



Year End NIBRS Reminders

- ◆ **The Year End Deadline for NIBRS Submissions will be here before you know it.**
- ◆ **ACIC requests that agencies submit data by the 10th of each month.**
- ◆ **ACIC must receive 12 months of complete NIBRS data to be included in the FBI Crime in The US Publication.**
- ◆ **If you have not submitted please do so as soon as possible.**
- ◆ **Please make sure all incidents and arrests are entered, updated, and corrected.**
- ◆ **Having complete years of NIBRS statistics could make a difference when you request funding or grants.**

Number of Full Time Law Enforcement Employees as of October 31

Each year, the Number of Full Time Law Enforcement Employees as of October 31 form, is sent to law enforcement agencies requesting a count of employees on the payroll as of October 31 of the current year. Please complete the form and return it to ACIC by November 13. Only Full-Time Law Enforcement and Civilians who are on the payroll as of October 31 should be counted. Part-time employees should not be included.

When completing this form, please include your ORI number with your agency name. We appreciate all the agencies who participate in the yearly Number of Full-Time Law Enforcement Employees survey. Additional copies of the Number of Full-Time Law Enforcement Officers form are available at <http://www.acic.org/forms>. Please scroll down to the bottom of the page and click on "Number of Full-Time LEE". You can send your completed form via mail, fax to 501-683-0272, or email to aibrs@acic.arkansas.gov

If you have any questions or need assistance please contact:

Ralph Ward the SAC Manager 501-682-9491 ralph.ward@acic.arkansas.gov

Kyle Brown the Program Coordinator 501-682-2529 kyle.brown@acic.arkansas.gov

Jackie Warren the Program Specialist 501-682-7421 jackie.warren@acic.arkansas.gov



Thank you for your diligence to provide quality data.