
MICR

DATA ELEMENT EDITS AND ERROR MESSAGES HANDBOOK

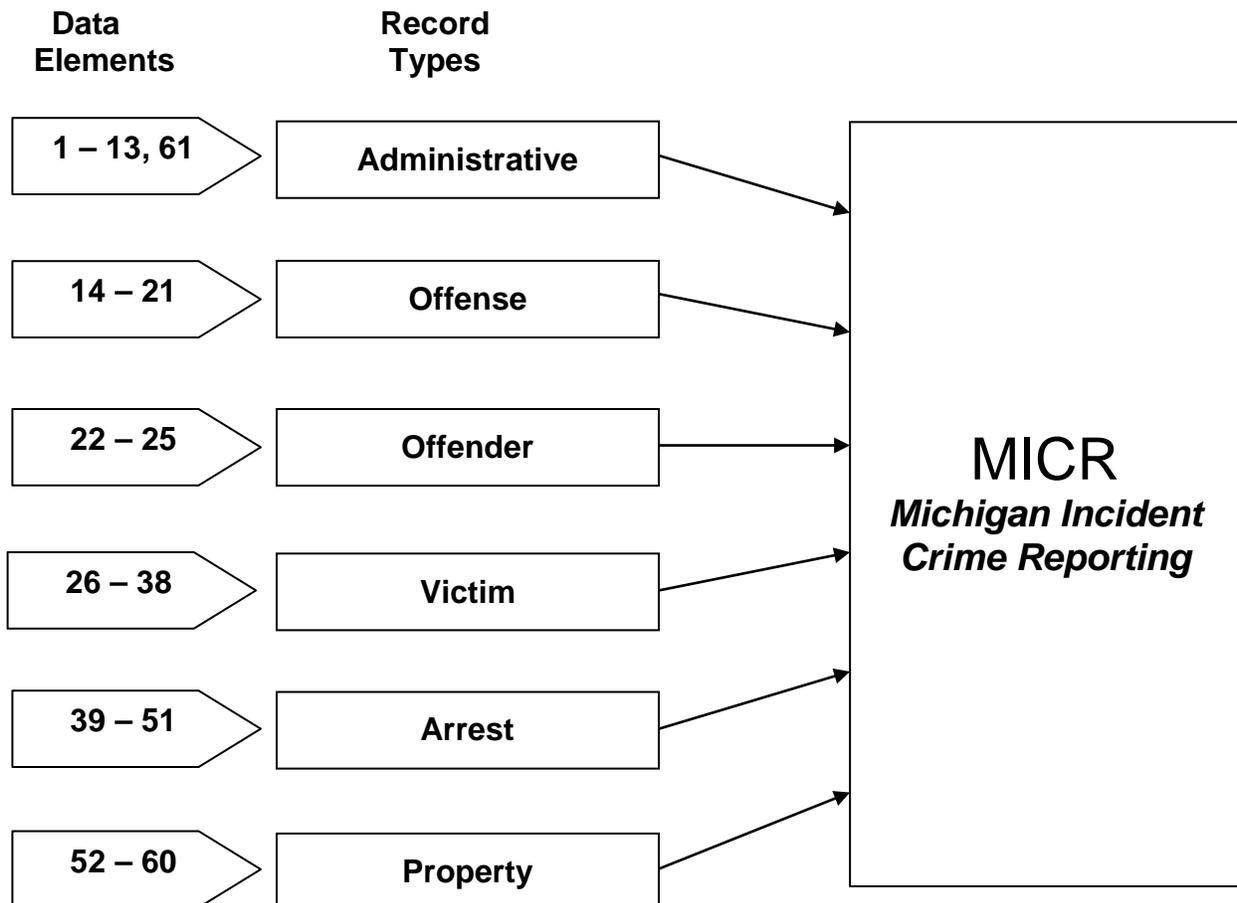


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Changes in Edits and Errors

The MICR Edit and Error Handbook has been revised and several errors are no longer valid.

As you scroll through the various sections of this handbook, you will notice that several errors have been **grayed out**. These errors are no longer used in MICR and are included elsewhere, in other error numbers.

If you have questions regarding these changes, please contact your MICR representative.

MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION 1

DATA ELEMENTS

**Michigan Department of State Police
Criminal Justice Information Center
MICR Unit
February 2014**

DATA ELEMENT: ADMINISTRATIVE SEGMENT EDITS**1 ACTION:**

- 1) Required for all transaction screens/formats.
- 2) Must be a valid code.
- 3) Action "O" **is** valid only for Incident (MICR. 1) transaction screen/format.
- 4) Action "O" **is not** valid for incidents with an Original Year prior to the base data or agency start date.
- 5) Action "A" **is not** valid for Incident (MICR. 1) transaction screen/format.
- 6) Action "A" is not valid if Assist ORI is completed.
- 7) Action "M" is valid only for Incident (MICR. 1) transaction screen/format.
- 8) Action "R" is valid only for Incident (MICR.1) transaction screen/format.
- 9) Action "D" is valid for all transaction screens/formats.
- 10) Action "W" is valid only for Incident (MICR. 1), Arrest (MICR. 7), or Property (MICR. 9) transaction screens/formats.
- 11) Action "W" is valid only for incidents with an Original Year and original Date of Occurrence/Report prior to the base date or agency start date.
- 12) If Action is "W," Exceptional Clearance Date, Date of Arrest, or Date Recovered cannot be prior to the base date or agency start date.

2 ORIGINATING AGENCY IDENTIFIER (ORI) NUMBER:

- 1) Required for all transaction records.
- 2) Must be a valid 9-character NCIC number.
- 3) First two digits must be "MI."

3 ORIGINAL YEAR:

- 1) Required for all transaction screens/formats.
- 2) Must be a valid year.
- 3) Year cannot be a future year.
- 4) Original Year and year in Date of Occurrence/Report must be same.

4 INCIDENT NUMBER:

- 1) Required for all transaction screens/formats.
- 2) Must be a unique number for each originating agency for each original year unless number is "0000000000."
- 3) Cannot have embedded "blanks" between first and last non-blank character.

4A CARGO THEFT INDICATOR:

- 1) Must be a valid entry (Y or N).
- 2) Must be blank when Action is "W" (Window).
- 3) Must be completed when Offense File Class is one of the following:
 - 12000, Robbery
 - 21000, Extortion
 - 22001, Burglary – Forced Entry
 - 22002, Burglary – No Force
 - 23003, Larceny – Theft from Building
 - 23005, Larceny – Theft from Motor Vehicle
 - 23007, Larceny - Other
 - 24001, Motor Vehicle Theft
 - 24003, Motor Vehicle Fraud
 - 26001, Fraud – False Pretense/Swindle/Confidence Game
 - 26002, Fraud – Credit Card/Automatic Teller Machine
 - 26003, Fraud - Impersonation
 - 26005, Fraud – Wire Fraud
 - 27000, Embezzlement
 - 30001, Retail Fraud-Misrepresentation
 - 30003, Retail Fraud-Refund/Exchange
 - 51000, Bribery

5 COUNTY:

- 1) Required when Action "O" (Original), "R" (Replace), or "W" (Window Update).
- 2) Must be "01-83."
- 3) Must be valid county for reporting ORI.

6 CITY/TOWNSHIP:

- 1) Required when Action is "O" (Original), "R" (Replace), or "W" (Window Update).
- 2) Must be a valid city/township code within the county.
- 3) Must be valid city/township code for reporting ORI.
- 4) If city/township code is a prison, then Location Site must be "15" (Jail/Prison).

7 GEOCODE:

- 1) NONE

8 DATE OF OCCURRENCE/REPORT:

- 1) Required when Action is "O" (Original), "R" (Replace), or "W" (Window Update).
- 2) Must be a valid date.
- 3) Month must be "01-12".
- 4) Day cannot exceed the number of days for the month occurred/reported.
- 5) Date cannot be a future date from date of entry.
- 6) Day must be "00" if Incident Number is "0000000000."
- 7) If Action is "O" (Original), or "R" (Replace), Date of Occurrence/Report cannot be prior to the base date or agency start date.
- 8) If Action is "W" (Window Update), date of Occurrence/Report must be prior to the base date or agency start date, but cannot be earlier than January 1, 1950.
- 9) Year in Date of Occurrence/Report and Original Year must be same.

9 OCCURRENCE/REPORT DATE INDICATOR:

- 1) Required when Action is "O" (Original) or "R" (Replace).
- 2) Must be blank or valid code "E" (Occurrence or Event) or "R" (Date of Report).
- 3) Must be "R" if Incident Number is "0000000000."

10 HOUR OCCURRED:

- 1) Required when action is "O" (Original) unless Incident Number is "0000000000."
- 2) Required when Action is "R" (Replace).
- 3) Must be blank or valid number "00" through "23" or "99."

11 EXCEPTIONAL CLEARANCE:

- 1) If completed:
 - Must be a valid code:
 - 10 = Death of Offender
 - 11 = Prosecution declined
 - 12 = In Custody of Other Jurisdiction (previously Extradition Denied)
 - 13 = Victim refused to cooperate
 - 14 = Juvenile/No custody
 - Must complete Exceptional Clearance Date.
 - An Arrest record cannot be submitted for the entire incident.
 - Offender Number cannot be "00"
- 2) Must be blank if Offense File Class is:
 - 0900-4 Justifiable Homicide

12 EXCEPTIONAL CLEARANCE DATE:

- 1) Must be completed if Exceptional Clearance is completed.
- 2) Month must be "01-12."
- 3) Day cannot exceed the number of days for the month of clearance.
- 4) Arrest record cannot be submitted.
- 5) Must be blank if Exceptional Clearance is blank.
- 6) Exceptional Clearance Date cannot be prior to Date of Occurrence/Report.
- 7) If Exceptional Clearance Date is completed, Exceptional Clearance must be completed.
- 8) If Action is "W" (Window Update), Exceptional Clearance Date cannot be prior to the base date or agency start date.

13 ASSIST ORIGINATING AGENCY:

- 1) Must be valid ORI Number.
- 2) Assist ORI cannot be the same as ORI Number.
- 3) If Assist ORI is entered, the only data elements which can be entered are:
 - Action
 - ORI
 - Original Year
 - Incident Number
 - County
 - City/Township
 - Date of Occurrence/Report

13 ASSIST ORIGINATING AGENCY Cont.:

- Report Date Indicator
- Hour
- Offense File Class

All other data elements **MUST** be blank.

- 4) If Assist ORI is entered, Offender, Victim, Arrest and Property information cannot be entered.

61 INCIDENT COMPLETE INDICATOR:

- 1) Must be a valid code "Y" (Yes, the Incident is Complete) or "N" (No, the Incident is not Complete; Supplemental Information to Immediately Follow).
- 2) Required for all transaction screen/formats with Action of "O" (Original), "A" (Add), "M" (Modify), "R" (Replace), "D" (Delete), or "W" (Window Update).

DATA ELEMENT: OFFENSE SEGMENT EDITS**14 OFFENSE FILE CLASS:**

- 1) Required for all submitted incidents.
- 2) Required when Action is "O" (Original) unless Incident number is "0000000000."
- 3) Required when Action is "R" (Replace) or "W" (Window Update).
- 4) Must be a valid MICR Offense File Class.
- 5) Offense File Class cannot be repeated as another offense record in the incident.
- 6) Only one Offense File Class can be submitted in an incident when the incident involves the offense of:
 - 0900-4 Justifiable Homicide
 - 7500-0 Solicitation
 - 7700-0 Conspiracy
- 7) Justifiable Homicide, 0900-4, cannot be reported as an offense when Action is "W" (Window Update).
- 8) A minimum of one (1) victim record is required for each Original or Replace incident (Action "O" or "R") where the Offense File Class is as follows:
 - 0900-1 Murder/Non-negligent Manslaughter
 - 0900-2 Negligent Homicide/Manslaughter
 - 0900-3 Negligent Homicide – Vehicle/Boat
 - 0900-4 Justifiable Homicide
 - 1000-1 Kidnapping/Abduction
 - 1000-2 Parental Kidnapping
 - 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
 - 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
 - 1100-3 Sexual Penetration Oral/Anal – CSC 1st Degree
 - 1100-4 Sexual Penetration Oral/Anal – CSC 3rd Degree
 - 1100-5 Sexual Penetration Object – CSC 1st Degree
 - 1100-6 Sexual Penetration Object – CSC 3rd Degree
 - 1100-7 Sexual Contact Forcible – 2nd Degree
 - 1100-8 Sexual Contact Forcible – 4th Degree
 - 1200-0 Robbery
 - 1300-1 Non-aggravated Assault
 - 1300-2 Aggravated/Felonious Assault
 - 1300-3 Intimidation/Stalking
 - 2000-0 Arson

14 OFFENSE FILE CLASS – Cont.:

- 2100-0 Extortion
- 2200-1 Burglary – Forced Entry
- 2200-2 Burglary – Entry Without Force
- 2300-1 Larceny – Pocket-picking
- 2300-2 Larceny – Purse-snatching
- 2300-3 Larceny – Theft from Building
- 2300-4 Larceny – Theft from Coin – Operated Machine
- 2300-5 Larceny – Theft from Vehicle
- 2300-6 Larceny – Theft of Motor Vehicle Parts/Accessories
- 2300-7 Larceny – Other
- 2400-1 Motor Vehicle Theft
- 2400-2 Motor Vehicle as Stolen Property
- 2400-3 Motor Vehicle Fraud
- 2500-0 Forgery/Counterfeiting
- 2600-1 Fraud – False Pretenses/Swindle/Confidence Game
- 2600-2 Fraud – Credit Card/Automatic Teller Machine
- 2600-3 Fraud – Impersonation
- 2600-4 Fraud – Welfare Fraud
- 2600-5 Fraud – Wire Fraud
- 2700-0 Embezzlement
- 2800-0 Recovery of Stolen Property
- 2900-0 Damage to Property
- 3000-1 Retail Fraud – Misrepresentation
- 3000-2 Retail Fraud – Theft
- 3000-3 Retail Fraud – Refund/Exchange
- 3000-4 Organized Retail Fraud
- 3500-1 Violation of Control Substance Act
- 3500-2 Narcotic Equipment Violations
- 3600-1 Sexual Penetration Non-forcible – Blood Affinity
- 3600-2 Sexual Penetration Non-forcible – Other
- 3700-0 Obscenity
- 3800-1 Family – Abuse/Neglect Nonviolent
- 3900-1 Gambling – Betting/Wagering
- 3900-2 Gambling – Operating/Promoting/Assisting

14 OFFENSE FILE CLASS – Cont.:

- 3900-3 Gambling – Equipment Violations
 - 3900-4 Gambling – Sports Tampering
 - 4000-1 Commercialized Sex – Prostitution
 - 4000-2 Commercialized Sex – Assisting/Promoting Prostitution
 - 4000-3 Purchasing Prostitution
 - 5100-0 Bribery
 - 5200-1 Weapons Offense – Concealed
 - 5200-2 Weapons Offense – Explosives
 - 5200-3 Weapons Offense – Other
 - 6400-1 Human Trafficking Commercial Sex Acts
 - 6400-2 Human Trafficking Involuntary Servitude
- 9) Crimes against Society can only have one Society victim record if these are the only offenses reported in the incident. I or P victims may be entered in addition to S victim, if there is a domestic relationship.
- 10) A property record is required and can only be entered when Action is “O” (Original) or “R” (Replace) and the incident involves one or more of the following offenses:
- 1000-1 Kidnapping/Abduction
 - 1000-2 Parental Kidnapping
 - 1200-0 Robbery
 - 2000-0 Arson
 - 2100-0 Extortion
 - 2200-1 Burglary – Forced Entry
 - 2000-2 Burglary – Entry Without Force
 - 2300-1 Larceny – Pocket-picking
 - 2300-2 Larceny – Purse-snatching
 - 2300-3 Larceny – Theft from Building
 - 2300-4 Larceny – Theft from Coin-Operated Machine
 - 2300-5 Larceny – Theft from Vehicle
 - 2300-6 Larceny – Theft of Motor Vehicle Parts/Accessories
 - 2300-7 Larceny – Other
 - 2400-1 Motor Vehicle Theft
 - 2400-2 Motor Vehicle as Stolen Property
 - 2400-3 Motor Vehicle Fraud
 - 2500-0 Forgery/Counterfeiting
 - 2600-1 Fraud – False Pretenses/Swindle/Confidence Game

14 OFFENSE FILE CLASS – Cont.:

- 2600-2 Fraud – Credit Card/Automatic Teller Machine
 - 2600-3 Fraud – Impersonation
 - 2600-4 Fraud – Welfare Fraud
 - 2600-5 Fraud – Wire Fraud
 - 2700-0 Embezzlement
 - 2800-0 Recovery of Stolen Property
 - 2900-0 Damage to Property
 - 3000-1 Retail Fraud – Misrepresentation
 - 3000-2 Retail Fraud – Theft
 - 3000-3 Retail Fraud – Refund/Exchange
 - 3000-4 Organized Retail Fraud
 - 3500-1 Violation of Control Substance Act
 - 3500-2 Narcotic Equipment Violations
 - 3900-1 Gambling – Betting/Wagering
 - 3900-2 Gambling – Operating/Promoting/Assisting
 - 3900-3 Gambling – Equipment Violations
 - 3900-4 Gambling – Sports Tampering
 - 5100-0 Bribery
- 11) If Offense File Class is 2400-1 Motor Vehicle Theft, at least one Property Class must be:
- 03 Automobiles
 - 05 Buses
 - 24 Other Motor Vehicles
 - 28 Recreational Vehicles
 - 37 Trucks
- 12) If Offense File Class is 2300-1 through 2300-7 and this is the only offense entered in the incident, Property Class cannot be:
- 03 Automobiles
 - 05 Buses
 - 24 Other Motor Vehicles
 - 28 Recreational Vehicles
 - 37 Trucks

15 LOCATION SITE:

- 1) Required when Action is "O" (Original) unless Incident Number is "0000000000."
- 2) Required when Action is "R" (Replace).
- 3) Must be valid code "01" through "21" or "23" or "24" or "31" through "41" or "44" through "46" or "48" through "50" or "54" through "57" or "88" or "99."
- 4) If Offense File Class is 2200-1 Burglary Forced Entry or 2200-2 Burglary Entry Without Force and Premises Entered is completed, then Location Type must be "14" (Hotel/Motel/etc.) or "19" (Rental Storage).
- 5) All college/university police departments must indicate "32" (College) in this data element for all incidents that occur on college/university property.

