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# Criminal Justice Information Systems

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# **CRIMINAL JUSTICE INFORMATION SYSTEMS**

## **A Selected Bibliography**

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# INTRODUCTION

Until recently, technological change had not greatly affected law enforcement and criminal justice. The criminal justice system, fragmented by many highly autonomous jurisdictions, was reluctant to reorganize traditional but often outmoded ways. Today, we can see major alterations in how tasks are performed in police stations, in courtrooms, in prisons, and in juvenile correctional institutions. Much of this is the result of the Law Enforcement Assistance Administration's increased funding priorities since 1973 for the development of automated information systems.

Significant developments in processing and communicating large amounts of complicated information have made it possible to maintain and provide criminal histories and records to police, courts, and correctional institutions. Managers can eliminate or shorten expensive and time-consuming preliminary research with standardized crime reporting. Facility and manpower planners can predict future needs, forensic science can use sophisticated identification systems, and courts and corrections personnel can use the Offender-Based State Corrections Information System and the State Judicial Information System for improved operational and administrative information.

In all criminal justice uses of information systems, privacy and security issues are major concerns. In 1976, revised regulations were issued by LEAA to monitor the dissemination of criminal justice information. As Louise Becker explains in "Criminal Justice Information Systems Issues: An Overview" (entry no. 2), a balance is needed between the requirements of an effective criminal justice system and the preservation of the social values of privacy and confidentiality.

This selected bibliography, *Criminal Justice Information Systems*, compiled from the NCJRS collection, offers highlights of programs at all levels of government.

The citations are organized into ten chapters.

- **General Information.**

Issues, concepts, and assessments of information systems, their capability and potential, appear in this section. Many of these topics are discussed in the proceedings of the International Symposiums of Project SEARCH.

- **Selected Comprehensive State Plans for Criminal Justice Information Systems.**

Several State plans developed in compliance with federal regulations are described in this section.

- **Privacy and Security Issues.**

This section discusses issues of individual rights and the government's obligation to provide law and order. Liability, confidentiality, and the Privacy Act of 1975 are among the selections.

- **Selected Privacy and Security Plans.**

All criminal justice information systems must devise security and privacy plans. Several selected plans appear in this chapter.

- **Law Enforcement Information Systems.**

Most of the selections in this chapter describe hardware and software of police information systems.

- **Case Management: Computerized Criminal Histories (CCH) and Offender-Based Transaction Statistics (OBTS).**

In 1971 the CCH file was established as part of the operating National Crime Information Center system. It was the first use of computer communications technology to link local, State, and Federal governments. OBTS tracks offenders through various stages of the criminal justice process and compiles related statistics.

- **Case Management: Prosecutor's Management Information System (PROMIS).**

PROMIS, originating in the District of Columbia in the early 1970's as a LEAA exemplary project, is now used in over 20 cities to document cases in the adjudication process.

- **Court Information Systems.**

This chapter discusses automated techniques for improving court administration.

- **Juvenile Justice Information Systems.**

This chapter discusses similar techniques found in the other sections with additional emphasis on sensitive privacy and security issues.

- **Correctional Information Systems.**

Descriptions of OBSCIS (Offender-Based State Corrections Information System) appear in this section.

- **Appendix A.**

Reports of the National Advisory Commission on Standards and Goals and the National Advisory Committee on Standards and Goals. Before an information system is devised, agencies will find it beneficial to review the standards and goals established by the National Advisory Commission and Committee. For example, a police agency considering an information system should review *Police: The Report of the National Advisory Commission on Standards and Goals* for recommended policies and procedures in police operations.

- **Appendix B**

Resources for additional information.

# HOW TO OBTAIN THESE DOCUMENTS

The documents in this bibliography are part of the National Criminal Justice Reference Service (NCJRS) collection and are available to the public in the NCJRS Reading Room on weekdays between 9 a.m. and 5 p.m. The NCJRS Reading Room is located in Suite 211, 1015 20th Street, NW., Washington, DC.

For researchers who prefer to obtain personal copies, a sales source is identified whenever possible. For periodical literature, there are several potential sources of reprints: Original Article Tear Sheet Service (Institute for Scientific Information, 325 Chestnut Street, Philadelphia, PA 19106) and University Microfilms International (Article Reprint Department, 300 North Zeeb Road, Ann Arbor, MI 48106). Document availability changes over time and NCJRS cannot guarantee continued availability from publishers and distributors.

In addition to the following frequently cited sources, many of the documents may be found in public and organizational libraries.

## Documents From GPO

The letters "GPO" after a citation indicate that copies may be purchased from the Government Printing Office. Inquiries about availability and cost should include stock number and title and be addressed to:

Superintendent of Documents  
U. S. Government Printing Office  
Washington, DC 20402

## Documents From NTIS

The letters "NTIS" after a citation indicate that copies may be purchased from the National Technical Information Service. Inquiries about availability and cost should include publication number and title and be addressed to:

National Technical Information Service  
5285 Port Royal Road  
Springfield, VA 22161

## Microfiche From NCJRS

The designation "NCJRS Microfiche Program" indicates that a free microfiche copy of the document is available from NCJRS. Microfiche is a 4 x 6-inch sheet of film that contains the reduced images of up to 98 pages of text. Because the image is reduced 24 times, a microfiche reader (available at most public and academic libraries) is essential to read microfiche documents. Requests for microfiche should include the title and NCJ number and be addressed to:

NCJRS Microfiche Program  
Box 6000  
Rockville, MD 20850

## Loan Documents From NCJRS

Most of these documents may be borrowed from the National Criminal Justice Reference Service on interlibrary loan. Documents are not loaned directly to individuals. To borrow documents from NCJRS, specify the title and NCJ number and ask your librarian to submit a standard interlibrary loan form to:

NCJRS Document Loan Program  
Box 6000  
Rockville, MD 20850

# **CRIMINAL JUSTICE INFORMATION SYSTEMS**

## GENERAL INFORMATION

1. R. A. BASSLER and N. L. ENGER, Eds. **COMPUTER SYSTEMS AND PUBLIC ADMINISTRATORS**. COLLEGE READINGS, INC, 12916 POPES HEAD ROAD, CLIFTON VA 22024. 379 p. 1976. NCJ-61573

ARTICLES DISCUSS THE USE OF COMPUTER SYSTEMS IN VARIOUS AREAS OF PUBLIC ADMINISTRATION, INCLUDING PUBLIC SAFETY, TRANSPORTATION AND ECONOMIC DEVELOPMENT, AND HUMAN RESOURCES. THE ARTICLES PRESENTED ARE DESIGNED TO ASSIST THE PUBLIC ADMINISTRATOR AT FEDERAL, STATE, AND LOCAL LEVELS IN THE DEVELOPMENT AND USE OF COMPUTER SYSTEMS TO IMPROVE MANAGEMENT DECISIONS AND PUBLIC SERVICES. COMPUTER SYSTEM APPLICATIONS ARE DISCUSSED FOR PUBLIC SAFETY, HUMAN RESOURCES, PUBLIC ADMINISTRATION, PUBLIC TRANSPORTATION, AND ECONOMIC DEVELOPMENT. MAJOR ISSUES INCLUDE SYSTEM TECHNOLOGY AND ITS IMPACT ON THE PUBLIC SECTOR, MAJOR COMPUTER APPLICATIONS, PRIVACY AND SECURITY, THE MANAGEMENT OF HUMAN AND MACHINE DATA PROCESSING RESOURCES, BUDGETING AND COST CONTROL, AND THE SELECTION OF COMPUTER HARDWARE AND SOFTWARE. THE SECTION ON ISSUES AND CHALLENGES OF COMPUTERIZATION IN THE FIELD OF PUBLIC ADMINISTRATION PRESENTS ARTICLES DEALING WITH AUTOMATION IN GOVERNMENT, THE ESTABLISHMENT OF OBJECTIVES FOR INFORMATION SYSTEMS, AND PLANNING FOR AUTOMATION. A SERIES OF ARTICLES IS INCLUDED ON DATA PROCESSING TECHNOLOGY AND THE COMPUTER INDUSTRY BUSINESS ENVIRONMENT, FOLLOWED BY A DISCUSSION OF PRIVACY, SECURITY, AND CONFIDENTIALITY ISSUES IN COMPUTER APPLICATIONS TO THE PUBLIC SECTOR. ARTICLES ON THE MANAGEMENT OF COMPUTER RESOURCES EXAMINE THE PLANNING OF COMPUTER APPLICATIONS, THE SELECTION OF HARDWARE AND SOFTWARE, THE MAINTENANCE OF OPERATIONAL APPLICATIONS, AND THE ESTABLISHMENT OF A FAIR METHOD TO COST AND CHARGE FOR COMPUTER SERVICES. TABULAR DATA, PHOTOGRAPHS, FOOTNOTES, REFERENCES, AND AN INDEX ARE PROVIDED. FOR SELECTED SPECIFIC ARTICLES, SEE NCJ 12935, 15044, 25664, 25675, AND 61574-75.

**Supplemental Notes:** COMPUTER READINGS SERIES.

**Availability:** COLLEGE READINGS, INC, 12916 POPES HEAD ROAD, CLIFTON VA 22024.

2. L. G. BECKER. **CRIMINAL JUSTICE INFORMATION SYSTEMS ISSUES—AN OVERVIEW**. 25 p. 1978. NCJ-53222

CONCERNS SURROUNDING THE DEVELOPMENT, OPERATION, AND USE OF CRIMINAL JUSTICE INFORMATION SYSTEMS ARE IDENTIFIED, AND GOVERNMENT AND PRIVATE SECTOR INITIATIVES IN THE FIELD OF INFORMATION MANAGEMENT ARE DISCUSSED. THE SCOPE AND NATURE OF THE PROBLEMS INHERENT IN CRIMINAL JUSTICE RECORD SYSTEMS ARE OUTLINED, WITH REFERENCE TO THE PARTICULARLY SENSITIVE CONTENT OF ARREST RECORDS, CORRECTIONS INFORMATION, AND INVESTIGATORY MATERIALS CONTAINING INDIVIDUALLY IDENTIFIABLE PERSONAL DATA. CONGRESSIONAL ACTIVITIES RELATED TO CRIMINAL JUSTICE INFORMATION ARE SUMMARIZED, AND PRIORITY ISSUES IN CRIMINAL JUSTICE INFORMATION MANAGEMENT ARE NOTED. IT IS SUGGESTED THAT THREE KEY FACTORS HAVE STIMULATED THE PURSUIT OF A RATIONAL APPROACH TO CRIMINAL JUSTICE INFORMATION SYSTEMS: THE DESIRE TO PROVIDE PROTECTION OF INDIVIDUAL PRIVACY IN A FREE SOCIETY; THE INCREASING USE OF TECHNOLOGICAL INNOVATIONS TO COLLECT, STORE, AND DISSEMINATE CRIMINAL JUSTICE INFORMATION; AND, IN LIGHT OF LIMITED RESOURCES, THE NEED FOR MORE EFFECTIVE USE OF CRIMINAL JUSTICE DATA SYSTEMS. THE FEDERAL GOVERNMENT'S INVOLVEMENT IN SUCH SYSTEMS THROUGH THE U.S. DEPARTMENT OF JUSTICE, LEAA SPECIFICALLY, AND THE FEDERAL BUREAU OF INVESTIGATION'S NATIONAL CRIME INFORMATION CENTER (NCIC) IS DISCUSSED. PARTICULAR ATTENTION IS DRAWN TO THE CONTROVERSY OVER MESSAGE-SWITCHING, I.E., TRANSMITTING AND ROUTING DATA WITHOUT MANUAL INTERFERENCE, WITHIN NCIC. RELATED ACTIVITIES OF OTHER ORGANIZATIONS (NATIONAL LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEMS, SEARCH GROUP, INC., SCIENTISTS' INSTITUTE FOR PUBLIC INFORMATION) ARE ALSO NOTED. FEDERAL LAWS AND REGULATIONS PERTAINING TO PRIVACY AND TO FREEDOM OF INFORMATION ARE REVIEWED, INCLUDING THE DEPARTMENT OF JUSTICE REQUIREMENT THAT ALL STATES SUBMIT SECURITY AND PRIVACY PLANS FOR CRIMINAL HISTORY RECORDS. THE FINDINGS OF A STUDY IN WHICH FACTORS LIMITING STATE COMPLIANCE WITH FEDERAL RULES AND REGULATIONS IN THE AREA OF INFORMATION PRIVACY AND SECURITY ARE SUMMARIZED. IT IS CONCLUDED THAT PROBLEMS ASSOCIATED WITH CRIMINAL JUSTICE INFORMATION SYSTEMS INVOLVE PRIMARILY ADMINISTRATIVE AND MANAGEMENT CONTROLS, TECHNICAL REQUIREMENTS, AND PHILOSOPHICAL CONCERNS (PRIVACY, JURISDICTIONAL RESPONSIBILITIES, APPROPRIATENESS OF

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INFORMATION-HANDLING FUNCTIONS). A LIST OF REFERENCES IS INCLUDED.

**Supplemental Notes:** PRESENTED BEFORE THE AMERICAN SOCIETY FOR INFORMATION SCIENCE—LAW ENFORCEMENT IN THE INFORMATION AGE GROUP, NOVEMBER 14, 1978, NEW YORK, NEW YORK.

**Availability:** NCJRS MICROFICHE PROGRAM.

3. **A. BLUMSTEIN. INFORMATION SYSTEMS APPLICATIONS IN THE CRIMINAL JUSTICE SYSTEM.** CARNEGIE-MELLON UNIVERSITY, FREW AVENUE AND MARGARET, MORRISON, PITTSBURGH PA 15213. 25 p. 1972. **NCJ-12541**

USES OF INFORMATION SYSTEMS BY THE VARIOUS COMPONENTS OF THE CRIMINAL JUSTICE SYSTEM—POLICE, COURTS AND CORRECTIONS. TOPICS COVERED INCLUDE PROJECT SEARCH, INTEGRATED CRIMINAL JUSTICE INFORMATION SYSTEMS, CRIMINAL JUSTICE PLANNING, EVALUATION, CRIMINAL JUSTICE STATISTICS, PROTECTION OF INDIVIDUAL PRIVACY, AND FUTURE DEVELOPMENTS OF CRIMINAL JUSTICE INFORMATION SYSTEMS.

4. **G. A. BUCK. PROJECT SEARCH—NATIONAL SYMPOSIUM ON CRIMINAL JUSTICE INFORMATION AND STATISTICS SYSTEMS, PROCEEDINGS.** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. 320 p. 1970. **NCJ-60804**

DEVELOPMENTAL PROGRESS, REPORTS OF THE INTER-STATE SYSTEM FOR ELECTRONIC ANALYSIS AND RETRIEVAL OF CRIMINAL HISTORIES (SEARCH). PROJECT OBJECTIVES WERE TO ESTABLISH AND DEMONSTRATE THE FEASIBILITY OF AN ON-LINE SYSTEM ALLOWING FOR THE INTERSTATE TRANSFER OF CRIMINAL HISTORIES AND TO DESIGN AND DEMONSTRATE A COMPUTERIZED STATISTICS SYSTEM BASED ON THE ACCOUNTING OF INDIVIDUAL OFFENDERS PROCEEDING THROUGH THE CRIMINAL JUSTICE SYSTEM. SUBREPORTS DISCUSS THE SYSTEM'S USE BY POLICE, COURTS AND CORRECTIONS PLUS OTHER CONSIDERATIONS SUCH AS INFORMATION SECURITY AND DATA MANAGEMENT.

**Supplemental Notes:** PROJECT SEARCH SYMPOSIUM.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

5. **CANADA SOLICITOR GENERAL, 340 LAURIER AVENUE, WEST, OTTAWA, ONTARIO, CANADA K1A 0P8. STRENGTHENING CRIMINAL JUSTICE INFORMATION AND STATISTICS—SOME PROPOSALS FOR ACTION.** 71 p. 1977. Canada. **NCJ-45297**

NEEDS RELATING TO THE IMPROVEMENT OF CRIMINAL JUSTICE INFORMATION AND STATISTICS IN CANADA ARE IDENTIFIED, PRINCIPLES TO GUIDE ACTION ARE SET FORTH, AND SPECIFIC ACTIONS ARE PROPOSED. AMONG THE NEEDS IDENTIFIED ARE STRENGTHENED MANAGEMENT INFORMATION IN OPERATIONAL MINISTRIES, IMPROVED NATIONAL STATISTICS, UPGRADED COORDINATION, ESTABLISHED DIVISIONS OF RESPONSIBILITY, AND AVAILABILITY OF MODEL SYSTEMS. PRINCIPLES CONCERN THE DIVISION OF RESPONSIBILITY BETWEEN LEVELS OF GOVERNMENT WITH REGARD TO CRIMINAL JUSTICE INFORMATION AND STATISTICS ACTIVITIES AND EXPENSES, THE RESPONSIBILITY OF THE FEDERAL-PROVINCIAL ADVISORY COMMITTEE ON JUSTICE INFORMATION AND STATISTICS, COORDINATION OF INTER-GOVERNMENTAL ACTIVITIES, THE COMMITMENT OF RESOURCES TO SUPPORT ACTIVITIES RELATING TO INFORMATION AND STATISTICS, AND THE DEVELOPMENT OF OPERATIONAL MANAGEMENT INFORMATION SYSTEMS. SPECIFIC PROPOSALS FOR ACTION ARE SET FORTH, TOGETHER WITH EXPECTED BENEFITS. THE PROPOSALS COVER THE ESTABLISHMENT OF TECHNICAL TASK FORCES IN THE FOLLOWING AREAS: ADULT OFFENDER CORRECTIONAL INFORMATION SYSTEM; YOUNG OFFENDER INFORMATION SYSTEM; INVENTORIES; PRIVACY AND LINKAGES; AND DATA GENERATION.

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OTHER PROPOSALS RELATE TO TECHNICAL TASK FORCE MEMBERSHIP, ANNUAL TECHNICAL WORKSHOPS, THE FEDERAL PROVINCIAL ADVISORY COMMITTEE, PROVINCIAL AND TERRITORIAL ADVISORY COMMITTEES, AND NATIONAL STATISTICS. APPROACHES TO MEETING THE COSTS OF THE PROPOSED ACTIONS ARE SUGGESTED, AS ARE IMPLEMENTATION STEPS. AN EXECUTIVE SUMMARY AND SUPPORTING DOCUMENTATION ARE INCLUDED.

**Supplemental Notes:** PAPER PREPARED FOR THE JOINT MEETING OF ATTORNEYS GENERAL AND MINISTERS RESPONSIBLE FOR CORRECTIONS, JUNE 28-29, 1977 EXECUTIVE SUMMARY INCLUDED.

**Availability:** NCJRS MICROFICHE PROGRAM.

6. **COLUMBIA REGION INFORMATION SHARING SYSTEM, 4747 EAST BURNSIDE, PORTLAND OR 97215. CRISS—COLUMBIA REGION INFORMATION SHARING SYSTEM.** 30 p. **NCJ-13624**

REPORT OF A REGIONAL CRIMINAL JUSTICE INFORMATION SYSTEM, INCLUDING PROJECT MANAGEMENT, CURRENT SYSTEMS, SCHEDULED SYSTEMS AND RELATED ISSUES, WITH ORGANIZATIONAL CHARTS. THE CRISS SYSTEM SERVES THE CRIMINAL JUSTICE SYSTEM OF FIVE COUNTIES IN THE STATES OF OREGON AND WASHINGTON. THE EXECUTIVE BOARD, POLICY AND RESOURCE COMMITTEES, PERSONNEL, DATA PROCESSING AUTHORITY, FUNDING, AND OTHER ASPECTS OF PROJECT MANAGEMENT ARE DISCUSSED. DESCRIPTIONS OF CURRENT SYSTEMS ARE INCLUDED. AMONG THESE ARE THE PERSONS, VEHICLE, AND CRIME FILES. SYSTEMS SCHEDULED FOR IMPLEMENTATION INCLUDE DEPLOYMENT SYSTEMS AND COURT, PROSECUTION AND JAIL MANAGING SYSTEMS. SYSTEMS STILL IN THE PLANNING STAGES ARE ALSO INDICATED. RELATED ISSUES SUCH AS SECURITY, FUNDING, AND STANDARDIZATION OF PROCEDURES OF THE AGENCIES INVOLVED ARE DISCUSSED AS WELL. APPENDIXES INCLUDE SAMPLE CRIME REPORT AND SECURITY REPORT FORMS.

**Availability:** NCJRS MICROFICHE PROGRAM.

7. **COMPUTER SCIENCES CORPORATION, 6565 ARLINGTON BOULEVARD, FALLS CHURCH VA 22046. REPORT ON AUTOMATED CRIMINAL JUSTICE SYSTEMS, APRIL 1974.** 60 p. 1974. **NCJ-28107**

THIS GENERAL OUTLINE OF TOTAL JUSTICE SYSTEM ACTIVITIES WAS DESIGNED TO SERVE AS A CONCEPTUAL BLUEPRINT FOR FUTURE EFFORTS IN PROVIDING COMPUTER AUTOMATED SERVICES TO CRIMINAL JUSTICE SEGMENTS OF LOCAL GOVERNMENTS. THIS REPORT PRESENTS THE RANGE OF POSSIBLE INTERACTIONS BY PARTICIPANTS OF THE TYPICAL JUSTICE COMMUNITY WITH THE FUNCTIONS AND ACTIVITIES INVOLVED IN THE OPERATION OF POLICE, COURTS, AND CORRECTIONS AGENCIES AND DESCRIBES A NUMBER OF FACTORS THAT SHOULD BE CONSIDERED IN ADDRESSING THE PRIVACY AND SECURITY PROBLEM WITHIN AUTOMATED CRIMINAL JUSTICE SYSTEMS. IT ALSO DISCUSSES THE DIFFERENT COMPUTER/COMMUNICATION TECHNOLOGY MIXES REQUIRED TO SUPPORT A TOTAL AUTOMATED JUSTICE SYSTEM AND IDENTIFIES THE SIGNIFICANT ELEMENTS OF A PHASED SYSTEM DEVELOPMENT TO PERMIT A MODULAR OR CONTROLLED RESPONSE, TO A WIDE SPECTRUM OF JUSTICE SYSTEM REQUIREMENTS. IN ADDITION, THE OPERATIONS OF FOUR ADVANCED JUSTICE SYSTEMS—PROJECT ALERT, THE CLEAR SYSTEM, PROMIS, AND THE NATIONAL CRIME INFORMATION CENTER (NCIC)—ARE DISCUSSED. A FINAL SECTION PROVIDES A PERSPECTIVE ON THE CONTRIBUTION OF COMPUTER AND COMMUNICATIONS TECHNOLOGY TO THE FUNDAMENTAL OBJECTIVES AND FUTURE OF THE NATIONAL CRIME PREVENTION PROGRAM.

## INFORMATION SYSTEMS

8. **G. COOPER. PROJECT SEARCH—INTERNATIONAL SYMPOSIUM ON CRIMINAL JUSTICE INFORMATION AND STATISTICS SYSTEMS PROCEEDINGS, 1972.** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. 633 p. 1972. **NCJ-09380**

PROGRESS AND DEVELOPING TRENDS IN THE FIELD OF ADVANCED INFORMATION AND STATISTICS SYSTEMS, EMPHASIZING SYSTEM DESIGN, APPLICATION, AND EVALUATION. PROJECT SEARCH HAS BECOME A CONSORTIUM OF STATES INVOLVED IN A COMBINATION OF ACTIVITIES DIRECTED TOWARD THE APPLICATION OF ADVANCE TECHNOLOGY IN THE CRIMINAL JUSTICE SYSTEM. AMONG THE PROJECTS INITIALLY DEVELOPED BY PROJECT SEARCH HAVE BEEN THE PROTOTYPE INTERSTATE EXCHANGE OF CRIMINAL HISTORIES AND THE USE OF SATELLITES IN TRANSMITTING FINGERPRINTS FOR IDENTIFICATION. THE PROCEEDINGS OF THE INTERNATIONAL SYMPOSIUM DESCRIBE OTHER PROJECTS WHICH THE SEARCH ORGANIZATION HAS WORKED ON AS WELL AS GOALS AND PLANS FOR FUTURE RESEARCH. THE TOPICS INTO WHICH THE SYMPOSIUM WAS DIVIDED INCLUDE OFFENDER-BASED TRANSACTION STATISTICS, POLICE, COURTS, AND CORRECTIONS INFORMATION AND STATISTICS, CRIMINAL JUSTICE INFORMATION SYSTEMS DESIGN AND IMPLEMENTATION, AND IDENTIFICATION SYSTEMS. A SEPARATE SECTION IS DEVOTED TO MAJOR ISSUES SUCH AS THAT OF SECURITY AND PRIVACY IN RELATION TO CRIMINAL JUSTICE INFORMATION.

**Sponsoring Agency:** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822.

**Availability:** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822.

9. **E. CRESSWELL, Ed. PROJECT SEARCH—INTERNATIONAL SYMPOSIUM ON CRIMINAL JUSTICE INFORMATION AND STATISTICS SYSTEMS, 2D PROCEEDINGS, APRIL 30—MAY 2, 1974.** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. 715 p. 1974. **NCJ-25660**

SYMPOSIUM PAPERS GROUPED UNDER THE GENERAL CATEGORIES OF STATE-OF-THE-ART, MAKING A COMPREHENSIVE DATA SYSTEM A REALITY, NATIONAL PROGRAMS IN TELECOMMUNICATIONS, AND INTERNATIONAL CRIME DATA PROCESSING. MORE SPECIFIC TOPICS COVERED INCLUDE: POLICE INFORMATION SYSTEMS, JUDICIAL INFORMATION SYSTEMS, CORRECTIONS INFORMATION SYSTEMS, INFORMATION SYSTEMS FOR PLANNERS, JUVENILE INFORMATION SYSTEMS, TELECOMMUNICATIONS, CRIMINAL JUSTICE SYSTEMS, DATA BASE STANDARDS FOR PROJECT SEARCH, SECURITY AND PRIVACY, IDENTIFICATION, AND EVALUATION.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

10. **J. W. LAUCHER, Ed. CRIMINAL JUSTICE INFORMATION AND STATISTICS SYSTEMS INTERNATIONAL SEARCH SYMPOSIUM—PROCEEDINGS, FOURTH.** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. 264 p. 1979. **NCJ-63648**

COMPUTER SPECIALISTS ATTENDING AN INTERNATIONAL SYMPOSIUM ON CRIMINAL JUSTICE INFORMATION AND STATISTICS SYSTEMS PRESENT PAPERS ON THE EVOLUTION OF COMPUTER TECHNOLOGY AND ITS APPLICATION TO CRIMINAL JUSTICE POLICY. PARTICIPANTS DISCUSS CRIMINAL JUSTICE INFORMATION SYSTEMS IN ISRAEL, JAPAN, THE UNITED STATES, CANADA, HOLLAND, AND THE THIRD WORLD. THESE AND TECHNOLOGY SPECIALISTS EMPHASIZE THE SECURITY AND PRIVACY ISSUES INHERENT IN THE OPERATION OF COMPUTER INFORMATION SYSTEMS, NOTING IN PARTICULAR PRIVACY LEGISLATION ENACTED IN CALIFORNIA AND BY THE U.S. GOVERNMENT. INFORMATION SYSTEMS USED BY THE POLICE, COURTS, JUVENILE JUSTICE, AND CORRECTIONS ARE EXAMINED, AGAIN WITH EMPHASIS ON PRIVACY AND SECURITY ISSUES. THE APPLICATION OF

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SMALL-COMPUTER TECHNOLOGY IN THE CORRECTIONAL AND POLICE ENVIRONMENT IS DISCUSSED, WITH REFERENCE TO LOW-COST (\$300 TO \$1,000) MICROCOMPUTERS AND PROGRAMMABLE CALCULATORS. THE APPLICATION AND USEFULNESS OF CRIMINAL JUSTICE STATISTICS TO PRESENT AND FUTURE CRIMINAL JUSTICE OPERATIONS ALSO ARE EXAMINED, AS ARE THE BENEFITS DERIVED FROM TECHNOLOGY TRANSFER. PRESENTATIONS IN THE AREA OF CRIME PREVENTION OUTLINE HEURISTIC APPROACHES TO ANALYZING COMMUNITY CHARACTERISTICS AND CRIME ALONG WITH GEOPROCESSING TECHNIQUES FOR COMMUNITY CRIME PREVENTION PLANNING. THE FBI'S AUTOMATED FINGERPRINT IDENTIFICATION PROJECT AND MINNESOTA'S AUTOMATED LATENT FINGERPRINT IDENTIFICATION SYSTEM ARE EXAMINED. FINALLY, PROSECUTOR'S INFORMATION SYSTEMS AND FEDERAL COMPUTERIZED CRIMINAL JUSTICE SYSTEMS ARE DISCUSSED, REFERENCES, DIAGRAMS, AND TECHNICAL DATA ACCOMPANY MANY OF THE PRESENTATIONS.

**Supplemental Notes:** SYMPOSIUM HELD IN WASHINGTON, DC, MAY 22-24, 1979.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822.

11. **J. W. LAUCHER and M. CASEY, Eds. INTERNATIONAL SEARCH SYMPOSIUM ON CRIMINAL JUSTICE INFORMATION AND STATISTICS SYSTEMS, 3D—PROCEEDINGS, MAY 24-26, 1976, PHILADELPHIA, PA.** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. 465 p. 1976. **NCJ-40336**

SEARCH GROUP, INC. REPRESENTATIVES FROM EACH OF THE 50 STATES AND THREE TERRITORIES PARTICIPATED IN THIS SYMPOSIUM TO IMPROVE THE JUSTICE SYSTEM BY APPLYING ADVANCED TECHNOLOGY TO INFORMATION SYSTEMS. THE SEARCH GROUP IS AN INTERNATIONAL BODY WHICH SEEKS TO ENGENDER A CONTINUING EXCHANGE OF INFORMATION RELATING TO CRIMINAL JUSTICE. SPEAKERS AT THE SYMPOSIUM DISCUSSED A WIDE RANGE OF ISSUES, INCLUDING GOVERNMENTAL RELATIONS, HUMAN PROBLEMS, AN OVERVIEW OF TECHNOLOGY AND STATISTICS AND PLANNING INFORMATION. LEAA TECHNOLOGY AND POLICE, JUDICIAL, CORRECTIONS, AND COORDINATED JUSTICE INFORMATION SYSTEMS WERE EMPHASIZED. FOR ABSTRACTS OF SOME OF THE INDIVIDUAL PRESENTATIONS, SEE NCJ-40337-40354.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

12. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. AMERICAN CRIMINAL HISTORY RECORD—PRESENT STATUS AND FUTURE REQUIREMENTS.** 43 p. 1976. **NCJ-37102**

RESULTS OF A STUDY UNDERTAKEN TO IDENTIFY THE PRESENT NATIONAL CAPABILITY FOR COLLECTION AND DISSEMINATION OF CRIMINAL HISTORY INFORMATION AND TO ESTIMATE THE NATIONAL REQUIREMENTS FOR THIS INFORMATION FROM 1975 THROUGH 1985. DATA WERE COLLECTED FOR THIS STUDY BY MEANS OF A NATIONAL SURVEY OF 1,563 CRIMINAL JUSTICE AGENCIES IN THE AREAS OF LAW ENFORCEMENT, PROSECUTION, DEFENSE, PROBATION/PAROLE, COURTS, CORRECTIONS, AND STATE CENTERS. THE QUESTIONNAIRE SOLICITED INFORMATION ON THE USE, EXTENT, AND MANAGEMENT OF CRIMINAL JUSTICE DATA IN EACH AGENCY. THE OVERALL RESPONSE RATE FOR THE SURVEY WAS 31.2 PERCENT. THIS RATE WAS INCREASED TO 36.1 PERCENT AFTER THE SAMPLE WAS REVIEWED TO ENSURE THAT EACH AGENCY DEALT WITH CRIMINAL HISTORIES. BASED ON THE DATA COLLECTED AND ANALYSIS PERFORMED DURING THE STUDY, FOUR MAJOR CONCLUSIONS WERE DRAWN. FIRST, IT WAS FOUND THAT THE

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CRIMINAL HISTORY RECORD IS A PRIMARY SOURCE OF INFORMATION VITAL TO EXERCISING DISCRETION AND MAKING DECISIONS CONCERNING INDIVIDUALS THROUGHOUT THE CRIMINAL JUSTICE PROCESS. SECOND, THE STUDY CONCLUDED THAT THE EXISTING CRIMINAL HISTORY SYSTEM IS INCAPABLE OF SATISFYING THE DATA DEMANDS AND TIMELINESS REQUIREMENTS BEING PLACED ON IT. THE THIRD CONCLUSION STATED THAT GROWTH TRENDS AND USAGE PATTERNS INDICATE THAT THIS CONDITION WILL WORSEN IN THE FUTURE, AND THAT THE PRESENT CRIMINAL HISTORY SYSTEM CONFIGURATION MAY BECOME UNMANAGEABLE. FINALLY, THE STUDY FOUND THAT A NATIONAL COMPUTERIZED CRIMINAL HISTORY (CCH) SYSTEM OFFERS THE POTENTIAL FOR MAKING THE SYSTEM MANAGEABLE, THEREBY ALLEVIATING MANY PRESENT AND PROJECTED PROBLEMS. SAMPLE SURVEY INSTRUMENTS AND STATISTICAL TABLES LISTING SURVEY RESULTS ARE INCLUDED IN THIS DOCUMENT. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

13. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. PROJECT SEARCH—CRIMINAL JUSTICE COMPUTER HARDWARE AND SOFTWARE SECURITY CONSIDERATIONS.** 39 p. 1974. NCJ-13610

CRIMINAL JUSTICE INFORMATION SYSTEMS SAFEGUARDS ARE RECOMMENDED FOR THE PHYSICAL FACILITY, PROCEDURES, ORGANIZATION AND PERSONNEL, EQUIPMENT, OPERATING SYSTEMS, APPLICATIONS PROGRAMS, AND DATA FILES. INADEQUATE SAFEGUARDS AND CONTROLS MAY RESULT IN UNAUTHORIZED OR ILLEGAL OBSERVATION, EXTRACTION, ALTERATION, UTILIZATION, OR ADDITION OF DATA. STANDARDS FOR TERMINAL AND OPERATOR IDENTIFICATION, DATA STORAGE, DATA ENTRY, AND FILE PROTECTION SOFTWARE ARE DELINEATED. SUGGESTIONS INCLUDE USING TERMINAL IDENTIFICATION CODES, PERSONAL IDENTIFICATION NUMBERS AND USER LOGS, WHICH SHOULD BE AUDITED REGULARLY. DATA STORAGE SECURITY REQUIREMENTS INCLUDE THE CREATION OF DUPLICATE FILES AND THE INSTITUTION OF CONTROLS ENSURING THAT EACH USER HAS ACCESS ONLY TO THOSE FILES FOR WHICH HE IS AUTHORIZED. DATA ENTRY PROCEDURE SHOULD ENTAIL THE DESTRUCTION OF SOURCE DOCUMENTS AND LIMIT THE ENTRY, MODIFICATION AND CANCELLATION CAPABILITIES OF TERMINALS. A MONITORING PROGRAM WOULD DETECT AND REPORT VIOLATIONS OF THE SYSTEM SECURITY SOFTWARE, AND AN EDIT PROGRAM WOULD PERIODICALLY AUDIT ALL RECORD ALTERATION TRANSACTIONS. THE APPENDIX CONSISTS OF A CHECKLIST OF SECURITY CONSIDERATIONS FOR CRIMINAL JUSTICE COMPUTER HARDWARE AND SOFTWARE. A BIBLIOGRAPHY IS PROVIDED.

**Availability:** NCJRS MICROFICHE PROGRAM.

14. **A. D. SHOSTAK and S. S. G. WIEMAN. PLANNING AN INFORMATION SYSTEM—A HANDBOOK FOR CRIMINAL JUSTICE AGENCIES.** MINNESOTA CRIME CONTROL PLANNING BOARD, 444 LAFAYETTE ROAD, ST PAUL MN 55101. 134 p. 1977. NCJ-44626

THIS HANDBOOK REPRESENTS A STEP TOWARD IMPROVING USER PARTICIPATION IN PLANNING CRIMINAL JUSTICE INFORMATION SYSTEMS AND THE EFFECTIVENESS OF THESE SYSTEMS. THE HANDBOOK DESCRIBES A SYSTEMATIC PROCESS TO HELP AGENCIES IDENTIFY THEIR NEEDS FOR IMPROVED INFORMATION SYSTEMS AND TO IDENTIFY ALTERNATIVE METHODS FOR IMPLEMENTING THE MOST FEASIBLE SYSTEMS. THE TEXT PROVIDES AN OVERVIEW OF INFORMATION SYSTEMS, DESCRIBES THE HISTORICAL DEVELOPMENT OF CRIMINAL JUSTICE INFORMATION SYSTEMS, AND IDENTIFIES OTHER RESOURCES AVAILABLE TO ASSIST

## CRIMINAL JUSTICE

IN THE PLANNING OF INFORMATION SYSTEMS. APPENDIXES INCLUDE TECHNICAL ASSISTANCE CONTACTS, AN ANNOTATED REFERENCE LIST, A GLOSSARY, REFERENCES CITED IN THE TEXT, AND AN EVALUATION QUESTIONNAIRE. (AUTHOR ABSTRACT MODIFIED).

