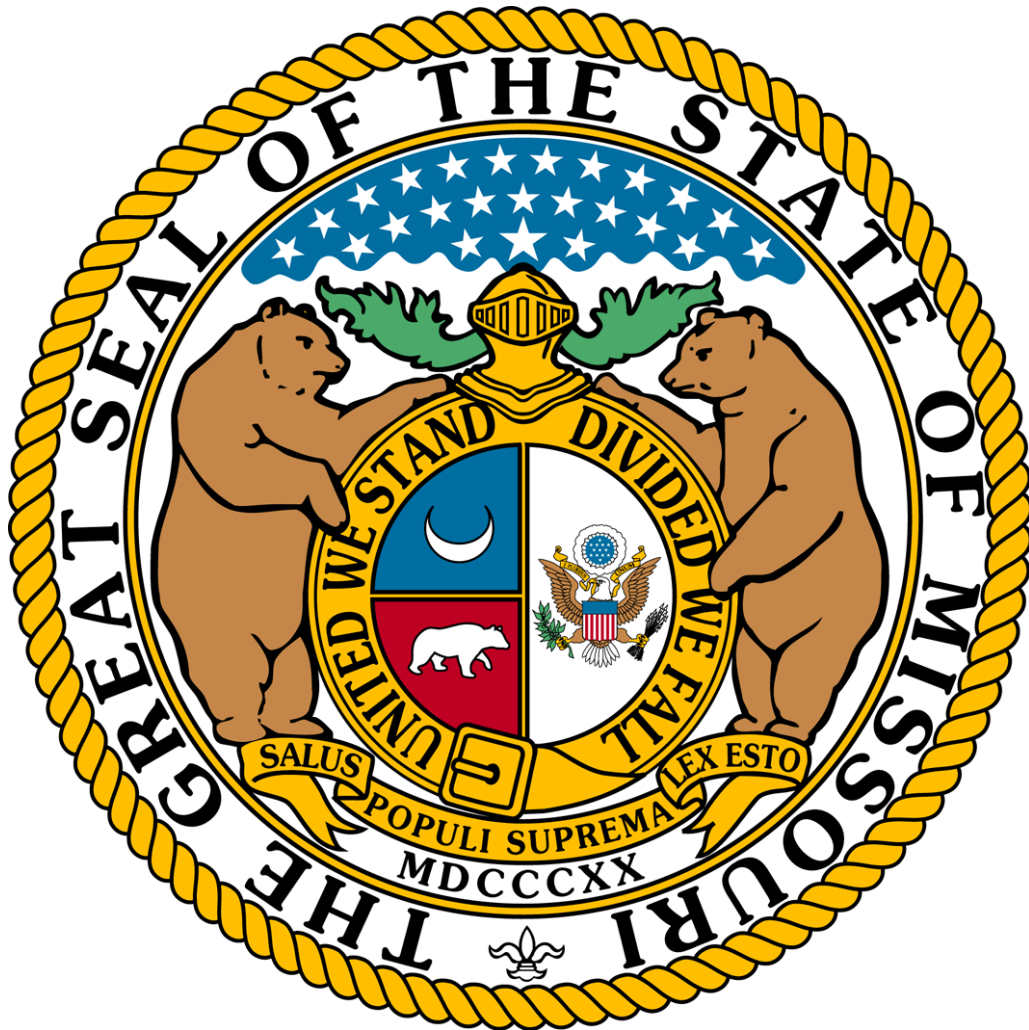


# Missouri Uniform Crime Reporting Program



**Supplement to the UCR Handbook**

March 2008

# TABLE OF CONTENTS

## **1.0 Introduction and Program Points of Contact**

- 1.1 MoUCR Trainer Areas of Responsibility Map
- 1.2 Section 43.505 RSMo, the Missouri Uniform Crime Reporting Program Law
- 1.3 Program Purpose Statement
- 1.4 Stakeholders – The Customers and Uses of Crime Statistics

## **2.0 National Reporting of Crime**

## **3.0 What Crime and Crime Clearance Information is Not Reported?**

- 3.1 Motor Vehicle Laws
- 3.2 Watercraft Laws
- 3.3 Boating While Intoxicated
- 3.4 Clandestine, Covert or Undercover Investigations (Exceptions)
- 3.5 Probation and Parole Violations
- 3.6 Zero Tolerance
- 3.7 Prison Crime
- 3.8 Suspicion
- 3.9 20, 24 and 96-Hour Detentions
- 3.10 Warrant Arrests
- 3.11 Protective Custody
- 3.12 False Alarms
- 3.13 Other Criminal Justice Elements

## **4.0 Supplemental Homicide Report (SHR)**

- 4.1 Column 1, Incident Number
- 4.2 Column 2, Type Homicide
- 4.3 Column 3, Situation
- 4.4 Column 4, Age of All Victims and Offenders
- 4.5 Column 5, Sex of All Victims and Offenders
- 4.6 Column 6, Race of All Victims and Offenders
- 4.7 Column 7, Ethnicity of All Victims and Offenders
- 4.8 Column 8, Weapons Used
- 4.9 Column 9, Relationships
- 4.10 Column 10, Circumstances
- 4.11 Column 11, Modifier for Domestic Violence or Justifiable Homicide
  - 4.11.1 For Justifiable Homicide (80-81)
  - 4.11.2 For Domestic Violence Homicides and Suicides
- 4.12 Column 12, DV Modifier – Court Orders of Protection
- 4.13 Column 13, DV Modifier – Previous Incident with Offender
- 4.14 Column 14, DV Modifier – Previous Incident with Victim

