if Unknown**

Each offender in an incident must be assigned a unique OFFENDER NUMBER from 001 to 099. A separate Offender Segment containing OFFENDER AGE, OFFENDER SEX, OFFENDER RACE, OFFENDER ETHNIC ORIGIN, AND OFFENDER CONDITION fields is to be submitted for each numbered offender.

If the offender is unknown, submit a single Offender Segment with 999 entered in the OFFENDER NUMBER field and Unknown in the OFFENDER AGE, OFFENDER SEX, OFFENDER RACE, OFFENDER ETHNIC ORIGIN, AND OFFENDER CONDITION fields.

Most agency Records Management System (RMS) software will automatically assign and count the number of offender segments entered. Alternatively, agency forms can have pre-numbered lines for each offender that will be keyed into the RMS when the incident data are entered.

This variable is used in the VICTIM/OFFENDER LINK field to link victims to offenders. It is also important to the edits that confirm any relationship between the victim and offender reported in the VICTIM/OFFENDER RELATIONSHIP field.

EXAMPLE 1: A corpse with multiple bullet wounds was found in an abandoned warehouse. There were no witnesses to the crime and no suspects. A single Offender Segment should be submitted with an OFFENDER NUMBER of 999 and Unknown entered into the five offender demographic and condition fields.

EXAMPLE 2: Two offenders were seen fleeing the scene of a burglary. Two Offender Segments should be submitted: one with Offender Number 001 entered and the other with Offender Number 002. Each segment should report any witness statements about the corresponding offender's age, sex, race, ethnic origin, or condition in the appropriate fields.

See Data Elements #32 OFFENDER NUMBER, #33 OFFENDER AGE, #34 OFFENDER SEX, #35 OFFENDER RACE, #36 OFFENDER ETHNIC ORIGIN, and #37 OFFENDER CONDITION.

**396 Unknown OFFENDER NUMBER requires Unknown OFFENDER AGE**

If the offender is unknown and Unknown was entered in OFFENDER NUMBER, the corresponding OFFENDER AGE also must be reported as Unknown.

OFFENDER AGE is a four-character numeric field. It may have a specific age, age range, or Unknown entered, in the following formats:

| | |
|---|---|
| 0001-0098 | specific age in years |
| 0099 | Over 98 years old |
| 9999 | Unknown |

Age Range: Must be in order of lowest to highest age as a four-character code, e.g., 1921 would be an age range of 19 to 21 years of age. The first pair of digits must be greater than zero and less than the second pair of digits. The second pair of digits must be less than 99.

See Data Elements #32 OFFENDER NUMBER and #33 OFFENDER AGE.

**NO. ERROR MESSAGE AND EXPLANATION**

**398 Unknown OFFENDER NUMBER requires Unknown OFFENDER SEX**

If the offender is unknown and Unknown was entered in OFFENDER NUMBER, the corresponding OFFENDER SEX also must be reported as Unknown.

OFFENDER SEX is a one-character alpha field. It may contain only one of the following valid choices:

| | |
|---|---|
| M | Male |
| F | Female |
| U | Unknown |
| R | Not Reported |

See Data Elements #32 OFFENDER NUMBER and #34 OFFENDER SEX.

**400 Unknown OFFENDER NUMBER requires Unknown OFFENDER RACE**

If the offender is unknown and Unknown was entered in OFFENDER NUMBER, the corresponding OFFENDER RACE also must be reported as Unknown.

OFFENDER RACE is a one-character alpha field. It may only contain one of the following valid choices:

| | |
|---|---|
| W | White |
| B | Black |
| I | American Indian/Alaskan Native |
| A | Asian/Pacific Islander |
| R | Not Reported |
| U | Unknown |

See Data Elements #32 OFFENDER NUMBER and #35 OFFENDER RACE.

**402 Unknown OFFENDER NUMBER requires Unknown OFFENDER ETHNIC ORIGIN**

If the offender is unknown and Unknown was entered in OFFENDER NUMBER, the corresponding OFFENDER ETHNIC ORIGIN also must be reported as Unknown.

OFFENDER ETHNIC ORIGIN is a one-character alpha field. It may contain only one of the following valid choices:

| | |
|---|---|
| H | Hispanic Origin |
| N | Not of Hispanic Origin |
| R | Not Reported |
| U | Unknown |

See Data Elements #32 OFFENDER NUMBER and #36 OFFENDER ETHNIC ORIGIN.

**NO. ERROR MESSAGE AND EXPLANATION**

**404 Unknown OFFENDER NUMBER requires Unknown OFFENDER CONDITION**

If the offender is unknown and Unknown was entered in OFFENDER NUMBER, the corresponding OFFENDER CONDITION also must be reported as Unknown.

This variable is used to indicate the apparent condition of each offender involved in the incident. Use the most descriptive code if more than one applies. Enter only one of the following choices for each offender:

Appears to be Impaired with Drugs
Appears to be Impaired with Alcohol
Appears to be Mentally Disordered
Appears to be Injured/Ill
Apparently Normal
Not Reported
Unknown

See Data Elements #32 OFFENDER NUMBER and #37 OFFENDER CONDITION.

**406 Use exact age, age range, or Unknown OFFENDER AGE**

OFFENDER AGE is a four- character numeric field. It must be entered in the following formats:

| | |
|---|---|
| 0001-0098 | specific age in years |
| 0099 | Over 98 years old |
| 9999 | Unknown |

Age Range: Must be in order of lowest to highest age as a four-character code, e.g., 1921 would be an age range of 19 to 21 years of age. The first pair of digits must be greater than zero and less than the second pair of digits. The second pair of digits must be less than 99.

EXAMPLE: The witness reported the offender's age as between 25 and 30 years old. Enter the age range of 2530.

See Data Element #33 OFFENDER AGE.

**408 Use Male, Female, or Unknown for OFFENDER SEX**

OFFENDER SEX is a-one character alpha field. It may contain only one of the following valid choices:

| | |
|---|---|
| M | Male |
| F | Female |
| U | Unknown |
| R | Not Reported |

See Data Element #34 OFFENDER SEX.

**NO. ERROR MESSAGE AND EXPLANATION**

**410 Use valid NYSIBR choice for OFFENDER RACE**

OFFENDER RACE is a one-character alpha field. It may contain only one of the following valid choices:

| | |
|---|---|
| W | White |
| B | Black |
| I | American Indian/Alaskan Native |
| A | Asian/Pacific Islander |
| R | Not Reported |
| U | Unknown |

See Data Element #35 OFFENDER RACE.

**412 Use Hispanic, or Not of Hispanic Origin, for OFFENDER ETHNIC ORIGIN**

OFFENDER ETHNIC ORIGIN is a one-character alpha field. It may contain only one of the following valid choices:

| | |
|---|---|
| H | Hispanic Origin |
| N | Not of Hispanic Origin |
| R | Not Reported |
| U | Unknown |

See Data Element #36 OFFENDER ETHNIC ORIGIN.

**414 Use valid choice for OFFENDER CONDITION**

OFFENDER CONDITION is a two-character alphanumeric field. This variable is used to indicate the apparent condition of each offender involved in the incident. Use the most descriptive code if more than one applies. Enter only one of the following choices for each offender:

| | |
|---|---|
| 01 | Appears to be Impaired with Drugs |
| 02 | Appears to be Impaired with Alcohol |
| 03 | Appears to be Mentally Disordered |
| 04 | Appears to be Injured/Ill |
| 05 | Apparently Normal |
| 88 | Not Reported |
| 99 | Unknown |

See Data Element #37 OFFENDER CONDITION.

**416 VICTIM NUMBER must be in range of 001 to 999**

Each victim in an incident must be assigned a unique victim number from 001 to 999. A separate Victim Segment must be submitted for each numbered victim.

Most agency Records Management System (RMS) software will automatically assign and count the number of victim segments (screens) entered. Alternatively, agency forms can have pre-numbered lines for each victim that will be keyed into the RMS when the incident is data entered.

See Data Element #38 VICTIM NUMBER.

**NO. ERROR MESSAGE AND EXPLANATION**

**418 VICTIM/OFFENSE LINK must be numeric**

VICTIM/OFFENSE LINK is a two-character numeric field. Each occurrence must be completely filled with a unique two-digit number. If the number is in the range of 1-9, zero left-fill the field. The number to be used is obtained from the OFFENSE NUMBER of an offense perpetrated against the victim whose information is being entered. Most agency Records Management System (RMS) software will automatically assign and enter OFFENSE NUMBERS.

While a maximum of only ten offenses may be included in any one incident, the numbers used may be any valid number in the range of 01 to 75. It is not necessary that Offense Segments be numbered consecutively, as long as they are unique. Each victim must be linked to at least one and no more than ten offenses. When fewer than 10 offenses are present for the victim, enter Not Applicable in any unused occurrences of VICTIM/OFFENSE LINK.

See Data Elements #12 OFFENSE NUMBER and #39 VICTIM/OFFENSE LINK.

**420 VICTIM/OFFENSE LINK must be in range of 01 to 75, or Not Applicable**

VICTIM/OFFENSE LINK is a two-character numeric field. Each occurrence must be completely filled with a unique two-digit number. The number to be used is obtained from the OFFENSE NUMBER of an offense perpetrated against the victim whose information is being entered.

While a maximum of only ten offenses may be included in any one incident, the numbers used may be any valid number in the range of 01 to 75. It is not necessary that Offense Segments be numbered consecutively, as long as they are unique. Each victim must be linked to at least one and no more than ten offenses. When fewer than 10 offenses are present for the victim, enter Not Applicable in any unused occurrences of VICTIM/OFFENSE LINK.

See Data Elements #12 OFFENSE NUMBER and #39 VICTIM/OFFENSE LINK.

**422 VICTIM/OFFENSE LINK required; first occurrence must show valid OFFENSE NUMBER**

Each victim in an incident must always be linked through the VICTIM/OFFENSE LINK to at least one offense. The first occurrence of VICTIM/OFFENSE LINK must be filled with a two-digit number. The number to be used is obtained from the OFFENSE NUMBER of an offense perpetrated against the victim whose information is being entered.

The number used must be a valid number in the range of 01 to 75. If the number obtained is in the range of 1 through 9, be sure to zero left-fill the field. Not Applicable must not be used in the first occurrence of the VICTIM/OFFENSE LINK.

See Data Elements #12 OFFENSE NUMBER and #39 VICTIM/OFFENSE LINK.

**424 VICTIM/OFFENSE LINK of Not Applicable requires Not Applicable in successive occurrences**

Once any occurrence of VICTIM/OFFENSE LINK is reported as Not Applicable, all following occurrences must always be reported as Not Applicable.

VICTIM/OFFENSE LINK is a two-character numeric field. Each occurrence must be completely filled with a unique two-digit number. If the number is in the range of 1-9, zero left-fill the field. The number to be used is obtained from the OFFENSE NUMBER of an offense perpetrated against the victim whose information is being entered.

See Data Elements #12 OFFENSE NUMBER and #39 VICTIM/OFFENSE LINK.

**NO. ERROR MESSAGE AND EXPLANATION**

**426 Duplicate VICTIM/OFFENSE LINK not allowed**

Except for Not Applicable, no occurrence of VICTIM/OFFENSE LINK can equal another occurrence of this data element.

See Data Elements #12 OFFENSE NUMBER and #39 VICTIM/OFFENSE LINK.

**428 Use valid types for VICTIM TYPE**

VICTIM TYPE is a one-character alpha field. An incident may have more than one victim. Victims may be persons, businesses, various types of institutions, and society. A Victim Segment should be completed for each victim with the most appropriate choice entered in VICTIM TYPE. Enter only one code for each victim, using one of the following choices:

| | |
|---|---|
| A | Firefighter in the Line of Duty |
| I | Individual |
| B | Business |
| F | Financial Institution |
| G | Government |
| L | Law Enforcement Officer in the Line of Duty |
| R | Religious Organization |
| S | Society/Public |
| O | Other |
| U | Unknown |

See Data Element #40 VICTIM TYPE.

**430 VICTIM AGE must be Not Applicable for Non-Person Victim**

When the VICTIM TYPE reported on a Victim Segment is one of the choices shown below, the victim is considered to be a Non-Person. While a Victim Segment must be completed for each victim within an incident, VICTIM AGE and other fields which describe individual human victims are inappropriate for Non-Person victims and must be reported as Not Applicable.

| | |
|---|---|
| B | Business |
| F | Financial Institution |
| G | Government |
| R | Religious Organization |
| S | Society/Public |
| O | Other |
| U | Unknown |

See Data Elements #40 VICTIM TYPE and #41 VICTIM AGE.

**NO. ERROR MESSAGE AND EXPLANATION**

**432 VICTIM SEX must be Not Applicable for Non-Person Victim**

When the VICTIM TYPE reported on a Victim Segment is one of the choices shown below, the victim is considered to be a Non-Person. While a Victim Segment must be completed for each victim within an incident, VICTIM SEX and other fields which describe individual human victims are inappropriate for Non-Person victims and must be reported as Not Applicable.

| | |
|---|---|
| B | Business |
| F | Financial Institution |
| G | Government |
| R | Religious Organization |
| S | Society/Public |
| O | Other |
| U | Unknown |

See Data Elements #40 VICTIM TYPE and #42 VICTIM SEX.

**434 VICTIM RACE must be Not Applicable for Non-Person Victim**

When the VICTIM TYPE reported on a Victim Segment is one of the choices shown below, the victim is considered to be a Non-Person. While a Victim Segment must be completed for each victim within an incident, VICTIM RACE and other fields which describe individual human victims are inappropriate for Non-Person victims and must be reported as Not Applicable.

| | |
|---|---|
| B | Business |
| F | Financial Institution |
| G | Government |
| R | Religious Organization |
| S | Society/Public |
| O | Other |
| U | Unknown |

See Data Elements #40 VICTIM TYPE and #43 VICTIM RACE.

**436 VICTIM ETHNIC ORIGIN must be Not Applicable for Non-Person Victim**

When the VICTIM TYPE reported on a Victim Segment is one of the choices shown below, the victim is considered to be a Non-Person. While a Victim Segment must be completed for each victim within an incident, VICTIM ETHNIC ORIGIN and other fields which describe individual human victims are inappropriate for Non-Person victims and must be reported as Not Applicable.

| | |
|---|---|
| B | Business |
| F | Financial Institution |
| G | Government |
| R | Religious Organization |
| S | Society/Public |
| O | Other |
| U | Unknown |

See Data Elements #40 VICTIM TYPE and #44 VICTIM ETHNIC ORIGIN.

**NO. ERROR MESSAGE AND EXPLANATION**

**438 VICTIM RESIDENCE STATUS must be Not Applicable for Non-Person Victim**

When the VICTIM TYPE reported on a Victim Segment is one of the choices shown below, the victim is considered to be a Non-Person. While a Victim Segment must be completed for each victim within an incident, VICTIM RESIDENCE STATUS and other fields which describe individual human victims are inappropriate for Non-Person victims and must be reported as Not Applicable.

| | |
|---|---|
| B | Business |
| F | Financial Institution |
| G | Government |
| R | Religious Organization |
| S | Society/Public |
| O | Other |
| U | Unknown |

See Data Elements #40 VICTIM TYPE and #45 VICTIM RESIDENCE STATUS.

**440 VICTIM/OFFENDER LINK must be Not Applicable for Non-Person Victim**

When the VICTIM TYPE reported on a Victim Segment is one of the choices shown below, the victim is considered to be a Non-Person. While a Victim Segment must be completed for each victim within an incident, VICTIM/OFFENDER LINK is used to connect only individual person victims to offenders who victimized them. Thus, if the Victim Segment is not for an individual, all occurrences of VICTIM/OFFENDER LINK must be reported as Not Applicable.

| | |
|---|---|
| B | Business |
| F | Financial Institution |
| G | Government |
| R | Religious Organization |
| S | Society/Public |
| O | Other |
| U | Unknown |

See Data Elements #32 OFFENDER NUMBER, #40 VICTIM TYPE, and #46 VICTIM/OFFENDER LINK.

**442 VICTIM/OFFENDER RELATIONSHIP must be Not Applicable for Non-Person Victim**

When the VICTIM TYPE reported on a Victim Segment is one of the choices shown below, the victim is considered to be a Non-Person. While a Victim Segment must be completed for each victim within an incident, VICTIM/OFFENDER RELATIONSHIP is used to relate only individual person victims to offenders who victimized them. Thus, if the Victim Segment is not for an individual, all occurrences of VICTIM/OFFENDER RELATIONSHIP must be reported as Not Applicable.

| | |
|---|---|
| B | Business |
| F | Financial Institution |
| G | Government |
| R | Religious Organization |
| S | Society/Public |
| O | Other |
| U | Unknown |

See Data Elements #32 OFFENDER NUMBER, #40 VICTIM TYPE, #46 VICTIM/OFFENDER LINK, and #47 VICTIM/OFFENDER RELATIONSHIP.

**NO. ERROR MESSAGE AND EXPLANATION**

**444 LEVEL OF INJURY must be Not Applicable for Non-Person Victim**

and the victim is considered to be a Non-Person. While a Victim Segment must be completed for each victim within an incident, LEVEL OF INJURY is used only to describe the condition of individual human victims. Thus, if the Victim Segment is not for an individual, all occurrences of LEVEL OF INJURY must be reported as Not Applicable.

| | |
|---|---|
| B | Business |
| F | Financial Institution |
| G | Government |
| R | Religious Organization |
| S | Society/Public |
| O | Other |
| U | Unknown |

See Data Elements #40 VICTIM TYPE, #46 VICTIM/OFFENDER LINK, and #48 LEVEL OF INJURY.

**446 TYPE OF INJURY must have all occurrences as Not Applicable for Non-Person Victim**

Non-person victims cannot be injured. For non-person victims, the type of injury should always be reported as Not Applicable.

EXAMPLE: A Victim Segment has VICTIM TYPE of G for Government. All occurrences of TYPE OF INJURY should be coded as Not Applicable since the victim is not a person.

See Data Element #49 TYPE OF INJURY.

**448 VICTIM MEDICAL TREATMENT must be Not Applicable for Non-Person Victim**

Non-person victims cannot be treated for injuries. For non-person victims, VICTIM MEDICAL TREATMENT should always be reported as Not Applicable.

EXAMPLE: The victim is Society/Public; the entry for VICTIM MEDICAL TREATMENT should be Not Applicable.

See Data Element #50 VICTIM MEDICAL TREATMENT.

**450 VICTIM AGE required for Person Victim**

Enter an exact age, or if exact age is unknown, enter an age range using four digits. An age between 20 and 25 would be entered as 2025; age range of 6 to 8 would be entered as 0608. When entering a range, be sure that the first age (first 2 digits) is less than the second age. If age is unknown, enter Unknown. Not Applicable is <u>not</u> allowed for person victims.

Other acceptable values are:

| | |
|---|---|
| 00NN | under 24 hours old (neonate) |
| 00NB | 1to 6 days (under one week old) |
| 00BB | 7 to 364 days (one week to under one year old) |
| 0099 | Over 98 years old |
| 9999 | Unknown |

See Data Element #41 VICTIM AGE.

**NO. ERROR MESSAGE AND EXPLANATION**

**452 VICTIM SEX required for Person Victim**

A valid sex choice must be entered for person victims. Not Applicable is not allowed for person victims.

Valid Sex choices for person victims are:

| | |
|---|---|
| M | Male |
| F | Female |
| R | Not Reported |
| U | Unknown |

See Data Element #42 VICTIM SEX.

**454 VICTIM RACE required for Person Victim**

A valid Race choice must be entered for person victims. Other and Not Applicable are not allowed for person victims.

Valid Race choices for person victims are:

| | |
|---|---|
| W | White |
| B | Black |
| I | American Indian/Alaskan Native |
| A | Asian/Pacific Islander |
| R | Not Reported |
| U | Unknown |

See Data Element #43 VICTIM RACE.

**456 VICTIM ETHNIC ORIGIN required for Person Victim**

A valid VICTIM ETHNIC ORIGIN choice must be entered for person victims. Ethnicity is entered separately because it is possible to be a White person of Hispanic origin or a Black person of Hispanic origin, and so forth. For this data element, a person is either Hispanic or Not Hispanic, regardless of race.

Not Applicable is not allowed for person victims.

Valid Ethnic Origin choices for person victims are:

| | |
|---|---|
| H | Hispanic Origin |
| N | Not of Hispanic Origin |
| R | Not Reported |
| U | Unknown |

See Data Element #44 VICTIM ETHNIC ORIGIN.

**458 VICTIM RESIDENCE STATUS required for Person Victim**

Enter a valid VICTIM RESIDENCE choice for each person victim. Not Applicable is not allowed for person victims.

EXAMPLE 1: If the victim was robbed in White Plains, NY, where he resides, select Resident.

EXAMPLE 2: The victim was a Mexican citizen working as a migrant worker and temporarily residing in the town where his radio was stolen. Select Temporary Resident/Foreign National.

See Data Element #45 VICTIM RESIDENCE STATUS.

**NO. ERROR MESSAGE AND EXPLANATION**

**460 VICTIM/OFFENDER LINK required for Person Victim**

Person victims must be linked to offenders. The VICTIM /OFFENDER LINK is used only to link person victims to offenders who victimized them. Non-person victims are not linked to offenders.

See Data Element #44 VICTIM OFFENDER LINK.

**462 VICTIM/OFFENDER RELATIONSHIP required for Person Victim**

Enter the victim's relationship to the offender. Not-Applicable is not allowed for VICTIM /OFFENDER RELATIONSHIP.

EXAMPLE 1: An employee assaulted his employer with his fists. The corresponding occurrence of the VICTIM/OFFENDER LINK should be coded as Victim Was Employer.

EXAMPLE 2: Two offenders rob a man and woman who are on a date. Neither victim knew the offenders. Both the Victim Segment for the male victim and the Victim Segment for the female victim should have the occurrences in VICTIM/OFFENDER LINK coded as Stranger.

See Data Element #47 VICTIM / OFFENDER RELATIONSHIP.

**464 LEVEL OF INJURY for Person Victim cannot be Not Applicable**

A Not Applicable LEVEL OF INJURY applies to non-person victims only. If a person victim sustains no apparent physical injury, choose Not Injured.

See Data Element #48 LEVEL OF INJURY.

**466 TYPE OF INJURY for Person Victim cannot be Not Applicable**

A Not Applicable TYPE OF INJURY applies to non-person victims only.

See Data Element #49 TYPE OF INJURY.

**468 VICTIM MEDICAL TREATMENT for Person Victim cannot be Not Applicable**

A Not Applicable VICTIM MEDICAL TREATMENT applies to non-person victims only.

See Data Element #50 VICTIM MEDICAL TREATMENT.

