Extensions of and Modifications To
The National Incident Based Reporting System (NIBRS)

Massachusetts State Police
Crime Reporting Unit

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A.   Modification to FBI Edits/Mandatories

Relationship(s) of victim to offender(s)

Victim-offender relationship data is permitted for all offense codes where the victim type is "I". This is a replacement for the statement made on page 51, Volume 2, Data Submission Specifications.

B.   Additional Data Elements

I.   Offender Based Transaction Number

Each agency submitting NIBRS data must supply the Crime Reporting Unit with the "Offender Based Tracking Number" as defined by the Massachusetts Criminal History Systems Board. The OBTN will be placed on each Level 6 -- Arrestee Record and on each Level 7 -- Group "B" Arrestee Record. The OBTN will be used in place of the FBI "Arrest (Transaction) Number" -- NIBRS field # 41.

For NIBRS purposes, the first character of the Massachusetts OBTN will be dropped. This character is the letter "T". The remaining 12 characters of the OBTN will be placed in field #41, left justified.

Submission of OBTN data is mandatory.

II.   Implementation of LEOKA data.

These fields are to be used to report line-of-duty felonious or accidental killings or assaults. LEOKA incidents should be handled similarly to any other crime of violence (victim type = "I" Individual)

The following change in an existed field will be made:

Field #25   "Type of Victim"

Added code type:

Code	Value
L	Law Enforcement Personnel

The following data fields will be added to all level 4 (Victim) records:

1.   LEOKA Incident Type   Col 130

Code	Value
N	Not Leoka Incident.
A	Law Enforcement Official ASSAULTED.
F	Law Enforcement Official KILLED (FELONIOUS ACT)
O	Law Enforcement Official KILLED (Acc./ Neglig./Other)

3.   LEOKA Assignment Type   Col 131-132

Code	Value
01	Two Man Vehicle
02	One Man Vehicle [alone],
03	One Man Vehicle [assisted]
04	Detective/Special Assign. [alone]
05	Detective/Special Assign [assisted]
06	Other [alone]
07	Other [assisted]

3.   LEOKA Activity Type   Col 133-134

Code	Value
01	Responding to "Disturbance" (DOMESTIC),
02	Responding to "Disturbance" (OTHER),
03	Burglary in progress/Pursuing Burglary Suspects,
04	Robbery in progress/Pursuing Robbery Suspects,
05	Attempting other arrests,
06	Civil disorder (riot, mass disobedience),
07	Handling, transporting, custody of prisoners,
08	Investigating suspicious persons or circumstances,
09	Ambush - no warning,
10	Mentally deranged,
11	Traffic pursuits and stops,
12	All other.

Handling missing data

If Field #25 ("Type of Victim") is not "L", LEOKA Incident type, LEOKA Assignment type, and LEOKA Activity Type must be blank filled.

If "LEOKA Incident Type" is coded "N" - "Not a LEOKA Incident", "LEOKA Assignment Type," and "LEOKA Activity Type" are to be blank filled.

Submission of LEOKA data is mandatory.

II   Addition of Specific Incident or Arrest Location data.

Added to level 1 (All Group "A") and level 7 (All Group "B" arrest) records.
Fields to be added:

      Latitude   9 columns

      Longitude   10 columns

Latitude and longitude are to be supplied if available; if unavailable, these fields should be blank filled

Address #1:
      Street number   6 columns
      Street name   35 columns
      Additional info: 20 columns (Apartment #, Building/unit #, Floor, etc)

If needed to accurately describe the location of the incident (ie, in cases where the location is the intersection of two roads):

Address #2:
      Street number   6 columns
      Street name   35 columns

Additional info: 20 columns (Apartment #, Building/unit #, Floor, etc)

City/town: 30 columns

City/town field should be used by agencies which have multi-jurisdictional enforcement powers - State Police, MBTA, etc. Other agencies should leave this field blank filled)

Data in address fields must be left justified. Column positions and fields not used must be blank filled.

Address information for Group "A" incidents should be the location of the incident.

Address information for Group "B" incidents should be the location of the arrest.

"Additional info" field should use the following codes for common information:

Code	Value
APT	Apartment
FLR	Floor
BLD	Building
UNT	Unit
LKR	Locker
LOT	Lot
SLP	Slip
SUI	Suite
BAS	Basement

Column locations for address, Level #1 record:

Field name	length	start column
Latitude:	9	88
Longitude	10	97
Address #1		
Street number	6	107
Street name	35	113
Additional info	20	148
Address #2		
Street number	6	168
Street name	35	174
Additional info	20	209
Town/City name	30	229

City/town field should be used by agencies which have multi-jurisdictional enforcement powers - State Police, MBTA, etc. Other agencies will leave this field blank filled.

Column locations for Level #7 records:

Field name	length	start column
Latitude:	9	71
Longitude	10	80
Address #1		
Street number	6	90
Street name	35	96
Additional info	20	131
Address #2		
Street number	6	151
Street name	35	157
Additional info	20	192
Town/City name	30	212

Submission of address information is mandatory.