15. **R. J. TERRILL. OVERVIEW OF THE PRIVACY ISSUE IN CRIMINAL JUSTICE TRENDS IN THE UNITED STATES AND ENGLAND.** JOHN JAY PRESS, 444 WEST 56TH STREET, NEW YORK NY 10019. *POLICE STUDIES*, V 1, N 3 (SEPTEMBER 1978), P 42-50. NCJ-52710

PRIVACY ISSUES SURROUNDING THE DEVELOPMENT OF COMPUTERIZED CRIMINAL JUSTICE INFORMATION SYSTEMS IN THE UNITED STATES AND ENGLAND ARE EXAMINED. THE HISTORY OF THE PRIVACY ISSUE IN THE UNITED STATES AND IN ENGLAND IS TRACED, WITH REFERENCE TO EVENTS THAT GAVE RISE TO CONCERN ABOUT PRIVACY VIS-A-VIS GOVERNMENT INFORMATION SYSTEMS. THE RESPONSES OF THE COURTS AND LEGISLATURES TO THE PRIVACY ISSUE ARE EXAMINED, AND POLICY STATEMENTS ISSUED BY THE GOVERNMENTS OF THE TWO COUNTRIES ARE COMPARED AND CONTRASTED. IT IS NOTED THAT, DESPITE A COMMON CULTURAL AND LEGAL HERITAGE, ENGLAND AND THE UNITED STATES HAVE APPROACHED THE PRIVACY ISSUE FROM DIFFERENT PERSPECTIVES. THIS DIFFERENCE IN APPROACH HAS RESULTED PRIMARILY FROM DISSIMILAR POLITICAL AND LEGAL CONTEXTS. FOR EXAMPLE, UNLIKE THE UNITED STATES, ENGLAND LACKS AN EXTENSIVE BODY OF CASE LAW ON THE SUBJECT OF PERSONAL PRIVACY. IN GENERAL, THE BRITISH APPROACH HAS BEEN TO REJECT THE NOTION THAT THE RIGHT TO PRIVACY CAN BE REGULATED THROUGH CASE LAW OR BY STATUTE AND TO RELY ON THE PRINCIPLE THAT 'WHAT IS NOT PROHIBITED IS PERMITTED.' IT IS CONCLUDED, HOWEVER, THAT BOTH GOVERNMENTS HAVE RECOGNIZED THE NEED TO DEVELOP LEGAL AND TECHNOLOGICAL SAFEGUARDS FOR COMPUTERIZED CRIMINAL JUSTICE INFORMATION SYSTEMS, BUT HAVE FOUND THAT, DUE IN PART TO CONTINUING INNOVATION IN COMPUTER TECHNOLOGY, LEGISLATING CONTROLS HAS PROVED DIFFICULT. IN DEVELOPING NEW STANDARDS AND PROCEDURES FOR THE FUTURE USE OF COMPUTERIZED INFORMATION SYSTEMS, THE UNITED STATES AND ENGLAND ARE URGED TO KEEP DEMOCRATIC PRINCIPLES IN THE FOREFRONT OF THE DECISIONMAKING PROCESSES.

16. **UNIVERSITY OF WASHINGTON. CRIMINAL JUSTICE INFORMATION SYSTEMS SYMPOSIUM—LEAA REGION 10—PROCEEDINGS—DEVELOPING SYSTEMS THAT MAKE A DIFFERENCE, SEATTLE, WASHINGTON, SEPTEMBER 11-12, 1973.** 304 p. 1973. NCJ-11808

COLLECTION OF SUMMARIES OF EACH SYMPOSIUM PRESENTATION, INCLUDING ALL FORMAL QUESTION AND ANSWER SESSIONS. SESSION I WAS DEVOTED TO THE PLANNING PROCESS, AND SESSION II TO RECIDIVISM, CRIME ANALYSIS, AND A REGIONAL INTEGRATED INFORMATION SYSTEM, ALERT II, WHICH USES COMPUTERS TO HELP PROSECUTORS, COURTS, CORRECTIONS, AND POLICE TO REDUCE CRIME IN KANSAS CITY, MISSOURI. SESSION III WAS DESIGNED FOR STATE LEVEL POLICE. SESSION IV, ONCE AGAIN FOCUSED ON RECIDIVISM. SESSIONS V AND VI CONCERNED A VARIETY OF PLANNING ACTIVITIES RELATED TO CRIMINAL JUSTICE INFORMATION SYSTEMS. THE LAST FIVE SESSIONS WERE DEVOTED TO SPECIFIC SUBJECTS FOR SPECIFIC COMPONENTS IN THE CRIMINAL JUSTICE SYSTEM. SESSIONS VII AND VIII CONTAINED PRESENTATIONS GEARED TOWARD THE INTERESTS OF STATE LEVEL, URBAN AND RURAL POLICE DEPARTMENTS. SESSIONS IX AND X WERE COMPRISED OF DISCUSSIONS FOR PROSECUTOR AND COURT COMPONENTS RESPECTIVELY. FINALLY, SESSION XI WAS SLANTED TOWARD THE INTERESTS OF THOSE INVOLVED WITH CORRECTIONS.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

17. **US COMPTROLLER GENERAL, 441 G STREET NW, WASHINGTON DC 20548. DEPARTMENT OF JUSTICE, MAKING EFFORTS TO IMPROVE LITIGATIVE MANAGEMENT INFORMATION SYSTEMS.** 20 p. 1979. NCJ-62246

THE COMPTROLLER GENERAL'S OFFICE STUDIED THE DEPARTMENT OF JUSTICE'S MANAGEMENT INFORMATION SYSTEMS TO SUMMARIZE PAST AUDIT EXPERIENCES AND TO DETERMINE WHAT EFFORTS ARE BEING MADE TO IMPROVE THE SYSTEMS. BASED ON INTERVIEWS WITH JUSTICE OFFICIALS AND RECORDS OF THE LITIGATION GROUPS AND JUSTICE'S OFFICE OF MANAGEMENT AND FINANCE, STUDY RESULTS ARE DETAILED IN FIVE APPENDIXES. THE RESULTS FOCUS ON JUSTICE'S LITIGATION ACTIVITIES, THE QUALITY OF ITS SUMMARY INFORMATION, AND JUSTICE'S EFFORTS TO IMPROVE MANAGEMENT INFORMATION SYSTEMS. OVERALL, THE COMPTROLLER GENERAL REPORTS THAT (1) SUMMARY DATA FOR SUPPORTING BUDGET REQUESTS AND FOR EVALUATION LITIGATION PROGRAM EFFORTS HAVE NOT BEEN AVAILABLE; (2) JUSTICE HAS RECOGNIZED THE NEED FOR LITIGATION MANAGEMENT INFORMATION SYSTEMS THAT WOULD DETAIL USE OF STAFF RESOURCES AND WORKLOAD RELATIONSHIPS; (3) ACCORDING TO PAST AUDITS, JUSTICE HAS INSUFFICIENT DATA TO MEASURE EFFECTIVELY THE SCOPE, PROGRESS, AND RESULTS OF VARIOUS LITIGATION ACTIVITIES; (4) SUMMARY INFORMATION IS LACKING BECAUSE JUSTICE DOES NOT HAVE INFORMATION SYSTEMS THAT DETAIL THE USE OF STAFF RESOURCES OR PROVIDE READILY RETRIEVABLE CASELOAD DATA; (5) JUSTICE AND THE LITIGATIVE GROUPS HAVE BEEN TAKING STEPS TO IMPLEMENT MANAGEMENT INFORMATION SYSTEMS; AND (6) THESE EFFORTS VARY SO IN FORMAT AND LEVEL OF DETAIL THAT RECEIPT OF UNIFORM LITIGATION DATA IS UNLIKELY. IF UNIFORM DATA ON STAFF TIME EXPENDED AND SPECIFIC CASES WERE MAINTAINED AND STAFF TIME EXPENDED FOR INDIVIDUAL NUMBER CASES WAS SHOWN FOR ALL LITIGATION ACTIVITIES, THEN JUSTICE COULD FORM A DATA BASE FOR COMPARING AND PROJECTING RESOURCES NEEDED AND RESOURCES AVAILABLE TO HANDLE EXISTING CASELOADS. WHILE EACH LITIGATION GROUP HAS UNIQUE INFORMATION NEEDS, SOME COMMON REQUIREMENTS, SUCH AS THE CALENDAR TIME TO HANDLE A CASE, CASE DISPOSITION, AND CURRENT STATUS COULD BE SATISFIED.

**Supplemental Notes:** THERE IS A CHARGE FOR MORE THAN ONE COPY. REPORT TO THE HOUSE SUBCOMMITTEE ON GOVERNMENT INFORMATION AND INDIVIDUAL RIGHTS BY THE COMPTROLLER GENERAL.

**Availability:** US GENERAL ACCOUNTING OFFICE, DISTRIBUTION SECTION, ROOM 4522, 441 G STREET, NW, WASHINGTON DC 20548. Stock Order No. GGD-79-80. (Microfiche)

18. **US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION—REGION 5. INFORMATION SYSTEM TECHNOLOGY TRANSFER—SUMMARY REPORT.** 100 p. 1976. NCJ-35278

DESCRIPTIVE REPORT AND EVALUATION OF A PROJECT WHICH TRANSFERRED PROVEN AND OPERATIONAL COMPUTER PROGRAMS TO SIX PARTICIPATING RECIPIENT AGENCIES TO PROVIDE INSIGHT INTO THE TECHNOLOGY TRANSFER PROCESS. THIS PROJECT WAS CONDUCTED IN RESPONSE TO THE INCREASING REPLICATION OF THE SAME OR SIMILAR APPLICATION PROGRAMS IN POLICE, COURTS, AND CORRECTIONAL AGENCIES. BASED ON AN ANALYSIS OF NEEDS AND READINESS OF CRIMINAL JUSTICE AGENCIES IN LEAA'S REGION FIVE, THE FOLLOWING SIX AGENCIES WERE SELECTED AS RECIPIENT SITES: LAKE COUNTY DEPARTMENT OF MANAGEMENT SERVICES (WAUKEGAN, ILLINOIS); MARION COUNTY MUNICIPAL COURT (INDIANAPOLIS, INDIANA); MICHIGAN DEPARTMENT OF CORRECTIONS, (LANSING, MICHIGAN); MINNEAPOLIS POLICE DEPARTMENT (MINNEAPOLIS, MINNESOTA); NORTHWEST OHIO REGIONAL INFORMATION SYSTEM (TOLEDO, OHIO); AND WISCONSIN DIVISION OF

CORRECTIONS (MADISON, WISCONSIN). THE PROJECT COMPRISED FOUR PHASES—A SYSTEMS REQUIREMENT ANALYSIS, A DONOR SITE SELECTION PHASE, A TECHNOLOGY TRANSFER PHASE, AND A DOCUMENTATION PHASE. TWO SITES, THE STATE OF WISCONSIN AND THE MICHIGAN DEPARTMENT OF CORRECTIONS, TERMINATED THEIR PARTICIPATION PRIOR TO COMPLETION OF THE PROJECT. THIS REPORT ASSESSES THE INSIGHTS GAINED IN THE COURSE OF THIS TECHNOLOGY TRANSFER EXPERIMENT TO DEVELOP GUIDELINES TO ASSIST OTHER AGENCIES IN THE TECHNOLOGY TRANSFER PROJECT. THIRTEEN SPECIFIC PROJECT CONCLUSIONS ARE PRESENTED INCLUDING THE ESTIMATION THAT TECHNOLOGY TRANSFER IS ECONOMICALLY AND PRACTICALLY FEASIBLE, THAT LEAA SHOULD DEVELOP A TECHNICAL ASSISTANCE PROGRAM TO ASSIST AGENCIES IN THE TECHNOLOGY TRANSFER PROCESS, AND THAT THERE IS A CRITICAL NEED FOR A NATIONAL UP-TO-DATE INDEX OF CRIMINAL JUSTICE INFORMATION SYSTEM APPLICATIONS. A SUMMARY OF RECOMMENDATIONS FOR TECHNOLOGY TRANSFER EFFORTS AND THE DEVELOPMENT OF THIS ACTIVITY IS PRESENTED. THE 45 RECOMMENDATIONS COVER PRE-TRANSFER CONDITIONS, TRANSFER SYSTEM SELECTION, TRANSFER, DOCUMENTATION, AND RECOMMENDATIONS FOR LEAA ACTION. A DESCRIPTION OF THE EXPERIENCES OF THE SITES IN THE PROJECT IS ALSO OFFERED TO SUPPORT PROJECT CONCLUSIONS AND RECOMMENDATIONS. CONSIDERED ARE FREQUENT SIZE, READINESS, REQUIREMENTS ANALYSIS, TRANSFER SYSTEM SELECTION AND IMPLEMENTATION, DOCUMENTATION, PRIVACY AND SECURITY CONSIDERATIONS, AND COST/TIME COMPARISONS. THE APPENDIX CONTAINS COPIES OF THE DONOR SITE TELEPHONE QUESTIONNAIRE, THE PROJECT ABSTRACT OUTLINE, THE SYSTEMS DOCUMENTATION GUIDELINE, THE MINNEAPOLIS TELEPHONE SURVEY RESULTS, AND PROJECT SITE ABSTRACTS.

**Availability:** NCJRS MICROFICHE PROGRAM.

19. **US OFFICE OF THE FEDERAL REGISTER. CRIMINAL JUSTICE INFORMATION SYSTEMS.** FEDERAL REGISTER, V 40, N 98 (MAY 20, 1975), P 22114-22119. NCJ-30233

FEDERAL REGULATIONS GOVERNING THE DISSEMINATION OF CRIMINAL RECORDS AND CRIMINAL HISTORY INFORMATION. IT IS THE PURPOSE OF THESE REGULATIONS TO ASSURE THAT CRIMINAL HISTORY RECORD INFORMATION WHEREVER IT APPEARS IS COLLECTED, STORED, AND DISSEMINATED IN A MANNER TO ENSURE THE COMPLETENESS, INTEGRITY, ACCURACY AND SECURITY OF SUCH INFORMATION AND TO PROTECT INDIVIDUAL PRIVACY. FURTHERMORE, THESE REGULATIONS AFFORD GREATER PROTECTION OF THE PRIVACY OF INDIVIDUALS WHO MAY BE INCLUDED IN THE RECORDS OF THE FEDERAL BUREAU OF INVESTIGATION, CRIMINAL JUSTICE AGENCIES RECEIVING FUNDS DIRECTLY OR INDIRECTLY FROM THE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION, AND INTERSTATE, STATE OR LOCAL CRIMINAL JUSTICE AGENCIES EXCHANGING RECORDS WITH THE FBI OR THESE FEDERALLY-FUNDED SYSTEMS. AT THE SAME TIME, THESE REGULATIONS PRESERVE LEGITIMATE LAW ENFORCEMENT NEED FOR ACCESS TO SUCH RECORDS. (AUTHOR ABSTRACT)

**Availability:** NCJRS MICROFICHE PROGRAM.

20. **G. K. ZENK. PROJECT SEARCH—THE STRUGGLE FOR CONTROL OF CRIMINAL INFORMATION IN AMERICA.** GREENWOOD PRESS, 51 RIVERSIDE AVENUE, WESTPORT CT 06880. 185 p. 1979. NCJ-58428

THIS HISTORY OF PROJECT SEARCH, A COMPUTER SYSTEM FOR STORING AND EXCHANGING CRIMINAL HISTORIES, DESCRIBES ITS DEVELOPMENT INTO A NATIONAL ORGANIZATION AND THE STRUGGLE FOR ITS CONTROL BY LEAA, THE FBI, AND THE STATES. IN 1969, LEAA AWARDED A GRANT TO

## GENERAL INFORMATION

6 STATES TO AID IN DEVELOPING PROJECT SEARCH; TODAY THAT PROJECT HAS GROWN INTO SEARCH GROUP INCORPORATED AND INVOLVES 50 STATES. AT THE TIME PROJECT SEARCH BEGAN, THE FBI HAD BEEN THE UNDISPUTED REPOSITORY FOR CRIMINAL INFORMATION AT THE NATIONAL LEVEL. WHEN THE FBI SUGGESTED THAT A FEW STATES TEST A PROTOTYPE OF A COMPUTERIZED SYSTEM FOR EXCHANGING CRIMINAL HISTORY DATA, THE BUREAU ASSUMED THAT THE PROJECT WOULD FOLLOW THE FBI'S PLAN. WHEN THE PROJECT TOOK A DIFFERENT PATH, THE FBI WITHDREW ITS SUPPORT, BUT WITH LEAA ASSISTANCE THE PROJECT CONTINUED TO GROW IN STRENGTH AND SCOPE UNTIL THE FBI WAS FORCED TO TAKE NOTICE OF THE CHALLENGE TO ITS TRADITIONAL DOMINATION OF THE FIELD OF CRIMINAL INFORMATION. THE CONFLICT INVOLVED NOT ONLY THE VARIOUS BUREAUCRATIC POWER INTERESTS, BUT ALSO SOME SIGNIFICANT QUESTIONS SUCH AS (1) THE CONFLICT BETWEEN THE INDIVIDUAL'S RIGHT TO PRIVACY AND THE NEED FOR COMPREHENSIVE CRIMINAL RECORDS BY POLICE AND CRIMINAL JUSTICE AGENCIES AND (2) THE ISSUE OF FEDERALISM AS THE STATES FOUGHT TO GAIN CONTROL OVER A NATIONAL SYSTEM. PROJECT SEARCH HAS PLAYED AN IMPORTANT ROLE IN THE BUREAUCRATIC POLICY SPACE PREVIOUSLY DOMINATED BY THE FBI, HAS GREATLY FACILITATED RESEARCH, AND HAS PRODUCED A LARGE VOLUME OF PUBLICATIONS. PROJECT SEARCH'S FUTURE DEPENDS UPON THE WILLINGNESS OF ALL LEVELS OF GOVERNMENT TO PROVIDE FUNDS FOR ESSENTIAL SERVICE, THE MULTI-JURISDICTIONAL COOPERATION OF GOVERNMENTS TO ENSURE THAT CRIMINAL HISTORY RECORDS ARE COMPLETE, ACCURATE, AND TIMELY, AND THE SUPPORT OF CONGRESS IN LIMITING THE FBI ROLE IN NATIONWIDE CRIMINAL HISTORY INFORMATION SYSTEMS. NOTES, A BIBLIOGRAPHY, STATISTICS, A DESCRIPTION OF THE PROJECT, AND AN INDEX ARE APPENDED.

**Supplemental Notes:** CONTRIBUTIONS IN POLITICAL SCIENCE, NO 23.

**Availability:** GREENWOOD PRESS, 51 RIVERSIDE AVENUE, WESTPORT CT 06880.

## SELECTED COMPREHENSIVE STATE PLANS

21. **COLORADO DIVISION OF CRIMINAL JUSTICE, 1313 SHERMAN STREET, ROOM 419, DENVER CO 80203. MASTER PLAN FOR CRIMINAL JUSTICE INFORMATION SYSTEMS IN COLORADO.** 108 p. NCJ-15848

A PLAN FOR THE CONTROL, COORDINATION AND IMPROVEMENT OF COLORADO CRIMINAL JUSTICE INFORMATION SYSTEMS WHICH COVERS ASPECTS FROM FUNDING SOURCES TO A FIVE YEAR IMPLEMENTATION SCHEME. THE REPORT OPENS WITH A DISCUSSION OF GOALS AND POLICIES FOR THE PROPOSED SYSTEM. THIS IS FOLLOWED BY A PRESENTATION OF CRIMINAL JUSTICE INFORMATION AND INFORMATION SYSTEM REQUIREMENTS. THE REMAINING SECTIONS ARE CONCERNED WITH THE PRIORITIES OF THE USING AREAS AND AGENCIES, SECURITY AND PRIVACY CONSIDERATIONS, THE FIVE YEAR IMPLEMENTATION AND FUNDING PLAN AND TECHNICAL OPERATIONAL STANDARDS AND MANAGEMENT ORGANIZATION OF THE SYSTEM.

Availability: NCJRS MICROFICHE PROGRAM.

22. **CONNECTICUT JUSTICE COMMISSION, 75 ELM STREET, HARTFORD CT 06115. CONNECTICUT MASTER PLAN—CRIMINAL JUSTICE INFORMATION SYSTEMS.** 311 p. 1977. NCJ-54551

THIS FULLY DOCUMENTED MASTER PLAN PRESENTS A MULTILEVEL CRIMINAL JUSTICE INFORMATION SYSTEM TO SERVE NOT ONLY STATEWIDE NEEDS BUT ALSO THE NEEDS OF REGIONAL AND LOCAL AGENCIES. COST DATA ARE INCLUDED. THE REQUIREMENTS OF A CRIMINAL JUSTICE SYSTEM ARE REVIEWED, THE ISSUES OF PRIVACY AND SECURITY ARE ADDRESSED, AND BASIC COMPUTER HARDWARE AND SOFTWARE NEEDS ARE DESCRIBED. THE PROPOSED MULTILEVEL SYSTEM WOULD CONSIST OF FILES OF LOCAL OR REGIONAL INTEREST (ASSOCIATED MOSTLY WITH LOCAL AND STATE POLICE), FILES UTILIZED IN THE OPERATIONS OF INDIVIDUAL STATE-LEVEL JUSTICE AGENCIES (COURT, PROBATION, CORRECTIONS, AND PAROLE), AND FILES ON STATEWIDE STOLEN PROPERTY, MOTOR VEHICLES, AND CRIMINAL HISTORIES. CHARTS, TABLES, STATISTICS, COST DATA, AND OTHER SUPPORTING MATERIALS ARE INCLUDED AS PART OF THE DETAILED DESCRIPTION OF THIS PROPOSED SYSTEM. ALTERNATIVE APPROACHES TO THE SYSTEM'S DESIGN ARE REVIEWED AND COST ESTIMATES ARE GIVEN. THE MANAGEMENT PROBLEMS ASSOCIATED WITH IMPLEMENTATION ARE DISCUSSED. A FINAL SECTION SETS UP A PLAN FOR IMPLEMENTATION, DESCRIBES A STEP-BY-STEP METHOD FOR PHASING IN THE SYSTEM, AND

RECOMMENDS BID PROCEDURES FOR THE PURCHASE OF THE NECESSARY HARDWARE AND SOFTWARE. THE TEXT OF A PROPOSED CONNECTICUT LAW IN DATA SECURITY AND PRIVACY IS APPENDED.

Availability: NTIS. Accession No. PB-285 487. (Microfiche)

23. **T. R. DECAMPLI and S. M. BLINDMAN. CRIMINAL LAW UNIFORM ENFORCEMENT SYSTEM (CLUES)—A PROGRAM EVALUATION OF TWENTY-FIVE SUBGRANTS.** DELAWARE CRIMINAL JUSTICE PLANNING COMMISSION, STATE CAPITOL BLDG, 4TH FLOOR, 820 FRENCH STREET, WILMINGTON DE 19801. 56 p. 1976. NCJ-38938

EVALUATION OF A COMPUTERIZED CRIMINAL JUSTICE INFORMATION SYSTEM WHICH WAS DESIGNED TO PROVIDE STORAGE AND RAPID RETRIEVAL OF INFORMATIONAL STATISTICS RELATING TO POLICE, COURTS, AND CORRECTIONS IN THE STATE OF DELAWARE. SINCE THE PROJECT'S INCEPTION IN 1969, THE DELAWARE AGENCY TO REDUCE CRIME HAS AWARDED 25 GRANTS FOR THE DEVELOPMENT AND OPERATION OF THE CRIMINAL LAW UNIFORM ENFORCEMENT SYSTEM (CLUES). THIS REPORT, DATED MAY, 1976, COVERS ONLY THE POLICE, SINCE THEY WERE THE ONLY OPERATIONAL COMPONENT OF CLUES AT THAT TIME. HOWEVER, THE JUDICIARY AND CORRECTIONS HAVE COMPLETED PRELIMINARY STUDIES OF THEIR DATA NEEDS AND ORGANIZATIONAL REQUIREMENTS IN PREPARATION FOR THEIR EVENTUAL PARTICIPATION. SOME OF THE MAJOR FINDINGS OF THE INVESTIGATION INCLUDED THE FOLLOWING: THE VALUE OF THE SYSTEM WAS APPARENTLY OVERESTIMATED IN TERMS OF USEFULNESS, THERE IS A NARROWNESS OF OPERATIONAL CONTROL, AND COMPUTER RESPONSE TIME AND DOWNTIME NEED TO BE IMPROVED. REGARDLESS OF THE PROBLEMS, CLUES WAS SEEN AS A DEFINITE BENEFIT TO LAW ENFORCEMENT. PARTICULARLY NOTED WAS THE FACT THAT THE MAJORITY OF OFFICERS IN THE FIELD FELT THAT THEIR PERSONAL SAFETY HAD INCREASED AS A RESULT OF CLUES. THE TEXT ALSO CONTAINS APPENDICES WITH BUDGET INFORMATION AND REPRINTS OF QUESTIONNAIRES THAT WERE USED IN THE INVESTIGATION. (AUTHOR ABSTRACT MODIFIED)

Availability: NCJRS MICROFICHE PROGRAM.

24. **DISTRICT OF COLUMBIA OFFICE OF CRIMINAL JUSTICE PLANS AND ANALYSIS, 1329 E STREET, NW, WASHINGTON DC 20004. DISTRICT OF COLUMBIA—CRIMINAL JUSTICE INFORMATION SYSTEMS MASTER PLAN.** 250 p. 1975. NCJ-38378

THIS VOLUME COMPARES EXISTING DISTRICT OF COLUMBIA CRIMINAL JUSTICE INFORMATION SYSTEMS AND RECORDS PRACTICES WITH RECOMMENDATIONS PROPOSED BY THE NATIONAL ADVISORY COMMISSION. IN THIS REGARD, THE DISTRICT'S SYSTEMS COMPARE VERY FAVORABLY WITH THE MAJORITY OF THESE RECOMMENDATIONS. THE PLAN HAS BEEN UPDATED TO REFLECT: THE CHANGES IN SYSTEMS SINCE LAST YEAR'S PLAN, INCLUDING SYSTEMS AND PLANNING ACTIVITIES ADDED, CHANGED, OR NO LONGER APPLICABLE; THE ADDITION OF A NEW SECTION DETAILING DEVELOPMENTS FOR THE PROPOSED OBTS/CCH (OFFENDER-BASED TRANSACTION STATISTICS/ COMPUTERIZED CRIMINAL HISTORIES) COMPUTER SYSTEMS AND THE CDS (COMPREHENSIVE DATA SYSTEM) PROGRAM IN GENERAL; AND AN EXPANDED SECTION ON THE AREA OF PRIVACY AND SECURITY. THE VOLUME IS COMPREHENSIVE IN THAT IT INCLUDES EXTENSIVE DOCUMENTATION ON THE CITY'S INFORMATION SYSTEMS IN CRIMINAL JUSTICE. IT SHOULD SERVE AS A KEY REFERENCE POINT IN SUMMARIZING THE EXTENSIVE AND RATHER COMPLEX DEVELOPMENTS IN THIS FIELD. (AUTHOR ABSTRACT)

Availability: NCJRS MICROFICHE PROGRAM.

25. **FLORIDA GOVERNOR'S COUNCIL ON CRIMINAL JUSTICE. FLORIDA—MASTER PLAN FOR CRIMINAL JUSTICE INFORMATION SYSTEMS.** 65 p. 1972. NCJ-08002

GUIDELINES FOR DEVELOPING AN INTEGRATED STATEWIDE SYSTEM OF INFORMATION COLLECTION AND DISTRIBUTION. PRIMARY GOALS ARE TO ESTABLISH A SYSTEM TO COLLECT, STORE, AND DISSEMINATE DATA NEEDED FOR AGENCY SUPPORT, ENSURE THAT INDIVIDUAL AGENCIES ARE SERVED WITH THE MOST COST EFFECTIVE SYSTEMS, AND CREATE A LINKING TELECOMMUNICATIONS NETWORK. STANDARDS ARE ESTABLISHED FOR INTER-SYSTEM COMMUNICATION AND TO INSURE INTEGRITY AND SECURITY OF DATA. THE PLAN CALLS FOR A STATISTICAL DESCRIPTION OF THE OPERATION OF THE CRIMINAL JUSTICE SYSTEM. THIS MANUAL IDENTIFIES THE VARIOUS LEVELS OF GOVERNMENT AND THEIR REQUIREMENTS FOR CRIMINAL JUSTICE INFORMATION. A SCHEMATIC DIAGRAM OF AGENCY PRIORITIES IS PRESENTED. TECHNICAL OPERATING STANDARDS AND MANAGEMENT CONTROLS ARE DISCUSSED, IN ADDITION TO PRIVACY AND SECURITY POLICIES. MULTI-YEAR PROJECTIONS THROUGH 1976 ARE INCLUDED. (AUTHOR ABSTRACT MODIFIED)

26. **LOCKHEED MISSILE AND SPACE COMPANY, ORGN 56-40, BUILDING 534, SUNNYVALE CA 94088. CALIFORNIA CRIMINAL JUSTICE INFORMATION SYSTEM, ADVANCED SYSTEM DESIGN DESCRIPTION.** 300 p. 1968. NCJ-01276

A PROPOSED INTEGRATED INFORMATION SYSTEM FOR CRIMINAL JUSTICE AGENCIES THROUGHOUT CALIFORNIA IS PRESENTED. AN OVERVIEW OF THE SYSTEM INCLUDES ITS CONTENTS, SERVICES TO BE RENDERED, PARTICIPANTS, TECHNICAL CHARACTERISTICS OF EQUIPMENT AND SOFTWARE NEEDED, THE WORKLOAD ASSOCIATED WITH THE SYSTEM AT VARIOUS PHASES OF ITS OPERATION, AND THE BENEFITS THAT MAY BE EXPECTED TO BE DERIVED. A DESCRIPTION OF THE PROCESSES, PROCESSING POLICIES AND GUIDELINES, AND FILES AND OUTPUTS INVOLVED FOR EVERY MAJOR INPUT THAT ENTERS THE SYSTEM IS GIVEN.

Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

27. **MONTANA BOARD OF CRIME CONTROL, 1336 HELENA AVENUE, HELENA MT 59601. MONTANA—CRIMINAL JUSTICE INFORMATION SYSTEMS PLAN, 2D ED., 1977.** 156 p. 1977. NCJ-43423

A DISCUSSION OF RECENT CRIMINAL JUSTICE INFORMATION SYSTEMS DEVELOPMENT IN MONTANA, NEED FOR COMPREHENSIVE PLANNING, CURRENT PROBLEMS, AND FUTURE

NEEDS ARE COVERED IN THIS UPDATE OF A 1975 PLAN. SINCE THE ORIGINAL STUDY, IT HAS BECOME APPARENT THAT A MORE COMPREHENSIVE PLAN WITH BROADER INPUT IS NEEDED. MOST OF THE CRIMINAL JUSTICE AGENCIES IN MONTANA USE MANUAL RECORDS SYSTEMS WHICH ARE HAVING TROUBLE MEETING INCREASED NEEDS. AT PRESENT MANY AGENCIES ARE IN THE PROCESS OF IMPROVING THE EFFICIENCY OF THESE MANUAL SYSTEMS. THE GOAL OF THE CRIMINAL JUSTICE INFORMATION SYSTEMS PLAN IS TO IMPROVE THE QUALITY OF INFORMATION TRANSMITTED TO CRIMINAL JUSTICE AGENCIES, TO INCREASE APPREHENSION OF CRIMINALS, INCREASE SAFETY OF LAW ENFORCEMENT OFFICERS, PROVIDE INFORMATION TO HELP REHABILITATION OF OFFENDERS, AND IMPROVE MONITORING OF PERSONS ON PROBATION AND PAROLE. NAMES OF MISSING JUVENILES CAN BE INSERTED FOR QUICK IDENTIFICATION. THE PLAN DETAILS NOT ONLY INPUT NEEDS, HARDWARE AND SOFTWARE REQUIREMENTS, AND MANAGEMENT CONTROLS, BUT ALSO DEVELOPS A TIMETABLE FOR IMPLEMENTATION AND DISCUSSES POLICIES WHICH MUST BE ADOPTED. CONDITIONS WHICH MUST BE MET TO MAKE SUCH A SYSTEM ELIGIBLE FOR LEAA FUNDING ARE DETAILED. APPENDICES GIVE SUMMARIES OF THE MAJOR MANUAL, MICROFORM, AND COMPUTER SYSTEMS CURRENTLY USED IN THE MONTANA CRIMINAL JUSTICE SYSTEM WITH ADVANTAGES, DISADVANTAGES, AND BASIC CHARACTERISTICS OF THE THREE TYPES OF INFORMATION PROCESSING.

Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

Availability: NCJRS MICROFICHE PROGRAM.

28. **NORTH CAROLINA COMMITTEE ON LAW AND ORDER, 422 NORTH BLOUNT STREET, RALEIGH NC 27602. MASTER PLAN FOR CRIMINAL JUSTICE INFORMATION SYSTEMS FOR THE STATE OF NORTH CAROLINA.** 150 p. 1974. NCJ-27283

A PLAN TO INSURE THE COORDINATED IMPLEMENTATION OF EFFICIENT AND ECONOMIC INFORMATION SERVICES TO THE CRIMINAL JUSTICE SYSTEM OF NORTH CAROLINA WHILE PROTECTING THE PRIVACY OF ITS CITIZENS. THIS PLAN INCLUDES AN OVERVIEW OF THE SYSTEMS; THE GOALS AND STANDARDS OF THE SYSTEM; SUPERVISORY RESPONSIBILITIES AND DATA REQUIREMENTS. OTHER TOPICS INCLUDE THE PRIORITIES FOR THE DEVELOPMENT OF VARIOUS SYSTEMS; PRIVACY AND SECURITY; TECHNICAL STANDARDS AND MANAGEMENT CONTROL; FUNDING; AND BUDGET PROJECTIONS.

Availability: NCJRS MICROFICHE PROGRAM.

29. **VIRGINIA COUNCIL ON CRIMINAL JUSTICE, 9 NORTH 12TH STREET, RICHMOND VA 23219; VIRGINIA DIVISION OF JUSTICE AND CRIME PREVENTION, PARHAM PARK, 8501 MAYLAND DRIVE, RICHMOND VA 23229. VIRGINIA'S CRIMINAL JUSTICE INFORMATION SYSTEM MASTER PLAN, 1975.** 153 p. 1975. NCJ-43426

THIS MASTER PLAN HAS BEEN DESIGNED TO MEET FEDERAL REQUIREMENTS AND STATE AND LOCAL DATA REQUIREMENTS AND TO CONFORM TO THE NATIONAL GUIDELINES AND REGULATIONS PUBLISHED BY LEAA. CHAPTER I OUTLINES THE PROBLEMS AND NEEDS OF CRIMINAL JUSTICE AGENCIES REGARDING THE COLLECTION, STORAGE, RETRIEVAL, AND ANALYSIS OF CRIMINAL JUSTICE INFORMATION. PROBLEMS THAT CRIMINAL JUSTICE AGENCIES FACE WITH THEIR EXISTING INFORMATION SYSTEMS AND THE NEED FOR COMPREHENSIVE CRIME AND OFFENDER DATA ARE DISCUSSED. GOALS OF A STATEWIDE SYSTEM ARE EXPLAINED. CHAPTER II ENUMERATES THE EXISTING AND DEVELOPING CRIMINAL JUSTICE INFORMATION SYSTEMS IN THE STATE. THE SYSTEMS THAT ARE PLANNED FOR DEVELOPMENT AT THE STATE LEVEL ARE DESCRIBED IN CHAPTER

III, AS WELL AS THE APPROACH THAT WILL BE TAKEN IN DEVELOPING LOCAL AND REGIONAL SYSTEMS. CHAPTER IV DISCUSSES THE ROLE OF VARIOUS MANAGEMENT BOARDS AND COMMISSIONS, WHILE CHAPTER V DEALS WITH THE LEGISLATIVE NEEDS OF THE CRIMINAL JUSTICE SYSTEM IN THE AREAS OF PRIVACY AND SECURITY, DATA REPORTING, AND ADMINISTRATION. EXISTING LEGISLATION IS ALSO REVIEWED. CHAPTER VI PRESENTS COUNCIL ON CRIMINAL JUSTICE POLICIES, LEAA REGULATIONS, AND THE TECHNICAL REQUIREMENTS THAT WILL AFFECT THE CRIMINAL JUSTICE INFORMATION SYSTEM.