**NO. ERROR MESSAGE AND EXPLANATION**

**470 Use exact age, age range, or Unknown in VICTIM AGE**

Enter an exact age, or if exact age is unknown, enter an age range using four digits.
An age between 20 and 25 would be entered as 2025; age range of 6 to 8 would be entered as 0608. When entering a range, be sure that the first age (first 2 digits) is less then the second age. If age is unknown, enter Unknown. Not Applicable is not allowed for person victims.

Other acceptable values are:

| | |
|---|---|
| 00NN | under 24 hours old (neonate) |
| 00NB | 1 to 6 days (under one week old) |
| 00BB | 7 to 364 days (one week to under one year old) |
| 0099 | Over 98 years old |
| 9999 | Unknown |

See Data Element #41 VICTIM AGE.

**472 Use Male, Female, or Unknown for VICTIM SEX**

A valid sex code must be entered for person victims. Not Applicable is not allowed for person victims.

Valid Sex choices for person victims are:

| | |
|---|---|
| M | Male |
| F | Female |
| R | Not Reported |
| U | Unknown |

See Data Element #42 VICTIM SEX.

**474 Use valid race choice for VICTIM RACE**

A valid Race code must be entered for person victims. Other and Not Applicable are not allowed for person victims.

Valid Race choices for person victims are:

| | |
|---|---|
| W | White |
| B | Black |
| I | American Indian/Alaskan Native |
| A | Asian/Pacific Islander |
| R | Not Reported |
| U | Unknown |

See Data Element #43 VICTIM RACE.

**476 Use Hispanic, or Not of Hispanic Origin, for VICTIM ETHNIC ORIGIN**

A valid VICTIM ETHNIC ORIGIN choice must be entered for person victims. Ethnicity is entered separately because it is possible to be a White person of Hispanic origin, and so forth. For this data element, a person is either Hispanic or Not Hispanic, regardless of race. Not Applicable is not allowed for person victims.

Valid Ethnic Origin choices for person victims are:

| | |
|---|---|
| H | Hispanic Origin |
| N | Not of Hispanic Origin |
| R | Not Reported |
| U | Unknown |

See Data Element #44 VICTIM ETHNIC ORIGIN.

**NO. ERROR MESSAGE AND EXPLANATION**

**478 Use valid choice for VICTIM RESIDENCE STATUS**

Enter a valid Victim Residence choice for each person victim. Not Applicable is not allowed for person victims.

EXAMPLE 1: If the victim was robbed in White Plains, NY, where he resides, select Resident.

EXAMPLE 2: The victim was a Mexican citizen working as a migrant worker and temporarily residing in the town where his radio was stolen. Select Temporary Resident/Foreign National.

See Data Element #45 VICTIM RESIDENCE STATUS.

**480 VICTIM/OFFENDER LINK must be numeric digits with zero left-fill**

VICTIM/OFFENDER LINK reports that there is a connection between the victim and one or more offenders in the incident. The primary or lead offender is numbered 001, the next one 002, the next 003, and so forth up to 10. If no primacy of offenders is apparent, number them arbitrarily. Up to 10 offenders can be linked with victims.

VICTIM/OFFENDER LINK exists between persons only: it used to link individual victims to offenders who victimized them. Thus, if the victim is not an individual person, all occurrences of VICTIM/OFFENDER LINK must be entered as Not Applicable.

Use Not Applicable to fill multiple occurrences of VICTIM/OFFENDER LINK when fewer than 10 offenders are involved in the victimization of an individual victim.

EXAMPLE 1: If Victim 001's relationship to Offender 004 is to be reported, enter 004 in the first occurrence of VICTIM/OFFENDER LINK for the first victim, and enter all remaining occurrences as Not Applicable.

EXAMPLE 2: If the victim was being linked to two offenders, numbered 001 and 005, the first occurrence of VICTIM/OFFENDER LINK would have 001 entered, the second occurrence would have 005 entered, and the remaining eight occurrences would be filled with Not Applicable.

See Data Element #46 VICTIM/OFFENDER LINK.

**482 VICTIM /OFFENDER LINK can be Unknown only in the first occurrence**

VICTIM/OFFENDER LINK is used only to link individual victims to offenders who victimized them. Thus, if the victim is not an individual person, all occurrences of VICTIM/OFFENDER LINK must be entered as Not Applicable.

If the victim is a person, and the offender is Unknown, the first occurrence of VICTIM/OFFENDER LINK contains Unknown. All occurrences afterward are Not Applicable.

See Data Element #46 VICTIM/OFFENDER LINK.

**484 VICTIM/OFFENDER LINK indicating Unknown Offender in the first occurrence requires that all successive occurrences be Not Applicable**

VICTIM/OFFENDER LINK is used only to link individual victims to offenders who victimized them. Thus, if the victim is not an individual person, all occurrences of VICTIM/OFFENDER LINK must be entered as Not Applicable.

If the victim is a person, and the offender is Unknown, the first occurrence of VICTIM/OFFENDER LINK contains Unknown. All occurrences afterward are Not Applicable.

See Data Element #46 VICTIM/OFFENDER LINK.

**NO. ERROR MESSAGE AND EXPLANATION**

**486 VICTIM/OFFENDER LINK of Not Applicable in any occurrence requires Not Applicable in all successive occurrences**

Up to 10 offenders can be linked with a single victim. Enter a separate number for each offender as 001, 002, etc. VICTIM/OFFENDER LINK is used only to link individual victims to offenders who victimized them. Thus, if the victim is not an individual person, all occurrences of VICTIM/OFFENDER LINK must be entered as Not Applicable.

Not Applicable is also used to fill the last multiple occurrences of VICTIM/OFFENDER LINK when fewer than 10 offenders are involved in the victimization of an individual victim.

EXAMPLE: If Victim 001's relationship to Offender 002 is to be reported, enter 002 in the first occurrence of VICTIM/OFFENDER LINK for the first victim, and enter all remaining occurrences as Not Applicable. If there are other offenders linked to Victim 001, these must be entered before any Not Applicable choices are entered. The only choice allowed after a Not Applicable entry in VICTIM/OFFENDER LINK is Not Applicable in the remaining occurrences.

See Data Element #46 VICTIM/OFFENDER LINK.

**488 VICTIM/OFFENDER LINK occurrences may not contain duplicate OFFENDER NUMBERS**

VICTIM/OFFENDER LINK is used only to link individual victims to offenders who victimized them. Thus, if the victim is not an individual person, all occurrences of VICTIM/OFFENDER LINK must contain Not Applicable.

VICTIM/OFFENDER LINK cannot have any duplicate entries other than Not Applicable. Thus, an offender number (Offender 001, 002, etc.) is used only once in a VICTIM/OFFENDER LINK to connect that offender with that victim, regardless of how many offenses might be involved. This link is used only to establish that there is a connection between offender and person-victim.

Not Applicable is used to fill the last multiple occurrences of VICTIM/OFFENDER LINK when fewer than 10 offenders are involved in the victimization of an individual victim.

EXAMPLE: If Victim 001's relationship to Offender 003 is to be reported, enter 003 in the first occurrence of VICTIM/OFFENDER LINK for the first victim, and enter all remaining occurrences as Not Applicable.

For additional information, See document entitled *Data Element Details*, Data Element #46 VICTIM/OFFENDER LINK

**NO. ERROR MESSAGE AND EXPLANATION**

**490 Every occurrence of VICTIM/OFFENDER RELATIONSHIP must contain a valid relationship choice**

An incident may have more than one victim. Victims may be persons, businesses, various types of institutions, and society. Only person victims can have relationships to offenders. If the VICTIM TYPE is one of the following:

A Firefighter in the Line of Duty,
I Individual, or
L Law Enforcement Officer in the Line of Duty,

choose the most appropriate from the various NYSIBR relationship choices for each corresponding occurrence of VICTIM/OFFENDER RELATIONSHIP.

Not Reported may be chosen when necessary but should be avoided if at all possible. An effort should always be made to ascertain the correct relationship between the victim and the offender whenever the victim is a person. If no information about the offender is available, better choices would be "Relationship Unknown" or "Stranger," if they are appropriate.

Not Applicable must be entered for all other occurrences of VICTIM/OFFENDER RELATIONSHIP for the VICTIM TYPES listed below.

B Business
F Financial Institution
G Government
R Religious Organization
S Society/Public
O Other
U Unknown

See Data Elements #40 VICTIM TYPE and #47 VICTIM/OFFENDER RELATIONSHIP.

**494 VICTIM/OFFENDER RELATIONSHIP of Not Applicable in any occurrence requires Not Applicable in all successive occurrences**

Only person victims can have relationships to offenders. Enter up to 10 occurrences of VICTIM/OFFENDER RELATIONSHIP using the NYSIBR choices.

Not Applicable is used to fill the last multiple occurrences of VICTIM/OFFENDER RELATIONSHIP when fewer than 10 offenders are involved in the victimization of an individual victim. Not Applicable is also used to fill all 10 occurrences of VICTIM/OFFENDER RELATIONSHIP when the victim is not a person. The appearance of Not Applicable after an actual relationship choice in one or more first occurrences signals that no other victim-offender relationship is recorded for this incident. Every occurrence after the first Not Applicable also must be Not Applicable.

EXAMPLE: A gang robs a bank. Since the victim was a financial institution, not a person, there is no VICTIM/OFFENDER RELATIONSHIP. Enter Not Applicable in all 10 occurrences.

EXAMPLE 2: A young man was punched in the stomach on the street and his iPod taken from around his neck. He did not know either of his assailants by name, but recognized them as two older students at his school. The total of 10 occurrences of VICTIM/OFFENDER RELATIONSHIP for this incident will contain two occurrences of Otherwise Known, and eight occurrences of Not Applicable. The entries are made in the following required order: the two relationships to the victim must be entered in the first and second occurrences of VICTIM/OFFENDER RELATIONSHIP, as Otherwise Known. Not Applicable must fill occurrences three through ten.

See Data Element #47 VICTIM/OFFENDER RELATIONSHIP.

**NO. ERROR MESSAGE AND EXPLANATION**

**496 VICTIM AGE does not reflect the spousal type relationship reported in VICTIM/OFFENDER RELATIONSHIP**

If a VICTIM/OFFENDER RELATIONSHIP is reported as Spouse, Common-law Spouse, or Ex-Spouse, and an exact age was reported in the VICTIM AGE field, it must be greater than or equal to 10 years of age.

VICTIM AGE is checked by the DCJS system to confirm that it is within a reasonable range that is compatible with the relationship reported. If the relationship is in error, ascertain the correct VICTIM/OFFENDER RELATIONSHIP, correct it, and resubmit. Valid VICTIM/OFFENDER RELATIONSHIP choices may be found in Data Element #47. If the age was misreported, correct and resubmit it.

See Data Elements #41 VICTIM AGE and #47 VICTIM/OFFENDER RELATIONSHIP.

**498 A linked Victim and Offender require a corresponding relationship in VICTIM/OFFENDER RELATIONSHIP other than Not Applicable**

Only person victims can have relationships to offenders. Once a victim and offender are linked in VICTIM/OFFENDER LINK, the nature of their link must be reported in VICTIM/OFFENDER RELATIONSHIP. Not Applicable may not be used.

EXAMPLE: An employee assaulted his employer with his fists. The VICTIM/OFFENDER LINK connected these two individuals (employee as Offender 001 and employer as Victim 001). Since the VICTIM/OFFENDER RELATIONSHIP always states the relationship of the victim, this must be reported as Employer.

See Data Elements #46 VICTIM/OFFENDER LINK and #47 VICTIM/OFFENDER RELATIONSHIP.

**500 Not Applicable VICTIM/OFFENDER LINK requires Not Applicable VICTIM/OFFENDER RELATIONSHIP**

VICTIM/OFFENDER LINK is used only to link individual person victims to offenders who victimized them. Therefore, if the victim is not an individual, all occurrences of VICTIM/OFFENDER LINK must be reported as Not Applicable and each corresponding VICTIM/OFFENDER RELATIONSHIP also must be Not Applicable.

When fewer than 10 offenders are involved in the victimization of an individual victim, Not Applicable fills the unused occurrences of VICTIM/OFFENDER LINK and VICTIM/OFFENDER RELATIONSHIP.

EXAMPLE: A man robs a bank of $1700. Since the victim was a financial institution, not a person, there is no link. Both the VICTIM/OFFENDER LINK and the VICTIM/OFFENDER RELATIONSHIP should be reported as Not Applicable.

See Data Elements #46 VICTIM/OFFENDER LINK and #47 VICTIM/OFFENDER RELATIONSHIP.

**502 VICTIM/OFFENDER LINK of Unknown in first occurrence requires a VICTIM/OFFENDER RELATIONSHIP of Unknown first occurrence and Not Applicable in all successive occurrences**

When the first occurrence of VICTIM/OFFENDER LINK is Unknown, it is not possible to have a known VICTIM/OFFENDER RELATIONSHIP, and the latter must be reported as Unknown. This occurs only when the original OFFENDER NUMBER was reported as Unknown because there were no witnesses or suspects. After the initial reporting of Unknown for both fields, no links or relationships for the victim may follow. All subsequent occurrences of both VICTIM/OFFENDER LINK and VICTIM/OFFENDER RELATIONSHIP must be Not Applicable.

See Data Elements #46 VICTIM/OFFENDER LINK and #47 VICTIM/OFFENDER RELATIONSHIP.

**NO. ERROR MESSAGE AND EXPLANATION**

**504 LEVEL OF INJURY is required for all victims identified as person victims in VICTIM TYPE**

If a victim is reported with a VICTIM TYPE of Individual, Law Enforcement Officer, or Firefighter, the corresponding LEVEL OF INJURY must not be reported as Not Applicable. The LEVEL OF INJURY choices are:

Dead
Appeared To Be Seriously Injured
Appeared To Be Physically Injured, But Not Seriously
Not Injured

Use of Not Reported and Unknown should be avoided if possible.

See Data Element #48 LEVEL OF INJURY.

**505 LEVEL OF INJURY must be completed for every victim regardless of Victim Type**

Every incident requires an offense, a victim, and an offender. No matter what VICTIM TYPE is reported, each of the related victim fields must have a valid data choice entered.

When the type of victim *is not* a person, Not Applicable must be entered in all of the fields other than VICTIM TYPE, VICTIM NUMBER, VICTIM/OFFENSE LINK, and VICTIM/OFFENDER LINK.

EXAMPLE: An incident report is taken concerning a business that had suffered a burglary by an unknown offender. The incident would have an entry for victim type, a victim number, a link between victim (business) and offense (burglary), and a link between victim (business) and offender (unknown). Since the other descriptors of the victim (such as age, race, and residence status) do not apply to a business, these would be filled in with Not Applicable. The important thing is to leave none of the victim fields, including LEVEL OF INJURY, blank.

Use of Not Reported or Unknown is allowed by the NYSIBR edits. However, their use should be avoided because they indicate default entries rather than affirmative ones and contribute unnecessarily to high proportions of Unknowns and Not Reporteds in the agency's IBR reporting. The use of Not Applicable is the most appropriate because it specifically recognizes that the victim is not a person and that such descriptors as age and injury level are not relevant in this incident.

When the type of victim is a person (Individual – Firefighter – Law Enforcement Officer), LEVEL OF INJURY must be filled in with one of the valid choices *other than* Not Applicable, as explained in **error message 504 above**.

See Data Elements #40 VICTIM TYPE, #48 LEVEL OF INJURY, and #38 - #50 for all the victim descriptors.

**NO. ERROR MESSAGE AND EXPLANATION**

**506 TYPE OF INJURY for a person victim must contain an injury type other than Not Applicable in the first occurrence**

The TYPE OF INJURY field pertains only to physical bodily injuries suffered by person victims. If a victim is reported with a VICTIM TYPE of Individual, Law Enforcement Officer, or Firefighter, the first corresponding TYPE OF INJURY must not be reported as Not Applicable. The TYPE OF INJURY choices are:

None
Apparent Broken Bones
Possible Internal Injury
Severe Laceration
Loss of teeth
Unconsciousness
Other Major Injury
Apparent Minor Injury

Use of Not Reported and Unknown should be avoided if possible. If the victim died, the field should be used to report the apparent cause of death, such as Severe Laceration.

If no apparent physical injuries to the victim as a result of the crime were observed by the officers or reported by the victim or witnesses, the first occurrence of TYPE OF INJURY should be reported as None. The remaining four occurrences of the field should be reported as Not Applicable.

EXAMPLE: The offender assaulted the victim with a tire iron, breaking the victim's arm and opening up a cut about three inches long and one inch deep on his back. The first occurrence of TYPE OF INJURY should be Apparent Broken Bones, the second occurrence should be Severe Laceration, and the remaining three occurrences reported as Not Applicable.

See Data Elements #40 VICTIM TYPE and #49 TYPE OF INJURY.

**507 TYPE OF INJURY must be completed for every victim regardless of Victim Type**

Every incident requires at least one victim. Not matter what VICTIM TYPE is reported, all of the victim fields corresponding to that victim require that data be entered. When the victim type is not one of those categories representing an individual person, Not Applicable must be entered in all of the victim fields other than VICTIM TYPE, VICTIM NUMBER, VICTIM/OFFENSE LINK, and VICTIM/OFFENDER LINK. Leave none of the victim fields blank.

Use of Not Reported or Unknown is allowed by the NYSIBR edits. However, their use should be avoided because they indicate default entries rather than affirmative ones and contribute unnecessarily to high proportions of Unknowns and Not Reported in the agency's IBR reporting. The use of Not Applicable is the most appropriate because it specifically recognizes that the victim, for example Society/Public, is not a person and that such descriptors as age and type of injury are not relevant in this incident.

When the type of victim is a person (Individual, Firefighter, or Law Enforcement Officer), TYPE OF INJURY must be filled in with one of the valid choices *other than* Not Applicable, as explained in **error message 506 above**.

See Data Elements #40 VICTIM TYPE and #49 TYPE OF INJURY, and #38 - #50 for all the victim descriptors.

**NO. ERROR MESSAGE AND EXPLANATION**

**508 Use valid TYPE OF INJURY in second through fifth occurrences, or Not Applicable**

The TYPE OF INJURY field pertains only to physical bodily injuries suffered by person victims. If a victim is reported with a VICTIM TYPE of Individual, Law Enforcement Officer, or Firefighter, the second and successive TYPE OF INJURY fields must not be reported as None, Not Reported or Unknown. The choices are:

Apparent Broken Bones
Possible Internal Injury
Severe Laceration
Loss of teeth
Unconsciousness
Other Major Injury
Apparent Minor Injury
Not Applicable

If only one apparent physical injury to the victim as a result of the crime were observed by the officers or reported by the victim or witnesses, the second through fifth occurrences of TYPE OF INJURY should be reported as Not Applicable.

See Data Elements #40 VICTIM TYPE and #49 TYPE OF INJURY.

**510 TYPE OF INJURY cannot have duplicate occurrences of same type except for Not Applicable**

When completing the five occurrences of the TYPE OF INJURY field, each of them must be a unique valid entry. With the exception of Not Applicable, no two may be the same.

EXAMPLE: Two men picked a fight with a third man outside a bar. The third man received several cuts from the knife used by one of the first two. Enter one occurrence of Severe Laceration in TYPE OF INJURY, even though the victim sustained many cuts. It is the type of injury, not the number of injuries, that is entered. Fill the remaining occurrences with Not Applicable.

See Data Element #49 TYPE OF INJURY.

**512 VICTIM MEDICAL TREATMENT is required for all victims identified as person victims in VICTIM TYPE**

If a victim is reported with a VICTIM TYPE of Individual, Law Enforcement Officer, or Firefighter, the corresponding VICTIM MEDICAL TREATMENT may not be reported as Not Applicable. The VICTIM MEDICAL TREATMENT choices are:

Hospitalized
Treated and Released
Refused Treatment
Not Treated
Treated at Scene

Use of Not Indicated in Report and Unknown should be avoided if possible. If the victim died, the field should be used to report the level of any treatment rendered to the deceased.

EXAMPLE: The offender assaulted the victim with a tire iron, breaking the victim's arm and opening up a cut about three inches long and one inch deep on his back. The victim was taken to the emergency room of a local hospital to have his arm set and the cut closed by stitches, but was not hospitalized overnight. The proper choice would be Treated and Released.

See Data Elements #40 VICTIM TYPE and #50 VICTIM MEDICAL TREATMENT.

**NO. ERROR MESSAGE AND EXPLANATION**

**513 VICTIM MEDICAL TREATMENT must be completed for every victim regardless of Victim Type**

Every incident requires at least one victim. Not matter what VICTIM TYPE is reported, all of the victim fields corresponding to that victim require that data be entered. When the victim type is not one of those categories representing an individual person, all of the victim fields other than VICTIM TYPE, VICTIM NUMBER, VICTIM/OFFENSE LINK, and VICTIM/OFFENDER LINK must contain Not Applicable. Leave none of the victim fields blank, including VICTIM MEDICAL TREATMENT.

Use of Not Reported or Unknown is allowed by the NYSIBR edits. However, their use should be avoided because they indicate default entries rather than affirmative ones and contribute unnecessarily to high proportions of Unknowns and Not Reporteds in the agency's IBR reporting. The use of Not Applicable is the most appropriate because it specifically recognizes that the victim, for example Society/Public, is not a person and that such descriptors as age and type of injury are not relevant.

When the type of victim is a person (Individual – Firefighter – Law Enforcement Officer), VICTIM MEDICAL TREATMENT must be filled in with one of the valid choices *other than* Not Applicable, as explained in **error message 512 above**.

See Data Elements #40 VICTIM TYPE and #50 VICTIM MEDICAL TREATMENT, and #38 - #50 for all the victim descriptors.

**514 ARRESTEE NUMBER must be numeric in range of 01 to 99**

Each arrestee in an incident is to be assigned a unique number from 01 to 99. A separate Arrestee Segment containing Data Elements #51 through #65 is to be submitted for each numbered arrestee. Agency software should automatically assign and count the number of arrestee screens entered. If no arrestee, do NOT submit this segment.

EXAMPLE: If two persons were arrested in connection with a reported incident, two Arrestee Segments should be submitted: one for Arrestee Number 01 and the other for Arrestee Number 02.

See Data Element #51 ARRESTEE NUMBER.

**516 AGENCY ARREST NUMBER must be left-justified**

The AGENCY ARREST NUMBER uniquely identifies the case transaction number which the agency has assigned to an arrest. The number must be 12 or fewer characters long to fit into the 12- position alpha-numeric field. If the number takes up less than 12 positions, it must be entered from left to right (left justified) and the unused positions on the right left blank.

The number entered may be either the INCIDENT NUMBER of the previously reported incident or a separate arrest transaction number. Both NYSIBR and the FBI both accept any contributor-defined, 12-character transaction number. However, if the local agency wishes also to be compatible with DCJS' Computerized Criminal History System (CCH), it should limit the number to 8 alpha-numeric characters. In this case, the final four positions on the right of the field will remain blank.