16 OFFENSE ATTEMPTED/COMPLETED:

- 1) Required when Action is "O" (Original) unless Incident Number is "0000000000."
- 2) Required when Action is "R" (Replace).
- 3) Must be "A" (Attempted) or "C" (Completed).
- 4) Must be "C" (Completed) if Offense File Class is:
 - 0900-1 Murder/Non-negligent Manslaughter
 - 0900-2 Negligent Homicide/Manslaughter
 - 0900-3 Negligent Homicide – Vehicle/Boat
 - 0900-4 Justifiable Homicide
 - 1300-1 Non-aggravated Assault
 - 1300-2 Aggravated/Felonious Assault
 - 1300-3 Intimidation/Stalking
- 5) If "A" (Attempted) and Offense File Class is one of the following, then type of Property Loss must be "0" (None) or "9" (Unknown). This edit is ignored when one or more property offenses in the incident are "C" (Completed).
 - 1000-1 Kidnapping/Abduction
 - 1000-2 Parental Kidnapping
 - 1200-0 Robbery
 - 2000-0 Arson
 - 2100-0 Extortion
 - 2200-1 Burglary – Forced Entry
 - 2200-2 Burglary – Entry Without Force
 - 2300-1 Larceny – Pocket-picking

16 OFFENSE ATTEMPTED/COMPLETED Cont.:

- 2300-2 Larceny – Purse-snatching
- 2300-3 Larceny – Theft from Building
- 2300-4 Larceny – Theft from Coin-Operated Machine
- 2300-5 Larceny – Theft from Vehicle
- 2300-6 Larceny – Theft of Motor Vehicle Parts/Accessories
- 2300-7 Larceny – Other
- 2400-1 Motor Vehicle Theft
- 2400-2 Motor Vehicle as Stolen Property
- 2400-3 Motor Vehicle Fraud
- 2500-0 Forgery/Counterfeiting
- 2600-1 Fraud – False Pretenses/Swindle/Confidence Game
- 2600-2 Fraud – Credit Card/Automatic Teller Machine
- 2600-3 Fraud – Impersonation
- 2600-4 Fraud – Welfare Fraud
- 2600-5 Fraud – Wire Fraud
- 2700-0 Embezzlement
- 2800-0 Recovery of Stolen Property
- 2900-0 Damage to Property
- 3000-1 Retail Fraud – Misrepresentation
- 3000-2 Retail Fraud – Theft
- 3000-3 Retail Fraud – Refund/Exchange
- 3000-4 Organized Retail Fraud
- 3500-1 Violation of Control Substance Act
- 3500-2 Narcotic Equipment Violations
- 3900-1 Gambling – Betting/Wagering
- 3900-2 Gambling – Operating/Promoting/Assisting
- 3900-3 Gambling – Equipment Violations
- 3900-4 Gambling – Sports Tampering
- 5100-0 Bribery

17 OFFENDER SUSPECTED OF USING:

- 1) Must be valid code of "A" (Alcohol), "C" (Computer), "D" (Drugs/Narcotics); "N" (Not Applicable).
- 2) If more than one code is entered, code cannot be duplicated.
- 3) If Code "N" (Not Applicable) is entered, no other code(s) can be entered.
- 4) Requires for all incidents when Action is "O" (Original) or "R" (Replace).

18 SUSPECTED BIAS MOTIVATION:

- 1) Must be a blank or valid code.
- 2) Required when Action is "O" (Original) or "R" (Replace) and Offense File Class is:
 - 0900-1 Murder/Non-negligent Manslaughter
 - 0900-2 Negligent Homicide/Manslaughter
 - 0900-3 Negligent Homicide – Vehicle/Boat
 - 0900-4 Justifiable Homicide
 - 1000-1 Kidnapping/Abduction
 - 1000-2 Parental Kidnapping
 - 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
 - 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
 - 1100-3 Sexual Penetration Oral/Anal – CSC 1st Degree
 - 1100-4 Sexual Penetration Oral/Anal – CSC 3rd Degree
 - 1100-5 Sexual Penetration Object – CSC 1st Degree
 - 1100-6 Sexual Penetration Object – CSC 3rd Degree
 - 1100-7 Sexual Contact Forcible – 2nd Degree
 - 1100-8 Sexual Contact Forcible – 4th Degree
 - 1200-0 Robbery
 - 1300-1 Non-aggravated Assault
 - 1300-2 Aggravated/Felonious Assault
 - 1300-3 Intimidation/Stalking
 - 2000-0 Arson
 - 2100-0 Extortion
 - 2200-1 Burglary – Forced Entry
 - 2200-2 Burglary – Entry Without Force
 - 2300-1 Larceny – Pocket-picking
 - 2300-2 Larceny – Purse-snatching
 - 2300-3 Larceny – Theft from Building

18 SUSPECTED BIAS MOTIVATION – Cont.:

- 2300-4 Larceny – Theft from Coin-Operated Machine
- 2300-5 Larceny – Theft from Vehicle
- 2300-6 Larceny – Theft of Motor Vehicle Parts/Accessories
- 2300-7 Larceny – Other
- 2400-1 Motor Vehicle Theft
- 2400-2 Motor Vehicle as Stolen Property
- 2400-3 Motor Vehicle Fraud
- 2500-0 Forgery/Counterfeiting
- 2600-1 Fraud – False Pretenses/Swindle/Confidence Game
- 2600-2 Fraud – Credit Card/Automatic Teller Machine
- 2600-3 Fraud – Impersonation
- 2600-4 Fraud – Welfare Fraud
- 2600-5 Fraud – Wire Fraud
- 2700-0 Embezzlement
- 2800-0 Recovery of Stolen Property
- 2900-0 Damage to Property
- 3000-1 Retail Fraud – Misrepresentation
- 3000-2 Retail Fraud – Theft
- 3000-3 Retail Fraud – Refund/Exchange
- 3000-4 Organized Retail Fraud
- 3500-1 Violation of Control Substance Act
- 3500-2 Narcotic Equipment Violations
- 3600-1 Sexual Penetration Non-forcible – Blood Affinity
- 3600-2 Sexual Penetration Non-forcible – Other
- 3700-0 Obscenity
- 3900-1 Gambling – Betting/Wagering
- 3900-2 Gambling – Operating/Promoting/Assisting
- 3900-3 Gambling – Equipment Violations
- 3900-4 Gambling – Sports Tampering
- 4000-1 Commercialized Sex – Prostitution
- 4000-2 Commercialized Sex – Assisting/Promoting Prostitution
- 4000-3 Purchasing Prostitution
- 5100-0 Bribery
- 5200-1 Weapons Offense – Concealed
- 5200-2 Weapons Offense – Explosives
- 5200-3 Weapons Offense – Other

19 WEAPON TYPE:

- 1) Must be blank or valid code.
- 2) Suffix "A" is valid only with codes "11-15."
- 3) If Offense File Class is 1300-1 Non-aggravated Assault, Weapon Type can only be:
 - 00 None
 - 40 Personal Weapons
 - 88 Other
 - 99 Unknown
- 4) Required and can only be entered when Action is "O" (Original) or "R" (Replace) and Offense File Class is:
 - 0900-1 Murder/Non-negligent Manslaughter
 - 0900-2 Negligent Homicide/Manslaughter
 - 0900-4 Justifiable Homicide
 - 1000-1 Kidnapping/Abduction
 - 1000-2 Parental Kidnapping
 - 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
 - 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
 - 1100-3 Sexual Penetration Oral/Anal – CSC 1st Degree
 - 1100-4 Sexual Penetration Oral/Anal – CSC 3rd Degree
 - 1100-5 Sexual Penetration Object – CSC 1st Degree
 - 1100-6 Sexual Penetration Object – CSC 3rd Degree
 - 1100-7 Sexual Contact Forcible – 2nd Degree
 - 1100-8 Sexual Contact Forcible – 4th Degree
 - 1200-0 Robbery
 - 1300-1 Non-aggravated Assault
 - 1300-2 Aggravated/Felonious Assault
 - 2100-0 Extortion
 - 5200-1 Weapons Offense – Concealed
 - 5200-2 Weapons Offense – Explosives
 - 5200-3 Weapons Offense – Other
 - 6400-1 Human Trafficking Commercial Sex Acts
 - 6400-2 Human Trafficking Involuntary Servitude
- 5) If Offense File Class is 0900-1 Murder Non-negligent Manslaughter, 0900-2 Negligent Homicide/Manslaughter, or 0900-4 Justifiable Homicide, Weapon Type cannot be "00" (None).
- 6) If entered, the third character of the code must be "A" (Automatic) or blank.

20 ACTIVITY TYPE:

- 1) Must be blank or valid code.
- 2) If more than one (1) code is entered, cannot be duplicated.
- 3) Can only be entered when Action is "O" (Original) or "R" (Replace).
- 4) If Offense File Class is one of the following:
 - 2400-2 Motor Vehicle as Stolen Property
 - 2500-0 Forgery/Counterfeiting
 - 2800-0 Recovery of Stolen Property
 - 3500-1 Violation of Controlled Substance Act
 - 3500-2 Narcotic Equipment Violations
 - 3700-0 Obscenity
 - 3900-3 Gambling – Equipment Violations
 - 5200-1 Weapons Offense – Concealed
 - 5200-2 Weapons Offense – Explosives
 - 5200-3 Weapons Offense – OtherActivity Type must be one of the following:
 - "B" (Buying/Receiving)
 - "C" (Cultivating/Manufacturing/Publishing)
 - "D" (Distributing/Selling)
 - "E" (Exploiting Children)
 - "O" (Operating/Promoting/Assisting)
 - "P" (Possessing/Concealing)
 - "T" (Transporting/Transmitting/Importing)
 - "U" (Using/Concealing)
- 5) If Offense File Class is one of the following:
 - 0900-1 Murder/Non-negligent Manslaughter
 - 0900-2 Negligent Homicide/Manslaughter
 - 1000-1 Kidnapping/Abduction
 - 1000-2 Parental Kidnapping
 - 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
 - 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
 - 1100-3 Sexual Penetration Oral/Anal – CSC 1st Degree
 - 1100-4 Sexual Penetration Oral/Anal – CSC 3rd Degree

20 ACTIVITY TYPE – Cont.:

- 1100-5 Sexual Penetration Object – CSC 1st Degree
- 1100-6 Sexual Penetration Object – CSC 3rd Degree
- 1100-7 Sexual Contact Forcible – 2nd Degree
- 1100-8 Sexual Contact Forcible – 4th Degree
- 1200-0 Robbery
- 1300-1 Non-aggravated Assault
- 1300-2 Aggravated/Felonious Assault
- 1300-3 Intimidation/Stalking

Activity Type must be one of the following:

- “J” (Juvenile Gang)
- “G” (Other Gang)
- “N” (None/Unknown)

21 PREMISES ENTERED:

- 1) Must be blank or valid number “01” through “99”
- 2) Required and can only be entered when Action is “O” (Original) or “R” (Replace) and Offense File Class is:
 - 2200-1 Burglary – Forced Entry
 - 2200-2 Burglary – Entry Without ForceAnd Location Site is:
 - 14 Hotel/Motel/etc.
 - 19 Rental Storage
- 3) Must be blank if Location Site is not “14” (Hotel/Motel/etc.) or “19” (Rental Storage) and Offense File Class is not 2200-1 Burglary – Forced Entry or 2200-2 Burglary – Entry Without Force.

DATA ELEMENT: OFFENDER SEGMENT EDITS**22 OFFENDER NUMBER:**

- 1) Must be a valid number "00" through "99."
- 2) Not required if Action is "W" (Window Update).
- 3) If more than 1 offender record is entered in the incident, the Offender Number cannot be duplicated.
- 4) If "00" (Unknown) is entered, then Offender Age, Offender Race and Offender Sex must be blank.
- 5) If "01" through "99" is entered, then Offender Age, Offender Race and Offender Sex must be completed.
- 6) If Exceptional Clearance is completed, the Offender Number cannot be "00" (Unknown) and Offender Age, Offender Race and Offender Sex must be known.
- 7) If the Offense File Class is 0900-4 Justifiable Homicide, the Offender Number cannot be "00" (Unknown).
- 8) Required for all offender records.
- 9) Offender Number "00" cannot be entered on the supplemental Offender (MICR.3) transaction screen/format.
- 10) A minimum of one offender record is required for each Original (Action "O") or Replace (Action "R") incident when the Offense File Class is:
 - 0900-4 Justifiable Homicide
 - 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
 - 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
 - 3600-2 Sexual Penetration Non-forcible – Other

23 OFFENDER AGE:

- 1) Required if Offender Number is coded other than "00."
- 2) Must be blank or valid number "00" through "99."
- 3) If Exceptional Clearance is completed, at least one of the Offender's Age must be known.
- 4) If the Offense File Class is 0900-4 Justifiable Homicide, at least one of the Offender's Age must be known.
- 5) If Victim to Offender Relationship is "01" (Spouse) or "27" (Ex-Spouse), the offender cannot be less than 10 years old.

24 OFFENDER RACE:

- 1) Required if Offender Number is coded other than "00."
- 2) Must be blank or valid code.
- 3) If Exceptional Clearance is completed, at least one of the Offender's Race must be known.
- 4) If the Offense File Class is 0900-4 Justifiable Homicide, at least one of the Offender's Race must be known.

25 OFFENDER SEX:

- 1) Required if Offender Number is coded other than "00."
- 2) Must be blank or valid code.
- 3) If Exceptional Clearance is completed, at least one of the Offender's Sex must be known.
- 4) If the Offense File Class is 0900-4 Justifiable Homicide, at least one of the Offender's Sex must be known.

DATA ELEMENT: VICTIM SEGMENT EDITS**26 VICTIM NUMBER:**

- 1) Must be valid number “01” through “99.”
- 2) Not required if Action is “W” (Window Update).
- 3) Required for all victim records.
- 4) If more than 1 victim record is entered in the incident, the Victim Number cannot be duplicated.
- 5) Crimes against Society can only have one Society victim record if these are the only types of crimes reported in the incident. I/P victims may be included in a Crime against Society if there is a domestic relationship.
- 6) Victim Number, Victim Connected Offense File Class and Victim Type are required for each victim record.
- 7) Victim Age, Victim Race and Victim Sex are required if Victim Type is “I” (Individual) or “P” (Police Officer).
- 8) Victim Ethnicity and Victim Residence are optional, but may only be entered if Victim Type is “I” (Individual) or “P” (Police Officer).
- 9) Victim Injury, Victim Circumstance, Justifiable Homicide Circumstance, Offender Related Number, and Victim to Offender Relationship are required for certain offense file classes.
- 10) A minimum of one victim record is required for each Original (Action “O”) or Replace (Action “R”) incident where the Offense File Class is:
 - 0900-1 Murder/Non-negligent Manslaughter
 - 0900-2 Negligent Homicide/Manslaughter
 - 0900-3 Negligent Homicide – Vehicle/Boat
 - 0900-4 Justifiable Homicide
 - 1000-1 Kidnapping/Abduction
 - 1000-2 Parental Kidnapping
 - 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
 - 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
 - 1100-3 Sexual Penetration Oral/Anal – CSC 1st Degree
 - 1100-4 Sexual Penetration Oral/Anal – CSC 3rd Degree
 - 1100-5 Sexual Penetration Object – CSC 1st Degree
 - 1100-6 Sexual Penetration Object – CSC 3rd Degree
 - 1100-7 Sexual Contact Forcible – 2nd Degree

26 VICTIM NUMBER – Cont.:

- 1100-8 Sexual Contact Forcible – 4th Degree
- 1200-0 Robbery
- 1300-1 Non-aggravated Assault
- 1300-2 Aggravated/Felonious Assault
- 1300-3 Intimidation/Stalking
- 2000-0 Arson
- 2100-0 Extortion
- 2200-1 Burglary – Forced Entry
- 2200-2 Burglary – Entry Without Force
- 2300-1 Larceny – Pocket-picking
- 2300-2 Larceny – Purse-snatching
- 2300-3 Larceny – Theft from Building
- 2300-4 Larceny – Theft from Coin-Operated Machine
- 2300-5 Larceny – Theft from Vehicle
- 2300-6 Larceny – Theft of Motor Vehicle Parts/Accessories
- 2300-7 Larceny – Other
- 2400-1 Motor Vehicle Theft
- 2400-2 Motor Vehicle as Stolen Property
- 2400-3 Motor Vehicle Fraud
- 2500-0 Forgery/Counterfeiting
- 2600-1 Fraud – False Pretenses/Swindle/Confidence Game
- 2600-2 Fraud – Credit Card/Automatic Teller Machine
- 2600-3 Fraud – Impersonation
- 2600-4 Fraud – Welfare Fraud
- 2600-5 Fraud – Wire Fraud
- 2700-0 Embezzlement
- 2800-0 Recovery of Stolen Property
- 2900-0 Damage to Property
- 3000-1 Retail Fraud – Misrepresentation
- 3000-2 Retail Fraud – Theft
- 3000-3 Retail Fraud – Refund/Exchange
- 3000-4 Organized Retail Fraud
- 3500-1 Violation of Control Substance Act
- 3500-2 Narcotic Equipment Violations

26 VICTIM NUMBER – Cont.:

- 3600-1 Sexual Penetration Non-forcible – Blood Affinity
- 3600-2 Sexual Penetration Non-forcible – Other
- 3700-0 Obscenity
- 3800-1 Family – Abuse/Neglect Nonviolent
- 5100-0 Bribery
- 5200-1 Weapons Offense – Concealed
- 5200-2 Weapons Offense – Explosives
- 5200-3 Weapons Offense – Other
- 6400-1 Human Trafficking Commercial Sex Acts
- 6400-2 Human Trafficking Involuntary Servitude

26A DOMESTIC VIOLENCE INDICATOR:

- Must be blank when Action is “W” (Window)
- Victim to Offender Relationship (Data Element 38) must be:
 - 01-13
 - 24-27
 - 32-34

27 VICTIM CONNECTED OFFENSE FILE CLASS:

- 1) If more than one offense is entered in the incident, the Victim Connected Offense File Class cannot be duplicated in the victim record.
- 2) The Victim Connected Offense File Class must have a corresponding Offense record for this incident.
- 3) Required for all victim records.
 - If victim offense is 09001, then all other victim offenses cannot = 09002, 13001-13003.
 - If victim offense is 09002, then all other victim offenses cannot = 09001, 13001-13003.
 - If victim offense is 12000, then all other victim offenses cannot = 13001-13003, 23001-23007, 24001, 30002.
 - If victim offense is 11001 or 11002, then all other victim offenses cannot = 11007-11008, 13001-13003, 36001, 36002.
 - If victim offense is 11003 or 11004, then all other victim offenses cannot = 11007-11008, 13001-13003, 36001, 36002.
 - If victim offense is 11005 or 11006, then all other victim offenses cannot = 11007-11008, 13001-13003, 36001, 36002.
 - If victim offense is 13001, then all other victim offenses cannot = 09001-09002, 11001-11008, 12000, 13002, 13003.
 - If victim offense is 13002, then all other victim offenses cannot = 09001-09002, 11001-11008, 12000, 13001, 13003.
 - If victim offense is 13003, then all other victim offenses cannot = 09001-09002, 11001-11008, 12000, 13001, 13002.

27 VICTIM CONNECTED FILE CLASS Cont.:

- If victim offense is 11007 or 11008, then all other victim offenses cannot = 11001-11006, 13001-13003, 36001, 36002.
- If victim offense is 36001 or 36002, then all other victim offenses cannot = 11001-11008.