30. **WEST VIRGINIA GOVERNOR'S COMMITTEE ON CRIME, DELINQUENCY AND CORRECTION, 1212 LEWIS STREET, MORRIS SQUARE, CHARLESTON WV 25301. WEST VIRGINIA—COMPREHENSIVE CRIMINAL JUSTICE INFORMATION SYSTEM PLAN—A MULTI-YEAR CDS (COMPREHENSIVE DATA SYSTEM) PLAN. 68 p. 1976. NCJ-43720**  
WEST VIRGINIA'S PLAN FOR THE DESIGN, DEVELOPMENT, AND IMPLEMENTATION OF A COMPREHENSIVE CRIMINAL JUSTICE DATA SYSTEM THAT INCLUDES BOTH MANUAL AND COMPUTERIZED COMPONENTS IS SET FORTH. INFORMATION SYSTEM REQUIREMENTS OF THE STATE ARE IDENTIFIED IN AN ANALYSIS OF INFORMATION NEEDS AND DATA AVAILABLE WITHIN WEST VIRGINIA'S CRIMINAL JUSTICE SYSTEM. SPECIFIC INFORMATION NEEDS ARE CITED AT THE LOCAL LEVEL (LOCAL LAW ENFORCEMENT, MUNICIPAL COURTS, JAILS, PROSECUTION, AND CIRCUIT COURTS) AND AT THE STATE LEVEL (STATE-LEVEL LAW ENFORCEMENT, CORRECTIONS, COURT SYSTEM, PROSECUTION, PUBLIC DEFENDER, AND OTHER STATE AGENCIES). A CONCEPTUAL DESIGN FOR A COMPREHENSIVE DATA SYSTEM IS CONSTRUCTED AROUND SEVEN BASIC GOALS. THE CONCEPTUAL DESIGN ENCOMPASSES AT LEAST 23 SEPARATE, COORDINATED INFORMATION SYSTEMS AND 3 STATE-LEVEL PUBLIC ORGANIZATIONS. A PLAN FOR IMPLEMENTING AND EVALUATING THE CONCEPTUAL MODEL IS PRESENTED, INCLUDING SCHEDULES, COSTS, AND ORGANIZATIONAL STRUCTURES. THE STATUS OF NATIONAL, STATE-LEVEL, AND LOCAL CRIMINAL JUSTICE INFORMATION SYSTEMS IS SUMMARIZED. APPENDED DOCUMENTS INCLUDE LETTERS OF COMMITMENT FROM PUBLIC OFFICIALS, STATUTES GOVERNING DATA SYSTEMS AND CRIME STATISTICS IN WEST VIRGINIA, AND EXAMPLES OF DATA ELEMENTS TO BE USED IN THE COMPREHENSIVE DATA SYSTEM.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

## PRIVACY AND SECURITY ISSUES

31. G. R. COOPER, R. J. NOLFI, R. J. CASSELLS, and N. R. MILLS. **PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION ANALYSES OF STATE PRIVACY LEGISLATION—1979 SUPPLEMENT.** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. 486 p. 1979. NCJ-59645

FOR USE IN REVIEWING OR DEVELOPING A LEGISLATIVE PROGRAM, A COMPENDIUM OF STATE LAWS REGARDING PRIVACY AND SECURITY REQUIREMENTS FOR CRIMINAL JUSTICE INFORMATION IS PRESENTED IN THIS 1979 SUPPLEMENT. THE LEGISLATION HAS BEEN ORGANIZED ALPHABETICALLY BY STATE AND CONTAINS COMPLETE LEGISLATIVE CITATIONS. A TABLE FURNISHES A DETAILED MATRIX SUMMARIZING THE RESULTS OF THE 1979 STATE LAW SURVEY BY CLASSIFYING THE INFORMATION INTO 27 CATEGORIES; ALL BUT 2 CATEGORIES USED IN THE 1974 SURVEY ARE RETAINED, AND THESE ARE REPLACED WITH 2 ADDITIONAL CATEGORIES DEALING WITH FREEDOM OF INFORMATION LAWS. SAMPLES OF THE CLASSIFICATION BREAKDOWNS INCLUDE STATE REGULATORY AUTHORITY, REGULATION OF DISSEMINATION, RIGHT TO CHALLENGE AND INSPECT, PURGING AND SEALING, OPEN RECORDS, ACCURACY AND COMPLETENESS, TRANSACTION LOGS, AND RESEARCHER ACCESS. COMPARISON OF 1974/1979 SURVEY RESULTS IS ALSO PROVIDED, AND EACH CATEGORY IS DEFINED TO ASSIST IN INTERPRETING BOTH MATRIXES. REFERENCES ARE KEYED TO SPECIFIC SECTIONS OF STATE LEGISLATION FOR EASY LOCATION WITHIN THE STATE'S MATERIALS. GENERALLY, THE COMPENDIUM IS LIMITED TO LEGISLATION, THOUGH STATE AGENCY REGULATIONS OR EXECUTIVE ORDERS GOVERNING STATE AGENCIES ARE OCCASIONALLY INCLUDED WHEN THEY IMPLEMENT OR ARE IN LIEU OF LEGISLATION. TRAFFIC LAWS OR REGULATIONS, STATE LICENSING LAWS, AND LOCAL ORDINANCES ARE EXCLUDED UNLESS THEY HAVE DIRECT REFERENCE TO CRIMINAL JUSTICE INFORMATION ACCESS. THOUGH THIS COMPENDIUM IS CONSIDERED CURRENT AS OF JANUARY 1, 1979, FURTHER REVIEW OF A STATE'S LEGISLATION MAY BE NECESSARY DEPENDING ON THE DETAIL OF THE RESEARCHER'S INQUIRY.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** GPO. Stock Order No. 027-000-00871-2.

32. LOS ANGELES REGIONAL CRIMINAL JUSTICE PLANNING BOARD, 304 SOUTH BROADWAY, LOS ANGELES CA 90013; MOTT-MCDONALD ASSOCIATES, INC, 2755 N BUTLER STREET, ORANGE CA 92665. **CACTUS (CLIENT ACTION, CHARACTERISTICS, TRACKING AND RECORD UPDATING SYSTEM)—SECURITY AND PRIVACY.** 33 p. 1975. NCJ-45990

PRIVACY AND SECURITY GUIDELINES FOR CLIENT ACTION, CHARACTERISTICS, TRACKING AND RECORD UPDATING SYSTEM (CACTUS), A YOUTH SERVICES INFORMATION SYSTEM, ARE PRESENTED. THE PROPOSED PRINCIPLES AND PROCEDURES ARE DESIGNED TO ENSURE THE MAXIMUM INTEGRITY OF RECORDED INFORMATION, TO PREVENT MISUSE OF DIVERSION PROJECT RECORDS, AND TO MINIMIZE THE THREATS TO CLIENT PRIVACY WHILE ASSURING MAXIMUM CONFIDENTIALITY OF INDIVIDUALLY IDENTIFIED RECORDED INFORMATION. THE PRINCIPLES UPON WHICH THE PRIVACY AND SECURITY GUIDELINES ARE BASED ARE PRESENTED, TOGETHER WITH SPECIFIC PROCEDURES NECESSARY TO THEIR EFFECTIVE ENFORCEMENT. THESE ARE: NO INDIVIDUALLY IDENTIFIABLE INFORMATION WILL BE RECORDED UNLESS THERE IS A CLEAR REASON FOR ITS USE NOR WILL IT BE COMPUTERIZED WITHOUT AN EXPRESSLY STATED NEED; INDIVIDUAL DATA RECORDED FOR EVALUATION OR RESEARCH WILL NOT BE DISPLAYED WITH IDENTIFIERS OR ACCESSED FROM THE COMPUTER IN A MANNER THAT PERMITS IDENTIFICATION; ONLY DATA EXPRESSLY SERVING CLIENT NEEDS WILL CARRY INDIVIDUAL IDENTIFICATION, AND SUCH INFORMATION WILL BE KEPT TO A MINIMUM; IDENTIFYING DATA WILL BE REMOVED WHEN IT IS NO LONGER ESSENTIAL TO CLIENT NEEDS; THE CLIENT'S RIGHTS TO BE INFORMED OF THE EXISTENCE AND PURPOSE OF IDENTIFIED RECORDS, TO INSPECT HIS OWN RECORDS, AND TO SEEK CORRECTION OR EXPUNGEMENT OF INACCURATE OR DETRIMENTAL INFORMATION, SHALL BE PRESERVED; OUTSIDE ACCESS TO RECORDS WILL REQUIRE THE CLIENT'S CONSENT OR THAT OF THE PARENT WHEN THE CLIENT IS UNDER 12 YEARS OLD; AND A MONITORING AUTHORITY REPRESENTATIVE OF CLIENTS SHALL OVERSEE AND SUPERVISE THE IMPLEMENTATIONS OF PRINCIPLES AND PROCEDURES SET FORTH. SYSTEM SECURITY PROCEDURES WILL BE IMPLEMENTED TO RESTRICT THE USE OF CLIENT INFORMATION TO AUTHORIZED USERS ON A NEED-TO-KNOW BASIS. THESE PROCEDURES WILL INCLUDE SAFEGUARDS FOR AUTHORIZED ACCESS AND ENTRY OF DATA, EXTERNAL SECURITY SAFEGUARDS, AND INTERNAL

SECURITY SAFEGUARDS SUCH AS SPECIFIC SOFTWARE/COMPUTER PROGRAM FEATURES.

**Sponsoring Agencies:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION; CALIFORNIA OFFICE OF CRIMINAL JUSTICE PLANNING, 7171 BOWLING DRIVE, SACRAMENTO CA 95823.

33. **NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE; THEOREM, 1737 NORTH FIRST STREET, SUITE 590, SAN JOSE CA 95112. PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION A GUIDE TO ADMINISTRATIVE SECURITY.** 32 p. 1978. NCJ-49110

THIS GUIDE DESCRIBES IN GENERAL TERMS THOSE REQUIREMENTS OF LEAA REGULATIONS GOVERNING PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION WHICH PERTAIN TO ADMINISTRATIVE SECURITY, SECTION 20.21 (F) OF THE LEAA REGULATIONS (28CFR PART 20) SETS FORTH THE ADMINISTRATIVE, COMPUTER, AND PHYSICAL SECURITY REQUIREMENTS NECESSARY TO ENSURE THE CONFIDENTIALITY AND INTEGRITY OF CRIMINAL HISTORY INFORMATION. THE PROCEDURES MANDATED BY THOSE SECTIONS OF THE REGULATIONS DEALING WITH ADMINISTRATIVE SECURITY ARE OUTLINED, ALONG WITH COMPUTER SECURITY/PHYSICAL SECURITY REQUIREMENTS. FOLLOWING A BRIEF REVIEW OF THE IMPACT AND SCOPE OF THE REGULATIONS WITH RESPECT TO THE AGENCIES AND INFORMATION COVERED, THE PROCEDURAL REQUIREMENTS ARE DETAILED, WITH ATTENTION TO GENERAL CONSIDERATIONS, AUTHORIZED ACCESS, EMPLOYEE SCREENING, TRAINING AND ACCOUNTABILITY, DISCIPLINE, AND SECURING THE SHARED COMPUTER SYSTEM. A MODEL MEMO OF UNDERSTANDING IS INCLUDED. A LIST OF OTHER PUBLICATIONS IN THE PRIVACY AND SECURITY DOCUMENT SERIES IS ALSO PROVIDED. SEE ALSO NCJ-40000, 48125, 48981, 49544, 41992, 34411, 47049, AND 44787.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** GPO Stock Order No. 027-000-00738-4; NCJRS MICROFICHE PROGRAM.

34. **NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE. PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION—A GUIDE TO AUDIT.** 19 p. 1979. NCJ-59647

THE REQUIREMENTS OF THE LEAA REGULATIONS GOVERNING PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION ARE DESCRIBED AS THEY RELATE TO 'AUDITS.' AUDITING RESPONSIBILITIES ARE CLARIFIED FOR THOSE CRIMINAL JUSTICE AGENCIES THAT MAINTAIN RECORDS OF CRIMINAL HISTORY INFORMATION RETRIEVABLE BY NAME OR OTHER PERSONAL IDENTIFIER. THE PURPOSE OF THE STATEWIDE AUDIT PROCEDURES IS TO ENSURE COMPLIANCE WITH REGULATION STANDARDS; THE AUDIT COVERS RECORD COMPLETENESS AND ACCURACY, DISSEMINATION CONTROLS, PHYSICAL AND ADMINISTRATIVE SECURITY, AND RIGHTS OF INSPECTION. THE AUDITS SHOULD PROVIDE STATES AND INDIVIDUAL AGENCIES WITH DATA NEEDED TO IMPROVE THE EFFECTIVENESS AND EFFICIENCY OF CURRENT PRIVACY AND SECURITY PROCEDURES. THE REGULATIONS APPLY TO STATE AND LOCAL AGENCIES WHICH HAVE HAD LEAA FUNDING FOR THE COLLECTION, STORAGE, OR DISSEMINATION OF CRIMINAL HISTORY RECORD INFORMATION SINCE JULY 1, 1973. AGENCIES WHICH ENTER INTO USER AGREEMENTS WITH COVERED AGENCIES OR ARE SUBJECT TO STATE LEGISLATION, REGULATIONS, OR OTHER RELEVANT CONTROLLING POLICIES MAY BE REQUIRED TO IMPLEMENT PRIVACY PROCEDURES ALSO OR TO BECOME SUBJECT TO A COMPLIANCE AUDIT. FOR EXAMPLE, A NON-CRIMINAL JUSTICE AGENCY WHOSE 'SHARED COMPUTER' MAINTAINS CRIMINAL JUSTICE HISTORY DATA ON BEHALF OF A COVERED CRIMINAL JUSTICE AGENCY MAY BE REQUIRED TO UNDERGO AN AUDIT. BRIEF GUIDELINES DELINEATE

THE RESPONSIBLE AUDIT AGENTS, AGENCY SELECTION CRITERIA, FREQUENCY FOR AUDITING, THE AUDIT SCOPE, AND THE METHODS FOR CONDUCTING ANNUAL AUDITS. QUESTIONS AND ANSWERS PROVIDE FURTHER INFORMATION ABOUT THE AUDIT PROCEDURE.

**Availability:** NCJRS MICROFICHE PROGRAM.

35. **NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE. PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION—A GUIDE TO DISSEMINATION.** 20 p. 1977. NCJ-40000

PREPARED BY THE PRIVACY AND SECURITY STAFF OF THE LEAA'S NATIONAL CRIMINAL JUSTICE INFORMATION AND STATISTICS SERVICE, THIS DOCUMENT SUMMARIZES REGULATIONS ON ACCESS TO AND DISSEMINATION OF CRIMINAL HISTORY INFORMATION. IT IS NOTED THAT, AS AMENDED, THE LEAA REGULATIONS APPLY ONLY TO STATE AND LOCAL AGENCIES THAT HAVE RECEIVED LEAA FUNDS FOR THE COLLECTION, STORAGE, OR DISSEMINATION OF CRIMINAL HISTORY RECORDS IN EITHER MANUAL OR AUTOMATIC SYSTEMS SINCE JULY 11, 1973. NO LIMITATIONS ARE IMPOSED ON THE DISSEMINATION OF INFORMATION TO CRIMINAL JUSTICE AGENCIES OR THE DISSEMINATION OF CONVICTION DATA, CRIMINAL HISTORY INFORMATION ABOUT THE OFFENSE FOR WHICH AN INDIVIDUAL IS CURRENTLY UNDER JURISDICTION OF THE CRIMINAL JUSTICE SYSTEM, COURT RECORDS OF PUBLIC JUDICIAL PROCEEDINGS, OR ORIGINAL ENTRY DOCUMENTS OPEN TO THE PUBLIC. HOWEVER, PUBLIC ACCESS TO NON-CONVICTION DATA HAS BEEN RESTRICTED. THIS DOCUMENT SUMMARIZES THE BASIC PROVISIONS OF THE REGULATIONS, AND DISCUSSES THEIR SCOPE AND IMPACT. THE FINAL SECTION OF THE GUIDE CONSISTS OF QUESTIONS AND ANSWERS ABOUT THE REGULATIONS.

**Availability:** NCJRS MICROFICHE PROGRAM.

36. **NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE. PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION—A GUIDE TO RECORD REVIEW AND CHALLENGE.** 31 p. 1978. NCJ-48125

THIS GUIDE DESCRIBES THE REQUIREMENTS OF THE LEAA REGULATIONS CONCERNING PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION AS REGARDS INDIVIDUAL ACCESS, REVIEW, AND CHALLENGE OF A CRIMINAL HISTORY RECORD. THIS DOCUMENT IS INTENDED TO CLARIFY BOTH THE RIGHTS OF THE INDIVIDUAL AND THE RESPONSIBILITIES OF THE CRIMINAL JUSTICE AGENCY REGARDING RECORDS SECURITY AND PRIVACY. IT SHOULD BE OF INTEREST BOTH TO CRIMINAL JUSTICE PERSONNEL AND TO THOSE INTERESTED IN THE SCOPE OF INDIVIDUAL ACCESS AND REVIEW RIGHTS UNDER THE REGULATIONS. THE STATUTE AND REGULATIONS ARE PRESENTED, AS IS GENERAL INFORMATION REGARDING THEIR APPLICATIONS (I.E., AGENCIES COVERED, TYPE OF INFORMATION COVERED, AND INDIVIDUALS AUTHORIZED TO OBTAIN, REVIEW, AND CHALLENGE THE RECORD). REQUIREMENTS FOR ADMINISTRATIVE PROCEDURES, RECORD REVIEW AND CHALLENGE, ADMINISTRATIVE APPEAL, AND DATA CORRECTION ARE OUTLINED. TYPICAL QUESTIONS AND ANSWERS CONCERNING RECORD REVIEW ARE PRESENTED. FINALLY, SAMPLE FORMS USED FOR: (1) REQUESTING CRIMINAL RECORD REVIEW; (2) CHALLENGING RECORDS; (3) RESPONDING TO CHALLENGES; AND (4) REQUESTING APPEALS ARE INCLUDED.

**Availability:** NCJRS MICROFICHE PROGRAM.

37. **NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE. PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION SUMMARY OF STATE PLANS.** 38 p. 1977. NCJ-41992

THIS DOCUMENT PROVIDES AN OVERVIEW OF STATE PLANS DEALING WITH THE PRIVACY AND SECURITY OF CRIMINAL

HISTORY INFORMATION MAINTAINED IN STATE AND LOCAL CRIMINAL JUSTICE INFORMATION SYSTEMS. PREPARED BY THE PRIVACY AND SECURITY STAFF, NATIONAL CRIMINAL JUSTICE INFORMATION AND STATISTICS SERVICE, IT IS BASED ON THE REVIEW OF EACH STATE'S PLAN AND DESCRIBES SOME OF THE PROCEDURES IDENTIFIED TO ACHIEVE COMPLIANCE WITH THE SPECIFIC REQUIREMENT OF COMPLETENESS AND ACCURACY, AUDIT, INDIVIDUAL ACCESS AND REVIEW, LIMITATIONS ON DISSEMINATION, AND SECURITY. IN THE OVERWHELMING NUMBER OF CASES THESE PROCEDURES HAD NOT YET BEEN IMPLEMENTED AND, IN MANY CASES, WERE STILL IN THE 'PROPOSAL' STAGE. AS SUCH, IT IS POSSIBLE THAT MANY OF THE PROCEDURES DISCUSSED IN THE PLANS AND REFERRED TO IN THIS SUMMARY MAY BE ALTERED OR MODIFIED PRIOR TO FINAL IMPLEMENTATION. FOR THIS REASON, THE SUMMARY DOES NOT ATTEMPT TO IDENTIFY ALL OF THE STATES THAT HAVE CHOSEN TO IMPLEMENT ANY PARTICULAR PROCEDURE FOR COMPLIANCE. HOWEVER, IT DOES IDENTIFY, WHENEVER POSSIBLE, A REPRESENTATIVE STATE OR STATES WHOSE PLAN CONTAINED A DISCUSSION OF A PARTICULAR PROCEDURE. THIS SUMMARY IS INTENDED FOR USE BY STATE AND LOCAL CRIMINAL JUSTICE PLANNERS AND BY OTHER INDIVIDUALS INTERESTED IN THE SUBJECT OF PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION. (AUTHOR ABSTRACT MODIFIED) -

38. **NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE. PRIVACY AND SECURITY PLANNING INSTRUCTIONS—CRIMINAL JUSTICE INFORMATION SYSTEMS, REV. 1976 ED. 67 p. 1976. NCJ-34411**

THE INSTRUCTIONS OFFERED IN THIS DOCUMENT WERE PREPARED TO PROVIDE CLARIFICATION AND EXPLANATION OF THE DEPARTMENT OF JUSTICE REGULATIONS GOVERNING CRIMINAL JUSTICE INFORMATION SYSTEMS, AS AMENDED MARCH 19, 1976. ON MAY 20, 1976, THE DEPARTMENT OF JUSTICE ISSUED RULES AND REGULATIONS GOVERNING DATA CONTAINED IN CRIMINAL JUSTICE INFORMATION SYSTEMS. ON MARCH 19, 1976, AMENDMENTS TO THESE REGULATIONS WERE PUBLISHED, AFFECTING THE PROVISIONS RELATING TO DISSEMINATION AND SECURITY. THE INSTRUCTIONS IN THIS DOCUMENT ARE INTENDED TO ASSIST THE AGENCY IN EACH STATE WHICH IS DESIGNATED AS BEING RESPONSIBLE FOR THE STATE PLAN COVERING PRIVACY AND SECURITY, AS WELL AS OTHER AGENCIES WHICH ARE AFFECTED BY THE REGULATIONS, IN UNDERSTANDING THE IMPACT OF THE REGULATIONS AND IN PREPARING AND IMPLEMENTING THE STATE PLAN. WHILE THE MATERIALS CONTAINED IN THIS DOCUMENT ARE NOT FORMAL GUIDELINES OR REQUIREMENTS, THEY HAVE BEEN REVIEWED AND APPROVED BY LEAA. EXPLANATORY INSTRUCTIONS ARE OFFERED ON THE PLANNING PROCESS, ELEMENTS OF A CRIMINAL HISTORY RECORD INFORMATION PLAN (SUCH AS OBJECTIVES, COMPLETENESS, DISSEMINATION LIMITS, QUALITY CONTROL, SECURITY, AND INDIVIDUAL RIGHTS OF ACCESS AND REVIEW), THE CERTIFICATION STATEMENT INDICATING THE EXTENT TO WHICH PLAN PROCEDURES ARE IMPLEMENTED, AND PENALTIES FOR NON-COMPLIANCE WITH REGULATIONS. (AUTHOR ABSTRACT MODIFIED)

Availability: NCJRS MICROFICHE PROGRAM.

39. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. CRIMINAL JUSTICE INFORMATION—PERSPECTIVES ON LIABILITY. 40 p. 1977. NCJ-43518**

APPLICABLE STATUTORY LAW AND SELECTED COURT DECISIONS PERTAINING TO MAINTENANCE AND DISSEMINATION OF CRIMINAL JUSTICE DATA ARE EXAMINED; RECOMMENDATIONS ARE MADE TO MINIMIZE DATA MISUSE AND, THUS, LAWSUITS. THE ROLES OF THE DOCTRINES OF VICARIOUS LIABILITY, SOVEREIGN IMMUNITY, AND CIVIL OR OFFICIAL IM-

MUNITY IN PROTECTING CRIMINAL JUSTICE AGENCIES FROM LIABILITY ARE EXAMINED. THE CONCEPT OF VICARIOUS LIABILITY MAY ACTUALLY EXTEND LIABILITY WHEN A LOW-LEVEL EMPLOYEE MISUSES CRIMINAL JUSTICE INFORMATION WHILE PERFORMING AN ACT WITHIN THE SCOPE OF HIS DUTIES. THE VARIOUS TYPES OF LAWSUITS WHICH HAVE BEEN FILED FALL UNDER (1) STATUTORY LIABILITY, (2) CONSTITUTIONAL LIABILITY, AND (3) COMMON LAW OR TORT THEORIES. MISUSE OF DATA MAY OCCUR BECAUSE OF EITHER INTENTIONAL OR NEGLIGENT CONDUCT AND MAY INVOLVE ACCURATE AS WELL AS INACCURATE INFORMATION. ACTUAL LAWSUITS HAVE INVOLVED IMPROPER COLLECTION OF INTELLIGENCE INFORMATION, IMPROPER DENIAL OF ACCESS TO THE SUBJECT OF THE FILE, AND FAILURE TO KEEP RECORDS UP TO DATE, AS WELL AS UNAUTHORIZED DISSEMINATION OF BOTH ACCURATE AND INACCURATE RECORDS. ALTHOUGH SEVERE PENALTIES ARE POSSIBLE UNDER SOME STATUTES, THE MOST COMMON RELIEF IS INJUNCTIVE—EITHER GRANTING ACCESS TO FILES OR PROHIBITING DISCLOSURE OF CERTAIN RECORDS. WHILE THESE INJUNCTIONS USUALLY POSE NO THREAT OF MONETARY DAMAGES, THEY CAN MEAN DRASTIC CHANGES IN INFORMATION-HANDLING PROCEDURES. ADMINISTRATORS SHOULD EXAMINE AN AGENCY'S LIABILITY WITH LEGAL COUNSEL AND PLAN TO AVOID PROBLEMS. TO SAFEGUARD AGAINST USE OF INACCURATE AND INCOMPLETE DATA, INDIVIDUALS SHOULD BE ALLOWED TO REVIEW ANY CRIMINAL HISTORY RECORD INFORMATION CONCERNING THEM, AND TO CHALLENGE ENTRIES THAT MAY BE ERRONEOUS. ALL PERSONNEL SHOULD BE ALERTED TO THE POTENTIAL FOR LEGAL LIABILITY. TRAINING PROGRAMS FOR BOTH OPERATORS AND USERS OF MANUAL AND COMPUTERIZED INFORMATION SYSTEMS SHOULD EMPHASIZE THIS POINT. ACCESS TO COMPUTERIZED SYSTEMS SHOULD BE RESTRICTED TO CAREFULLY SCREENED PERSONNEL WHO ARE HELD TO STRICT STANDARDS OF CONFIDENTIALITY. PROCEDURES FOR SEALING AND PURGING DATA MUST BE DEVELOPED, AND PROCEDURES CONSTANTLY REVIEWED IN LIGHT OF CHANGING STATUTES AND COURT DECISIONS. CASES ARE CITED IN THE REPORT. A BIBLIOGRAPHY WITH 207 REFERENCES IS APPENDED.

Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

40. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. STANDARDS FOR SECURITY AND PRIVACY OF CRIMINAL JUSTICE INFORMATION, REV 2D ED., JANUARY 1978. 60 p. 1977. NCJ-45294**

ISSUES OF SECURITY, PRIVACY, AND CONFIDENTIALITY OF CRIMINAL JUSTICE INFORMATION ARE COVERED IN 7 PRINCIPLES AND 25 INFORMATION PRACTICE STANDARDS. THE STANDARDS CONCERN FEDERAL LEGISLATION THAT, IN CONJUNCTION WITH RECOMMENDED STATE, LOCAL, AND INDIVIDUAL AGENCY REGULATIONS AND OPERATIONAL PROCEDURES, WILL ESTABLISH A NATIONAL, INTERSTATE CRIMINAL JUSTICE INFORMATION SYSTEM AND INSURE THE SECURITY, ACCURACY, COMPLETENESS AND CONFIDENTIALITY OF THE INFORMATION IN THE SYSTEM AS WELL AS FAIRNESS TO AND PRIVACY RIGHTS OF PEOPLE ABOUT WHOM THE INFORMATION PERTAINS. THE STANDARDS ARE ALSO INTENDED AS GUIDES FOR PREPARING STATE LEGISLATION AND STATE, LOCAL, AND AGENCY REGULATIONS AND PROCEDURES. THE ORIGINAL STANDARDS REMAIN UNCHANGED IN THE SECOND EDITION, BUT INTERPRETIVE COMMENTARY HAS BEEN EXPANDED. REFERENCES TO MAJOR DEVELOPMENTS IN STATE AND FEDERAL INFORMATION POLICY AND LAW ARE ALSO INCLUDED. PART ONE PRESENTS THE BASIC PRINCIPLES UNDERLYING THE LEGISLATIVE STANDARDS. PART TWO CONTAINS THE STANDARDS AND COMMENTARY FOR THE FOLLOWING: CONGRESSIONAL AUTHORITY AND COVERAGE; DEFINITIONS; INFORMATION EXCLUDED FROM

COVERAGE; APPROACH OF FEDERAL LEGISLATION; PUBLIC NOTICE OF SYSTEMS; IDENTIFICATION INFORMATION AND WANTED PERSONS INFORMATION; CORRECTIONAL AND RELEASE INFORMATION; SEGREGATION OF INTELLIGENCE AND INVESTIGATIVE INFORMATION; AND DIRECT ACCESS TO CRIMINAL JUSTICE INFORMATION. OTHER SUBJECTS INCLUDE USE OF ARREST RECORD INFORMATION AND CRIMINAL RECORD INFORMATION BY CRIMINAL JUSTICE AGENCIES; USE OF CRIMINAL JUSTICE INFORMATION FOR APPOINTMENTS AND EMPLOYMENT OF CRIMINAL JUSTICE PERSONNEL, FOR NONCRIMINAL JUSTICE GOVERNMENTAL EMPLOYMENT, AND FOR NONCRIMINAL JUSTICE PURPOSES GENERALLY; ACCESS BY INDIVIDUALS FOR PURPOSES OF CHALLENGE; MAINTENANCE, DISSEMINATION, AND USE OF CRIMINAL INTELLIGENCE INFORMATION AND CRIMINAL INVESTIGATIVE INFORMATION; AND METHOD OF ACCESS TO CRIMINAL JUSTICE INFORMATION. OTHER STANDARDS COVER SECURITY, ACCURACY, AND COMPLETENESS; SEALING AND PURGING OF ARREST RECORD INFORMATION AND CRIMINAL RECORD INFORMATION; NATIONAL INTERSTATE CRIMINAL JUSTICE INFORMATION SYSTEM; NATIONAL CRIMINAL JUSTICE INFORMATION SYSTEMS BOARD; STATE INFORMATION SYSTEMS BOARDS; PRECEDENCE OF STATE LAWS; AUDITS; SANCTIONS AND PENALTIES; AND EFFECTIVE DATE. A LIST OF REFERENCES IS INCLUDED.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

41. **Q. J. SHEA. STATEMENT OF QUINLAN J. SHEA, DIRECTOR OF THE OFFICE OF PRIVACY AND INFORMATION APPEALS, OFFICE OF THE DEPUTY ATTORNEY GENERAL, BEFORE THE US SENATE SUBCOMMITTEE ON CRIMINAL LAW AND PROCEDURES. US DEPARTMENT OF JUSTICE. 11 p. 1978. NCJ-45637**

THE LARGELY NEGATIVE IMPACT OF THE FREEDOM OF INFORMATION AND PRIVACY ACTS ON THE CRIMINAL JUSTICE LAW ENFORCEMENT PROCESS IS DISCUSSED, AND AMENDMENT OF THE ACTS IS URGED. WHILE THE DEPARTMENT OF JUSTICE BELIEVES THERE IS NO INHERENT CONFLICT BETWEEN EFFICIENT AND EFFECTIVE LAW ENFORCEMENT AND THE PRINCIPLES UNDERLYING THESE ACTS, THE LEGISLATIVE HISTORY AND THE ACTUAL LANGUAGE OF THE STATUTES HAVE PRESENTED PROBLEMS FOR THE DEPARTMENT. HAVING BEEN WRITTEN TO ELIMINATE ANY EXECUTIVE BRANCH DISCRETION ABOUT MATERIALS SUBJECT TO RELEASE, THE STATUTES LACK PRECISION AND CONSEQUENTLY MAKE A COURT DEFENSE OF DEPARTMENT POSITIONS DIFFICULT. IN ADDITION, THE STATUTES HAVE GREATLY INCREASED THE ADMINISTRATIVE BURDEN PLACED ON THE DEPARTMENT, WHILE FAILING TO PROVIDE ADEQUATE FUNDING TO COVER NECESSARY PERSONNEL, SUPPLIES, AND EQUIPMENT. SPECIFIC PROBLEMS ASSOCIATED WITH THESE ACTS INCLUDE THE FOLLOWING: (1) RELEASE OF EXTREMELY SENSITIVE NONINVESTIGATORY RECORDS MAY BE DEMANDED BY THE COURTS EVEN IN CASES WHERE SUCH RELEASE WOULD AID THE LAWBREAKER AND ENABLE HIM TO AVOID APPREHENSION; (2) EVEN INVESTIGATORY RECORDS MUST BE REVIEWED FOR POSSIBLE RELEASE TO THE REQUESTER, ALTHOUGH IN MANY CASES THE REQUESTER IS THE INDIVIDUAL UNDER INVESTIGATION; (3) POSSIBLE RELEASE OF INFORMATION LIMITS THE ABILITY TO RETAIN AND RECRUIT INFORMANTS AND HAS THE POTENTIAL OF EXPOSING LAW ENFORCEMENT PERSONNEL AND THEIR FAMILIES TO VILIFICATION AND HARASSMENT; AND (4) RELEASE OF INFORMATION ON INVESTIGATIVE TECHNIQUES AND PROCEDURES COULD GREATLY INCREASE RISK TO PERSONNEL. IT IS CONCLUDED THAT CRIMINAL JUSTICE LAW ENFORCEMENT RECORDS WARRANT SEPARATE STATUTORY TREATMENT, BUT FAILING THIS, THE ACTS SHOULD AT LEAST BE AMENDED SO THAT THEY MAY BE PROTECTED WITHOUT EXPENDING EXCESSIVE RESOURCES. DESPITE

THE PROBLEMS DISCUSSED, SOME BENEFITS HAVE ACCRUED TO LAW ENFORCEMENT FROM THESE TWO STATUTES. THESE INCLUDE RECOGNITION THAT CERTAIN RECORDS MAY BE JUSTIFIABLY WITHHELD, RESTORATION OF PUBLIC CONFIDENCE IN THE CRIMINAL JUSTICE LAW ENFORCEMENT PROCESS, DEMONSTRATION OF THE COMPETENCE OF THE CRIMINAL INVESTIGATIVE PROCESS IN THOSE CASES WHERE RECORDS HAVE BEEN RELEASED, AND A MORE CRITICAL SCRUTINY WITHIN THE DEPARTMENT OF JUSTICE OF DATA ACQUISITION AND RETENTION PROCESSES AND NEEDS.

**Availability:** NCJRS MICROFICHE PROGRAM.

42. **R. F. SMITH. COMPILATION OF STATE AND FEDERAL PRIVACY LAWS, 1978-1979. PRIVACY JOURNAL, P O BOX 8844, WASHINGTON DC 20003. 170 p. 1978. NCJ-49069**  
STATE AND FEDERAL LAWS THAT PROTECT THE CONFIDENTIALITY OF PERSONAL INFORMATION ARE CITED AND DESCRIBED BRIEFLY, AND THE TEXTS OF REPRESENTATIVE LAWS ARE REPRINTED. THE 1978-1979 EDITION OF THE ANNUAL COMPILATION IS UPDATED THROUGH JULY 1978 AND ADDS 30 CITATIONS TO THOSE INCLUDED IN THE 1977-1978 EDITION. APPROXIMATELY 400 STATE AND FEDERAL LAWS REGULATING RECORDKEEPING ABOUT INDIVIDUALS ARE CITED. THE LAWS RELATE TO ARREST RECORDS, BANK RECORDS, CREDIT REPORTING AND INVESTIGATION, CRIMINAL JUSTICE INFORMATION SYSTEMS, GOVERNMENT DATA BANKS, MEDICAL RECORDS, POLYGRAPH TESTS OF EMPLOYEES, PRIVILEGED COMMUNICATIONS, SCHOOL RECORDS, SOCIAL SECURITY NUMBERS, TAX RECORDS, AND WIRETAPS. PRIVACY STATUTES AND STATE CONSTITUTIONS ARE ALSO CITED. THE PREPONDERANCE OF THE PUBLICATION CONSISTS OF THE TEXTS OF SELECTED STATUTES. E.G., THE FLORIDA ARREST RECORDS LAW, AND THE IOWA AND FEDERAL LAWS ON CRIMINAL JUSTICE INFORMATION SYSTEMS. A CHART SHOWS WHICH STATES HAVE SPECIFIC PROTECTIONS AMONG THEIR LAWS AND STATUTES. SEE ALSO NCJ-41683.

**Availability:** PRIVACY JOURNAL, P O BOX 8844, WASHINGTON DC 20003.

43. **G. B. TRUBOW. PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION—AN ANALYSIS OF PRIVACY ISSUES. 82 p. 1978. NCJ-49544**  
ISSUES RELEVANT TO THE DEVELOPMENT OF POLICIES IN THE AREA OF PRIVACY AND SECURITY OF CRIMINAL JUSTICE INFORMATION AND INFORMATION SYSTEMS ARE IDENTIFIED AND ANALYZED. BASIC CONSIDERATIONS GERMANE TO THE PRIVACY OF INFORMATION SYSTEMS AND THE DISSEMINATION OF INFORMATION ARE DESCRIBED. THE IMPACT OF THE OPEN RECORD POLICY, THE USE OF CRIMINAL JUSTICE DATA OUTSIDE THE CRIMINAL JUSTICE SYSTEM, THE SEALING AND PURGING OF RECORDS, AND OTHER REGULATIONS PERTAINING TO THE DATA FILES ARE PRESENTED. THE DOCUMENT ALSO INCLUDES DESCRIPTIONS OF THE EXPERIENCES OF COLORADO, ILLINOIS, MARYLAND, AND WASHINGTON IN THEIR DEVELOPMENT OF CRIMINAL JUSTICE PRIVACY LEGISLATION. THE CRIMINAL JUSTICE SYSTEM OF EACH OF THESE STATES IS OUTLINED, FOLLOWED BY AN ANALYSIS OF EACH INFORMATION SYSTEM AND PRIVACY PROGRAM. EXCERPTS FROM STATE LEGISLATION ARE INCLUDED. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** GPO Stock Order No. 327 3-00712-1, NCJRS MICROFICHE PROGRAM.

44. **G. B. TRUBOW. PRIVACY AND SECURITY OF CRIMINAL HISTORY INFORMATION COMPENDIUM OF STATE LEGISLATION. NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE. 863 p. 1978. NCJ-48981**

THE DOCUMENT, INTENDED FOR USE BY PERSONS REVIEWING OR DEVELOPING A LEGISLATIVE PROGRAM, GATHERS CURRENT (AS OF JANUARY 1978) STATE LEGISLATION DEALING WITH PRIVACY AND SECURITY REQUIREMENTS FOR CRIMINAL JUSTICE INFORMATION. THIS COMPENDIUM IS GENERALLY LIMITED TO STATE LEGISLATION, ALTHOUGH SOME STATE AGENCY REGULATIONS OR EXECUTIVE ORDERS GOVERNING STATE AGENCIES ARE INCLUDED WHEN THEY IMPLEMENT OR ARE IN PLACE OF LEGISLATION. NO LOCAL GOVERNMENT ORDINANCES OR OTHER PROPOSALS THAT DO NOT HAVE THE FORCE OF LAW ARE INCLUDED. TRAFFIC LAWS OR REGULATIONS AND STATE LICENSING LAWS HAVE BEEN EXCLUDED UNLESS THEY HAVE DIRECT REFERENCE TO ACCESS OF CRIMINAL JUSTICE INFORMATION. TO ASSIST IN UTILIZING THE COMPENDIUM, A TABLE AT THE BEGINNING OF THE DOCUMENT CONTAINS A DETAILED MATRIX SUMMARIZING THE RESULTS OF THE SURVEY OF THE STATES. REFERENCES ARE KEYED TO SPECIFIC SECTIONS OF STATE LEGISLATION. THE LEGISLATION IS ORGANIZED ALPHABETICALLY BY STATE AND INCLUDES THE STATUTES OF ALL 50 STATES, THE DISTRICT OF COLUMBIA, PUERTO RICO, AND THE VIRGIN ISLANDS. A LIST OF THE CATEGORIES USED TO CLASSIFY THE LEGISLATION AND A BRIEF DEFINITION OF EACH IS PROVIDED. SUCH CATEGORIES AS THE RIGHT TO INSPECT RECORDS, JUDICIAL REVIEW OF CHALLENGED INFORMATION, REGULATION OF DISSEMINATION, RESEARCHER ACCESS TO INFORMATION, AND ACCURACY AND COMPLETENESS OF RECORDS ARE INCLUDED. SINCE ONE PURPOSE OF THIS SURVEY WAS TO EXAMINE THE NATURE AND EXTENT OF STATE LEGISLATIVE ACTIVITY DURING THE PRECEDING 3 YEARS, A MATRIX COMPARING RESULTS OF THE CURRENT SURVEY WITH THOSE OF A SIMILAR SURVEY CONDUCTED IN 1974 IS PRESENTED. AN ANALYSIS AND DISCUSSION OF THE COMPARATIVE RESULTS IS INCLUDED. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** NCJRS MICROFICHE PROGRAM.