Whenever one or more arrests is reported, a separate Arrestee Segment containing Data Elements #51 through #65 is to be completed for each numbered arrestee. The AGENCY ARREST NUMBER must have a valid number entered. It may not be blank and may not contain any embedded blanks within the number assigned.

See Data Elements #2 INCIDENT/ COMPLAINT NUMBER and #52 AGENCY ARREST NUMBER.

**NO. ERROR MESSAGE AND EXPLANATION**

**518 AGENCY ARREST NUMBER cannot be all blanks or have embedded blanks**

The AGENCY ARREST NUMBER uniquely identifies the case transaction number which the agency has assigned to an arrest. Whenever one or more arrests is reported, a separate Arrestee Segment containing Data Elements #51 through #65 is to be completed for each numbered arrestee.

The AGENCY ARREST NUMBER must have a valid number entered. It may not be all blanks and may not contain any embedded blanks within the number assigned. The only blanks allowed are those used as right-fill after a number of fewer than 12 characters.

See Data Elements #2 INCIDENT/ COMPLAINT NUMBER and #52 AGENCY ARREST NUMBER.

**520 Use allowed characters for AGENCY ARREST NUMBER: A-Z, 0-9, hyphens, blank right-fill**

The AGENCY ARREST NUMBER uniquely identifies the case transaction number which the agency has assigned to an arrest. Whenever one or more arrests is reported, a separate Arrestee Segment containing Data Elements #51 through #65 is to be completed for each numbered arrestee.

The AGENCY ARREST NUMBER must be some combination of the following characters only: letters A-Z, numbers 0-9, or a hyphen. The only blanks allowed are those used as right-fill after a number of fewer than 12 characters.

See Data Element #52 AGENCY ARREST NUMBER.

**522 CRIMINAL JUSTICE TRACKING NUMBER (CJTN) must be a valid DCJS number, or Not Applicable**

The CRIMINAL JUSTICE TRACKING NUMBER is assigned to or pre-printed on a particular arrest fingerprint card. It is used to identify the arrestee and add the arrest on the defendant's New York State Criminal History. The number was formerly known as the Court Control Number, Offender Based Tracking System (OBTS) Number, or 501 Number.

The CJTN is mandatory for an Arrestee charged with a fingerprintable offense. It is a 9-character alphanumeric field consisting of 8 numeric digits followed by an valid alpha check digit. If the arrestee is not charged with a fingerprintable offense, enter Not Applicable/Non-printable offense.

See Data Element #53 CJTN NUMBER.

**524 NYSID NUMBER must be a valid DCJS number, or Unknown**

The NYSID NUMBER is assigned to individual offender and the events on his/her New York State Criminal History. If the Arrestee has a known NYSID NUMBER, it must be entered. It is an 8-character alphanumeric field consisting of 7 numeric digits followed by an alpha check digit. Newer NYSIDs have 8 numbers and no room for a check digit. If the Arrestee does not have a New York State Criminal History or the number is not yet known, enter Unknown.

See Data Element #54 NYSID NUMBER.

**NO. ERROR MESSAGE AND EXPLANATION**

**525 ARREST DATE must be formatted as YYYYMMDD**

ARREST DATE is the year, month, and day when the subject was arrested. It is mandatory and must be entered as a valid calendar date, correctly formatted as YYYYMMDD.

| | | |
|---|---|---|
| YYYY | Four-digit year, e.g., | 2008 |
| MM | Two-digit month, e.g., | 05 |
| DD | Two-digit day, e.g., | 30 |

This ARREST DATE of May 30, 2008, would appear as 20080530.

See Data Element #55 ARREST DATE.

**526 ARREST DATE must be on or after IBR start-up date**

ARREST DATE is the year, month, and day when the subject was arrested. It must be on or after the start-up date for IBR submission by the local agency in order to be processed by the NYSIBR system and added to the state database. It must be entered as a valid calendar date and correctly formatted as YYYYMMDD.

See Data Element #55 ARREST DATE.

**528 ARREST DATE cannot be later than FILE CREATION DATE**

ARREST DATE is the year, month, and day when the subject was arrested. It must be prior to the FILE CREATION DATE, which is the date that the NYSIBR monthly file is created for submission to DCJS.

See Data Element #55 ARREST DATE and Transmission Data Element #TD3 FILE CREATION DATE.

**530 ARREST TYPE must contain a valid choice**

If more than one ARREST TYPE applies in an incident, report the one that best summarizes the reason for arrest. As a general rule, this should be the type that initiated the arrest. The ARREST TYPE choices are:

Complaint
Crime in Progress
Court Summons
Order of Protection
Other
Unknown

See Data Element #55 ARREST TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**532 ARREST STATUS must contain a valid choice**

Enter the type of release from physical custody for an arrestee. If more than one ARREST STATUS applies in an incident, report the one that best summarizes the reason for arrest. As a general rule, this should be the type that initiated the release. The ARREST STATUS choices are:

Held
Appearance Ticket
ROR
Cash Bail
Bail Bond
Police Bail
Released to Third Party

Use of Not Reported and Unknown should be avoided if possible.

See Data Element #57 ARREST STATUS.

**534 JUVENILE RELEASE STATUS must contain a valid choice**

In order to comply with national crime reporting standards, "juveniles" are defined as young people under 18. DCJS forwards data on arrests of young people under 18 to the FBI, thus remaining compatible with other states in the national crime reporting program. However, under New York law, "juveniles" are defined as young people under 16. The JUVENILE RELEASE STATUS choices accommodate these age differences for crime reporting purposes.

Every arrest of a juvenile (under 18) must be accounted for by choosing the relevant code for the immediate outcome of the arrest. Adult arrest segments must include this field, as well. Only four choices are possible:

H Handled Within Department (e.g., released to parents, released with warning)
R Referred to Criminal Court, Family Court, or Probation Intake
D Diverted to Counseling or Treatment Program
X Not Applicable (arrestee is 16 years old or older)

The Not Applicable choice is to be used only when the arrestee is an adult under New York law.

The Handled Within Department and Diverted to Counseling or Treatment choices may be used when the law enforcement agency, for example, arranges with the parents in a shoplifting case to pay for store merchandise stolen or damaged, or arranges for anger management class in another case, or assigns the arrestee to group counseling. These choices allow for the potentially wide range of non-court, non-intake arrest outcomes which may be available locally.

The Referred to Criminal Court, Family Court, or Probation Intake choice is to be used for those young people accused of the more serious crimes, whose cases may involve formal charges.

See Data Elements #58 JUVENILE RELEASE STATUS and #61 ARRESTEE AGE.

**536 ARRESTEE AGE of under 16 requires JUVENILE RELEASE STATUS**

If ARRESTEE AGE is under 16, the JUVENILE RELEASE STATUS is required and must be one of the following:

D Diverted to Counseling or Treatment Program
H Handled Within Department
R Referred to Criminal Court/Family Court, or Probation Intake.

See Data Elements #58 JUVENILE RELEASE STATUS and # 61 ARRESTEE AGE.

**NO. ERROR MESSAGE AND EXPLANATION**

**538 ARRESTEE AGE of over 17 requires a JUVENILE RELEASE STATUS of Not Applicable**

If ARRESTEE AGE is greater than 17, the JUVENILE RELEASE STATUS must be Not Applicable because persons aged 18 and up are not juveniles.

See Data Elements #58 JUVENILE RELEASE STATUS # 61 ARRESTEE AGE.

**540 MULTIPLE CLEARANCE INDICATOR must contain a valid choice**

This data element is used to indicate whether the apprehension of the arrestee resulted in the clearance of more than one previously reported incident within the agency's jurisdiction.

If more than one incident, it is important to indicate that only one arrestee was responsible for multiple clearances. This is done by entering M for Multiple into all but one of the Arrestee Segments involved and C for Count Arrestee into the remaining Arrestee Segment.

If the arrest did not result in multiple clearances, enter N for Not Applicable.

See Data Element # 59 MULTIPLE CLEARANCE INDICATOR.

**542 First occurrence of ARRESTEE WEAPONS must contain a valid Weapon Type, Not Applicable, Not Reported, or Unknown**

ARRESTEE WEAPONS is used to indicate that the arrestee was armed with some type of weapon; it is not a count of the number of weapons in the subject's possession. Record the weapon type(s) used in resisting arrest or at any other time when apprehended.

If any weapon is found with the arrestee, enter the most appropriate descriptive choice from the 19 types listed under ARRESTEE WEAPONS into the first occurrence of the field. If no weapon was present, enter Not Applicable. Use of Not Reported and Unknown should be avoided unless necessary in the first entry.

See Data Element # 60 ARRESTEE WEAPONS.

**544 Second occurrence of ARRESTEE WEAPONS may contain only valid Weapon Types or Not Applicable**

ARRESTEE WEAPONS is used to indicate that the arrestee was armed with some type of weapon; it is not a count of the number of weapons in the subject's possession. Record the weapon type(s) used in resisting arrest or at any other time when apprehended.

If only one weapon was found, enter Not Applicable in the second occurrence. If two different weapon types were found with the arrestee, enter the most appropriate descriptive choices for each from the 19 types listed under ARRESTEE WEAPONS in the two occurrences of the field.

If two weapons of the same type were found, they must not be entered twice: enter only one type. A maximum of two weapon types can be listed. Not Reported and Unknown may not be used for the second entry.

See Data Element # 60 ARRESTEE WEAPONS.

**NO. ERROR MESSAGE AND EXPLANATION**

**546 Unique weapon types are required in the two occurrences of ARRESTEE WEAPONS**

Each entry must be unique; duplicates of types are not allowed. Two weapons of the same kind should be entered as a single weapon type. If two different weapon types were found with the arrestee, enter the most appropriate descriptive choices from the 19 types listed under ARRESTEE WEAPONS in the two occurrences of the field. A maximum of two weapon types can be listed. Not Reported and Unknown may not be used for the second entry.

See Data Element #60 ARRESTEE WEAPONS.

**548 Second occurrence of ARRESTEE WEAPONS must be Not Applicable**

If the first occurrence of ARRESTEE WEAPONS is reported as Not Applicable, Not Reported, or Unknown, the second occurrence must be entered as Not Applicable.

Confirm the actual circumstances and correct the entries. If the second occurrence contains a valid weapon type that was found on the arrestee, the weapon type must be entered into the first occurrence. If no weapon was found, the second occurrence should be changed to None/Not Applicable.

See Data Element #60 ARRESTEE WEAPONS.

**550 ARRESTEE AGE must be numeric in range of 01 to 99**

ARRESTEE AGE requires an exact age, not an age range, to be entered. If uncertain, enter best guess.

Acceptable values are:

| | |
|---|---|
| 01-98 | Exact age in years |
| 99 | Over 98 years old |

EXAMPLE: The arrestee refused to give his date of birth, but appeared to be 35 to 40 years old. The reporting agency entered 38 as his age, as an estimate. The record should be updated when the exact age becomes known.

See Data Element #61 ARRESTEE AGE.

**552 ARRESTEE SEX must be Male or Female**

See Data Element #62 ARRESTEE SEX.

**554 ARRESTEE RACE requires valid race**

Acceptable values are:

| | |
|---|---|
| W | White |
| B | Black |
| I | American Indian/Alaskan Native |
| A | Asian/Pacific Islander |
| R | Not Reported |
| U | Unknown |

If race is in doubt and arrestee refuses to provide his/her race, the entry should be Unknown.

See Data Element #63 ARRESTEE RACE.

**NO. ERROR MESSAGE AND EXPLANATION**

**556 ARRESTEE ETHNIC ORIGIN requires a valid ethnicity**

Ethnicity is not the same as race. For purposes of crime reporting, ethnicity is defined only in terms of Hispanic and Not Hispanic. It is possible to be a White Hispanic or a White Non-Hispanic, for example. If the arrestee refuses to respond to this question, enter Unknown.

Acceptable values are:

| | |
|---|---|
| H | Hispanic Origin |
| N | Not of Hispanic Origin |
| R | Not Reported |
| U | Unknown |

See Data Element #64 ARRESTEE ETHNIC ORIGIN.

**558 ARRESTEE RESIDENCE STATUS requires a valid residence status**

Acceptable values are:

| | |
|---|---|
| R | Resident |
| N | Nonresident |
| F | Foreign Nonresident |
| U | Unknown |

Law enforcement agencies should base their determinations of arrestee residency on the town, city, or community where the crime occurred rather than the agency's broader geographical jurisdictions.

EXAMPLE 1: A crime occurred in Locke, NY. The Cayuga County Sheriff arrested the accused at his home in Kelloggsville in the same county. The residency code would be reported as Nonresident, even though both towns are in the jurisdiction of the sheriff.

EXAMPLE 2: A crime occurred in White Plains, NY, and the arrestee maintained his residence in that city. The entry would be Resident.

See Data Element #65 ARRESTEE RESIDENCE STATUS.

**560 ARRESTEE/CHARGE LINK must be numeric in range of 01 to 99**

For each arrestee reported there must also be at least one ARREST CHARGE reported. The charge(s) must be linked to the arrestee(s) by entering the ARRESTEE NUMBER in the ARRESTEE/CHARGE LINK field associated with each crime charged.

Both the number and link are formatted as 2-character numeric fields. Since there can be up to 99 arrestees reported, the numbers that are valid for use in the ARRESTEE/CHARGE LINK field are 01 through 99.

See Data Elements #51 ARRESTEE NUMBER and #66 ARRESTEE/CHARGE LINK.

**NO. ERROR MESSAGE AND EXPLANATION**

**562 ARREST CHARGE is not a valid NYS Law**

All police Record Management Systems (RMS) used by NYSIBR agencies must contain the DCJS Coded Law File. The local agency is responsible for maintaining its system copy of the law file. Make sure that the current files are properly loaded into your system. The latest NYS Coded Law File is available on the DCJS Website at: http://www.criminaljustice.state.ny.us/crimnet/clf/oracle/oracle.htm.

Confirm that the correct charge was entered into ARREST CHARGE. Every NYSIBR agency RMS known to DCJS provides a pull-down menu of criminal offenses that may be charged based on the NYS Coded Law File and normally doesn't require the manual data entry of the coded field itself. If the correct charge was entered and the error still occurs, the agency can check the codes in the monthly submission file. A review of the field that returns this error should show the first 21 characters of ARREST CHARGE as an exact match with an offense code from the current DCJS Coded Law File. The coding structure of the field is explained under ARREST CHARGE. The 22nd and final character of the field is the "Attempt Indicator" (See error message 564 below). For further help, contact the RMS vendor or call DCJS.

See Data Element #67 ARREST CHARGE.

**564 The Attempt Indicator following the NYS Law code in the ARREST CHARGE must be C for Completed or A for Attempted**

The 22nd and final character of Data Element #67 ARREST CHARGE is the ATTEMPT INDICATOR. If the offense entered in the first 21 characters was completed, it must be filled with a "C." If the offense was attempted but not completed, an "A" should be entered. Most systems show this as a separate field on computer screens and place the character into the last position of the field when creating the monthly submission file.

See Data Element #67 ARREST CHARGE.

**566 ARREST CHARGE cannot be Justifiable Homicide**

Justifiable homicide is not a valid ARREST CHARGE. If a justifiable homicide occurs in the context of a criminal incident, it is to be reported as a separate incident without an arrest. It must not be reported as part of the crime that was being committed when the justifiable homicide took place. Therefore, justifiable homicide cases involve recording two incidents rather than one.

See Data Elements #20 JUSTIFIABLE HOMICIDE CIRCUMSTANCES and #67 ARREST CHARGE.

**NO. ERROR MESSAGE AND EXPLANATION**

**568 ARREST LARCENY TYPE requires a valid larceny type**

If an arrestee is charged with a larceny offense, ARREST LARCENY TYPE must contain a matching valid larceny type selection. The classification choices below are necessary because the NYS Penal Law identifies the offense as a larceny but does not indicate detail about the *type* of larceny.

ARREST LARCENY TYPE choices are:

Pocket-picking
Purse-snatching
Shoplifting
Theft From Building
Theft From Coin-Operated Machine or Device
Theft From Motor Vehicle
Theft of Motor Vehicle Parts or Accessories
Theft From Mailbox
All Other Larcenies
Motor Vehicle Theft

If no larceny was involved, check that the correct offense was reported and use Not Applicable in this field. Use of Not Reported and Unknown should be minimized.

EXAMPLE: The arrestee is charged with stealing new motor vehicle license plates from the victim's mailbox. Report the larceny type as Theft from Mailbox.

See Data Elements #67 ARREST CHARGE and #68 ARRREST LARCENY TYPE.

**570 ARREST LARCENY TYPE must have corresponding larceny offense in ARREST CHARGE field**

If the ARREST LARCENY TYPE field contains one of the following valid larceny type selections –

Pocket-picking
Purse-snatching
Shoplifting
Theft From Building
Theft From Coin-Operated Machine or Device
Theft From Motor Vehicle
Theft of Motor Vehicle Parts or Accessories
Theft From Mailbox
All Other Larcenies
Motor Vehicle Theft

– the corresponding ARREST CHARGE field must contain a matching larceny offense. If no larceny was involved, check that the correct offense was reported and change the ARREST LARCENY TYPE to Not Applicable.

See Data Elements #68 ARREST LARCENY TYPE and #67 ARREST CHARGE.

**572 ARREST CHARGE is a larceny and requires a valid ARREST LARCENY TYPE**

If the ARREST CHARGE field contains a valid larceny offense, the corresponding ARREST LARCENY TYPE field must contain a matching valid larceny type. The larceny type field cannot be submitted as Not Applicable for a larceny offense. Use of Not Reported and Unknown should be avoided.

See Data Elements #68 ARREST LARCENY TYPE and #67 ARREST CHARGE.

**NO. ERROR MESSAGE AND EXPLANATION**

**574 Incident submitted as Initial Time Window, Update Time Window, or Delete requires valid TIME WINDOW TYPE**

NYSIBR can process an incident that occurred prior to the local agency's IBR start-up date only if the agency reports it as an Initial Submission of an Inactive Incident (also known as a Time Window Submission), an Update to an Inactive Incident (also known as a Time Window Update), or a Delete of an Inactive Incident. These actions may be submitted only when specific changes have occurred in a previously inactive case, and a very limited amount of information may be submitted. The type of change being made must be reported in the TIME WINDOW TYPE field using one of the following valid choices:

Exceptional Clearance Only
Recovered Property Only
Arrest Only
Exceptional Clearance with Recovered Property
Arrest with Recovered Property

See Transmission Data Element: TD#6 TIME WINDOW TYPE.

**576 The first occurrence of INCIDENT/COMPLAINT OFFENSE in a Time Window incident must contain a valid NYS Law**

Make sure that the charge is entered correctly and that your coded law file is up to date. The latest NYS Coded Law File is available on the DCJS website at: http://www.criminaljustice.state.ny.us/crimnet/clf/oracle/oracle.htm.

The first 21 characters of an occurrence of INCIDENT/COMPLAINT OFFENSE must be an exact match with the DCJS Coded Law File.

See Data Element #13 INCIDENT/COMPLAINT OFFENSE.

**577 The first occurrence of INCIDENT/COMPLAINT OFFENSE in a Time Window incident must include the Completed or Attempted indicator**

If the first occurrence of an INCIDENT/COMPLAINT OFFENSE contains a valid NYS law, the 22nd character must be C for completed or A for attempted.

See Data Element #13 INCIDENT/COMPLAINT OFFENSE.

**578 The first occurrence of INCIDENT LARCENY TYPE in a Time Window incident must contain a valid larceny type choice**

If a larceny offense was reported in the first occurrence of INCIDENT/COMPLAINT OFFENSE, the corresponding occurrence of the INCIDENT LARCENY TYPE field must contain a matching larceny type selection. The only type which may not be used in a Time Window is Motor Vehicle Theft.

If no larceny was involved, check that the correct offense was reported and use Not Applicable in this field. Use of Not Reported and Unknown should be minimized.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #14 INCIDENT LARCENY TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**580 Multiple occurrences of INCIDENT/COMPLAINT OFFENSE in a Time Window incident must either contain valid NYS laws or be blank**

Make sure that the charge is entered correctly and that your coded law file is up to date. The latest NYS Coded Law File is available on the DCJS website at: http://www.criminaljustice.state.ny.us/crimnet/clf/oracle/oracle.htm.

The first 21 characters of each occurrence of INCIDENT/COMPLAINT OFFENSE must be an exact 21-character match with an offense in the DCJS Coded Law File. The first occurrence must always contain a valid NYS law. The second and each succeeding offense, if any, must also match laws on the file. Once an occurrence has been left blank, no further laws may be entered, and all remaining occurrences must be blank.

See Data Element #13 INCIDENT/COMPLAINT OFFENSE.

**581 Multiple occurrences of INCIDENT/COMPLAINT OFFENSE in a Time Window incident must include the Completed or Attempted indicator**

Multiple occurrences of INCIDENT/COMPLAINT OFFENSE containing NYS Laws must include the 22nd character with each occurrence. It must be C for completed or A for Attempted.

See Data Element #13 INCIDENT/COMPLAINT OFFENSE.

**582 Multiple occurrences of INCIDENT LARCENY TYPE in a Time Window incident must contain a valid larceny type**

If a larceny offense was reported in any of the second through tenth occurrences of INCIDENT/ COMPLAINT OFFENSE, the corresponding INCIDENT LARCENY TYPE must contain a matching larceny type selection. The only larceny type which may not be used in a Time Window is Motor Vehicle Theft.

If no larceny was involved in an occurrence, confirm that the correct offense was reported and use Not Applicable in INCIDENT LARCENY TYPE. Not Reported and Unknown must not be used. If an occurrence of INCIDENT/COMPLAINT OFFENSE has been left blank, the corresponding INCIDENT LARCENY TYPE also must be blank.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #14 INCIDENT LARCENY TYPE.

**584 Recovered property TIME WINDOW TYPE requires at least one completed Drug, Gambling, Kidnapping, or Crime Against Property in INCIDENT/COMPLAINT OFFENSE**

If an incident submitted as a Time Window has a TIME WINDOW TYPE of Recovered Property Only, Exceptional Clearance with Recovered Property, or Arrest with Recovered Property, it must have at least one completed occurrence of one of the following offenses in INCIDENT/COMPLAINT OFFENSE:

Drug/Narcotic Offenses
- Drug/Narcotic Violations
- Drug Equipment Violations

Gambling Offenses
- Betting/Wagering
- Operating/Promoting/assisting Gambling
- Gambling Equipment Violations
- Sports Tampering

Kidnapping/Abduction

Any Crime against Property

See Transmission Data Element TD#6 TIME WINDOW TYPE and Data Element #13 INCIDENT/COMPLAINT OFFENSE.

**NO. ERROR MESSAGE AND EXPLANATION**

**586 An arrest TIME WINDOW TYPE requires a CLEARANCE INDICATOR of either Yes or No**

If TIME WINDOW TYPE contains Arrest Only or Arrest with Recovered Property, the CLEARANCE INDICATOR must be Yes (Incident cleared by this arrest) or No (Incident not cleared by this arrest). Not Applicable must not be used.