General Information

1.   In all cases where information is not being placed in the new fields, the fields should be blank filled.
2.   Data in the address fields will be either numeric or all capital letters and left justified.
3.   The "Record Word Descriptors" and record length for Level 1 (Administrative Segment) will be 258.
4.   The "Record Word Descriptors" and record length for Level 4 (Victim Segment) will be 134.
5.   The "Record Word Descriptors" and record length for Level 7 (Group "B" Arrest Segments) will be 241.
6.   **Other data elements formerly specified as "optional" -- census tract and block number, and repeat call counter which were reported on Level 1 records -- are discontinued and will no longer be collected.**

IV   Hate Crime

Based on Commonwealth of Massachusetts statute, Hate Crime data will be collected.   The Massachusetts Crime Reporting Unit collects Hate Crime data on all offenses, unlike the federal system. The following codes will be used:

Code	Value
88	No bias, Not Applicable

Race/Ethnic Bias

11	Anti-black

12	Anti-white
13	Anti-Asian
14	Anti-Hispanic
15	Anti-Arab
19	Anti-Other Race

Religious Bias

21	Anti-Jewish
22	Anti-Catholic
23	Anti-Protestant
24	Anti-Islamic (Moslem)
29	Anti-Other Religion

Sexual Bias

41	Anti-Homosexual (Male-Gay)
42	Anti-Homosexual (Female-Lesbian)
49	Anti-Other Sexual Orientation

Handicapped Status

51	Anti-Mental Handicap
52	Anti-Physical Handicap
53	Anti-AIDS
59	Anti-Other Handicap

Gender

| 61 | Anti-male |
| 62 | Anti-female |

Up to 2 bias motivation codes will be allowed per offense.

For Group "A" Offenses, the following information will apply:
"Hate Crime" code #1 will be placed on the Offense Segment, column positions 62-63. "Hate Crime" code #2 will be placed in columns 64-65. Codes are alphanumeric.

For Group "B" Offenses, the following information will apply:
"Hate Crime" code #1 will be placed in column positions 67-68, record type #7.
"Hate Crime" code #2 will be placed in column positions 69-70, record type #7.

Please note that each offense record (level 2 or level 7 record) must have either a valid Hate Crime code OR "88".

Submission of Hate Crime data is mandatory

C.   Data Submission

In order to eliminate excessive resubmission of revised data, NIBRS data should be submitted 45 days after the end of the month in question. For example, data for crimes committed between 6/1/90 and 6/30/90 would be submitted by August 15, 1990. If any additional information on

the crime became available to the department in the period of time between 6/30/90 and 8/15/90, revisions to the records could be made (arrests, recovery of property, etc.) before any original records had been submitted to the Crime Reporting Unit.

D.   Other Massachusetts IBR Changes

E.   Record Descriptor Word

For Massachusetts submissions, the "Record Descriptor Word" (RDW) should be in ASCII format, right justified with leading zeros. For each of the seven segment or record types, the RDW occurs in columns 1-4.

All record segments must be blank filled to the appropriate length for that segment:

Segment	Length
1	258
2	65
3	307
4	134
5	45
6	110
7	241
0	43

F.   Time Window Submissions

No "Time Window" submissions need to be submitted to the Crime Reporting Unit. Any necessary processing of data will be done internally by the CRU.

G.   Data Submission Requirements

The following will deal expressly with data submission specifications. At the present time, data can be delivered to the CRU in three formats: on MS-DOS compatible 3.5 floppy diskettes; by e-mail transmission via the Internet; and by telephonic transmission to the CRU computer via modem. Before any department submits NIBRS data to the CRU it must contact us.

1.   Diskette Submission

Size:	3.5
Density	dual or quad
Operating system	MS/PC-DOS
Code set	ASCII
Record size:	varying, depending on record type

(as per NIBRS and Massachusetts specs)

Labels: INTERNAL
DOS file names consist of an eight character alphanumeric file name and a three character file suffix. The file name will consist of the last 7 characters of the agency ORI number (excluding

the leading characters MA), followed by the ASCII character "X" (ASCII 58h).

For example, the NCIC ORI for the Boston Police Department is MA0130100. A file name for data submitted by this department would therefore be 0130100X.

The file extension will identify the month and year of data submitted, with positions 1 and 2 used to identify the month, and position 3 used to indicate the last digit of the year.
For example, if Boston PD was submitting data for the month of July, 1993, the file extension would be 073. A fully qualified file name for the Boston example would be 0130100X.073.

Labels: EXTERNAL
The external label on the diskette should include the file name, the agency submitting the record, the date the file was created, and the name of the agency contact person (typically, this should be the police department computer system administrator).

Miscellaneous
All records must be terminated with a <carriage return> <linefeed> control code combination (ASCII 0Dh,0Ah). This is standard for most systems. All record segments must be blank filled to the appropriate length for that segment.

2.   Modem communications
The CRU has established a computerized bulletin board system (BBS) which will allow departments to upload NIBRS data directly. The telephone number for the system is (508) 820-2117. The board is available 24 hours a day, seven days a week (except for brief periods of routine maintenance).

The maximum speed for communications is 28,800 baud. Communications parameters are full duplex, eight data bits, one stop bit, parity of none. These are standard microcomputer communications setting.

File transmission protocols currently available include XMODEM, Kermit, and Zmodem.

After transmission of a file, a message must be left on the board, addressed to the Sysop, describing the file sent.

3.   Internet e-mail message
The Crime Reporting Unit will accept data submissions sent as e-mail attachments sent to the following address: DANIEL.BIBEL@POL.STATE.MA.US

NIBRS data should be submitted as an attachment to a message sent to this address. The "subject" of the message should state "NIBRS data for [Department Name] for [Month]".

4.   Miscellaneous information
File compression software, such as ARJ and PKZIP are available which can dramatically reduce the size of data files. For example, a data file which has a size of 100,000 bytes might be compressed to a size of 20,000 bytes. A utility such as this might be useful to pre-process files before transmitting.

Any questions regarding these Massachusetts IBR modifications should be directed to the following address:
Daniel B. Bibel
Massachusetts State Police
Crime Reporting Unit
Massachusetts State Police
470 Worcester Road
Framingham, MA 01701
(508) 820-2111 (voice)
(508) 820-2116 (FAX)
(508) 820-2117 (BBS)