## **5.0 Supplemental Report – Domestic Violence Incidents**

- 5.1 Background

## **6.0 Supplemental Report - Domestic Violence Incidents**

## 1.0 Introduction:

### Program Points of Contact and Address Information:

CJIS Manager

573-526-6278

Jason Buschjost, Criminal History Specialist  
County and Municipal Agency Data

[jason.buschjost@mshp.dps.mo.gov](mailto:jason.buschjost@mshp.dps.mo.gov)  
573-526-6280

Chad Mengwasser, Criminal History Specialist  
State and Other Agency Data

[chad.mengwasser@mshp.dps.mo.gov](mailto:chad.mengwasser@mshp.dps.mo.gov)  
573-526-6279

MoUCR Program Office Email Address:

[ucr@mshp.dps.mo.gov](mailto:ucr@mshp.dps.mo.gov)

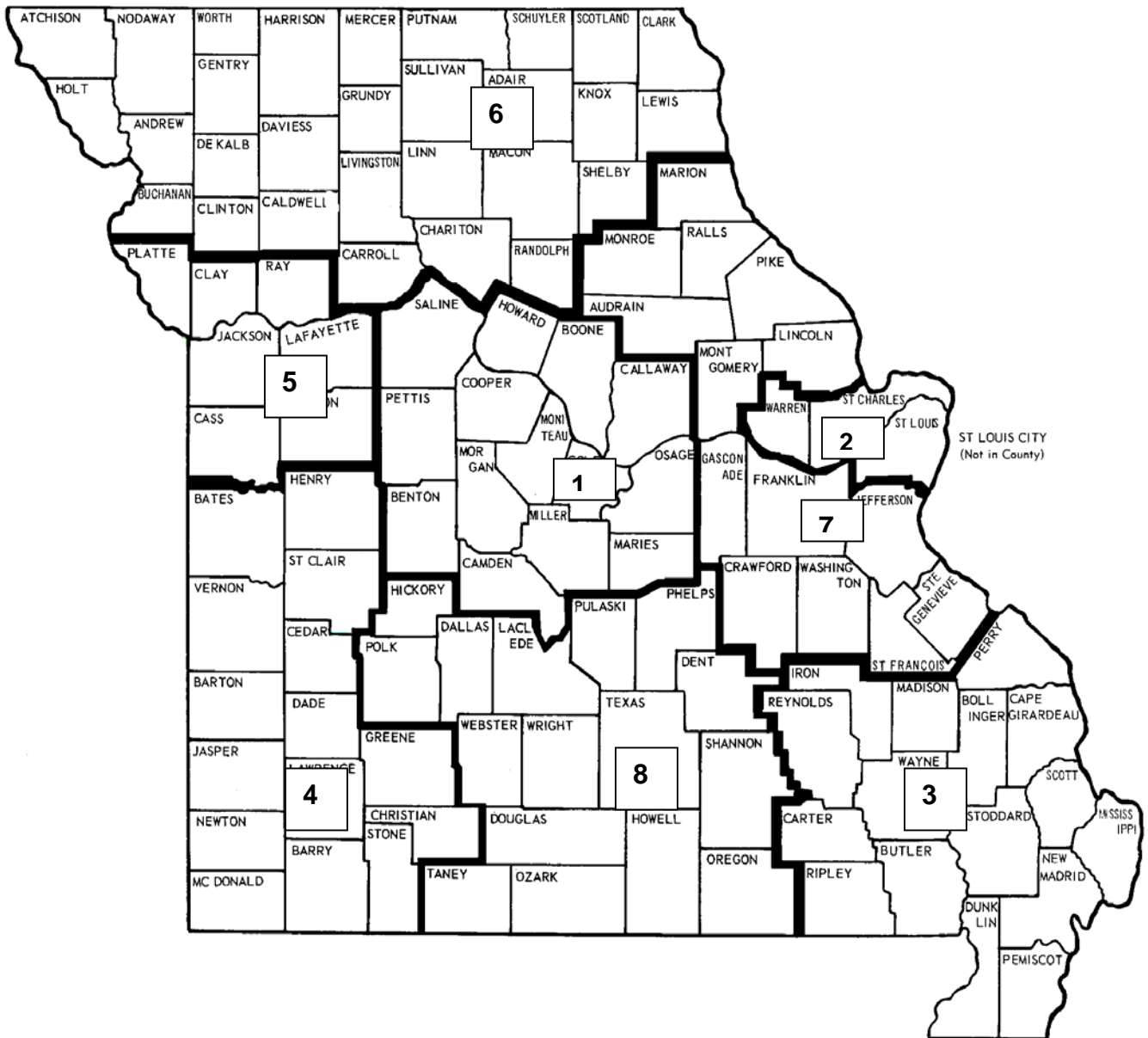
MoUCR Program Office Fax: 573-526-6290

**CJIS Trainers/Quality Assurance Auditors**

See Next Page

**Program Office Mailing Address:** Missouri State Highway Patrol  
Criminal Records & Identification Division  
CJIS Section - UCR Unit  
P.O. Box 9500  
Jefferson City, MO 65102-9500