28 VICTIM TYPE:

- 1) Must be valid code.
- 2) Required for all victim records.
- 3) If Victim Type is "I" (Individual) or "P" (Police Officer), then Victim Age, Victim Race and Victim Sex must be completed.
- 4) Victim Type must be "I" (Individual) or "P" (Police Officer) for Victim Connected Offense File Classes:
 - 0900-1 Murder/Non-negligent Manslaughter
 - 0900-2 Negligent Homicide/Manslaughter
 - 0900-3 Negligent Homicide/Vehicle/Boat/Snowmobile
 - 0900-4 Justifiable Homicide
 - 1000-1 Kidnapping/Abduction
 - 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
 - 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
 - 1100-3 Sexual Penetration Oral/Anal – CSC 1st Degree
 - 1100-4 Sexual Penetration Oral/Anal – CSC 3rd Degree
 - 1100-5 Sexual Penetration Object – CSC 1st Degree
 - 1100-6 Sexual Penetration Object – CSC 3rd Degree
 - 1100-7 Sexual Contact Forcible – 2nd Degree
 - 1100-8 Sexual Contact Forcible – 4th Degree
 - 1300-1 Non-aggravated Assault
 - 1300-2 Aggravated/Felonious Assault
 - 1300-3 Intimidation/Stalking
- 5) Victim Type must be "S" (Society/Public) or "I" (Individual) or "P" (Police Officer) (Use "I" or "P" if the victim to offender relationship is a domestic relationship) for Victim Connected Offense File Classes:
 - 1400-0 Abortion
 - 3500-1 Violation of Control Substance Act
 - 3500-2 Narcotic Equipment Violations
 - 3600-3 Peeping Tom

28 VICTIM TYPE – Cont.:

- 3700-1 Obscenity
 - 3800-1 Family – Abuse/Neglect Non-Violent
 - 3800-2 Family – Nonsupport
 - 3800-3 Family – Other
 - 3900-1 Gambling – Betting/Wagering
 - 3900-2 Gambling – Operating/Promoting/Assisting
 - 3900-3 Gambling – Equipment Violations
 - 3900-4 Gambling – Sports Tampering
 - 4000-1 Commercialized Sex – Prostitution
 - 4000-2 Commercialized Sex – Assisting/Promoting
 - 4000-3 Purchasing Prostitution
 - 5200-1 Weapons Offense – Concealed
 - 5200-2 Weapons Offense – Explosives
 - 5200-3 Weapons Offense – Other
 - 6400-1 Human Trafficking Commercial Sex Acts
 - 6400-2 Human Trafficking Involuntary Servitude
- 6) Victim Type cannot be “S” (Society/Public) if Victim Connected Offense File Class is:
- 1200-0 Robbery
 - 2000-0 Arson
 - 2100-0 Extortion
 - 2200-1 Burglary – Forced Entry
 - 2200-2 Burglary – Entry Without Force
 - 2200-3 Burglary – Unlawful Entry
 - 2200-4 Possession of Burglary Tools
 - 2300-1 Larceny – Pocket-picking
 - 2300-2 Larceny – Purse-snatching
 - 2300-3 Larceny – Theft from Building
 - 2300-4 Larceny – Theft from Coin-Operated Machine
 - 2300-5 Larceny – Theft from Vehicle
 - 2300-6 Larceny – Theft of Motor Vehicle Parts/Accessories
 - 2300-7 Larceny – Other
 - 2400-1 Motor Vehicle Theft
 - 2400-2 Motor Vehicle as Stolen Property
 - 2400-3 Motor Vehicle Fraud
 - 2500-0 Forgery/Counterfeiting

28 VICTIM TYPE – Cont.:

- 2600-1 Fraud – False Pretense/Swindle/Confidence Game
 - 2600-2 Fraud – Credit Card/Automatic Teller Machine
 - 2600-3 Fraud – Impersonation
 - 2600-4 Fraud – Welfare Fraud
 - 2600-5 Fraud – Wire Fraud
 - 2700-0 Embezzlement
 - 2800-0 Recovery of Stolen Property
 - 2900-0 Damage to Property
 - 3000-1 Retail Fraud – Misrepresentation
 - 3000-2 Retail Fraud – Theft
 - 3000-3 Retail Fraud – Refund/Exchange
 - 3000-4 Organized Retail Fraud
 - 5100-0 Bribery
- 7) If victim is entered, Victim Type must be “G” (Government) , “I” (Individual), or “P” if Victim Connected Offense File is:
- 0100-0 Sovereignty
 - 0200-0 Military
 - 0300-0 Immigration
- 8) If victim is entered, Victim Type must be “G” (Government) or “S” (Society/Public) (use “I” or “P” if the victim to offender relationship is a domestic relationship) if Victim Connected Offense File Class is:
- 4800-0 Obstructing Police
 - 5900-0 Election Laws
 - 6100-0 Tax/Revenue
- 9) If victim is entered, Victim Type must be “S” (Society) or “I” (Individual) or “P” (Police Officer) (Use “I” or “P” if the victim to offender relationship is a domestic relationship) if Victim Connected Offense File Class is:
- 4100-1 Liquor Licensees – Establishment Violations
 - 4100-2 Liquor Violations – Other
 - 4200-0 Drunkenness
 - 4900-0 Escape/Flight
 - 5000-0 Obstructing Justice

- 5300-1 Disorderly Conduct
 - 5300-2 Public Peace – Other
 - 5400-2 Operating Under the Influence of Liquor or Drugs
 - 5800-0 Smuggling
 - 6000-0 Antitrust
 - 6200-0 Conservation
 - 6300-0 Vagrancy
- 10) If victim is entered, Victim Type must be “I” (Individual), “P” (Police Officer), “S” (Society/Public), “O” (Other), or “U” (Unknown) (Use “I” or “P” if the victim to offender relationship is a domestic relationship) if Victim Connected Offense File Class is:
- 3600-4 Sex Offense – Other

28A TYPE OF ACTIVITY-LEOKA (located After Data Element 38)

- 1) Required when Offense is 13001, 13002, 13003 AND
- 2) When Victim Type is P (Police Officer)
- 3) Valid entries: 01-11

28B TYPE OF ASSIGNMENT-LEOKA (located After Data Element 38)

- 1) Required when Offense is 13001, 13002, 13003 AND
- 2) When Victim Type is P (Police Officer)
- 3) Valid entries: F-L

28C ORI OTHER JURISDICTION-LEOKA (located After Data Element 38)

- 1) Required when Offense is 13001, 13002, 13003 AND
- 2) When Victim Type is P (Police Officer) AND
- 3) Officer works for a different jurisdiction that the originating jurisdiction
- 4) Valid ORI Entry

29 VICTIM AGE:

- 1) Required if Victim Type is “I” (Individual) or “P” (Police Officer).
- 2) Must be valid code or blank.
- 3) Must be blank if Victim Type is other than “I” (Individual) or “P” (Police Officer).
- 4) Must be less than 18 years old for Offense File Class:
 - 1000-2 Parental Kidnapping
- 5) If Victim to Offender Relationship is “01” (Spouse) or “27” (Ex-Spouse), then Victim Age cannot be less than 10 years old.

30 VICTIM RACE:

- 1) Required if Victim Type is "I" (Individual) or "P" (Police Officer).
- 2) Must be valid code or blank.
- 3) Must be blank if Victim Type is other than "I" (Individual) or "P" (Police Officer).

31 VICTIM SEX:

- 1) Required if Victim Type is "I" (Individual) or "P" (Police Officer).
- 2) Must be valid code or blank.
- 3) Must be blank if Victim Type is other than "I" (Individual) or "P" (Police Officer).
- 4) Must be "M" (Male) or "F" (Female) when Victim Connected Offense File Class is:
 - 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
 - 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
 - 3600-2 Sexual Penetration Non-forcible – Other
- 5) At least one of the offenders must be of the opposite sex of the victim if Victim Connected Offense File Class is:
 - 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
 - 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
 - 3600-2 Sexual Penetration Non-forcible – Other

32 VICTIM ETHNICITY:

- 1) Must be valid code or blank.
- 2) Must be blank if Victim Type is other than "I" (Individual) or "P" (Police Officer).

33 VICTIM RESIDENCE:

- 1) Must be valid code or blank.
- 2) Must be blank if Victim Type is other than "I" (Individual) or "P" (Police Officer).

34 VICTIM INJURY:

- 1) Victim Type must be "I" (Individual) or "P" (Police Officer).
- 2) Must be valid code or blank.
- 3) Must be blank if Victim Type is other than "I" (Individual) or "P" (Police Officer).
- 4) Required and can only be entered for Victim Connected Offense File Classes:
 - 0900-1 Murder/Non-negligent Manslaughter
 - 0900-2 Negligent Homicide/Manslaughter

34 VICTIM INJURY – Cont.:

- 0900-3 Negligent Homicide – Vehicle/Boat
- 0900-4 Justifiable Homicide
- 1000-1 Kidnapping/Abduction
- 1000-2 Parental Kidnapping
- 1100-1 Sexual Penetration Penis/Vagina – CSC 1st Degree
- 1100-2 Sexual Penetration Penis/Vagina – CSC 3rd Degree
- 1100-3 Sexual Penetration Oral/Anal – CSC 1st Degree
- 1100-4 Sexual Penetration Oral/Anal – CSC 3rd Degree
- 1100-5 Sexual Penetration Object – CSC 1st Degree
- 1100-6 Sexual Penetration Object – CSC 3rd Degree
- 1100-7 Sexual Contact Forcible – 2nd Degree
- 1100-8 Sexual Contact Forcible – 4th Degree
- 1200-0 Robbery
- 1300-1 Non-aggravated Assault
- 1300-2 Aggravated/Felonious Assault
- 2100-0 Extortion

6) Victim Injury must be “F” (Fatal) for Victim Connected Offense File

Classes:

- 0900-1 Murder/Non-negligent Manslaughter
- 0900-2 Negligent Homicide/Manslaughter
- 0900-3 Negligent Homicide – Vehicle/Boat
- 0900-4 Justifiable Homicide

35 VICTIM CIRCUMSTANCE:

- 1) Must be valid code or blank.
- 2) Required and can only be entered for Victim Connected Offense File Classes:
 - 0900-1 Murder/Non-negligent Manslaughter
 - 0900-2 Negligent Homicide/Manslaughter
 - 0900-4 Justifiable Homicide
 - 1300-2 Aggravated/Felonious Assault
- 3) Codes “01” through “10” are valid for Victim Connected Offense File Class:
 - 0900-1 Murder/Non-negligent Manslaughter

35 VICTIM CIRCUMSTANCE Cont.:

- 4) Codes "01" through "06" and "08" through "10" are valid for Victim Connected Offense File Class:
 - 1300-2 Aggravated/Felonious Assault
- 5) Codes "30" through "34" are valid for Victim Connected Offense File Class:
 - 0900-2 Negligent Homicide/Manslaughter
- 6) Codes "20" and "21" are valid for Victim Connected Offense File Class:
 - 0900-4 Justifiable Homicide
- 7) If codes "20" or "21" are entered, Justifiable Homicide Circumstance must be completed.
- 8) If code "30" (Child Playing with Weapon) is entered, Offender Age must be less than 17 years old.
- 9) If code "08" (Other Felony Involved) is entered, a minimum of two Group A offenses must be entered into Victim Connected Offense File Class.

36 JUSTIFIABLE HOMICIDE CIRCUMSTANCE:

- 1) Must be valid code or blank.
- 2) Required and can only be entered for Victim Connected Offense File Class:
 - 0900-4 Justifiable Homicide
- 3) Required if Victim Circumstance is:
 - "20" Criminal Killed by Private Citizen
 - "21" Criminal Killed by Police Officer

37 OFFENDER RELATED NUMBER:

- 1) Must be "01" through "99."
- 2) If completed, Victim to Offender Relationship is required.
- 3) Victim Type must be "I" (Individual) or "P" (Police Officer).
- 4) If more than one number is entered for a victim, the Offender Related Number cannot be duplicated.
- 5) Must have corresponding offender record.

38 VICTIM TO OFFENDER RELATIONSHIP:

- 1) Must be valid code or blank.
- 2) When completed, Offender Related Number is required.
- 3) Victim Type must be "I" (Individual) or "P" (Police Officer).

38 VICTIM TO OFFENDER RELATIONSHIP Cont.:

- 4) If code is "01" (Victim was Spouse), "02" (Victim was Common – Law Spouse), "13" (Child in Common), "24" (Victim was Boyfriend/Girlfriend), "27" (Victim was Ex-Spouse), "32" (Former Dating (boyfriend/girlfriend)), "33" (Resident (boyfriend/girlfriend)), or "34" (Former Resident (boyfriend/girlfriend)), victim and offender must be opposite sex.
- 5) If code is "26" (Victim was Homosexual), victim and offender must be the same sex.
- 6) Cannot be entered if Offense File Class is 7500-1 (Solicitation-All Crimes Other than Prostitution)
- 7) If code of "03" (Victim was Parent) or "06" (Victim was Grandparent), victim's age must be greater than offender's age.
- 8) If code is "05" (Victim was Child), "07" (Victim was Grandchild), or "23" (Victim was Babysitter), victim's age must be less than offender's age.
- 9) Only one Victim to Offender Relationship code of "01" (Spouse) is valid per victim.
- 10) Age of spouses or ex-spouses cannot be less than 10 years old.
- 11) If code is "31" (Victim was Offender), there must be two or more victims who are also offenders, with like file classes.
- 12) Cannot be entered if Offense File Class is 7500-1 (Solicitation-All Crimes Other than Prostitution)

DATA ELEMENT: ARREST SEGMENT EDITS**39 ARREST NUMBER:**

- 1) Must be valid number "01" through "99." Arrest Number must match Offender Number, i.e., if Offender 01 and 02 exist but only Offender 02 was arrested, Arrest Number must be 02 (to match the Offender data).
- 2) Two subjects cannot be assigned the same arrest number.
- 3) Required for all arrest records.
- 4) Arrest Number, Arrest Type, Arrest Age, Arrest Race, Arrest Sex, Arrest Charge, Arrest Armed, Date of Arrest, and Multiple Arrest Indicator must be completed for each arrest.
- 5) Disposition of Arrest under 18 is required only if the person arrested is less than 18 years old.
- 6) Arrest records cannot be submitted for Offense File Class **0900-4** Justifiable Homicide or when an incident is exceptionally cleared.
- 7) The number of arrests cannot exceed the number of offenders in an incident.

40 ARREST TYPE:

- 1) Must be valid code "O" (On-View Arrest), "S" (Summoned/Cited), or "T" (Taken into Custody).
- 2) Required for all arrest records.

41 ARREST AGE:

- 1) Must be valid number "01" through "99."
- 2) Required for all arrest records.
- 3) If age is less than "18," then Disposition of Arrest under 18 must be completed.
- 4) If Offense File Class is 7000-0 Juvenile Runaway or the Arrest Charge is 7070, age of arrestee must be 17 years old or less.

42 ARREST RACE:

- 1) Must be a valid code.
- 2) Required for all arrest records.

43 ARREST SEX:

- 1) Must be a valid code.
- 2) Required for all arrest records.

44 ARREST ETHNICITY:

- 1) Must be valid code or blank.

45 ARREST RESIDENCE:

- 1) Must be a valid code or blank.

46 ARREST CHARGE:

- 1) Must be a valid code.
- 2) Required for all arrest records.
- 3) An arrest charge for a Group A Offense File Class can only be entered if the incident includes a Group A offense.
- 4) An arrest charge for a Group B Offense File Class can only be entered if the incident includes only Group B Offense(s).

47 ARREST ARMED:

- 1) Must be a valid code.
- 2) Suffix code "A" (Automatic Firearm) valid for codes "11 – 15" only.
- 3) Required for all arrest records.
- 4) If more than one code is entered, cannot be duplicated.
- 5) Code "01" (Unarmed) can only be used once in an arrest record.

48 DATE OF ARREST:

- 1) Must be valid date.
- 2) Month must be "01 – 12."
- 3) Day cannot exceed the number of days for the month of arrest.
- 4) Date cannot be future date from the entry date.
- 5) Required for all arrest records.
- 6) Date of Arrest cannot be prior to Date of Occurrence/Report.
- 7) If Action is "W" (Window Update), Date of Arrest cannot be prior to the base date or agency start date.

49 MULTIPLE ARREST INDICATOR:

- 1) Must be valid code.
- 2) Required for all arrest records.

50 DISPOSITION OF ARREST UNDER 18:

- 1) Required when person arrested is 17 years old or younger.
- 2) Must be blank or valid code "H" (Handled within the Department) or "R" (Referred to Other Authorities).
- 3) Must be blank if arrest age is 18 years old or older.

51 CLEARANCE INDICATOR:

- 1) Required only for Action "W" (Window Update) records
- 2) Must be blank or valid code "Y" (Arrest Clears the Incident) or "N" (Incident Already Cleared by a Previous Arrest).
- 3) If more than one arrest record is entered for an incident, only the first arrest record can have "Y" in this data element and all succeeding arrest records must have "N."

DATA ELEMENT: **PROPERTY SEGMENT EDITS****52 ITEM NUMBER:**

- 1) Must be valid number "000" through "999."
- 2) Item Number must be "000" if Property Loss Type is "0" (None) or "9" (Unknown).
- 3) Item Number "000" cannot be repeated in the incident.
- 4) Item Number "000" cannot be entered on the supplemental Property (MICR9) transaction screen/format.
- 5) Property Records can only be submitted with Offense File Classes of "Crimes against Property," Kidnapping, Gambling, or Drug/Narcotics.

