

**INSTRUCTIONS FOR PREPARING THE  
AGE, SEX, RACE, AND ETHNIC ORIGIN OF PERSONS ARRESTED,  
18 YEARS OF AGE AND OVER REPORT**

The UCR Program uses the ASR forms to collect arrest data monthly from the State's law enforcement agencies. These forms provide a record of the total number of persons arrested, cited, or summoned for criminal acts in all Part I and Part II crimes. In addition, they furnish basic data concerning the personal characteristics - age, sex, race, and ethnic origin - of persons arrested in a particular month.

Use this form to score arrests of adult offenders. For UCR purposes, the FBI considers an adult to be any individual 18 years of age and over. For arrestees under the age of 18, use the form entitled *Age, Sex, Race, and Ethnic Origin of Persons Arrested, Under 18 Years of Age*.

If an agency has no adult arrests to report in a given month, it must mark the *Nothing to Report* box on the *Return A* and should not submit the ASR form. If you have any questions, please call the Crime Reporting Unit at 1-800-262-3257.

### **Racial Designations**

The racial designations used in the UCR Program are defined as follows:

#### *White*

A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

#### *Black*

A person having origins in any of the black racial groups of Africa.

#### *American Indian or Alaskan Native*

A person having origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or community recognition.

#### *Asian or Pacific Islander*

A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands, and Samoa.

### **Ethnic Origins**

#### *Hispanic*

A person of Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or region, regardless of race.

#### *Non-Hispanic*

A person not possessing the characteristics described above.

On the ASR forms, the same arrestee is counted three times - once in the age and gender section, once in the race section, and last in the ethnic origin section. Under Ethnic Origin, Hispanic arrestees are counted in one column and all other arrestees are counted in the other.

### **Classifying and Scoring Arrests**

1. Count only the number of persons arrested, not the number of charges placed against a person.
2. For each person arrested, reporting agencies must use only one crime classification. If a person was arrested for several offenses, both Part I and Part II, ignore the Part II crimes and score only the Part I crime appearing highest in the hierarchy (see *Hierarchy Rule* on page 10 of the FBI Uniform Crime Reporting Handbook, 2004 edition).
3. If a person was arrested for several Part II offenses, determine the most serious offense and score only that one arrest.
4. Persons arrested as aiders, abettors, conspirators, solicitors, and accessories must be included in the arrest for the offense classification in which they were involved.
5. Count one arrest for each separate occasion on which a person is arrested.
6. If two or more persons are arrested for committing one offense, count each individual as a separate arrest.
7. If reporting agencies determine that an offender in custody has committed other crimes, do not score additional arrests for those crimes. Score only the original arrest.
8. It is important to note that, since the Age & Sex, the Race, and the Ethnic Origin columns all refer to the same persons, the totals for each of these sections should agree. If not, there is an error in scoring or calculation.



**STATE OF NEW YORK**  
**DIVISION OF CRIMINAL JUSTICE SERVICES**  
**AGE, SEX, RACE, AND ETHNIC ORIGIN OF PERSONS ARRESTED, 18 YEARS OF AGE AND OVER REPORT**  
*(Include those released without having been formally charged)*

Agency Name \_\_\_\_\_ Agency ID \_\_\_\_\_ Month - Year \_\_\_\_\_

CLASSIFICATION OF OFFENSES	DE	Sex	AGE															RACE				ETHNIC ORIGIN				
			18	19	20	21	22	23	24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65 & Over	TOTAL	White	Black	American Indian or Native Alaskan	Asian or Pacific Islander	Hispanic	Not Hispanic	
7. MOTOR VEHICLE THEFT	09	M																								
		F																								
8. ARSON	10	M																								
		F																								
9. KIDNAPPING	11	M																								
		F																								
10. CONTROLLED SUBSTANCE SALES/MANUFACTURE	12	M																								
		F																								
10A. OPIUM, COCAINE, OR DERIVATIVES	13	M																								
		F																								
10B. MARIJUANA	14	M																								
		F																								
10C. SYNTHETIC NARCOTICS	15	M																								
		F																								
10D. OTHER DANGEROUS DRUGS	16	M																								
		F																								
10E. USE POSSESSION OPIUM, COCAINE, OR DERIVATIVES	16	M																								
		F																								