## 1.1 CJIS Trainer Areas of Responsibility



EMAIL AND TELEPHONE CONTACT INFORMATION for CJIS TRAINERS / QA TEAM MEMBERS:

Region One	<a href="mailto:region1@mshp.dps.mo.gov">region1@mshp.dps.mo.gov</a>	573-526-6258
Region Two	<a href="mailto:region2@mshp.dps.mo.gov">region2@mshp.dps.mo.gov</a>	314-731-1548
Region Three	<a href="mailto:region3@mshp.dps.mo.gov">region3@mshp.dps.mo.gov</a>	573-840-9562
Region Four	<a href="mailto:region4@mshp.dps.mo.gov">region4@mshp.dps.mo.gov</a>	417-753-1079
Region Five	<a href="mailto:region5@mshp.dps.mo.gov">region5@mshp.dps.mo.gov</a>	816-467-7931
Region Six	<a href="mailto:region6@mshp.dps.mo.gov">region6@mshp.dps.mo.gov</a>	660-385-7238
Region Seven	<a href="mailto:region7@mshp.dps.mo.gov">region7@mshp.dps.mo.gov</a>	636-639-6637
Region Eight	<a href="mailto:region8@mshp.dps.mo.gov">region8@mshp.dps.mo.gov</a>	417-469-3726

## 1.2 The MoUCR Program Law

# *Missouri Revised Statutes*

## Chapter 43

### Highway Patrol, State

### Section 43.505


August 28, 2001

#### **Uniform crime reporting system established--duties of department --violations, penalty.**


1. The department of public safety is hereby designated as the central repository for the collection, maintenance, analysis and reporting of crime incident activity generated by law enforcement agencies in this state. The department shall develop and operate a uniform crime reporting system that is compatible with the national uniform crime reporting system operated by the Federal Bureau of Investigation.

2. The department of public safety shall:

- (1) Develop, operate and maintain an information system for the collection, storage, maintenance, analysis and retrieval of crime incident and arrest reports from Missouri law enforcement agencies;
- (2) Compile the statistical data and forward such data as required to the Federal Bureau of Investigation or the appropriate Department of Justice agency in accordance with the standards and procedures of the national system;
- (3) Provide the forms, formats, procedures, standards and related training or training assistance to all law enforcement agencies in the state as necessary for such agencies to report incident and arrest activity for timely inclusion into the statewide system;
- (4) Annually publish a report on the nature and extent of crime and submit such report to the governor and the general assembly. Such report and other statistical reports shall be made available to state and local law enforcement agencies and the general public through an electronic or manual medium;
- (5) Maintain the privacy and security of information in accordance with applicable state and federal laws, regulations and orders; and
- (6) Establish such rules and regulations as are necessary for implementing the provisions of this section. Any rule or portion of a rule, as that term is defined in section 536.010, RSMo, that is created under the authority delegated in this section shall become effective only if it complies with and is subject to all of the provisions of chapter 536, RSMo, and, if applicable, section 536.028, RSMo. This section and chapter 536, RSMo, are nonseverable and if any of the powers vested with the general assembly pursuant to chapter 536, RSMo, to review, to delay the effective date or to disapprove and annul a rule are subsequently held unconstitutional, then the grant of rulemaking authority and any rule proposed or adopted after August 28, 2000, shall be invalid and void.

 3. Every law enforcement agency in the state shall:

- (1) Submit crime incident reports to the department of public safety on forms or in the format prescribed by the department; and
- (2) Submit any other crime incident information which may be required by the department of public safety.

 4. Any law enforcement agency that violates this section may be ineligible to receive state or federal funds which would otherwise be paid to such agency for law enforcement, safety or criminal justice purposes.

(L. 2000 H.B. 1677, et al.)

**1.3 Purpose Statement.** To reduce crime. Statistics on crime, uniformly collected and reported, form the benchmarks upon which crime prevention, crime intervention and crime enforcement programs are measured. Missouri recognizes that there are five approaches to reducing crime. These are:

**Prevention.** The process of changing environmental conditions and/or personal behavior in order to prevent and reduce the threat of crime, thereby enhancing the safety and well being of our citizens.

**Intervention.** Programs, services or sanctions initiated after a problem has been identified, designed to intercede and reduce the effects of criminal, delinquent or high-risk behavior or to mitigate the effects of crime on victims and the state.

**Enforcement.** Programs or sanctions designed to assure compliance with laws, regulations or standards to provide for public order, protection of property and safety of our citizens.

**Treatment and Rehabilitation.** Programs or services designed to provide some form of purposeful attention and remedial activity to bring an improved level of competency or a change in behavior or environment of the individual or offender. These activities take place in a facility (corrections) or community-based setting.

**Post Treatment/Rehabilitation Services.** Programs or services designed to provide follow-up assistance/supervision of individuals who have been discharged or released from a facility or community-based program.

**1.4 Stakeholders – The Customers and Uses of Crime Statistics.** According to the FBI's Criminal Justice Information Services (CJIS), the number one customers of crime statistics are private citizens who are trying to make a quality of life decision as to where they will live, work and raise their families. There are however, other key internal and external customers of the crime statistics:

**Internal Customers.** In addition to being the principal collection and reporting source, the law enforcement community is also the primary internal customer of crime statistics. The ability to precisely identify when and where crime has taken place, its form and the characteristics of its victims and perpetrators is an indispensable tool in the war against crime. Armed with timely and accurate information, law enforcement can better plan and assess police operations and allocate resources to help address the crime problem at various levels.