53 PROPERTY LOSS TYPE:

- 1) Must be valid code.
- 2) Must be "5" (Recovered) if Action is "W" (Window Update).
- 3) If "0" (None) or "9" (Unknown), Property Class, Property Value, Date Recovered, Number of Stolen/Recovered Vehicles, Suspected Drug Type, Estimated Drug Quantity, and Type Drug Measurement must be blank. (This edit does not apply if Offense File Class is **3500-1** Violation of Controlled Substances when Property Loss Type is "0" (None); Suspected Drug Type must be entered.)
- 4) If "5" (Recovered), every Property Class item must also be (or have been) reported as "7" (Stolen). This edit does not apply to Offense File Classes **2400-2** (Motor Vehicle as Stolen Property), **2500-0** (Forgery/Counterfeiting), or **2800-0 (Recovery of Stolen Property)**.
- 5) Item Number and Property Class must match for stolen and recovered records.
Exception: If a motor vehicle was reported stolen and parts of the vehicle are recovered, the recovered record can indicate a Property Class of "38" (Vehicle Parts/Accessories).
- 6) When Action is "O" (Original) or "R" (Replace), a property record is required and can only be entered if the incident involves one or more of the following Offense File Classes:
 - 1000-1 Kidnapping/Abduction
 - 1000-2 Parental Kidnapping
 - 1200-0 Robbery
 - 2000-0 Arson
 - 2100-0 Extortion

53 PROPERTY LOSS TYPE – Cont.:

- 2200-1 Burglary – Forced Entry
- 2200-2 Burglary – Entry Without Force
- 2300-1 Larceny – Pocket-picking
- 2300-2 Larceny – Purse-snatching
- 2300-3 Larceny – Theft from Building
- 2300-4 Larceny – Theft from Coin – Operated Machine
- 2300-5 Larceny – Theft from Motor Vehicle
- 2300-6 Larceny – Theft of Motor Vehicle Parts/Accessories
- 2300-7 Larceny – Other
- 2400-1 Motor Vehicle Theft
- 2400-2 Motor Vehicle as Stolen Property
- 2400-3 Motor Vehicle Fraud
- 2500-0 Forgery/Counterfeiting
- 2600-1 Fraud – False Pretenses/Swindle/Confidence Game
- 2600-2 Fraud – Credit Card/Automatic Teller Machine
- 2600-3 Fraud – Impersonation
- 2600-4 Fraud – Welfare Fraud
- 2600-5 Fraud – Wire Fraud
- 2700-0 Embezzlement
- 2800-0 Recovery of Stolen Property
- 2900-0 Damage to Property
- 3000-1 Retail Fraud – Misrepresentation
- 3000-2 Retail Fraud – Theft
- 3000-3 Retail Fraud – Refund/Exchange
- 3000-4 Organized Retail Fraud
- 3500-1 Violation of Control Substance Act
- 3500-2 Narcotic Equipment Violations
- 3900-1 Gambling – Betting/Wagering
- 3900-2 Gambling – Operating/Promoting/Assisting
- 3900-3 Gambling – Equipment Violations
- 3900-4 Gambling – Sports Tampering
- 5100-0 Bribery

53 PROPERTY LOSS TYPE – Cont.:

- 7) Property Loss Type must be “2” (Burned) if offense is “C” (Completed) and Offense File Class is:
 - 2000-0 Arson
- 8) Property Loss Type must be “4” (Destroyed/Damaged/Vandalized) if offense is “C” (Completed) and Offense File Class is:
 - 2900-0 Damage to Property
- 9) Property Loss Type must be “6” (Seized) if offense is “C” (Completed) and Offense File Class is:
 - 3900-1 Gambling – Betting/Wagering
 - 3900-2 Gambling – Operating/Promoting/Assisting
 - 3900-3 Gambling – Equipment Violations
 - 3900-4 Gambling – Sports Tampering
- 10) Property Loss Type must be “0” (None) or “6” (Seized) if offense is “C” (Completed) and Offense File Class is:
 - 3500-1 Violation of Control Substance Act
 - 3500-2 Drug Equipment Violations
- 11) Property Loss Type must be “0” (None) or “5” (Recovered) if offense is “C” (Completed) and Offense File Class is:
 - 2400-2 Motor Vehicle as Stolen Property
 - 2800-0 Recovery of Stolen Property
- 12) Property Loss Type must be “3” (Counterfeited/Forged), “5” (Recovered) or “6” (Seized) if offense is “C” (Completed) and Offense File Class is:
 - 2500-0 Forgery/Counterfeiting
- 13) Property Loss Type must be “1” (Stolen and Recovered), “5” (Recovered), or “7” (Stolen) if offense is “C” (Completed) and Offense File Class is:
 - 1200-0 Robbery
 - 2100-0 Extortion
 - 2300-1 Larceny – Pocket-picking
 - 2300-2 Larceny – Purse-snatching
 - 2300-3 Larceny – Theft from Building
 - 2300-4 Larceny – Theft from Coin – Operated Machine
 - 2300-5 Larceny – Theft from Vehicle
 - 2300-6 Larceny – Theft of Motor Vehicle Parts/Accessories

53 PROPERTY LOSS TYPE – Cont.:

- 2300-7 Larceny – Other
 - 2400-1 Motor Vehicle Theft
 - 2400-3 Motor Vehicle Fraud
 - 2600-1 Fraud – False Pretenses/Swindle/Confidence Game
 - 2600-2 Fraud – Credit Card/Automatic Teller Machine
 - 2600-3 Fraud – Impersonation
 - 2600-4 Fraud – Welfare Fraud
 - 2600-5 Fraud – Wire Fraud
 - 2700-0 Embezzlement
 - 3000-1 Retail Fraud – Misrepresentation
 - 3000-2 Retail Fraud – Theft
 - 3000-3 Retail Fraud – Refund/Exchange
 - 3000-4 Organized Retail Fraud
- 14) Property Loss Type must be “0” (None), “1” (Stolen and Recovered), “5” (Recovered), “7” (Stolen), or “9” (Unknown) if offense is “C” (Completed) and Offense File Class is:
- 1000-1 Kidnapping/Abduction
 - 1000-2 Parental Kidnapping
 - 2200-1 Burglary – Forced Entry
 - 2200-2 Burglary – Entry Without Force
 - 5100-0 Bribery
- 15) If Property Loss Type is “6” (Seized) and the incident involves a single offense of **3500-1** (Violation of Controlled Substances Act), Property Class must be “10” (Drugs/Narcotics).
- 16) If Property Loss Type is “6” (Seized) and the incident involves a single offense of **3500-2** (Drug Equipment Violations), Property Class must be “11” (Drug/Narcotic Equipment).

54 PROPERTY CLASS:

- 1) Must be valid code.
- 2) If “77” (Pending Inventory) is entered, then Property Value must be “1” (Unknown \$1).
- 3) If Property Class is completed, then Property Loss Type is required.
- 4) If “09” (Credit/Debit Cards) or “22” (Nonnegotiable Instruments) or “48” (Documents/Personal or Business) or “65” (Identity Documents) or “66” (Identity-Intangible), then Property Value must be “0.”
- 5) If Property Class is “10” (Drugs/Narcotics) and Property Value is blank, there must be an Offense File Class of **3500-1** (Violation of Controlled Substance Act).

54 PROPERTY CLASS Cont.:

- 6) If Property Class is "11" (Narcotic Equipment) and Loss Type is "6", there must be an Offense File Class of **3500-2** (Narcotic Equipment Violation).
- 7) Only one property record with code "77" (Pending Inventory) can be entered per incident. This record can only be entered on the Incident (MICR1) screen/format.

55 PROPERTY VALUE:

- 1) If entered, must be numeric.
- 2) If value is Unknown, must have value of "1" (\$1.).
- 3) Must be whole dollars (no cents are to be entered)
- 4) Must be "0" if Property Class is "09" (Credit/Debit Cards) or "22" (Nonnegotiable Instruments) or "48" (Documents/Personal or Business) or "65" (Identity Documents) or "66" (Identity-Intangible).
- 5) If a value is entered, then Property Loss Type and Property Class must be entered.
- 6) Can be "0" if Property Class is "88" (Other).
- 7) All property that is recovered must also be reported as stolen. (This edit does not apply to Offense File Class **2400-2** Motor Vehicle as Stolen Property, **2500-0** Forgery/Counterfeiting, or 2800-0 Recovery of Stolen Property).
- 8) When Property Loss Type entries are made for both "7" (Stolen) and "5" (Recovered), the recovered property cannot have property values greater than corresponding property values reported stolen.
- 9) If Property Class is coded as "10" (Drugs/Narcotics) and the only offense submitted is **3500-1** (Violation of Controlled Substances Act), the property value must be blank. However, if there are multiple property offenses submitted, do not include the value of any "10" (Drugs/Narcotics) pertaining to offense **3500-1** in this data element, but do include the value of these drugs that apply to non **3500-1** offenses. If any offense other than **3500-1** has a "10" (Drugs/Narcotics) entry, the value for this property must be entered in this data element.

56 DATE RECOVERED:

- 1) Must be a valid date.
- 2) Month must be "01" – "12."
- 3) Day cannot exceed the number of days for the month recovered.
- 4) Cannot be future date from the entry date.
- 5) Required when Property Type Loss is "1" (Stolen and Recovered) or "5" (Recovered).
- 6) Cannot be prior to original Date of Occurrence/Report.
- 7) If completed, Property Type, Property Class, and Property Value must be entered.
- 8) If Action is "W" (Window Update), Date Recovered cannot be prior to the base date or agency start date.
- 9) Must be blank if Property Loss Type is not "1" (Stolen and Recovered) or "5" (Recovered).

57 NUMBER OF STOLEN/RECOVERED VEHICLES:

- 1) Must be blank or valid code.
- 2) Must be blank if Offense File Class is not **2400-1** (Motor Vehicle Theft) or **2400-2** Motor Vehicle as Stolen Property.
- 3) If Offense File Class is **2400-1** (Motor Vehicle Theft) and Property Type is "5" (Recovered), then all vehicles must have been reported stolen and the value and number of vehicles recovered cannot be greater than the value and number of vehicles stolen.
- 4) Must be blank if Property Class is not "03" (Automobiles), "05" (Buses), "24" (Other Motor Vehicles), "28" (Recreational Vehicles), or "37" (Trucks).
- 5) The total number of recovered vehicles must be equal to or less than the total number of stolen vehicles per incident.
- 6) Required when offense code is:
 - 2400-1 Motor Vehicle Theft and Property Loss Type is:
 - 1 Stolen and Recovered
 - 5 Recovered
 - 7 Stolen and
 - Property Class is:
 - 03 Automobiles
 - 05 Buses
 - 24 Other Motor Vehicles

- 28 Recreational Vehicles
 - 37 Trucks
- 7) Required when offense code is:
- 2400-2 Motor Vehicle as Stolen Property and Property Loss Type is:
- Property Loss Type is:
- 5 Recovered and
- Property Class is:
- 03 Automobiles
 - 05 Buses
 - 24 Other Motor Vehicles
 - 28 Recreational Vehicles
 - 37 Trucks

58 SUSPECTED DRUG TYPE:

- 1) Must be a blank or valid code.
- 2) Required when offense code is
 - 3500-1 Violation of Controlled Substances Act and Property Loss Type is:

Property Loss Type is:

 - 0 None
 - 6 Seized

And Property Class is:

 - 10 Drugs/Narcotics
- 3) If "77" (Over 3 Drug Types) is entered, two other drug types must also be entered.
- 4) If "77" (Over 3 Drug Types) is entered, then Estimated Drug Quantity and Type Drug Measurement must be blank.
- 5) If other than "77" (Over 3 Drug Types) is entered, then Estimated Drug Quantity and Type Drug Measurement must be completed.
- 6) If more than one code is entered, the same code cannot be entered within the same Type Drug Measurement.

59 ESTIMATED DRUG QUANTITY:

- 1) Must be blank or valid number.
- 2) Required when offense file class is:
 - 3500-1 Violation Controlled Substances Act and
Property Loss Type is:
 - 6 Seized and
Property Class is:
 - 10 Drugs/Narcotics
- 3) Not required if Suspected Drug Type is “77” (Over 3 Drug Types) or “99” (Unknown).
- 4) If completed, then Suspected Drug Type and Type Drug Measurement must be entered.
- 5) Must be “1000” (None) if Type Drug Measurement is “XX” (Not Reported).

60 TYPE DRUG MEASUREMENT:

- 1) Must be blank or valid.
- 2) Required when Offense File Class is:
 - 3500-1 Violation Controlled Substances Act and
Property Loss Type is:
 - 6 Seized and
Property Class is:
 - 10 Drugs/Narcotics
- 3) Not required if Suspected Drug Type is:
 - 77 Over 3 Drug Types
 - 99 Unknown
- 4) “NP” can only be used as measurement if Suspected Drug Type is:
 - 05 Marijuana
 - 07 Opium
 - 11 Other Hallucinogens
- 5) If completed, then Suspected Drug Type and Estimated Drug Quantity must be completed.
- 6) If “XX” (Not Reported), Estimated Drug Quantity must be “1” (None).

If more than one drug property item is entered, the same Suspected Drug Type code cannot be entered with the same Type Drug Measurement.

DATA ELEMENT:**ADDRESS RECORD EDITS**

- 1) Must be a valid code.
- 2) Action "A" to add an address record.
- 3) Action "I" to inquire on an address record.
- 4) Action "D" to delete an incident record.
- 5) Incident Begin Date/Time must be valid format – MMDDYYYYhhmm
- 6) Incident End Date/Time must be valid format - MMDDYYYYhhmm

MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION 2

MICR Final Edits

**Michigan Department of State Police
Criminal Justice Information Center
MICR Unit
February 2014**

MICR FINAL EDITS

Final edits are cross screen edits and are performed when data element 61 (Incident Complete Indicator) is marked as complete.

1000 FINAL EDITS: ONLY ONE VICTIM RECORD CAN EXIST WITH TYPE S (SOCIETY/PUBLIC)

If all Offense File Classes (Data Element 14) entered for the incident are included in the following list, then only one MICR5 victim record with Victim Type Society can exist: **35001 – 35002, 37000, 39001 – 39004, 40001 – 40003, 41001 – 41002, 42000, 49000, 50000, 52001 – 52003, 53001 – 53002, 54002, 57001, 58000, 60000, 62000, 63000, or 64001-64002.**

Individual or Police Officer victims may also be entered if there is a domestic relationship between the Offender and the Individual or Police Officer Victim.

1001 FINAL EDITS: NO CORRESPONDING VICTIM RECORD FOR OFFENSE FILE CLASS

Each Offense File Class (Data Element 14) must have at least one victim record pointing to it via Victim Connected File Class (Data Element 27) if the offense is one of the following: **09001 – 09004, 10001 – 10002, 11001 – 11008, 12000, 13001 – 13003, 20000, 21000, 22001 – 22002, 23001 – 23007, 24001 – 24003, 25000, 26001 – 26005, 27000, 28000, 29000, 30001 – 30004, 35001 – 35002, 36001 – 36002, 37000, 38001, 39001 – 39004, 40001 – 40003, 51000 or 52001 – 52003.**

1002 FINAL EDITS: ONLY ONE VICTIM CAN BE ASSIGNED AS A SPOUSE OF AN OFFENDER

Only one MICR5 victim record can show a Victim to Offender Relationship (Data Element 38) of "01" (Spouse) associated to a specific offender.

1003 FINAL EDITS: ANOTHER VICTIM RECORD MUST EXIST WITH A COMMON FILE CLASS AND VOR 31 FOR VICTIM

If Victim to Offender Relationship (Data Element 38) is "31" (Offender), another MICR5 victim record must exist with Victim to Offender Relationship of 31 and the same Victim Connected File Class (Data Element 27).

1004 FINAL EDITS: ANOTHER VICTIM RECORD MUST EXIST WITH A COMMON FILE CLASS

If Victim to Offender Relationship (Data Element 38) is 31 (victim is offender), another Victim record must exist with Victim to Offender Relationship of 31 and the same Victim Connected File Class (Data Element 27). For example, this would be the case for two offenders who are also victims of an aggravated assault (two individuals assault each other).

1005 FINAL EDITS: IF VOR = 31, VICTIM AND OFFENDER MUST BE SAME AGE/RACE/SEX

If Victim to Offender Relationship (Data Element 38) is "31" (Offender), then offender and victim must be the same person.

1006 VOR 31 CANNOT BE ASSIGNED TO OFFENDER NUMBER FOR VICTIM RECORD

No two MICR5 victim records can show a Victim to Offender Relationship (Data Element 38) of "31" (Offender) to the same Offender Number (Data Element 22).

1007 FINAL EDITS: AT LEAST 2 OFFENDER RECORDS MUST EXIST

If Victim to Offender Relationship (Data Element 38) is "31" (Offender), then at least two offender records must exist.

1008 FINAL EDITS: VOR MUST BE 99 FOR AN UNKNOWN OFFENDER

If the MICR3 offender record has an Offender Age (Data Element 23) of "00" (Unknown), Offender Race (Data Element 24) of "U" (Unknown) and Offender Sex (Data Element 25) of "U" (Unknown), then the matching Victim to Offender Relationship (Data Element 38) must have a value of "99" (Unknown).

1009 FINAL EDITS: ALL OFFENDERS MUST BE ENTERED IN VICTIM OFFENDER RELATIONSHIP

If Offense File Class (Data Element 14) is **09001 – 09004, 10001 – 10002, 11001 – 11008, 12000, 13001 – 13003, 36001 – 36002** or **38001** and Victim Type (Data Element 28) is "I" (Individual) or "P" (Police Officer), then there must be a Victim to Offender Relationship (Data Element 38) for at least two of the Offender Numbers (Data Element 22) except when the Offender Number is zero.

1010 FINAL EDITS: ARREST CLEARANCE MAY ONLY BE SET ON ONE ARREST

Clearance Indicator (Data Element 51) can be "Y" (Arrest Clears the Incident) for only the first MICR7 arrest record. All other MICR7 arrest records must have Clearance Indicator = "N" (Incident Already Cleared by a Previous Arrest). The first arrest clears the incident.

1011 FINAL EDITS: ARREST CLEARANCE MAY ONLY BE SET ON FIRST ENTERED ARREST

If Clearance Indicator (Data Element 51) is entered on an arrest and there are multiple arrests, Clearance Indicator can only exist for one arrest.

1012 FINAL EDITS: ONLY ONE PROPERTY RECORD CAN EXIST WITH DRUG TYPE 99-UNKNOWN

If Offense File Class (Data Element 14) is **35001**, then only one MICR9 property record can exist with Suspected Drug Type (Data Element 58) "99" (Unknown).

1013 FINAL EDITS: OFFENDER RECORD DOES NOT EXIST FOR OFFENDER IN VOR

For every Offender Related Number (Data Element 37) there must be a corresponding MICR3 offender record with that Offender Number (Data Element 22).

1014 FINAL EDITS: OFFENDER AGE CANNOT BE <10

If any Victim to Offender Relationship (Data Element 38) is "01" (Spouse) or "27" (Ex-Spouse), then the related MICR3 offender record for the Offender Related Number (Data Element 37) cannot have Offender Age (Data Element 23) less than 10 years old.

1015 FINAL EDITS: VICTIM AGE CANNOT BE <10

If any Victim to Offender Relationship (Data Element 38) is "01" (Spouse) or "27" (Ex-Spouse), then the related MICR5 victim record for the Victim Related Number (Data Element (Data Element 26) cannot have Victim Age (Data Element 29) less than 10 years old.

1016 FINAL EDITS: AT LEAST ONE OFFENDER RECORD WITH AGE NOT 00, SEX NOT U, RACE NOT U MUST EXIST

If Exceptional Clearance (Data Element 11) is entered or if any Offense File Class (Data Element 14) for the incident is **09004**, then at least one MICR3 offender record must exist with Offender Age (Data Element 23), not "00" (Unknown), Offender Race (Data Element 24), not "U" (Unknown) and Offender Sex (Data Element 25), not "U" (Unknown).

1017 FINAL EDITS: AT LEAST ONE OFFENDER MUST BE OPPOSITE SEX FROM THE VICTIM

For each MICR5 victim record that has a Victim Connected File Class (Data Element 27) of **11001** or **11002**, or **36002**, the Victim Sex (Data Element 31) for the matching Victim Number (Data Element 26) must be the opposite of at least one of the Offender Sex (Data Element 25) for that incident.