45. US CONGRESS SENATE SUBCOMMITTEE ON CONSTITUTIONAL RIGHTS, WASHINGTON DC 20510. CRIMINAL JUSTICE INFORMATION AND PROTECTION OF PRIVACY ACT OF 1975—HEARINGS BEFORE THE SENATE SUBCOMMITTEE ON CONSTITUTIONAL RIGHTS, JULY 15 AND 16, 1975. 315 p. 1975. NCJ-34957

TESTIMONY AND OTHER MATERIALS CONCERNING LEGISLATIVE PROPOSALS TO REGULATE THE FLOW OF CRIMINAL JUSTICE INFORMATION AND TO PROTECT THE PRIVACY AND CONSTITUTIONAL RIGHTS OF INDIVIDUALS ON WHOM SUCH INFORMATION IS HELD. WITNESSES INCLUDED THE ATTORNEY GENERAL OF MASSACHUSETTS, THE EXECUTIVE DIRECTOR OF THE AMERICAN CIVIL LIBERTIES UNION, THE PRESIDENT OF THE INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, AND THE FORMER NATIONAL PROJECT DIRECTOR OF PROJECT SEARCH. THE TEXTS OF THE THREE BILLS UNDER CONSIDERATION ARE ALSO INCLUDED. AMONG THE MISCELLANEOUS AND APPENDED MATERIALS ARE A LEGAL MEMORANDUM ON DEPARTMENT OF JUSTICE REGULATIONS ON CRIMINAL JUSTICE INFORMATION SYSTEMS, A PRIVACY REPORT ISSUED BY THE PROJECT ON PRIVACY AND DATA COLLECTION, RELEVANT LETTERS, AND STATEMENTS FROM THE ALARM INDUSTRY COMMITTEE FOR COMBATING CRIME, THE INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE, AND THE NATIONAL ASSOCIATION OF COUNTIES.

**Availability:** NCJRS MICROFICHE PROGRAM.

## SELECTED PRIVACY AND SECURITY PLANS

46. ALABAMA CRIMINAL JUSTICE INFORMATION CENTER, 858 SOUTH COURT STREET, MONTGOMERY AL 36130. ALABAMA—CRIMINAL HISTORY RECORD INFORMATION PRIVACY AND SECURITY PLAN (INITIAL AND SUPPLEMENTAL). 112 p. 1976. NCJ-43461

THIS PLAN ADDRESSES THE PROCEDURES TO BE ADOPTED BY ALABAMA IN COMPLIANCE WITH FEDERAL REGULATIONS APPLYING TO ALL CRIMINAL JUSTICE INFORMATION SYSTEMS FUNDED BY LEAA. CHAPTERS DELINEATE THE RESPONSIBILITIES AND AUTHORITY OF THE ALABAMA CRIMINAL JUSTICE INFORMATION CENTER AND DISCUSS THE COMPLETENESS AND ACCURACY OF CRIMINAL HISTORY RECORD INFORMATION, AS WELL AS LIMITATIONS ON DISSEMINATION. FURTHER CHAPTERS FOCUS ON AUDIT AND QUALITY CONTROL, SECURITY, AND ACCESS, REVIEW, AND CHALLENGE. A LIST OF APPENDIXES INCLUDE: ALABAMA ACT NO. 872, REGULAR SESSION, 1975 (ALABAMA CRIMINAL JUSTICE INFORMATION CENTER ENABLING LEGISLATION); ALABAMA ACT NO. 1299, REGULAR SESSION, 1973, (DATA SYSTEMS MANAGEMENT DIVISION ENABLING LEGISLATION); PRIVACY AND SECURITY REGULATIONS AND AGREEMENTS; ALABAMA LAW GOVERNING JUVENILE OFFENDER RECORDS; CERTIFICATION; AND TITLE 28, PART 20 (CODE OF FEDERAL REGULATIONS).

Availability: NCJRS MICROFICHE PROGRAM.

47. COLORADO DIVISION OF CRIMINAL JUSTICE, 1313 SHERMAN STREET, ROOM 419, DENVER CO 80203. COLORADO—PRIVACY AND SECURITY PLAN. 115 p. 1976. NCJ-43508

THIS DOCUMENT PRESENTS COLORADO'S PLAN FOR IMPLEMENTING THE FEDERAL REGULATIONS APPLYING TO ALL FEDERAL, STATE, AND LOCAL CRIMINAL JUSTICE INFORMATION SYSTEMS STORING CRIMINAL HISTORY RECORD DATA AND FUNDED BY LEAA. THE PLAN IS DESIGNED TO ACHIEVE THE FOLLOWING OBJECTIVES: PROTECT THE PRIVACY OF THOSE INDIVIDUALS WHOSE NAMES APPEAR IN A CRIMINAL HISTORY RECORD INFORMATION SYSTEM; PROVIDE REASONABLE PROTECTION FOR CRIMINAL HISTORY RECORD INFORMATION SYSTEMS AGAINST LOSS, DAMAGE, MODIFICATION, OR UNAUTHORIZED ACCESS OF INFORMATION; AND ENSURE THAT CRIMINAL HISTORY RECORD INFORMATION PROVIDED TO CRIMINAL JUSTICE AGENCIES AND AUTHORIZED NON-CRIMINAL JUSTICE AGENCIES IS COMPLETE, ACCURATE, AND CURRENT. THE COLORADO BUREAU OF INVESTIGATION (CBI) HAS BEEN DESIGNATED THE CENTRAL

STATE REPOSITORY. AN IMPLEMENTATION PLAN IDENTIFIES THOSE TASKS REQUIRED TO BRING THE STATE OF COLORADO IN COMPLETE COMPLIANCE TO THE FEDERAL REGULATIONS. THE CBI ENABLING LEGISLATION, OFFENDER BASED TRANSACTION STATISTICS/COMPUTERIZED CRIMINAL HISTORY DATA ELEMENTS, THE PUBLIC RECORDS LAW, THE CBI USER AGREEMENT, AND EXISTING CBI ACCESS AND REVIEW PROCEDURES ARE APPENDED.

Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

Availability: NCJRS MICROFICHE PROGRAM.

48. DISTRICT OF COLUMBIA OFFICE OF CRIMINAL JUSTICE PLANS AND ANALYSIS, 1329 E STREET, NW, WASHINGTON DC 20004. PRIVACY AND SECURITY PLAN FOR CRIMINAL HISTORY RECORDS IN THE DISTRICT OF COLUMBIA—FINAL REPORT. 76 p. 1976. NCJ-46139

THIS REPORT DOCUMENTS THE SCOPE OF THE METROPOLITAN POLICE DEPARTMENT'S COMPLIANCE WITH NEW PRIVACY REGULATIONS APPLYING TO CRIMINAL JUSTICE INFORMATION SYSTEMS WHICH STORE CRIMINAL HISTORY RECORDS. THE METROPOLITAN POLICE DEPARTMENT (MPD) MAINTAINS VARIOUS INTERNAL RECORD SYSTEMS AND FILES WHICH CONTAIN CRIMINAL HISTORY INFORMATION. SOME FILES SERVE SPECIALIZED LAW ENFORCEMENT FUNCTIONS AND DO NOT CONSTITUTE AN AGGREGATE CRIMINAL HISTORY. PORTIONS OF THE MPD FILES ARE MANUAL, PARTIALLY AUTOMATED, OR COMPLETELY AUTOMATED. THE MOST COMPLETE FILE OF CRIMINAL HISTORY INFORMATION IS MAINTAINED IN THE MANUAL RECORDS OF THE MPD IDENTIFICATION AND RECORDS DIVISION, WHICH CONTAINS EXTENSIVE HISTORICAL INFORMATION RELATING TO CRIMINAL CHARGES AND SUBSEQUENT DISPOSITIONS ON INDIVIDUALS ARRESTED BY THE MPD. THE MPD HAS BEEN CONSOLIDATING THE MANUAL RECORDS INTO ONE CENTRAL FILE, COPYING THEM TO MICROFICHE TO ALLOW MORE RAPID ACCESS AND RETRIEVAL, AND IN PREPARATION FOR A COMPUTERIZED CRIMINAL HISTORY SYSTEM, SETTING UP AN AUTOMATED IDENTIFICATION INDEX WHICH CONTAINS THE BASIC IDENTIFYING INFORMATION FOR ALL PERSONS ARRESTED BY THE MPD. THIS DOCUMENT PRESENTS THE PRIVACY PLAN FOR THE CONTENT AREAS OF THESE CRIMINAL HISTORY FILES AND DETAILS THE SAFEGUARDS AND ACCESS PROCEDURES DESIGNED TO GUARANTEE THEIR INTEGRITY, AND PREVENT THEIR UNAUTHORIZED USE. THE FEDERAL REGULATIONS REGARDING THE SE-

CURITY OF CRIMINAL HISTORY RECORDS ARE REVIEWED, AS ARE THE EXISTING PROCEDURES BY WHICH THE VARIOUS CRIMINAL JUSTICE SYSTEM COMPONENTS—POLICE, PROSECUTION, COURTS, BAIL AGENCY, PAROLE BOARD, AND OFFICE OF CRIME ANALYSIS—REPORT DISPOSITIONS TO THE CENTRAL REPOSITORY. INDIVIDUAL RIGHTS OF ACCESS AND REVIEW ARE ALSO EXAMINED IN TERMS OF IDENTITY VERIFICATION, CONTENT CHALLENGE, ADMINISTRATIVE REVIEW AND APPEAL, INFORMATION SUBJECT TO REVIEW, CORRECTION PROCEDURES, AND PUBLIC NOTICE OF RIGHTS OF ACCESS. AUDITS AND QUALITY CONTROL ARE ALSO DISCUSSED. UNDER THE FEDERAL REGULATIONS, AUDIT FUNCTIONS MUST BE ESTABLISHED TO ASSURE THE COMPLETENESS AND ACCURACY OF CRIMINAL HISTORY RECORDS. A SYSTEMATIC AUDIT SERVES AN ONGOING QUALITY CONTROL FUNCTION INVOLVING ACCURACY CHECKS CONDUCTED AS INFORMATION IS CHANGED, ADDED, OR DELETED. THE ANNUAL AUDIT IS CONDUCTED BY AN OUTSIDE AGENCY WITH THE OBJECTIVE OF APPRAISING THE EXTENT TO WHICH RECORDKEEPING PRACTICES ARE CONSISTENT WITH FEDERAL REGULATIONS AND THE MPD PRIVACY PLAN. SANCTIONS MAY BE IMPOSED AGAINST ANY COMPONENT OR USER AGENCY FOUND IN VIOLATION OF DESIGNATED PRACTICES. APPENDIXES ARE PROVIDED, LISTING THE DISTRICT OF COLUMBIA AGENCIES COVERED BY DEPARTMENT OF JUSTICE REGULATIONS AND CONTAINING THE CERTIFICATION STATEMENTS.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
**Availability:** NCJRS MICROFICHE PROGRAM.

**49. GEORGIA CRIME INFORMATION CENTER, GEORGIA—SECURITY AND PRIVACY PLAN, 1975. 88 p. 1975.**

NCJ-43509

WHILE FEDERAL REGULATIONS COVERING COMPLETENESS AND SECURITY OF CRIMINAL HISTORY INFORMATION APPLY ONLY TO LEAA-FUNDED PROJECTS, GEORGIA IS EXTENDING THESE RULES TO COVER ALL STATE AND LOCAL CRIMINAL RECORD SYSTEMS. AUTHORITY TO IMPLEMENT THESE SECURITY AND PRIVACY REGULATIONS IN THE STATE OF GEORGIA COMES FROM TWO SOURCES: (1) THE STATE LAW WHICH CREATED THE CENTRAL STATE REPOSITORY, THE GEORGIA CRIME INFORMATION CENTER (GCIC) IN 1973 AND (2) THE 'RULES' OF THE GCIC ADVISORY COUNCIL. THE RULES CLOSELY PARALLEL FEDERAL REGULATIONS EXCEPT IN A FEW INSTANCES; IN THESE, THE STATE AUTHORITY IS MORE RESTRICTIVE. AN INITIAL BENEFIT OF THIS STATEWIDE IMPLEMENTATION HAS BEEN CLOSER INTERACTION AMONG LAW ENFORCEMENT, CORRECTIONS, COURTS, AND THE GCIC. EACH OF THESE AGENCIES HAS BECOME MORE AWARE OF COMMONLY KEPT DATA ELEMENTS OF CRIMINAL HISTORY RECORD INFORMATION, AND MONEY IS ALREADY BEING SAVED BY ELIMINATING DUPLICATION. THIS REPORT DETAILS EFFORTS BEING MADE TO ENSURE COMPLETE AND ACCURATE RECORDS, LIMITATIONS BEING PLACED ON DISSEMINATION WITH COPIES OF CONTROL FORMS, GENERAL POLICIES ON DISSEMINATION, SPECIAL PROVISIONS GOVERNING JUVENILE RECORDS, AND AUDIT PROCEDURES. PROVISION HAS BEEN MADE FOR INDIVIDUAL ACCESS AND REVIEW. APPENDED TO THE PLAN IS A SUPPLEMENT DETAILING STEPS TAKEN SINCE THE MAIN REPORT WAS SUBMITTED ON MARCH 16, 1976. THESE STEPS WILL BRING THE STATE'S MANUAL AND COMPUTERIZED CRIMINAL RECORD SYSTEMS INTO COMPLIANCE WITH FEDERAL REGULATIONS BY DECEMBER 31, 1976. GEORGIA HOUSE BILL 732, SENATE BILL 494, AND EXECUTIVE RULES OF THE STATE OF GEORGIA MANDATING RECORD SECURITY AND SPELLING OUT ACCESS PROVISIONS ARE REPRINTED. A SAMPLE CERTIFICATE OF COMPLIANCE IS INCLUDED.

**Supplemental Notes:** INCLUDES 23-PAGE SUPPLEMENT.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**50. NATIONAL SCIENTIFIC CORPORATION MANAGEMENT AND SYSTEMS CONSULTANTS, 2300 NINTH STREET, SOUTH, ARLINGTON VA 22204. NEW JERSEY—PRIVACY AND SECURITY PLAN FOR CRIMINAL HISTORY RECORD INFORMATION, 1976. 134 p. 1976.**

NCJ-43510

DUE TO ACTIONS TAKEN OVER TIME, THE NEW JERSEY CRIMINAL HISTORY RECORD INFORMATION SYSTEM IS IN COMPLIANCE WITH MAJOR REQUIREMENTS OF THE CRIME CONTROL ACT OF 1973; TRAINED MANPOWER IS NEEDED TO MAINTAIN THESE STANDARDS. IN NEW JERSEY, A STATEWIDE CRIMINAL HISTORY RECORD SYSTEM WAS ESTABLISHED IN 1930. DUE TO LONG EXPERIENCE WITH THE PROBLEMS OF MAINTAINING SUCH A SYSTEM, PLUS A CONCERTED EFFORT TO UPGRADE THE SYSTEM WHICH BEGAN IN 1974, NEW JERSEY NOW MEETS OR EXCEEDS FEDERAL REGULATIONS. PROCEDURES TO BE FOLLOWED BY STATE AGENCIES REQUESTING DATA NEED TO BE REVISED AND FORMALIZED, AS THEY STAND, HOWEVER, THE PRIVACY OF THE INDIVIDUAL IS MAINTAINED. THE QUESTION OF JUDICIARY PARTICIPATION ALSO NEEDS TO BE CLARIFIED. THIS IS A PROBLEM AT THE FEDERAL LEVEL, ALSO. THE GREATEST NEED IS FOR MORE TRAINED MANPOWER TO AUDIT USER LOGS, HANDLE THE INCREASING NUMBER OF REQUESTS FOR BOTH CRIMINAL AND NONCRIMINAL DATA, AND TO COPE WITH EXPANDING INPUT NEEDS RESULTING FROM HIGHER CRIME AND ARREST RATES. MORE FORMALIZED PROCEDURES ARE ALSO NEEDED TO CONTROL ACCESS TO NONCRIMINAL DATA AND TO PROVIDE FOR ADMINISTRATIVE APPEAL. APPENDIXES INCLUDE THE NEW JERSEY STATEWIDE COMMUNICATIONS INFORMATION SYSTEM USERS' AGREEMENT, A MANAGEMENT WORK PLAN, DISSEMINATION LOGS, DRAFT EXECUTIVE ORDER, AND DRAFT PRIVACY AND SECURITY LEGISLATION.

**Sponsoring Agency:** NEW JERSEY STATE LAW ENFORCEMENT PLANNING AGENCY, 3535 QUAKER BRIDGE ROAD, TRENTON NJ 08625.

**Availability:** NCJRS MICROFICHE PROGRAM.

**51. OREGON LAW ENFORCEMENT COUNCIL, 2001 FRONT STREET, NE, SALEM OR 97303. OREGON—SECURITY AND PRIVACY PLAN FOR CRIMINAL HISTORY RECORD INFORMATION SYSTEMS. 118 p. 1976.**

NCJ-43515

THE COMPLETENESS AND ACCURACY OF OREGON'S CRIMINAL HISTORY RECORD INFORMATION SYSTEM, THE ABILITY OF THE SUBJECT TO CHALLENGE INFORMATION, AND CONFIDENTIALITY ARE ADDRESSED, PARTICULARLY FOR THE STATEWIDE SYSTEM. OREGON, HAWAII, AND NEW YORK HAVE BEEN SELECTED AS MODEL STATES FOR DEVELOPMENT OF THE CRIMINAL HISTORY RECORDS INFORMATION SYSTEMS SECURITY AND PRIVACY PLAN REQUIRED BY FEDERAL REGULATIONS. THIS PLAN DETAILS AREAS IN WHICH OREGON IS IN COMPLIANCE, AREAS IN WHICH IT IS NOT, AND PRESENTS A PLAN FOR CORRECTING DEFICIENCIES. THE PROBLEM OF ACCURACY AND COMPLETENESS PRESENTS PARTICULAR DIFFICULTIES FOR LOCAL POLICE INFORMATION SYSTEMS. THESE SMALLER SYSTEMS, WHETHER MANUAL OR AUTOMATED, ARE MAINTAINED PRIMARILY FOR INVESTIGATIVE AND/OR SUBJECT-IN-PROCESS PURPOSES, NOT FOR THE PURPOSE OF ANSWERING QUESTIONS ABOUT IDENTIFICATION OF AN INDIVIDUAL OR ABOUT OFFICIAL CRIMINAL RECORDS. SINCE THEY ARE NOT DESIGNED TO MAINTAIN COMPLETE CRIMINAL HISTORIES, AND SINCE IT WOULD BE COSTLY AND UNNECESSARY FOR THEM TO DO SO, THIS PLAN CONCENTRATES ON THE STATEWIDE CRIMINAL OFFENDER INFORMATION PROGRAM, A COMPUTERIZED SYSTEM INVOLVING THE BUREAU OF CRIMINAL IDENTIFICATION IN THE DEPARTMENT OF STATE POLICE AND THE OREGON LAW ENFORCEMENT DATA SYSTEM IN THE EXECUTIVE DEPARTMENT. THE PLAN INCLUDES: THE OREGON STATE POLICE PROPOSED AMENDMENTS TO THE ADMINISTRATIVE RULES, WHICH MANDATE PURGING THE

## INFORMATION SYSTEMS

## SELECTED PRIVACY AND SECURITY PLANS

SYSTEM OF POLITICAL, RELIGIOUS, OR SOCIAL INFORMATION NOT DIRECTLY RELATED TO CRIMINAL ACTIVITY AND SPECIFIES THOSE WHO HAVE ACCESS TO THE SYSTEM; A COPY OF OREGON HOUSE BILL 2047 LEGISLATING COMPLETENESS AND PRIVACY OF THE CRIMINAL RECORD SYSTEM, WHICH WAS SIGNED INTO LAW ON JUNE 30, 1975; COPIES OF EXECUTIVE ORDERS 75-23 AND 74-6 RELATING TO THIS MATTER; AND A COPY OF THE QUESTIONNAIRE USED IN THE CRIMINAL JUSTICE AGENCY COMPUTERIZED CRIMINAL HISTORY AUDIT. PROCEDURES FOR CHALLENGING AND CORRECTING INFORMATION WERE ALREADY IN FORCE IN OREGON.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** NCJRS MICROFICHE PROGRAM.

52. J. R. WOGAMAN and C. C. PETERS. OHIO—ACCURACY, SECURITY AND PRIVACY PLAN—CRIMINAL HISTORY RECORD INFORMATION SYSTEM. OHIO ADMINISTRATION OF JUSTICE DIVISION DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT, 30 EAST BROAD STREET, 26TH FLOOR, COLUMBUS, OH 43215. 253 p. 1976.

NCJ-43590

OHIO'S PLAN FOR ASSURING THE CONFIDENTIALITY, ACCURACY, COMPLETENESS, AND AVAILABILITY OF DATA ENTERED IN CRIMINAL HISTORY RECORD INFORMATION SYSTEMS IS PRESENTED. THE PLAN WAS PREPARED IN ACCORDANCE WITH RULES AND REGULATIONS PROMULGATED BY THE U.S. DEPARTMENT OF JUSTICE. THE OBJECTIVES OF THE PLAN ARE STATED, AND THE ORGANIZATION OF OHIO'S STATE AND LOCAL LAW ENFORCEMENT AGENCIES, COURT SYSTEM, AND CORRECTIONAL SYSTEM IS DESCRIBED. SPECIFIC STRATEGIES FOR ACHIEVING PLAN OBJECTIVES ARE SET FORTH RELATIVE TO COMPLETENESS AND ACCURACY OF DATA, LIMITS ON DISSEMINATION, AUDIT AND QUALITY CONTROL, SECURITY, AND INDIVIDUAL RIGHT OF ACCESS AND REVIEW. A GLOSSARY AND SAMPLE COPIES OF CERTIFICATION FORMS ARE PROVIDED. APPENDED MATERIALS INCLUDE A FLOWCHART OF THE CRIMINAL JUSTICE SYSTEM, EXCERPTS FROM ENABLING LEGISLATION FOR LAW ENFORCEMENT AND INVESTIGATIVE AGENCIES IN OHIO, MATERIALS RELEVANT TO LIMITS ON DISSEMINATION, A CHECKLIST FOR USE IN ESTABLISHING SYSTEM SECURITY, AN EXAMPLE OF A LOCAL-LEVEL INDIVIDUAL ACCESS AND REVIEW POLICY, AND OTHER SUPPORTING DOCUMENTS.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** NCJRS MICROFICHE PROGRAM.

# LAW ENFORCEMENT INFORMATION SYSTEMS

53. **ABT ASSOCIATES, INC., 55 WHEELER STREET, CAMBRIDGE MA 02138—PREWARNS (POLICE RESPONSE EARLY WARNING SYSTEM) UNIVERSITY CITY (MO)—CAPER (CRIME ANALYSIS—PROJECT EVALUATION—RESEARCH)—SANTA CLARA COUNTY—EXEMPLARY PROJECT SCREENING REPORT.** 43 p. 1974. NCJ-16681

TWO COMPUTER DATA ANALYSIS SYSTEMS WHICH PROVIDE CONCLUSIONS DRAWN FROM INPUT DATA TO BE USED IN CRIME PREVENTION AND CONTROL, MANPOWER ALLOCATION, AND RESEARCH ON CRIME PROBLEMS AND CAUSES. CAPER PROVIDES A COUNTY-WIDE SYSTEM FOR SCIENTIFIC CRIME ANALYSIS USED FOR CONCEPTUALIZING AND DEVELOPING CRIME REDUCTION PROGRAMS, CREATING STRATEGIC AND TACTICAL PROJECTS TO REDUCE THE INCIDENCE OF CRIME AND IMPROVE THE ADMINISTRATION OF CRIMINAL JUSTICE, AS WELL AS PROVIDING A BASE FOR EVALUATING IMPLEMENTED PROGRAMS AND PROJECTS. IN COMPARISON TO PREVIOUS DATA-HANDLING SYSTEMS, CAPER IS CONSIDERED CAPABLE OF PROVIDING BETTER SERVICE AT NO MAJOR INCREASE IN COST. ITS SUCCESS, HOWEVER, IS NOT JUDGED TO BE NOTABLY GREATER THAN THAT OF SIMILAR SYSTEMS. IN OPERATIONAL CHARACTERISTICS, CAPER AND PREWARNS ARE IDENTICAL, BUT HAVE DIFFERENT GOALS IN THEIR USE. BESIDES PROVIDING MANAGEMENT AND PROJECT DEVELOPMENT INFORMATION, PREWARNS EMPHASIZES THE DEVELOPMENT OF PREDICTIVE AND EXPLANATORY MODELS OF CRIMINAL BEHAVIOR. PREWARNS IS CONSIDERED TO BE ONE OF THE FIRST SUCCESSFUL USES OF APPLIED RESEARCH IN SOCIAL SCIENCE. IT IS DEEMED PARTICULARLY EFFECTIVE IN COMMUNICATING IMMEDIATELY INFORMATION NEEDED BY OFFICERS ON PATROL. THE ONLY WEAKNESS MENTIONED HAS TO DO WITH THE GAP THAT OFTEN EXISTS BETWEEN THE SOPHISTICATED ANALYSES OF THE SYSTEM AND THE LACK OF EXISTING ATTITUDES OR STRUCTURES TO APPLY THEM.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LEAA NATIONAL INSTITUTE OF LAW ENFORCEMENT AND CRIMINAL JUSTICE, 633 INDIANA AVENUE NW, WASHINGTON, DC 20531

**Availability:** NCJRS MICROFICHE PROGRAM.

54. **ALERT II (AUTOMATED LAW ENFORCEMENT RESPONSE TEAM)—A CRIMINAL JUSTICE INFORMATION SYSTEM.** 17 p. NCJ-10732

COMPUTERIZED DATA BASE SYSTEM HANDLING MATERIAL ON CRIME, CRIME INCIDENCE, WANTED OR STOLEN VEHICLES, WANTED PERSONS, CRIMINALS, COURTS, SENTENC-

ING, AND PROBATION. THIS BOOKLET BRIEFLY DESCRIBES ALERT II—A REGIONAL CRIMINAL JUSTICE INFORMATION SYSTEM DESIGNED AND OPERATED BY THE KANSAS CITY, MISSOURI POLICE DEPARTMENT. THE OVERALL SYSTEM IS MADE UP OF SUBSYSTEMS THAT CAN BE GROUPED INTO THE THREE AREAS OF LAW ENFORCEMENT, ADJUDICATION, AND CORRECTIONS. THE WAYS IN WHICH USERS IN VARIOUS CRIMINAL JUSTICE AGENCIES WITHIN THESE THREE AREAS CAN INTERACT WITH THE ALERT II SYSTEM ARE DETAILED. THE LAW ENFORCEMENT SUBSYSTEM PROVIDES USERS WITH INFORMATION PERTAINING TO WANTED PERSONS AND AUTOS, AS WELL AS WARNING INFORMATION ON POTENTIALLY DANGEROUS INDIVIDUALS. COURT PERSONNEL CAN REQUEST INFORMATION WHICH WILL EXPEDITE THE WORKLOAD OF THE COURT AND AID IN DECISION MAKING. THE PROBATION DEPARTMENT ON-LINE SYSTEM FURNISHES CASE STATUS INFORMATION AND ALLOWS FOR ENTRY OF PRE-SENTENCE RECOMMENDATIONS TO JUDGES. THE ALERT II SYSTEM AS DESCRIBED IN THIS BOOKLET IS AVAILABLE TO OTHER CRIMINAL JUSTICE AGENCIES THAT WANT TO IMPLEMENT AN ENTIRE SYSTEM OR JUST SELECTED SUB-SYSTEMS. THE DOCUMENT CONCLUDES WITH A SAMPLE IMPLEMENTATION SCHEDULE AND EXAMPLES OF EQUIPMENT CONFIGURATIONS.

**Availability:** NTIS Accession No. PB 228 881/AS; NCJRS MICROFICHE PROGRAM.

55. **ARTHUR YOUNG AND COMPANY. MINNEAPOLIS—POLICE DEPARTMENT—MASTER AUTOMATION PLAN.** 103 p. 1975. NCJ-31442

THIS PLAN DESCRIBES A SERIES OF COMPUTER APPLICATIONS THAT CAN BE INTEGRATED TO MEET THE INFORMATION SYSTEMS GOAL OF THE MINNEAPOLIS POLICE DEPARTMENT. THE OBJECTIVE OF THIS PLAN IS TO PROVIDE THE MINNEAPOLIS POLICE DEPARTMENT WITH A FIVE YEAR GUIDELINE FOR THE IMPLEMENTATION OF A COMPREHENSIVE AUTOMATED INFORMATION SYSTEM. THE SYSTEM WILL INTERFACE WITH NEARLY EVERY FUNCTION WITHIN THE POLICE DEPARTMENT AND WILL PROVIDE BOTH MANAGEMENT AND OPERATIONAL INFORMATION. A GRADUAL STEP BY STEP APPROACH IS PROVIDED SHOWING THE REQUIREMENTS FOR DESIGNING EACH SUBSYSTEM AND THEIR INTEGRATION WITH THE MASTER SYSTEM. THE GENERAL FUNCTIONAL AREAS COVERED BY THE PLAN ARE: PATROL, INVESTIGATION, SUPPORT SERVICES, AND ADMINISTRATION—COST

PROJECTIONS, MANPOWER ESTIMATES, SCHEDULES, AND TRAINING REQUIREMENTS ARE PROVIDED.

**Sponsoring Agency:** MINNEAPOLIS POLICE DEPARTMENT, CITY HALL, MINNEAPOLIS MN 55415.

**Availability:** NCJRS MICROFICHE PROGRAM.

56. **A. C. BILLINGHURST. USE OF THE POLICE COMPUTER IN WEST GERMANY.** JUSTICE OF THE PEACE, LTD, EAST ROW, LITTLE LONDON, CHICHESTER, SUSSEX, ENGLAND. *POLICE JOURNAL*, V 51, N 1 (JANUARY/MARCH 1978), P 67-95. NCJ-47335

THE ORGANIZATION AND OPERATION OF AUTOMATED POLICE INFORMATION SYSTEMS IN THE FEDERAL REPUBLIC OF GERMANY IS EXAMINED, WITH A VIEW TOWARD POSSIBLE APPLICATIONS IN GREAT BRITAIN. THE IMPLEMENTATION AND MAINTENANCE OF THE POLICE COMPUTER SYSTEM, TO BE PURSUED JOINTLY WITH THE 11 AUTONOMOUS STATES OF THE REPUBLIC, IS ONE RESPONSIBILITY OF THE BUNDESKRIMINALAMT, THE CENTRAL AGENCY FOR CRIME CONTROL. THE INPOL NETWORK, COMPOSED OF 800 TERMINALS CONNECTED TO A CENTRAL COMPUTER, WAS COMPLETED IN JULY 1977. A DETAILED DESCRIPTION IS PRESENTED OF THE INPOL ORGANIZATION, SEARCH SYSTEM, HARDWARE, SOFTWARE, ADVANTAGES AND PROBLEMS, OPERATIONS, AND PLANS. OTHER POLICE INFORMATION SYSTEMS, UNIQUE TO INDIVIDUAL STATES, ARE DESCRIBED, AND THE MANNER IN WHICH THE INDIVIDUAL STATE SYSTEMS ARE COORDINATED WITH EACH OTHER AND WITH THE FEDERAL SYSTEM IS NOTED. WAYS IN WHICH POLICE OFFICERS USE THE INFORMATION SYSTEMS IN EVERYDAY SITUATIONS ARE DISCUSSED. ONE FEATURE OF THE GERMAN SYSTEM SAID TO HAVE POTENTIAL FOR APPLICATIONS IN GREAT BRITAIN IS THE PLANNED OFFENDER/OFFENSE INDEX, WHICH PROVIDES LINKAGES BETWEEN INFORMATION ON CRIMINALS (E.G., THE DETAILS OF AN OFFENDER'S MODUS OPERANDI) AND INFORMATION ON CRIMES. OTHER POTENTIAL APPLICATIONS INCLUDE USE OF COMPUTER FACILITIES IN DETERMINING RESPONSE BY POLICE TO MAJOR CRISES.

57. **K. W. COLTON. POLICE AND COMPUTER TECHNOLOGY—A DECADE OF EXPERIENCE SINCE THE CRIME COMMISSION—SUMMARY.** MASSACHUSETTS INSTITUTE OF TECHNOLOGY DEPARTMENT OF URBAN STUDIES AND PLANNING, 77 MASSACHUSETTS AVENUE, CAMBRIDGE, MA 02139. 76 p. 1979. NCJ-60551

COMPUTER USE BY POLICE DEPARTMENTS FROM 1967 TO 1977 INCREASED FOR INFORMATION PROCESSING ACTIVITIES SUCH AS MAINTAINING REAL-TIME POLICE PATROL AND TRAFFIC RECORDS. DURING THE 10 YEARS OF POLICE COMPUTER EXPERIENCE SINCE THE CRIME COMMISSION REPORT OF 1967 CALLED FOR USE OF TECHNOLOGY, THERE WAS A SIGNIFICANT GROWTH IN USE. DRAWING ON TWO NATIONAL SURVEYS OF UNITED STATES POLICE DEPARTMENTS AND A SERIES OF CASE STUDIES ON RESOURCE ALLOCATION MODELS AND POLICE COMMAND AND CONTROL APPLICATIONS, THE RESEARCH PROVIDES USEFUL INSIGHTS CONCERNING COMPUTER SYSTEMS IMPLEMENTATION. SURVEY WORK INDICATES THAT COMPUTER USE IS INCREASING FOR ROUTINE APPLICATIONS OF REPETITIVE DATA PROCESSING, BUT THAT THE GROWTH RATE OF THE TECHNOLOGY HAS BEEN SLOWER THAN HAD BEEN PREDICTED IN THE EARLY 1970'S. FURTHER, WHEN COMPUTER APPLICATIONS EXTENDED BEYOND ROUTINE USES TO NONROUTINE EFFORTS, SUCH AS RESOURCE ALLOCATION WHERE THE MACHINE IS A DECISIONMAKING TOOL, RESULTS ARE DISAPPOINTING. THE IMPLEMENTATION PROCESS BECOMES COMPLEX, AND UNINTENDED CONSEQUENCES ARISE. THE CONSTANT TECHNOLOGY CHANGE SERVES TO REMIND OFFICIALS THAT SUCCESSFUL COMPUTER USE REQUIRES MORE THAN JUST TECHNOLOGICAL INNOVATIONS. GREATER ATTENTION MUST FOCUS ON EVALU-

ATING AND IMPLEMENTING SYSTEMS, WITH EMPHASIS ON PERFORMANCE GUIDELINES AND ON THE BROAD POLICE ROLE IN SOCIETY. SPECIFIC DISCUSSION REFERS TO THE STUDY WHICH FOUND THAT 70 PERCENT OF THE CITIES WITH POPULATIONS OVER 100,000 USED COMPUTERS IN THEIR POLICE WORK. AN APPENDIX SUMMARIZES THE ISSUE AREAS AND RECOMMENDATIONS CONCERNING COMPUTER APPLICATIONS BY THE POLICE. FOOTNOTES ARE PROVIDED.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LEAA NATIONAL INSTITUTE OF LAW ENFORCEMENT AND CRIMINAL JUSTICE, 633 INDIANA AVENUE NW, WASHINGTON, DC 20531.

**Availability:** GPO. Stock Order No. 027-000-00839-9.

58. **K. W. COLTON. USE OF COMPUTERS BY POLICE—PATTERNS OF SUCCESS AND FAILURE.** INTERNATIONAL CITY MANAGEMENT ASSOCIATION, 1140 CONNECTICUT AVENUE, NW, WASHINGTON DC 20036. 21 p. 1972. NCJ-09086

SOME OF THE BENEFITS AND COSTS, AND VARIABLES THAT INFLUENCE THE EFFECTIVE USE OF COMPUTERS BY POLICE. THE NUMBER OF COMPUTER APPLICATIONS REPORTED BY POLICE DEPARTMENTS HAS INCREASED GREATLY, WITH LARGE POLICE DEPARTMENTS MAKING USE OF COMPUTERS MOST OFTEN. RAPID POLICE INQUIRY AND DAILY OPERATIONS COMPRISE THE LARGEST APPLICATION OF POLICE ELECTRONIC DATA PROCESSING. OTHER APPLICATIONS INCLUDE THE FIELDS OF ADMINISTRATION, CRIME REPORTING, DEPLOYMENT AND RESOURCE ALLOCATION, AND CRIMINAL INVESTIGATION. SOME OF THE MOST IMPORTANT VARIABLES INFLUENCING THE SUCCESS OF COMPUTER USE APPEAR TO BE TOP LEADERSHIP, INVOLVEMENT OF POLICE PERSONNEL, ESTABLISHMENT OF PRIORITIES, TOP CALIBER COMPUTER SYSTEMS STAFF, AND EMPHASIS ON HUMAN-COMPUTER INTERACTION. NUMEROUS CHARTS AND GRAPHS ARE USED TO ILLUSTRATE THE DISCUSSION. (AUTHOR ABSTRACT MODIFIED)

**Supplemental Notes:** URBAN DATA SERVICE REPORT 4172.

**Availability:** INTERNATIONAL CITY MANAGEMENT ASSOCIATION, 1140 CONNECTICUT AVENUE, NW, WASHINGTON DC 20036.

59. **E-SYSTEMS INC GARLAND DIVISION, 1200 JUPITER ROAD, GARLAND TX 75042. DALLAS—POLICE DEPARTMENT—COMMAND AND CONTROL STUDY—SYSTEM MODELING REPORT.** 165 p. 1972. NCJ-13893

PHASE II OF A THREE PHASE STUDY OF INFORMATION SYSTEMS, WHICH IS DIRECTED TOWARD MODELING FUNCTIONS IN THE PATROL SECTION, REPORT SECTION, AND IDENTIFICATION SECTION. THE INITIATION, FLOW, PROCESSING, STORAGE, AND RETRIEVAL OF INFORMATION IS MODELED FOR EACH OF THE 22 FUNCTIONS IN THE SECTION STUDIED. THESE AREAS CONSTITUTE THE MAJORITY OF INPUT DATA TO THE INFORMATION SYSTEM AND THE STORAGE OF THIS DATA. THE LAST SECTION AND THE APPENDICES OF THE REPORT GIVE THE DETAILED RESULTS OBTAINED FROM THE MODELING EFFORT. THE STATISTICS RELATED TO THE VARIOUS MODELS ARE IN THE APPENDICES ALONG WITH THE COMPUTER PROGRAM PRINTOUT OF THE PROGRAM USED TO SIMULATE THESE AREAS OF CONCERN. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** DALLAS POLICE DEPARTMENT 4125 WEST CLARENDON DRIVE, DALLAS TX 75211.