**External Customers.** The external customers of crime statistics include community-based coalitions and governmental and non-governmental organizations that use the crime data as benchmarks to measure the efficiency and effectiveness of their crime prevention and crime intervention programs. Any agency that touches either the victim or the offender, or whose programs attempt to intercede before the criminal act takes place are important stakeholders in this crime collection initiative.

**External Impact of Reporting.** Like politics, all crime may be local; but if properly identified and reported, locally reported crime statistics fuel the state and national response. UCR is a social barometer—a “state of the state”— that provides indicators of the level of criminality within all segments of our society. At the state and federal level, UCR statistics bring emerging trends in criminal activity to the attention of all branches of the government. These trends are the engine that drives the passage of legislation and the allocation of federal grants and other funds and resources to programs implemented to address societal problems.

**Involvement.** When considering the circumstances that influence some criminal conduct, clearly other government organizations as well as private citizens must be involved if Missouri is to attain the most complete picture of crime possible. Law enforcement can only react and report on those crimes it becomes aware of – those developed through self-initiated investigations and those reported to them.

An example: In some states, law enforcement collects information on domestic violence; but usually does so as a circumstance or modifier of a criminal act, as with a reported assault. Health care providers (emergency room staffs), social service agency representatives, domestic violence shelters and others who are directly exposed to domestic violence, especially the victims, must also be included in the reporting effort to help complete the picture. And, the victims themselves must be willing to come forward and report the crime.

## 2.0 National Reporting of Crime.

At the national level, the FBI groups crimes together using two principal factors: (1) population groupings based upon (2) political boundaries, that is; towns and cities; metropolitan statistical areas; counties; college/university campuses; by state and by region. The MoUCR Program will rely upon the Originating Agency Identifiers (ORIs) of the most local law enforcement agency with jurisdiction in our towns, cities, counties and colleges as the principal location discriminator for state reporting and for the FBI's annual *Crime in the United States* report.

### 3.0 What Crime and Crime Clearance Information is Not Reported?

**3.1 Motor Vehicle Laws.** With the exceptions of arrests for motor vehicular manslaughter and driving under the influence (DUI), violations of Missouri's motor vehicle laws are excluded from UCR reporting. (See the note in Section 4.3.#1 regarding investigations of motor vehicular manslaughter.)

**3.2 Watercraft Laws.** With the exceptions of investigations of, and arrests for involuntary manslaughter with a vessel and boating under the influence (BUI), violations of Missouri's watercraft laws are excluded from UCR reporting.

**3.3 Boating Under the Influence (BUI) – 21A or 21B:** Driving or operating of any vehicle (including a vessel or other watercraft -- BUI) or common carrier while drunk or under the influence of liquor or narcotics. Note: The definition of a motor vehicle found under motor vehicle theft in the Part I, Index Crimes does not apply for this offense.

**3.4 Clandestine, Covert or Undercover Investigations.** Agencies conducting extensive investigations, over time, of criminal activity are not required to report the offense(s) when they become known to police. The known offenses should be reported at the termination of the investigation, or at a time determined appropriate by the lead investigative agency, e.g., when arrest warrants are issued or served.

**3.5 P&P Violations.** Arrests based upon warrants issued for probation and parole (P&P) violations should not be reported to the MoUCR Program. Rationale: Individuals being sought for P&P violations have already been reported to the program for the crime that brought them into the criminal justice system in the first place. Violating a condition of P&P is an administrative matter of the courts. This rule applies to juvenile offenders who have been reported as "arrested", subsequently released, and then violate a condition of their release.

**3.6 Zero Tolerance.** Zero tolerance is an administrative action. A person cannot be arrested for this. They could be arrested for a crime it is associated with, however (liquor law violation, DWI/DUI).

**3.7 Prison Crime.** This program addresses crimes committed in "open society". As such, crimes and clearances of crimes committed within the closed society of a detention facility, jail or prison (to include prisoner-on-prisoner or prisoner-on-guard crimes) are excluded from basic reporting. While the crimes and clearances that take place within such facilities are not included, administrators are advised that assaults on law enforcement officials that occur "within the walls" should be reported in Section 6 of the Law Enforcement Officers Killed or Assaulted (LEOKA) Report, "Handling, Transporting, Custody of Prisoners". There are two exceptions. First, arsons in prisons are always reported. Second, arrests of a person for unlawfully attempting or introducing weapons, drugs or liquor into a jail or prison are reported in Crime Classification 26, "All Other Offenses". Discussion:

Nationwide, the practice of collecting and reporting crimes that take place within jails and prisons varies. And, Missouri law enforcement administrators should collect and retain this information for purposes outside the UCR Program. However, the purpose of the UCR Program is to present a partial sampling of certain crimes that take place within the open society of our communities. Including crimes that take place within jails and prisons will portray the "criminality" within a community in a distorted manner. Example: Assume that the Missouri program counted prison crimes. You are a businessman—an external customer of the crime data interested in building an ethanol processing plant in North Missouri. You have looked at all the demographics (high school drop out rates, road networks, labor availability, standards of living, schools, median income, etc.) and have narrowed your selection down to DeKalb or Daviess County. Then you compare another demographic, the crime statistics for the two counties, and find that DeKalb has a higher crime rate than Daviess County. So, you build your plant in Daviess County. In fact, crime in DeKalb County may be lower, but appears higher because there are state prisons located in the county. Including crime that takes place within a closed society of a jail or prison may place a city or county at an unfair disadvantage when competing for business, tourist and other opportunities to help that political subdivision prosper.

