

Please Remember NIBRS Monthly Submissions are due by the 10th of Each Month.

## Updating Incidents and Arrests

Once LEAs submit an incident to the FBI NIBRS Program, circumstances may arise which warrant updating their original submission. The flexibility of the NIBRS provides for updating reports by adding, modifying, and deleting data. The FBI NIBRS Program's updating policy states an agency should update a report only if the change would substantially alter the report's statistical significance. Circumstances which warrant updating a report include the occurrence of a subsequent event materially affecting the report or finding out the LEA made a serious error when they submitted the original report.

Anytime an agency updates a report, the agency should resubmit the report so the data are the same at all levels—local, state, and federal.

Examples of circumstances requiring an update include:

- Discovery of an additional unreported offense, victim, and/or offender
- A subsequent arrest
- An exceptional clearance
- Discovery of a significant amount of unreported property loss or the agency learning the true value of stolen property
- Recovery of stolen property
- The incorrect entry of important data, such as the offense code, the victim's or arrestee's sex, or race, etc.

Examples of circumstances not requiring an update include the agency learning the exact age of the offender (e.g., 22) after reporting an age range (e.g., 20-25); the agency learning the true value of stolen property (e.g., \$958) after reporting the approximate cost (e.g., \$1,000); or the agency learning, besides suffering a severe laceration previously reported, the victim also suffered internal injury. An agency participating in the NIBRS may, of course, update more data than is required by the FBI NIBRS Program's policy.

If an arrest for a Group B offense results in the clearance of a previously submitted Group A Incident Report, the reporting agency should submit an Arrestee Segment as an update to the previously submitted Group A Incident Report. The agency should enter the appropriate Group B offense code as the data value for Data Element 45 (NIBRS Arrest Offense Code) of the Arrestee Segment of the Group A Incident Report.

If you have any questions or need assistance please contact :

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