1018 FINAL EDITS: AT LEAST 3 DRUG TYPES MUST EXIST

If Suspected Drug Type (Data Element 58) is "77" (Over 3 Drug Types), then two other MICR9 property records must exist with unduplicated Suspected Drug Type.

1019 FINAL EDITS: VALUE RECOVERED CANNOT BE GREATER THAN VALUE STOLEN

If Offense File Class (Data Element 14) is not **24002**, **25000** or **28000**, then Property Value (Data Element 55) for the MICR9 property records that have a Property Loss Type (Data Element 53) of "5" (Recovered) must be less than or equal to the Property Value for the MICR9 property records that have a Property Loss Type of "7" (Stolen). The dollar value recovered cannot exceed the dollar value stolen.

1020 FINAL EDITS: NUMBER OF RECOVERED VEHICLES CANNOT BE GREATER THAN NUMBER STOLEN

If Offense File Class (Data Element 14) is not **24002**, **25000**, or **28000**, then Number Stolen/Received Vehicles (Data Element 57) for the MICR9 property records that have a Property Loss Type (Data Element 53) of "5" (Recovered) must be less than or equal to Number Stolen/Recovered Vehicles for the MICR9 property records that have a Property Loss Type of "7" (Stolen). There cannot be more vehicles recovered than were stolen.

1021 FINAL EDITS: PROPERTY TYPE MUST BE 2

If Offense File Class (Data Element 14) is **20000** and Offense Attempted/Completed (Data Element 16) is "C" (Completed), then a MICR9 property record must exist with Property Loss Type (Data Element 53) of "2" (Burned).

1022 FINAL EDITS: PROPERTY TYPE MUST BE 4

If Offense File Class (Data Element 14) is **29000** and Offense Attempted/Completed (Data Element 16) is "C" (Completed), then a MICR9 property record must exist with Property Loss Type (Data Element 53) of "4" (Destroyed/Damaged/Vandalized).

1023 FINAL EDITS: PROPERTY TYPE MUST BE 6

If Offense File Class (Data Element 14) is **39001 – 39004** and Offense Attempted/Completed (Data Element 16) is "C" (Completed), then a MICR9 property record must exist with Property Loss Type (Data Element 53) of "6" (Seized).

1024 FINAL EDITS: PROPERTY TYPE MUST BE 0 OR 6

If Offense File Class (Data Element 14) is **35001 – 35002** and Offense Attempted/Completed (Data Element 16) is "C" (Completed), then a MICR9 property record must exist with Property Loss Type (Data Element 53) of "0" (None) or "6" (Seized).

1025 FINAL EDITS: PROPERTY TYPE MUST BE 0 OR 5

If Offense File Class (Data Element 14) is **24002** or **28000** and Offense Attempted/Completed (Data Element 16) is "C" (Completed), then a MICR9 property record must exist with Property Loss Type (Data Element 53) of "0" (None) or "5" (Recovered).

1026 FINAL EDITS: PROPERTY TYPE MUST BE 3, 5, OR 6

If Offense File Class (Data Element 14) is **25000** and Offense Attempted/Completed (Data Element 16) is "C" (Completed), then a MICR9 property record must exist with Property Loss Type (Data Element 53) of "3" (Counterfeited/Forged), "5" (Recovered) or "6" (Seized).

1027 FINAL EDITS: PROPERTY TYPE MUST BE 1, 5, OR 7

If Offense File Class (Data Element 14) is **12000, 21000, 23001 – 23007, 24001, 24003, 26001 – 26005, 27000, or 30001 – 30004** and Offense Attempted/Completed (Data Element 16) is "C" (Completed), then a MICR9 property record must exist with Property Loss Type (Data Element 53) of "1" (Stolen and Recovered), "5" (Recovered) or "7" (Stolen).

1028 FINAL EDITS: PROPERTY TYPE MUST BE 0/1/5/7/9

If Offense File Class (Data Element 14) is **10001 – 10002, 22001 – 22002 or 51000** and Offense Attempted/Completed (Data Element 16) is "C" (Completed), then a MICR9 property record must exist with a Property Loss Type (Data Element 53) of "0" (None), "1" (Stolen and Recovered), "5" (Recovered), "7" (Stolen) or "9" (Unknown).

MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION 3

MICR1 Edits

**Michigan Department of State Police
Criminal Justice Information Center
MICR Unit
February 2014**

MICR1 EDITS**101 ORI REQUIRED
ORI NOT VALID**

A Valid Originating Agency ID is required.

- WHEN LEFT BLANK IN DATA FILE, ERROR "STRING INDEX OUT OF RANGE: 7" OCCURS.

**102 ORIG – YEAR MUST BE >50
ORIG – YEAR CANNOT BE FUTURE YEAR**

Original Year is required and cannot be a future year.

105 ASSIST ORI MAY NOT BE ENTERED

If Assist ORI is entered, data elements 15 through 60 cannot exist.

106 INCIDENT COMPLETE MUST BE Y OR N

Incident Complete Indicator must be "Y" (Yes, the Incident is Complete) or "N" (No, the Incident is not Complete).

107 COUNTY MUST RANGE FROM 01 TO 83

County is required and must be from "01" to "83."

108 CITY/TOWNSHIP IS REQUIRED

City/Township code is required and must be from "01" to "99."

109 COUNTY/CITY – TWP IS NOT VALID

County and/or City/Township code(s) must be valid. Refer to MICR Handbook, Section 16 for valid entries.

**110 INVALID COUNTY NUMBER
ORI NOT VALID FOR COUNTY/CITY – TWP**

County must be from "01" to "83".

City/Township must be a valid code. See MICR Handbook, Section 16 for valid codes.

**111 ASSIST ORI CANNOT BE SAME AS ORI
INVALID ASSIST ORI
INCIDENT DATE IS NOT VALID
INCIDENT DATE CANNOT BE A FUTURE DATE
FILE CLASS 1 REQUIRED
FIELDS (SITE THRU PREMISE) MUST NOT BE ENTERED FOR ASSISTS
OFFENDER INFORMATION MUST NOT BE ENTERED FOR ASSISTS**

**VICTIM INFORMATION MUST NOT BE ENTERED FOR ASSISTS
 ARREST INFORMATION MUST NOT BE ENTERED FOR ASSISTS
 PROPERTY INFORMATION MUST NOT BE ENTERED FOR ASSISTS
 INCIDENT DATE CANNOT BE PRIOR TO BASE DATE
 CARGO THEFT CANNOT BE ENTERED FOR ASSIST OR WINDOW RECORDS
 FIELDS (SITE THRU PREMISE) MUST NOT BE ENTERED FOR WINDOW
 RECORDS
 DOMESTIC VIOLENCE CANNOT BE ENTERED FOR ASSIST OR WINDOW
 RECORDS**

Based on the incident data submitted, invalid codes exist.

- For Assist incidents, only certain data elements may exist.
 - For Window incidents, fields Site through Premise must not be entered.
- See MICR Handbook, Sections 2 and 3, for more specific information.

112 CLEAR – DATE IS REQUIRED FOR ACTION = M

If Action is “M” (Modified), then Exceptional Clearance and Exceptional Clearance Date are required.

113 EXCEPT IS REQUIRED FOR ACTION = M CLEAR DATE IS NOT VALID CLEAR DATE CANNOT BE A FUTURE DATE INCIDENT DATE IS NOT VALID CLEAR DATE CANNOT BE PRIOR TO INCIDENT DATE

Exceptional Clearance Date must be valid and cannot be prior to Date of Occurrence/Report and cannot be future date.

114 EXCEPT CLE MUST BE 10/11/12/13/14

If entered, Exceptional Clearance must be “10” (Death of Offender), “11” (Prosecution Declined), “12” (Extradition Denied), “13” (Victim Refused to Cooperate) or “14” (Juvenile/No Custody).

115 ARREST RECORD EXISTS, CANNOT ENTER EXCEPTIONAL CLEARANCE

Exceptional Clearance cannot be entered if MICR7 arrest record exists.

116 INCIDENT DATE MUST BE WITHIN ORIGINAL YEAR

Date of Occurrence/Report must be within the Original Year.

117 ACTION MUST BE O

Action must be “O” (Original) when Incident Number = “0000000000.”

118 INCIDENTS EXIST FOR THIS MONTH, INCIDENT NUMBER CANNOT BE ZEROS

No other incident records can exist for ORI with Date of Occurrence/Report, Date of Arrest or Date Recovered within the month and year of the record with the incident number of "0000000000."

119 NO CRIMINAL DATA RECORD (INCIDENT NUMBER 0) EXISTS FOR THIS MONTH

Original incident can not be created as no criminal data record exists for the selected month.

**120 MONTH IN INCIDENT DATE IS NOT VALID
YEAR IN INCIDENT DATE IS NOT VALID**

If Incident Number is "0000000000," then month and year in Date of Occurrence/Report must be valid and day must = "00."

121 REPORT DATE MUST BE R

If Incident Number is "0000000000," then Occurrence/Report Date Indicator must = "R" (Date of Report).

123 CITY/TWP IS PRISON, OFFENSE SITE MUST BE 15

If City/Township is "P" (Prison) in ORICT File, then Location Site must = "15" (Jail/Prison).

**125 CLEAR – DATE IS NOT VALID
CLEAR – DATE CANNOT BE PRIOR TO BASE DATE**

If entered, Exceptional Clearance Date, Date of Arrest and Date cannot be prior to Base Date in System or ORI Start Date and cannot be future date.

126 INCIDENT DATE MUST BE PRIOR TO BASE DATE OR ORI START DATE

If Action is "W" (Window Update) Date of Occurrence/Report must be prior to either year in **BASE – DATE** in **SYSTEM** or **ORI START DATE** in the MIF File.

127 HOUR OCCURRED CANNOT BE ENTERED

If Action is "W" (Window Update), then Hour Occurred cannot be entered.

129 MUST ENTER EXCEPTIONAL CLEARANCE OR ARREST INFO OR RECOVERED PROPERTY FOR ACTION = W (WINDOW RECORD UPDATE)

If Action is "W" (Window Update) either an exceptional clearance, an arrest or recovered property must be entered.

130 VICTIM/OFFENDER INFORMATION CANNOT BE ENTERED FOR WINDOW RECORDS

If Action is "W" (Window Update) offender and victim information cannot be entered.

131 OFFENSE 0900-4 NOT VALID FOR ACTION = W

Offense File Class cannot be **09004** if Action = "W" (Window Update).

133 PROPERTY TYPE MUST = 5 FOR ACTION W

If action is "W" (Window Update) and if Property Loss Type is "5" (Recovered), then Item Number, Property Class, Property Value and Date Recovered are required.

137 REPORT DATE INDICATOR MUST BE E OR R

Occurrence/Report Date Indicator is required and must be "E" (Occurrence or Event) or "R" (Date of Report).

138 HOUR – OCC MUST BE 00 to 23 OR 99

Hour Occurred must be valid code "00 – 23" or "99."

140 VICTIM INFORMATION IS REQUIRED

If Offense File Class (Data Element 14) is any one of the following: **09001 – 09004, 10001 – 10002, 11001 – 11008, 12000, 13001 – 13003, 20000, 21000, 22001 – 22002, 23001 – 23007, 24001 – 24003, 25000, 26001 – 26005, 27000, 28000, 29000, 30001 – 30004, 35001 – 35002, 36001 – 36002, 37000, 38001, 39001 – 39004, 40001 – 40003, 51000 or 52001 – 52003, 64001 – 64002.**

Then Offender Number, Victim Number, Victim Connected File Class, and Victim Type are required. Victim Number cannot be zero.

141 PROPERTY INFORMATION IS REQUIRED

If Offense File Class is any one of the following: **10001 – 10002, 12000, 20000, 21000, 22001 – 22002, 23001 – 23007, 24001 – 24003, 25000, 26001 – 26005, 27000, 28000, 29000, 30001 – 30004, 35001 – 35002, 39001 – 39004, or 51000,**

Then Item Number (Data Element 52) is required.

143 SITE IS REQUIRED FOR OFFENSE ATTEMPT 1 IS REQUIRED FOR OFFENSE

- Errors 200 and 202 occur: Site is Required; Attempt is Required

If any Offense File Class (Data Element 14) is entered, then Location Site (Data Element 15) and Offense Attempted/Completed (Data Element 16) are required.

144 FILE CLASS IS REQUIRED FOR OFFENSE

If any offense line field is entered, then Offense File Class is required.

145 WEAPON IS REQUIRED FOR OFFENSE

If Offense File Class is any one of the following: **09001 – 09002, 09004, 10001 – 10002, 11001 – 11008, 12000, 13001 – 13002, 21000** or **52001 – 52003, 64001 – 64002**.

Then Weapon Type (Data Element 19) is required.

**146 ACTIV TYPE 1 IS REQUIRED FOR OFFENSE
ACTIV TYPE MUST BE BLANK FOR OFFENSE**

If Offense File Class (Data Element 14) is one of the following: **24002, 25000, 28000, 35001 – 35002, 37000, 39003, or 52001 – 52003**

Then Activity Type (Data Element 20) is required, otherwise Activity Type must be blank.

147 VICTIM NUMBER IS REQUIRED

If any victim related field is entered, then Victim Number is required.

148 EXCEPT MUST BE 10/11/12/13/14

If Exceptional Clearance is entered, then it must = "10" (Death of Offender), "11" (Prosecution Declined), "12" (Extradition Denied), "13" (Victim Refused to Cooperate) or "14" (Juvenile/No Custody).

149 CLEAR DATE MUST BE ENTERED WHEN EXCEPT IS ENTERED

If Exceptional Clearance is entered, then Exceptional Clearance Date is required.

150 ARREST INFORMATION CANNOT BE ENTERED IF EXCEPTIONAL CLEAR IS NOT BLANK

If Exceptional Clearance is entered, then Arrest Number and other arrest information must **NOT** be entered.

151 OFFENDER NUMBER CANNOT BE 00

If Action is not "W" (Window Update) and Exceptional Clearance is entered, then Offender Number cannot be "00."

**152 EXCEPT CLEAR MUST BE 00 FOR OFFENSE = 0900-4
CLEAR DATE IS NOT REQUIRED FOR OFFENSE = 0900-4**

If Offense File Class is **0900-4**, then Exceptional Clearance must NOT be entered.

153 EXCEPT CLEAR MUST BE ENTERED WHEN CLEAR DATE IS ENTERED

If Exceptional Clearance Date is entered, then Exceptional Clearance is required.

154 ASSIST ORI IS NOT VALID

If Assist ORI Number is entered, the first two characters must be "MI" and the ORI must be a valid Michigan ORI.

155 FILE CLASS 1 REQUIRED

Offense File Class is required.

**156 FILE CLASS IS NOT VALID
CANNOT HAVE DUPLICATE FILE CLASSES**

If entered, Offense File Class must be a valid offense and cannot be duplicated. .

157 FILE CLASS 09004/75000/77000 SHOULD OCCUR ALONE

If Offense File Class is **09004**, **75000**, or **77000**, then Offense File Class 2 through Offense File Class 4 must be blank.

158 OFFENSE SITE IS NOT VALID

- Receive Error 201: SITE MUST BE 01 to 21/23/24/31 to 41/44 to 46/48 to 50/54 to 56/88/99.

If entered, Location Site must =

- "01"- "21", "23", "24", "31" to "41", "44" to "46", "48" to "50", "54" to "56", "88" or "99"

159 SITE MUST BE 14 OR 19 WHEN PREMISE 1 IS GREATER THAN 0

If Offense File Class is **22001** or **22002** and Premises Entered is not "00," the Location Site must be "14" (Hotel/Motel/etc.) or "19" (Rental Storage).

160 ATTEMPT FOR OFFENSE MUST BE A/C

If entered, Offense Attempted/Completed must be "A" (Attempted) or "C" (Completed).

161 ATTEMPT FOR OFFENSE MUST BE C

If Offense File Class (Data Element 14) is one of the following: **09001 – 09004** or **13001 – 13003**.

Then Offense Attempted/Completed must be "C" (Completed).

162 PROPERTY LOSS TYPE OF 0 OR 9 MUST BE ENTERED FOR ATTEMPTS

If Offense Attempted/Completed (Data Element 16) is "A" (Attempted) and Offense File Class (Data Element 14) is any one of the following: **10001-10002, 12000, 20000, 21000, 22001-22002, 23001-23007, 24001-24003, 25000, 26001-26005, 27000, 28000, 29000, 30001-30004, 35001-35002, 39001-39004, or 51000**

Then Property Loss Type must be “0” (None) or “9” (Unknown), Item Number must be “000” and all other fields in the property record must be blank. (Exception: 35001, Suspected Drug Type is required.)

**163 USED FOR OFFENSE MUST BE A/C/D/N
USED CANNOT BE DUPLICATED IN OFFENSE
USED 1 FOR OFFENSE MUST BE A/C/D
USED 2 FOR OFFENSE MUST BE A/C/D**

If entered, Offender Suspected of Using must = “A” (Alcohol), “C” (Computer Equipment), “D” (Drugs/Narcotics) or “N” (Not Applicable/None) and cannot be duplicated within the offense.

164 USED = N MUST OCCUR ALONE FOR AN OFFENSE

If any Offender Suspected of Using is “N” (Not Applicable/None), others on the line must be blank.

165 INVALID BIAS IN OFFENSE

If entered, Suspected Bias Motivation must be one of the following:

- “11” to “15”, “21” to “27”, “32” to “33”, “41” to “45”, “51” to “52”, “61” to “62”, “88”, “00”, or “99”

166 INVALID WEAPON

If entered, 1st two characters of Weapon Type must be one of the following:

- “00”, “11” to “15”, “20”, “30”, “40”, “50”, “60”, “65”, “70”, “85”, “88” or “99”,
And “A” (Automatic Firearm)

and the 3rd character can be “A” (Automatic Firearm) if characters 1 and 2 are 11 – 15.

167 WEAPON MUST BE 00/40/88/99 FOR 1300-1

If Offense File Class is **1300-1**, then Weapon Type can only be “00b” (None), “40b” (Personal Weapons), “88b” (Other) or “99b” (Unknown),
(b= blank).

168 WEAPON = 00 IS NOT VALID FOR 09001, 09002 OR 09004

If Offense File Class is **09001**, **09002**, or **09004**, then Weapon Type cannot be “00” (None).

169 3RD CHARACTER OF WEAPON MUST BE A OR BLANK

If entered, third character of Weapon Type (Data Element 19) must be “A” (Automatic Firearm) or blank.

170 ACTIVITY MUST BE B/C/D/E/O/P/T/U

If Offense File Class is one of the following offenses: 24002, 25000, 28000, 35001, 35002, 37000, 39003, 52001-52003, Activity Type must be a valid code of B/C/D/E/O/P/T/U.

171 ACTIVITY MUST BE J/G/N

If Offense File Class is one of the following offenses: 09001, 09002, 10001, 10002, 11001-11008, 12000, 13001-13003, Activity Type must be a valid code of J, G, or N.

172 IF ACTIVITY TYPE N ENTERED, NO OTHER ACTIVITY TYPE CAN BE ENTERED

If Offense File Class is one of the following: 09001, 09002, 10001, 10002, 11001-11008, 12000, 13001-13003, AND Activity Type is "N" (known/unknown), no other Activity Types can exist.