**3.8 Suspicion.** Suspicion (UCR 27) is not a valid arrest code for Missouri. This code is not acceptable.

**3.9 20, 24, and 96-Hour Detention.** Subsection 1 to 544.170 RSMo states (in part) that "... all persons arrested and confined ... without warrant or other process, for any alleged ... offense, or on suspicion thereof, shall be discharged from said custody within 20 hours from the time of ... arrest, unless ... charged with a criminal offense ... and held by warrant to answer to such offense." (Subsection 2 of 544.170 allows an additional 4-hours hold for several specific crimes.) MoUCR Program Rule:

If a subject is arrested for an offense, show the arrest on the Age, Sex and Race of Persons Arrested Report for the crime that they are arrested for. If arrested for a Part I Crime, show one crime cleared by arrest on the Return A Report. Caution: Do not report a second arrest for this same offense based upon the service of a warrant issued at some time following the initial release.

If a subject is "detained" on suspicion thereof, do not show an arrest on the Age, Sex and Race of Persons Arrested Report until formally charged with a reportable offense. No Part I Crime can be shown as "cleared" based upon a 20, 24, or 96-hour detention, unless charged with the crime.

**3.10 Warrant Arrests.** Every law enforcement agency will make arrests for reportable crimes that they will not include in their own jurisdiction's reports. The best example would be warrant arrests for crimes that took place in another agency's jurisdiction. An example is offered below:

A farmhouse burns and the county sheriff requests that the Highway Patrol and the Fire Marshal assist in the investigation. The Fire Marshal determines that the fire was deliberately set. The three agencies cooperate in conducting a joint investigation. The reportable offense is arson and may be reported to the UCR Program by the "most local" agency, the sheriff, on his monthly Arson Report. Later, the Fire Marshal identifies three offenders, warrants are issued, and a city police officer and trooper in another area of the state arrest the three suspects inside that city on charges of arson. The sheriff in the county where the crime took place should be notified of the arrests on his/her warrants and in-turn show one arson cleared on the sheriff's monthly Arson Report and three persons arrested on the sheriff's monthly Age, Sex and Race of Persons Arrested Report. Neither the city police department nor the trooper should report the incident or the arrests on their monthly reports to the MoUCR Program Office. Both should be reported once and only once by the "most local" jurisdiction – the jurisdiction where the crime took place.

Note: In most cases where the Fire Marshal is involved, the Fire Marshal will report on the arson unless the county or local agency specifically indicates that they will report the offense.

When a bench warrant for Failure to Appear in court is issued and executed (subject is taken into custody on said warrant), and arrest for UCR Offense code #26 All Other Offenses should be reported. Rationale: Failure to appear is a distinct and separate criminal offense.

Once again, the UCR goal is to report all index crime and clearances for those crimes (either by arrest or exceptional means) once and only once in the jurisdiction where the crime took place, and not to take credit for an agency's arrest activity or to document activity for internal purposes and for budget justification. These two types of reporting must be kept separate.

**3.11 Protective Custody.** Taking a person into protective custody for intoxication, psychiatric evaluation, or other "safe-keeping" other than runaway minors is not considered an arrest for UCR purposes because no crime is charged.

**3.12 False Alarms.** Local agencies may include the collection of false alarms within their own record management system for their local records, but false alarms should not be reported with your agency's UCR statistics.

**3.13 Other Criminal Justice Elements.** The national program rules state that law enforcement officials should not consider the decisions of prosecutors or courts in scoring and counting crimes and arrests. If the elements of the offense meet the National UCR Program definitions, as outlined in this manual, the crime should be reported regardless of how the matter is adjudicated in the criminal justice system.

## 4.0 Supplemental Homicide Report (SHR)

A separate form is provided for documenting all murders and non-negligent homicides; manslaughters by negligence; justifiable homicides; and domestic violence-related homicides and suicides. The MoUCR SHR deviates from the FBI standard SHR report. Instead of writing in words or phrases for the weapons, relationships, and circumstances, the Missouri form utilizes the FBI's automated data processing program codes. The 14 columns on the report are straightforward. (See Appendix G.)

**4.1 Column 1: Incident Number** - Enter a department-unique number of up to 10 characters in length. Enter one number per incident. One incident may involve more than one victim and/or offender. Example: A man kills four family members, then commits suicide. All five deaths will be documented on this report; but only one incident number would be used for all five victims.

**4.2 Column 2: Type Homicide** - Note: This column is not found on the FBI SHR. The FBI report addresses "1A" on the front side and "1B" on the backside of their report form. The MoUCR Program adds "1C" and "1D" and eliminates the need for submitting a two-page report unless the number of victims and offenders exceed the lines provided. Possible entries are:

- 1A = Murder and non-negligent homicide
- 1B = Manslaughter by negligence
- 1C = Justifiable homicide
- 1D = Domestic violence-related suicide

**4.3 Column 3: Situation** - Enter one situation for each incident based upon the number of victims and offenders. The utilization of a new situation code will signify the beginning of a new murder situation. The situation codes are "keyed" to the victim, that is, list each victim only once. The options are:

- A = where there is one victim and one offender.
- B = where there is one victim and unknown offender(s).
- C = where there is one victim and multiple offenders.
- D = where there are multiple victims and one offender.
- E = where there are multiple victims and multiple offenders
- F = where there are multiple victims and unknown offender(s.)