**Availability:** NCJRS MICROFICHE PROGRAM.

60. **P. O. HANSON 3RD and J. J. UTANO. UTILIZATION OF POLICE INFORMATION SYSTEMS—A RESEARCH STRATEGY.** CLEARINGHOUSE AND LABORATORY FOR CENSUS DATA, 1601 NORTH KENT STREET, SUITE 900, ROSSLYN VA 22061. *PUBLIC DATA USE*, V 5, N 3 (MAY 1977), P 23-36. NCJ-43719

THE NATURE OF POLICE INFORMATION SYSTEMS, PROBLEMS IN CRIME DATA MANAGEMENT, AND A STRATEGY FOR IMPROVING DATA STRUCTURES ARE DISCUSSED IN AN ARTI-

CLE DRAWING ON BUFFALO, N.Y., POLICE EXPERIENCE. POLICE INFORMATION SYSTEMS ARE DOMINATED BY ADMINISTRATIVE NEEDS AND FUNCTIONS AND OFTEN FAIL TO MEET THE DATA NEEDS OF DECISIONMAKERS, POLICE PLANNERS, AND RESEARCHERS. OFTEN THE SYSTEMS FAIL TO TAKE INTO ACCOUNT THE NEED FOR FLEXIBILITY, TIMELINESS, INTEGRATION, STANDARDIZATION, AND USER EDUCATION. POLICE PLANNING AND CRIME ANALYSIS DEMAND A FLEXIBLE DATA STRUCTURE THAT WILL PERMIT A VARIETY OF INQUIRIES BASED ON TIME AND LOCATION CRITERIA. SUCH INQUIRIES ARE PART OF STUDIES OF CHANGES OVER TIME OF CRIMES KNOWN TO POLICE (E.G., ARREST REVIEW; VICTIM ANALYSIS; OFFENDER TRACKING; RELATING CRIME TO DAY OF WEEK, TO MONTH OF YEAR, AND TO LAND USE; AND EVALUATING OFFENSES AND ARRESTS IN RELATION TO THE SOCIOECONOMIC CHARACTERISTICS OF THE PLACES WHERE THEY OCCUR). THE PROPOSED STRATEGY, ILLUSTRATED IN ITS APPLICATION TO CRIME FILES IN BUFFALO, REPRESENTS A PRELIMINARY STEP IN PROVIDING THE USERS OF CRIME DATA WITH THE CAPABILITY TO PERFORM MORE COMPLEX TIME-SPACE RESEARCH. THE RELEVANCE OF THE PROPOSED STRATEGY TO THE FURTHER DEVELOPMENT OF A COMPREHENSIVE SYSTEM INTEGRATING CENSUS AND OTHER LOCAL DATA WITH CRIME DATA IS NOTED. DEVELOPMENT EFFORTS UNDERWAY AT GEOGRAPHIC INFORMATION SYSTEMS LABORATORY, STATE UNIVERSITY OF NEW YORK AT BUFFALO, ARE DESCRIBED. DIAGRAMS ILLUSTRATING CRIME FILE ORGANIZATION AND OTHER ASPECTS OF THE PROPOSED STRATEGY ARE INCLUDED.

Availability: NTIS.

61. J. R. HOPKINS. CPIC (CANADIAN POLICE INFORMATION CENTRE) ON-LINE SYSTEM (FROM MAPPING AND RELATED APPLICATIONS OF COMPUTERS TO CANADIAN POLICE WORK, 1977, BY J E WATKIN AND F R LIPSETT—SEE NCJ-47416). NATIONAL RESEARCH COUNCIL PROTECTIVE AND FORENSIC SCIENCES SECTION NATIONAL AERONAUTICAL ESTABLISHMENT, BUILDING M-55, OTTAWA K1A 0R6, CANADA. 16 p. 1977. Canada. NCJ-47421  
THE EXISTING ON-LINE CAPABILITIES OF THE CANADIAN POLICE INFORMATION CENTRE (CPIC) DATA COMMUNICATION NETWORK ARE BRIEFLY DESCRIBED. SINCE THE BEGINNING OF ITS OPERATION IN JULY 1972, THE USE OF THE CPIC FACILITY HAS CONTINUED TO GROW, RESULTING BOTH FROM AN INCREASE IN THE NUMBER OF COMPUTER TERMINALS WITH ACCESS TO THE SYSTEM AND FROM AN INCREASED AWARENESS ON THE PART OF THE POLICE FORCES OF THE SYSTEM'S CAPABILITIES AND IMPACT ON LAW ENFORCEMENT AND RECORDS MANAGEMENT. THE MAJOR FILES THAT ARE ACCESSIBLE BY THE USER COMMUNITY ARE SIMILAR TO THOSE FOUND IN THE MAJORITY OF POLICE INFORMATION SYSTEMS. THESE ARE: A VEHICLE IDENTIFICATION SYSTEM, A STOLEN PROPERTY SYSTEM, A WANTED PERSONS SYSTEM, AND A CRIMINAL HISTORY SYSTEM. DURING THE DESIGN OF THE COMPUTER RETRIEVAL SYSTEM, CERTAIN CRITERIA WERE IMPOSED WHICH HAD A SIGNIFICANT IMPACT ON THE COMPLEXITY OF THE UNDERTAKING: (1) MESSAGES SHOULD BE IN AS NATURAL A LANGUAGE AS POSSIBLE. REDUCING THE NEED TO EITHER REMEMBER OR LOOK UP A VARIETY OF UNFAMILIAR CODES; (2) TO CONFORM WITH OFFICIAL GOVERNMENT POLICY, MESSAGES SHOULD BE ACCEPTABLE IN BOTH OF THE OFFICIAL LANGUAGES OF CANADA; (3) A SINGLE QUERY SHOULD, AS FAR AS POSSIBLE, RESULT IN ALL REASONABLE AND RELEVANT INFORMATION; (4) THE MAXIMUM LENGTH OF TIME FOR A MESSAGE RESPONSE SHOULD NOT EXCEED 3 MINUTES FROM PATROL CAR BACK TO PATROL CAR DURING PEAK HOUR CONDITIONS; AND (5) SEARCH CRITERIA HAD TO BE THOSE NORMALLY AVAILABLE AND NATURAL TO AN INQUIRER. BASICALLY THESE CRITERIA WERE

MET THROUGH COMMON HARDWARE AND SOFTWARE INNOVATIONS. HOWEVER, THE REQUIREMENT TO USE NATURAL CRITERIA FOR THE DATA SEARCH PROCEDURE LED DIRECTLY TO THE DEVELOPMENT OF PHONETICALLY INDEXED NAME DIRECTORY (FIND) CODE. THE FIND CODE IS A METHOD WHEREBY ANY NAME ENTERED ON THE SYSTEM IS CODED ACCORDING TO ITS APPARENT PHONETIC POSSIBILITIES, A NECESSARY FEATURE IN A NATION COMPRISING TWO MAJOR ETHNIC GROUPS, EACH WITH ITS OWN LANGUAGE. TWO OTHER SEARCH FEATURES ARE AVAILABLE FOR SPECIAL CASES: (1) THE ABILITY TO SEARCH GROUPS ELIMINATING AS POSSIBLE RESPONDENTS INDIVIDUALS WHOSE SURNAMES ARE SPELLED IN CERTAIN WAYS; AND (2) THE ABILITY TO SEARCH WHEN ONLY THE PHONETIC SOUND OF THE NAME IS KNOWN—IN THIS CASE SURNAME SPELLING IS IGNORED AS A SEARCH ELIMINATOR. ONE FEATURE AVAILABLE WITH THE SYSTEM IS THE NO-HIT FILE USED WITH THE VEHICLE SYSTEM. VEHICLE QUERIES WHICH RESULT IN A NOT-ON-FILE RESPONSE ARE RETAINED FOR 72 HOURS AND COMPARED AGAINST ADDITIONS TO THE FILE DURING THAT PERIOD. ALSO, DUE TO THE INCREASING NUMBERS OF UNIDENTIFIED BODIES BEING FOUND, PARTICULARLY IN BRITISH COLUMBIA, A FEATURE IS BEING ADDED TO THE SYSTEM THAT WILL ALLOW DENTAL CHARACTERISTICS TO BE USED IN A MISSING PERSONS RECORD. REFERENCES AND SAMPLE PRINTOUTS ARE PROVIDED.

Availability: NCJRS MICROFICHE PROGRAM.

62. IBM DATA PROCESSING DIVISION, 1133 WESTCHESTER AVENUE, WHITE PLAINS NY 10604. OAKLAND COUNTY (MI)—COURT AND LAW ENFORCEMENT MANAGEMENT INFORMATION SYSTEM (CLEMIS). 23 p. 1978.

NCJ-60000

THE RECENTLY EXPANDED COURT AND LAW ENFORCEMENT MANAGEMENT SYSTEM (CLEMIS) OF OAKLAND COUNTY, MICHIGAN, IS DESCRIBED; CAPABILITIES OF THIS POLICE INFORMATION NETWORK ARE DETAILED. THE CLEMIS SYSTEM IS A POLICE INFORMATION NETWORK THAT PROVIDES FOR DAILY ENTRY OF POLICE DATA AND, ON THE BASIS OF THAT INFORMATION, GENERATES STATISTICAL REPORTS ON UNLAWFUL ACTIVITY IN THE COUNTY. THE SYSTEM IS A MEDIUM FOR EXCHANGE OF INFORMATION BY ALL CRIMINAL JUSTICE AGENCIES, AND WILL EVENTUALLY INCLUDE LAW ENFORCEMENT, COURT, AND CORRECTIONS INFORMATION. IT NOW LINKS 34 OF THE COUNTY'S 41 POLICE AGENCIES WITH A CENTRAL COMPUTER. CLEMIS IS PLANNED TO PROVIDE ULTIMATELY A COMPUTERIZED CRIMINAL JUSTICE NETWORK. BUILT AROUND TWO IBM SYSTEM/370 MODEL 148'S, IT UTILIZES IBM 3270 VISUAL DISPLAY TERMINALS. IT OPERATES 24 HOURS A DAY EVERY DAY, AND CONNECTS WITH FILES OF THE NATIONAL CRIME INFORMATION CENTER, THE LAW ENFORCEMENT INFORMATION NETWORK OF THE MICHIGAN STATE POLICE, AND THE OFFICE OF THE MICHIGAN SECRETARY OF STATE. DATA ENTRY AND INQUIRY OF LOCAL, STATE, AND NATIONAL FILES ARE ACCOMPLISHED ON THE SAME TERMINALS, LOCATED IN LOCAL POLICE AGENCIES. DEPARTMENTAL, STATE, AND FEDERAL REPORTS ARE ISSUED THROUGH THE SYSTEM. THE SYSTEM HAS MET WITH AN ENTHUSIASTIC RECEPTION. IT PROVIDES FOR ACCURATE AND MEANINGFUL INVESTIGATIVE AND ARREST REPORTS, MORE ACCURATE ASSESSMENT OF THE PATROL OFFICER'S WORK, QUICK INQUIRY CAPABILITY WHICH PROVIDES AN IMPORTANT SAFETY FACTOR IN POLICE WORK, AND ADDED ADMINISTRATIVE CAPABILITIES IN JURISDICTION ASSESSMENT. PHOTOGRAPHS AND EXHIBITS ARE INCLUDED WITH THE TEXT.

63. J. S. JACKSON, Ed. CARNAHAN CONFERENCE ON CRIME COUNTERMEASURES, 1975 PROCEEDINGS. UNIVERSITY OF KENTUCKY COLLEGE OF ENGINEERING, LEXINGTON KY 40506; INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS LEXINGTON SECTION; AEROSPACE AND ELECTRONIC SYSTEMS SOCIETY. 200 p. 1975. NCJ-31252

A COLLECTION OF 33 LECTURES DEALING WITH TECHNOLOGICAL DEVELOPMENTS IN THE AREAS OF INFORMATION SYSTEMS, POLICE COMPUTER-AIDED OPERATIONS, SUSPECT IDENTIFICATION, ALARM SYSTEMS, MATERIALS SECURITY, AND POLICE COMMAND SYSTEMS. AMONG THE SPECIFIC TOPICS ADDRESSED DURING THIS CONFERENCE WERE SECURITY AND PRIVACY OF CRIMINAL JUSTICE INFORMATION SYSTEMS, SPEAKER RECOGNITION AND IDENTIFICATION SYSTEMS, FINGERPRINT DEVELOPMENT AND IDENTIFICATION, POLICE TRAINING TECHNIQUES, AND OFFENSIVE PATROL STRATEGIES. RESEARCH AND DEVELOPMENT ON SENSOR ALARM SYSTEMS IS DESCRIBED, AND METHODS OF PROVIDING CARGO AND MATERIALS SECURITY ARE DISCUSSED. SEVERAL ADDRESSES ARE INCLUDED WHICH DESCRIBE ADVANCES MADE IN DRUG AND EXPLOSIVES-DETECTION, AUTOMATIC VEHICLE MONITORING SYSTEMS, AND MOBILE COMMUNICATIONS SYSTEMS. FOR SPECIFIC ADDRESSES PRESENTED AT THIS CONFERENCE, SEE NCJ-31253 TO NCJ-31281.

**Availability:** UNIVERSITY OF KENTUCKY COLLEGE OF ENGINEERING, LEXINGTON KY 40506; NCJRS MICROFICHE PROGRAM.

64. **B. J. KADETS. DATA PROCESSING AND ANALYSIS FOR PATROL FORCE ALLOCATION.** 30 p. 1972.

NCJ-09530

OUTLINE OF THE PRESENT PATROL SYSTEM OF THE QUINCY, MASS., POLICE DEPARTMENT WITH THE METHODS TO BE USED TO ANALYZE THE ALLOCATION OF THE PATROL FORCE, THE MEASURES OF EFFECTIVENESS TO BE EMPLOYED AND THE DATA COLLECTION, PROCESSING AND ANALYSIS PROCEDURES ARE DISCUSSED. AN INNOVATIVE FEATURE OF THE PROJECT IS THE USE OF COMPUTER METHODS FOR PROCESSING DEMOGRAPHIC DATA WHICH WERE DEVELOPED BY THE U.S. CENSUS BUREAU. RECOMMENDED EXTENSIONS TO THE PROJECT INCLUDE COMPUTER MAPPING OF INCIDENTS AND PATROL SECTORS AND DEMOGRAPHIC ANALYSIS OF HIGH CRIME AREAS OF THE CITY. REFERENCES ARE PROVIDED. (AUTHOR ABSTRACT)

**Sponsoring Agency:** QUINCY POLICE DEPARTMENT, 442 SOUTHERN ARTERY, QUINCY MA 02169.

65. **D. R. KELLY and J. K. BOYER. PATRIC (PATTERN RECOGNITION AND INFORMATION CORRELATION) DATA COLLECTION/ANALYSIS PLAN.** SYSTEM DEVELOPMENT CORPORATION, 2500 COLORADO AVENUE, SANTA MONICA CA 90406. 136 p. 1971.

NCJ-01924

PROJECT DESIGN OF A COMPUTERIZED SYSTEM TO SUPPORT POLICE OPERATIONS IN CASE INVESTIGATION, DEPLOYMENT PLANNING AND ASSOCIATED MANAGEMENT ACTIVITIES. THE PROJECT DETERMINES TACTICAL AND TECHNICAL REQUIREMENTS FOR THE SYSTEM, AND ISOLATES CHARACTERISTICS REQUIRED FOR THE COMPUTER EQUIPMENT AND PROGRAMS TO SUPPORT THE SYSTEM. ALSO INCLUDED IS THE COMPLETION OR DESIGN REQUIREMENT SPECIFICATIONS, SELECTION OF COMPUTER EQUIPMENT AND A BASIC PROGRAM SYSTEM, AS WELL AS IMPLEMENTATION OF AN OPERATING SYSTEM. (AUTHOR ABSTRACT MODIFIED.)

66. **LOS ANGELES POLICE DEPARTMENT, 150 NORTH LOS ANGELES, LOS ANGELES CA 90012. LAPD AND COMPUTERS, 1972-1973.** 60 p. 1973.

NCJ-09073

DESCRIPTION OF COMPUTER-AIDED PROJECTS NOW OPERATIONAL OR UNDER DEVELOPMENT WITHIN THE LOS ANGELES POLICE DEPARTMENT. THE PROJECTS DESCRIBED INCLUDE AUTOMATED FIELD INTERVIEW SYSTEM (AFIS), AUTOMATED RECORD MANAGEMENT SYSTEM (ARMS), AUTOMATED WANT WARRANT SYSTEM (AWWS), AUTOMATED WORTHLESS DOCUMENT INDEX (AWDI), COMPUTER ASSISTED TRAINING (CAT), EMERGENCY COMMAND CONTROL COMMUNICATIONS SYSTEM (ECCCS), LAW ENFORCEMENT MANPOWER

ER RESOURCE ALLOCATION SYSTEM (LEMNAS), LAPD/LASD CONSOLIDATION PROJECT (CPT), MASTER PLAN PROJECT (MPP), PATTERN RECOGNITION AND INFORMATION CORRELATION (PATRIC), REGIONAL JUSTICE INFORMATION SYSTEM (RJIS), AND TRAFFIC INFORMATION SYSTEM (TIS). THE APPENDIX CONTAINS NAMES OF PROJECT LEADERS AND THEIR OFFICES.

67. **J. R. MANSELL. INFORMATION SYSTEM INTEGRATES POLICE, FIRE AND EMERGENCY DATA—AT CITY OF LONG BEACH, CALIFORNIA.** COPP ORGANIZATION, INC. 37 WEST 38TH STREET, NEW YORK NY 10018. *LAW AND ORDER*, V 21, N 4 (APRIL 1973), P 42, 44, 46, 48, 50 & 106.

NCJ-10655

DESCRIPTION OF THE LONG BEACH, CALIFORNIA, PUBLIC SAFETY INFORMATION SYSTEM, WHICH AVOIDS DUPLICATION OF EFFORT BY ENCOMPASSING A BROAD SPECTRUM OF MUNICIPAL FUNCTIONS. THE TASK OF THE LONG BEACH SYSTEM IS TO INCORPORATE THE NEEDS OF ALL THE FUNCTIONAL ENTITIES INVOLVED IN PUBLIC SAFETY—THE POLICE DEPARTMENT, FIRE DEPARTMENT, AND EMERGENCY PREPAREDNESS ORGANIZATION—AS WELL AS ALL OF THE LICENSING AND CODE ENFORCEMENT ACTIVITIES THAT ARE RELATED TO PUBLIC SAFETY. THE SYSTEM IS GEARED TO ONLINE ENTRY AND RETRIEVAL OF DATA. USERS INTERACT DIRECTLY WITH IT THROUGH THE USE OF REMOTE TELEPROCESSING TERMINALS THAT ARE CONNECTED BY PHONE LINE TO THE COMPUTER. VISUAL DISPLAY TERMINALS MAKE POSSIBLE FAST ENTRY OF DATA DIRECTLY TO THE COMPUTER FILES, AND ALSO PERMIT IMMEDIATE DISPLAY OF DATA TO USERS ON DEMAND. (AUTHOR ABSTRACT)

68. **NEW YORK STATE IDENTIFICATION AND INTELLIGENCE SYSTEM, ALFRED E SMITH STATE OFFICE, BUILDING, ALBANY NY 12225. PROJECT SEARCH—SYSTEM IN MOTION—ANNUAL REPORT OF THE NEW YORK STATE IDENTIFICATION AND INTELLIGENCE SYSTEM, 1971.** 34 p. 1971.

NCJ-08827

OPERATIONAL ACTIVITIES OF THE NEW YORK STATE IDENTIFICATION AND INTELLIGENCE SYSTEM (NYSIS) IN 1971. AREAS OF OPERATION COVERED BY THIS REPORT ARE FINGERPRINT IDENTIFICATION AND SEARCH, PROCESSING OF TELETYPE MESSAGES, COMPUTERIZATION OF THE STATEWIDE WANTED FILE, FACSIMILE FINGERPRINT SUBMISSION, CONVERSION OF INTEGRATED RECORD KEEPING FROM ONE COMPUTER SYSTEM TO ANOTHER, LIAISON FIELD SERVICES TO USER AGENCIES, OPERATIONS EVALUATION, GRANT ACTIVITIES, SECURITY IMPROVEMENTS, ENGINEERING DEVELOPMENTS, CRIMINALISTICS RESEARCH AND DEVELOPMENT, ADMINISTRATIVE PROGRAMS, PARTICIPATION IN PROJECT SEARCH, AND PROFESSIONAL ACTIVITIES OF MEMBERS OF THE NYSIS STAFF.

69. **E. POGGIO. AUTOMATED INFORMATION SYSTEMS SUPPORTING CRIMINAL INVESTIGATION.** RAND CORPORATION, 1700 MAIN STREET, SANTA MONICA CA 90406. 94 p. 1975.

NCJ-32156

THIS WORKING NOTE PRESENTS THREE INDIVIDUAL CASE STUDIES, EACH DESCRIBING THE CHARACTERISTICS, OPERATIONS, AND PERFORMANCE OF AN INFORMATION SYSTEM THAT SUPPORTS THE POLICE INVESTIGATIVE FUNCTION. THE THREE INFORMATION SYSTEMS EXAMINED ARE THE NEW YORK CITY POLICE DEPARTMENT'S LATENT FINGERPRINT IDENTIFICATION SYSTEM, THE INDIANAPOLIS POLICE DEPARTMENT'S STOLEN AND PAWNED PROPERTY SYSTEM, AND THE LOS ANGELES POLICE DEPARTMENT'S AUTOMATED FIELD INTERVIEW SYSTEM. EXPLORED ARE THE POSSIBLE GAINS IN IDENTIFICATION AND APPREHENSION OF OFFENDERS THAT CAN BE REALIZED THROUGH THE USE OF COMPUTERIZED INFORMATION SYSTEMS AND THE EFFECTIVENESS OF SUCH SYSTEMS TO PROVIDE THIS SUPPORT.

## INFORMATION SYSTEMS

FOR A THREE VOLUME REPORT ON THE CRIMINAL INVESTIGATION PROCESS, SEE NCJ-32153-5.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM. Stock Order No. WN-9294-DOJ.

70. H. RENSEN. IDENTIFICATION REPORTING TASK OF THE CENTRAL INVESTIGATION INFORMATION SERVICE OF THE NETHERLANDS POLICE. (TAAK VAN DE CENTRALE RECHERCHE INFORMATIEDIENST MET BETREKKING TOT DE OPSDORINGSBERICHTGEVING.) MINISTERIE VAN JUSTITIE, PLEIN 2B, 'S GRAVENHAGE, NETHERLANDS. *ALGEMEEN POLITIEBLAD VAN HET KONINKRIJK DER NEDERLANDEN*, V 124, N 9 (APRIL 26, 1975), P 211-213-217. (In Dutch)

NCJ-30007

DESCRIPTION OF THE FUNCTIONING OF THIS ORGANIZATION IN HANDLING IDENTIFICATION REQUESTS, INCLUDING INFORMATION ON THE ORGANIZATION OF THE CENTRAL SERVICE AND A FLOW CHART. THE SERVICE FUNCTIONS AS THE CENTRAL POINT FOR RECEIVING AND PROCESSING REQUESTS FROM ANYWHERE IN THE NETHERLANDS FOR IDENTIFICATION OF INDIVIDUALS OR PROPERTY, USING AN AUTOMATED TELEX NETWORK. IT HAS ACCESS TO THE GOVERNMENT COMPUTER CENTER IN APELDOORN FOR COMPUTER ASSISTANCE AND TO THE STATE PRINTING OFFICE IN THE HAGUE FOR PRINTING ASSISTANCE. THE SERVICE INCLUDES THE CENTRAL POLICE FILES OFFICE, THE IDENTIFICATION SERVICE OFFICE, THE CENTRAL FINGERPRINT SERVICE, THE NATIONAL FIREARMS CENTER AND THE PHOTOGRAPHIC SERVICE OFFICE, AMONG OTHER THINGS. IT ISSUES PRINTED IDENTIFICATION PUBLICATIONS AND SUPPLEMENTARY DAILY IDENTIFICATION LISTS. IT ALSO IS RESPONSIBLE FOR CORRESPONDENCE WITH INTERPOL ON BEHALF OF THE NETHERLANDS POLICE.—IN DUTCH

71. R. J. RIEDER. LAW ENFORCEMENT INFORMATION SYSTEMS. 267 p. 1972. NCJ-02192

RECORDS SYSTEM AND COMMUNICATIONS NEEDS OF LAW ENFORCEMENT AGENCIES ARE REVIEWED AND BASIC GUIDELINES ARE PROVIDED FROM WHICH AUTOMATION MAY BE ACHIEVED. A COMPUTERIZED SYSTEM FOR MAINTAINING AND EXCHANGING INFORMATION WHICH IS CURRENTLY AVAILABLE, CAN AID LAW ENFORCEMENT IN THE MAINTENANCE OF LAW AND ORDER, BUT BECAUSE OF ITS INCREASING COMPLEXITY AND SIZE CANNOT BE UTILIZED EFFICIENTLY IN ITS PRESENT STATE. OPERATIONAL ELEMENTS ARE DISCUSSED IN TERMS OF DATA GATHERING, DATA PROCESSING, INFORMATION DISPLAY, DECISION MAKING, DECISION IMPLEMENTATION, FEEDBACK OF RESULTS, AND COMMUNICATIONS. CONSIDERATIONS AND GUIDELINES FOR VIEWING THE SYSTEM WITHIN A NETWORK FRAME, DEVELOPING THE SYSTEM, APPLYING AUTOMATION TECHNIQUES, RESPONDING TO SPECIAL LAW ENFORCEMENT NEEDS, AND ACKNOWLEDGING THE SPECIAL LANGUAGE PROBLEMS INVOLVED ARE PRESENTED. SPECIFIC SYSTEM FUNCTIONS, ORGANIZATION INTO A MODEL SYSTEM, PROBLEMS OF SYSTEM COMMUNICATIONS, NEED FOR SYSTEM DOCUMENTATION, PROBLEM OF RECORDS CONVERSION, AND HUMAN CONSIDERATIONS ARE REVIEWED.

**Availability:** CHARLES C THOMAS, 301-327 EAST LAWRENCE AVENUE, SPRINGFIELD IL 62717.

72. SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. PROJECT SEARCH—PRELIMINARY REQUIREMENTS ANALYSIS FOR CRIMINAL JUSTICE-LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEMS. 176 p. 1974. NCJ-14197

REPORT ON A PROJECT TO DEVELOP A PRELIMINARY ANALYSIS AND ASSESSMENT OF THE TELECOMMUNICATIONS REQUIREMENTS FOR THE CRIMINAL JUSTICE COMMUNITY

## LAW ENFORCEMENT INFORMATION SYSTEMS

DURING THE NEXT TEN YEARS. THE RESEARCHERS MADE ON-SITE SURVEYS OF FIFTEEN POLICE INFORMATION SYSTEMS AND CONDUCTED INTERVIEWS. THE DATA WERE ANALYZED TO PREDICT THE FUTURE REQUIREMENTS IN THE FOLLOWING AREAS—STATE-TO-LOCAL TRAFFIC, STATE-TO-STATE TRAFFIC AND STATE-TO-NATIONAL TRAFFIC. FOR EACH OF THESE AREAS, DATA WERE GATHERED WITH RESPECT TO THE FOLLOWING TYPES OF MESSAGES—INQUIRY/RESPONSE, FILE UPDATE, ADMINISTRATIVE MESSAGES AND GRAPHIC DATA TRANSMISSION. A MODEL WAS DEVELOPED TO DESCRIBE THE GROWTH OF THE VARIOUS TYPES OF MESSAGE VOLUMES. CONSIDERATION WAS ALSO GIVEN TO THE POTENTIAL EXPANSION OF SERVICES WHICH WOULD REQUIRE ADDITIONAL COMPUTERIZED CRIMINAL HISTORIES AND FINGERPRINT TRANSMISSION. THE POSSIBLE NEED FOR TELECOMMUNICATIONS CAPABILITIES IN THE AREAS OF COURTS, CORRECTIONS, CRIMINAL JUSTICE PLANNING, CRIMINALISTICS, UNIFORM CRIME REPORTING, AND VIDEO CIRCUITS WAS ALSO ANALYZED. (AUTHOR ABSTRACT MODIFIED)

**Availability:** NCJRS MICROFICHE PROGRAM.

73. J. R. STEEL. ACCIDENT ANALYSIS BY COMPUTER. GREAT BRITAIN POLICE RESEARCH SERVICES BRANCH, HORSEFERRY HOUSE, DEAN RYLE STREET, LONDON, ENGLAND. *POLICE RESEARCH BULLETIN*, N 16 (OCTOBER 1970), P 31-45. NCJ-10432

PROGRAMMING SCHEME AND OPERATIONS DESCRIPTION OF A COMPUTER SYSTEM FOR ROAD ACCIDENT ANALYSIS, IN USE IN HERTFORDSHIRE COUNTY, ENGLAND SINCE 1967. A NATIONAL GRID REFERENCE SYSTEM USED TO LOCATE ACCIDENT SITES ALLOWS FOR INTERFACE WITH SIMILAR SYSTEMS. THE FIVE LINKED COMPUTER PROGRAMS USED TO RETRIEVE SPECIFIC KINDS OF DATA ARE DESCRIBED AND SAMPLE PRINTOUTS ARE INCLUDED. THE SYSTEM IMPOSES STANDARD ROAD SAFETY CRITERIA OVER THE ENTIRE COUNTY, THEREBY PINPOINTING, ON A PRIORITY BASIS, THOSE AREAS WHICH ARE INHERENTLY HAZARDOUS AND IN NEED OF CONTROL MEASURES AND THOSE WHICH REQUIRE MAINTENANCE ATTENTION. BY INCLUDING DATA ON VEHICLE FLOW, THE SYSTEM CAN ALSO PERFORM TIME COMPARISONS AND FORECAST, TO SOME EXTENT, POINTS OF POTENTIAL DANGER. A SUMMARY OF SYSTEM COST, STAFF TIME, AND COMPUTER TIME IS PROVIDED.

74. US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION—REGION 5. UTAH—INFORMATION SYSTEMS—POLICE INFORMATION SYSTEMS. 20 p. 1975. NCJ-35258

THESE STANDARDS ADDRESS THE FUNCTIONS OF A POLICE INFORMATION SYSTEM INCLUDING CRIME ANALYSIS, MANPOWER AND RESOURCE ALLOCATION, RESPONSE TIME, MINIMUM DATA ELEMENT REQUIREMENTS, AUDITING, AND GEOCODING. THIS PAMPHLET IS ONE OF A SERIES OF REPORTS OF THE INFORMATION SYSTEMS TASK FORCE OF THE UTAH COUNCIL OF CRIMINAL JUSTICE ADMINISTRATION THAT FORMULATES STANDARDS AND GOALS FOR UTAH CRIMINAL JUSTICE INFORMATION SYSTEMS. THE RECOMMENDATIONS AND STANDARDS CONTAINED IN THESE REPORTS (NCJ-35253 THROUGH 35261) ARE BASED LARGELY ON THE WORK OF THE NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. SOME OF THE STANDARDS HAVE BEEN MODIFIED TO ACCOUNT FOR CONDITIONS UNIQUE TO UTAH. THE STANDARDS ARE PRESENTED ALONG WITH SEVERAL PARAGRAPHS DEALING WITH CURRENT UTAH STATUS, COMMENTS, AND METHOD OF IMPLEMENTATION (LEGISLATION OR ADMINISTRATIVE POLICY).

**Availability:** NCJRS MICROFICHE PROGRAM.

## LAW ENFORCEMENT INFORMATION SYSTEMS

75. **US DEPARTMENT OF JUSTICE LEAA NATIONAL INSTITUTE OF LAW ENFORCEMENT AND CRIMINAL JUSTICE, 633 INDIANA AVENUE NW, WASHINGTON, DC 20531. CONFERENCES ON CRITICAL TOPICS IN LAW ENFORCEMENT.** 272 p. 1969. NCJ-02309

THIS REPORT DOCUMENTS THE MAJOR RESULTS OF TWO CONFERENCES ON CRITICAL TOPICS IN LAW ENFORCEMENT. THE FIRST CONFERENCE, COMPUTER APPLICATIONS IN LAW ENFORCEMENT, ADDRESSED THE FUNCTIONAL AREAS OF POLICE ADMINISTRATION, RESOURCE ALLOCATION/COMMAND AND CONTROL, INVESTIGATION, AND INTELLIGENCE THROUGH FORMAL PRESENTATIONS, DISCUSSION, AND WORKING GROUP SESSIONS. THE SECOND CONFERENCE, POLICE RESPONSE TIME, ADDRESSED THE AREAS OF COMMUNICATIONS, COMMAND AND CONTROL, RESOURCE ALLOCATION STRATEGIES, AND MOBILITY IN A SIMILAR MANNER. CONFERENCE OBJECTIVES WERE TO PROVIDE GUIDANCE TO THE NATIONAL INSTITUTE IN COMPUTER USAGE FOR DEVELOPING RESEARCH PROJECTS TO BENEFIT LAW ENFORCEMENT, AND TO INITIATE THE EXCHANGE OF PLANS, STANDARD PROGRAMS, AND INFORMATION AMONG POLICE AGENCIES USING COMPUTERS.

Availability: NTIS. Accession No. PB 210 579.

76. **P. M. WHISENAND and T. T. TAMARU. AUTOMATED POLICE INFORMATION SYSTEMS.** 338 p. 1970. NCJ-01794

OPERATIONS OF THE POLICE AND METHODOLOGY FOR SYSTEM DESIGN AND DEVELOPMENT TO SUPPORT POLICE FUNCTIONS. A VIEW OF POLICE ACTIVITIES WITHIN A MUNICIPALITY IS PROVIDED WITH AN ANALYSIS OF THEIR EXISTING DATA NEEDS, AND CONSIDERATION OF THESE FUNCTIONS AS A HORIZONTAL SUBSYSTEM WITHIN THE TOTAL CITY INFORMATION SYSTEM. THE POLICE INFORMATION SYSTEM IS CONSIDERED AS A VERTICAL SUBSYSTEM TO THE OVERALL CRIMINAL JUSTICE INFORMATION SYSTEM. THE DIGITAL COMPUTER IS EVALUATED IN CONNECTION WITH DATA PROCESSING SUPPORT FOR ACCOMPLISHING THESE SUBSYSTEM-SYSTEM LINKAGES. INCLUDED ARE CONCEPTUAL AND DESIGN LEVEL SYSTEMS FLOWCHARTS AND DATA MATRICES TO DESCRIBE THE FLOW OF POLICE INFORMATION, AND THE BASIC DESIGN OF A POLICE INFORMATION SYSTEM. AN ANNOTATED BIBLIOGRAPHY IS PROVIDED. (AUTHOR ABSTRACT MODIFIED)

Supplemental Notes: HV7936.A8W45.

Availability: JOHN WILEY AND SONS, 605 THIRD AVENUE, NEW YORK NY 10016.

77. **P. M. WHISENAND. AUTOMATED POLICE INFORMATION SYSTEMS—AN ARGUMENT FOR VERTICAL AND HORIZONTAL INTEGRATION.** WILLIAMS AND WILKINS COMPANY, 428 EAST PRESTON STREET, BALTIMORE MD 21202. *JOURNAL OF CRIMINAL LAW, CRIMINOLOGY AND POLICE SCIENCE*, V 62, N 3 (SEPTEMBER 1971), P 422-429. NCJ-05371

COMPUTER-BASED MUNICIPAL INFORMATION SYSTEMS ARE EXAMINED AS A METHOD FOR INTEGRATING DATA FILES FROM LAW ENFORCEMENT AGENCIES AND RELATED MUNICIPAL DEPARTMENTS. LOCAL LAW ENFORCEMENT AGENCIES, PARTICULARLY THOSE OF LARGER CITIES, HAVE EXPRESSED A GROWING INTEREST IN AND NEED FOR COMPUTER-BASED INFORMATION SYSTEMS. THIS ARTICLE EXAMINES THE RESULTS OF A SURVEY OF MUNICIPAL POLICE DEPARTMENTS TO DETERMINE THEIR EXISTING AND ANTICIPATED FUTURE NEEDS FOR DATA PROCESSING INFORMATION SYSTEMS. THE PURPOSE OF THE AUTOMATED INFORMATION SYSTEM AT THE MUNICIPAL LEVEL IS TO INTEGRATE, BOTH VERTICALLY AND HORIZONTALLY, THE PROCESSES OF LOCAL LAW ENFORCEMENT OPERATIONS AND ADMINISTRATION, AS WELL AS THE RELATED ACTIVITIES OF OTHER AGENCIES, INTO ONE INFORMATION SYSTEM. VERTICAL INTEGRATION INVOLVES THE LINKING OF FUNCTIONAL SUBSYSTEMS, ALL OF WHICH SHARE

COMMON GOALS AND ACTIVITIES WITH LAW ENFORCEMENT ACTIVITIES—POLICE, FIRE, PLANNING, FINANCE, AND PUBLIC WORKS—INTO ONE MUNICIPAL INFORMATION SYSTEM. HORIZONTAL INTEGRATION INVOLVES GATHERING WITHIN THE MUNICIPAL INFORMATION SYSTEM THE DATA FILES OF THE VARIOUS MUNICIPAL DEPARTMENTS. ONE METHOD FREQUENTLY USED IDENTIFIES THE KIND OF INFORMATION WHICH FLOWS IN, SUCH AS INFORMATION ABOUT PEOPLE, PROPERTY, AND MONEY.