See Transmission Data Elements TD#6 TIME WINDOW TYPE and TD#7 CLEARANCE INDICATOR.

**588 Time Window with a valid Non-arrest TIME WINDOW TYPE requires CLEARANCE INDICATOR of Not Applicable**

If the TIME WINDOW TYPE is Exceptional Clearance Only, Recovered Property Only, or Exceptional Clearance with Recovered Property, the CLEARANCE INDICATOR must be Not Applicable since no arrest is being reported.

See Transmission Data Elements TD#6 TIME WINDOW TYPE and TD#7 TIME WINDOW CLEARANCE INDICATOR.

**590 Time Window with occurrences of larceny in INCIDENT/COMPLAINT OFFENSE requires a valid larceny classification in each corresponding INCIDENT LARCENY TYPE**

Initiating, updating, or deleting any larceny offense in a Time Window requires citation of the larceny offense in INCIDENT/COMPLAINT OFFENSE and an accompanying classification of larceny in the corresponding INCIDENT LARCENY TYPE. Larceny type can never be reported as Not Applicable once a larceny is specified in INCIDENT/ COMPLAINT OFFENSE.

Valid LARCENY TYPE selections are:

Pocket-picking
Purse-snatching
Shoplifting
Theft From Building
Theft From Coin-Operated Machine or Device
Theft From Motor Vehicle
Theft of Motor Vehicle Parts or Accessories
All Other Larcenies

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #14 INCIDENT LARCENY TYPE.

**592 Time Window with occurrences of larceny types in INCIDENT LARCENY TYPE requires larceny offenses in each corresponding INCIDENT/COMPLAINT OFFENSE**

When a larceny type is entered in INCIDENT LARCENY TYPE, a larceny offense is required in the corresponding INCIDENT/COMPLAINT OFFENSE. When no offense is entered, or a non-larceny offense is cited, this error message results. To correct it, enter a valid larceny offense in INCIDENT/COMPLAINT OFFENSE. The following larceny types will trigger this edit error if not matched with a larceny offense:

Pocket-picking
Purse-snatching
Shoplifting
Theft From Building
Theft From Coin-Operated Machine or Device
Theft From Motor Vehicle
Theft of Motor Vehicle Parts or Accessories
All Other Larcenies

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #14 INCIDENT LARCENY TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**594 Time Window with any valid entries in occurrences two through ten of INCIDENT/ COMPLAINT OFFENSE requires corresponding INCIDENT LARCENY TYPE entries**

If a Time Window incident contains any law citation in occurrences two through ten of INCIDENT/COMPLAINT OFFENSE, INCIDENT LARCENY TYPE must also contain an entry. If the offense field is not blank, the corresponding larceny type field must not be blank. If the offense field contains a law citation other than a larceny, INCIDENT LARCENY OFFENSE is Not Applicable.

See Data Element #13 INCIDENT/COMPLAINT OFFENSE and #14 INCIDENT LARCENY TYPE.

**596 Time Window with any blank in occurrences two through ten of INCIDENT/ COMPLAINT OFFENSE requires a matching blank in corresponding INCIDENT LARCENY TYPE**

See Data Element #13 INCIDENT/COMPLAINT OFFENSE and #14 INCIDENT LARCENY TYPE.

**600 Incident contains an invalid SEGACT code; check all segments in incident**

Every NYSIBR file submitted to DCJS by a local agency is made up of data records extracted from the crime incidents on the agency's Records Management System (RMS). Each file has a beginning record called the "Header Segment" and an ending record called the "Trailer Segment." Between the Header and the Trailer, each incident is made up of other segments containing different types of information. They are Administrative, Offense, Property, Offender, Victim, Arrestee, Arrest Charge, and Time Window segments. The type and number of segments depend on the crime being reported.

In addition to the incident data it contains, each segment repeats the data that identifies the agency, reporting dates, incident, segment type (SEGTYPE), and directions for what is to be done with the incident data by NYSIBR (SEGACT). If error message 600 appears, one of the segments has an invalid SEGACT code, meaning that the directions field has been left blank or contains something other than the choices listed below.

Valid SEGACT codes are:

| | |
|---|---|
| I | Initial "Active" Incident Submission |
| R | Replace "Active" Incident Submission |
| A | Add Arrestee Segment for "Active" Incident |
| D | Delete Segment |
| W | Initial "Inactive" Incident Submission (Time Window Submission) |
| U | Update to "Inactive" Incident Submission (Time Window Update) |

These codes are generated by your RMS when creating the monthly file for submission. If the correct choices were data entered and the error message was received, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**602 All segments within an incident must have the same SEGACT code**

Each active incident may contain as many as 7 segment types. Regardless of whether it is the Initial submission, a Replacement, a Delete or an Add Arrestee, it must have an internally consistent SEGACT code.

For example, if it is a replacement incident, all the segments must be coded R, and the incident cannot have an Arrestee Segment coded A for Add Arrestee. A SEGACT of A would be used only when adding an arrestee to a previously submitted active incident.

This error message is generated when one or more segments in an incident have blank or conflicting SEGACT codes. Check for the intended code and for segment consistency with it. These codes are generated by your RMS when creating the monthly file for submission. For further help, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**604 An Initial or Replace Active Incident may include only segments containing SEGTYPE codes 1 through 7**

If an incident is either an Initial Active Incident (SEGACT is I) or a Replace Active Incident (SEGACT is R), segment types used may only include SEGTYPE codes 1-7. Codes for Time Window (8), Header (0), and Trailer (9) segments may not be used.

These codes are generated by your RMS when creating the monthly file for submission. If the correct data was entered and SEGTYPE codes are wrong, contact the RMS vendor or call DCJS.

Valid SEGTYPE codes are:

| | |
|---|---|
| 1 | Administrative Segment |
| 2 | Offense Segment |
| 3 | Property Segment |
| 4 | Offender Segment |
| 5 | Victim Segment |
| 6 | Arrestee Segment |
| 7 | Arrest Charge Segment |

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**606 Add Arrestee submitted for an Active Incident may include only Arrestee and Arrest Charge segments**

An incident submitted to add an arrest to a previously reported incident (SEGACT is A) must contain only Arrestee Segments (SEGTYPE 6) and Arrest Charge Segments (SEGTYPE 7). These codes are generated by your RMS when creating the monthly file for submission. If the correct data was entered but codes are wrong, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**608 Initial or Updating Time Window submissions may include only Administrative, Property, Arrestee, Arrest Charge or Time Window Segments**

An incident submitted as either an Initial Inactive Incident (Time Window**)** (SEGACT is W) or as an Update Inactive Incident (Time Window Update) (SEGACT is U) may contain only one of these SEGTYPEs:

1 Administrative Segment
3 Property Segment
6 Arrestee Segment
7 Arrest Charge Segment
8 Time Window Segment

These codes are generated by your RMS when creating the monthly file for submission. If the correct data was entered but codes are wrong contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**610 When deleting an incident, only a single Administrative Segment or Time Window Segment may be used**

All segments of an active incident are linked to the Administrative segment. It contains all the identifying information for the processing program to find the intended incident. Submitting it with a SEGACT of D will delete the entire incident including all Arrestee and Arrest Charge Segments.

Correspondingly, the Time Window Segment contains similar links for finding all segments of an inactive incident. Submitting it with a SEGACT of D will delete the entire inactive incident. No other segments are needed.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**612 Initial or Updating Time Window submissions must contain only one Time Window Segment per incident**

An incident submitted as either an Initial Inactive Incident (Time Window**)** (SEGACT is W) or as an Update Inactive Incident (Time Window Update) (SEGACT is U) must contain one and only one Time Window Segment (SEGTYPE 8).

These codes are generated by your RMS when creating the monthly file for submission. For further help, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**614 Initial or Updating Time Window submissions may contain no more than one Property Segment per incident**

An incident submitted as either an Initial Inactive Incident (Time Window**)** (SEGACT is W) or as an Update Inactive Incident (Time Window Update) (SEGACT is U) may contain one Property Segment (SEGTYPE 3).

These codes are generated by your RMS when creating the monthly file for submission. For further help, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**616 Initial or Updating Time Window submissions may contain no more than one Administrative Segment per incident**

An incident submitted as either an Initial Inactive Incident (Time Window**)** (SEGACT is W) or as an Update Inactive Incident (Time Window Update) (SEGACT is U) may contain one Administrative Segment (SEGTYPE 1).

These codes are generated by your RMS when creating the monthly file for submission. For further help, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**617 SEGTYPE must be in range of 1 to 8. Check SEGTYPE of all segments in the incident**

SEGTYPE codes are used to identify the type of segment being transmitted and to determine if the proper segment sequence has been followed for a particular type of incident submission. Each incident may include SEGTYPE only in the range of 1-8. Active submissions contain only SEGTYPE 1-7, with SEGTYPE 8 reserved for actions involving incidents which occurred and were reported before the agency began NYSIBR participation (Inactive or Time Window incidents). Valid SEGTYPE codes are:

| | |
|---|---|
| 1 | Administrative Segment |
| 2 | Offense Segment |
| 3 | Property Segment |
| 4 | Offender Segment |
| 5 | Victim Segment |
| 6 | Arrestee Segment |
| 7 | Arrest Charge Segment |
| 8 | Time Window Segment |

These codes are normally generated by your RMS when creating the monthly file for submission. If the correct data was entered but the codes are wrong, contact the RMS vendor or call DCJS.

See Transmission Data Element #TD1 SEGTYPE and Data Transmission Specifications.

**618 An Initial or Replace Active Incident must include only one Administrative Segment**

If an incident is either an Initial Active Incident (SEGACT is I) or a Replace Active Incident (SEGACT is R), it must contain a single Administrative Segment (SEGTYPE 1).

These codes are normally generated by your RMS when creating the monthly file for submission. For further help, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**620 An Initial or Replace Active Incident must include at least one Offense Segment**

If an incident is either an Initial Active Incident (SEGACT is I) or a Replace Active Incident (SEGACT is R), it must contain a single Offense Segment (SEGTYPE 2). Every active incident submitted must have at least one offense which will generate the Offense Segment. These codes are normally generated by your RMS when creating the monthly file for submission. For further help, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**622 An incident can have no more than 10 Offense Segments**

The NYSIBR database is designed to capture a maximum of 10 offenses per incident. If a single incident has more than 10 offenses, choose the 10 most important or most serious offenses to record. Your RMS should limit the number of Offense Segments to ten when entering data. For further help, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and Data Transmission Specifications.

**624 Duplicate Offense Segments are not allowed; every OFFENSE NUMBER in an incident must be unique**

If more than one OFFENSE SEGMENT is present in an incident, each must have a unique OFFENSE NUMBER. These numbers are normally generated by your RMS when creating the monthly file for submission. For further help, contact the RMS vendor or call DCJS.

See Data Element #12 OFFENSE NUMBER.

**626 INCIDENT/COMPLAINT OFFENSE and INCIDENT LARCENY TYPE combination is not unique for the incident**

Each OFFENSE SEGMENT must contain a unique combination of INCIDENT/ COMPLAINT OFFENSE and INCIDENT LARCENY TYPE. The combination identifies specific offense types. Do not count how many times an offense type occurred in the incident.

EXAMPLE: Young people steal money from vending machines throughout a building. There was more than one larceny from a vending machine, but the incident must contain only one pairing of the same larceny law citation with an INCIDENT LARCENY TYPE of Theft From Coin-Operated Machine.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #14 INCIDENT LARCENY TYPE.

**630 Each Property Segment in an incident must have a unique PROPERTY INVOLVEMENT**

The Property Segment of an incident must include an entry in PROPERTY INVOLVEMENT which indicates what happened to property involved in the crime. Only one type involvement is allowed in a segment. When more than one segment is present, each of them must have a unique PROPERTY INVOLVEMENT.

EXAMPLE: A thief stole tools from a garage. He then set the garage afire in an attempt to hide the burglary and theft. Police apprehended him and took the thief and his stolen property into custody. There would be three Property Segments in this incident, each with a different PROPERTY INVOLVEMENT:

Stolen/etc.
Burned
Recovered

See Data Element #22 PROPERTY INVOLVEMENT.

**632 A maximum of six Property Segments per incident is allowed**

Your RMS should limit the number of Property Segments to six when entering data. For further help, contact the RMS vendor or call DCJS.

See Transmission Data Element #TD1 SEGTYPE and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**634 An Initial or Replace Active Incident must include at least one Offender Segment**

If an incident is either an Initial Active Incident (SEGACT is I) or a Replace Active Incident (SEGACT is R), it must contain at least one Offender Segment (SEGTYPE 4). Every active incident submitted must have at least one offender.

If the offender is unknown, it should be entered as such to generate the required segment. The information can be updated later if the identity of the offender is established.

The SEGACT and SEGTYPE codes are normally generated by your RMS when creating the monthly file for submission. If an offender has been reported and these codes are not correct, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**636 Duplicate OFFENDER NUMBER in incident is not allowed, each must be unique**

Every incident must include an Offender Segment containing an OFFENDER NUMBER and other identifying information. Normally the agency RMS automatically counts the number of offenders entered and assigns a number from 001 to a maximum of 099.

If more than one offender has been correctly entered and the numbers are not unique, contact the RMS vendor for further help. If the offender is unknown and reported as such, the field should contain 999 until the offender is identified and the incident is updated.

See Data Element #32 OFFENDER NUMBER.

**638 A maximum of 99 OFFENDER SEGMENTS is allowed in an incident**

If your RMS doesn't allow up to 99 offenders or allows greater than 99, contact the RMS vendor for further help.

See Data Element #32 OFFENDER NUMBER.

**640 If OFFENDER NUMBER is Unknown, no other offenders are allowed for the incident**

If incident has an OFFENDER NUMBER 999 for Unknown, no other Offender Segments can be included in the incident. If your RMS allows more than one Unknown offender, contact the RMS vendor for further help.

See Data Element #32 OFFENDER NUMBER.

**642 At least one Victim Segment is required for an Initial Active or Replace Active Incident**

Every incident must have at least one victim reported. Entering the VICTIM NUMBER and identifying data creates the required Victim Segment. That segment contains all the fields required to describe the victim.

See Transmission Data Element #TD1 SEGTYPE and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**644 Duplicate VICTIM NUMBER in incident is not allowed; each must be unique**

Every incident must include at least one Victim Segment containing a VICTIM NUMBER and other identifying information. Normally the agency RMS automatically counts the number of victims entered and assigns a number from 001 to a maximum of 999. A separate Victim Segment must be submitted for each numbered victim. If multiple victims have been correctly entered and the numbers are not unique, contact the RMS vendor for further help.

See Data Element #38 VICTIM NUMBER, Transmission Data Element #TD1 SEGTYPE, and Data Transmission Specifications.

**646 Maximum of 999 Victim Segments per incident**

No more than 999 victims may be included in any one incident. Each of the victims must be assigned a unique victim number from 001 to 999. A separate Victim Segment must be submitted for each numbered victim. No two segments may contain the same VICTIM NUMBER for the incident. Most agency RMS will automatically assign and count the number of victim segments centered.

See Data Element #38 VICTIM NUMBER, Transmission Data Element #TD1 SEGTYPE, and Data Transmission Specifications.

**648 Duplicate ARRESTEE NUMBER in incident is not allowed; each must be unique**

Every Arrestee must have an ARRESTEE NUMBER. If more than one arrestee is reported for an incident, each must be assigned a unique ARRESTEE NUMBER. Normally the agency RMS automatically counts the number of arrestees entered and assigns a number from 01 to a maximum of 99. A separate Arrestee Segment must be submitted for each numbered arrestee. If multiple arrestees have been correctly entered and the numbers are not unique, contact the RMS vendor for further help.

See Data Element #51 ARRESTEE NUMBER, Transmission Data Element #TD1 SEGTYPE, and Data Transmission Specifications.

**650 An INCIDENT CASE STATUS of a Clearance by Exceptional Means does not allow the inclusion of an Arrestee Segment**

If the INCIDENT CASE STATUS was one of the valid Clearance by Exceptional Means choices, no arrests may be reported for the incident and no Arrestee Segments may be present. In order to clear an offense by exceptional means, all of the following four conditions must be met:

- the investigation must have established the identity of at least one offender;
- sufficient probable cause must have been developed to support the arrest, charging, and prosecution of the offender;
- the exact location of the offender must be known so that an arrest could be made; and
- one of the following reasons outside the control of law enforcement prevents the arrest:

  Death of offender
  Prosecution declined
  Extradition denied
  Victim refuses to cooperate
  No court referral (Juvenile Only).

See Data Element #7 INCIDENT CASE STATUS, Transmission Data Element #TD1 SEGTYPE, and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**652 An INCIDENT CASE STATUS of Clearance by Arrest requires an Arrestee Segment**

If the INCIDENT CASE STATUS was either Cleared By Arrest - Adult or Cleared By Arrest - Juvenile, an arrest must be reported for the incident on a valid Arrestee Segment.

The sole exception to this requirement for an arrest occurs when the Segment Action requested in the SEGACT field is Delete Segment (D). This means that a submission to delete a previously existing incident is submitted to DCJS, so no Arrestee Segment will be included.

See Data Element #7 INCIDENT CASE STATUS, Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**653 An INCIDENT CASE STATUS of No Court Referral (Juvenile Only) requires an OFFENDER AGE under 16**

If the INCIDENT CASE STATUS was No Court Referral (Juvenile Only), there must be at least one Offender Segment where OFFENDER AGE is under 16, or if age was reported as a range, the truncated average age must be under 16.

See Data Element #7 INCIDENT CASE STATUS, Transmission Data Element #TD1 SEGTYPE, and Data Transmission Specifications.

**654 The maximum number of Arrestee Segments allowed is 99**

If more than one arrest is reported for an incident, each arrestee must be assigned a unique ARRESTEE NUMBER from 01 to 99. A separate Arrestee Segment must be submitted for each numbered arrestee. Within an incident, no two segments may contain the same ARRESTEE NUMBER. The number of Arrestee Segments that can be attached to any one incident is therefore limited to 99. Most agency RMS will automatically assign and count the number of arrestee segments entered.

See Data Element #51 ARRESTEE NUMBER, Transmission Data Element #TD1 SEGTYPE, and Data Transmission Specifications.

**656 Each Arrestee Segment must contain a unique combination of ARREST CHARGE and ARREST LARCENY TYPE**

Each Arrestee Segment submitted must contain at least one Arrest Charge Segment. If more than one Arrest Charge segment is reported for an arrestee, each must have a unique combination of the two fields ARREST CHARGE and ARREST LARCENY TYPE.

If a larceny offense is being charged, the ARREST LARCENY TYPE field must contain a valid type of larceny. Larceny type is a classification of types of theft used in crime and arrest reporting, and is not identified by Penal Law citation.

If no larceny offense was involved, check that the correct offense was reported and use Not Applicable in the ARREST LARCENY TYPE field. Use of Not Reported and Unknown should be minimized.

See Data Elements#67 ARREST CHARGE and #68 ARREST LARCENY TYPE, and Data Transmission Specifications.

**658 The maximum number of Arrest Charge Segments allowed is 16**

The maximum number of Arrest Charge Segments that may be associated with an individual's Arrestee Segment is 16.

See Transmission Data Element #TD1 SEGTYPE, and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**660 ARRESTEE/CHARGE LINK must link the Arrest Charge Segment to the Arrestee Segment last preceding it**

Each Arrestee Segment submitted requires at least one Arrest Charge Segment following it, up to a maximum of 16. Each charge is linked to the last preceding Arrestee Segment by the system. The ARRESTEE NUMBER which was entered into ARRESTEE/CHARGE LINK must also link to the same arrestee to confirm the match and pass this edit.

See Data Elements #51 ARRESTEE NUMBER and #66 ARRESTEE/CHARGE LINK, and Data Transmission Specifications.

**662 Arrestee Segment is missing corresponding Arrest Charge Segment**

Each Arrestee Segment must contain at least one Arrest Charge Segment. Enter the corresponding ARRESTEE NUMBER in the ARRESTEE/CHARGE LINK on the Arrest Charge Segment(s) to link each arrestee to the Arrest Charge Segments that pertain to him or her. This segment must also contain the ARREST CHARGE and ARREST LARCENY TYPE fields.

See Data Elements #51 ARRESTEE NUMBER, #66 ARRESTEE/CHARGE LINK, #67 ARREST CHARGE, and #68 ARREST LARCENY TYPE, and Data Transmission Specifications.

**664 Arrestee Segment must be the first segment when adding an arrestee**

If the agency submission file requests DCJS to add an arrestee (SEGACT is A) to an active incident previously reported, the first segment submitted for the incident must be an Arrestee Segment (SEGTYPE 6. SEGACT is used to inform DCJS processing programs of the desired action to be taken for a particular segment submission.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**666 SEGTYPEs one through five of an incident must occur in ascending order within that incident**

SEGTYPE codes are used to identify the type of segment being transmitted, to determine if the proper segment submission sequence has been followed for a particular type of incident submission (e.g., an initial submission for an active incident), and to compute the HASH TOTAL used on the Trailer Segment to verify that DCJS has accurately read a local agency file submission. These codes are normally generated by the RMS when creating the monthly file for submission. If the correct data was entered but codes are wrong, contact the RMS vendor or call DCJS.

For additional information, see Transmission Data Elements #TD1 SEGTYPE, #TD2 SEGACT, #TD9 HASH TOTAL, and Data Transmission Specifications.

**668 An Initial or Replace Active Incident requires Arrestee Segments to follow either a Victim Segment or an Arrest Charge Segment**

This error message appears when the segment order in the submitted incident is invalid for either an Initial Active Incident (SEGACT is I) or a Replace Active Incident (SEGACT is R). Both require that all Arrestee Segments (SEGTYPE 6) follow either a Victim Segment (SEGTYPE 5) or an Arrest Charge Segment (SEGTYPE 7).

SEGTYPE codes are used to identify the type of segment being transmitted, to determine if the proper segment submission sequence has been followed for the codes type of incident, and to verify that DCJS has accurately read a local agency file submission. These codes are normally generated by the RMS when creating the monthly file for submission. If the correct data was entered but codes are wrong, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**670 Add Arrestee submission requires that Arrest Charge Segments follow either an Arrestee Segment or another Arrest Charge Segment**

This error message results when the segment order in the incident submitted is invalid. Each Arrest Charge Segment (SEGTYPE 7) to be added to a previously reported incident must follow either an Arrestee Segment (SEGTYPE 6) or another Arrest Charge Segment. These codes are generated by the RMS when creating the monthly file for submission. If the correct data was entered but codes are wrong, contact the RMS vendor or call DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**672 Each Arrestee Segment must have an Arrest Charge Segment as the next segment in the incident**

Segment order is invalid for adding an Arrestee. Each Arrestee Segment (SEGTYPE 6) must be followed by an Arrest Charge Segment (SEGTYPE 7) as the next segment in the incident.

