

# FIXED LENGTH, UNPACKED DATA FORMAT

LRECL= 7385

BLOCKSIZE = 29540 (default)

<u>POSITION</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
1	A1	1 = Identifier code for RETURN-A master file.
2 - 3	A2	<p><b><u>Numeric State Code.</u></b> Range is 01-62. Data records are in order by ORI code <u>within</u> numeric state code. The values are:</p> <ul style="list-style-type: none"> <li>50 = AK -Alaska</li> <li>01 = AL -Alabama</li> <li>03 = AR - Arkansas</li> <li>54 = AS - American Samoa</li> <li>02 = AZ - Arizona</li> <li>04 = CA - California</li> <li>05 = CO - Colorado</li> <li>06 = CT - Connecticut</li> <li>52 = CZ - Canal Zone</li> <li>08 = DC - District of Columbia</li> <li>07 = DE - Delaware</li> <li>09 = FL - Florida</li> <li>10 = GA- Georgia</li> <li>55 = GM - Guam</li> <li>51 = HI - Hawaii</li> <li>14 = IA - Iowa</li> <li>11 = ID - Idaho</li> <li>12 = IL - Illinois</li> <li>13 = IN - Indiana</li> <li>15 = KS - Kansas</li> <li>16 = KY - Kentucky</li> <li>17 = LA - Louisiana</li> <li>20 = MA - Massachusetts</li> <li>19 = MD - Maryland</li> <li>18 = ME - Maine</li> <li>21 = MI - Michigan</li> <li>22 = MN - Minnesota</li> <li>24 = MO - Missouri</li> <li>23 = MS - Mississippi</li> <li>25 = MT - Montana</li> </ul>

<u>POSITION</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
2 - 3	A2	<b><u>Numeric State Code.</u></b> (continued)

26 = NB - Nebraska  
 32 = NC - North Carolina  
 33 = ND - North Dakota  
 28 = NH - New Hampshire  
 29 = NJ - New Jersey  
 30 = NM - New Mexico  
 27 = NV - Nevada  
 31 = NY - New York  
 34 = OH - Ohio  
 35 = OK - Oklahoma  
 36 = OR - Oregon  
 37 = PA - Pennsylvania  
 53 = PR - Puerto Rico  
 38 = RI - Rhode Island  
 39 = SC - South Carolina  
 40 = SD - South Dakota  
 41 = TN - Tennessee  
 42 = TX - Texas  
 43 = UT - Utah  
 62 = VI - Virgin Islands  
 45 = VA - Virginia  
 44 = VT - Vermont  
 46 = WA - Washington  
 48 = WI - Wisconsin  
 47 = WV - West Virginia  
 49 = WY - Wyoming

4 - 10                      A7                      **ORI Code.** Originating Agency Identifier.

11 - 12                    A2                      **Group.** Group 0 is possessions; 1 - 7 are cities; 8 - 9 are counties. Sub-group (position 12) is blank when not used. All populations are inclusive. Values are:

0 = Possessions (Puerto Rico, Guam, Canal Zone, Virgin Islands, and American Samoa)  
 1 = All cities 250,000 or over:  
 1A= Cities 1,000,000 or over  
 1B= Cities from 500,000 thru 999,999  
 1C= Cities from 250,000 thru 499,999

<u>POSITION</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
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11 - 12	A2	<b><u>Group.</u></b> (continued)
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2	=	Cities from 100,000 thru 249,000
3	=	Cities from 50,000 thru 99,000

- 4 = Cities from 25,000 thru 49,999
- 5 = Cities from 10,000 thru 24,999
- 6 = Cities from 2,500 thru 9,999
- 7 = Cities under 2,500
- 8 = Non-MSA Counties:
  - 8A= Non-MSA counties 100,000 or over
  - 8B= Non-MSA counties from 25,000 thru 99,999
  - 8C= Non-MSA counties from 10,000 thru 24,999
  - 8D= Non-MSA counties under 10,000
  - 8E= Non-MSA State Police
- 9 = MSA Counties:
  - 9A= MSA counties 100,000 or over
  - 9B= MSA counties from 25,000 thru 99,999
  - 9C= MSA counties from 10,000 thru 24,999
  - 9D= MSA counties under 10,000
  - 9E= MSA State Police

13

A1

**Division.** Geographic division in which the state is located (from 1 thru 9). Possessions are coded "0". The states comprising each division are as follows. The divisions are listed within region:

- 0 = Possessions
  - Div. 0: 54 American Samoa
  - 52 Canal Zone
  - 55 Guam
  - 53 Puerto Rico
  - 62 Virgin Islands

