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## FEDERAL BUREAU OF INVESTIGATION CORPORATE POLICY DIRECTIVE

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1. Policy Directive Title.	Uniform Crime Reporting (UCR) Policy Implementation Guide
2. Publication Date.	2010-11-23
3. Effective Date.	2010-11-23
4. Review Date.	2013-11-23
5. Primary Strategic Objective.	A2-Combat criminal activity that threatens the safety and security of society.
6. Authorities:	<p>(U) Law Citations</p> <ul style="list-style-type: none"> <li>* (U) Title 28, United States Code (U.S.C.), § 534(a) and (c) - requires the FBI to collect and publish UCR data.</li> <li>* (U) Title 44 U.S.C. § 3101 - requires the head of each Federal agency to make and preserve records containing adequate and proper documentation of the organization, functions, policies, decisions, procedures, and essential transactions of the agency and to furnish the information necessary to protect the legal and financial rights of the government and of persons directly affected by the agency's activities.</li> <li>* (U) Title 44 U.S.C §3102— requires the head of each Federal agency to establish and maintain an active, continuing program for the economical and efficient management of agency records.</li> <li>* (U) Anti-Arson Act of 1982 - mandates the addition of Arson as a Part I offense classification to the FBI's UCR Program, and authorizes the preparation of a special statistical report for the crime of arson in cooperation with the National Fire Data Center, the results of which must be made public.</li> <li>* (U) Uniform Federal Crime Reporting Act of 1988 in the notes to 28 U.S.C. § 534 - requires federal law enforcement participation in the UCR Program and directs the Attorney General to collect crime statistics, which comprise the national UCR Program, from all federal agencies, including the Department of Defense, "that routinely investigate complaints of criminal activity."</li> <li>* (U) Hate Crime Statistics Act of 1990, in the notes to 28 U.S.C. § 534, as amended - requires the Attorney General to establish guidelines and collect data "about crimes that manifest evidence of prejudice based on race, religion, disability, sexual orientation, or ethnicity, including (where appropriate) the crimes of murder and non-negligent manslaughter; forcible rape; aggravated assault, simple assault, intimidation; arson; and destruction, damage or vandalism of property."</li> <li>* (U) Conference Report on H.R. 3355 Violent Crime Control and Law Enforcement Act of 1993, Section 15006 Gang Coordination and Information (b) Data Collection – directs the FBI to collect information on incidents of gang violence for inclusion in its annual uniform crime report.</li> <li>* (U) Paperwork Reduction Act of 1995, 44 U.S.C. § 3506 - requires governmental agencies to work toward the electronic collection and dissemination of information.</li> <li>* (U) Section 508 of the Rehabilitation Act, 29 U.S.C. § 794 (d)(a)(1)(A)(ii) - requires governmental agencies to ensure that individuals with disabilities have access to and use of information and data presented through electronic technology in means comparable to the access and use of the same information and data available to individuals without disabilities.</li> <li>* (U) Campus Crime Act of 1996 - requires the Department of Education to collect crime statistics from colleges and universities for public dissemination and specifies that those institutions use the UCR Program's crime definitions for reporting.</li> <li>* (U) Section 207 (f) of the E-Government Act of 2002, 44 U.S.C. § 100, as implemented by the Office of Management and Budget (OMB) M-05-04, dated December 17, 2004 - requires that all government agencies improve the methods by which their information, including information on the Internet, is</li> </ul>

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organized, preserved, and made accessible to the public.

\* (U) USA Patriot Improvement and Reauthorization Act of 2005, Public Law 109-177 (March 9, 2006) H.R. 3199: Section 307 (e) Reporting of Cargo Theft – requires the Attorney General to collect cargo theft reported by federal, state and local officials as a separate crime category within the UCR Program.

\* (U) William Wilberforce Trafficking Victims Protection Reauthorization Act of 2008, Public Law 110-457, 122 Stat. 5044 (2008) (codified in scattered titles of the U.S.C.) – requires the FBI to collect information about offenses of human trafficking and additional information associated with prostitution offenses.

\* (U) Matthew Shepard and James Byrd, Jr. Hate Crimes Prevention Act (2009), Section 4708 – amends the Hate Crime Statistics Act (28 U.S.C. 534 note) by requiring the Attorney General to also collect data about hate crimes motivated by actual or perceived “gender and gender identity” after “race,” “including data about crimes committed by, and crimes directed against, juveniles.”

#### (U) Attorney General Regulations

\* (U) Title 28 Code of Federal Regulations (CFR) 0.85 (f) – provides that the Director of the FBI “shall ... operate a central clearinghouse for police statistics under the Uniform Crime Reporting Program.”

\* (U) Title 36 CFR 1222.32—requires agencies to develop and review their recordkeeping requirements (of all media, including e-mail systems) for all their operations. It further requires agencies to systematically maintain these records with the National Archives and Records Administration to ensure their preservation and availability.

#### (U) Other

\* (U) OMB Circular A-130—requires agencies to build records management and archival functions into the design, development, and implementation of all information systems.

#### 7. Purpose:

(U//FOUO) To promulgate the Uniform Crime Reporting (UCR) Policy Implementation Guide to employees of the Federal Bureau of Investigation (FBI). This guide provides information about the UCR Program, in general [REDACTED] the Law Enforcement Officers Killed and Assaulted (LEOKA) and the Hate Crime Statistics Programs. The material in this guide is intended to help employees know what their responsibilities are with respect to these programs and know how to respond to inquiries made about these programs from outside the FBI.

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#### 8. Policy Statement:

(U) As established by congressional mandates, the FBI shall collect and publish UCR data. In its administration of the UCR Program, the FBI collects this data through either the Summary Reporting System or the National Incident-Based Reporting System, as well as the Law Enforcement Officers Killed and Assaulted Program and the Hate Crime Statistics Program.

#### 9. Scope:

(U//FOUO) This policy and its implementation guide have been created to assist FBI employees involved with the UCR Program. The UCR Policy Implementation Guide may be particularly helpful to Special Agents in Charge (SACs) of field offices and media representatives who are often asked to respond to inquiries about the crime experience within their jurisdictions.

#### 10. Proponent:

(U) Criminal Justice Information Services Division

#### 11. Roles and Responsibilities:

(U) Roles and responsibilities for the UCR Program are set forth in Section 4 of the UCR Program Implementation Guide.

#### 12. Exemptions:

(U) None

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**13. Supersession:**

(U) MIOG Part 1, Section 33

**14. References, Key Words, and Links:**

(U) UCR publications are available on the FBI's intranet at

(U) Key search words include Uniform Crime Reporting, UCR, Law Enforcement Officers Killed and Assaulted, LEOKA, and hate crime.

**15. Definitions:**

(U) None

**16. Appendices, Attachments, and Forms:**(U) Uniform Crime Reporting (UCR) Policy Implementation Guide**Final Approval****Name:** Timothy P. Murphy**Title:** Deputy Director

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