173 ACTIVITY TYPE CANNOT BE DUPLICATED

If entered, Activity Type cannot be duplicated on a line.

**174 PREMISE REQUIRED IF SITE IS 14 OR 19
SITE CANNOT BE 14 OR 19 WHEN PREMISE IS BLANK OR 0**

Premise Can Be >0 ONLY when File Class is 22001 or 22002 and Site is 14 or 19.

175 ACTION MUST BE O/A/M/D/W/I

An invalid Action code has been entered. Valid Action codes are O/A/M/D/W/I.

176 ORIG YEAR MUST BE NUMERIC

Original Year must be numeric and not alpha or alpha/numeric.

177 INCIDENT NUMBER MUST BE NUMERIC

The Incident Number contains non-numeric character(s). Incident Number can only be numeric, including 0 for No Criminal Data.

178 INVALID FILE CLASS

An Offense File Class was entered that is not valid. Refer to MICR Handbook, Section 5, for valid Offense File Class list.

179 **GEO CODE MUST BE 4 CHARACTERS LONG

This is an optional field, cannot make error occur. Should not be edits in place.

180 CITY/TOWNSHIP CODE MUST BE NUMERIC

The City/Township contains non-numeric character(s). City/Township codes can only be numeric.

181 ORIGINAL YEAR MUST BE AFTER ARCHIVE DATE

If Action is O, Original Year must be after the archive date and after the base date (current year plus one).

200 SITE IS REQUIRED

Location Site is required unless Action is W.

201 SITE MUST BE 01-21/23/24/31 TO 41/45/46/48 TO 50/54 TO 57/88/99

Location Site must be numeric AND a valid code.

202 ATTEMPT IS REQUIRED

Offense Attempted/Completed is required and must be a valid code, A or C.

203 ATTEMPT MUST BE A FOR OFFENSE

If Offense File Class is 10001, 10002, 12000, 20000, 21000, 22001-22002, 23001-23007, 24001-24003, 25000, 26001-26005, 27000, 28000, 29000, 30001-30004, 35001-35002, 39001-39003, or 51000, AND Property Loss Type is 0 or 9, Offense Attempt/Completed must be A.

204 OFFENDER USED IS REQUIRED

Offender Suspected of Using is required and must be a valid code, A, C, D or N.

205 BIAS IS REQUIRED FOR OFFENSE

The Offense File Class entered requires a valid Suspected Bias Motivation code.

206 WEAPON IS REQUIRED

The Offense File Class entered requires a valid Weapon Type.

207 WEAPON SHOULD BE SUFFIXED WITH A CODE BETWEEN 11 TO 15**208 ACTIVITY TYPE CANNOT BE ENTERED FOR OFFENSE**

The Offense File Class entered does not require an Activity Type. See MICR Code Card for valid Activity Type and related Offense File Class listing.

209 PREMISE MUST BE 00 TO 99

If Premises Entered is entered, the entry must be numeric between 00 and 99.

210 PREMISE IS NOT REQUIRED FOR OFFENSE

Premises Entered is only required when Offense File Class is 22001 or 22002 AND Location Site is 14 or 19.

211 WHEN NO DATA TO REPORT, ASSIST ORI MUST BE EMPTY

If no criminal data to report, Assist ORI Must Be Blank.

212 NO FILE CLASS FOUND WHICH REQUIRES PROPERTY INFORMATION

An Offense File Class was not submitted that requires property.

213 PROPERTY ITEM NUMBER MUST BE A 3 DIGIT NUMBER

Property Item Numbers must be 000-999.

214 PROPERTY RECORD NOT ALLOWED WHEN VALID PROPERTY CLASS EXISTS

A Property Item of 000 was entered when a valid Property Item, Loss Type and Property Class exist.

215 NO MATCHING RECORD

Inquire was performed on a record that does not exist in the database.

216 ERROR PERFORMING INQUIRY

The database experienced a problem in retrieving the requested record.

217 INSERT FAILED – RECORD MAY EXIST

Attempt to submit an Original or Window record failed.

218 INCIDENT DOES NOT EXIST

A supplemental record was entered and the database does not contain an Original record to accompany this record.

219 WINDOW RECORD DOES NOT EXIST**220 ARREST NUMBER ALREADY EXISTS**

An Arrest Number is being submitted that currently exists in the database.

221 DELETE FAILED

An attempt was made to delete a record and it failed. Inquire on the incident again and attempt to delete again.

222 NO ORIGINAL RECORD EXISTS

Inquire was performed on a record that does not exist in the database.

223 WEAPON CANNOT BE ENTERED FOR OFFENSE

A Weapon Type was entered when the Offense File Class does not require a weapon.

224 CARGO THEFT MUST BE Y OR N

Valid submission for Cargo Theft is “Y” or “N” and must be entered if one of the following offenses is submitted:

12000, 23003, 23005, 23007, 26001, 26002, 26003, 26005, 21000, 22001, 22003, 24001, 30001, 27000 or 51000.

225 THIS OFFENSE REQUIRES AN ENTRY OF Y OR N FOR CARGO THEFT

If one of the following offenses occurs, an entry of “Y” or “N” is required for Cargo Theft:

12000, 23003, 23005, 23007, 26001, 26002, 26003, 26005, 21000, 22001, 22003, 24001, 30001, 30003, 27000 or 51000.

226 CARGO THEFT CANNOT BE ENTERED FOR OFFENSE

The offense entered does not require an entry in Cargo Theft.

845 CLEAR DATE IS NOT RQUIRED FOR OFFENSE=09004

If an offense of 09004 exists, clearance date cannot be entered.

MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION 4

MICR3 Edits

**Michigan Department of State Police
Criminal Justice Information Center
MICR Unit
February 2014**

MICR3 EDITS**300 OFFENDER AGE MUST NOT BE ENTERED
OFFENDER SEX MUST NOT BE ENTERED
OFFENDER RACE MUST NOT BE ENTERED**

If Offender Number (Data Element 22) is not "00," then Offender Age (Data Element 23), Offender Race (Data Element 24) and Offender Sex (Data Element 25) are required.

301 OFFENDER # REQUIRED FOR EXCEPT CLEAR

If Exceptional Clearance (Data Element 11) is entered, then Offender Number (Data Element 22) cannot be "00".

303 OFFENDER RACE MUST BE W/B//A/U

If entered, Offender Race (Data Element 24) must = "W" (White), "B" (Black), "I" (American Indian/Alaskan Native), "A" (Asian/Pacific Islander), or "U" (Unknown).

304 OFFENDER SEX MUST BE M/F/U

If entered, Offender Sex (Data Element 25) must = "M" (Male), "F" (Female) or "U" (Unknown).

305 OFFENDER MUST BE 00 TO 99

If Offender exists, Offender Number (Data Element 22) must be a valid entry between 00 and 99.

306 OFFENDER AGE IS REQUIRED

If Offender Number (Data Element 22) exists, Offender Age (Data Element 23) must exist.

307 OFFENDER AGE MUST BE 00/01 TO 98/99

If Offender exists, Offender Number (Data Element 22) must be a valid entry between 00 and 99.

308 OFFENDER RACE IS REQUIRED

If Offender Number (Data Element 22) and/or Offender Age (Data Element 23) and/or Offender Sex (Data Element 25) exist, Offender Race (Data Element 24) must exist.

309 OFFENDER SEX IS REQUIRED

If Offender Number (Data Element 22) and/or Offender Age (Data Element 23) and/or Offender Race (Data Element 24) exist, Offender Sex (Data Element 25) must exist.

311 OFFENDER CANNOT BE DUPLICATED

If Offender(s) exist, Offender Number (Data Element 22) must not be duplicated.

MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION 5

MICR5 Edits

**Michigan Department of State Police
Criminal Justice Information Center
MICR Unit
February 2014**

MICR5 EDITS**500 VICTIM OFFENSE 1 IS REQUIRED**

If Victim Number (Data Element 26) is entered, then FIRST Victim Connected File Class (Data Element 27) is required.

501 VICTIM TYPE IS REQUIRED

If Victim Number (Data Element 26) is entered, then Victim Type (Data Element 28) is required.

**502 VICTIM AGE IS REQUIRED
VICTIM RACE IS REQUIRED
VICTIM SEX IS REQUIRED**

If Victim Type (Data Element 28) is "I" (Individual) or "P" (Police Officer), then Victim Age (Data Element 29), Victim Race (Data Element 30) and Victim Sex (Data Element 31) are required.

503 VICTIM ETHNICITY MUST BE BLANK IF TYPE NOT I/P

If Victim Ethnicity (Data Element 32) is entered, then Victim Type (Data Element 28) must be "I" (Individual) or "P" (Police Officer).

**505 VICTIM OFFENSES CANNOT BE DUPLICATED
VICTIM OFFENSE MUST BE VALID OFFENSE**

If entered, Victim Connected File Class (Data Element 27) must not be duplicated and must be one of Offense File Class (Data Element 14) in MICR1.

506 VICTIM CONNECTED TO AN INVALID COMBINATION OF OFFENSES

If Victim Connected File Class (Data Element 27) is **1300-1**, then all other Victim Connected File Classes cannot equal the following: **09001 – 09002, 11001 – 11008, 12000** or **13002 – 13003**.

507 VICTIM CONNECTED TO AN INVALID COMBINATION OF OFFENSES

If Victim Connected File Class (Data Element 27) is **1300-2**, then all other Victim Connected File Classes cannot equal the following: **09001 – 09002, 11001 – 11006, 12000, 13001** or **13003**.

508 VICTIM CONNECTED TO AN INVALID COMBINATION OF OFFENSES

If Victim Connected File Class (Data Element 27) is **1300-3**, then all other Victim Connected File Classes cannot equal the following: **0900-1 – 0900-2, 1100-1 – 1100-8, or 1200-0, 13001 or 13002**.

509 VICTIM CONNECTED TO AN INVALID COMBINATION OF OFFENSES

If Victim Connected File Class (Data Element 27) is **1100-7** or **1100-8**, then all other Victim Connected File Classes cannot equal the following: **1100-1 – 1100-6, 13001, 13003** or **3600-1 – 3600-2**.

510 VICTIM CONNECTED TO AN INVALID COMBINATION OF OFFENSES

If Victim Connected File Class (Data Element 27) is **3600-1** or **3600-2**, then all other Victim Connected File Classes cannot equal **1100-1 – 11006**.

511 VICTIM CONNECTED TO AN INVALID COMBINATION OF OFFENSES

If Victim Connected File Class (Data Element 27) is **1200-0**, then all other Victim Connected File Classes cannot equal the following: **13001-13003**, **2300-1 – 2300-7**, **2400-1** or **3000-2**.

512 VICTIM CONNECTED TO AN INVALID COMBINATION OF OFFENSES

If Victim Connected File Class (Data Element 27) is **0900-1**, then all other Victim Connected File Classes cannot equal **0900-2**, **13001-13003**.

513 VICTIM TYPE MUST BE I/P/B/F/G/R/S/O/U

If entered, Victim Type (Data Element 28) must equal one of the following:

- “I” (Individual)
- “P” (Police Officer)
- “B” (Business)
- “F” (Financial Institution)
- “G” (Government)
- “R” (Religious Organization)
- “S” (Society/Public)
- “O” (Other)
- “U” (Unknown)

514 VICTIM TYPE MUST BE I/P FOR CRIME AGAINST PERSON

If Victim Connected Class File (Data Element 27) is one of the following: **09001 – 09004**, **10001**, **11001 – 11008**, **13001 – 13003**, or **36001** or **36002**.

Then Victim Type (Data Element 28) must = “I” (Individual) or “P” (Police Officer).

515 VICTIM TYPE MUST BE I/P/S

If entered, Victim Type (Data Element 28) must = “S” (Society/Public), “I” (Individual) or “P” (Police Officer) if Victim Connected File Class (Data Element 27) is any one of the following: **35001 – 35002**, **37000**, **39001 – 39004**, **40001 – 40003**, **41001 – 41002**, **42000**, **49000**, **50000**, **52001 – 52003**, **53001 – 53002**, **54002**, **58000**, **60000**, **62000**, or **64001-64002**.

(Use “I” or “P” if the victim to offender relationship is a domestic relationship.)

516 VICTIM TYPE CANNOT BE S

If Victim Connected File Class (Data Element 27) is any one of the following: **12000**, **20000**, **21000**, **22001 – 22004**, **23001 – 23007**, **24001 – 24003**, **25000**, **26001 – 26005**, **27000**, **28000**, **29000**, **30001 – 30004** or **51000**.

Then Victim Type (Data Element 28) cannot = “S” (Society/Public).

517 VICTIM TYPE MUST BE I/P/S

If Victim Connected File Class (Data Element 27) is any one of **14000, 36003** or **38001, 38003**, or **63000**, then Victim Type (Data Element 28) must = "I" (Individual), "P" (Police Officer), or "S" (Society/Public).

(Use "I" or "P" if the victim to offender relationship is a domestic relationship.)

518 VICTIM TYPE MUST BE G/I/P

If Victim Type (Data Element 26) is entered AND Victim Connected File Class (Data Element 27) is **01000, 02000** or **03000**, then Victim Type (Data Element 28) must = "G" (Government), "I" (Individual) or "P" (Police Officer).

(Use "I" or "P" if the victim to offender relationship is a domestic relationship.)

519 VICTIM TYPE MUST BE G/I/P/S

If Victim Connected File Class (Data Element 27) is **48000, 59000** or **61000**, then Victim Type (Data Element 28) must = "G" (Government), "S" (Society/Public), "I" (Individual) or "P" (Police Officer).

(Use "I" or "P" if the victim to offender relationship is a domestic relationship.)

520 VICTIM TYPE MUST BE I/P/S/O/U

If Victim Connected File Class (Data Element 27) is **36004** and, if entered, Victim Type (Data Element 28) must be one of the following:

- "I" (Individual)
- "P" (Police Officer)
- "S" (Society/Public)
- "O" (Other)
- "U" (Unknown)

(Use "I" or "P" if the victim to offender relationship is a domestic relationship.)

521 INVALID VICTIM AGE

If entered, Victim Age (Data Element 29) must be one of the following:

- "00" (Unknown)
- "01 – 98" (Years Old)
- "99" (Over 98 Years Old)
- "NN" (Under 24 Hours Old)
- "NB" (1 – 6 Days Old)
- "BB" (7 – 364 Days Old)

522 VICTIM AGE MUST BE BLANK IF TYPE NOT I/P

If Victim Type (Data Element 28) is not "I" (Individual) or "P" (Police Officer), then Victim Age (Data Element 29) must not be entered.

523 VICTIM AGE MUST BE NN, NB, BB OR 00 TO 17 IF OFFENSE = 10002

If Victim Connected File Class (Data Element 27) is **10002**, then Victim Age (Data Element 29) must be one of the following:

- “NN” (Under 24 Hours Old)
- “NB” (1 – 6 Days Old)
- “BB” (7 – 364 Days Old)
- “00 – 17” (Years Old)

524 VICTIM AGE MUST BE 13, 14, OR 15 IF OFFENSE = 36001 OR 36002

If Victim Connected File Class (Data Element 27) is **36001** or **36002**, then Victim Age (Data Element 29) must equal “13,” “14” or “15 years old.

526 VICTIM RACE MUST BE W/B//A/U

If entered, Victim Race (Data Element 30) must be one of the following:

- “W” (White)
- “B” (Black)
- “I” (American Indian/Alaskan Native)
- “A” (Asian/Pacific Islander)
- “U” (Unknown)

527 VICTIM RACE MUST BE BLANK IF TYPE NOT I/P

If Victim Type (Data Element 28) is not “I” (Individual) or “P” (Police Officer), then Victim Race (Data Element 30) must not be entered.

528 VICTIM SEX MUST BE M/F/U

If entered, Victim Sex (Data Element 31) must be “M” (Male), “F” (Female), or “U” (Unknown).

529 VICTIM SEX MUST BE BLANK IF TYPE NOT I/P

If Victim Type (Data Element 28) is not “I” (Individual) or “P” (Police Officer), then Victim Sex (Data Element 31) must not be entered.

530 VICTIM SEX MUST BE M/F

If Victim Connected File Class (Data Element 27) is **11001 – 11002** or **36002**, then Victim Sex (Data Element 31) must be “M” (Male) or “F” (Female).

531 VICTIM ETHNICITY MUST BE A/H/O/U

If entered, Victim Ethnicity (Data Element 32) must be one of the following:

- “A” (Arab)
- “H” (Hispanic)
- “O” (Other Ethnicity/National Origin)
- “U” (Unknown)

533 VICTIM RESIDENT MUST BE R/C/S/O/U

If entered, Victim Residence (Data Element 33) must be one of the following:

- “R” (Resident of the Community)
- “C” (Resides in County)
- “S” (Resides in State)
- “O” (Out of State)
- “U” (Unknown)

534 VICTIM RESIDENT MUST BE BLANK IF TYPE NOT I/P

If Victim Type (Data Element 28) is not “I” (Individual) or “P” (Police Officer), then Victim Residence (Data Element 33) must not be entered.

536 VICTIM INJURY MUST BE BLANK IF TYPE NOT I/P

If Victim Type (Data Element 28) is not “I” (Individual) or “P” (Police Officer), then Victim Injury (Data Element 34) must not be entered.

537 VICTIM INJURY REQUIRED FOR OFFENSE

If Victim Connected File Class (Data Element 27) is any one of the following: **09001 – 09004, 10001 – 10002, 11001 – 11008, or 13001 – 13002.**

Then, Victim Injury (Data Element 34) is required.

**538 VICTIM INJURY REQUIRED FOR OFFENSES 12000/21000
VICTIM INJURY CANNOT BE ENTERED**

If Victim Type (Data Element 28) is “I” (Individual) or “P” (Police Officer) and Victim Connected File Class (Data Element 27) is **12000** or **21000**, then Victim Injury (Data Element 34) is required.

539 VICTIM INJURY MUST BE F FOR OFFENSES 09001-09004

If Victim Connected File Class (Data Element 27) is any one of **09001 – 09004**, then Victim Injury (Data Element 34) must equal “F” (Fatal).

541 NONAGGRAVATED ASSAULTS CANNOT HAVE MAJOR INJURIES

If Victim Connected File Class is **1300-1**, then Victim Injury (Data Element 34) must equal “M” (Apparent Minor Injury) or “N” (None).

543 VICTIM CIRCUMSTANCE IS REQUIRED IF OFFENSE IS 09001, 09002, 09004, 13002

If Victim Connected File Class (Data Element 27) is any one of **09001 – 09002, 09004** or **13002** then Victim Circumstance (Data Element 35) is required.

544 VICTIM CIRCUMSTANCE MUST BE BLANK OR 0 IF OFFENSE IS NOT 09001, 09002, 09004, 13002

If Victim Connected File Class (Data Element 27) is NOT **09001 – 09002, 09004** or **13002**, then Victim Circumstance (Data Element 35) must be blank or “0”.