#### **REGION I - NORTHEAST**

- 1 = New England
  - Div. 1: 06 Connecticut
  - 18 Maine
  - 20 Massachusetts
  - 28 New Hampshire
  - 38 Rhode Island

POSITION

TYPE

DESCRIPTION

13

A1

- Division.** (continued)
- 1 = New England (continued)
  - 44 Vermont
- 2 = Middle Atlantic
  - Div. 2: 29 New Jersey
  - 31 New York

37 Pennsylvania

**REGION II - NORTH CENTRAL**

3 = East North Central

Div. 3: 12 Illinois  
13 Indiana  
21 Michigan  
34 Ohio  
48 Wisconsin

4 = West North Central

Div. 4: 14 Iowa  
15 Kansas  
22 Minnesota  
24 Missouri  
26 Nebraska  
33 North Dakota  
40 South Dakota

**REGION III - SOUTH**

5 = South Atlantic

Div. 5: 07 Delaware  
08 District of Columbia  
09 Florida  
10 Georgia  
19 Maryland  
32 North Carolina  
39 South Carolina  
45 Virginia  
47 West Virginia

**POSITION**

**TYPE**

**DESCRIPTION**

13

A1

**Division.** (continued)

6 = East South Central

Div. 6: 01 Alabama  
16 Kentucky  
23 Mississippi  
41 Tennessee

7 = West South Central

Div. 7: 03 Arkansas  
17 Louisiana

35 Oklahoma  
42 Texas

# **REGION IV - WEST**

## 8 = Mountain

Div. 8: 02 Arizona  
05 Colorado  
11 Idaho  
25 Montana  
27 Nevada  
30 New Mexico  
43 Utah  
49 Wyoming

## 9 = Pacific

Div. 9: 50 Alaska  
04 California  
51 Hawaii  
36 Oregon  
46 Washington

14 - 15	A2	<b><u>Year.</u></b> Last two digits of the year the data reflects, e.g., "85" = 1985, "90" = 1990, etc.
16 - 20	A5	<b><u>Sequence Number.</u></b> A five-digit number which places all cities in alphabetic order, regardless of state. This field is blank for groups 0, 8, and 9.
21 - 22	A2	<b><u>Juvenile Age.</u></b> The juvenile age limit in the state in which the agency is located.

<b><u>POSITION</u></b>	<b><u>TYPE</u></b>	<b><u>DESCRIPTION</u></b>
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23	A1	<b><u>Core City Indication.</u></b> Y = core city of MSA N = not core city of MSA
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24 - 30	A7	<b><u>Covered By.</u></b> The ORI of the agency that submits crime data for the agency represented by the header. For example, a county will often submit a return which includes the crime data for a city within that county. This field is blank if the agency is not a "covered-by."
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31	A1	<b><u>Covered By Group.</u></b> This is the group of the "covered-by" ORI above.
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32 - 37	A6	<b><u>Last Update.</u></b> The date the heading or mailing list information was last updated (MMDDYY).
38 - 41	A4	<b><u>Field Office.</u></b> The four-digit numeric code for the FBI field office whose territory covers the agency.
42 - 43	A2	<b><u>Number of Months Reported.</u></b> The highest "valued" month that was reported for the year by the submitting agency. For example, if October was the last month submitted or is the only month submitted, "10" would be the value. This value also can be used to stop processing once October ("10") has been processed.

Again, the value does not mean that there are necessarily 10 full months reported. It does mean that the tenth month is the last month reported on the return for the year.

44	A1	<b><u>Agency Count.</u></b> Used to accumulate "agencies used" totals in various tabulations. This field is normally "1" but will be "0" for the U.S. Park Police and all State Police agencies whose ORI code ends in "SP" (or "99" in California).
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Population Data Group (45 - 59) occurs 3 times.

45 - 53 population of	N9	<b><u>Population Data - 1 - Population.</u></b> This is the the City in the County below.
54 - 56	A3	<b><u>Population Data - 1 - County.</u></b> This is the county in which the city is in.

<b><u>POSITION</u></b>	<b><u>TYPE</u></b>	<b><u>DESCRIPTION</u></b>
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57 - 59	A3	<b><u>Population Data - 1 - MSA.</u></b> If present, it is the code of the MSA in which it is located.
60 - 74	15	<b><u>Population Data - 2 - Group.</u></b> If city resides in two counties, this is the second largest county population.
75 - 89	15	<b><u>Population Data - 3 - Group.</u></b> If city resides in three counties, this is the third largest county population.

NOTE: Adding the three populations provides the total population of the city.