# COMPUTERIZED CRIMINAL HISTORIES (CCH) and OFFENDER-BASED TRANSACTION STATISTICS (OBTS)

78. G. BAILEY. FLORIDA—DEPARTMENT OF CRIMINAL LAW ENFORCEMENT OFFENDER BASED TRANSACTION STATISTICAL SYSTEM—FINAL REPORT. FLORIDA DEPARTMENT OF CRIMINAL LAW ENFORCEMENT, P O BOX 1489, TALLAHASSEE FL 32302. 250 p. 1976. NCJ-40104

THIS REPORT INDICATES THE LEVEL OF ACCOMPLISHMENT OF THE IMPLEMENTATION OF FLORIDA'S OFFENDER-BASED TRANSACTION STATISTICAL SYSTEM (OBTS) WITH RELATION TO PROJECT GOALS FOR FISCAL YEAR 1975-76. BASIC GOALS OF THE OBTS PROJECT RANGED FROM THE RELEASE OF THE PILOT STUDY ANALYSIS TO THE ESTABLISHMENT OF DATA REQUIREMENTS TO THE DEVELOPMENT OF A USER'S MANUAL TO THE PREPARATION OF FINAL RECOMMENDATIONS. SEVENTEEN OF THE TWENTY OBJECTIVES WERE FULLY COMPLETED. SUPPLEMENTARY MATERIALS INCLUDED IN THIS REPORT ARE THE PILOT STUDY ANALYSIS, REQUIREMENTS ANALYSIS, COURT SEGMENT DATA ELEMENTS, STATE ATTORNEY'S FUNDING FORMULA, CRIMINAL JUSTICE DATA ELEMENTS, LAW ENFORCEMENT USER'S MANUAL, AND A LIST OF STATISTICS TO BE GENERATED BY OBTS.

Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION

Availability: NCJRS MICROFICHE PROGRAM.

79. S. COLEMAN and D. GENADEK. MINNESOTA—INTRODUCTION TO THE ANALYSIS OF MINNESOTA'S OFFENDER BASED TRANSACTION STATISTICS (OBTS)—RESEARCH REPORT. MINNESOTA CRIME CONTROL PLANNING BOARD, 444 LAFAYETTE ROAD, ST PAUL MN 55101. 68 p. 1978. NCJ-47312

MINNESOTA'S OFFENDER BASED TRANSACTION STATISTICS (OBTS) SYSTEM IS EXAMINED, AND THE MANNER IN WHICH DATA ON CRIMINAL DEFENDANTS IS COLLECTED AND SORTED IS DISCUSSED. MINNESOTA POLICE REPORT TWO KINDS OF DATA: CRIMINAL INCIDENT REPORTS (WHICH BECOME PART OF THE UNIFORM CRIME REPORTS PUBLISHED BY THE STATE AND SUBSEQUENTLY BY THE FEDERAL BUREAU OF INVESTIGATION) AND REPORTS ON PERSONS ARRESTED FOR CRIMES. THE LATTER REPORTS START THE FLOW OF INFORMATION ON CRIMINAL DEFENDANTS KNOWN AS THE OBTS. WHEN THE OFFENDER-BASED REPORTS REACH THE POINT AT WHICH THEY ARE ENTERED INTO THE OBTS DATA FILE, THE NAMES OF THE DEFENDANTS ARE REPLACED BY NUMBERS, AND NO RECORD IS KEPT OF WHICH PERSON HAS WHICH NUMBER. FOR PURPOSES OF ANALYSIS, THE OBTS DATA HAVE SHORTCOMINGS: THE PROBLEM OF INCOMPLETE AND INACCURATE REPORTING; REPORTING DELAYS; AND, DUE TO THE LACK OF CRIMINAL HISTORY INFORMATION IN THE OBTS FILE, THE INABILITY TO DETERMINE WHETHER AN INDIVIDUAL HAS A PRIOR RECORD. DESPITE THESE SHORTCOMINGS, THE OBTS DATA ACCURATELY DESCRIBE THE PROCESSING OF DEFENDANTS THROUGH THE STATE'S CRIMINAL JUSTICE SYSTEM. THE DATA CAN BE USED TO EXAMINE COURT PROCESSING TIME, SENTENCING PATTERNS, THE CHARGING OF CRIMES, DIFFERENCES AMONG COUNTIES OR JUDICIAL DISTRICTS, TRIAL OUTCOMES, USE OF PUBLIC AND PRIVATE ATTORNEYS, AND DIFFERENCES ATTRIBUTABLE TO THE RACE, SEX, OR AGE OF DEFENDANTS. THE DATA ARE ALSO OF USE IN MONITORING FOR CHANGES IN THE SYSTEM AND IN EVALUATING PLANNED CHANGES. OBTS-RELATED RESEARCH QUESTIONS AND METHODS OF ANALYSIS ARE ADDRESSED. EXAMPLES OF DATA ANALYSIS ARE PROVIDED. SUPPORTING DOCUMENTATION IS INCLUDED.

Availability: NCJRS MICROFICHE PROGRAM.

80. C. M. FRIEL and E. B. FREEMAN. OBTS/CCH (OFFENDER-BASED TRANSACTION STATISTICS/ COMPUTERIZED CRIMINAL HISTORY) PROBLEM IDENTIFICATION STUDY—AN ANALYSIS OF THE STATUS OF OBTS/CCH DEVELOPMENT IN THE STATES OF MICHIGAN, NEW YORK, NEW JERSEY AND OHIO. 107 p. 1976. NCJ-43985

A DESCRIPTIVE ANALYSIS OF EACH STATE SYSTEM DEVELOPMENT IS PRESENTED, IDENTIFYING THE PROBLEMS AFFECTING THE DESIGN AND IMPLEMENTATION OF THE SYSTEM. THE OFFENDER-BASED TRANSACTION STATISTICS/ COMPUTERIZED CRIMINAL HISTORY (OBTS/CCH) SYSTEM IS EXAMINED WITH REGARD TO THE PROBLEMS ENCOUNTERED BY EACH STATE. OBJECTIVES OF THE ANALYSIS ARE TO GAIN APPRECIATION OF THE DESIGN AND OPERATION OF AN OBTS/CCH SYSTEM, TO DETERMINE THE STATUS OF EACH STATE WITH THE DEVELOPMENT OF AN OBTS/CCH SYSTEM, AND TO IDENTIFY AND ASSESS THE VARIOUS PROBLEMS ASSOCIATED WITH THE SYSTEM. ADMINISTRATIVE AND MANAGERIAL PROBLEMS, INTERGOVERNMENT PROBLEMS, LEGAL PROBLEMS, AND TECHNICAL PROBLEMS ARE THE BROAD AREAS USED AS GUIDES TO EVALUATE AND COMPARE SYSTEM DEVELOPMENT. DEVELOPMENT OF THE OBTS/CCH SYSTEM INVOLVES ACQUISITION OF THE DATA BASE AND DESIGN OF A TWO-FUNCTION SYSTEM TO DISSEMINATE CCH INFORMATION AND ANALYZE OBTS DATA.

THE CORE OF THE NEW JERSEY OBTS/CCH IS THE COURT DISPOSITION REPORTING SYSTEM FOR THE COLLECTION OF TRANSACTIONAL INFORMATION ON DEFENDANTS AND OFFENDERS PROCESSED THROUGH ALL LEVELS OF THE CRIMINAL JUSTICE SYSTEM. THE OHIO OBTS/CCH COLLECTS AND STORES DISPOSITION INFORMATION BASED ON AN EXISTING MANUAL REPORTING SYSTEM THAT IS ADEQUATE FOR CCH BUT DOES NOT RECORD THE TRANSACTIONAL NEEDS OF A TRUE OBTS. THE NEW YORK SYSTEM OPERATES A CRIMINAL HISTORY SYSTEM BASED ON SUBMISSIONS FROM OVER 600 LAW ENFORCEMENT AGENCIES; ITS PRIMARY OUTPUT IS A CRIMINAL RECORD FOR EVERY INDIVIDUAL ARRESTED FOR A FINGERPRINTABLE OFFENSE WITHIN THE STATE. THE MICHIGAN SYSTEM HOUSES ALL CRIMINAL JUSTICE APPLICATIONS ON A COMPUTER CENTER KNOWN AS THE CRIMINAL JUSTICE DATA CENTER, LOCATED AT THE STATE POLICE HEADQUARTERS AND CONTROLLED BY POLICE EMPLOYEES. THE MOST SERIOUS COMMON PROBLEMS WERE DIFFICULTIES IN ACQUIRING AN ADEQUATE STAFF, BUDGETARY AND POLITICAL PROBLEMS WHEN THE SYSTEM IS COMBINED WITH A LARGER INFORMATION SYSTEM, AND THE ABSENCE OF GOOD DOCUMENTATION ON CCH AND OBTS APPLICATIONS. RECOMMENDATIONS FOR DEALING WITH THESE PROBLEMS WERE: STATES SHOULD ADOPT PREPLANNING GRANTS FOR FUNDS; STATES MUST SUPPORT AN ADEQUATE STAFF FOR OPERATION AND DEVELOPMENT OF THE SYSTEM; AND STATES SHOULD BE REQUIRED TO DEVELOP A SYSTEM FOR MONITORING THE MOVEMENT OF OBTS/CCH PAPERWORK. CHARTS, GRAPHS, AND TABLES SUPPLEMENT THE ANALYSIS.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

81. INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005. **COSTS AND BENEFITS OF THE COMPREHENSIVE DATA SYSTEM PROGRAM, V 2—TECHNICAL REPORT.** 375 p. 1976. NCJ-36106  
REPORT OF A PROGRAM TO ASSESS THE COSTS AND BENEFITS OF THE COMPREHENSIVE DATA SYSTEM (CDS), WITH EMPHASIS ON THE INTERSTATE EXCHANGE OF CRIMINAL HISTORIES THROUGH THE COMPUTERIZED CRIMINAL HISTORY (CCH) PROGRAM. THE CDS PROGRAM WAS INITIATED IN MAY 1972 TO PROVIDE FUNDING FOR PROGRAMS TO DEVELOP BOTH AUTOMATED CRIMINAL HISTORY EXCHANGE AND AUTOMATED AND NON-AUTOMATED DATA BASES OF CRIMINAL JUSTICE STATISTICS. CDS CONSISTS OF FIVE COMPONENTS—OFFENDER BASED TRANSACTION STATISTICS AND CCH (OBTS/CCH), STATISTICAL ANALYSIS CENTER, UNIFORM CRIME REPORTS, MANAGEMENT AND ADMINISTRATIVE STATISTICS, AND TECHNICAL ASSISTANCE. THIS STUDY IDENTIFIED BENEFITS WHICH WOULD JUSTIFY THE DEVELOPMENT, IN SOME FORM, OF BOTH THE CRIMINAL HISTORY AND STATISTICAL COMPONENTS OF THE CDS PROGRAM. HOWEVER, THE COST ESTIMATE THROUGH 1984 IS SAID TO SIGNIFICANTLY EXCEED PLANNED FUNDING LEVELS. IN THE OPINION OF THE PROJECT TEAM, THESE ESTIMATED COSTS ARE HIGHER THAN NEEDED FOR ACHIEVING THE ANTICIPATED BENEFITS. A SECONDARY PURPOSE OF THE STUDY BECAME THE IDENTIFICATION OF THOSE POLICIES WHICH COULD BE ALTERED TO REDUCE THE COST OF THE CDS PROGRAM. AN AUTOMATED COST MODEL USABLE IN STUDYING THE COST EFFECTIVENESS OF ALTERNATIVE OBTS/CCH POLICIES IS PRESENTED. FOR THE REPORT SUMMARY, SEE NCJ-36105. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** NCJRS MICROFICHE PROGRAM.

82. JAPAN NATIONAL POLICE AGENCY, TOKYO, JAPAN. **REAL TIME SYSTEM OPERATED BY JAPANESE POLICE.** 8 p. 1977. Japan. NCJ-42514

THE SYSTEM PROVIDES FOR THE RETRIEVAL OF INFORMATION ABOUT PERSONS AND VEHICLES, BASED ON THE INPUT OF NAME OR PHYSICAL CHARACTERISTICS IN CASE OF PERSONS AND PLATE NUMBER OR DESCRIPTION FOR VEHICLES. DATA ON WANTED PERSONS, PERSONS WITH CRIMINAL HISTORIES, AND RUNAWAYS IS REGISTERED IN THE COMPUTER. SHOULD A PERSON'S NAME NOT BE KNOWN, INQUIRIES MAY BE ANSWERED BY SUPPLYING PHYSICAL CHARACTERISTICS, AGE, TYPE OF OFFENSE, OR OTHER INFORMATION STORED IN THE SYSTEM. DATA ON STOLEN VEHICLES AND OTHER GENERAL VEHICLES IS PUT INTO THE COMPUTER, AND INQUIRIES WILL BE ANSWERED BY SUPPLYING REGISTRATION OR PLATE NUMBERS. INQUIRIES BY PARTIAL PLATE NUMBER OR ITEMS DESCRIBING THE VEHICLE WILL ALSO BE ANSWERED. INFORMATION RECORDED IN THE MASTER FILE, INPUT ITEMS, SYSTEM CONFIGURATION, EQUIPMENT IN THE SYSTEM, AND A COMPUTER OPERATION TIME-TABLE ARE ALSO INCLUDED IN THE REPORT.

**Availability:** NCJRS MICROFICHE PROGRAM.

83. NATIONAL CENTER FOR STATE COURTS PUBLICATIONS DEPARTMENT, 300 NEWPORT AVENUE, WILLIAMSBURG VA 23185. **REVIEW OF OBTS (OFFENDER-BASED TRANSACTION STATISTICS) AND CCH (COMPUTERIZED CRIMINAL HISTORY) PROGRAM REQUIREMENTS IN THE JUDICIARY.** 218 p. 1979. NCJ-62358

STATUS OF JUDICIAL PARTICIPATION IS THE OFFENDER-BASED TRANSACTION STATISTICS (OBTS) AND COMPUTERIZED CRIMINAL HISTORIES (CCH) PROGRAMS MANDATED FOR ALL JUDICIARIES IN THE STATE JUDICIAL INFORMATION SYSTEMS IS REPORTED. THE REPORT, WHICH IS BASED PARTLY ON SURVEYS OF STATE COURT ADMINISTRATORS AND STATE PLANNING AGENCIES, REVIEWS THE UTILITY AND COST EFFECTIVENESS OF THE OBTS AND CCH PROGRAMS FOR VARIOUS STATE JUDICIARIES. IT FOCUSES ON THE MAJOR COSTS OF THE TWO PROGRAMS AND THE DIRECT IMPACT OF THE PROGRAMS ON STATE COURT SYSTEMS. INCLUDED ARE CHAPTERS ON THE DEVELOPMENTAL HISTORY OF THE OBTS AND CCH PROGRAMS; THE RELATIONSHIP OF OBTS AND CCH TO COMPREHENSIVE DATA SYSTEMS PROGRAMS AND TO THE SJIS PROJECT; AND USES OF OBTS AND CCH DATA ENVISIONED AT THE LOCAL, STATE, AND NATIONAL LEVELS. AN OVERVIEW OF OBTS AND CCH SYSTEM DEVELOPMENT IS PRESENTED, TOGETHER WITH DETAILED CASE STUDIES OF TWO STATES (CALIFORNIA AND MINNESOTA) THAT HAVE FULLY IMPLEMENTED OBTS AND CCH SYSTEMS. SURVEY DATA INDICATIVE OF THE UTILITY AND COST EFFECTIVENESS OF OBTS AND CCH TO THE JUDICIARY ARE PRESENTED AND ANALYZED. THE REPORT CLOSES WITH CONCLUSIONS REGARDING CCH AND OBTS AND RECOMMENDATIONS TO JUDICIARIES IN STATES WITH SJIS CAPABILITIES, TO JUDICIARIES IN STATES WITHOUT SUCH CAPABILITIES, AND TO THE LEAA. SUPPORTING DATA AND DOCUMENTATION ARE PROVIDED.

**Supplemental Notes:** STATE JUDICIAL INFORMATION SYSTEMS PROJECT.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** NATIONAL CENTER FOR STATE COURTS PUBLICATIONS DEPARTMENT, 300 NEWPORT AVENUE, WILLIAMSBURG VA 23185.

84. NATIONAL CRIME INFORMATION CENTER, WASHINGTON DC 20535. **NATIONAL CRIME INFORMATION CENTER—COMPUTERIZED CRIMINAL HISTORY PROGRAM—BACKGROUND, CONCEPT AND POLICY.** 20 p. 1976. NCJ-46490  
AN OVERVIEW IS PRESENTED OF THE CONCEPTUAL BASIS, BACKGROUND, DEVELOPMENT, ORGANIZATION, AND PRIVACY AND SECURITY PROVISIONS OF THE COMPUTERIZED CRIMINAL HISTORY (CCH) PROGRAM. THE ESTABLISHMENT IN 1971 OF THE CCH FILE AS PART OF THE OPERATING NATIONAL CRIME INFORMATION CENTER (NCIC) SYSTEM WAS A

MAJOR STEP IN MAKING THE SYSTEM USEFUL TO ALL CRIMINAL JUSTICE AGENCIES. THE NCIC SYSTEM WAS THE FIRST USE OF COMPUTER/COMMUNICATIONS TECHNOLOGY TO LINK LOCAL, STATE, AND FEDERAL GOVERNMENTS. NCIC, WHICH ESTABLISHED THE CONTROL TERMINAL CONCEPT, FOCUSED ON COMPLEMENTING STATE AND METROPOLITAN AREA INFORMATION SYSTEMS. THE PROPER DEVELOPMENT OF THE CCH PROGRAM, IN TERMS OF ITS IMPACT ON CRIMINAL JUSTICE EFFICIENCY AND EFFECTIVENESS AND ON DOLLAR COSTS, IS IMPORTANT. HOWEVER, AS OF OCTOBER 1976, THE PROGRAM'S DEVELOPMENT WAS LESS THAN HAD BEEN ANTICIPATED, WITH STATES SHOWING LIMITED PROGRESS IN ESSENTIAL SERVICES SUCH AS IDENTIFICATION, INFORMATION FLOW, COMPUTER SYSTEMS, AND COMPUTER SKILLS. THE BACKGROUND OF NCIC, THE NEED FOR STATE CRIMINAL HISTORY FILES AND FOR COMPATIBILITY BETWEEN STATE AND NATIONAL FILES, AND THE CRITERIA BY WHICH A STATE'S LEVEL OF PARTICIPATION IN THE CCH PROGRAM IS MEASURED ARE DISCUSSED. SECURITY AND CONFIDENTIALITY POLICIES ARE DESCRIBED AT LENGTH RELATIVE TO INFORMATION IN THE FEDERAL BUREAU OF INVESTIGATION NCIC INTERSTATE CRIMINAL HISTORY EXCHANGE SYSTEM. STEPS TO ASSURE ACCURACY OF STORED INFORMATION, REQUIREMENTS FOR ACCESSING CRIMINAL HISTORY DATA, CONTROL OF INFORMATION SYSTEMS, USE OF SYSTEM-DERIVED CRIMINAL HISTORY DATA, RIGHT TO CHALLENGE RECORDS, SECURITY MEASURES, THE SECURITY AND CONFIDENTIALITY COMMITTEE, AND ORGANIZATION AND ADMINISTRATION ARE DETAILED.

Availability: NCJRS MICROFICHE PROGRAM.

85. **R. J. NOLFI. DEVELOPMENT OF AN OFFENDER-BASED TRANSACTION STATISTICS CONCEPT PAPER.** DISTRICT OF COLUMBIA OFFICE OF CRIMINAL JUSTICE PLANS AND ANALYSIS, 1329 E STREET, NW, WASHINGTON DC 20004. 1K p. NCJ-39111

OUTLINES A PLAN FOR CREATING A COMPUTER SYSTEM TO TRACK OFFENDERS THROUGH VARIOUS STAGES OF THE CRIMINAL JUSTICE PROCESS AND TO COMPILE RELATED STATISTICS. BECAUSE THERE ARE NUMEROUS CRIMINAL JUSTICE AGENCIES IN THE DISTRICT OF COLUMBIA, PROJECT PLANNERS SUGGESTED THAT THE OFFENDER-BASED TRANSACTION STATISTICS (OBTS) SYSTEM BE IMPLEMENTED THERE. THE FOLLOWING BENEFITS COULD BE REALIZED BY USING THE OBTS SYSTEM: IMPROVED OPERATIONAL EFFICIENCY OF CRIMINAL JUSTICE AGENCIES USING THE SYSTEM, GREATER COOPERATION BETWEEN THESE AGENCIES, FINANCIAL SAVINGS, AND A COLLECTION OF COMPREHENSIVE STATISTICAL DATA THAT COULD BE VALUABLE TO CRIMINOLOGICAL RESEARCH.

Availability: NCJRS MICROFICHE PROGRAM.

86. **C. E. POPE. OFFENDER-BASED TRANSACTION STATISTICS—NEW DIRECTIONS IN DATA COLLECTION AND REPORTING—UTILIZATION OF CRIMINAL JUSTICE STATISTICS PROJECT.** CRIMINAL JUSTICE RESEARCH CENTER, 1 ALTON ROAD, ALBANY NY 12203. 69 p. 1975. NCJ-29645

FIRST OF THREE MONOGRAPHS FOCUSING ON THE JUDICIAL PROCESSING OF 32,694 CALIFORNIA FELONY OFFENDERS (FROM ARREST THROUGH COURT DISPOSITION) IN 12 SEPARATE COUNTIES BETWEEN 1969 AND 1971. THE OVERALL OBJECTIVES OF THE SERIES ARE TWOFOLD—TO DESCRIBE AND ANALYZE A TRANSACTIONAL DATA BASE IN WHICH OFFENDERS ARE TRACKED THROUGH VARIOUS STAGES OF THE CRIMINAL JUSTICE SYSTEM, AND TO DEMONSTRATE SOME OF THE POSSIBLE USES OF THIS DATA IN PROVIDING INFORMATION OF THE TYPE HERETOFORE NOT READILY AVAILABLE. THIS REPORT DESCRIBES THE UNDERLYING NATURE OF TRANSACTION DATA, HIGHLIGHTING

MANY OF ITS POSSIBLE USES. THE FLOW OF CALIFORNIA FELONY ARRESTEES THROUGH THE JUDICIAL SYSTEM IS PRESENTED AND DISCUSSED ALONG WITH THE SENTENCE DISPOSITION ACCORDED THOSE CHARGED WITH VIOLENT AND PROPERTY CRIMES AND THE EXTENT OF DIFFERENTIAL PROCESSING BETWEEN URBAN AND RURAL AREAS. THIS REPORT IS PART OF A UTILIZATION OF CRIMINAL JUSTICE STATISTICS PROJECT DESIGNED TO SHOW STATE AND LOCAL PLANNERS AND OTHER USERS OF CRIMINAL JUSTICE STATISTICS HOW AVAILABLE DATA CAN BE UTILIZED FOR SOLVING PRACTICAL PROBLEMS. THE APPENDIX CONTAINS A COPY OF THE ORIGINAL CALIFORNIA OBTS (OFFENDER-BASED TRANSACTION STATISTICS) CODEBOOK, WITH AN INCLUSIVE LIST OF DATA ELEMENTS. A BIBLIOGRAPHY IS ALSO INCLUDED. (AUTHOR ABSTRACT MODIFIED)

Sponsoring Agency: NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

Availability: GPO. Stock Order No. 027-000-00380-0.

87. **C. F. SHETTLE. OBTS (OFFENDER BASED TRANSITION STATISTICS) IN MASSACHUSETTS—HOW WILL IT HELP US?** MASSACHUSETTS COMMITTEE ON CRIMINAL JUSTICE STATISTICAL ANALYSIS CENTER, 110 TREMONT STREET, 4TH FLOOR, BOSTON MA 02108. 26 p. 1979. NCJ-62458

THIS PAPER DISCUSSES SOME POSSIBLE USES OF THE OFFENDER BASED TRANSACTION STATISTICS (OBTS) SEGMENT OF THE CRIMINAL JUSTICE INFORMATION SYSTEM (CJIS) AND ASKS READERS FOR HELP IN ASSIGNING PRIORITIES. THE PROPOSED OBTS SYSTEM WILL USE INFORMATION DRAWN FROM THE COMPUTERIZED CRIMINAL HISTORY (CCH) SEGMENT OF THE CJIS AND DESIGN IT FOR ANALYSIS EMPLOYING AVAILABLE STATISTICAL SOFTWARE. OBTS CAN, THEREFORE, TRACK GROUPS THROUGH A NUMBER OF STEPS IN THE CRIMINAL JUSTICE SYSTEM AND CAN COLLECT STANDARDIZED INFORMATION ON AN ANNUAL OR MORE FREQUENT BASIS SO THAT CHANGES IN THE SYSTEM CAN BE MEASURED. THIS SHOULD RESULT IN AN IMPROVED UNDERSTANDING OF HOW UNITS OF THE CRIMINAL JUSTICE SYSTEM FUNCTION OVER TIME. FOUR TYPES OF REPORTS CAN BE OBTAINED FROM OBTS: (1) DESCRIPTIONS OF THE FLOW OF INDIVIDUALS THROUGH THE CRIMINAL JUSTICE SYSTEM; (2) STATISTICS DESCRIBING INDIVIDUAL CHARACTERISTICS WHICH PROVIDE HELPFUL INFORMATION FOR STUDYING THE CAUSES OF CRIME, THE PROJECTION OF CRIME RATES, AND SPECIALIZED OFFENDER SERVICES; (3) MANAGEMENT INFORMATION REPORTS; AND (4) STUDIES EXAMINING THE RELATIONSHIP BETWEEN TWO OR MORE VARIABLES OF INTEREST—FOR EXAMPLE, POSSIBLE DISCRIMINATION WITHIN THE CRIMINAL JUSTICE SYSTEM ON THE BASIS OF RACE OR SEX. A COMPUTERIZED SYSTEM WOULD ALSO DECREASE THE TIME NEEDED FOR DATA COLLECTION AND PERMIT MORE FLEXIBILITY IN SAMPLE DESIGN SO THAT INFORMATION ON PERSONS THROUGHOUT THE STATE CAN BE OBTAINED AND SO THAT RARE EVENTS CAN BE EASILY STUDIED. OBTS CAN ALSO MAKE POSSIBLE LARGE SAMPLES, IMPROVEMENT IN DATA QUALITY ACCURACY AND COMPLETENESS CHECKS, AND INCREASED RESEARCH SCOPE THROUGH THE ADDITION OF VARIABLES. A QUESTIONNAIRE IS ENCLOSED TO ELICIT READER INFORMATION ON THE MOST ESSENTIAL USES OF OBTS, AND AN APPENDIX OF VARIABLES IS ATTACHED.

88. **US COMPTROLLER GENERAL, 441 G STREET NW, WASHINGTON DC 20548. DEVELOPMENT OF THE COMPUTERIZED CRIMINAL HISTORY (CCH) INFORMATION SYSTEM.** 12 p. 1974. NCJ-18272

A REPORT BY THE COMPTROLLER GENERAL TO THE SENATE SUBCOMMITTEE ON CONSTITUTIONAL RIGHTS CONCERNING THE KIND OF INFORMATION CONTAINED IN, THE USES PUT TO, AND THE CONTROLLING AGENCIES OF THE CCH SYSTEM. THE FINDINGS REVEAL THAT THE ATTORNEY

## CCH/OBTS

GENERAL DISREGARDED OFFICE OF MANAGEMENT AND BUDGET (OMB) SUGGESTIONS REGARDING THE EXTENT TO WHICH CERTAIN CRIMINAL HISTORY INFORMATION SHOULD BE MAINTAINED BY THE STATES AND BY THE FBI, AND THE COMPOSITION OF THE POLICY ADVISORY BOARD. CONSEQUENTLY, THE FBI DEVELOPED POLICY AND PROCEDURES UNILATERALLY. THE REPORT ALSO INDICATES THAT THERE IS SOME QUESTION AS TO THE EXTENT OF COMPUTERIZED CRIMINAL HISTORY INFORMATION WHICH SHOULD BE RETAINED IN THE FBI'S COMPUTERS, AND THAT DATA ARE NOT AVAILABLE TO INDICATE HOW COMPUTERIZED CRIMINAL HISTORY INFORMATION HAS BEEN USED. FURTHERMORE, BOTH LEAA AND THE FBI HAVE FUNDED OR SEEK TO DEVELOP ADMINISTRATIVE MESSAGE SWITCHING SYSTEMS WHICH WOULD RESULT IN DUPLICATION AND THE UNNECESSARY EXPENDITURE OF PUBLIC FUNDS.

**Availability:** NCJRS MICROFICHE PROGRAM.

89. **US COMPTROLLER GENERAL, 441 G STREET NW, WASHINGTON DC 20548. FEDERAL BUREAU OF INVESTIGATION (FBI) OPERATES TWO COMPUTERIZED CRIMINAL HISTORY INFORMATION SYSTEMS.** 39 p. 1979. NCJ-62007

THIS REPORT DESCRIBES THE TWO FBI PROGRAMS FOR ACCUMULATING AND DISSEMINATING CRIMINAL HISTORY INFORMATION, POINTS OUT THE DUPLICATION OF RECORDS, AND ANALYZES NEEDED EQUIPMENT. THIS REPORT DESCRIBES THE HISTORY, DEVELOPMENT, AND CURRENT STATUS OF THE FBI NATIONAL CRIME INFORMATION CENTER'S (NCIC) COMPUTERIZED CRIMINAL HISTORY (CCH) PROGRAM AND THE AUTOMATED IDENTIFICATION DIVISION SYSTEM (AIDS) PROGRAM. NCIC IS A NATIONWIDE CRIMINAL JUSTICE INFORMATION SYSTEM WITH A 26-MEMBER ADVISORY POLICY BOARD AND A FILE OF 7 MILLION RECORDS. IN 1978, MORE THAN 15,000 TRANSACTIONS WERE PROCESSED DAILY AGAINST THE CCH FILE, WHICH NUMBERED 1,430,418 RECORDS IN 1979. AIDS IS THE AUTOMATION OF THE FBI'S IDENTIFICATION DIVISION WHICH EMPLOYS 3,300 PERSONS TO PROCESS, 43,000 DAILY INQUIRIES FOR INFORMATION ON FINGERPRINTS AND RELATED ARREST RECORD DATA. DESIGNED TO REDUCE COSTS, IMPROVE SERVICE RESPONSE TIME, AND EXTEND FUTURE TECHNOLOGIES, AIDS IS BEING IMPLEMENTED IN SEVERAL PHASES: AIDS 1, FOR COMPUTER STORAGE AND RETRIEVAL OF ARREST RECORD DATA; AIDS 2, FOR AUTOMATED NAME SEARCHING OF THE AIDS FILE; AND AIDS 3, FOR AUTOMATIC FINGERPRINT SEARCHING THROUGH USE OF AUTOMATIC FINGERPRINT READERS (AFR'S). DISCUSSIONS ARE INCLUDED OF AFR TECHNOLOGY, PROBLEMS OF CCH DECENTRALIZATION TO THE STATES, DUPLICATION OF RECORDS BY AIDS AND CCH, AND FBI FAILURE TO FOLLOW FEDERAL PROCUREMENT POLICIES AND STANDARDS IN ACQUIRING EQUIPMENT. FOOTNOTES ARE PROVIDED AND AN APPENDIX ON NONSERIOUS OFFENSES IS ATTACHED.

**Supplemental Notes:** REPORT BY THE COMPTROLLER GENERAL OF THE UNITED STATES.

**Availability:** US GENERAL ACCOUNTING OFFICE, DISTRIBUTION SECTION, ROOM 4522, 441 G STREET, NW, WASHINGTON DC 20548. Stock Order No. GGD-79-81. (Microfiche)

## PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM (PROMIS)

90. R. H. CAIN and J. R. OURS. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM) FOR THE NONAUTOMATED OR SEMIAUTOMATED OFFICE. INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005. 283 p. 1976. NCJ-36133

THIS HANDBOOK DESCRIBES BOTH MANUAL AND SEMIAUTOMATED VERSIONS OF THE PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM (PROMIS) WHICH CAN BE IMPLEMENTED IN MOST SMALL AND MEDIUM SIZED PROSECUTION AGENCIES. THE VERSIONS OF PROMIS DESCRIBED IN THIS HANDBOOK ADDRESS THE SAME MANAGERIAL AND ADMINISTRATIVE PROBLEMS FOR WHICH THE COMPUTERIZED SYSTEM WAS DESIGNED (I.E. PROSECUTION AGENCIES IN LARGE URBAN AREAS) BUT IN A FORMAT SUITABLE FOR INSTALLATION IN MOST SMALL AND MEDIUM SIZED PROSECUTION AGENCIES. MANY CAPABILITIES OF THE AUTOMATED SYSTEM ARE ALSO FOUND IN THE MANUAL AND SEMIAUTOMATED VERSIONS OF PROMIS DESCRIBED IN THIS HANDBOOK. THEY INCLUDE: IMPROVED CASE ACCOUNTABILITY, RESEARCH DATA, OFFICE PERFORMANCE REPORTS, WITNESS MANAGEMENT, AND ASSIGNMENT OF CASE PRIORITIES. THIS DOCUMENT PROVIDES BOTH THE SYSTEM DESCRIPTIONS AND THE PROCEDURES STUDY GUIDANCE NEEDED FOR IMPLEMENTATION OF THE MANUAL AND SEMIAUTOMATED VERSIONS OF PROMIS. WITH THE AID OF THIS PUBLICATION, ANY PROSECUTOR SHOULD BE ABLE TO CONDUCT OR PLAN AND MONITOR A COMPREHENSIVE STUDY OF THE MANAGERIAL AND ADMINISTRATIVE ACTIVITIES WITHIN HIS OFFICE AND, AT THE SAME TIME, DETERMINE WHAT FEATURES OF THE MANUAL OR SEMIAUTOMATED PROMIS SYSTEM HIS OFFICE MAY NEED. THIS HANDBOOK EXTENDS TO ALL PROSECUTION AGENCIES SOME OF THE BENEFITS OF PROMIS—CONCEPTS OF PROSECUTION MANAGEMENT AND ADMINISTRATION, MODEL FORMS AND PROCEDURES, PAPERWORK AND RECORD MANAGEMENT TECHNIQUES AND RELATED INNOVATIONS. (AUTHOR ABSTRACT)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** GPO Stock Order No. 027-000-00423-7; NCJRS MICROFICHE PROGRAM.

91. DISTRICT OF COLUMBIA OFFICE OF CRIME ANALYSIS. DISTRICT OF COLUMBIA—SYSTEM OVERVIEW AND REPORT FORMATS FOR PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM)—A COMPUTER-BASED SYSTEM FOR THE US ATTORNEY'S OFFICE. 104 p. 1971. NCJ-05151

CONTAINS A SYSTEM OVERVIEW OF PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM) AND A PRESENTATION OF ALL REPORTS PRODUCED BY THE SYSTEM. PROMIS WAS DEVELOPED UNDER CONTRACT TO THE DISTRICT OF COLUMBIA GOVERNMENT, OFFICE OF CRIME ANALYSIS, BY PEAT, MARWICK, MITCHELL & CO. IN CLOSE COLLABORATION WITH THE STAFFS OF THE OFFICE OF CRIME ANALYSIS AND THE UNITED STATES ATTORNEY'S OFFICE FOR THE DISTRICT OF COLUMBIA. THE SYSTEM, FUNDED BY A GRANT FROM THE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION, IS OPERATED BY THE UNITED STATES ATTORNEY'S OFFICE. PROMIS HAS A TWOFOLD PURPOSE—TO ASSIST THE UNITED STATES ATTORNEY'S OFFICE IN THE MANAGEMENT AND PROCESSING OF CRIMINAL COURT CASES AND TO SERVE AS THE CRITICAL COMPONENT IN A LARGER SYSTEM KNOWN AS TRACE (TRACKING, RETRIEVAL, AND ANALYSIS OF CRIMINAL EVENTS), WHICH PROVIDES A MEANS FOR TRACKING OFFENDERS THROUGH THE ENTIRE CRIMINAL JUSTICE SYSTEM IN THE DISTRICT OF COLUMBIA. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

92. B. FORST, J. LUCIANOVIC, and S. J. COX. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM) RESEARCH PROJECT—WHAT HAPPENS AFTER ARREST? A COURT PERSPECTIVE OF POLICE OPERATIONS IN THE DISTRICT OF COLUMBIA. INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005. 118 p. 1978. NCJ-45633

THIS STUDY TRACES ALL ADULT ARRESTS FOR SERIOUS MISDEMEANORS AND FELONIES IN THE DISTRICT OF COLUMBIA IN 1974 THROUGH TO DISPOSITION USING DATA FROM POLICE FILES. THE CENTRAL POLICY IMPLICATION RESULTING FROM THE STUDY IS THAT THE POLICE CAN MAKE A GREATER CONTRIBUTION TO THE CRIMINAL JUSTICE SYSTEM BY EXPANDING THEIR PERSPECTIVE FROM THAT OF MAKING ARRESTS IN GENERAL TO THAT OF MAKING GOOD ARRESTS; I.E., THOSE THAT LEAD TO CONVICTION. BACKGROUND DATA ON EACH METROPOLITAN POLICE DEPARTMENT (MPD) OFFICER AND DATA FROM THE PROSECU-

TOR'S MANAGEMENT INFORMATION SYSTEM (PROMIS), INCLUDING DETAILS ABOUT THE OFFENSES, ARRESTS, PROSECUTION DECISIONS, AND COURT ACTIONS, WERE COMBINED TO OBTAIN AN OVERVIEW OF EACH ARREST MADE IN 1974. THE RESEARCHERS SHOW THAT LESS THAN 30 PERCENT OF THE 17,534 TOTAL ARRESTS IN 1974 BROUGHT TO THE SUPERIOR COURT DIVISION OF THE U.S. ATTORNEY'S OFFICE WERE RESOLVED AS CONVICTIONS. DATA ALSO SHOW THAT SOME OFFICERS REVEAL CONSIDERABLY GREATER ABILITY THAN OTHERS TO MAKE ARRESTS THAT LEAD TO CONVICTIONS; AMONG THE 2,418 MPD OFFICERS WHO MADE ARRESTS IN 1974, 15 PERCENT (368 OFFICERS) MADE HALF OF THE ARRESTS THAT LED TO CONVICTIONS. THE ANALYSIS FURTHER INDICATES THE IMPORTANCE OF TANGIBLE EVIDENCE, WITNESSES, AND ELAPSED TIME BETWEEN OFFENSE AND ARREST IN OBTAINING CONVICTIONS. INNOVATIONS IN DISTRICT OF COLUMBIA POLICE OPERATIONS WHICH REFLECT A BROADER PERSPECTIVE OF THE POLICE ROLE ARE DESCRIBED, INCLUDING THE USE OF PROMIS DATA FOR CASE INFORMATION, THE CREATION OF THE OFFICE OF THE GENERAL COUNSEL TO PROVIDE TECHNICAL AND POLICY-RELATED LEGAL ADVICE TO MEMBERS OF THE DEPARTMENT, AN MPD PROGRAM TO IMPROVE TREATMENT OF WITNESSES, AND A SERIES OF JOINT POLICE-PROSECUTOR PROGRAMS TO CONTROL CRIME TABULAR DATA AND AN INDEX ARE PROVIDED (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LEAA NATIONAL INSTITUTE OF LAW ENFORCEMENT AND CRIMINAL JUSTICE, 633 INDIANA AVENUE NW, WASHINGTON, DC 20531.  
**Availability:** GPO. Stock Order No. 027-000-00679-5.