In single victim/single offender situations (Code A), the age, sex, race and ethnic origin of both the victim and offender will appear directly opposite each other on the same line. Example:

INCIDENT #, TYPE, SITUATION			VICTIM INFO				OFFENDER INFO				WEAPON(S)	RELATIONSHIPS	CIRCUMSTANCES				
1	2	3	4	5	6	7	4	5	6	7	8	9	10	11	12	13	14
123456	1A	A	25	F	W	N	27	M	W	N	12	WI	40	H	N	Y	N

In those situations where a single victim is killed by two or more offenders (Code C), the age, sex, race and ethnic origin of the victim should be set forth alongside the same data for the first offender. Information on the other offender(s) is listed on a separate line(s) under that for the first offender. In the example below, we have one female victim killed during a robbery by two men using personal weapons:

INCIDENT #, TYPE, SITUATION			VICTIM INFO				OFFENDER INFO				WEAPON(S)	RELATIONSHIPS	CIRCUMSTANCES				
1	2	3	4	5	6	7	4	5	6	7	8	9	10	11	12	13	14
123456	1A	C	25	F	W	N	27	M	W	N	40	UN	03				
123456	1A	C					23	M	W	N	40	UN					

In those situations where two or more victims are killed by a single offender (Code D), it is necessary to set forth not only the age, sex, race and ethnic origin of each victim, but to list opposite each victim the age, sex, race and ethnic origin of the offender. This situation will not result in the multiple counting of offenders since the situation code will indicate only one offender was involved. Example:

INCIDENT #, TYPE, SITUATION			VICTIM INFO				OFFENDER INFO				WEAPON(S)	RELATIONSHIPS	CIRCUMSTANCES				
1	2	3	4	5	6	7	4	5	6	7	8	9	10	11	12	13	14
123456	1A	D	25	F	W	N	27	M	W	N	12	AQ	18				
123456	1A	D	26	M	W	N	27	M	W	N	12	AQ	18				

When multiple victims are killed by multiple offenders (Code E), the age, sex, race and ethnic origin of each victim followed by each of the offenders should be entered. Example two men are killed by two other men in a drug-related homicide:

INCIDENT #, TYPE, SITUATION			VICTIM INFO				OFFENDER INFO				WEAPON(S)	RELATIONSHIPS	CIRCUMSTANCES				
1	2	3	4	5	6	7	4	5	6	7	8	9	10	11	12	13	14
123456	1A	E	25	M	W	N	27	M	W	N	12	OK	18				
123456	1A	E					25	M	B	N	12	OK	18				
123456	1A	E	30	M	W	N	27	M	W	N	12	OK	18				
123456	1A	E					25	M	B	N	12	OK	18				

Note: For sorting purposes, the MoUCR Program computer system requires the incident number, homicide type and situation coding be placed against each victim and each offender.

**4.4 Column 4: Age of All Victims and Offenders** - The options are:

- IN = In-Vitro (within the womb) See note below
- NB = newborn and up to one week old
- BB = over one week; but less than one year old
- 01 to 99(+) = the actual age, if known Persons aged 100 and over should be reported as "99"
- 00 = unknown

Note: "IN" (In Vitro) may be entered at the reporting department's discretion. "IN" will not be reported in the state's statistics or reported to the FBI for inclusion in the national statistics. The FBI age data is restricted to those who would be eligible for issuance of a certificate of live birth, which excludes In Vitro.

**4.5 Column 5: Sex of All Victims and Offenders** - The options are: M = Male, F = Female, or U = Unknown

**4.6 Column 6: Race of All Victims and Offenders** - The options are: W = White, B = Black, I = American Indian or Alaskan Native, A = Asian or Pacific Islander, U = Unknown

**4.7 Column 7: Ethnicity of All Victims and Offenders** - While not collected on the ASR Reports, the national program calls for ethnicity data on the Supplemental Homicide Report. The options are: H = Hispanic Origin, N = Not of Hispanic Origin, U = Unknown Origin

**4.8 Column 8: Weapons Used** - Enter the code for the weapon which most likely caused the death. If a firearm was a full automatic, add "A". Example: a military M-16 rifle would be coded as "13A".

- |                         |                                  |                         |
|-------------------------|----------------------------------|-------------------------|
| 11 = Unknown Firearm    | 30 = Blunt Instrument            | 65 = Fire/Incendiary    |
| 12 = Handgun            | 35 = Motor Vehicle               | 70 = Drugs/Narcotics    |
| 13 = Rifle              | 40 = Personal Weapons            | 75 = Drowning           |
| 14 = Shotgun            | 50 = Poison                      | 80 = Strangling/Hanging |
| 15 = Other Firearm      | 55 = Pushed/Thrown Out of Window | 85 = Asphyxiation       |
| 20 = Cutting Instrument | 60 = Explosives                  | 90 = Other (Unknown)    |

**4.9 Column 9: Relationships** - The summary reporting system groups relationships in two major areas, plus a catch-all area for those that do not fit the standard fields. Enter the single most descriptive code for each victim in relationship to the offender from the choices offered below:

**Group One – Within the Family**

HU = Husband  
 WI = Wife  
 CH = Common-Law Husband  
 CW = Common-Law Wife  
 MO = Mother  
 FA = Father

**Group One (Continued) – Within the Family**

SO = Son  
 DA = Daughter  
 BR = Brother  
 SI = Sister  
 IL = In-Law  
 SF = Stepfather  
 SM = Stepmother  
 SS = Stepson  
 SD = Stepdaughter  
 OF = Other Family Member

**Group Two – Outside the Family, But Known to the Victim**

NE = Neighbor  
 AQ = Acquaintance  
 BF = Boyfriend  
 GF = Girlfriend  
 XH = Ex-Husband  
 XW = Ex-Wife

**Group Two (Continued) – Outside the Family, But Known to the Victim**

EE = Employee  
 ER = Employer  
 FR = Friend  
 HO = Homosexual/Lesbian Relationship  
 OK = Otherwise Known to the Offender

**Group Three - Other**

ST = Stranger  
 UN = Unknown or Can't Determine  
 VO = Victim was Offender

When coding relationships, remember to start with the victim. In other words record the victim's relationship to the offender. Example, if a parent murders his son, the relationship chosen would be "SO".

Note: "VO" Victim was Offender. This classification would include such things as a double-murder where two people kill each other as in a barroom brawl or a duel amongst multiple willing participants. For Missouri reporting purposes, the "VO" relationship code should also be used when reporting domestic violence-related suicides.

If the offender in a domestic violence-related homicide commits suicide before being taken into custody, the suicide of that offender may be noted as an exceptional clearance on the Return A Form for the homicide. The domestic violence-related suicide itself would not be reported on the Return A Form. In addition, the information collected on the Supplemental Homicide Report (SHR) for the suicide will not be forwarded to the FBI and therefore would not be included in the *Crime in the United States* report.

Example: A husband and wife get into an argument. The husband kills the wife and then kills himself. The reporting agency would report one domestic violence-related homicide cleared exceptionally on the Return A form, and would report both the homicide and the suicide on the SHR.

**4.10 Column 10: Circumstances** - Enter the single most appropriate/descriptive reason behind the act taken from the list below:

**Murder (1A) was Associated with:**

01 = Independent Act of Murder  
 02 = Rape  
 03 = Robbery  
 05 = Burglary  
 06 = Larceny/Theft  
 07 = Motor Vehicle Theft  
 09 = Arson  
 10 = Prostitution/Commercial Vice  
 17 = Other Sex Offense  
 18 = Narcotics/Drug Laws  
 19 = Gambling  
 41 = Child Killed by Babysitter  
 42 = Brawl – Influenced by Alcohol  
 43 = Brawl – Influenced by Drugs  
 44 = Argument over Money/Property  
 45 = Other Argument  
 46 = Gangland Killing  
 47 = Juvenile Gang  
 48 = Institutional/Prison Killing  
 49 = Sniper Attack/Ambush  
 70 = Other Felony Suspected  
 26 = Other Felony Involved  
 60 = Non-Felony Involved  
 99 = Unable to Determine

**For Justifiable Homicide (1C):**

80 = Felon Killed by Private Citizen  
 81 = Felon Killed by Police

**For Manslaughter by Negligence (1B):**

50 = Hunting Accident  
 51 = Gun-Cleaning Accident  
 52 = Child Playing with Weapon  
 53 = Other Negligent Handling of Gun  
 59 = All Other Negligent Manslaughter  
 except MV traffic fatalities,

**For Domestic Violence-Related Homicides and DV Suicides (1D)**

40 = Domestic Violence  
 Note: "40" is classified as "Lover's Triangle" in the FBI ADP Policy Guidelines Manual. It had been converted to simply "Domestic Violence" to meet Missouri's unique reporting requirements.

**4.11 Column 11: Modifier for Domestic Violence (40) or Justifiable Homicide (80/81)** – If relationship “40”, “80” or “81” was used in Column 10, Circumstances, provide the appropriate additional information.

**4.11.1 For Justifiable Homicide (80 or 81).** Select one of the following modifiers:

- A = Felon attacked police officer,
- B = Felon attacked a fellow police officer,
- C = Felon attacked a civilian.
- D = Felon attempted flight from a crime.
- E = Felon killed during commission of a crime.
- F = Felon killed resisting arrest.
- G = Not enough information to determine.

**4.11.2 For Domestic Violence Homicides & Suicides (40).** Per RSMo 455.543, select the single most descriptive code that applies to both the Victim and the Offender. (Note: This is an example of where the national program and the state program are redundant and overlapping in some cases.) The codes are:

- H = Victim and Offender were spouses;
- J = Victim and Offender were former spouses;
- K = Victim and Offender were related by blood;
- L = Victim and Offender were related by marriage;
- M = Victim and Offender were presently residing together or have resided together in the past;
- N = Victim and Offender were involved in a continuing social relationship of a romantic nature; or
- P = Victim and Offender have a child in common independent of whether they had been married or resided together in the past.
- Q = Victim and Offender were the same person. If so, use “N” in Columns 12, 13, and 14.