90 - 98	N9	<b><u>Population 1 - Last Census.</u></b>
99 - 107	N9	<b><u>Population 2 - Last Census</u></b>
108- 116	N9	<b><u>Population 3 - Last Census</u></b>

These are the populations taken from the previous census. The fields correspond to the meaning of the previous three Population Data Groups.

117	A1	<b><u>Population Source.</u></b> No documentation exists that reflects the year to year code changes. This was the source for the current population. This can be from certain commercial publications, from a special census or extra population based on the data from prior years or from the census. If unused, it should be blank. The code values are 1-9, but meanings of the codes are not available.
118	A1	<b><u>Follow-Up Indication.</u></b> Periodically all agencies submitting RETURN-A's are checked to see if they have submitted a return for the preceding months. If not they are sent a "Follow-Up" return. This indication is used to show if this particular agency should be sent a "Follow-Up".  Y = Send a Follow-Up N = Do Not Send a Follow-Up
119	A1	<b><u>Special Mailing Group.</u></b> When addressing RETURN-A's, the tape is sorted by Zip Code so that the forms can be mailed by geographic area. Special Mailing Group agencies are excluded
<b><u>POSITION</u></b>	<b><u>TYPE</u></b>	<b><u>DESCRIPTION</u></b>
119	A1	<b><u>Special Mailing Group.</u></b> (continued) from this arrangement and are handled separately. The field contains:  0 = If not a special mailing group agency. 1 = If the return is to be sent to another agency. 2 = Small city (groups 5 - 7) to be sent a large city (groups 1 - 4) form. 7 = If the agency is a "Non-Contributor", it is not sent forms. 9 = If the agency is a Contributor but not on the mailing list, they are not sent forms.
120	A1	<b><u>Special Mailing Address.</u></b> This indication is used when the first line of the mailing address is other than "Chief of Police" or "Sheriff".  Y = Special mailing address. N = Not a special mailing address.
121 - 144	A24	<b><u>Agency Name.</u></b>

145 - 150	A6	<b><u>Agency State Name.</u></b>
151 - 180	A30	<b><u>First Line of Mailing Address.</u></b>
181 - 210	A30	<b><u>Second Line of Mailing Address.</u></b>
211 - 240	A30	<b><u>Third Line of Mailing Address.</u></b>
241 - 270	A30	<b><u>Fourth Line of Mailing Address.</u></b>
271 - 275	A5	<b><u>Zip Code.</u></b>
276	A1	<b><u>Old Population Group.</u></b> The population group the agency was in the previous year.
277 - 305	A29	<b><u>Unused - Blanks.</u></b>

The area represented by positions 306 - 895 occurs once for each month for which a return has been received. If there are any missing months, the corresponding area will be zeros and blanks, depending on field type. For example, a return for October will always be in the tenth position, July will always be in

<b><u>POSITION</u></b>	<b><u>TYPE</u></b>	<b><u>DESCRIPTION</u></b>
277 - 305	A29	<b><u>Unused - Blanks.</u></b> (continued) the seventh, etc. The number of months received is located in <b><u>Number of Months Reported</u></b> in positions 42 - 43.

Month data in 306 - 895 occurs 12 times.

306 - 895	590	<b><u>01 - January.</u></b>
Month 306 - 307	A2	<b><u>Month Included In.</u></b> Used only if an agency does not submit a return, say for January, but indicates on the February return that it includes the January data. In this case, the January area would have "02" in this field with the remainder of the month data initialized to field defaults of zeros and blanks, if applicable.
308 - 313	A6	<b><u>Date of Last Update.</u></b> The date this month area was updated, in the form of MMDDYY.
314	A1	<b><u>Card 0 Type.</u></b> The type of data in column 3 of the RETURN-A. The types are:

0 = Not updated.



2 = Adjustment.  
 4 = Not available.  
 5 = Normal Return.

315	A1	<b><u>Card 1 Type.</u></b>	Same codes as Card 0, except it is for column 4.
316	A1	<b><u>Card 2 Type.</u></b>	Same codes as Card 0, except it is for column 5.
317	A1	<b><u>Card 3 Type.</u></b>	Same codes as Card 0 , except it is for column 6.
318	A1	<b><u>Card 4 Type.</u></b>	Same codes as Card 0, except it is for Police Assault information on the RETURN-A. If value is "8", the information is included but is unusable.
319	A1	<b><u>Card 0 P/T.</u></b>	Shows whether the data for column 3 includes the "breakdown" offenses (P), or shows only the totals (T). Field is blank if no return has been received.

<u>POSITION</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
320	A1	<b><u>Card 1 P/T.</u></b> As noted above but for column 4.
321	A1	<b><u>Card 2 P/T.</u></b> As noted above but for column 5.
322	A1	<b><u>Card 3 P/T.</u></b> As noted above but for column 6.