See Transmission Data Element #TD1 SEGTYPE and Data Transmission Specifications.

**674 Initial or Updating Time Window requires that the last segment in the incident be Time Window**

An incident submitted as either an Initial Inactive Incident (Time Window**)** (SEGACT is W) or as an Update Inactive Incident (Time Window Update) (SEGACT is U) requires a Time Window Segment (SEGTYPE 8) as its final segment.

These codes are generated by the RMS when creating the monthly file for submission. If the correct data was entered but codes are wrong or out of order, contact the RMS vendor or DCJS.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**676 VICTIM/OFFENSE LINK requires an Offense Segment with same OFFENSE NUMBER**

Every occurrence of a VICTIM/OFFENSE LINK must have a corresponding Offense Segment with an OFFENSE NUMBER containing the identical number. Links reported as Not Applicable are the only exception to this rule.

Each victim must be linked to at least one and no more than ten offenses. The first occurrence of the VICTIM/OFFENSE LINK field must be filled with a two-digit OFFENSE NUMBER, from 01 to 75, assigned to an offense perpetrated against the victim. If the number is 1 through 9, be sure to zero-left-fill the field, e.g., 06, 03, 01.

When fewer than 10 offenses are present for the victim, all the unused occurrences following the last offense entered must be coded as Not Applicable.

See Data Elements #12 OFFENSE NUMBER and #39 VICTIM/OFFENSE LINK, and Data Transmission Specifications.

**678 Every Offense Segment present in the incident must be linked through a VICTIM/OFFENSE LINK to at least one Victim Segment**

Every valid Offense Segment must have a corresponding Victim Segment, with a VICTIM/ OFFENSE LINK containing a number identical to its OFFENSE NUMBER.

Each victim must be linked to at least one and no more than ten offenses. The first occurrence of the VICTIM/OFFENSE LINK field must be filled with a two-digit OFFENSE NUMBER assigned to an offense perpetrated against the victim. When fewer than 10 offenses are present for the victim, all the unused occurrences following the last offense entered must be coded as Not Applicable.

See Data Elements #12 OFFENSE NUMBER and #39 VICTIM/OFFENSE LINK; Transmission Data Element #TD1 SEGTYPE and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**680 Only one VICTIM TYPE of Society/Public is allowed per incident**

There cannot be more than one Victim Segment containing a VICTIM TYPE of Society/Public in a single incident.

See Data Element #40 VICTIM TYPE, and Data Transmission Specifications.

**684 VICTIM TYPE of Society/Public must be linked only to offenses against society**

A VICTIM TYPE of Society/Public requires that every corresponding offense to which it is linked must have an INCIDENT/COMPLAINT OFFENSE field containing a NYS law citation which falls under one of the following classifications:

Bad checks
Curfew/Loitering/Vagrancy
Disorderly conduct
Driving Under the Influence
Drug/ Narcotic offenses
Drunkenness
Family offenses, non-violent
Gambling offenses
Liquor law violations
Pornography/Obscene material
Prostitution offenses
Trespass of real property
Weapons law violations

See Data Elements #39 VICTIM/OFFENSE LINK and #40 VICTIM TYPE, and Data Transmission Specifications.

**686 The Offender Segment referenced in VICTIM/OFFENDER LINK must be present**

A VICTIM/OFFENDER LINK must have a corresponding Offender Segment with an OFFENDER NUMBER identical number to the one entered in the link.

See Data Elements #32 OFFENDER NUMBER and #46 VICTIM/OFFENDER LINK.

**688 Time Window Administrative Segment requires INCIDENT CASE STATUS of Clearance by Exceptional Means and valid date in INCIDENT EXCEPTIONAL CLEARANCE DATE**

An Administrative Segment submitted as either an Initial Inactive Incident (Time Window**)** or as an Update Inactive Incident (Time Window Update) must contain a valid INCIDENT EXCEPTIONAL CLEARANCE DATE and an INCIDENT CASE STATUS containing one of the exceptional clearances:

Death of offender
Prosecution declined
Extradition denied
Victim refuses to cooperate
No Court Referral (Juvenile Only)

See Data Elements #7 INCIDENT CASE STATUS and #8 INCIDENT EXCEPTIONAL CLEARANCE DATE, and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**690 Attempted Drug, Gambling, Kidnapping or Non-Burglary Property Crimes require a single Property Segment with PROPERTY INVOLVEMENT of Not Applicable**

If all offenses in an incident are Attempted Crimes Against Property (except for Burglary/Breaking & Entering) or certain other offense types (Gambling, Drug, and Kidnapping/Abduction), the incident must have only one Property Segment and PROPERTY INVOLVEMENT should be Not Applicable. Use of Not Reported and Unknown should be avoided if possible.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #22 PROPERTY INVOLVEMENT.

**691 Attempted Burglary requires PROPERTY INVOLVEMENT of Not Applicable, Destroyed/Damaged/Vandalized, Not Reported, or Unknown**

An attempted burglary incident must have at least one Property Segment with PROPERTY INVOLVEMENT reported as Not Applicable, Destroyed/Damaged/Vandalized, Not Reported, or Unknown. Use of Not Reported and Unknown should be avoided if possible.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE and #22 PROPERTY INVOLVEMENT.

**692 Completed Drug Equipment offense requires PROPERTY INVOLVEMENT of Not Applicable or Seized**

An incident with a completed Drug Equipment Violations offense must have at least one Property Segment with PROPERTY INVOLVEMENT reported as Not Applicable or Seized.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE CODE and #22 PROPERTY INVOLVEMENT, and Data Transmission Specifications.

**693 Completed Drug/Narcotic offense requires Seized PROPERTY INVOLVEMENT, Drug PROPERTY TYPE and a valid DRUG TYPE**

A completed Drug/Narcotic Violation incident must have at least one Property Segment with a PROPERTY INVOLVEMENT of Seized; a PROPERTY TYPE of Drugs/Narcotics; and a first DRUG TYPE occurrence of something other than Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #29 DRUG TYPE.

**694 Completed Drug or Gambling offenses require PROPERTY INVOLVEMENT of Seized**

Completed Drug/Narcotic Violation or Gambling Offense incidents must have at least one Property Segment with a PROPERTY INVOLVEMENT of Seized.

See Data Element #22 PROPERTY INVOLVEMENT.

**696 Completed Bad Check offense requires PROPERTY INVOLVEMENT of Counterfeited/Forged, Recovered, Seized, Stolen, Not Reported, or Unknown**

A completed occurrence of Bad Checks must have at least one Property Segment with a PROPERTY INVOLVEMENT of Counterfeited/Forged, Recovered, Seized, Stolen, Not Reported, or Unknown. Use of Not Reported and Unknown should be avoided if possible.

See Data Element #22 PROPERTY INVOLVEMENT.

**NO. ERROR MESSAGE AND EXPLANATION**

**697 Completed Burglary/Breaking and Entering offense requires PROPERTY INVOLVEMENT of Not Applicable, Destroyed/Damaged/Vandalized, Recovered, Stolen, Not Reported, or Unknown**

A completed burglary incident must have at least one Property Segment with a PROPERTY INVOLVEMENT of Not Applicable, Destroyed/Damaged/ Vandalized, Recovered, Stolen, Not Reported, or Unknown. Use of Not Reported and Unknown should be avoided if possible.

See Data Element #22 PROPERTY INVOLVEMENT.

**698 Completed Kidnapping/Abduction or Bribery offense requires PROPERTY INVOLVEMENT of Not Applicable, Recovered, Stolen, Not Reported, or Unknown**

If an INCIDENT/COMPLAINT OFFENSE is a completed Kidnapping/Abduction or Bribery, the incident must have at least one Property Segment with a PROPERTY INVOLVEMENT of Not Applicable, Recovered, Stolen/etc., Not Reported, or Unknown. Use of Not Reported and Unknown should be avoided if possible.

See Data Element #22 PROPERTY INVOLVEMENT.

**699 Completed fraud involving Impersonation offense requires PROPERTY INVOLVEMENT of Not Applicable, Recovered, Seized, Stolen, Not Reported, or Unknown**

If an INCIDENT/COMPLAINT OFFENSE is a completed Impersonation, the incident must have at least one Property Segment with a PROPERTY INVOLVEMENT of Not Applicable, Recovered, Seized, Stolen/etc., Not Reported, or Unknown. Use of Not Reported and Unknown should be avoided if possible.

See Data Element #22 PROPERTY INVOLVEMENT.

**700 Completed Larceny, Fraud, Robbery, Extortion, MV Theft, or Embezzlement requires PROPERTY INVOLVEMENT of either Recovered or Stolen**

If an INCIDENT/COMPLAINT OFFENSE is a completed property crime type listed below, the incident must have at least one PROPERTY INVOLVEMENT of Recovered or Stolen/etc.

Larceny/Theft Offenses: Pocket-Picking, Purse-Snatching, Shoplifting,
Theft from Building, Theft from a Coin-Op Machine,
Theft From a Motor Vehicle, Theft of MV Parts or accessories, All Other Larceny

Fraud Offenses: False Pretenses, Swindle or Confidence Games, Credit Card or
ATM Fraud, Welfare Fraud, Wire Fraud

Robbery
Extortion/Blackmail
Motor Vehicle Theft
Embezzlement

See Data Element #22 PROPERTY INVOLVEMENT.

**NO. ERROR MESSAGE AND EXPLANATION**

**702 Completed Arson requires PROPERTY INVOLVEMENT of Burned and a PROPERTY TYPE of Vehicle or Structure**

A completed Arson incident must have at least one PROPERTY INVOLVEMENT of Burned and a PROPERTY TYPE chosen from the Vehicle or Structures categories listed below:

Vehicles: Automobiles, Buses, Trucks, Watercraft, Recreational Vehicles, Other Motor Vehicles

Structures: Structures-Single Occupancy Dwellings, Structures-Other Dwellings, Structures-Other Commercial/Business, Structures-Other Industrial, Manufacturing, Structures-Public/Community, Structures-Storage, Structures-Other

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**704 Completed Counterfeiting/Forgery requires PROPERTY INVOLVEMENT of Counterfeited/Forged, Recovered or Seized**

If an occurrence of INCIDENT/COMPLAINT OFFENSE shows a completed Counterfeiting/Forgery, the incident must have at least one PROPERTY INVOLVEMENT of Counterfeited/Forged, Recovered, or Seized.

See Data Element #22 PROPERTY INVOLVEMENT.

**706 Completed Stolen Property Offense requires PROPERTY INVOLVEMENT of Recovered, Seized, or Stolen**

If an occurrence of INCIDENT/COMPLAINT OFFENSE shows a completed Possession or Receiving of Stolen Property, the incident must have at least one PROPERTY INVOLVEMENT of Recovered, Seized, or Stolen/etc.

See Data Element #22 PROPERTY INVOLVEMENT.

**708 Completed Destruction/Damage/Vandalism of Property requires PROPERTY INVOLVEMENT of either Burned or Destroyed**

If an occurrence of INCIDENT/COMPLAINT OFFENSE shows a completed crime of Destruction/Damage/Vandalism of Property, the incident must have at least one PROPERTY INVOLVEMENT of Burned or Destroyed/Damaged/ Vandalized.

See Data Element #22 PROPERTY INVOLVEMENT.

**NO. ERROR MESSAGE AND EXPLANATION**

**712 Recovered Property must also be submitted as Stolen. Please read Error 712 explanation to determine method of correcting error**

Normally no property may be reported as recovered which has not been previously reported as stolen. However, several different sets of circumstances can change how it should be reported:

1) If the property was stolen and recovered in the same active case and is considered a single incident, both must be reported together. The Property Segment contains a PROPERTY INVOLVEMENT of Recovered and identifies a specific PROPERTY TYPE. It also must be paired with a separate Property Segment which has a PROPERTY INVOLVEMENT of Stolen/etc. and the same PROPERTY TYPE as on the recovered segment.

2) The only exceptions to the above rule which do not require a corresponding stolen property segment occur when:

   - reporting counterfeiting, forgery, or possession of stolen property offenses,
   - reporting PROPERTY TYPE as Not Applicable, and when
   - reporting Not Reported or Unknown.

   Use of Not Reported and Unknown should be avoided if possible: if property has been recovered, at least the general type of property should be known and reported.

3) If the stolen property was previously reported by your agency to DCJS in another incident on an earlier date, the original incident should be Updated with a new Property Segment to show the property recovery and any other changes such as arrests and clearance of the case. Do not submit a new incident.

4) If the stolen property was previously reported by your agency to DCJS in the older UCR Summary system, it falls outside the Time Window of current active IBR cases. Only a minimum amount of information on property recovery still needs to be reported to DCJS NYSIBR as an inactive Time Window case. This could be submitted as a Recovered Property Only, Exceptional Clearance with Recovered Property, or an Arrest with Recovered Property.

5) If the recovered property was never reported stolen by your agency and you have recovered stolen property originally reported by another police agency, do not submit an incident with the original offense. This would duplicate the previous reporting and leave the other agency's case with unrecovered stolen property. After notifying the other agency, your agency should submit a current incident containing a possession of Stolen Property offense, and any other new offenses that may have occurred during the recovery, to show the recovery work done by your agency.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**724 Recovered PROPERTY VALUE cannot be greater than its value when stolen and cannot be "Not Applicable" or "Unknown" when stolen PROPERTY VALUE is known.**

If an incident has PROPERTY INVOLVEMENTs of both Stolen and Recovered, each occurrence of the PROPERTY TYPE associated with the recovered property must also appear with the stolen property. The PROPERTY VALUE of the recovered property cannot exceed the stolen PROPERTY VALUE for the same PROPERTY TYPE. In addition, recovered PROPERTY VALUEs of Not Applicable and Unknown are invalid when the PROPERTY VALUE of the stolen property is known.

The exceptions to this rule are incidents reporting counterfeiting, forgery, or stolen property offenses; also incidents in which PROPERTY TYPE is Not Applicable, Not Reported, or Unknown.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**NO. ERROR MESSAGE AND EXPLANATION**

**725 If PROPERTY INVOLVEMENT is stolen and PROPERTY TYPE is equal to a motor vehicle, at least one offense segment must have an INCIDENT LARCENY TYPE of motor vehicle theft**

If an incident has a property segment with a PROPERTY INVOLVEMENT of Stolen and the PROPERTY TYPE is equal to Automobiles, Buses, Trucks, Recreational Vehicles, or Other Motor Vehicles, then INCIDENT LARCENY TYPE must be coded as Motor Vehicle Theft.

See Data Elements #14 INCIDENT LARCENY TYPE, #22 PROPERTY INVOLVEMENT, and #23 PROPERTY TYPE.

**726 PROPERTY RECOVERY DATE for any recovered property must be on or after the INCIDENT OCCURRENCE DATE**

If the INCIDENT OCCURRENCE DATE was reported as a specific calendar date, every occurrence of PROPERTY RECOVERY DATE other than those entered as Not Applicable must also be valid calendar dates that are on or after the INCIDENT OCCURRENCE DATE.

See Data Elements #3 INCIDENT OCCURRENCE DATE and #25 PROPERTY RECOVERY DATE.

**728 Completed Motor Vehicle Theft requires PROPERTY INVOLVEMENT of Stolen, and a valid Motor Vehicle PROPERTY TYPE**

If an incident shows a completed Motor Vehicle Theft, the incident must have at least one PROPERTY INVOLVEMENT of Stolen/etc. with an associated PROPERTY TYPE of:

Automobiles
Buses
Trucks
Recreational vehicles
Other Motor vehicles.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**732 Completed Motor Vehicle Theft requires NUMBER OF MOTOR VEHICLES STOLEN**

If an incident shows a completed Motor Vehicle Theft, the incident must have at least one PROPERTY INVOLVEMENT of Stolen/etc. and the number of vehicles stolen entered in NUMBER OF MOTOR VEHICLES STOLEN. The number may not be reported as Not Applicable.

See Data Elements #22 PROPERTY INVOLVEMENT, and #26 NUMBER OF MOTOR VEHICLES STOLEN.

**740 NUMBER OF MOTOR VEHICLES RECOVERED cannot be greater than the NUMBER OF MOTOR VEHICLES STOLEN**

The number of vehicles reported recovered must be less than or equal to the number reported stolen. This type of incident would contain both a PROPERTY INVOLVEMENT of Recovered and another one of Stolen, and valid numbers entered into the NUMBER OF RECOVERED MOTOR VEHICLES field and the NUMBER OF MOTOR VEHICLES STOLEN field.

See Data Elements #26 NUMBER OF MOTOR VEHICLES STOLEN and #27 NUMBER OF RECOVERED MOTOR VEHICLES.

**NO. ERROR MESSAGE AND EXPLANATION**

**742 Drug Seizure Incident requires SOURCE OF DRUG DATA**

If an incident involves Drugs and PROPERTY INVOLVEMENT is Seized, the SOURCE OF DRUG DATA should be shown as either Estimated or Laboratory Analysis. Not Applicable must not be entered. Unknown may be used if needed, but should be avoided if possible.

See Data Elements #22 PROPERTY INVOLVEMENT and #28 SOURCE OF DRUG DATA.

**744 An Exceptional Clearance INCIDENT CASE STATUS requires at least one known offender with a valid OFFENDER NUMBER**

If the INCIDENT CASE STATUS contains one of the valid Exceptional Clearance choices, it must also include at least one offender and a valid offender number.

See Data Elements #7 INCIDENT CASE STATUS and #32 OFFENDER NUMBER.

**745 An Exceptional Clearance INCIDENT CASE STATUS requires at least one known offender with a known OFFENDER AGE**

If INCIDENT CASE STATUS contains one of the Exceptional Clearance choices, it must also include at least one offender and a known OFFENDER AGE. Unknown may not be used.

See Data Elements #7 INCIDENT CASE STATUS and #33 OFFENDER AGE.

**746 An Exceptional Clearance INCIDENT CASE STATUS requires at least one known offender with a known OFFENDER SEX**

If the INCIDENT CASE STATUS contains one of the Exceptional Clearance choices, it must also contain at least one offender and a known OFFENDER SEX. The offender is either Male or Female. Unknown and Not Reported may not be used.

See Data Elements #7 INCIDENT CASE STATUS and #34 OFFENDER SEX.

**747 An Exceptional Clearance INCIDENT CASE STATUS requires at least one known offender with a known OFFENDER RACE**

If the INCIDENT CASE STATUS contains one of the Exceptional Clearance choices, it must contain at least one offender with a known OFFENDER RACE of White, Black, American Indian/Alaskan Native or Asian/Pacific Islander. Unknown and Not Reported may not be used.

See Data Elements #7 INCIDENT CASE STATUS and #35 OFFENDER RACE.

**748 INCIDENT/COMPLAINT OFFENSE of Justifiable Homicide requires at least one known Offender with a valid OFFENDER NUMBER**

Every victim that is linked to an INCIDENT/ COMPLAINT OFFENSE of Justifiable Homicide must also link to a known offender with a valid OFFENDER NUMBER. It must not be Unknown.

See Data Elements #32 OFFENDER NUMBER, #38 VICTIM NUMBER, #39 VICTIM/OFFENSE LINK, and #40 VICTIM/OFFENDER LINK.

**NO. ERROR MESSAGE AND EXPLANATION**

**750 INCIDENT/COMPLAINT OFFENSE of Justifiable Homicide requires at least one known Offender with a known OFFENDER AGE**

Every victim that is linked to an INCIDENT/COMPLAINT OFFENSE of Justifiable Homicide must also link to a known offender with a valid OFFENDER AGE. The age may not be reported as Unknown.

See Data Elements #32 OFFENDER NUMBER, #38 VICTIM NUMBER, #39 VICTIM/OFFENSE LINK, #40 VICTIM/OFFENDER LINK, and #33 OFFENDER AGE.

**752 INCIDENT/COMPLAINT OFFENSE of Justifiable Homicide requires at least one known Offender with a known OFFENDER SEX**

Every victim that is linked to an INCIDENT/COMPLAINT OFFENSE of Justifiable Homicide must also link to a known offender with a valid OFFENDER SEX. The sex may not be reported as Unknown or Not Reported.

See Data Elements #32 OFFENDER NUMBER, #38 VICTIM NUMBER, #39 VICTIM OFFENSE LINK, #40 VICTIM/OFFENDER LINK, and #34 OFFENDER SEX.

**754 INCIDENT/COMPLAINT OFFENSE of Justifiable Homicide requires at least one known Offender with a valid known OFFENDER RACE**

Every victim that is linked to an INCIDENT/COMPLAINT OFFENSE of Justifiable Homicide must also link to a known offender with a valid OFFENDER RACE of White, Black, American Indian/Alaskan Native, or Asian/Pacific Islander. Race may not be reported as Unknown or Not Reported.

See Data Elements #32 OFFENDER NUMBER, #38 VICTIM NUMBER, #39 VICTIM/OFFENSE LINK, #40 VICTIM/OFFENDER LINK, and #35 OFFENDER RACE.

**756 When INCIDENT/COMPLAINT OFFENSE is a Crime Against Person, the VICTIM TYPE must contain a corresponding person type**

Crimes against people require person VICTIM TYPES of Individuals, Law Enforcement Officers or Firefighters in the line of duty. Non-person victims are not allowed.

See Data Elements #13 INCIDENT/ COMPLAINT OFFENSE and #40 VICTIM TYPE, and Appendix A: Offense Coding Table.

**758 When INCIDENT/COMPLAINT OFFENSE is a Crime Against Property, the VICTIM TYPE must not be Society/Public**

See Data Elements #13 INCIDENT/ COMPLAINT OFFENSE and #40 VICTIM TYPE, and Appendix A: Offense Coding Table.

**762 Every INCIDENT/COMPLAINT OFFENSE containing a Crime Against Society requires a Society/Public VICTIM TYPE**

A Crime Against Society offense may also be linked to other victim types in addition to Society/ Public when appropriate.

See Data Elements Data Elements #13 INCIDENT/ COMPLAINT OFFENSE and #40 VICTIM TYPE, and Appendix A: Offense Coding Table.

| NO. | ERROR MESSAGE AND EXPLANATION |
|---|---|
| **766** | **An INCIDENT/COMPLAINT OFFENSE reporting a Robbery requires at least one person VICTIM TYPE** |

See Data Elements Data Elements #13 INCIDENT/ COMPLAINT OFFENSE and #40 VICTIM TYPE, and Appendix A: Offense Coding Table.

**768 An INCIDENT/COMPLAINT OFFENSE of either Forcible Rape or Forcible Sodomy requires at least one known Victim with a known VICTIM SEX of Male or Female**

A known VICTIM SEX must be entered for sex crimes.

See Data Element #42 VICTIM SEX, and Appendix A: Offense Coding Table.