545 CIRCUMSTANCE MUST BE 01 TO 10 FOR OFFENSE 09001

If Victim Connected File Class (Data Element 27) is **09001**, then Victim Circumstance (Data Element 35) must equal one of the following:

- “01” (Argument)
- “02” (Assault on Law Enforcement Officers)
- “03” (Drug Dealing)
- “04” (Gangland)
- “05” (Juvenile Gang)
- “06” (Lover’s Quarrel)
- “07” (Mercy Killing)
- “08” (Other Felony Involved)
- “09” (Other Circumstances)
- “10” (Unknown Circumstances)

546 CIRCUMSTANCE MUST BE 1 TO 6 OR 8 TO 10 FOR 13002

If Victim Connected File Class (Data Element 27) is **13002**, then Victim Circumstance (Data Element 35) must equal one of the following:

- “01” (Argument)
- “02” (Assault on Law Enforcement Officers)
- “03” (Drug Dealing)
- “04” (Gangland)
- “05” (Juvenile Gang)
- “06” (Lover’s Quarrel)
- “08” (Other Felony Involved)
- “09” (Other Circumstances)
- “10” (Unknown Circumstances)

547 CIRCUMSTANCE MUST BE 30 TO 34 FOR OFFENSE 09002

If Victim Connected File Class (Data Element 27) is **09002**, then Victim Circumstance (Data Element 35) must equal one of the following:

- “30” (Child Playing with Weapon)
- “31” (Gun-Cleaning Accident)
- “32” (Hunting Accident)
- “33” (Other Negligent Weapon Handling)
- “34” (Other Negligent Killings)

548 CIRCUMSTANCE MUST BE 20/21 FOR OFFENSE 09004

If Victim Connected File Class (Data Element 27) is **09004**, then Victim Circumstance (Data Element 35) must = "20" (Criminal Killed by Private Citizen) or "21" (Criminal Killed by Police Officer), and Justifiable Homicide (Data Element 36) is required.

550 JUSTIFY MUST BE 1 TO 6, 9

If entered, Justifiable Homicide Circumstance (Data Element 36) must equal one of the following:

- "1" (Criminal Attacked Police Officer and that Officer Killed the Criminal)
- "2" (Criminal Attacked Police Officer and Criminal Killed by Another Police Officer)
- "3" (Criminal Attacked a Civilian)
- "4" (Criminal Attempted Flight from a Crime)
- "5" (Criminal Killed in Commission of a Crime)
- "6" (Criminal Resisted Arrest)
- "9" (Unable to Determine/Not Enough Information)

**551 JUSTIFY IS REQUIRED
JUSTIFY SHOULD NOT BE ENTERED**

Justifiable Homicide Circumstance (Data Element 36) is required and can only be entered if Victim Connected File Class (Data Element 27) is **09004** or Victim Circumstance (Data Element 35) is "20" (Criminal Killed by Private Citizen) or "21" (Criminal Killed by Police Officer).

554 VICTIM TYPE MUST BE I/P IF OFFENDER RELATED NUMBER IS ENTERED

If Offender Related Number (Data Element 37) is entered, then Victim Type (Data Element 28) must = "I" (Individual) or "P" (Police Officer).

555 OFFENDER MUST NOT BE DUPLICATED

If entered, Offender Related Number (Data Element 37) cannot be duplicated.

556 VOR CANNOT BE ENTERED

If Offender Number (Data Element 22) is entered and Victim Connected File Class (Data Element 27) is 75000, VOR Cannot Be Entered.

Then Offender Related Number (Data Element 37) is required.

557 VOR MUST BE 01 TO 13, 20 TO 34, 98 OR 99

If entered, Victim to Offender Relationship (Data Element 38) must equal one of the following:

- “01” (Spouse)
- “02” (Common – Law Spouse)
- “03” (Parent)
- “04” (Sibling (brother/sister))
- “05” (Child)
- “06” (Grandparent)
- “07” (Grandchild)
- “08” (In – Law)
- “09” (Stepparent)
- “10” (Stepchild)
- “11” (Step Sibling (brother/sister))
- “12” (Other Family Member)
- “13” (Child in Common)
- “20” (Acquaintance)
- “21” (Friend)
- “22” (Neighbor)
- “23” (Babysittee (the baby))
- “24” (Dating (Boyfriend/Girlfriend))
- “25” (Child of Boyfriend/Girlfriend)
- “26” (Homosexual Relationship)
- “27” (Ex – Spouse)
- “28” (Employee)
- “29” (Employer)
- “30” (Otherwise Known)
- “31” (Offender)
- “32” (Former Dating (boyfriend/girlfriend))
- “33” (Resident (boyfriend/girlfriend))
- “34” (Former Resident (boyfriend/girlfriend))
- “98” (Stranger)
- “99” (Unknown)

559 VOR MUST BE 99 FOR UNKNOWN OFFENDER

If Offender Age (Data Element 23) is “00” (Unknown) and Offender Race (Data Element 24) is “U” (Unknown) and Offender Sex (Data Element 25) is “U” (Unknown), then Victim to Offender Relationship (Data Element 38) must = “99” (Unknown).

560 VICTIM/OFFENDER MUST BE OPPOSITE SEX

If Victim to Offender Relationship (Data Element 38) is “01” (Spouse), “02” (Common-Law Spouse), “13” (Child in Common), “24” (Boyfriend/Girlfriend), “27” (Ex-Spouse), “32” (Former dating (boyfriend/girlfriend)), “33” (Resident (boyfriend/girlfriend)), or “34” (Former Resident (boyfriend/girlfriend)), then victim and offender must be opposite sex.

561 VICTIM/OFFENDER MUST BE SAME SEX

If Victim to Offender Relationship (Data Element 38) is "26" (Homosexual Relationship), then Victim Sex (Data Element 31) and Offender Sex (Data Element 25) must be same sex.

562 VICTIM AGE MUST BE GREATER THAN OFFENDER AGE

If Victim to Offender Relationship (Data Element 38) is "03" (Parent) or "06" (Grandparent), then Victim Age (Data Element 29) must be greater than Offender Age (Data Element 23).

563 VICTIM AGE MUST BE LESS THAN OFFENDER AGE

If Victim to Offender Relationship (Data Element 38) is "05" (Child), "07" (Grandchild) or "23" (Babysitter (the baby)), then Victim Age (Data Element 29) must be less than Offender Age (Data Element 23).

564 ONLY ONE VOR CAN HAVE THE VALUE 01

Only one Victim to Offender Relationship (Data Element 38) can have the value of "01" (Spouse) associated to a specific offender.

565 VICTIM AGE CANNOT BE LESS THAN 10

If Victim to Offender Relationship (Data Element 38) is "01" (Spouse) or "27" (Ex – Spouse), then Victim Age (Data Element 29) cannot be less than 10 years old.

566 OFFENDER NUMBER CANNOT BE 00 AND MUST BE NUMERIC

If Victim to Offender Relationship (Data Element 38) is "31" (Offender), then Offender Number (Data Element 22) cannot be "00."

568 VOR IS REQUIRED

If Offender Number (Data Element 22) is not "00" and Victim Connected File Class (Data Element 27) is any of the following: **09001 – 09004, 10001 – 10002, 11001 – 11008, 13001 – 13003 or 36001 – 36002.**

Then Victim to Offender Relationship (Data Element 38) is required.

572 VICTIM TYPE MUST BE I FOR 10002

If Victim Connected File Class (Data Element 27) is 10002 (Parental Kidnapping Victim Type (Data Element 28) must be I (Individual).

573 VICTIM AGE IS REQUIRED IF TYPE IS I/P

If Victim Age (Data Element 29) is entered, Victim Type (Data Element 28) must be I (Individual) or P (Police Officer).

574 VICTIM INJURY CANNOT BE ENTERED FOR THIS OFFENSE

The Victim Connected File Class (Data Element 27) that exists does not require a Victim Injury (Data Element 34).

575 INVALID VICTIM CIRCUMSTANCE

If entered, Victim Circumstance (Data Element 35) must be a valid code, 01-10; 20-21, or 30-34 depending on the Victim Connected File Class (Data Element 27).

576 JUSTIFY CANNOT BE 1 OR 2 WHEN CIRCUMSTANCE IS 20

If Victim Circumstance (Data Element 35) is 20, Criminal Killed by Private Citizen, Justifiable Homicide Circumstance (Data Element 36) cannot be 1 or 2, as these involve police officers.

577 JUSTIFY MUST BE BLANK

If Victim Connected File Class (Data Element 27) is not 09004, Justifiable Homicide Circumstance (Data Element 36) must be blank.

578 INVALID JUSTIFY

If Justifiable Homicide Circumstance (Data Element 36) is entered, a valid code (1-9) must be entered.

579 VICTIM OFFENDER NUMBER IS INVALID WHEN OFFENDER NUMBER = 00

Offender Related Number (Data Element 37) cannot be entered when Offender is unknown and Offender Number is 00.

580 OFFENDER RECORD DOES NOT EXIST FOR OFFENDER IN VOR

An Offender Related Number (Data Element 37) was entered for an Offender that does not exist.

**581 VICTIM OFFENDER RELATED # MUST BE BLANK OR 01 TO 99
VICTIM OFFENDER RELATED # MUST BE BLANK IF OFFENDER NUMBER IS
BLANK IN VOR**

Offender Related Number (Data Element 37) cannot be entered when Offender is unknown and Offender Number is 00.

584 VICTIM CANNOT BE DUPLICATED

If Victim Number (Data Element 26) is entered, it must be a unique number.

585 INVALID ACTIVITY TYPE

LEOKA Data Field Activity Type (Data Element 28A) must be 01 through 11.

586 INVALID ASSIGNMENT TYPE

LEOKA Data Field Assignment Type (Data Element 28B) must be F through L.

587 INVALID ORI OTHER JURISDICTION

LEOKA Data Field ORI-Other Jurisdiction (Data Element 28C) must be a valid ORI.

590 VICTIM TYPE OF P REQUIRES ACTIVITY TYPE AND ASSIGNMENT TYPE

If Victim Type is P and Offense File Class = **09001, 13001 – 13003**, LEOKA Fields Activity Type (Data Element 28A) and Assignment Type (Data Element 28B) must be present.

591 ACTIVITY TYPE, ASSIGNMENT TYPE AND ORI OTHER JURISDICTION MUST BE BLANK

If Victim Type (Data Element 28) is P and Offense File Class is NOT **09001, 13001 – 13003**, then LEOKA Activity Type (Data Element 28A), LEOKA Assignment Type (Data Element 28B), and LEOKA ORI-Other Jurisdiction (Data Element 28C) must NOT be entered.

592 ORIG ORI AND ORI OTHER JURISDICTION MUST NOT BE THE SAME

LEOKA Data Field ORI-Other Jurisdiction must not be the same as the Originating ORI.

593 VICTIM NUMBER MUST BE 01 TO 99

If a victim number is entered, it must be 01 to 99.

595 VICTIM INJURY MUST BE N/B/I/L/M/O/T/U

Valid entries for victim injury are N/B/I/L/M/O/T/U.

596 DOMESTIC VIOLENCE MUST BE Y OR N

If entered, Domestic Violence (Data Element 26A) Must Be “Y” or “N”.

597 DOMESTIC VIOLENCE MUST BE BLANK

If VOR (Data Element 38) is not 01-13, 24-27, or 32-34, Domestic Violence Must Be Blank.

MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION 6

MICR7 Edits

**Michigan Department of State Police
Criminal Justice Information Center
MICR Unit
February 2014**

MICR7 EDITS**700 ARREST NUMBER IS REQUIRED**

If any one of the following is entered:

- Arrest Type (Data Element 40)
- Arrest Age (Data Element 41)
- Arrest Race (Data Element 42)
- Arrest Sex (Data Element 43)
- Arrest Ethnicity (Data Element 44)
- Arrest Residence (Data Element 45)
- Arrest Charge (Data Element 46)
- Arrest Armed (Data Element 47)
- Date of Arrest (Data Element 48)
- Multiple Arrest Indicator (Data Element 49)
- Disposition of Arrest Under 18 (Data Element 50)
- Clearance Indicator (Data Element 51)

Then Arrest Number (Data Element 39) is required.

**701 ARREST TYPE IS REQUIRED
ARREST AGE IS REQUIRED
ARREST RACE IS REQUIRED
ARREST SEX IS REQUIRED
ARREST CHARGE IS REQUIRED
ARREST ARMED 1 IS REQUIRED
ARREST DATE IS REQUIRED
MULTI-ARR INDICATOR IS REQUIRED**

If Arrest Number (Data Element 39) is entered, then the following are required:

- Arrest Type (Data Element 40)
- Arrest Age (Data Element 41)
- Arrest Race (Data Element 42)
- Arrest Sex (Data Element 43)
- Arrest Charge (Data Element 46)
- Arrest Armed (Data Element 47)
- Date of Arrest (Data Element 48)
- Multiple Arrest Indicator (Data Element 49)

702 ARREST DISPO IS REQUIRED

If Arrest Age (Data Element 41) is under 18 years, then Disposition of Arrest Under 18 (Data Element 50) is required and must = "H" (Handled within the Department) or "R" (Referred to Other Authorities).

704 ARREST CANNOT BE ENTERED FOR OFFENSE 09004

If Offense File Class (Data Element 14) is **09004**, then arrest data cannot be entered.

705 ARREST TYPE MUST BE O/S/T

If entered, Arrest Type (Data Element 40) must = "O" (On-View Arrest), "S" (Summoned/Cited) or "T" (Taken into Custody).

707 ARREST AGE MUST BE LESS THAN 18

If Offense File Class (Data Element 14) is **70000** or Arrest Charge (Data Element 46) is **7070**, Arrest Age (Data Element 41) must be less than 18 years old.

708 ARREST RACE MUST BE W/B/I/A/U

If entered, Arrest Race (Data Element 42) must be one of the following:

- "W" (White)
- "B" (Black)
- "I" (American Indian/Alaskan Native)
- "A" (Asian/Pacific Islander)
- "U" (Unknown)

709 ARREST SEX MUST BE M/F

If entered, Arrest Sex (Data Element 43) must = "M" (Male) or "F" (Female).

710 ETHNICITY MUST BE A/H/O/U

If entered, Arrest Ethnicity (Data Element 44) must be one of the following:

- "W" (White)
- "B" (Black)
- "I" (American Indian/Alaskan Native)
- "A" (Asian/Pacific Islander)
- "U" (Unknown)

711 RESIDENCE MUST BE R/C/S/O/U

If entered, Arrest Residence (Data Element 45) must be one of the following:

- "R" (Resident of the Community)
- "C" (Resides in County)
- "S" (Resides in State)
- "O" (Out of State)
- "U" (Unknown)

**712 ARREST CHARGE NOT A VALID ARREST CODE
ARREST CHARGE MUST BE TYPE B**

If entered, Arrest Charge (Data Element 46) must be valid.

If Offense File Class (Data Element 14) is Group B, then Arrest Charge (Data Element 46) cannot be Group A. See MICR Handbook, Section 5, pages 29 – 31.

713 OFFENSE CODE NOT GROUP A BUT ARREST CODE IS GROUP A

If Offense File Class (Data Element 14) is Group B, then Arrest Charge (Data Element 46) cannot be Group A. See MICR Handbook, Section 5, pages 29 – 31.

**714 INVALID ARMED 1
3RD CHAR. OF ARMED 1 MUST BE A OR BLANK
INVALID ARMED 2
3RD CHAR. OF ARMED 2 MUST BE A OR BLANK**

If entered, the 1st two characters of Arrest Armed (Data Element 47) must equal one of the following:

- “01” (Unarmed)
- “11” (Firearm)
- “12” (Handgun)
- “13” (Rifle)
- “14” (Shotgun)
- “15” (Other Firearm)
- “20” (Lethal Cutting Instrument)
- “30” (Club/Blackjack/Brass Knuckles)

The 3rd character can be “A” (Automatic Firearm) only if characters 1 and 2 are 11 – 15.

715 ARMED 1 AND ARMED 2 CANNOT BE THE SAME

If entered, Armed 1 and Armed 2 (Data Element 47) cannot be the same.

**716 ARMED 2 MUST BE BLANK WHEN ARMED 1 = 01
ARMED 1 MUST BE BLANK WHEN ARMED 2 = 01**

If either Armed 1 or Armed 2 (Data element 47) is “01” (Unarmed), then other one must be blank.

**717 INVALID ARREST DATE
ARREST DATE CANNOT BE A FUTURE DATE
INVALID INCIDENT DATE
ARREST DATE CANNOT BE PRIOR TO INCIDENT DATE
ARREST DATE CANNOT BE PRIOR TO BASE DATE**

If entered, Date of Arrest (Data Element 48) must be valid. Cannot be a future date. Cannot be prior to Date of Occurrence/Report (Data Element 8) in MICR1.

718 MULTIPLE ARREST INDICATOR MUST BE M/C/N

If entered, Multiple Arrest Indicator (Data Element 49) must = "M" (Multiple), "C" (Court Arrest) or "N" (Not Applicable).

719 ARREST DISPO MUST BE H/R

If entered, Disposition of Arrest (Data Element 50) must = "H" (Handled within the Department) or "R" (Referred to Other Authorities).

720 ARREST DISPO MUST BE BLANK

Disposition of Arrest Under 18 (Data Element 50) can only be entered if Arrest Age (Data Element 41) is less than 18 years old.

721 CLEARANCE MUST BE Y/N

If entered, Clearance Indicator (Data Element 51) must = "Y" (Arrest Clears the Incident) or "N" (Incident Already Cleared by a Previous Arrest). Only one arrest record can have clearance value "Y," all others must have value "N."

722 ARREST NUMBER MUST BE NUMERIC

If Arrest Number (Data Element 39) exists, it must be numeric rather than alpha and/or alpha numeric.

723 ARREST NUMBER MUST BE 01-99

If Arrest Number (Data Element 39) exists, the arrest number must be numeric and be 01-99.

724 ARREST AGE MUST BE NUMERIC

If Arrest Age (Data Element 41) is entered, age must be numeric and between 01-99.

725 ARREST CHARGE MUST BE NUMERIC

If Arrest Charge (Data Element 46) is entered, the charge must be numeric and a valid code (See MICR Arrest Code Card or Section 5 in the MICR Handbook).

726 ARREST RECORD CANNOT BE SUBMITTED IF OFFENDER = 00

If Arrest information (Data Elements 39-51) exists, Offender Number (Data Element 22) cannot be 00. Arrest number must match Offender number, i.e., Arrest 03 must be Offender 03).

727 ARRESTEE DATA MUST MATCH OFFENDER DATA

An Arrest Number (Data Element 39) was entered that does not match any of the Offender Number(s) (Data Element 22) that exist.

728 ARREST AGE MUST BE LESS THAN THREE CHARACTERS

An Arrest Number (Data Element 39) was entered that does not match any of the Offender Number(s) (Data Element 22) that exist.

MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION 7

MICR9 Edits

**Michigan Department of State Police
Criminal Justice Information Center
MICR Unit
February 2014**

MICR9 EDITS**900 PROPERTY ITEM MUST BE 000**

If Loss Type is '0' or '9', Item Number must be 000.