**4.12 Column 12 Additional DV Modifier – Court Orders of Protection** - If "40" was selected in Column 10, answer the following question: "Had the victim or offender previously filed a court order of protection?" Response: Y = Yes; N = No; U = Unknown

**4.13 Column 13 Additional DV Modifier – Previous Incident with Offender** - If "40" was selected in Column 10, answer the following question: "Had there been a previous investigation or report of an alleged incident of domestic-related violence against the victim by the offender?" Response: Y = Yes; N = No; U = Unknown

**4.14 Column 14 Additional DV Modifier – Previous Incident with Victim** - If "40" was selected in Column 10, answer the following question: "Had there been a previous investigation or report of an alleged incident of domestic-related violence against the offender by the victim?" Response: Y = Yes; N = No; U = Unknown

Example: A man kills his wife (WI), his son (SO), and his wife’s lover (OK); then commits suicide (VO). Column 2, Type Homicide would be three homicides (1A) and one Domestic Violence-Related Suicide (1D) for the four victims. For MoUCR reporting purposes, show one incident number for all four victims, with the same offender.

INCIDENT #, TYPE, SITUATION			VICTIM INFO				OFFENDER INFO				WEAPON(S)	RELATIONSHIPS	CIRCUMSTANCES				
1	2	3	4	5	6	7	4	5	6	7	8	9	10	11	12	13	14
123456	1A	D	25	F	W	N	27	M	W	N	12	WI	40	H	N	Y	N
123456	1A	D	3	M	W	N	27	M	W	N	12	SO	40	K	N	N	N
123456	1A	D	30	M	W	N	27	M	W	N	12	OK	45				
123456	1D	A	27	M	W	N	27	M	W	N	12	VO	40	Q	N	N	N

Only the three domestic violence-related homicides will be reported to the FBI since the national program does not consider suicides – must be the willful killing of one human being by another. The wife’s lover is shown as a “45 Other Argument” in Block 10 of the Circumstances Section and the remainder of the line is left blank.

Note: In a domestic violence-related suicide where the victim was the offender, Columns 12, 13, and 14 should be completed with “N” for No.

## 5.0 The National Clandestine Drug Laboratory Seizure Report – DEA 612 Form

Under authority granted in 43.505 RSMo, the Director, Missouri Department of Public Safety has mandated inclusion of the National Clandestine Laboratory Seizure Report in the MoUCR Program report forms package. This report was developed by the El Paso Intelligence Center (EPIC) and is known commonly as the DEA 612 Form. All Missouri law enforcement agencies are required to submit the DEA 612 Form as a result of investigations of clandestine drug laboratories. (See Appendix H.)

**Purpose.** Information taken from the DEA 612 Form is entered into the National Clandestine Laboratory Seizure Intelligence Database. The statistics in this database are used to determine the allocation of federal funds to assist to law enforcement anti-drug initiatives. Without accurate accounting for all clandestine drug lab seizures, Missouri may be denying itself the chance to compete equitably for available funding amongst the other states.

Completed forms should be mailed to the Missouri State Highway Patrol's Division of Drug and Crime Control (DDCC) at P.O. Box 568 Jefferson City, MO 65102 or faxed to 573-536-5577 or 1-800-347-7080. Note: The instructions for completing the DEA 612 Form are included with the form. (See Appendix H.) If assistance is needed in completing the form, contact DDCC at 1-800-877-3452.

## 6.0 Supplemental Report - Domestic Violence Incidents

Currently, the MoUCR Program offers this supplemental report, which may be voluntarily submitted by the state's law enforcement agencies.

**6.1 Background.** Section 43.545, RSMo, requests that all incidents of domestic violence be reported, whether or not an arrest is made. The statute defines domestic violence as any dispute arising between the seven groups specified below. For purposes of this report only, a dispute becomes reportable when it crosses the abuse threshold as defined in Section 455.010, RSMo, that is; a pattern of harassment (to include stalking), coercion, assault, sexual assault, battery, or unlawful imprisonment. Responding agencies should select the single, highest number (1 being the highest) for each incident, regardless of the number of persons or potential multiple relationships present during the incident. (See Appendix J.)

1. Total number of incidents between persons who are spouses:
2. Total number of incidents between persons who are former spouses:
3. Total number of incidents between persons who have a child in common regardless of whether or not they have been married or have resided together in the past:
4. Total number of incidents between persons (of any age) related by blood:
5. Total number of incidents between persons (of any age) related by marriage, excluding spouses:
6. Total number of incidents between persons, not married, but presently residing together:
7. Total number of incidents between persons, not married, but who have resided together in the past:
8. Total number of all domestic violence-related disputes (1 through 7):

Example: An officer responds to a reported domestic violence dispute at a private residence. When the officer arrives on the scene he/she finds a husband and wife, along with the husband's brother and sister involved in a heated argument. The husband's wife has several obvious cuts and bruises on her face. The officer determines that the husband's sister assaulted and battered the wife. Score as 1 incident under # 5, incidents between persons related by marriage. If the sister is arrested or summoned, the arrest clearance would be recorded as an assault on the Return A.

Note: This section of the law does not call for the reporting of incidents between persons who are, or who have been in a continuing social relationship of a romantic nature. This phrase is included in the requirements to report domestic violence-related homicides and suicides and the Missouri Domestic Assault statutes. Example: If a boyfriend kills his girlfriend, it would be a domestic violence-related

homicide. But, it would not be reported as a domestic violence-related incident based upon the limitations in the seven categories provided in the law.