



STATEWIDE RECORDS MANAGEMENT SECTION



## Agency Assist Field

### Assist incidents to MICR are optional

- An assist is used when two agencies respond to the same crime. One agency takes the lead, the other agency becomes the assisting agency.
- The lead agency writes the original incident. The secondary agency can also enter the crime, but must indicate they assisted the lead agency by entering in the lead agency's ORI in the assist field.
- Assist incident reports are not mandatory for UCR reporting and will not be forwarded to the FBI.
- Enter the 9 character ORI number (MI + 7 digits) of the agency that was assisted (data element 13).
- To avoid duplicate reporting, the jurisdictional agency that your agency assisted should report the details of the original incident.
- Assist Agency is an optional data element.