**NO. ERROR MESSAGE AND EXPLANATION**

**776 When VICTIM/OFFENDER RELATIONSHIP reflects a Spousal Relationship, the corresponding OFFENDER AGE must be greater then or equal to 10 years old**

If a VICTIM/OFFENDER RELATIONSHIP field indicates the offender is the spouse, common-law spouse, or ex-spouse of the victim, the offender in this link must have an exact-year age entered, or an age range average of at least 10 years. If the offender's age is entered as Unknown, the edit is not run and no error message appears. This error message does appear when the relationship is recorded as spouse or ex-spouse and the offender's age, exact or averaged, is under 10 years.

See Data Elements #33 OFFENDER AGE, #46 VICTIM/OFFENDER LINK, and #47 VICTIM/OFFENDER RELATIONSHIP.

**778 VICTIM SEX and OFFENDER SEX do not reflect the Homosexual Relationship identified in VICTIM OFFENDER RELATIONSHIP**

If a VICTIM/OFFENDER RELATIONSHIP indicates a same-sex relationship between these two parties, the gender entered in the OFFENDER SEX field must be the same as the gender in the VICTIM SEX field for this link.

See Data Elements #34 OFFENDER SEX, #43 VICTIM SEX, #46 VICTIM/OFFENDER LINK, and #47 VICTIM/OFFENDER.

**NO. ERROR MESSAGE AND EXPLANATION**

**780 VICTIM AGE and OFFENDER AGE are not consistent with the Relationship Type of Parent or Grandparent identified in VICTIM/OFFENDER RELATIONSHIP**

If a VICTIM/OFFENDER RELATIONSHIP shows the victim to be the parent or grandparent of the offender, the ages in OFFENDER AGE and VICTIM AGE must support this relationship.

When the victim referred to in an occurrence of VICTIM/OFFENDER RELATIONSHIP is reported as the Parent or Grandparent of the offender, their exact age (or truncated age range average) in VICTIM AGE must be greater than the exact age (or truncated age range average) reported for the offender in the corresponding occurrence of VICTIM/OFFENDER LINK. This edit is not run if VICTIM AGE is Unknown.

See Data Elements #33 OFFENDER AGE, #41 VICTIM AGE, #46 VICTIM/OFFENDER LINK, and #47 VICTIM/OFFENDER RELATIONSHIP.

**782 Ages in VICTIM AGE and OFFENDER AGE are not consistent with the Relationship Type of Child or Grandchild identified in VICTIM/OFFENDER RELATIONSHIP**

If a VICTIM/OFFENDER RELATIONSHIP shows the victim to be the child or grandchild of the offender, the ages in OFFENDER AGE and VICTIM AGE must support this relationship.

When the victim referred to in an occurrence of VICTIM/OFFENDER RELATIONSHIP is reported as the Child or Grandchild of the offender, their exact age (or truncated age range average) must be less than the exact age (or truncated age range average) reported for the offender in the corresponding occurrence of VICTIM/OFFENDER LINK. If the victim is a baby (anywhere from newborn to 364 days old), he or she is considered one year old for purpose of this edit only. The error message generated when the victim's age is equal to or greater than the age of the offender. This edit is not run if VICTIM AGE is Unknown.

See Data Elements #33 OFFENDER AGE, #41 VICTIM AGE, #46 VICTIM/OFFENDER LINK, and #47 VICTIM/OFFENDER RELATIONSHIP.

**784 INCIDENT/COMPLAINT OFFENSE of Simple Assault without other Crimes Against Person, Robbery or Extortion may not report LEVEL OF INJURY as Dead, Seriously Injured, or Not Applicable**

For an INCIDENT/COMPLAINT OFFENSE of simple assault, without any accompanying Extortion, Robbery or Crimes Against a Person, LEVEL OF INJURY must be reported as Appeared To Be Physically Injured, But Not Seriously or Not Injured.

Serious injury should not be reported for a simple assault. Not Reported and Unknown should be avoided.

See Data Element #48 LEVEL OF INJURY.

**786 An INCIDENT/COMPLAINT OFFENSE of Simple Assault without other Crimes Against Person, Robbery or Extortion must have a minor known injury in first occurrence of TYPE OF INJURY**

For an occurrence of simple assault in INCIDENT/COMPLAINT OFFENSE, without any accompanying Extortion, Robbery or Crimes Against a Person, the first occurrence of the corresponding TYPE OF INJURY must be reported with a valid minor injury type.

Major Injury should not be reported for a simple assault. Not Applicable, Not Reported and Unknown may not be used in first occurrence.

See Data Elements #49 TYPE OF INJURY.

**NO. ERROR MESSAGE AND EXPLANATION**

**788 ARREST DATE must be on or after the INCIDENT REPORT DATE**

When reporting an arrest with an initial or replacement active incident, the ARREST DATE entered must be on or after the INCIDENT REPORT DATE.

See Data Elements #5 INCIDENT REPORT DATE and #55 ARREST DATE.

**790 INCIDENT CASE STATUS of Cleared by Arrest - Adult requires at least one arrestee aged equal to or greater than 18 years of age**

An offense is considered cleared by arrest when at least one person is arrested, charged with the commission of an offense, and turned over to the court for prosecution. In incidents which involve multiple arrests, Cleared by Arrest-Adult requires that at least one of those arrested is 18 years of age or older.

See Data Elements #7 INCIDENT CASE STATUS and #61 ARRESTEE AGE.

**792 INCIDENT CASE STATUS of Cleared by Arrest - Juvenile requires that all Arrestees in incident must be less than 18 years of age**

An incident is counted as cleared by juvenile arrest when one or more juveniles is cited for a crime for which an adult could be arrested if engaged in the same activity, regardless of case outcome. This includes the entire range of cases in which law enforcement acts officially – from cases that are referred for prosecution in family court or even adult court, to cases handled by the department and not carried forward for prosecution or probation. If the activity is a crime, and police intervene, it is a juvenile arrest even when the official act is an appearance ticket or a conversation with, and release to, parents.

In incidents which involve multiple arrests, Cleared by Arrest-Juvenile requires that all those arrested are less than 16 years of age. If multiple arrests in an incident include a mix of juveniles and adults, the INCIDENT CASE STATUS is Cleared by Arrest – Adult.

See Data Element #7 INCIDENT CASE STATUS and #61 ARRESTEE AGE.

**794 Time Window submitted with only Administrative and Time Window Segments requires TIME WINDOW TYPE of Exceptional Clearance Only**

If an incident has only an Administrative Segment (SEGTYPE 1) and a Time Window Segment (SEGTYPE 8), the TIME WINDOW TYPE must be Exceptional Clearance Only.

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**796 Time Window submitted with only Property and Time Window Segments requires TIME WINDOW TYPE of Recovered Property Only**

If an incident has only two segments, a Property Segment (SEGTYPE 3) and a Time Window Segment (SEGTYPE 8), the TIME WINDOW TYPE must be Recovered Property Only.

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**798 Time Window submitted with at least one each of Arrestee and Arrest Charge Segments followed by Time Window Segment requires TIME WINDOW TYPE of Arrest Only**

If an incident has no Administrative or Property Segment but does have at least one Arrestee Segment (SEGTYPE 6) followed by at least one Arrest Charge (SEGTYPE 7) and a Time Window Segment (SEGTYPE 8), the TIME WINDOW TYPE must be Arrest Only.

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**800 Time Window submitted with Administrative, Property, and Time Window Segments, but no Arrestee Segment, requires TIME WINDOW TYPE of Exceptional Clearance with Recovered Property**

If an incident has one Administrative Segment (SEGTYPE 1), one Property Segment (SEGTYPE 3), one Time Window Segment (SEGTYPE 8), and no Arrestee Segment (SEGTYPE 6), the TIME WINDOW TYPE must be Exceptional Clearance with Recovered Property.

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**802 Time Window submitted with Property, Arrestee, Arrest Charge, and Time Window Segments, but no Administrative Segment, requires TIME WINDOW TYPE of Arrest With Recovered Property**

If an incident has one Property Segment (SEGTYPE 3), at least one Arrestee Segment (SEGTYPE 6) followed by at least one Arrest Charge (SEGTYPE 7) and a Time Window Segment (SEGTYPE 8), and no Administrative Segment, the TIME WINDOW TYPE must be Arrest with Recovered Property.

See Transmission Data Elements #TD1 SEGTYPE and # TD5 TIME WINDOW TYPE.

**804 TIME WINDOW TYPE of Exceptional Clearance Only requires one Administrative Segment and one Time Window Segment only**

If TIME WINDOW TYPE is Exceptional Clearance Only, only two segments may be present. The first must be an Administrative Segment (SEGTYPE 1) followed by a Time Window Segment (SEGTYPE 8). No other segments may be included in the incident.

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**806 TIME WINDOW TYPE of Recovered Property Only requires one Property Segment and one Time Window Segment only**

If TIME WINDOW TYPE is Recovered Property Only, only two segments may be present. The first must be Property Segment (SEGTYPE 3) followed by a Time Window Segment (SEGTYPE 8). No other segments may be included in the incident.

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**808 TIME WINDOW TYPE of Arrest Only requires at least one each of Arrestee and Arrest Charge Segments followed by a Time Window Segment**

If TIME WINDOW TYPE is Arrest Only, three segment types are required: at least one Arrestee Segment (SEGTYPE 6) followed by at least one Arrest Charge Segment (SEGTYPE 7) and a Time Window Segment (SEGTYPE 8).

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**NO. ERROR MESSAGE AND EXPLANATION**

**810 TIME WINDOW TYPE of Arrest Only or Arrest With Recovered Property requires that every Arrestee Segment be followed by at least one Arrest Charge Segment.**

If TIME WINDOW TYPE is Arrest Only or Arrest with Recovered Property, each Arrestee Segment (SEGTYPE 6) must be followed by at least one Arrest Charge Segment (SEGTYPE 7).

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**812 TIME WINDOW TYPE of Exceptional Clearance with Recovered Property requires one each of Administrative, Property and Time Window Segments**

If TIME WINDOW TYPE is Exceptional Clearance with Recovered Property, three segment types are required: an Administrative Segment (SEGTYPE 1), followed by a Property Segment (SEGTYPE 3), and a Time Window Segment (SEGTYPE 8).

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**814 TIME WINDOW TYPE of Arrest With Recovered Property requires Property, Arrestee, Arrest Charge and Time Window Segments**

If TIME WINDOW TYPE is Arrest with Recovered Property, four segment types are required. The first must be a single Property Segment (SEGTYPE 3). Then there must be at least one segment each of Arrestee (SEGTYPE 6) and Arrest Charge (SEGTYPE 7), followed by a Time Window Segment (SEGTYPE 8).

See Transmission Data Elements #TD1 SEGTYPE and #TD5 TIME WINDOW TYPE.

**816 TIME WINDOW TYPE of Exceptional Clearance Only, or Exceptional Clearance with Recovered Property requires a Clearance by Exceptional Means in the INCIDENT CASE STATUS**

If the TIME WINDOW TYPE is Exceptional Clearance Only, or Exceptional Clearance with Recovered Property, the INCIDENT CASE STATUS must be one of the following valid Clearance by Exceptional means choices:

Death of offender
Prosecution declined
Extradition denied
Victim refuses to cooperate
No Court Referral (Juvenile Only)

The EXCEPTIONAL CLEARANCE DATE must also contain a valid date and the CLEARANCE INDICATOR must be Not Applicable.

See Transmission Data Elements #TD6 TIME WINDOW TYPE and #TD7 CLEARANCE INDICATOR, and Data Elements #7 INCIDENT CASE STATUS and # 8 INCIDENT EXCEPTIONAL CLEARANCE DATE.

**820 Initial or Updating Time Window submission with a Property Segment (SEGTYPE = 3) must have a PROPERTY INVOLVEMENT of Recovered**

An incident submitted as either an Initial Inactive Incident (Time Window**)** or as an Update Inactive Incident (Time Window Update) may contain at most, one Property Segment (SEGTYPE 3). This segment must include a PROPERTY INVOLVEMENT of Recovered.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Element #22 PROPERTY INVOLVEMENT.

**NO. ERROR MESSAGE AND EXPLANATION**

**821 Posted: Full Replace of an incident not yet on database**

**822 Duplicate incidents not allowed; Active or Time Window Incident already exists on DCJS database**

An Initial Active Incident or Initial Inactive Incident submission will not be accepted when the same action already exists on the DCJS database for that ORI NUMBER and INCIDENT/ COMPLAINT NUMBER combination.

See Transmission Data Element # TD2 SEGMENT ACTION, and Data Elements #1 ORI NUMBER and #2 INCIDENT/COMPLAINT NUMBER.

**824 Cannot add Arrestee Segment to an incident not already on file**

Incidents submitted containing only Arrestee and Arrest Charge Segments with a SEGACT of A for the purpose of adding an arrestee to an active incident cannot be accepted unless the crime incident is already posted to the DCJS database. An arrestee cannot be added when there is no prior posted crime incident to which the arrest can be linked.

See Transmission Data Element # TD2 SEGMENT ACTION and Data Transmission Specifications.

**825 ARREST DATE must be greater than or equal to INCIDENT REPORT DATE**

An Arrestee Segment (SEGTYPE 6) submitted for adding an arrestee to an active incident (SEGACT of A) must have a valid ARREST DATE which is on or after the INCIDENT REPORT DATE of the original incident on the database.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Elements #5 INCIDENT REPORT DATE and #55 ARREST DATE.

**826 Deleting an inactive incident on database requires matching TIME WINDOW TYPE**

A Time Window Segment submitted to Delete an inactive incident (SEGACT is D) must have a TIME WINDOW TYPE which matches that of the incident previously posted to the database. For example, if the Time Window incident previously posted included an Arrest with Recovered Property segment, the later Delete submission for that incident must also contain a TIME WINDOW TYPE of Arrest with Recovered Property.

See Transmission Data Elements #TD1 SEGTYPE, #TD2 SEGACT, and #TD6 TIME WINDOW TYPE, and Data Transmission Specifications.

**827 Posted: Fixes prior Time Window error**

**828 Time Window Delete transaction requires matching Inactive Incident on file**

A Time Window Segment submitted to Delete an inactive incident (SEGACT is D) must match an Initial Inactive Incident (SEGACT is W) or an Update Inactive Incident (SEGACT is U) on the database.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**829 Posted: Not on database**

**NO. ERROR MESSAGE AND EXPLANATION**

**830 Deleting an active incident from the database requires that the Delete Segment's INCIDENT REPORT DATE match the database incident's INCIDENT REPORT DATE**

An Administrative Segment submitted to Delete a previously reported active incident must include an INCIDENT REPORT DATE that matches that of the incident already on the database. In most cases this will be the same as the INCIDENT OCCURRENCE DATE.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, Data Elements #3 INCIDENT OCCURRENCE DATE and #5 INCIDENT REPORT DATE, and Data Transmission Specifications.

**832 Administrative Deletion requires an active incident on database**

An Administrative Segment submitted to administratively Delete an incident requires that the incident on the database have been posted as either an Initial Active Incident (SEGACT is I) or a Replace Active Incident (SEGACT is R). Inactive incidents must be deleted with a Time Window segment.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT.

**834 Incident was posted, but it should have been submitted as Initial Active Incident, not as Replace Active Incident**

When an incident arrives as a Replace Active Incident, the NYSIBR system searches the database for a previously submitted matching incident to which any new information will be attached. When no such incident already exists, the "replacement" is edited for errors and if it passes, it is posted to the database. The above message is then generated. It should have been submitted as an Initial incident.

The present incident was safely submitted and posted this time, but the process indicates trouble for other incidents if the practice continues. This incident may have been submitted previously and rejected because of data errors. It would not have been posted by DCJS, and if not corrected and resubmitted, would still be unknown to DCJS. If that is the case, please be sure to correct any incidents that are returned with errors that have caused them to be rejected, before submitting "Replace" incidents.

If the incident was correctly entered as a new or "Initial" incident and the codes were still generated incorrectly by your RMS when creating the monthly file for submission, contact the RMS vendor.
See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**836 Time Window incident was posted, but it should have been submitted as Initial Inactive Incident, not as Update to Inactive Incident**

When an incident arrives as an Update Inactive, the NYSIBR system searches the database for a previously submitted matching incident to which any new information will be attached. When no such incident already exists, the "update" is edited for errors and if it passes, it is posted to the database. The above message is then generated. It should have been submitted as an Initial incident.

The present incident was safely submitted and posted this time, but the process indicates trouble for other incidents if the practice continues. This incident may have been submitted previously and rejected because of data errors. It would not have been posted by DCJS, and if not corrected and resubmitted, would still be unknown to DCJS. If that is the case, please be sure to correct any incidents that are returned with errors that have caused them to be rejected, before submitting "Replace" incidents.

If the incident was correctly entered as a new or "Initial" incident and the codes were still generated incorrectly by your RMS when creating the monthly file for submission, contact the RMS vendor.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, and Data Transmission Specifications.

**NO. ERROR MESSAGE AND EXPLANATION**

**838 An Active incident must be on the DCJS database before it can be Deleted**

Deleting an Active Incident involves matching the Delete incident information with an active incident on the DCJS database. When the incident is not present, the attempted transaction is rejected, nothing is deleted, and this error message is generated.

An Administrative Segment submitted with a SEGACT of D will not be subjected to the full edit checks normally applied. Given that the purpose of a delete transaction is to remove an incident from the NYSIBR database, only a limited set of edits is necessary to ensure that the incident to be deleted can be identified. ORI NUMBER, INCIDENT/COMPLAINT NUMBER, and INCIDENT REPORT DATE must match the incident already on the database and the incident must be active to be deleted by an Administrative Segment.

See Transmission Data Elements #TD1 SEGTYPE and #TD2 SEGACT, Data Elements #1 ORI NUMBER, #2 INCIDENT/ COMPLAINT NUMBER, and #5 INCIDENT REPORT DATE, and Data Transmission Specifications.

**840 A Time Window incident must be on the DCJS database before it can be Deleted**

Deleting a Time Window Incident involves matching the Delete incident information with an inactive incident on the DCJS database. When the incident is not present, the attempted transaction is rejected, nothing is deleted, and this error message is generated.

A Time Window Segment submitted with SEGACT of D will not be subjected to the full edit checks normally applied. Given that the purpose of a delete transaction is to remove an incident from the NYSIBR database, only a limited set of edits is necessary to ensure that the incident to be deleted can be identified. ORI NUMBER, INCIDENT/COMPLAINT NUMBER, and TWTYPE must match the incident already on the database and the incident must be inactive to be deleted by a Time Window Segment.

See Transmission Data Elements #TD1 SEGTYPE, #TD2 SEGACT and #6 TIME WINDOW TYPE, Data Elements #1 ORI NUMBER and #2 INCIDENT/ COMPLAINT NUMBER, and Data Transmission Specifications.

## ERROR MESSAGES NUMBERED 850 – 1058 ARE BASED ON NYS PENAL LAW EDITS

Completed offenses specified in edits 884, 886, 890-902, 906-909, 912, and 924-1026 require property information and are noted by an apostrophe (*) following the Penal Law citation in the text of their explanations. Attempted property offenses do not require property information and are not subject to the specific edits listed in this section.

**850 NYS Law citation requires use of Motor Vehicle as weapon in WEAPON/FORCE**

The following NYS law citations require Motor Vehicle in an occurrence of WEAPON/FORCE:

| | |
|---|---|
| PL 120.03 | Vehicular Assault 2 |
| PL 120.03.02 | Vehicular Assault 2 - DWI |
| PL 120.04 | Vehicular Assault 1 |

See Data Element #16 WEAPON/FORCE.

**852 NYS Law citation requires a known weapon in first occurrence of WEAPON/FORCE**

The following NYS law citations require a known weapon in the first occurrence of WEAPON/FORCE:

| | |
|---|---|
| PL 120.05.02 | Assault 2 - Intention to Cause Physical Injury with a Weapon |
| PL 120.05.04 | Assault 2 - Recklessly Cause Serious Injury with a Weapon |

Not Applicable, Not Reported or Unknown must not be used.

See Data Element #16 WEAPON/FORCE.

**NO. ERROR MESSAGE AND EXPLANATION**

**854 NYS Law citation requires drugs as weapon in WEAPON/FORCE**

The following NYS law citation requires Drug/Narcotics/Sleeping Pills in an occurrence of WEAPON/FORCE:

PL 120.05.05 Assault 2 - Impairment by Drugs without consent

See Data Element #16 WEAPON/FORCE.

**855 NYS Law citation requires INCIDENT LOCATION TYPE of Jail/Prison**

The following NYS law citation requires INCIDENT LOCATION TYPE of Jail/Prison:

PL 120.05.07 Assault 2 - Confined to Correctional Facility

See Data Element #15 INCIDENT LOCATION TYPE.

**856 NYS Law citation requires that Victim be non-participant in ASSAULT/HOMICIDE CIRCUMSTANCES**

The following NYS law citation requires at least one occurrence of ASSAULT/HOMICIDE CIRCUMSTANCES in which the Victim is not involved as a participant:

PL 120.05.06 Assault 2 - On Non-participant During a Felony

the only allowable ASSAULT/HOMICIDE CIRCUMSTANCES are:

Assault on Law Enforcement Officer(s)
Dispute Among Drug Dealers
Drug Buyer-Dealer Dispute
Robbery/Theft from Drug Dealer
Dispute between Drug Dealer and Witness or Complainant
Other Drug Related
Gangland
Juvenile Gang
Other Felony Involved

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**NO. ERROR MESSAGE AND EXPLANATION**

**857 NYS Law citation requires an OFFENDER AGE greater than 17 and a VICTIM AGE less than 11**

The following NYS law citations require that an occurrence of OFFENDER AGE be greater than 17 and VICTIM AGE be less than 11:

PL 120.05.08 Assault - Cause injury to person less than 11 years old
PL 120.12 Assault - Upon person less than 11 years old

See Data Elements #33 OFFENDER AGE and #41 VICTIM AGE.

**858 NYS Law citation requires a known weapon in first occurrence of WEAPON/FORCE**

The following NYS law citation requires a known weapon in the first occurrence of WEAPON/FORCE:

PL 120.10.01 Assault 1 – With Intent to Cause Serious Injury with a Weapon

Not Applicable, Not Reported or Unknown must not be used.

See Data Element #16 WEAPON/FORCE.

**859 NYS Law citation requires an OFFENDER AGE greater than 17 and a VICTIM AGE less than 7**

The following NYS law citation requires an occurrence of OFFENDER AGE must be greater than 17 and VICTIM AGE must be less than 7:

PL 120.05.09 Assault – Causing Injury to Person less than 7 years old

See Data Elements #33 OFFENDER AGE and #41 VICTIM AGE.