#### **CARD 0**

323 - 462	N140	<b><u>Card 0.</u></b> The next 28 fields contain the "number of unfounded offenses" information entered from column 3 (Card 0). All fields will be zeros for records prior to 1983.
323 - 327	N5	<b>1 - Murder</b>
328 - 332	N5	<b>2 - Manslaughter</b>
333 - 337	N5	<b>3 - Rape Total</b>
338 - 342	N5	<b>4 - Rape by Force</b>
343 - 347	N5	<b>5 - Attempted Rape</b>
348 - 352	N5	<b>6 - Robbery Total</b>
353 - 357	N5	<b>7 - Robbery With A Gun</b>

358 - 362	N5	<b>8 - Robbery With a Knife (only collected 1974 and later, will be zero for any prior years)</b>
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363 - 367	N5	<b>9 - Robbery - Other Weapon (only collected 1974 and later, will be zero for any prior years)</b>
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368 - 372	N5	<b>10-Strong-Arm Robbery</b>
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373 - 377	N5	<b>11-Assault Total</b>
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378 - 382	N5	<b>12-Assault With a Gun</b>
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383 - 387	N5	<b>13-Assault With a Knife</b>
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<u>POSITION</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
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388 - 392	N5	<b>14-Assault - Other Weapon</b>
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393 - 397	N5	<b>15-Assault With Hands, Feet, etc.</b>
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398 - 402	N5	<b>16-Simple Assault</b>
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403 - 407	N5	<b>17-Burglary Total</b>
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408 - 412	N5	<b>18-Burglary - Forcible Entry</b>
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413 - 417	N5	<b>19-Burglary - No Forcible Entry</b>
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418 - 422	N5	<b>20-Attempted Burglary</b>
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423 - 427	N5	<b>21-Larceny Total</b>
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428 - 432	N5	<b>22-Motor Vehicle Theft Total</b>
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433 - 437	N5	<b>23-Auto Theft</b>
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438 - 442	N5	<b>24-Truck, Bus Theft</b>
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443 - 447	N5	<b>25-Other Vehicle Theft</b>
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448 - 452	N5	<b>26-Grand Total of All Fields</b>
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453 - 457	N5	<b>27-Larceny Under \$50.00</b>
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458 - 462	N5	<b>28-UNUSED</b>
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### **CARD 1**

463 - 602	N140	<b><u>Card 1.</u></b> The next 28 fields contain the "Number of Actual Offenses" information entered from column 4 (Card 1). Field 27 will contain data only if the tape is for a year prior to 1974
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Same field definitions as Card 0

### **RETURN - A UNPACKED MASTER --- 1960 - Current**

<u>POSITION</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
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### **CARD 2**

603 - 742	N140	<b><u>Card 2.</u></b> The next 28 fields contain the "Total Offenses Cleared by Arrest" information entered from column 5 (Card 2). Field 27 will contain data only if the tape is for a year prior to 1974.
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Same field definitions as Card 0.

### **CARD 3**

743 - 882	N140	<b><u>Card 3.</u></b> The next 28 fields contain the "Number of Clearances Under 18" information entered from column 6 (Card 3). Field 27 will contain data only if the tape is for a year prior to 1974.
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Same field definitions as Card 0.

### **CARD 4**

883 - 885	N3	<b><u>Number of Officers Killed by Felonious Acts.</u></b> Information entered from Card 4, Police Assault data.
886-888	N3	<b><u>Number of Officers Killed by Accidental or Negligent Acts.</u></b> Information entered from Card 4, Police Assault data.
889 - 895	N7	<b><u>Number of Officers Assaulted.</u></b> Information entered from Card 4, Police Assault data.

### **END OF MONTH**

**RETURN - A UNPACKED MASTER --- 1960 - Current**

<u>POSITION</u>	<u>TYPE</u>	<u>DESCRIPTION</u>
896 -1485	590	<u>02 - February.</u> Same format as January
1486-2075	590	<u>03 - March.</u> Same format as January
2076-2665	590	<u>04 - April.</u> Same format as January
2666-3255	590	<u>05 - May.</u> Same format as January.
3256-3845	590	<u>06 - June.</u> Same format as January.
3846-4435	590	<u>07 - July.</u> Same format as January.
4436-5025	590	<u>08 - August.</u> Same format as January.
5026-5615	590	<u>09 - September.</u> Same format as January.
5616-6205	590	<u>10 - October.</u> Same format as January.
6206-6795	590	<u>11 - November.</u> Same format as January.
6796-7385	590	<u>12 - December.</u> Same format as January.

**END OF RECORD**



