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Uniform Crime Reporting
State Program Bulletin

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SECTION 1—MESSAGE TO PROGRAM PARTICIPANTS

1.1 Data Submission Deadline

Uniform Crime Reporting (UCR) State Program Managers please note: The deadline for submitting 2001 data to the national UCR Program for inclusion in the *Preliminary Semiannual Uniform Crime Report, January-June 2001*, is September 14, 2001.

1.2 Electronic Availability of the *State Program Bulletin*

Because of the numerous requests by state UCR Program managers asking to receive the UCR *State Program Bulletin* electronically, the FBI's Communications Unit (CU) is e-mailing this document to those managers who express an interest in this option. State Program managers who wish to receive future bulletins via E-mail instead of receiving hard copies through the U.S. Postal Service should provide the CU with their E-mail address at: **cjis_comm@leo.gov**. Please indicate *State Program Bulletin* in the subject line of your E-mail.

The UCR *State Program Bulletin* is also available via the Law Enforcement OnLine (LEO) Intranet at www.leo.gov/special_topics/stats. Users with questions concerning access to LEO should contact the LEO Program Office at 202-324-8833 or telephone the CU at 304-625-4995 for an application.

SECTION 2—POLICY CLARIFICATIONS AND PROCEDURES

2.1 Selecting Property Description Values for Motor Vehicles

The national UCR Program staff have noted some discrepancies with the proper assignment of certain types of motor vehicles within the established Summary and National Incident-Based Reporting System (NIBRS) categories. Some of the vehicles in question include pickup trucks; pickup trucks with campers; vans; minivans; sport utility vehicles; and some automobile derivative vehicles such as Ranchero, El Camino, Caballero, Brat, etc.

The Summary Reporting System *Uniform Crime Reporting Handbook* (1984) provides the following definitions for three categories of stolen motor vehicles (page 28):

7.a. Autos

Include in this category the thefts of all sedans, stationwagons [*sic*], coupes, convertibles, and other similar motor vehicles which **serve the primary purpose of transporting people from one place to another**. Also include automobiles used as taxis. (Emphasis added.)

7.b. Trucks and Buses

This breakdown includes those vehicles **specifically designed to transport people on a commercial basis and to transport cargo**. Include pickup trucks and vans regardless of their use. In UCR, the self-propelled motor home is a truck. Some states allow a stationwagon [*sic*] to be registered as a truck; however, licensing should not be a determining factor and this vehicle for UCR purposes would be classified as an auto. (Emphasis added.)

7.c. Other Vehicles

This category includes all other motor vehicles limited by the UCR definition, such a[s] snowmobiles, motorcycles, motor scooters, trailbikes [*sic*], mopeds, golf carts, etc. Obviously, unique situations will arise. The classifier's decision must be based on the results of law enforcement investigation and on UCR standards.

The following excerpts from pages 83-85 of NIBRS Volume 1: *Data Collections Guidelines* (August 2000) define property description values used for motor vehicles in NIBRS.

- 03 = Automobiles (sedans, coupes, station wagons, convertibles, taxicabs, and other similar motor vehicles that **serve the primary purpose of transporting people**) (Emphasis added.)
- 05 = Buses (motor vehicles that are specifically designed, but not necessarily used, to transport groups of people on a commercial basis)
- 24 = Other Motor Vehicles (any other motor vehicles, e.g., motorcycles, motor scooters, trail bikes, mopeds, snowmobiles, golf carts)

- 28 = Recreational Vehicles (motor vehicles that are specifically designed, but not necessarily used, to transport people and also provide them temporary lodging for recreational purposes)
- 37 = Trucks (motor vehicles which are **specifically designed, but not necessarily used, to transport cargo**) (Emphasis added.)

In response to the difficulties noted in properly assigning certain types of motor vehicles, the national UCR Program has established the guidelines below to aid agencies in properly selecting the motor vehicle/property description value:

Pickup trucks and pickup trucks with campers should be classified as 37 = Trucks, as they meet the definition *specifically designed, but not necessarily used, to transport cargo*.

Full-size vans, both regular wheelbase and extended wheelbase, may be classified into either 05 = Buses, 28 = Recreational Vehicles, or 37 = Trucks *depending upon their configuration, i.e., vans with rows of seats (buses), custom vans with temporary lodging accommodations (recreational vehicles), and work vans with primarily cargo areas (trucks)*.

Minivans should be classified as 03 = Automobiles, as they meet the definition *that serve the primary purpose of transporting people*. This classification also includes automobiles used as taxis; sport-utility vehicles, such as Blazers, Broncos, Suburbans, etc.; and automobile derivative vehicles, such as Ranchero, El Camino, Caballero, Brat, etc.

2.2 NIBRS Property Descriptions for Vandalized Vehicles

Note: The following information supercedes the procedure for reporting Data Element 15 Property Description involving vandalism of a motor vehicle as described in the UCR *State Program Bulletin* 99-3, December 22, 1999; however, it does not affect the reporting procedures given for incidental damage. The referenced passage can be found on page 4, under Incidental Damage, where a smashed vehicle passenger side window was reported as 38 = Vehicle Parts/Accessories.

When officers report vandalism of an auto, including breaking of the windshield and keying the car, they should use the code of the actual vehicle, i.e., 03 = Automobiles, 05 = Buses, 24 = Other Motor Vehicles, 28 = Recreational Vehicles, or 37 = Trucks because it is a better property description than 38 = Vehicle Parts/Accessories.

By using the actual vehicle type as the property description when a vehicle is vandalized, one makes a specific logical inference that *vehicle parts* of the automobile, truck, bus, recreational vehicle, or other motor vehicle were vandalized. When the property description is 38 = Vehicle Parts/Accessories, one cannot determine whether the vandalized parts and accessories were specifically from an automobile, truck, bus, recreational vehicle, or other motor vehicle. Hence, reporting agencies should use the most specific vehicle description instead of the description 38 = Vehicle Parts/Accessories.

2.3 Inclusion of Agency Reporting Status in *Hate Crime Statistics*

In an effort to make the national UCR Hate Crime Data Collection Program more comprehensive, future editions of the annual publication *Hate Crime Statistics*, beginning with the 2000 edition, will include the Number of Quarters Reported for agency data listed in Table 13, “Number of Hate Crime Incidents, Bias Motivation by State and Agency Type Based on the Number of Quarters Reported” and Table 14, “Zero Hate Crime Data Submitted, Number of Quarters Reported by State and Agency Type.” State UCR Program managers should encourage agencies within their state to submit all incident and zero reports so that the national Program can publish complete data sets.