**860 NYS Law citation requires that Victim be non-participant in ASSAULT/HOMICIDE CIRCUMSTANCES**

The following NYS law citation requires at least one occurrence of ASSAULT/HOMICIDE CIRCUMSTANCES in which the Victim is not involved as a participant:

PL 120.10.04 Assault 1 – with injury to Non-participant During a Felony

The only allowable ASSAULT/HOMICIDE CIRCUMSTANCES are:

Assault on Law Enforcement Officer(s)
Dispute Among Drug Dealers
Drug Buyer-Dealer Dispute
Robbery/Theft from Drug Dealer
Dispute between Drug Dealer and Witness or Complainant
Other Drug Related
Gangland
Juvenile Gang
Other Felony Involved

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**NO. ERROR MESSAGE AND EXPLANATION**

**862 NYS Law citation requires Use of a Deadly Weapon in WEAPON/FORCE and Assault Against Police Officer in ASSAULT/HOMICIDE CIRCUMSTANCES**

When the NYS law citation is:

PL 120.11 Assault – On Police Officer Deadly Weapon

an occurrence of WEAPON/FORCE must contain a Deadly Weapon and ASSAULT/HOMICIDE CIRCUMSTANCES must be Assault on Law Enforcement Officer. Valid weapon choices are:

Firearm
Revolver, Derringer or Single-Shot Pistol
Semiautomatic Handgun
Fully Automatic Handgun or Submachine Gun
Single-Shot, Pump Action or Bolt Action Rifle
Semiautomatic Rifle
Fully Automatic Rifle or Machine Gun
Shotgun
Knife/Cutting Instrument
Blunt Object
Explosives
Fire/Incendiary Device

See Data Elements #16 WEAPON/FORCE and #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**864 NYS Law citation requires Motor Vehicle in WEAPON/FORCE and Negligent Vehicular Killings in ASSAULT/HOMICIDE CIRCUMSTANCES**

When the NYS law citation is:

| | |
|---|---|
| PL 125.12 | Vehicular Manslaughter 2 |
| PL 125.12.02 | Vehicular Manslaughter 2 - DWI Vehicle/ Boat |
| PL 125.12.03 | Vehicular Manslaughter 2 |
| PL 125.13 | Vehicular Manslaughter 1 |

an occurrence of WEAPON/FORCE must be Motor Vehicle (includes ATV & Snowmobiles) and an occurrence of ASSAULT/HOMICIDE CIRCUMSTANCES must be Negligent Vehicular Killings.

See Data Elements #16 WEAPON/FORCE and #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**NO. ERROR MESSAGE AND EXPLANATION**

**866 Felony murder citation requires that Victim is Non-Participant; ASSAULT/HOMICIDE CIRCUMSTANCES `must be reported for participants involved in underlying felony only**

When the NYS law citation is:

PL 125.25.03 Felony Murder

the only allowable ASSAULT/HOMICIDE CIRCUMSTANCES are:

Assault on Law Enforcement Officer(s)
Dispute Among Drug Dealers
Drug Buyer-Dealer Dispute
Robbery/Theft from Drug Dealer
Dispute between Drug Dealer and Witness or Complainant
Other Drug Related
Gangland
Juvenile Gang
Other Felony Involved.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**868 NYS Law citation requires homicide of police officer in ASSAULT/HOMICIDE CIRCUMSTANCES**

When the NYS law citation is:

PL 125.27.1AI Murder 1 - Police Officer

an occurrence of ASSAULT/HOMICIDE CIRCUMSTANCES must be Assault on Law Enforcement Officer.

See Data Element #19 ASSAULT/HOMICIDE CIRCUMSTANCES.

**872 NYS Law citation requires a deadly weapon in WEAPON/FORCE**

When the NYS law citation is:

PL 140.17.01 Criminal Trespass 1 - Possession of a Weapon

an occurrence of WEAPON/FORCE must be one of the following weapons:

Firearm
Revolver, Derringer or Single-Shot Pistol
Semiautomatic Handgun
Fully Automatic Handgun or Submachine Gun
Single-Shot, Pump Action or Bolt Action Rifle
Semiautomatic Rifle
Fully Automatic Rifle or Machine Gun
Shotgun
Knife/Cutting Instrument
Blunt Object
Explosives
Fire/Incendiary Device

See Data Element #16 WEAPON/FORCE.

**NO. ERROR MESSAGE AND EXPLANATION**

**874 NYS Law citation requires a firearm in WEAPON/FORCE**

When the NYS law citation is:

| | |
|---|---|
| PL 140.17.02 | Criminal Trespass 1 - Possession of Firearm & Ammo |
| PL 140.17.03 | Criminal Trespass 1 - Knows Another Participant has Weapon |

an occurrence of WEAPON/FORCE must be one of the following:

Firearm
Revolver, Derringer or Single-Shot Pistol
Semiautomatic Handgun
Fully Automatic Handgun or Submachine Gun
Single-Shot, Pump Action or Bolt Action Rifle
Semiautomatic Rifle
Fully Automatic Rifle or Machine Gun
Shotgun

See Data Element #16 WEAPON/FORCE.

**876 NYS Law citation requires Explosives or other deadly weapon in WEAPON/FORCE**

When the NYS law citation is:

| | |
|---|---|
| PL 140.25.01A | Burglary 2 - Armed with Explosive/Deadly Weapon |
| PL 140.30.01 | Burglary 1 - Enters Building/Dwelling with Explosive/Deadly Weapon |

an occurrence of WEAPON/FORCE must be one of the following:

Firearm
Revolver, Derringer or Single-Shot Pistol
Semiautomatic Handgun
Fully Automatic Handgun or Submachine Gun
Single-Shot, Pump Action or Bolt Action Rifle
Semiautomatic Rifle
Fully Automatic Rifle or Machine Gun
Shotgun
Knife/Cutting Instrument
Blunt Object
Explosives
Fire/Incendiary Device

See Data Element #16 WEAPON/FORCE.

**NO.** **ERROR MESSAGE AND EXPLANATION**

**878 NYS Law citation requires a Person Victim in VICTIM TYPE, with known injury information in LEVEL OF INJURY, TYPE OF INJURY, and VICTIM MEDICAL TREATMENT**

When the NYS law citation is:

PL 140.30.02 Burglary 1 - Enters Dwelling Causing Injury
PL 140.25.01B Burglary 2 - Caused Physical Injury

VICTIM TYPE must be one of person types listed below. Non-person victims are not allowed.

Individuals
Law Enforcement Officers
Firefighters in the line of duty

LEVEL OF INJURY most not be reported as either Not Injured or Not Applicable. Not Reported and Unknown must be avoided, since the offense includes physical injury. If necessary, include an estimate of the extent of victim injury and report one of the following broad choices:

Dead
Appeared To Be Seriously Injured
Appeared To Be Physically Injured, But Not Seriously

First occurrence of TYPE OF INJURY must contain an injury type and may not be reported as None or Not Applicable. Not Reported and Unknown must be avoided, since the offense includes physical injury. An estimate of the extent of victim injury should be made and one of the following choices be reported:

Apparent Broken Bones
Possible Internal Injury
Severe Laceration
Loss of Teeth
Unconsciousness
Other Major Injury
Apparent Minor Injury

VICTIM MEDICAL TREATMENT must not be reported as Not Applicable for the victim linked to this offense. Not Indicated in Report and Unknown must be avoided, since the offense includes physical injury. Ascertain the actual treatment given to the victim and report the most appropriate of the following choices:

Hospitalized
Treated and Released
Refused Treatment
Not Treated

See Data Elements #48 LEVEL OF INJURY, #49 TYPE OF INJURY and #50 VICTIM MEDICAL TREATMENT.

**NO. ERROR MESSAGE AND EXPLANATION**

**880 NYS Law citation requires a dangerous weapon in WEAPON FORCE**

When the NYS law citation is:

PL 140.25.01C Burglary 2 - Uses Dangerous Instrument
PL 140.30.03 Burglary 1 - Uses or Threatens Use of a Dangerous Instrument

an occurrence of WEAPON/FORCE must be one of the following:

Firearm
Revolver, Derringer or Single-Shot Pistol
Semiautomatic Handgun
Fully Automatic Handgun or Submachine Gun
Single-Shot, Pump Action or Bolt Action Rifle
Semiautomatic Rifle
Fully Automatic Rifle or Machine Gun
Shotgun
Knife/Cutting Instrument
Blunt Object
Motor Vehicle
Personal Weapons (hands, feet, teeth, etc.)
Poison
Explosives
Fire/Incendiary Device
Drug/Narcotics/Sleeping Pills
Other Weapon.

See Data Element #16 WEAPON/FORCE.

**882 NYS Law citation requires a firearm in WEAPON/FORCE**

When the NYS law citation is:

PL 140.25.01D Burglary 2 - Displays Firearm
PL 140.30.04 Burglary 1 - Displays Loaded Firearm

an occurrence of WEAPON/FORCE must be one of the following:

Firearm
Revolver, Derringer or Single-Shot Pistol
Semiautomatic Handgun
Fully Automatic Handgun or Submachine Gun
Single-Shot, Pump Action or Bolt Action Rifle
Semiautomatic Rifle
Fully Automatic Rifle or Machine Gun
Shotgun.

See Data Element #16 WEAPON/FORCE.

**NO. ERROR MESSAGE AND EXPLANATION**

***884 NYS Law citation requires Burned or Damaged in PROPERTY INVOLVEMENT and greater than $250 in PROPERTY VALUE**

When the NYS law citation is:

| | |
|---|---|
| PL 145.00.03* | Criminal Mischief 4 - Recklessly Damages Property Exceeding $250 |
| PL 145.05* | Criminal Mischief 3 - Damages Property Exceeding $250 |

PROPERTY INVOLVEMENT must be Burned or Destroyed/Damaged/Vandalized, and the sum of all occurrences of PROPERTY VALUE must be greater than $250.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**886 NYS Law citation requires Burned or Damaged in PROPERTY INVOLVEMENT and greater than $1,500 in PROPERTY VALUE**

When the NYS law citation is:

| | |
|---|---|
| PL 145.10* | Criminal Mischief 2 - Damages Property Exceeding $1,500 |

PROPERTY INVOLVEMENT must be Burned or Destroyed/Damaged/Vandalized, and the sum of all occurrences of PROPERTY VALUE must be greater than $1,500.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE and #24 PROPERTY VALUE.

**888 NYS Law citation requires use of explosives in WEAPON/FORCE**

When the NYS law citation is:

| | |
|---|---|
| PL 145.12 | Criminal Mischief 1 - Damages Property with Explosive |

an occurrence of WEAPON FORCE must be Explosives.

See Data Element #16 WEAPON/FORCE.

**890 NYS Law citation requires Stolen in PROPERTY INVOLVEMENT and greater than $1,000 in PROPERTY VALUE**

When the NYS law citation is:

| | |
|---|---|
| PL 155.30.01* | Grand Larceny 4 - Property Value Exceeds $1,000 |

PROPERTY INVOLVEMENT must be Stolen, and the sum of all occurrences of PROPERTY VALUE must be greater then $1,000.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

* Completed offense requires property information. Attempted offense does not.

**NO. ERROR MESSAGE AND EXPLANATION**

**892 Law citation requires Stolen in PROPERTY INVOLVEMENT and PROPERTY TYPE of Credit Card**

When the NYS law citation is:

PL 155.30.04* Grand Larceny 4 - Credit Card

PROPERTY INVOLVEMENT must be entered as Stolen, and an occurrence of PROPERTY TYPE must be Credit Card.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**894 Law citation requires Stolen in PROPERTY INVOLVEMENT and PROPERTY TYPE of Firearms**

When the NYS law citation is:

PL 155.30 07* Grand Larceny 4 – Firearms

PROPERTY INVOLVEMENT must be Stolen and an occurrence of PROPERTY TYPE must be Firearms.

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**896 Law citation requires Stolen in PROPERTY INVOLVEMENT, a Motor Vehicle in PROPERTY TYPE and a PROPERTY VALUE of greater than $100**

When the NYS law citation is:

PL 155.30.08* Grand Larceny 4 - Auto Exceeds $100

PROPERTY INVOLVEMENT must be coded as Stolen, an occurrence of PROPERTY TYPE must be Automobiles, Buses, Trucks or Recreational Vehicles, and a corresponding PROPERTY VALUE must be greater than $100.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**898 NYS Law citation requires Stolen in PROPERTY INVOLVEMENT and greater than $3,000 in PROPERTY VALUE**

When the NYS law citation is:

PL 155.35* Grand Larceny 3 - Exceeds $3,000

PROPERTY INVOLVEMENT must be coded as Stolen, and the sum of all occurrences of PROPERTY VALUE must be greater than $3000.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.*

* Completed offense requires property information. Attempted offense does not.

**NO. ERROR MESSAGE AND EXPLANATION**

**900 NYS Law citation requires Stolen in PROPERTY INVOLVEMENT and greater than $50,000 in PROPERTY VALUE**

When the NYS law citation is:

| | |
|---|---|
| PL 155.40.01* | Grand Larceny 2 - Exceeds $50,000 |

PROPERTY INVOLVEMENT must be coded as Stolen and the sum of all occurrences of PROPERTY VALUE must be greater then $50,000.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**†902 NYS Law citation requires Stolen in PROPERTY INVOLVEMENT and greater than $1,000,000 in PROPERTY VALUE**

When the NYS law citation is:

| | |
|---|---|
| PL 155.42* | Grand Larceny 1 - Exceeds $1 million |

PROPERTY INVOLVEMENT must be coded as Stolen, and the sum of all occurrences of PROPERTY VALUE must be greater than $1,000,000.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**904 NYS Law citation requires that OFFENDER USED COMPUTER be Yes**

When the NYS law citation is:

| | |
|---|---|
| PL 156.05 | Unauthorized Use of Computer |
| PL 156.10 | Computer Trespass |
| PL 156.10.01 | Computer Trespass - Felony Purpose |
| PL 156.10.02 | Computer Trespass - Gain Access |
| PL 156.20 | Computer Tampering 4 |
| PL 156.25 | Computer Tampering 3 |
| PL 156.25.01 | Computer Tampering 3 - Felony Purpose |
| PL 156.25.02 | Computer Tampering 3 - Previously Convicted of PL 165.15 |

OFFENDER USED COMPUTER must be Yes.

See Data Element #21 OFFENDER USED COMPUTER.

**906 NYS Law citation requires that OFFENDER USED COMPUTER be Yes, PROPERTY INVOLVEMENT of Destroyed, and a PROPERTY TYPE of Computer**

When the NYS law citation is:

| | |
|---|---|
| PL 156.25.03* | Computer Tampering 3 - Destroy Computer Materials |

OFFENDER USED COMPUTER must be Yes. The incident must include a PROPERTY INVOLVEMENT of Destroyed/Damaged/Vandalized, and an occurrence of PROPERTY TYPE containing Computer Hardware/Software.

See Data Elements #21 OFFENDER USED COMPUTER, #22 PROPERTY INVOLVEMENT, and #23 PROPERTY TYPE.

* Completed offense requires property information. Attempted offense does not.

**NO. ERROR MESSAGE AND EXPLANATION**

**908 NYS Law citation requires that OFFENDER USED COMPUTER be Yes, PROPERTY INVOLVEMENT of Destroyed, PROPERTY TYPE of Computer, and a Property Value of greater than $1,000**

When the NYS law citation is:

PL 156.25.04* Computer Tampering 3 - Destroy Data Exceeding $1,000

OFFENDER USED COMPUTER must be Yes. The incident must include a PROPERTY INVOLVEMENT of Destroyed/Damaged/Vandalized, an occurrence of PROPERTY TYPE containing Computer Hardware/Software, and a corresponding PROPERTY VALUE of greater than $1,000.

See Data Elements #21 OFFENDER USED COMPUTER, #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**909 NYS Law citation requires that OFFENDER USED COMPUTER be Yes, PROPERTY INVOLVEMENT of Destroyed, PROPERTY TYPE of Computer, and a Property Value of greater than $50,000**

When the NYS law citation is:

PL 156.27* Computer Tampering 3 - Destroy Data Exceeding $50,000

OFFENDER USED COMPUTER must be Yes. Incident must also include a PROPERTY INVOLVEMENT of Destroyed/Damaged/Vandalized, an occurrence of PROPERTY TYPE containing Computer Hardware/Software, and a corresponding PROPERTY VALUE of greater than $50,000.

See Data Elements #21 OFFENDER USED COMPUTER, #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**910 NYS Law citation requires that OFFENDER USED COMPUTER be Yes**

When the NYS law citation is:

PL 156.30 Unlawful Duplication of Computer Related Material

OFFENDER USED COMPUTER must be Yes.

See Data Element #21 OFFENDER USED COMPUTER.

**912 NYS Law citation requires that OFFENDER USED COMPUTER be Yes, PROPERTY INVOLVEMENT of Stolen, PROPERTY TYPE of Computer, and a Property Value of greater than $2,500**

When the NYS law citation is:

PL 156.30.01* Duplicate Computer Material Exceeding $2,500 and ATTEMPTED/COMPLETED indicator is completed

OFFENDER USED COMPUTER must be Yes. Incident must include PROPERTY INVOLVEMENT of Stolen, an occurrence of PROPERTY TYPE containing Computer Hardware/Software, and a corresponding PROPERTY VALUE of greater than $2,500.

See Data Elements #21 OFFENDER USED COMPUTER, #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

* Completed offense requires property information. Attempted offense does not.

**NO. ERROR MESSAGE AND EXPLANATION**

**913 NYS Law citation requires a Person Victim in VICTIM TYPE with known physical injury in LEVEL OF INJURY, and TYPE OF INJURY**

When the NYS law citation is:

PL 160.10.02A Robbery 2 - Causes Physical Injury

VICTIM TYPE must be one of person types listed below. Non-person victims are not allowed.

Individuals
Law Enforcement Officers
Firefighters in the line of duty

LEVEL OF INJURY most not be reported as Not Injured, Not Applicable, Not Reported, or Unknown. One of the following choices must be used:

Dead
Appeared To Be Seriously Injured
Appeared To Be Physically Injured, But Not Seriously

An occurrence of TYPE OF INJURY must contain a physical injury type. It must not be reported as None, Not Applicable, Not Reported, or Unknown. One of the following choices must be reported:

Apparent Broken Bones
Possible Internal Injury
Severe Laceration
Loss of Teeth
Unconsciousness
Other Major Injury
Apparent Minor Injury

See Data Elements #39 VICTIM/OFFENSE LINK, #40 VICTIM TYPE, #48 LEVEL OF INJURY, and #49 TYPE OF INJURY.

**914 NYS Law citation requires that OFFENDER USED COMPUTER be Yes**

When the NYS law citation is:

PL 156.30.02 - Duplicate Computer Material to commit Felony

OFFENDER USED COMPUTER must be Yes.

See Data Element #21 OFFENDER USED COMPUTER.

**NO. ERROR MESSAGE AND EXPLANATION**

**915 NYS Law citation requires Stolen in PROPERTY INVOLVEMENT and a Motor Vehicle in PROPERTY TYPE**

When the NYS law citation is:

PL 160.10.03 Robbery 2 - Motor Vehicle

there must be a PROPERTY INVOLVEMENT of Stolen and a PROPERTY TYPE occurrence of:

Automobiles
Buses
Trucks
Recreational Vehicles
Other Motor Vehicles

See Data Elements #22 PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**916 NYS Law citation requires a Person Victim in VICTIM TYPE with known Serious Injury in LEVEL OF INJURY, and TYPE OF INJURY**

When the NYS law citation is:

PL 160.15.01 Robbery 1 - Cause Serious Injury

VICTIM TYPE must be one of person types listed below. Non-person victims are not allowed.

Individuals
Law Enforcement Officers
Firefighters in the line of duty

LEVEL OF INJURY most not be reported as Not Injured, Not Applicable, Not Reported, or Unknown. One of the following choices must be used:

Dead
Appeared To Be Seriously Injured

an occurrence of TYPE OF INJURY must contain a serious injury type. It must not be reported as None, Not Applicable, Not Reported, or Unknown. One of the following choices must be reported:

Apparent Broken Bones
Possible Internal Injury
Severe Laceration
Unconsciousness
Other Major Injury

See Data Elements #39 VICTIM/OFFENSE LINK, #40 VICTIM TYPE, #48 LEVEL OF INJURY, and #49 TYPE OF INJURY.

**NO. ERROR MESSAGE AND EXPLANATION**

**918 NYS Law citation requires use of deadly weapon in WEAPON/FORCE**

When the NYS law citation is:

PL 160.15.02 Robbery 1 - Forcible Theft With a Deadly Weapon

an occurrence of WEAPON/FORCE must be:

Firearm
Revolver, Derringer or Single-Shot Pistol
Semiautomatic Handgun
Fully Automatic Handgun or Submachine Gun
Single-Shot, Pump Action or Bolt Action Rifle
Semiautomatic Rifle
Fully Automatic Rifle or Machine Gun
Shotgun
Knife/Cutting Instrument
Blunt Object

See Data Element #16 WEAPON/FORCE.

**920 NYS Law citation requires use of dangerous instrument in WEAPON/FORCE**

When the NYS law citation is:

PL 160.15.03 Robbery 1 - With Dangerous Instrument

An occurrence of WEAPON/FORCE must be:

Firearm
Revolver, Derringer or Single-Shot Pistol
Semiautomatic Handgun
Fully Automatic Handgun or Submachine Gun
Single-Shot, Pump Action or Bolt Action Rifle
Semiautomatic Rifle
Fully Automatic Rifle or Machine Gun
Shotgun
Knife/Cutting Instrument
Blunt Object
Motor Vehicle
Personal Weapons (hands, feet, teeth, etc.)
Poison
Explosives
Fire/Incendiary Device
Drug/Narcotics/Sleeping Pills
Other Weapon

See Data Element #16 WEAPON/FORCE.

**NO. ERROR MESSAGE AND EXPLANATION**

**922 NYS Law citation requires use of firearms in WEAPON/FORCE**

When the NYS law citation is:

PL 160.15.04 Robbery 1 - Displays Firearm

an occurrence of WEAPON/FORCE must be:

Firearm
Revolver, Derringer or Single-Shot Pistol
Semiautomatic Handgun
Fully Automatic Handgun or Submachine Gun
Single-Shot, Pump Action or Bolt Action Rifle
Semiautomatic Rifle
Fully Automatic Rifle or Machine Gun
Shotgun
Imitation Firearm.

See Data Element #16 WEAPON/FORCE.

**924 Law citation requires Stolen in PROPERTY INVOLVEMENT and Vehicle Parts in PROPERTY TYPE**

When NYS law citation is:

| | |
|---|---|
| PL 165.09* | Auto Stripping 3 |
| PL 165.09 01* | Auto Stripping 3 |
| PL 165.09 02* | Auto Stripping 3 |
| PL 165.10* | Auto Stripping 2 |
| PL 165.10 01* | Auto Stripping 2 |
| PL 165.10 02* | Auto Stripping 2 |
| PL 165.11* | Auto Stripping 1 |

PROPERTY INVOLVEMENT must be Stolen and an occurrence of PROPERTY TYPE must be Vehicle Parts or Accessories.

See Data Elements #PROPERTY INVOLVEMENT and #23 PROPERTY TYPE.