901 PROPERTY ITEM MUST NOT BE 000

If Action is "W" (Window Update), then Item Number cannot be "000."

**902 PROPERTY ITEM 000 CANNOT BE DUPLICATED
PROPERTY ITEM MAY NOT BE DUPLICATED UNLESS LOSS TYPE IS 5 OR 7**

Item Number 000 can only occur once in an incident.

Item Number can only be repeated if Property Loss Type is "5" (Recovered) and "7" (Stolen).

903 ITEM NUMBER CANNOT BE GREATER THAN ZERO

If Attempt/Complete is "A" (Attempted), Item Number cannot be greater than zero.

**906 PROPERTY RECORD, CLASS, VALUE, DATE, VEH, DRUG QTY AND MEASURE
MUST NOT BE ENTERED**

If Property Loss Type (is "0" (None) or "9" (Unknown), all other property fields must be blank.

907 DRUG TYPE REQUIRED

If Offense File Class is 35001, and Attempt/Complete is "A", Suspected Drug Type must be 99.

908 ITEM TYPE 5 MUST EXIST WITH TYPE 7

If the same Item Number is used, then Property Loss Type "5" (Recovered), must exist with Property Loss Type "7" (Stolen) with same Property Class.

**909 ILLOGICAL PROPERTY DESCRIPTION FOR OFFENSE SUBMITTED IN PROP
RECORD**

If Offense File Class is **22001**, **22002** or **24001** and Property Loss Type is "1" (Stolen and Recovered), "5" (Recovered) or "7" (Stolen), then Property Class cannot be:

- "29" (Structures-Single Dwelling)
- "30" (Structures-Other Dwellings)
- "31" (Structures-Commercial/Business)
- "32" (Structures-Industrial/Manufacturing)
- "33" (Structures-Public/Community)
- "34" (Structures-Storage)
- "35" (Structures-Other)
- "77" (Pending Inventory)

909 ILLOGICAL PROPERTY DESCRIPTION FOR OFFENSE SUBMITTED IN PROP RECORD (cont.):

If Offense File Class is **21000**, Property Class cannot be one of the following:

- “03” (Automobiles)
- “05” (Buses)
- “24” (Other Motor Vehicles)
- “28” (Recreational Vehicles)
- “37” (Trucks)

If Offense File Class is **23001** or **23002** and Property Loss Type (is “1” (Stolen and Recovered), “5” (Recovered) or “7” (Stolen), then Property Class cannot be one of the following:

- “01” (Aircraft)
- “03” (Automobiles)
- “04” (Bicycles)
- “05” (Buses)
- “12” (Farm Equipment)
- “15” (Heavy Construction/Industrial Equipment)
- “16” (Household Goods)
- “18” (Livestock)
- “24” (Other Motor Vehicles)
- “28” (Recreational Vehicles)
- “29” (Structures-Single Dwelling)
- “30” (Structures-Other Dwellings)
- “31” (Structures-Commercial/Business)
- “32” (Structures-Industrial/Manufacturing)
- “33” (Structures-Public/Community)
- “34” (Structures-Storage)
- “35” (Structures-Other)
- “37” (Trucks)
- “39” (Watercraft)

If Offense File Class is **30002** or **30004** and Property Loss Type is “1” (Stolen and Recovered), “5” (Recovered) or “7” (Stolen), then Property Class cannot be one of the following:

- “03” (Automobiles)
- “05” (Bicycles)
- “12” (Farm Equipment)
- “15” (Heavy Construction/Industrial Equipment)
- “18” (Livestock)
- “24” (Other Motor Vehicles)
- “28” (Recreational Vehicles)
- “32” (Structures-Industrial/Manufacturing)
- “33” (Structures-Public/Community)
- “34” (Structures-Storage)
- “35” (Structures-Other)

909 ILLOGICAL PROPERTY DESCRIPTION FOR OFFENSE SUBMITTED IN PROP RECORD (cont.):

- “37” (Trucks)
- “39” (Watercraft)

If Offense File Class is **23003**, **23004**, **23005** or **23006** and Property Loss Type is “1” (Stolen and Recovered), “5” (Recovered) or “7” (Stolen), then Property Class cannot be one of the following:

- “03” (Automobiles)
- “05” (Bicycles)
- “24” (Other Motor Vehicles)
- “28” (Recreational Vehicles)
- “32” (Structures-Industrial/Manufacturing)
- “33” (Structures-Public/Community)
- “34” (Structures-Storage)
- “35” (Structures-Other)
- “37” (Trucks)

If Offense File Class is **23007** and Property Loss Type is “1” (Stolen and Recovered), “5” (Recovered) or “7” (Stolen), then Property Class cannot be one of the following:

- “03” (Automobiles)
- “05” (Bicycles)
- “24” (Other Motor Vehicles)
- “28” (Recreational Vehicles)
- “32” (Structures-Industrial/Manufacturing)
- “33” (Structures-Public/Community)
- “34” (Structures-Storage)

910 PROPERTY TYPE MUST BE 2

If Offense File Class is **20000** and Offense Attempted/Completed is “C” (Completed), then Property Loss Type must = “2” (Burned).

911 PROPERTY TYPE MUST BE 4

If Offense File Class is **29000** and Offense Attempted/Completed is “C” (Completed), then Property Loss Type must = “4” (Destroyed/Damaged/Vandalized).

912 PROPERTY TYPE MUST BE 6

If Offense File Class is **39001 – 39004** and Offense Attempted/Completed is “C” (Completed), then Property Loss Type must = “6” (Seized).

913 PROPERTY TYPE MUST BE 0/6

If Offense File Class is **35001 – 35002** and Offense Attempted/Completed is “C” (Completed), then Property Loss Type must = “0” (None) or “6” (Seized).

914 PROPERTY TYPE MUST BE 0/5

If Offense File Class is **24002** or **28000** and Offense Attempted/Completed is "C" (Completed), then Property Loss Type must = "0" (None) or "5" (Recovered).

915 PROPERTY TYPE MUST BE 3/5/6

If Offense File Class is **25000** and Offense Attempted/Completed is "C" (Completed), then Property Loss Type must = "3" (Counterfeited/Forged), "5" (Recovered) or "6" (Seized).

916 PROPERTY TYPE MUST BE 1, 5, or 7 – VERIFY PROPERTY CLASS

If Offense File Class is **12000, 21000, 23001 – 23007, 24001, 24003, 26001 – 26005, 27000** or **30001 – 30004** and Offense Attempted/Completed is "C" (Completed), then Property Loss Type must = "1" (Stolen and Recovered), "5" (Recovered) or "7" (Stolen).

917 PROPERTY TYPE MUST BE 0/1/5/7/9

If Offense File Class is **10001 – 10002, 22001 – 22002** or **51000** and Offense Attempted/Completed is "C" (Completed), then Property Loss Type (must equal one of the following):

- "0" (None)
- "5" (Recovered)
- "1" (Stolen and Recovered)
- "7" (Stolen)
- "9" (Unknown)

918 IF PROP TYPE IS 1, ONE OF THE FOLLOWING FILE CLASSES MUST EXIST AND ATTEMPT MUST = C

If Property Loss Type is "1" (Stolen and Recovered), one Offense File Class must equal one of the following: **10001, 10002, 12000, 21000, 22001, 22002, 23001 – 23007, 24001, 24003, 26001 – 26005, 27000, 30001 – 30004, or 51000**

and Offense Attempted/Completed must = "C" (Completed).

919 IF PROP TYPE IS 2, FILE CLASS 20000 MUST EXIST AND ATTEMPT MUST = C

If Property Loss Type is "2" (Burned), then one of Offense File Class must = **20000** and Offense Attempted/Completed must = "C" (Completed).

920 IF PROP TYPE IS 3, FILE CLASS 25000 MUST EXIST AND ATTEMPT MUST = C

If Property Loss Type is "3" (Counterfeited/Forged), then one of Offense File Class must = **25000** and Offense Attempted/Completed must = "C" (Completed).

921 IF PROP TYPE IS 4, FILE CLASS 29000 MUST EXIST AND ATTEMPT MUST = C

If Property Loss Type is "4" (Destroyed/Damaged/Vandalized), then one of Offense File Class must be **29000** and Offense Attempted/Completed must = "C" (Completed).

922 IF PROP TYPE IS 5, ONE OF THE FOLLOWING FILE CLASSES MUST EXIST AND ATTEMPT MUST = C:

10001, 10002, 12000, 21000, 22001, 22002, 23001 – 23007, 24001 – 24003, 25000, 26001 – 26005, 27000, 28000, 30001 – 30004, OR 51000

Attempt/Complete must = "C" (Completed).

923 IF PROP TYPE IS 6, ONE OF THE FOLLOWING FILE CLASSES MUST EXIST AND ATTEMPT MUST = C: 25000, 35001, 35002, 39001 – 39004

If Property Loss Type is "6" (Seized), then one of the Offense File Class must equal **25000, 35001 – 35002 or 39001 – 39004** and Offense Attempted/Completed must = "C" (Completed).

924 IF PROP TYPE IS 7, ONE OF THE FOLLOWING FILE CLASSES MUST EXIST AND ATTEMPT MUST = C:

10001, 10002, 12000, 21000, 22001, 22002, 23001 – 23007, 24001, 24003, 26001 – 26005, 27000, 30001 – 30004, OR 51000

If Property Loss Type is "7" (Stolen), then one of Offense File Class must equal one of the following: **10001, 10002, 12000, 21000, 22001, 22002, 23001 – 23007, 24001, 24003, 26001 – 26005, 27000, 30001 – 30004, or 51000.**

and Offense Attempted/Completed must = "C" (Completed).

926 PROPERTY CLASS MUST BE 01 – 39, 41-49, 59, 64-80, 88

If Property Class is entered, a valid property class must exist.

927 PROPERTY RECORD WITH CLASS 77 MUST EXIST ALONE

Property Class 77 indicates "Pending Inventory". This is the only Property Item allowed until inventory has been completed.

928 IF PROPERTY CLASS IS 77, ITEM NUMBER MUST BE 001

If Property Class = "77" (Pending Inventory), then only one property record can be entered and Item Number must = "001."

929 PROPERTY VALUE MUST = 1

If Property Class = "77" (Pending Inventory), Property Value must = 1.

930 PROPERTY TYPE IS REQUIRED

If Property Item and Property Class exist, a valid Property Loss Type is required.

931 PROPERTY VALUE MUST BE ZERO

If Property Item Number is 000 and Property Loss Type is 0 or 9, Property Value Must be Zero (0).

**933 PROPERTY TYPE IS REQUIRED
PROPERTY CLASS IS REQUIRED**

If Offense File Class is 39001-39004, and Property Value is entered, then Property Loss Type and Property Class are required.

934 PROPERTY VALUE MUST BE ZERO

If Property Class is 09 (Credit/Debit Cards), or 22 (Non-Negotiable Instruments), or 48 (Documents/Personal or Business), or 65 (Identity Documents), or 66 (Identity-Intangible), Property Value Must Be Zero.

935 PROPERTY VALUE MUST BE NUMERIC

If Property Value exists, it must be numeric and a whole dollar value.

936 VALUE MUST BE GREATER THAN ZERO

Property Value must be greater than zero when Property Loss Type equals one of the following:

- "1" (Stolen and Recovered)
- "2" (Burned)
- "3" (Counterfeited/Forged)
- "4" (Destroyed/Damaged/Vandalized)
- "5" (Recovered)
- "6" (Seized)
- "7" (Stolen)

Except when the associated Property Class is one of the following:

- "09" (Credit/Debit Card)
- "22" (Nonnegotiable Instruments)
- "48" (Documents/Personal or Business)
- "65" (Identity Documents)
- "66" (Identity/Intangible)

Or Property Loss Type = "6" and Property Class = "10" (Drugs/Narcotics).

937 VALUE RECOVERED CANNOT BE GREATER THAN VALUE STOLEN

If Property Loss Types and "7" (Stolen) and "5" (Recovered) and the Item Number is Duplicated, Property Value of the "5" (Recovered) item cannot be greater than the "7" (Stolen) Value.

938 PROPERTY VALUE MUST BE ZERO

If Loss Type is 6 (Seized) and Property Class is 10 (Drugs/Narcotics), Property Value must = 0.

940 RECOVERED DATE IS REQUIRED

If Property Loss Type is "1" (Stolen and Recovered) or "5" (Recovered), then Date Recovered is required.

942 RECOVERED DATE MUST NOT BE ENTERED

If Property Loss Type is not "1" (Stolen and Recovered) or "5" (Recovered), then Date Recovered must not be entered.

943 VEH STLN/REC CANNOT BE ENTERED

Number Stolen/Recovered Vehicles can be entered only if Offense File Class is 24001 or **24002** and Property Class is "03" (Automobiles), "05" (Buses), "24" (Other Motor Vehicles), "28" (Recreational Vehicles) or "37" (Trucks).

944 PROP REC VEH STLN/REC REQUIRED

If any Offense File Class is **24001** and Property Loss Type is "1" (Stolen and Recovered), "5" (Recovered) or "7" (Stolen) and Property Class is "03" (Automobiles), "05" (Buses), "24" (Other Motor Vehicles), "28" (Recreational Vehicles) or "37" (Trucks), then Number of Stolen/Recovered Vehicles is required.

945 PROP REC VEH STLN/REC REQUIRED

If any Offense File Class is **24002** and Property Loss Type is "5" (Recovered) and Property Class (is "03" (Automobiles), "05" (Buses), "24" (Other Motor Vehicles), "28" (Recreational Vehicles) or "37" (Trucks), then Number of Stolen/Recovered Vehicles is required.

946 PROPERTY CLASS CANNOT BE 03/05/24/28/37

If Offense File Class is **28000**, then Property Class cannot be one of the following:

- "03" (Automobiles)
- "05" (Buses)
- "24" (Other Motor Vehicles)
- "28" (Recreational Vehicles)
- "37" (Trucks)

948 DRUG TYPE MUST BE 1 – 18, 77 OR 99

If Drug Type is entered, it must be a valid code of 01-18, 77, or 99.

**949 DRUG TYPE IS REQUIRED
DRUG TYPE CANNOT BE ENTERED**

If Offense File Class is NOT **35001**, Drug Type cannot be entered.
If Offense File Class is 35001, and Property Loss Type is "6" (Seized) or "0" (None), and Property Class is "10" (Drugs/Narcotics), Drug Type is Required.

**950 EST DRUG QUANTITY MUST NOT BE ENTERED
MEASURE MUST NOT BE ENTERED**

If Suspected Drug Type is "77" (Over 3 Drug Types), then corresponding Estimated Drug Quantity and Type Drug Measurement cannot be entered.

951 MEASURE 1 CANNOT BE SAME MEASURE CATEGORY AS MEASURE 2

If Suspected Drug Type is duplicated, then Type Drug Measurement cannot be in the same class. Drug-type and UOM already exists for this incident.

**952 DRUG QUANTITY REQUIRED FOR SEIZED DRUGS
MEASURE REQUIRED FOR SEIZED DRUGS**

If any Offense File Class is **35001** and corresponding Property Loss Type is "6" (Seized) and Property Class is "10" (Drugs/Narcotics), the Estimated Drug Quantity is required.

953 PROP CLASS MUST BE 10 IF DRUG TYPE ENTERED

If Offense File Class is 35001 and Suspected Drug Type is entered, Property Class (must be 10.

955 DRUG QTY MUST BE 1 FOLLOWED BY THREE ZEROS (1000 = 1.000)

If Type Drug Measurement is "XX" (Not Reported), then Estimated Drug Quantity must be entered as **1000** (1.000).

956 MEASURE MUST BE GM/KG/OZ/LB/ML/LT/FO/GL/DU/NP/XX

If Drug Measurement is entered, a valid code of GM, KG, OZ, LB, ML, LT, FO, GL, DU, NP, or XX must be entered.

957 MEASURE CANNOT BE NP

Type Drug Measurement can be "NP" (Number of Plants) only if Suspected Drug is one of the following:

- "05" (Marijuana)
- "07" (Opium)
- "11" (Other Hallucinogens)

960 ITEM NUMBER MUST BE BETWEEN 000-999

If Item Number is entered, a valid entry between 000 and 999 must be entered.

961 ITEM NUMBER REQUIRED

If Property Loss Type, Property Class, and/or Property Value, Date Recovered or Number Stolen/Recovered Vehicles is entered, a valid Item Number must also be entered.

962 PROPERTY TYPE MUST BE 0-7 OR 9

If property Item Number exists, a valid Property Loss Type must exist.

964 PROPERTY VALUE MUST BE NUMERIC

If Property Value is entered, it must be numeric and in whole dollars.

965 PROPERTY RECOVERY DATE IS INVALID

Recovery date must be a valid date and must be in MMDDYY format.

966 STOLEN RECOVERED VEHICLES VALID RANGE IS 01-99

If Number Stolen/Recovered Vehicles is entered, it must be numeric and a valid number between 01 and 99.

967 PROPERTY RECORD REQUIRED

If a Crime against Property Offense File Class exists, a valid property record must exist.

968 PROPERTY ITEM REQUIRED

If Property Loss Type and/or Property Class and/or Property Value exists, a property Item Number must exist.

969 PROPERTY LOSS TYPE 5 REQUIRES A LOSS TYPE 7 ENTRY

If Property Loss Type is "5" (Recovered), then same Item Number must exist with Property Loss Type of "7" (Stolen) with same Property Class.

972 RECOVER DATE CANNOT BE PRIOR TO INCIDENT DATE OR FUTURE DATE

If Date Recovered is entered, it must be within the Base Date (current year plus one) time period and not date in the future.

974 MEASURE CANNOT BE ENTERED

If a valid Suspected Drug Type does not exist, Drug Measurement cannot exist.

975 DRUG QTY CANNOT BE ENTERED

Estimated Drug Quantity exists without a valid Suspected Drug Type and/or valid Type Drug Measurement.

976 RECOVER DATE CANNOT BE PRIOR TO BASE DATE

If Date Recovered is entered, it must be within the Base Date (current year plus one).

977 DRUG TYPE MUST BE 99 WITH ITEM 000 AND LOSS TYPE 0

If Offense File Class is 35001, and Property Item Number is 000 and Property Loss Type is 0, then Suspected Drug Type must be 99.

MICHIGAN INCIDENT CRIME REPORTING (MICR)

SECTION 8

MICR Address Edits

**Michigan Department of State Police
Criminal Justice Information Center
MICR Unit
February 2014**

ADDRESS EDITS

1100 INVALID INCIDENT BEGIN DATE/TIME – FORMAT MMDDYYYYhhmm

1101 INVALID INCIDENT END DATE/TIME – FORMAT MMDDYYYYhhmm

1102 STATE FIELD REQUIRES AN ALPHA ENTRY.

If state field is entered, the entry must contain only alpha characters.

1103 COUNTY FIELD REQUIRES A NUMERIC ENTRY.

If county field is entered, the entry must contain numeric characters.