**926 NYS Law citation of insurance fraud requires Stolen in PROPERTY INVOLVEMENT and PROPERTY VALUE of greater than $1,000**

When NYS law citation is:

| | |
|---|---|
| PL 176.15* | Insurance Fraud 4 – Greater than $1,000<br>and ATTEMPTED/COMPLETED indicator is Completed |

PROPERTY INVOLVEMENT must be Stolen.

The sum of all occurrences of PROPERTY VALUE must be greater than $1,000.

In an insurance fraud the victim is usually an insurance company which paid a fraudulent insurance claim; Other Property may be entered as the PROPERTY TYPE.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

* Completed offense requires property information. Attempted offense does not.

**NO. ERROR MESSAGE AND EXPLANATION**

**928 NYS Law citation of insurance fraud requires Stolen in PROPERTY INVOLVEMENT and PROPERTY VALUE of greater than $3,000**

When NYS law citation is:

PL 176.20* Insurance Fraud 3 – Greater than $3,000
and ATTEMPTED/COMPLETED indicator is Completed

PROPERTY INVOLVEMENT must be Stolen.

The sum of all occurrences of PROPERTY VALUE must be greater than $3,000.

In an insurance fraud the victim is usually an insurance company which paid a fraudulent insurance claim; Other Property may be entered as the PROPERTY TYPE.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**930 NYS Law citation of insurance fraud requires Stolen in PROPERTY INVOLVEMENT and PROPERTY VALUE of greater than $50,000**

When NYS law citation is:

PL 176.25* Insurance Fraud 2 – Greater than $50,000
and ATTEMPTED/COMPLETED indicator is Completed

PROPERTY INVOLVEMENT must be Stolen.

The sum of all occurrences of PROPERTY VALUE must be greater than $50,000.

In an insurance fraud the victim is usually an insurance company which paid a fraudulent insurance claim; Other Property may be entered as the PROPERTY TYPE.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**932 NYS Law citation of insurance fraud requires Stolen in PROPERTY INVOLVEMENT and PROPERTY VALUE of greater than $1,000,000**

When NYS law citation is:

PL 176.30* Insurance Fraud 1 – Greater than $1,000,000
and ATTEMPTED/COMPLETED indicator is Completed

PROPERTY INVOLVEMENT must be Stolen.

The sum of all occurrences of PROPERTY VALUE must be greater than $1,000,000.

In an insurance fraud the victim is usually an insurance company which paid a fraudulent insurance claim; Other Property may be entered as the PROPERTY TYPE.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

* Completed offense requires property information. Attempted offense does not.

**NO. ERROR MESSAGE AND EXPLANATION**

**934 NYS Law citation of welfare fraud requires Stolen in PROPERTY INVOLVEMENT and PROPERTY VALUE of greater than $1,000**

When NYS law citation is:

PL 158.10* Welfare Fraud 4 – Greater than $1,000

PROPERTY INVOLVEMENT must be Stolen.

The sum of all occurrences of PROPERTY VALUE must be greater than $1,000.

In welfare fraud, the victim is government, the property stolen is government funds, and Other Property may be entered as the PROPERTY TYPE.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**936 NYS Law citation of welfare fraud requires Stolen in PROPERTY INVOLVEMENT and PROPERTY VALUE of greater than $3,000**

When NYS law citation is:

PL 158.15* Welfare Fraud 3 – Greater than $3,000

PROPERTY INVOLVEMENT must be Stolen.

The sum of all occurrences of PROPERTY VALUE must be greater than $3,000.

In welfare fraud, the victim is government, the property stolen is government funds, and Other Property may be entered as the PROPERTY TYPE.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**938 NYS Law citation of welfare fraud requires Stolen in PROPERTY INVOLVEMENT and PROPERTY VALUE of greater than $50,000**

When NYS law citation is:

PL 158.20* Welfare Fraud 2 – Greater than $50,000

PROPERTY INVOLVEMENT must be Stolen.

The sum of all occurrences of PROPERTY VALUE must be greater than $50,000.

In welfare fraud, the victim is government, the property stolen is government funds, and Other Property may be entered as the PROPERTY TYPE.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

* Completed offense requires property information. Attempted offense does not.

**NO. ERROR MESSAGE AND EXPLANATION**

**939 NYS Law citation of welfare fraud requires Stolen in PROPERTY INVOLVEMENT and PROPERTY VALUE of greater than $1,000,000**

When NYS law citation is:

PL 158.25* Welfare Fraud 1 – Greater than $1,000,000

PROPERTY INVOLVEMENT must be Stolen.

The sum of all occurrences of PROPERTY VALUE must be greater than $1,000,000.

In welfare fraud, the victim is government, the property stolen is government funds, and Other Property may be entered as the PROPERTY TYPE.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

**940 NYS Law citation of damage to property of witness requires PROPERTY INVOLVEMENT of either Burned or Destroyed/Damaged/Vandalized**

When NYS law citation is:

PL 215.15.02* Intimidating 3 – Intent to Damage Property

PROPERTY INVOLVEMENT must be Burned (includes damage caused in fighting the fire) or Destroyed/Damaged/Vandalized.

The law cited describes an offender intentionally burning or otherwise damaging or destroying the property of a witness, as a means of intimidation.

EXAMPLE: After putting out a fire in his garage, a witness in a crime case found a threatening note in the mailbox. Fire inspectors identified the fire as arson. PROPERTY INVOLVEMENT was Burned, an occurrence of PROPERTY TYPE was Storage Structure, and PROPERTY VALUE was $19,500.

See Data Elements #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #24 PROPERTY VALUE.

* Completed offense requires property information. Attempted offense does not.

**NO.** **ERROR MESSAGE AND EXPLANATION**

**942 – 1026** These error messages appear when the reported DRUG TYPE does not match the section of law cited in INCIDENT/COMPLAINT OFFENSE. The remedy for this error is to correct either the law section or the choice of drug name in DRUG TYPE.

Each message specifies one controlled substance or class of controlled substances as defined in the Public Health Law. Criminal possession and sale of these substances are defined in Penal Law Articles 220 and 221. The following explanation is written as an example using the citation for Cocaine, but its text applies (with appropriate changes in PL section and drug name) to error messages 942 – 1026. Even the See Data Elements references apply as in the sample to all these messages.

Every one of the citations involves property, pertains only to completed offenses, and would be followed by an "*" in the text of its explanation because it requires property information. The edits creating these messages are run only if the third occurrence of DRUG TYPE is not reported as "Over 3 Drug Types," since DRUG TYPE might not have been reported.

**942 NYS law citation of PL 220.06.05 requires seizure of Cocaine in DRUG TYPE**

This incident contains an INCIDENT/COMPLAINT OFFENSE of PL 220.06.05* and a PROPERTY INVOLVEMENT of Seized. Since this combination denotes the seizure of Cocaine, at least one of the up-to-three occurrences of DRUG TYPE must contain Cocaine Hydrochloride, Crack, or Other Coca Derivatives. The DRUG TYPE field is used only to identify the type of drugs when there is a seizure; otherwise enter Not Applicable.

If more than three drug types are seized in the incident, the two most important are to be reported specifically and the third occurrence is entered as Over Three Drug Types. The reporting agency determines the most important drugs in such cases, based on the quantity, value, and deadliness of the drugs seized.

**EXAMPLE:** In a drug case, the following drugs were seized:
Crack - 1.5 kilograms
Marijuana - 2.125 pounds
Morphine - 2.0 liquid ounces
Valium - 500 capsules

The Crack was entered in the first occurrence of DRUG TYPE, and the Morphine in the second occurrence. The third occurrence was reported as Over Three Drug Types. The Marijuana and Valium were not individually reported to DCJS but were written up in the incident notes for agency case records.

See Data Elements #13 INCIDENT/COMPLAINT OFFENSE, #22 PROPERTY INVOLVEMENT, #23 PROPERTY TYPE, and #29 DRUG TYPE.

**942 NYS law citation of PL 220.06.05 requires seizure of Cocaine in DRUG TYPE**

**944 NYS law citation of PL 220.09.02 requires seizure of Methamphetamine in DRUG TYPE**

**946 NYS law citation of PL 220.09.05 requires seizure of LSD in DRUG TYPE**

**948 NYS law citation of PL 220.09.06 or 220.09.07 requires seizure of Hallucinogen in DRUG TYPE**

**950 NYS law citation of PL 220.09.08 or 220.09.09 requires seizure of Depressants and Tranquilizers in DRUG TYPE**

| NO. | ERROR MESSAGE AND EXPLANATION |
|---|---|
| 952 | NYS law citation of PL 220.09.12 requires seizure of Methadone in DRUG TYPE |
| 954 | NYS law citation of PL 220.09.01, 220.09.03, or 220.16.01 requires seizure of Opiates, Synthetic Narcotics, or Cocaine in DRUG TYPE |
| 956 | NYS law citation of PL 220.16.02 requires seizure of Stimulants or Hallucinogens in DRUG TYPE |
| 958 | NYS law citation of PL 220.09.04 or 220.16.03 requires seizure of Stimulants in DRUG TYPE |
| 960 | NYS law citation of PL 220.16.04 requires seizure of LSD in DRUG TYPE |
| 962 | NYS law citation of PL 220.16.05 or 220.16.06 requires seizure of Hallucinogens in DRUG TYPE |
| 964 | NYS law citation of PL 220.16.07 requires seizure of Methamphetamine in DRUG TYPE |
| 966 | NYS law citation of PL 220.16.08 requires seizure of Stimulants in DRUG TYPE |
| 968 | NYS law citation of PL 220.16.09 requires seizure of LSD in DRUG TYPE |
| 970 | NYS law citation of PL 220.16.10 or 220.16.11requires seizure of Hallucinogens in DRUG TYPE |
| 972 | NYS law citation of PL 220.16.12 requires seizure of Opiates, Synthetic Narcotics, or Cocaine in DRUG TYPE |
| 974 | NYS law citation of PL 220.18.01 requires seizure of Opiates, Synthetic Narcotics, or Cocaine in DRUG TYPE |
| 976 | NYS law citation of PL 220.18.02 requires seizure of Methamphetamine in DRUG TYPE |
| 978 | NYS law citation of PL 220.18.03 requires seizure of Stimulants in DRUG TYPE |
| 980 | NYS law citation of PL 220.18.04 requires seizure of LSD in DRUG TYPE |
| 982 | NYS law citation of PL 220.18.05 or 220.18.06 requires seizure of Hallucinogens in DRUG TYPE |
| 984 | NYS law citation of PL 220.18.07 requires seizure of Methadone in DRUG TYPE |
| 986 | NYS law citation PL 220.21.01 requires seizure of Opiates, Synthetic Narcotics, or Cocaine in DRUG TYPE |
| 988 | NYS law citation of PL 220.21.02 requires seizure of Methadone in DRUG TYPE |
| 990 | NYS law citation of PL 220.34.01 requires seizure of Opiates, Synthetic Narcotics, or Cocaine in DRUG TYPE |
| 992 | NYS law citation of PL 220.34.02 requires seizure of Depressants in DRUG TYPE |
| 994 | NYS law citation of PL 220.34.03 requires seizure of Cannabis in DRUG TYPE |
| 996 | NYS law citation of PL 220.34.05 requires seizure of Methadone in DRUG TYPE |
| 998 | NYS law citation of PL 220.39.01 requires seizure of Opiates, Synthetic Narcotics, or Cocaine in DRUG TYPE |
| 1000 | NYS law citation of PL 220.39.02 requires seizure of Stimulants, Hallucinogens, or LSD in DRUG TYPE |
| 1002 | NYS law citation of PL 220.39.03 requires seizure of Stimulants in DRUG TYPE |
| 1004 | NYS law citation of PL 220.39.04 requires seizure of LSD in DRUG TYPE |
| 1006 | NYS law citation of PL 220.39.05 or 220.39.06 requires seizure of Hallucinogens in DRUG TYPE |
| 1008 | NYS law citation of PL 220.39.07 requires seizure of Methamphetamine in DRUG TYPE |

**NO. ERROR MESSAGE AND EXPLANATION**

**1010 NYS law citation of PL 220.41.01 requires seizure of Opiates, Synthetic Narcotics, or Cocaine in DRUG TYPE**

**1012 NYS law citation of PL 220.41.02 requires seizure of Methamphetamine in DRUG TYPE**

**1014 NYS law citation of PL 220.41.03 requires seizure of Stimulants in DRUG TYPE**

**1016 NYS law citation of PL 220.41.04 requires seizure of LSD in DRUG TYPE**

**1018 NYS law citation of PL 220.41.05 or 220.41.06 requires seizure of Hallucinogens in DRUG TYPE**

**1020 NYS law citation of PL 220.41.07 requires seizure of Methadone in DRUG TYPE**

**1022 NYS law citation of PL 220.43.01 requires seizure of Opiates, Synthetic Narcotics, or Cocaine in DRUG TYPE**

**1024 NYS law citation of PL 220.43.02 requires seizure of Methadone in DRUG TYPE**

**1026 NYS law citation of PL 220.06.04, 220.09.10, or any PL Article 221 requires seizure of Marijuana in DRUG TYPE**

**1028 NYS law citation requires that INCIDENT LOCATION TYPE be School or College and that WEAPON/FORCE be a firearms choice**

When NYS law citation is:

PL 265.01.03 Criminal Possession of a Weapon 4 - Firearm at Educational Institution

INCIDENT LOCATION TYPE must be School or College, and at least one occurrence of WEAPON/FORCE must be a firearm. Valid choices are:

Firearm
Revolver, derringer or single-shot pistol
Semiautomatic handgun
Fully automatic handgun or submachine gun
Single-shot, pump action or bolt action rifle
Semiautomatic rifle
Fully automatic rifle or machine gun
Shotgun

See Data Elements #15 INCIDENT LOCATION TYPE and #16 WEAPON/FORCE.

**1030 NYS law citation requires possession of shotgun or rifle in WEAPON/FORCE**

When NYS law citation is:

PL 265.01.04 Criminal Possession of a Weapon 4 - Convicted Felon
PL 265.01.06 Criminal Possession of a Weapon 4 - Not Suitable to Possess

at least one occurrence of WEAPON/FORCE must be a shotgun or rifle. Valid choices are:

Single-shot, pump action or bolt action rifle
Semiautomatic rifle
Fully automatic rifle or machine gun
Shotgun

See Data Element #16 WEAPON/FORCE.

**NO. ERROR MESSAGE AND EXPLANATION**

**1032 NYS law citation requires possession of automatic weapon or explosive material in WEAPON/FORCE**

When NYS law citation is:

PL 265.02.02 Criminal Possession of a Weapon 3

at least one occurrence of WEAPON/FORCE must be an automatic weapon or Explosive Material. Valid choices are:

Fully automatic handgun or submachine gun
Fully automatic rifle or machine gun
Explosives
Fire/Incendiary device

See Data Element #16 WEAPON/FORCE.

**1034 NYS law citation requires firearms in WEAPON/FORCE**

When NYS law citation is:

PL 265.02.03 Criminal Possession of a Weapon 3 - Deface Weapon
PL 265.02.04 Criminal Possession of a Weapon 3 - Loaded Gun
PL 265.02.05 Criminal Possession of a Weapon 3 - Firearm
PL 265.03 Criminal Possession of a Weapon 2
PL 265.03.01 Criminal Possession of a Weapon 2 - Machine Gun
PL 265.03.02 Criminal Possession of a Weapon 2 - Loaded Firearm
PL 265.03.03 Criminal Possession of a Weapon 2 - Disguised Gun
PL 265.08.01 Criminal Use Firearm 2
PL 265.09.01 Criminal Use Firearm 1

at least one occurrence of WEAPON/FORCE must be a firearm. Valid choices are:

Firearm
Revolver, derringer or single-shot pistol
Semiautomatic handgun
Fully automatic handgun or submachine gun
Single-shot, pump action or bolt action rifle
Semiautomatic rifle
Fully automatic rifle or machine gun
Shotgun

See Data Element #16 WEAPON/FORCE.

**1036 NYS law citation requires possession of explosive materials in WEAPON/FORCE**

When NYS Law Citation is:
PL 265.04 Criminal Possession Weapon 1

At least one occurrence of WEAPON/FORCE must be entered as Explosives, or Fire/Incendiary Device.

See Data Element #16 WEAPON/FORCE.

**NO. ERROR MESSAGE AND EXPLANATION**

**1040 NYS Law citation requires use of firearms or imitations firearms in WEAPON/FORCE**

When NYS law citation is:

PL 265.08.02 Criminal Use of a Firearm 2 - Display Weapon
PL 265.09.02 Criminal Use of a Firearm 1

at least one occurrence of WEAPON/FORCE must be a firearm or an imitation firearm. Valid choices are:

Firearm
Revolver, derringer or single-shot pistol
Semiautomatic handgun
Fully automatic handgun or submachine gun
Single-shot, pump action or bolt action rifle
Semiautomatic rifle
Fully automatic rifle or machine gun
Shotgun
Imitation firearm

See Data Element #16 WEAPON/FORCE.

**1042 NYS law citation requires deadly weapons in WEAPON/FORCE**

When NYS law citation is:

| | |
|---|---|
| PL 265.10.01 | Manufacture/Destroy Weapon |
| PL 265.10.02 | Transport Firearm/Machine Gun/Dangerous Instrument |
| PL 265.10.04 | Dispose Weapon/ Prior Conviction |
| PL 265.35.01 | Prohibited Use Weapon |

at least one occurrence of WEAPON/FORCE must be a deadly weapon. Valid choices are:

Firearm
Revolver, derringer or single-shot pistol
Semiautomatic handgun
Fully automatic handgun or submachine gun
Single-shot, pump action or bolt action rifle
Semiautomatic rifle
Fully automatic rifle or machine gun
Shotgun
Knife/cutting instrument
Blunt object
Other weapon

See Data Element #16 WEAPON/FORCE.

**NO. ERROR MESSAGE AND EXPLANATION**

**1044 NYS law citation requires firearms in WEAPON/FORCE**

When NYS law citation is:

| | |
|---|---|
| PL 265.10.03 | Unlawful Activity Dangerous Weapon |
| PL 265.10.06 | Willful Defacement Machine Gun/Weapon |
| PL 265.10.07 | Dispose Firearm w/o Required Notice |
| PL 265.11 | Criminal Sale Firearm 3 |
| PL 265.11.01 | Criminal Sale Firearm 3 |
| PL 265.11.02 | Criminal Sale Firearm 3 Intent Sell |
| PL 265.12 | Criminal Sale Firearm 2 |
| PL 265.13 | Criminal Sale Firearm 1 |
| PL 265.14 | Criminal Sale Firearm w/Aid of Minor |
| PL 265.16 | Criminal Sale Firearm to a Minor |
| PL 265.35.02 | Prohibited Use of Weapon |
| PL 265.35.03 | Prohibited Use of Weapon, |

at least one occurrence of WEAPON/FORCE must be a firearm. Valid choices are:

Firearm
Revolver, derringer or single-shot pistol
Semiautomatic handgun
Fully automatic handgun or submachine gun
Single-shot, pump action or bolt action rifle
Semiautomatic rifle
Fully automatic rifle or machine gun
Shotgun

See Data Element #16 WEAPON/FORCE.

**1058 NYS law citation requires use of Poison in WEAPON/FORCE**

When NYS law citation is:

| | |
|---|---|
| PL 270.05 | Unlawful Possession or sale of Noxious Matter |
| PL 270.05.02 | Unlawful Possession of Noxious Matter |
| PL 270.05.06 | Unlawful sale of a Noxious Material |

at least one occurrence of WEAPON/FORCE must be Poison.

See Data Element #16 WEAPON/FORCE.

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**821 Posted: Full Replacement of an incident not yet on database**

**827 Posted: Fixes prior Time Window error**

**829 Posted: Not on database**

**835 Posted: Deleted prior submission error**

**836 "Time Window incident was posted, but it should have been submitted as Initial Inactive Incident, not as Update to Inactive Incident"**

**837 Incident with submitted data segment error - Incident previously submitted as error**

**839 Submitted Time Window for Incident already on database**

| NO. | ERROR MESSAGE AND EXPLANATION |
|---|---|
| 841 | Posted: Fixed prior submission error |
| 842 | Submitted as New record but already on database as Time Window |
| 843 | Submitted as Add Arrestee but already on database as Time Window |
| 844 | Add arrestee only found as previous deletion |
| 845 | Submitted Add Arrestee found only as prior error submission |
| 846 | Add Arrestee ordinal number already on Database |
| 847 | Submitted Replacement but record on as TW |
| 848 | Submitted New TW but matching TW already on database |
| 849 | Submitted Update TW but matching incident already on database |
| 1038 | Edit is scheduled to be made obsolete |
| 1046 | Edit is scheduled to be made obsolete |
| 1048 | Edit is scheduled to be made obsolete |
| 1050 | Edit is scheduled to be made obsolete |
| 8000 | System Exception Error - DCJS will resolve |
| 8001 | Database Conflict Error - DCJS will resolve |
| 8002 | System Error - DCJS will resolve |
| 8003 | Offense Database Conflict Error - DCJS will resolve |
| 8004 | Property Database Conflict Error - DCJS will resolve |
| 8005 | Offender Database Conflict Error - DCJS will resolve |
| 8006 | Victim Database Conflict Error - DCJS will resolve |
| 8007 | System Exception Error - DCJS will resolve |
| 8008 | Arrest Charge Database Conflict Error - DCJS will resolve |
| 8009 | Time Window Database Conflict Error - DCJS will resolve |
| 8010 | System Exception Error - DCJS will resolve |
| 8011 | System Error - DCJS will resolve |
| 8012 | Time Window Database Conflict Error - DCJS will resolve |
| 8231 | Submission for incident already on database contained an error |
| 8232 | Submission for TW incident contained an error |
| 9001 | Posted: Full New |

| NO. | ERROR MESSAGE AND EXPLANATION |
|---|---|
| **9002** | **Posted: Time Window** |
| **9003** | **Submission contained an error** |
| **9004** | **DCJS mainframe conversion issue - DCJS will resolve** |
| **9011** | **Posted: Fixed Prior Error Submission** |
| **9012** | **Posted: New Submission** |
| **9023** | **Posted: Add Arrestee** |
| **9027** | **Add Arrestee Database Conflict Error - DCJS will resolve** |
| **9033** | **Posted: Existing Record Deleted** |
| **9035** | **Posted: Existing Time Window Record Deleted** |
| **9041** | **Posted: Fixed Time Window Prior Error Submission** |
| **9053** | **Posted: Time Window updated** |
| **9063** | **Posted: Full Replace Posted** |
| **9071** | **Posted: Fixed Error** |
| **9072** | **Conversion Problem Exists - DCJS will resolve** |
| **9073** | **Conversion Time Window Problem Exists - DCJS will resolve** |
| **9081** | **System Exception Error - DCJS will resolve** |