93. W. A. HAMILTON and K. B. BROSI. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM)—A SYSTEM SERVING CRIMINAL JUSTICE ADMINISTRATION AND RESEARCH. INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005. 34 p. 1976. NCJ-42881

THIS PAPER DESCRIBES THE USE OF AUTOMATED FILES OF THE PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM (PROMIS) IN WASHINGTON, D.C., TO ANALYZE THE DECISION-MAKING OF THE DISTRICT OF COLUMBIA CRIMINAL JUSTICE SYSTEM. APPROXIMATELY 30 STATE AND LOCAL PROSECUTION AND COURT AGENCIES IN THE UNITED STATES ARE IN ONE STAGE OR ANOTHER OF INSTALLING OR OPERATING A MANAGEMENT INFORMATION SYSTEM KNOWN AS PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM). THE SYSTEM WAS DESIGNED BY THE INSTITUTE FOR LAW AND SOCIAL RESEARCH (INSLAW), A NONPROFIT CORPORATION ENGAGED IN RESEARCH AND DEVELOPMENT WORK FOR PROSECUTION AND COURT AGENCIES, UNDER FUNDING FROM THE UNITED STATES DEPARTMENT OF JUSTICE, LAW ENFORCEMENT ASSISTANCE ADMINISTRATION. THIS PAPER REPORTS HIGHLIGHTS FROM A MULTI-YEAR RESEARCH PROJECT CONDUCTED BY INSLAW UNDER FUNDING FROM LEAA'S NATIONAL INSTITUTE FOR LAW ENFORCEMENT AND CRIMINAL JUSTICE. THE PROJECT UTILIZES FIVE YEARS OF PROMIS DATA FROM THE LOCAL COURT SYSTEM IN WASHINGTON, D.C. TO ADDRESS POLICY ISSUES IN SIX BROAD PROBLEM AREAS: POLICE PERFORMANCE FROM THE PROSECUTION AND COURT PERSPECTIVE, PROSECUTION PERFORMANCE, JUDICIAL DECISION MAKING, PLEA BARGAINING, SPEEDY TRIAL AND PATTERNS OF CRIMINAL AND RELATED COMMUNITY BEHAVIOR. THE STUDIES ILLUSTRATE HOW DATA BASES CREATED FROM INFORMATION SYSTEMS SUPPORTING DAY-BY-DAY CRIMINAL JUSTICE ADMINISTRATION CAN BE EXPLOITED FOR INSIGHTS INTO CRIMINAL JUSTICE SYSTEM PERFORMANCE PROBLEMS AND HOW THESE RESEARCH INSIGHTS CAN, IN TURN, BE EXPLOITED TO RESHAPE THE ADMINISTRATIVE INFORMATION SYSTEM ITSELF. (AUTHOR ABSTRACT)

94. W. A. HAMILTON. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM) CASE MANAGEMENT TECHNOLOGY FOR COURTS AND PROSECUTION AGENCIES. INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005. 1978. NCJ-61572

USE OF THE PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM (PROMIS) HAS HELPED PROSECUTORS, JUDGES, AND COURT ADMINISTRATORS FORM MORE RATIONAL POLICIES BASED ON QUANTITATIVE DATA. THE PROMIS SYSTEM, A TECHNOLOGY THAT NOW SERVES CIVIL AS WELL AS CRIMINAL, CASE MANAGEMENT, AND APPELLATE, AS WELL AS TRIAL COURT NEEDS, WAS DEVELOPED BY THE INSTITUTE FOR LAW AND SOCIAL RESEARCH (INSLAW) UNDER FUNDING FROM LEAA. PROMIS NOW OPERATES IN 20 LOCATIONS THROUGHOUT THE UNITED STATES AND IS BEING INSTALLED BY OVER 100 LOCAL OR STATE PROSECUTION AND COURT AGENCIES AND BY THE LANDS AND NATURAL RESOURCES DIVISION OF THE U.S. DEPARTMENT OF JUSTICE. DUE TO ITS SCOPE AND TIME SPAN, PROMIS DATA CAN GIVE INSIGHTS INTO MODERN COURT CASES PARALLEL TO THOSE MADE A HALF-CENTURY AGO, OFFER SOME CLUES TO NORMAL AND ABNORMAL VOLUMES AND PROPORTIONS IN THE COURT SYSTEMS, AND MOST IMPORTANTLY, PROMPT NEW NATIONAL CRIMINAL JUSTICE INITIATIVES. SUCH AS HAPPENED WITH THE CAREER CRIMINAL PROGRAM AND THE VICTIM-WITNESS ASSISTANCE PROGRAM. BECAUSE OF PROBLEM IDENTIFICATION MADE POSSIBLE THROUGH PROMIS DATA ANALYSIS, STATE CRIMINAL JUSTICE AGENCIES HAVE INITIATED RESEARCH TO IMPROVE POLICE PERFORMANCE IN THE COLLECTION OF EVIDENCE AND COMMUNICATIONS BETWEEN THE CRIMINAL JUSTICE SYSTEM AND THE CITIZEN WITNESS, HAVE REFORMED BAIL DECISION-MAKING, AND HAVE IMPROVED THE COURT PROCESS, FAIRNESS AND CONSISTENCY OF SENTENCING DECISIONS, PLEA BARGAINING, AND THE HANDLING OF SEXUAL ASSAULT CASES. OPERATIONAL USES OF PROMIS FOR COURT, PROSECUTION, AND POLICE AGENCIES IS DISCUSSED, AND THE PROMIS TECHNOLOGY TRANSFER PROGRAM IS OUTLINED.

**Supplemental Notes:** PRESENTED AT A CONGRESS ON CRIMINAL JUSTICE INFORMATION SYSTEMS, OCTOBER 23-25, 1978.

95. INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM). 1972. NCJ-29600

FILM WHICH EXPLAINS HOW THE PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM HAS BEEN USED IN THE U.S. ATTORNEY'S OFFICE IN THE DISTRICT OF COLUMBIA SUPERIOR COURT. EXCERPTS FROM PRESIDENT FORD'S MESSAGE ON CAREER CRIMINALS AND MAJOR VIOLATORS ARE COMBINED WITH EXPLANATIONS BY PROSECUTORS OF THE WORKINGS OF THIS LEAA EXEMPLARY PROJECT. THIS COMPUTER-BASED INFORMATION SYSTEM AUTOMATICALLY RATES EACH CASE ACCORDING TO STANDARDIZED CRITERIA ABOUT THE GRAVITY OF THE CRIME (THE SELLIN-WOLF-GANG INDEX) AND THE PRIOR CRIMINAL RECORD OF THE ACCUSED, DIFFERENCES IN THE IMPORTANCE OF CASES AND TO ASSURE SIMILAR TREATMENT FOR SIMILAR CASES. OTHER GOALS OF PROMIS INCLUDE GIVING SPECIAL, INTENSIVE PRE-TRIAL PREPARATION TO THE MORE SERIOUS CASES, IMMEDIATELY NOTIFYING PROSECUTORS OF OTHER CRIMINAL CASES PENDING AGAINST A DEFENDANT, DEVELOPING STATISTICAL REPORTS, AND AGGREGATING EMPIRICAL DATA ABOUT THE COURT PROCESS, CRIME TRENDS, AND SOCIAL-LEGAL PROBLEMS. CONSEQUENCES OF THE APPLICATION AND UTILIZATION OF THIS SYSTEM IN WASHINGTON, D.C. INCLUDE A 25 PERCENT INCREASE IN THE CONVICTION RATES FOR CASES INVOLVING SERIOUS MATTERS, A 50 PERCENT DROP

IN THE TIME LAG BEFORE INDICTMENT, AND THE DEVELOPMENT OF A COMPREHENSIVE CHARGING MANUAL TO DOCUMENT THE POLICIES AND PROCEDURES REGARDING THE PROSECUTOR'S FILING OF CRIMINAL CHARGES. FUTURE AREAS OF PROMIS RESEARCH IDENTIFIED IN THIS FILM INCLUDE SPEEDY TRIAL, PATTERNS OF CRIMINAL BEHAVIOR, PROSECUTION PERFORMANCE, PLEA NEGOTIATIONS, AND JUDICIAL PRE-TRIAL DECISION-MAKING.

**Supplemental Notes:** 23 MINUTES, 16MM COLOR, 1975.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** (Not available through NCJRS Document Loan Program)

96. **W. F. McDONALD, Ed. PROSECUTOR.** SAGE PUBLICATIONS, INC, 275 SOUTH BEVERLY DRIVE, BEVERLY HILLS CA 90212. 279 p. 1979. **NCJ-60507**

THE ROLE OF THE PUBLIC PROSECUTOR AS THE CENTRAL DECISIONMAKER IN THE CRIMINAL JUSTICE SYSTEM IS EXAMINED IN THIS VOLUME OF ESSAYS. IMPROVEMENT OF THE CRIMINAL JUSTICE SYSTEM REQUIRES INFORMATION CONCERNING THE IMPACT OF THE PROSECUTOR'S POLICIES ON THE ADMINISTRATION OF JUSTICE, THE FACTORS WHICH INFLUENCE THE PROSECUTOR, AND THE VALUES OF THE PERSONS OCCUPYING THIS PIVOTAL ROLE IN THE CRIMINAL JUSTICE SYSTEM. THE PUBLIC PROSECUTOR'S OFFICE HAS BEEN NEGLECTED IN RESEARCH, YET SCHOLARS AGREE THAT THE PROSECUTOR IS THE MOST IMPORTANT COMPONENT IN THE CRIMINAL JUSTICE PROCESS. AN EXAMINATION OF THE PROSECUTOR'S AREA OF INFLUENCE INDICATES THAT IT HAS GREATLY INCREASED IN RECENT YEARS AS PLEA BARGAINING AND NEGOTIATIONS HAVE REPLACED JURY TRIALS AS THE MAIN METHOD OF CASE DISPOSITION. PROSECUTORS EXTEND THEIR IMPACT OVER DEFENDANTS THROUGH CONTROL OF SENTENCING RECOMMENDATIONS AND RESTITUTION DIVERSION PROGRAMS. THE ROLE OF THE JUDGE AND JURY IN CRIMINAL LAW HAS LARGELY BEEN REPLACED BY THE PROSECUTOR. DISCUSSION OF THE CHANGING POLICIES OF PROSECUTORS, MODELS OF PROFESSIONALISM, AND THE USE OF DETERMINATE SENTENCING REVEAL THAT PROSECUTORS MUST NOT ONLY BE CONCERNED WITH MAINTAINING HIGH CONVICTION RATES, BUT MUST ALSO PROCESS OFFENDERS ECONOMICALLY. BECAUSE THE JOB OF ASSISTANT PROSECUTOR DOES LITTLE TO ENHANCE OCCUPATIONAL MOBILITY, YOUNG LAWYERS TAKING THE JOB USUALLY ARE GRADUATES FROM LESSER RATED LAW SCHOOLS AND COME FROM LOWER SOCIOECONOMIC LEVELS. FURTHER PRESENTATIONS CONCERN THE PROSECUTORS MANAGEMENT INFORMATION SYSTEM AND THE USE OF PROSECUTORIAL DISCRETION IN THE GERMAN CRIMINAL JUSTICE SYSTEM. TABULAR DATA AND REFERENCES ARE PROVIDED.

**Supplemental Notes:** SAGE CRIMINAL JUSTICE SYSTEMS ANNUALS, V 11.

**Availability:** SAGE PUBLICATIONS, INC, 275 SOUTH BEVERLY DRIVE, BEVERLY HILLS CA 90212.

97. **NATIONAL CENTER FOR STATE COURTS PUBLICATIONS DEPARTMENT, 300 NEWPORT AVENUE, WILLIAMSBURG VA 23185. ASSESSMENT OF THE ADAPTABILITY OF NEW PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM) TO A STATE JUDICIAL INFORMATION SYSTEM.** 328 p. 1979. **NCJ-62597**

THE FEASIBILITY IS ASSESSED OF ADAPTING NEW PROMIS (A MANAGEMENT INFORMATION SOFTWARE PACKAGE DESIGNED FOR LOCAL APPLICATIONS) FOR USE IN STATEWIDE JUDICIAL INFORMATION SYSTEMS. THE REPORT OPENS WITH A STATE-OF-THE-ART REVIEW OF STATE JUDICIAL INFORMATION SYSTEMS, INCLUDING THE STRUCTURE AND FUNCTIONS OF TWO MAJOR SYSTEM MODELS: SJIS (STATE JUDICIAL INFORMATION SYSTEMS) AND GAVEL--A NATIONAL

MODEL TRIAL COURT INFORMATION SYSTEM. OPERATIONAL SYSTEMS IN ALABAMA, MISSOURI, AND OREGON ARE DESCRIBED, WITH EMPHASIS ON EACH STATE'S MODIFICATION AND ENHANCEMENT OF SJIS AND GAVEL CONCEPTS. OVERVIEWS OF THE PROMIS AND NEW PROMIS SOFTWARE PACKAGES ARE FOLLOWED BY A DETAILED DESCRIPTION OF THE SYSTEM CAPABILITIES AND FUNCTIONS OF NEW PROMIS. EACH MAJOR COMPONENT OF NEW PROMIS IS ANALYZED AND EVALUATED, AND THE CAPABILITIES OF THE OVERALL PACKAGE ARE ASSESSED IN THE CONTEXT OF THREE STATE JUDICIAL INFORMATION SYSTEM ENVIRONMENTS: (1) A STATE-LEVEL AGGREGATE DATA COLLECTION SYSTEM, (2) A CASE-TRACKING SYSTEM THAT PROVIDES OUTPUT REPORTS FOR STATE COURT ADMINISTRATION AND LOCAL COURTS, AND (3) A SYSTEM THAT PROVIDES OPERATIONAL SUPPORT TO TRIAL AND OTHER COURTS AS WELL AS MANAGEMENT INFORMATION FOR STATE COURT ADMINISTRATION. THE STRENGTHS, LIMITATIONS, AND DESIGN TRADE-OFF CONSIDERATIONS OF NEW PROMIS ARE HIGHLIGHTED, AND RECOMMENDATIONS FOR IMPROVING THE ADAPTABILITY OF NEW PROMIS ARE OFFERED. APPENDED MATERIALS INCLUDE DETAILS OF THE ORIGINAL PROMIS, A DESCRIPTION OF A MULTIAGENCY APPLICATION OF PROMIS, AN EVALUATION OF THE 'MINI-PROMIS' SOFTWARE, A COMPARISON BETWEEN THE DATA ELEMENTS PROVIDED BY NEW PROMIS AND THOSE REQUIRED BY THE SJIS MODEL, AND 'MAXI-PROMIS' SOFTWARE DOCUMENTATION. A BIBLIOGRAPHY IS INCLUDED.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** NATIONAL CENTER FOR STATE COURTS PUBLICATIONS DEPARTMENT, 300 NEWPORT AVENUE, WILLIAMSBURG VA 23185.

98. **NATIONAL LEGAL AID AND DEFENDER ASSOCIATION, 2100 M STREET, NW, SUITE 601, WASHINGTON DC 20037. DEFENDER MANAGEMENT INFORMATION SYSTEMS FEASIBILITY STUDY, VOLUME 3--DATA PROCESSING CONSIDERATIONS--FINAL REPORT.** 222p. 1979. **NCJ-60547**

A TECHNICAL ANALYSIS OF DATA PROCESSING SYSTEMS (PROMIS AND MINI PROMIS SYSTEMS) IS PRESENTED, AS PART OF AN INITIAL FEASIBILITY STUDY FOR MANAGEMENT INFORMATION SYSTEMS IN PUBLIC DEFENDERS' OFFICES. AN OVERVIEW OF MINI PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM FOR KEEPING TRACK OF INFORMATION ABOUT CRIMINAL CASES) IS PRESENTED AS A NONTECHNICAL REPORT FOR PERSONS UNFAMILIAR WITH DATA PROCESSING. A DETAILED, FUNCTIONAL DESCRIPTION OF THE MINI PROMIS SYSTEM, HIGHLY TECHNICAL IN NATURE AND INTENDED FOR THE SYSTEMS ANALYST, FOLLOWS THE GENERAL DESCRIPTION. ALSO INTENDED FOR THE SYSTEMS ANALYST IS A DISCUSSION OF MINI PROMIS'S CAPABILITY TO MEET DEFENDER MANAGEMENT INFORMATION SYSTEM NEEDS IN A DEDICATED ENVIRONMENT--A SYSTEM WHICH IS USED BY THE PUBLIC DEFENDER ALONE, NOT SHARED WITH THE PROSECUTOR. THE ADVANTAGES AND DISADVANTAGES OF THIS SYSTEM ARE ANALYZED. IN ADDITION, THE VIABILITY OF MINI PROMIS WHEN SHARED WITH OTHER DEFENDERS, PROSECUTORS, ETC., IS DISCUSSED, AND TWO OTHER SHARED MANAGEMENT INFORMATION SYSTEMS (MIS'S) ARE EXAMINED. FINALLY, ALTERNATIVE APPROACHES ARE DETAILED, INVOLVING SEVERAL LESS COMPREHENSIVE MIS'S FOR USE BY DEFENDERS WHO CANNOT AFFORD THE MINI PROMIS SYSTEM. METHODS FOR EXAMINATION OF MINI PROMIS INVOLVED STAFF OBSERVATIONS OF A DUMMY PROTOTYPE VERSION OF MINI PROMIS IN WASHINGTON, D.C.; ATTENDANCE OF A 2-DAY PROMIS USER GROUP MEETING; VISITS TO THE PROMIS OFFICES IN WASHINGTON, D.C., AND OTHER LOCATIONS; AND MEETINGS WITH THE DATA PROCESSING STAFF OF VARIOUS PROMIS SITES. AS A RESULT OF THESE ANALYSES AND CONVERSA-

TIONS. STAFF MEMBERS CONCLUDED THAT MINI PROMIS WAS THE MOST EFFECTIVE SYSTEM FOR HANDLING DEFENDER MANAGEMENT INFORMATION NEEDS, LEADING TO THIS DETAILED STUDY OF THE SYSTEM. A GLOSSARY, BIBLIOGRAPHY, AND TABULAR DATA ARE PROVIDED.

**Supplemental Notes:** VOLUME 3, NCJ-60545; VOLUME 2, NCJ-60546; VOLUME 4, NCJ-60548.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NATIONAL LEGAL AID AND DEFENDER ASSOCIATION, 2100 M STREET, NW, SUITE 601, WASHINGTON DC 20037.

99. BEAT, MARWICK, MITCHELL AND COMPANY, 1025 CONNECTICUT AVENUE, NW, WASHINGTON DC 20036; DISTRICT OF COLUMBIA OFFICE OF CRIME ANALYSIS. SYSTEM OVERVIEW AND REPORT FORMATS FOR PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM)—A COMPUTER-BASED SYSTEM FOR THE UNITED STATES ATTORNEY'S OFFICE FOR THE DISTRICT OF COLUMBIA. 108 p. 1971. NCJ-32469

INCLUDED IN THIS VOLUME ARE A PRESENTATION AND DISCUSSION OF ALL REPORTS PRODUCED BY THE SYSTEM—CALENDAR LISTS, SPECIAL PURPOSE LISTS, NOTIFICATION LISTS, AND NOTIFICATIONS. PROMIS HAS A TWOFOLD PURPOSE: TO ASSIST THE UNITED STATES ATTORNEY'S OFFICE IN THE MANAGEMENT AND PROCESSING OF CRIMINAL COURT CASES AND TO SERVE AS THE CRITICAL COMPONENT IN A LARGER SYSTEM KNOWN AS TRACE (TRACKING, RETRIEVAL, AND ANALYSIS OF CRIMINAL EVENTS), WHICH PROVIDES A MEANS FOR TRACKING OFFENDERS THROUGH THE ENTIRE CRIMINAL JUSTICE SYSTEM IN THE DISTRICT OF COLUMBIA. THE INTRODUCTION TO THIS REPORT DISCUSSES THE BACKGROUND OF THE SYSTEM AND THE FIVE MAJOR FUNCTIONAL AREAS IN WHICH PROMIS IS INTENDED TO HELP THE PROSECUTOR ACHIEVE IMPROVEMENTS (RESOURCE ALLOCATION, OPERATIONAL PROCESSING, MANAGEMENT CONTROL, RESEARCH AND ANALYSIS, AND INTER-AGENCY COORDINATION). IT ALSO CONTAINS A PROCESS FLOW CHART WHICH DEPICTS THE OVERALL RELATIONSHIP BETWEEN THE MANUAL AND COMPUTER PROCESSING FOR PROMIS. THE APPENDIX CONSISTS OF BLOCK DIAGRAMS OF THE OVERALL PROCESSING OF PROMIS, SAMPLES OF THE SOURCE DOCUMENTS FROM WHICH DATA IS EXTRACTED FOR INPUT TO PROMIS, AND A DESCRIPTION OF PROMIS' FIVE DATA ENTRY ('NPUT) FORMS. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM

100. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 01—MANAGEMENT OVERVIEW OF PROMIS, REVISED, AUGUST 1976. 17 p. 1976. NCJ-44750  
AN OVERVIEW IS PRESENTED OF THE PROBLEMS AND MANAGERIAL GOALS ADDRESSED BY THE PROMIS SYSTEM, THE ELEMENTS INCLUDED IN THE PROMIS DATA BASE, AND THE REPORTS GENERATED BY THIS LEAA EXEMPLARY PROJECT. THE MANAGERIAL GOALS ADDRESSED BY PROMIS, LOCATED IN WASHINGTON, D.C., INCLUDE THE FOLLOWING: DETERMINATION OF THE RELATIVE IMPORTANCE OF CASES PENDING IN THE PROSECUTOR'S OFFICE; CONTROL AND/OR ELIMINATION OF SCHEDULING AND LOGISTICAL IMPEDIMENTS THAT BLOCK ADJUDICATION OF CASES ON THEIR MERITS; MONITORING AND ENFORCEMENT OF EVENHANDED, CONSISTENT EXERCISE OF PROSECUTORIAL DISCRETION; AND ANALYSIS OF PROBLEMS ASSOCIATED WITH THE SCREENING AND PROSECUTION OF CRIMINAL CASES. INCLUDED IN THE PROMIS DATA BASE IS INFORMATION ABOUT THE ACCUSED OR THE DEFENDANT, THE CRIME, THE ARREST, CRIMINAL CHARGES, COURT EVENTS, AND WITNESSES. APPROXIMATELY 80 PERCENT OF THE DATA CON-

TAINED IN PROMIS IS ENTERED AT THE INTAKE AND SCREENING STAGE. REPORTS PRODUCED BY PROMIS ON A RECURRING BASIS INCLUDE MISDEMEANOR CALENDARS, FELONY CALENDARS, CASE STATUS REPORTS, WORKLOAD REPORTS, AND SPECIAL REPORTS. SPECIAL MANAGEMENT REPORT AND GENERALIZED INQUIRY PACKAGES ARE ALSO AVAILABLE FOR OTHER ISSUES IN THIS SERIES, SEE NCJ-44751-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005. NCJRS MICROFICHE PROGRAM.

101. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 02—CASE SCREENING, REVISED, AUGUST 1976. 15 p. 1976. NCJ-44751

WAYS IN WHICH THE PROMIS SYSTEM HELPS THE PROSECUTOR'S OFFICE ADDRESS PROBLEMS ASSOCIATED WITH SCREENING OF CASES ARE DISCUSSED. PROMIS, A LEAA EXEMPLARY PROJECT, HAS BEEN DESIGNED TO ALLEVIATE SCREENING-RELATED PRESSURES FROM THREE MAJOR SOURCES: WITHIN THE PROSECUTOR'S OFFICE; WITHIN OTHER LOCAL CRIMINAL JUSTICE AGENCIES; AND OUTSIDE THE LOCAL CRIMINAL JUSTICE SYSTEM. THE UNDERLYING REASON FOR THE IMPACT OF PROMIS ON SCREENING IS THAT THE PROCESS OF PREPARING FOR THE COMPUTER-BASED SYSTEM NECESSARILY INVOLVES A DISCIPLINED ANALYSIS OF THE STRENGTHS AND WEAKNESSES OF EXISTING OFFICE PROCEDURES. THE VALUE OF THIS OPERATIONAL AND INFORMATIONAL ANALYSIS IS ILLUSTRATED FROM THE VANTAGE POINTS OF THOSE INVOLVED IN CASE SCREENING, INCLUDING THE CHIEF PROSECUTOR AND THE SCREENING PROSECUTOR. THE INFORMATION ANALYSIS PERTAINS TO THE TYPE OF DATA NEEDED FOR SCREENING AND SUBSEQUENT DECISIONS, THE SOURCES OF THE INFORMATION, AND THE MEANS BY WHICH THE DATA ARE RECORDED. PROMIS-BASED SCREENING PROCEDURES USED BY THE PROSECUTOR'S OFFICE IN WASHINGTON, D.C., ARE CITED AS AN ILLUSTRATION OF THE BENEFITS THAT CAN BE ACHIEVED THROUGH COMPUTER-BASED INFORMATION SYSTEMS. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750 AND 44752-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005. NCJRS MICROFICHE PROGRAM.

102. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 02—GENERALIZED INQUIRY PACKAGE FOR PROMIS. 12 p. 1976. NCJ-44772

TYPES AND FORMAT OF INFORMATION PROVIDED THROUGH THE GENERALIZED INQUIRY PACKAGE SUPPLEMENT TO THE BASIC PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM (PROMIS) AND PROCEDURES FOR ITS UTILIZATION ARE OUTLINED. PROMIS ROUTINELY GENERATES A NUMBER OF REPORTS CONTAINING DESCRIPTIVE DATA ABOUT CASES. THE GENERALIZED INQUIRY PACKAGE SUPPLEMENTS THE SYSTEM BY ENABLING THE PROSECUTOR TO RECEIVE DESCRIPTIVE DATA IN RESPONSE TO A WIDE VARIETY OF UNANTICIPATED, NONROUTINE QUERIES. USERS MAY MAKE SPECIFIC QUERIES IN PLAIN ENGLISH. EXAMPLES OF SEVERAL TYPES OF POSSIBLE INQUIRIES ARE INCLUDED. PROSECUTORS INITIATE INQUIRIES USING A FORM WHICH IS REPRODUCED IN THE DOCUMENT. ITEMS WHICH MUST BE INCLUDED ARE: DESCRIPTION OF THE REQUEST; SPECIFIC TIME PERIOD, IF ANY; TYPE OF CASE; WHETHER A SUMMARY REPORT (ONE LINE OF DATA FOR EACH CASE) OR A

DETAILED REPORT (ONE PAGE OF DATA FOR EACH CASE) IS DESIRED; ORDER IN WHICH DATA IS TO BE PRESENTED; AND ANY OTHER LIMITATIONS OR EXTRA INFORMATION WHICH WOULD SERVE TO NARROW THE SCOPE OF THE INQUIRY. SAMPLE INQUIRY REPORTS IN BOTH THE SUMMARY AND DETAIL FORMAT ARE PRESENTED. SUMMARY REPORTS GIVE, FOR EACH CASE, VARIOUS IDENTIFICATION NUMBERS, DEFENDANT'S NAME, CHARGE, AND ANY EXTRA INFORMATION REQUESTED BY THE USER. DETAILED REPORTS GIVE ALL OF THE FOLLOWING TYPES OF INFORMATION: DEFENDANT INFORMATION, OFFENSE INFORMATION, ARREST INFORMATION, MOST RECENT CONTINUANCES, CHARGES AND DISPOSITIONS, AND WITNESS INFORMATION. FOR A RELATED REPORT, SEE NCJ-44771.

**Supplemental Notes:** INSLAW SPECIAL REPORT SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005.

103. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 03—UNIFORM CASE EVALUATION AND RATING, REVISED, AUGUST 1976. 12 p. 1976.**

NCJ-44752

THE PROMIS APPROACH TO EVALUATING AND RATING CASES IN TERMS OF THE GRAVITY OF THE CRIME AND THE EXTENT OF THE ACCUSED'S CRIMINAL BACKGROUND IS OUTLINED IN THIS REPORT ON A LEAA EXEMPLARY PROJECT. A NUMBER OF BARRIERS TO EFFECTIVE CASE RATING IN LARGE PROSECUTIVE AGENCIES RESULT IN THE INABILITY OF SUPERVISING ATTORNEYS TO ALLOCATE PROSECUTIVE TIME AND RESOURCES RATIONALLY. ALTHOUGH AUTOMATED CASE RATING MAY SEEM LIKE A DENIAL OF PROSECUTIVE DISCRETION, THE OPPOSITE IS TRUE. COMPUTERIZED CASE RATING FREES PROSECUTORS FROM THE NEED TO TREAT CASES BEARING THE SAME LEGAL CHARGE IN THE SAME MANNER, EVEN THOUGH LOGIC DICTATES OTHERWISE. THE AUTOMATED CASE-RATING PROCEDURE PERMITS PROSECUTIVE JUDGMENT TO CONFORM MORE CLOSELY TO THE SPECIFIC FACTS SURROUNDING EACH DEFENDANT AND EACH CRIME. AS DIFFERENCES AMONG CASES BECOME VISIBLE, NEW OPPORTUNITIES FOR PROSECUTIVE DISCRETION ARE CREATED: EXERCISE OF POSITIVE MANAGEMENT CONTROL OVER THE CASELOAD; SYSTEMATIC CONSIDERATION OF DIVERSION PROGRAMS FOR DEFENDANTS IN LOW-RANKED CASES; RECOMMENDATIONS CONCERNING THE SCHEDULING OF TOP-RANKED CASES, AND MONITORING AND ENFORCEMENT OF THE APPLICATION OF EVENHANDED JUSTICE. THE MANNER IN WHICH PROMIS GENERATES CASE RATINGS IN THE WASHINGTON, D.C., PROSECUTOR'S OFFICE IS DESCRIBED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44751 AND 44753-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

104. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 04—SPECIAL LITIGATION (MAJOR VIOLATORS) UNIT, REVISED, AUGUST 1976. 6 p. 1976.**

NCJ-44753

THE WASHINGTON, D.C., PROSECUTOR'S USE OF THE PROMIS 5-DAY MISDEMEANOR PRIORITY CALENDAR TO ALLOCATE SPECIAL PROSECUTIVE ATTENTION TO THE MOST SERIOUS CASES IS DESCRIBED; PROMIS IS A LEAA EXEMPLARY PROJECT. THE WASHINGTON OFFICE HAD FOUND THAT IT WAS 'LOSING CONTROL OF THE SYSTEM,' PARTICULARLY IN THE MISDEMEANOR AREA, IN WHICH UP TO 9,000 CASES WERE BEING CONSIDERED FOR PROSECUTION EACH

YEAR. TOO OFTEN, DUE TO ADMINISTRATIVE INEFFICIENCIES, IMPORTANT CASES SIMPLY FELL BETWEEN THE CRACKS OF THE SYSTEM. TO ADDRESS THIS PROBLEM, THE OFFICE IMPLEMENTED THE PROMIS SYSTEM, WHICH PROVIDES AMONG OTHER REPORTS A PRIORITY-RANKED LISTING OF ALL MISDEMEANOR CASES SCHEDULED BY THE COURT FOR A GIVEN PERIOD OF TIME. THE CASE RANKINGS REFLECT THE SEVERITY OF THE CRIME AND THE BACKGROUND OF THE ACCUSED. THE CHIEF OF THE SPECIAL LITIGATION UNIT REVIEWS THE CALENDAR AND ASSIGNS THE MEMBERS OF THE SPECIAL LITIGATION TEAM TO THE MOST IMPORTANT CASES. THESE PROSECUTORS REVIEW EVERY ASPECT OF EACH CASE AND PRESENT A DETAILED CASE WORKUP TO THE ASSISTANT PROSECUTOR HANDLING THE CASE IN COURT. THE CONVICTION RATE FOR CASES RECEIVING THIS SPECIAL PREPARATION HAS BEEN 25 PERCENT HIGHER THAN THAT FOR OTHER CASES. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44752 AND 44754-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

105. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 05—WITNESS NOTIFICATION UNIT, REVISED, AUGUST 1976. 7 p. 1976.**

NCJ-44754

THE USE OF A PARALEGAL-STAFFED WITNESS NOTIFICATION UNIT AND PROMIS-GENERATED SUBPOENA FORMS AND REPORTS TO ALLEVIATE WITNESS PROBLEMS IN THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE IS DESCRIBED. PROMIS, AN LEAA EXEMPLARY PROJECT, ADDRESSES WITNESS PROBLEMS IN TWO WAYS: IT PROVIDES PROSECUTING ATTORNEYS WITH A TOOL FOR EVALUATING THE IMPACT OF WITNESS PROBLEMS ON OVERALL OFFICE PERFORMANCE; AND IT OFFERS A MEANS BY WHICH DISTRICT ATTORNEYS CAN MINIMIZE WITNESS PROBLEMS BY APPLYING MODERN MANAGERIAL METHODS. IN THE WASHINGTON, D.C., PROSECUTOR'S OFFICE, PROMIS RECEIVES AS INPUT A NUMBER OF WITNESS-RELATED REASONS EXPLAINING VARIOUS PROSECUTIVE OR COURT DECISIONS. A PROMIS REPORT SHOWED THAT, OF 6,266 CASES WITH CITIZEN WITNESSES CONSIDERED BY THE PROSECUTOR'S OFFICE OVER A 6-MONTH PERIOD, 19 PERCENT WERE DROPPED BECAUSE OF BEHAVIOR THAT ATTORNEYS INTERPRETED AS LACK OF WITNESS COOPERATION. SPURRED BY THIS PROMIS FINDING, A FIELD SURVEY OF 922 WITNESSES FOUND THAT AT LEAST 1 IN 5 PERCEIVED BY PROSECUTORS AS NONCOOPERATIVE DID NOT WARRANT THAT DESIGNATION. THE RESEARCH REVEALED THAT NONCOOPERATION OFTEN WAS THE RESULT OF SYSTEM-GENERATED OBSTRUCTIONS. TO ADDRESS THESE PROBLEMS, A WITNESS NOTIFICATION UNIT WAS FORMED, STAFFED PRIMARILY BY PARALEGALS. THE UNIT USES PROMIS-GENERATED, PRE-PRINTED SUBPOENA FORMS TO ADVISE WITNESSES WHEN AND WHERE TO APPEAR FOR SCHEDULED CASES. PROMIS ALSO AUTOMATICALLY RENOTIFIES WITNESSES WHEN SCHEDULED DATES ARE CHANGED OR CASES ARE CANCELED. THE WITNESS NOTIFICATION UNIT COORDINATES REQUESTS FOR CONTINUANCES AND ANSWERS INQUIRIES FROM WITNESSES, POLICE OFFICERS, AND DEFENSE ATTORNEYS. EXAMPLES OF THE PROMIS-GENERATED SUBPOENA AND SUBPOENA SUMMARY LIST ARE INCLUDED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44753 AND 44755-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

106. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 06—PARALEGALS, REVISED, AUGUST 1976. 7 p. 1976. NCJ-44755

PLANS FOR EXPANDING THE DUTIES OF PARALEGAL PERSONNEL IN THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE ARE DESCRIBED. IMPLEMENTATION OF PROMIS, AN LEAA EXEMPLARY PROJECT, AT THE PROSECUTOR'S OFFICE IN WASHINGTON, D.C., SERVED TO HEIGHTEN AWARENESS ABOUT THE UTILITY OF PARALEGALS BY EXPOSING IMPORTANT WEAKNESSES IN THE DOCUMENTATION OF CASES BY ASSISTANT PROSECUTORS, WHICH IN TURN LED TO THE REALIZATION THAT MUCH OF THE DOCUMENTATION COULD BE PERFORMED BY PARALEGALS. PROMIS ALSO PROMOTED GREATER USE OF PARALEGAL PERSONNEL THROUGH ITS REQUIREMENT FOR COMPLETE, CONSISTENT, UNIFORM DATA INPUT. A BYPRODUCT OF THE THOUGHT REQUIRED TO DESIGN THE NECESSARY INPUT FORMS WAS THE IMPROVED STRUCTURING OF TASKS, BRINGING MORE OF THE TASKS WITHIN THE CAPABILITIES OF PARALEGALS. PARALEGALS IN THE WASHINGTON, D.C., OFFICE WORK IN THE AREAS OF DOCUMENTATION; WITNESS NOTIFICATION, CONTINUANCE COORDINATION, SCHEDULE RECONCILIATION, WITNESS INQUIRIES, SPECIAL ARRANGEMENTS, AND WITNESS ROOM STAFFING. ADDITIONAL USES OF PARALEGALS ARE BEING EXPLORED IN THE AREAS OF FELONY TRIAL PREPARATION, INTAKE AND SCREENING, CITIZEN COMPLAINT SCREENING, ARRAIGNMENT AND CALENDAR CONTROL COURTS, MISDEMEANOR TRIAL PREPARATION, AND DIVERSION PROGRAMS. MAJOR BENEFITS OF PARALEGAL UTILIZATION INCLUDE BETTER ALLOCATION OF ATTORNEYS' TIME, INCREASED EFFICIENCY, AND IMPROVED RELATIONS BETWEEN CITIZENS AND THE PROSECUTOR'S OFFICE. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ-44750-44754 AND 44756-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON, DC 20005; NCJRS MICROFICHE PROGRAM.

107. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 07—COMPREHENSIVE TRAINING, REVISED, AUGUST 1976. 5 p. 1976. NCJ-44756

THE CONTRIBUTIONS OF PROMIS TO THE DEVELOPMENT OF A TRAINING PROGRAM FOR NOVICE PROSECUTORS, MANAGERIAL AND SUPERVISORY ATTORNEYS, NONLAWYER PERSONNEL, AND EXPERIENCED PROSECUTORS IS DESCRIBED. THE ANALYTICAL PROCESS THAT PRECEDED IMPLEMENTATION OF THE LEAA EXEMPLARY PROJECT PROMIS IN THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE POINTED UP SEVERAL PERFORMANCE PROBLEMS. ONCE IMPLEMENTED, PROMIS EXPOSED IMPORTANT ADMINISTRATIVE WEAKNESSES INDICATIVE OF TRAINING NEEDS. PROMIS DATA WERE PART OF AN EXTENSIVE TRAINING NEEDS ANALYSIS, WHICH ALSO INVOLVED INTERVIEWS WITH PROSECUTION STAFF IN THE DISTRICT AND ELSEWHERE. A 4-PART TRAINING PROGRAM ENCOMPASSING A 3-WEEK ORIENTATION PROGRAM FOR NEW PROSECUTORS, A SEMINAR FOR MANAGEMENT AND SUPERVISORY ATTORNEYS, A GENERAL TRAINING PROGRAM FOR NONLAWYER ADMINISTRATIVE AND PARALEGAL PERSONNEL, AND AN ADVANCED TRAINING PROGRAM FOR EXPERIENCED TRIAL ATTORNEYS WAS DESIGNED AND IMPLEMENTED. TRAINING MANUALS AND MATERIALS WERE DEVELOPED IN SUCH A WAY THAT THE PROGRAM BECAME A CONTINUING, SELF-EVALUATING EFFORT CARRIED OUT ENTIRELY WITHIN THE PROSECUTOR'S OFFICE. THE POTENTIAL USES OF PROMIS-GENERATED DATA IN GAUGING THE EFFECTIVENESS OF THE TRAINING PROGRAM ARE NOTED. FOR OTHER

ISSUES IN THIS SERIES, SEE NCJ-44750-44755 AND 44757-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

108. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 08—REASONS FOR DISCRETIONARY AND OTHER ACTIONS, REVISED, AUGUST 1976. 9 p. 1976. NCJ-44757

APPLICATIONS OF PROMIS-GENERATED DATA ON THE REASONS BEHIND CONTINUANCES, COURT DISMISSALS, PROSECUTORIAL DISMISSALS, DISPOSITIONS, AND OTHER CASE ACTIONS ARE DISCUSSED. AS IMPLEMENTED IN THE PROSECUTOR'S OFFICE IN WASHINGTON, D.C., THE LEAA EXEMPLARY PROJECT PROMIS GENERATES AN EXTENSIVE ARRAY OF REASON DATA PERTAINING TO CASE ACTIONS. THESE DATA ARE ACQUIRED AS A BYPRODUCT OF THE COLLECTION OF OTHER INFORMATION FOR PROMIS. ANY OF 58 REASONS FOR REJECTING A CHARGE OR A CASE MAY BE CITED. THESE REASONS MAY RELATE TO EVIDENCE, WITNESSES, PROSECUTIVE MERIT, DUE PROCESS, JURISDICTION, DIVERSION, OR OTHER MATTERS. SIMILAR REASONS MAY BE RECORDED IN EXPLANATION OF COURT DISMISSALS, NOLLE PROSEQUI ACTIONS, AND DISMISSALS BY PROSECUTORS. REASON DATA PERTAINING TO CONTINUANCES INCLUDE SUCH ENTRIES AS "CONTINUED FOR MENTAL OBSERVATIONS," "COUNSEL UNAVAILABLE," OR "COURT UNABLE TO REACH CASE." OTHER REASONS ARE CITED IN EXPLANATION OF FINAL DISPOSITIONS, INCLUDING FINDINGS OF GUILTY AND NOT GUILTY, DISMISSAL BY GRAND JURY, AND MISTRIAL. THE DISTRICT OF COLUMBIA PROSECUTOR USES THE REASON DATA TO MONITOR, ENFORCE, AND IMPROVE THE EXERCISE OF DISCRETIONARY AUTHORITY DELEGATED TO SUBORDINATES, TO ENHANCE THE EVENHANDED APPLICATION OF JUSTICE, AND TO IMPROVE OVERALL OFFICE EFFECTIVENESS. EXAMPLES ARE GIVEN OF WAYS IN WHICH PROMIS-GENERATED REASON DATA CLARIFIED OTHERWISE MISLEADING FINDINGS PERTAINING TO PROSECUTORIAL PERFORMANCE FOR OTHER ISSUES IN THIS SERIES, SEE NCJ-44750-44756 AND 44758-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

109. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 09—COUNTING BY CRIME, CASE AND DEFENDANT, REVISED, AUGUST 1976. 17 p. 1976. NCJ-44758

THE PROMIS APPROACH TO IMPROVING INTERAGENCY DATA LINKAGES AND COMPARABILITY IS DESCRIBED IN THIS REPORT ON AN LEAA EXEMPLARY PROJECT LOCATED IN WASHINGTON, D.C. PROBLEMS ASSOCIATED WITH CRIMINAL JUSTICE STATISTICS CAN BE TRACED BACK TO THE NATURE OF THE SYSTEM ITSELF. POLICE AGENCIES CONCENTRATE ON THE OFFENSE, PROSECUTORS AND COURTS FOCUS ON THE CASE, AND THE CORRECTIONS SYSTEM IS CONCERNED WITH THE INMATE. CASE STUDIES DEMONSTRATE HOW TWO CRIMINAL INCIDENTS CAN GENERATE 11 SETS OF NONCOMPARABLE STATISTICS AS THE ARRESTED PERSONS ARE PROCESSED BY POLICE, PROSECUTOR, COURT, AND CORRECTIONS. AN INTEGRAL PART OF PROMIS IS A SET OF COMMON IDENTIFIERS THAT PROMOTE LINKAGES AMONG THE PROSECUTOR'S FILES AND THE RECORD SYSTEMS OF

OTHER CRIMINAL JUSTICE AGENCIES. THESE COMMON IDENTIFIERS ARE THE CRIMINAL INCIDENT IDENTIFICATION NUMBER, ASSIGNED BY THE POLICE AGENCY TO EACH REPORTED CRIME; THE FINGERPRINT-BASED IDENTIFICATION NUMBER, ASSIGNED BY THE POLICE TO EACH ARRESTED PERSON; AND THE COURT DOCKET OR CASE NUMBER, ASSIGNED BY THE COURT TO EACH SET OF CHARGES AGAINST A DEFENDANT. OPERATIONAL APPLICATIONS OF THE IDENTIFIERS AS IMPLEMENTED IN THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE ARE DESCRIBED, AND RECORDKEEPING ADVANTAGES ARE POINTED OUT. PROMIS' ABILITY TO COUNT AND TRACK BY CRIME, CASE, AND DEFENDANT ACROSS AGENCY LINES PROVIDES A MEANS FOR OBTAINING SYSTEMWIDE STATISTICS THAT ARE COMPARABLE, UNAMBIGUOUS, AND USEFUL. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44757 AND 44759-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

110. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 10—RESEARCH USES OF PROMIS DATA, REVISED, MARCH 1977.** 32 p. 1977. NCJ-44759

POLICY IMPLICATIONS OF RESEARCH CARRIED OUT IN THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE ARE DISCUSSED IN THIS REPORT ON THE LEAA EXEMPLARY PROJECT, PROMIS. RELYING PRIMARILY ON DATA STORED IN PROMIS CONCERNING APPROXIMATELY 100,000 STREET CRIME CASES, THE RESEARCH REFLECTS PROSECUTION AND COURT OPERATIONS IN THE DISTRICT OF COLUMBIA OVER A 5-YEAR PERIOD BETWEEN 1971 AND 1975. THE REPORT OPENS WITH COMMENTS ON THE FLEXIBILITY OF PROMIS AS A RESEARCH AND ADMINISTRATIVE TOOL. THE AREAS OF ANALYSIS ENCOMPASSED IN THE PROMIS RESEARCH PROJECT ARE OUTLINED, AND THE POTENTIAL OPERATIONAL IMPACT OF THE RESEARCH IS DISCUSSED. HIGHLIGHTS ARE PRESENTED OF FINDINGS FROM RESEARCH ON RECIDIVISTS AND THEIR CRIMES, CRIMINAL JUSTICE SYSTEM PERFORMANCE FROM THE VICTIM'S PERSPECTIVE, POLICE PERFORMANCE FROM THE PERSPECTIVES OF THE PROSECUTION AND THE COURTS, PROSECUTION PERFORMANCE FROM A CRIME CONTROL PERSPECTIVE, AND CRIME-SPECIFIC EVALUATION OF CRIMINAL JUSTICE PERFORMANCE. FINDINGS RELATED TO ROBBERY, BURGLARY, SEXUAL ASSAULT, AND VICTIMLESS CRIMES ARE SUMMARIZED. ALSO INCLUDED ARE FINDINGS ON RECIDIVISM, FEMALE OFFENDERS, VICTIMS OF VIOLENT CRIMES, COURT DELAY, PLEA BARGAINING, BAIL, SENTENCING, UNIFORM CASE EVALUATION, AND OTHER TOPICS. ONGOING RESEARCH IS DESCRIBED, AND PLANS FOR NEW APPLICATIONS OF PROMIS IN ADMINISTRATION AND RESEARCH ARE NOTED. SUPPORTING DOCUMENTATION INCLUDES A CHART DEPICTING PROMIS TRANSFER PROGRESS IN 48 JURISDICTIONS. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44758 AND 44760-44770.

**Supplemental Notes:** REPRINT OF HIGHLIGHTS OF INTERIM FINDINGS AND IMPLICATIONS, PUBLICATION 1 OF THE PROMIS RESEARCH PROJECT, PUBLISHED IN MARCH 1977.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

111. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 11—UNIFORM CRIME CHARGING MANUAL, REVISED, AUGUST 1976.** 7 p. 1976. NCJ-44760

A REFERENCE GUIDE USED BY SCREENING ASSISTANTS IN THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE IS DE-

SCRIBED. GENERATED AS A BYPRODUCT OF THE LEAA EXEMPLARY PROJECT PROMIS, THE INTAKE AND SCREENING MANUAL REPRESENTS AN EFFORT TO ASSURE CONSISTENT, UNIFORM CHARGING POLICIES. THE MANUAL, WHICH IS ALSO USED AS A TRAINING DEVICE FOR NEW PROSECUTORS, STRUCTURES PROCEDURES AND DECISIONS IN A MANNER THAT PROMOTES COMPLIANCE WITH THE POLICY AND PRIORITIES ESTABLISHED BY THE CHIEF PROSECUTOR. THE MANUAL DESCRIBES SCREENING PROCEDURES AND FORMS, THE LEGAL ASPECTS OF CHARGING, THE ORGANIZATION OF THE PROSECUTOR'S OFFICE, WITNESS PROCEDURES AND REQUIREMENTS, PROMIS ORIENTATION, AND DETAILS OF CASE PROCESSING AFTER THE SCREENING STAGE. EMPHASIS IS PLACED ON THE VALUE OF COMPLETE, ACCURATE, LEGIBLE ENTRIES ON FORMS AND CASE JACKETS. THE CORE OF THE MANUAL IS ITS GUIDELINES FOR DETERMINING WHETHER A SUFFICIENT CASE IS MADE FOR PROSECUTION, DECIDING WHAT CHARGES SHOULD BE BROUGHT, ADHERING TO PRETRIAL PROCEDURAL MATTERS (SETTING TRIAL DATES, SCHEDULING LINEUPS, ETC.), ENROLLING DEFENDANTS IN DIVERSIONARY PROGRAMS, AND AVOIDING COMMON PITFALLS. THE CRIME-CHARGING MANUAL AS USED BY THE DISTRICT OF COLUMBIA OFFICE STRUCTURES DISCRETIONARY DECISIONMAKING WITHOUT REDUCING THE FLEXIBILITY THAT MAKES DISCRETIONARY PROCESSING A VALUABLE PART OF THE CRIMINAL JUSTICE PROCESS. FOR OTHER ISSUES IN THE SERIES, SEE NCJ 44750-44759 AND 44761-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

112. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 12—POLICE PROSECUTION REPORT, REVISED, AUGUST 1976.** 6 p. 1976. NCJ-44761

THE FORM USED BY POLICE IN THE DISTRICT OF COLUMBIA TO REPORT ARREST INFORMATION TO THE PROSECUTOR'S OFFICE IS ILLUSTRATED AND DISCUSSED. THE POLICE PROSECUTION REPORT IS COMPLETED BY THE ARRESTING OFFICER PRIOR TO THE OFFICER'S MEETING WITH THE SCREENING PROSECUTOR. THE REPORT CONTAINS ESSENTIAL DETAILS OF THE CASE, INCLUDING DATA DESIGNATED FOR ENTRY IN PROMIS, AN LEAA EXEMPLARY PROJECT. THE SAME FORM IS USED BY ALL POLICE AGENCIES IN THE DISTRICT OF COLUMBIA, THUS ASSURING THAT PROSECUTORS CONSISTENTLY RECEIVE COMPLETE CASE DETAILS, UNIFORMLY RECORDED, FOR USE IN ARRIVING AT INFORMED CHARGING DECISIONS. AFTER REVIEW BY THE SCREENING PROSECUTOR, THE FORM IS FILED IN THE CASE JACKET. A COPY OF THE FORM AND BRIEF EXPLANATIONS OF SOME OF THE ITEMS ARE PRESENTED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44760 AND 44762-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

113. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 13—CRIME ANALYSIS WORKSHEET, REVISED, AUGUST 1976.** 8 p. 1976. NCJ-44762

THE WORKSHEET USED BY SCREENING PERSONNEL IN THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE TO RECORD CASE-RELATED FACTS RELEVANT TO THE CHARGING DECISION IS ILLUSTRATED AND DISCUSSED. THE CRIME ANALYSIS WORKSHEET, COMPLETED BY THE SCREENING PROSECUTOR IN COOPERATION WITH THE ARRESTING OFFICER,

PROVIDES PART OF THE BASIC INPUT FOR THE LEAA EXEMPLARY PROJECT PROMIS DATA BASE. THE FORM, WHICH CAN BE MODIFIED TO MEET THE REQUIREMENTS OF ANY JURISDICTION, CONTAINS INFORMATION ABOUT THE SERIOUSNESS OF THE ALLEGED OFFENSE, THE NATURE OF THE ACCUSED'S CRIMINAL HISTORY, RELATIONSHIPS AMONG CASE PRINCIPALS, PROBLEMS ASSOCIATED WITH VICTIM/WITNESS TESTIMONY, AND OTHER KEY FACTORS. THE FORM IS SELF-EXPLANATORY AND DESIGNED FOR EFFICIENT COMPLETION. THE COMPLETED WORKSHEET SERVES AS A BASIS FOR INFORMED CHARGING DECISIONS AND PROVIDES PROMIS WITH INFORMATION NEEDED TO ARRIVE AT CASE RANKINGS. AS THE KEY INTAKE-AND-SCREENING DOCUMENT, THE WORKSHEET IS THE SOURCE OF MUCH OF THE PROMIS RESEARCH DATA. A COPY OF THE WORKSHEET IS PROVIDED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44761 AND 44763-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

**114. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 14—PROCESSING AND TRIAL PREPARATION WORKSHEET, REVISED, AUGUST 1976. 6 p. 1976.**

**NCJ-44763**

THE FORM USED BY ASSISTANT PROSECUTORS IN THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE TO RECORD CHARGE DECISIONS AND RELATED INFORMATION AT THE CASE-SCREENING STAGE IS ILLUSTRATED AND DISCUSSED. THE PROCESSING AND TRIAL PREPARATION WORKSHEET CONTAINS INFORMATION ABOUT THE ACCUSED (E.G., PROBATION OR PAROLE STATUS), POLICE AND LAY WITNESSES, CHARGE DECISION AND TYPE OF COURT APPEARANCE, DIVERSION PROGRAM RECOMMENDATIONS, SPECIAL ASSIGNMENT RECOMMENDATIONS, AND OTHER INFORMATION RELEVANT TO CASE PROCESSING AND TRIAL PREPARATION. COPIES OF THE COMPLETED WORKSHEET ARE FILED IN THE CASE JACKET AND USED AS INPUT DOCUMENTS FOR THE LEAA EXEMPLARY PROJECT PROMIS. A SAMPLE WORKSHEET AND BRIEF EXPLANATIONS OF ENTRIES ARE PRESENTED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44762 AND 44764-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

**115. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 15—POLICE INTAKE WORKSHEET, REVISED, AUGUST 1976. 5 p. 1976.**

**NCJ-44764**

A FORM USED BY THE DISTRICT OF COLUMBIA PROSECUTOR TO PROVIDE POLICE WITH INSTRUCTIONS RELATING TO ACTIONS THEY ARE TO TAKE PRIOR TO PRELIMINARY HEARINGS, GRAND JURY PRESENTMENTS, AND MISDEMEANOR TRIALS IS DISCUSSED. THE POLICE INTAKE WORKSHEET, WHICH IS FILLED OUT AND SIGNED BY BOTH THE SCREENING PROSECUTOR AND THE POLICE OFFICER AS A FINAL STEP IN THE SCREENING OF THOSE CASES GOING FORWARD, IS INTENDED TO IMPROVE POSTFILING COORDINATION BETWEEN THE PROSECUTOR'S OFFICE AND THE POLICE. THE WORKSHEET CONTAINS INSTRUCTIONS PERTAINING TO THE RESPONSIBILITY OF OFFICERS TO ASSURE WITNESS PRESENCE AT LINEUPS AND PRESENTMENTS, TO CONDUCT ADDITIONAL INVESTIGATIONS, AND TO OBTAIN VARIOUS REPORTS (CHEMIST, FINGERPRINT, HANDWRITING, ETC.), PHOTOGRAPHS, AND DOCUMENTS. ONE COPY OF THE

COMPLETED WORKSHEET IS GIVEN TO THE POLICE OFFICER AND ONE COPY IS INSERTED IN THE CASE JACKET. THE WORKSHEET IS OF USE PRIMARILY IN OFFICES IN WHICH CASELOAD MANDATES ASSEMBLY-LINE PROCESSING. THE FORM CAN BE USED BY PARALEGALS IN MONITORING TASKS THAT MUST BE COMPLETED BY POLICE PRIOR TO FUTURE PROCEEDINGS. THE FORM ALSO SERVES AS A FEEDBACK MECHANISM, HIGHLIGHTING DEFICIENCIES IN THE EXECUTION OF POSTFILING POLICE TASKS. A COPY OF THE WORKSHEET IS PROVIDED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44763 AND 44765-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

**116. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 16—STANDARDIZED CASE JACKET, REVISED, AUGUST 1976. 6 p. 1976.**

**NCJ-44765**

THE CASE JACKET DEVELOPED AS A BYPRODUCT OF THE PROMIS LEAA EXEMPLARY PROJECT AT THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE IS ILLUSTRATED AND DISCUSSED. THE ANALYSIS OF OPERATIONS THAT PRECEDED IMPLEMENTATION OF PROMIS REVEALED THE INADEQUACY OF THE EXISTING METHOD OF RECORDING JACKET NOTATIONS. THE REDESIGNED JACKET STRUCTURES THE ENTRY OF NOTATIONS SO THAT THEY ARE RECORDED IN A COMPREHENSIVE, UNIFORM MANNER. THE JACKET CONTAINS PREPRINTED INFORMATION BLOCKS ON THE FRONT AND BACK OUTSIDE COVERS FOR USE IN DOCUMENTING THE PROGRESS OF THE CASE. THE JACKET INFORMATION ACQUAINTS PROSECUTORS WITH THE KEY FACTS ABOUT A CASE, INCLUDING ITS PRINCIPALS AND CURRENT STATUS; CONVEYS INSTRUCTIONS OR RECOMMENDATIONS FROM THE SCREENING PROSECUTOR TO THE PROSECUTORS IN THE ARRAIGNMENT AND PRESENTMENT COURTS; AND INDICATES THE ACTION TAKEN ON THE RECOMMENDATIONS. COPIES OF THE JACKET COVERS AND COMMENTS ON THE INFORMATION BLOCKS ARE INCLUDED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44764 AND 44766-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

**117. PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 17—INTERFACE WITH OTHER CJIS (CRIMINAL JUSTICE INFORMATION SYSTEM), REVISED, AUGUST 1976. 13 p. 1976.**

**NCJ-44766**

COMPATIBILITY OF PROMIS WITH COMPONENTS OF THE COMPREHENSIVE DATA SYSTEM (CDS) AND WITH THE OBJECTIVES AND INFORMATION SYSTEMS OF POLICE, COURTS, AND CORRECTIONS IS DISCUSSED. PROMIS, AN LEAA EXEMPLARY PROJECT DOVETAILS WITH THE FOLLOWING CDS COMPONENTS: THE COMPUTERIZED CRIMINAL HISTORY (CCH) SYSTEM; OFFENDER-BASED TRANSACTION STATISTICS (OBTS); UNIFORM CRIME REPORTS (UCR); AND STATE-LEVEL STATISTICAL ANALYSIS CENTERS (SAC). PROMIS MEETS ALL OF THE OBTS INFORMATIONAL REQUIREMENTS FROM ARREST THROUGH SENTENCING AND CONTAINS THE VAST MAJORITY OF DATA ELEMENTS FOR THE IDENTIFICATION-THROUGH-JUDICIAL SEGMENTS OF CCH. PROMIS CONTAINS BOTH UCR AND SYSTEM FOR ELECTRONIC ANALYSIS AND RETRIEVAL OF CRIMINAL HISTORIES (PROJECT SEARCH) OFFENSE CODES, AS WELL AS MANY DATA ELEMENTS RELEVANT TO SAC ANALYSIS. PROMIS TIES IN WITH POLICE OBJECTIVES IN A NUMBER OF WAYS, E.G.,

BY REPORTING FINAL DISPOSITIONS FOR AUTOMATED OR MANUAL POSTING TO RAP SHEETS. PROMIS CAN REPORT DISPOSITIONS BY THE UNIQUE FINGERPRINT-BASED IDENTIFICATION NUMBER ASSIGNED BY POLICE TO THE ACCUSED, BY POLICE CHARGE, OR BY THE POLICE-ASSIGNED COMPLAINT NUMBER. PROMIS CAN ALSO GENERATE FUGITIVE LISTINGS, HELP TO IDENTIFY POLICE DEFICIENCIES AFFECTING THE OUTCOME OF CASES, AND PROVIDE DATA RELEVANT TO POLICE MODUS OPERANDI FILES AND ANALYSES OF CRIMINAL ACTIVITY BY NEIGHBORHOOD. PROMIS CONTAINS THE ESSENTIAL ELEMENTS OF A TYPICAL COURT INFORMATION SYSTEM AND RESPONDS TO A NUMBER OF COURT-RELATED INQUIRIES. TRIAL AND SENTENCING CALENDARS ARE ROUTINELY AVAILABLE FROM PROMIS, AS ARE PREPRINTED SUBPOENA FORMS. PROMIS CONTAINS ALL OF THE CRIMINAL DATA ELEMENTS REQUIRED BY THE STATE JUDICIAL INFORMATION SYSTEM (SJIS). ALTHOUGH THE ACQUISITION OF DATA FOR PROMIS CEASES UPON RECORDING OF THE DEFENDANT'S SENTENCE, THE SYSTEM CONTAINS SIGNIFICANT INFORMATION BEARING ON CORRECTIONS. PROMIS TRACKS THE WORKLOAD OF THE CRIMINAL JUSTICE PROCESS FROM THREE VANTAGE POINTS: THE CRIME OR CRIMINAL INCIDENT; THE ACCUSED OR DEFENDANT; AND THE COURT PROCEEDINGS. TABLES COMPARING CCH, OBTS, SJIS, AND PROMIS DATA ELEMENTS ARE INCLUDED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44765 AND 44767-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

118. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 19—ANALYSIS OF COSTS AND BENEFITS.** 14 p. 1977. NCJ-44768

A FOUR-STAGE, COMPUTER-ASSISTED COST-BENEFIT ANALYSIS DESIGNED TO HELP JURISDICTIONS WEIGH THE ECONOMIC PROS AND CONS OF THE LEAA EXEMPLARY PROJECT PROMIS IS DESCRIBED. THE PROMIS COST/BENEFIT ANALYSIS INVOLVES DATA COLLECTION COST AND BENEFIT ESTIMATION, DISCUSSION OF RESULTS, AND SPECIAL STUDIES. IN AN ONSITE VISIT TO THE PROSECUTOR'S OFFICE, A REPRESENTATIVE OF THE INSTITUTE FOR LAW AND SOCIAL RESEARCH (INSLAW) GATHERS ABOUT 250 ITEMS OF INFORMATION COVERING SUCH AREAS AS STAFF SALARIES, CASE-PROCESSING VOLUMES, WITNESS FEES, AND CHARACTERISTICS OF THE OFFICE'S COMPUTER. THESE DATA ARE ENTERED INTO AN AUTOMATED COST/BENEFIT MODEL, WHICH PRODUCES THREE OUTPUTS: A SUMMARY TABLE CONTAINING ESTIMATES OF 30 CATEGORIES OF PROMIS COSTS AND BENEFITS FOR THE SYSTEM DEVELOPMENT PERIOD AND FOR A 1-YEAR OPERATING PERIOD; A DETAILED BREAKDOWN OF OVER 100 INTERMEDIATE RESULTS (E.G., COMPUTER COST PER PROMIS INQUIRY); AND A LISTING OF THE VALUES OF ALL VARIABLES USED IN THE ANALYSIS. THE INSLAW REPRESENTATIVE THEN DISCUSSES THE FINDINGS WITH THE PROSECUTOR. THE JURISDICTION'S COST/BENEFIT RESULTS ARE ENTERED ON INSLAW'S COMPUTER SO THAT THE COST-BENEFIT MODEL CAN BE REESTIMATED UNDER ALTERNATIVE ASSUMPTIONS ABOUT CASE PROCESSING, HARDWARE CONFIGURATIONS, OR MODIFICATIONS IN THE BASIC PROMIS SYSTEM. THE CATEGORIES OF COSTS AND BENEFITS ENCOMPASSED IN THE ANALYSIS ARE DISCUSSED, AND COMMONLY ASKED QUESTIONS ABOUT THE ANALYSIS ARE ANSWERED. SAMPLES OF OUTPUT FROM THE COMPUTER MODEL ARE INCLUDED. FOR OTHER

ISSUES IN THIS SERIES, SEE NCJ 44750-44767 AND 44769-44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

119. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 20—TRANSFERABILITY, REVISED, MARCH 1977.** 20 p. 1977. NCJ-44769

QUESTIONS CONCERNING THE TRANSFERABILITY OF PROMIS ARE ANSWERED, AND A CHART SHOWING THE CHARACTERISTICS OF JURISDICTIONS USING OR PLANNING TO USE THIS LEAA EXEMPLARY PROJECT IS PRESENTED. PROMIS HAS PROVED HIGHLY ADAPTABLE WHEN USED IN CONJUNCTION WITH COMPUTER HARDWARE BUT IS SUFFICIENTLY FLEXIBLE TO BE APPLIED MANUALLY IN PROSECUTOR'S OFFICES WHOSE CASELOADS MAY NOT WARRANT COMPUTERIZATION. THE ADAPTABILITY AND TRANSFERABILITY OF PROMIS ARE EVIDENCED BY THE VARIETY IN OFFICE SIZE, POPULATION, HARDWARE, AND OTHER CHARACTERISTICS OF JURISDICTIONS THAT HAVE CHOSEN TO IMPLEMENT PROMIS. THE ROLE OF THE INSTITUTE FOR LAW AND SOCIAL RESEARCH IN TRANSFERRING PROMIS TECHNOLOGY IS OUTLINED, AND THE PROMIS TRANSFER PACKAGE IS DESCRIBED. INCLUDED IN THE PACKAGE ARE PROMIS BRIEFING PAPERS, A VIDEOTAPSETTE OR FILM PRESENTATION, EXTENSIVE SOFTWARE DOCUMENTATION, COMPUTER SOFTWARE AND TEST DATA, A HANDBOOK, AND RESEARCH DESIGNS FOR USING PROMIS DATA IN STATISTICAL ANALYSES, TECHNICAL ASSISTANCE, AND USERS' GROUP SERVICES. QUESTIONS FREQUENTLY ASKED BY CHIEF PROSECUTORS CONSIDERING IMPLEMENTATION OF PROMIS ARE ANSWERED. A CASE STUDY IS USED TO ILLUSTRATE THE PROMIS TRANSFER PROCESS. A FOUR-PAGE CHART SUMMARIZES THE CHARACTERISTICS OF 45 JURISDICTIONS WHERE PROMIS TRANSFER IS EITHER PLANNED, IN PROCESS, OR COMPLETED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44768 AND 44770.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

120. **PROMIS (PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM), NO 21—OPTIONAL ON-LINE INQUIRY AND DATA INPUT CAPABILITY, REVISED, AUGUST 1976.** 16 p. 1976. NCJ-44770

PROMIS II—A SYSTEM THAT ALLOWS PROSECUTORS AND POLICE TO QUERY THE PROMIS COMPUTER AND RECEIVE IMMEDIATE ANSWERS—IS DESCRIBED. PROMIS II IS AN ON-LINE, REAL-TIME VERSION OF THE ORIGINAL PROMIS LEAA EXEMPLARY PROJECT. THE PROMIS II USER TYPES HIS QUESTION ON THE KEYBOARD OF A REMOTE TERMINAL AND READS THE ANSWER ON THE TERMINAL'S TELEVISION-LIKE SCREEN. AS IMPLEMENTED IN THE DISTRICT OF COLUMBIA PROSECUTOR'S OFFICE, PROMIS II USES THE PROMIS DATA BASE, WHICH INCLUDES APPROXIMATELY 170 ITEMS OF INFORMATION FOR EACH CASE, TO ANSWER QUERIES ON DEFENDANTS, COURT DOCKET NUMBERS, POLICE OFFICERS, CASE-AGING, DATES, AND WITNESSES. THE FOLLOWING ARE EXAMPLES OF THE INFORMATION AVAILABLE THROUGH PROMIS II: INDICATION OF WHETHER A GIVEN DEFENDANT HAS OTHER CASES PENDING; PERTINENT FACTS ABOUT ANY PENDING CASE; THE NUMBER AND STATUS OF ALL PENDING CASES INVOLVING A GIVEN POLICE OFFICER; A LIST OF CASES THAT HAVE BEEN

## PROMIS

PENDING FOR A GIVEN PERIOD OF TIME (OF USE IN MONITORING DELAYS); LISTS OF CASES SCHEDULED FOR TRIAL ON A GIVEN DATE; AND A LIST OF PENDING CASES INVOLVING A GIVEN WITNESS. PROMIS II CAN BE LINKED TO OTHER INFORMATION SYSTEMS SUCH AS WANTED PERSONS FILES OR STOLEN VEHICLE FILES, TO PROVIDE PROSECUTORS WITH ADDITIONAL INFORMATION ON DEFENDANTS. THE ON-LINE INQUIRY PACKAGE DESIGNED TO FACILITATE IMPLEMENTATION OF PROMIS II IS DESCRIBED BRIEFLY. THE USE OF INQUIRY TERMINALS FOR ON-LINE DATA ENTRY IS DISCUSSED, AND THE CONTENT OF AN ON-LINE DATA ENTRY PACKAGE IS NOTED. FOR OTHER ISSUES IN THIS SERIES, SEE NCJ 44750-44769.

**Supplemental Notes:** PROMIS BRIEFING SERIES.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005; NCJRS MICROFICHE PROGRAM.

## COURT INFORMATION SYSTEMS

121. **E. ADAMS. COURTS AND COMPUTERS.** AMERICAN JUDICATURE SOCIETY, SUITE 1606, 200 WEST MONROE STREET, CHICAGO IL 60606. 174 p. 1972. **NCJ-15009**  
AN INTRODUCTION TO IMPROVING COURT ADMINISTRATION THROUGH THE USE OF COMPUTERS, PUNCH CARD TECHNIQUES, AND SIMPLER DATA PROCESSING TECHNIQUES, WITH A DESCRIPTION OF METHODS FOR EFFECTING SUCH IMPROVEMENT. THIS BOOK IS WRITTEN FOR THOSE WHO ARE RESPONSIBLE FOR THE ADMINISTRATION OF THE NATION'S TRIAL COURTS, INCLUDING NOT ONLY JUDGES, BUT ALSO COURT ADMINISTRATORS AND CLERKS. FAMILIAR ASPECTS OF THE COURTS ARE FIRST DISCUSSED TO SHOW THE COMPLEXITY OF COURT ORGANIZATION, DOCUMENTATION, AND COURT DOCUMENT FLOW. THE NATURE OF DATA PROCESSING AND SYSTEMS ANALYSIS ARE THEN PRESENTED TO SHOW THEIR POTENTIAL AND THEIR LIMITATIONS. THE EXTENT OF DATA PROCESSING APPLICATIONS IN THE COURTS IS REVIEWED, AND FINALLY, THE REASONS FOR LIMITED PROGRESS ARE GIVEN. (AUTHOR ABSTRACT MODIFIED)
122. **AMERICAN BAR ASSOCIATION, 1800 M STREET, NW, WASHINGTON DC 20036. AUTOMATED LAW RESEARCH—A COLLECTION OF PRESENTATIONS DELIVERED AT THE FIRST NATIONAL CONFERENCE ON AUTOMATED LAW RESEARCH.** 191 p. 1973. **NCJ-11297**  
CURRENT PRACTICES AND PROBLEMS ASSOCIATED WITH THE STORAGE AND RETRIEVAL OF COMPLETE CASE AND STATUTORY DATA. JUDGES, PROSECUTORS, AND DEFENSE ATTORNEYS CAN TESTIFY TO THE VAGARIES OF TIME CONSUMING LEGAL RESEARCH. AS THE NUMBER OF STATUTES, RULINGS, AND CASE DECISIONS CONTINUES TO INCREASE, THE PROBLEMS OF FINDING ALL THE APPLICABLE MATERIALS ARE COMPOUNDED. THIS DOCUMENT PRESENTS A COLLECTION OF ARTICLES DEALING WITH ONE SOLUTION TO THIS SITUATION—ENLISTING THE AID OF COMPUTERS IN SEARCHING LEGAL TEXTS. THE AUTHORS DISCUSS THE SPECIAL PROBLEMS RELATED TO THE STORAGE OF VOLUMINOUS LEGAL MATERIALS AND THE RETRIEVAL BY LEGAL PRACTITIONERS. THE TWO PRINCIPAL THEORIES OF RETRIEVAL, BY INDEX TERMS AND FULL TEXT SEARCH, ARE EXPLAINED IN NONTECHNICAL TERMS. SEVERAL PROGRAMS IN VARIOUS STAGES OF OPERATION ARE DISCUSSED AND THE OBSTACLES ENCOUNTERED, AS WELL AS SUCCESSSES ACHIEVED BY DIFFERENT APPROACHES, ARE REVIEWED. OBAR, THE OHIO STATE BAR ASSOCIATION PROJECT WHICH PROVIDES FULL TEXT SEARCHING OF OHIO STATUTES AND JUDICIAL DECISIONS. IS ONE OF THE PROGRAMS DESCRIBED JURIS, THE UNITED STATES DEPARTMENT OF JUSTICE RETRIEVAL AND INQUIRY SYSTEM, IS DISCUSSED AS AN EXAMPLE OF A PROGRAM OFFERING BOTH INDEX TERM AND FULL TEXT SEARCHING TERMINAL ACCESS, USER TRAINING AND ACCEPTANCE, FINANCIAL CONSIDERATIONS, AND SYSTEMS DESIGN ARE DISCUSSED ALSO. PRACTICING LAWYERS AND THOSE INTERESTED IN A MORE EFFICIENT ALLOCATION OF LEGAL RESEARCH TIME WILL FIND THIS WORK OF INTEREST. A BIBLIOGRAPHY IS INCLUDED  
**Supplemental Notes:** CONFERENCE HELD MARCH 16-18, 1972, ATLANTA.  
**Availability:** AMERICAN BAR ASSOCIATION, 1155 EAST 60TH STREET, CHICAGO IL 60637.
123. **ARTHUR YOUNG AND COMPANY. CALIFORNIA—INTEGRATED COURT AUTOMATION/INFORMATION SYSTEM—FINAL REPORT (ISSUED IN TWO NUMBERED VOLUMES).** 400 p. 1972. **NCJ-15067**  
CONCEPTUAL DESIGNS FOR IMPROVING COURT INFORMATION SYSTEMS AND GUIDELINES FOR MAXIMIZING THE EFFICIENCY OF MANUAL AND AUTOMATED TECHNIQUES IN THE INTERNAL CONTROL AND ADMINISTRATION OF COURT ACTIVITIES. VOLUME I CONTAINS THE RECOMMENDATIONS, GENERAL SYSTEM DESCRIPTION, AND IMPLEMENTATION GUIDELINES FOR THE PROJECT, AND GIVES AN OVERALL SUMMARY OF THE PROJECT RESULTS. VOLUME II CONTAINS THE CONCEPTUAL DESIGNS OF THE INTEGRATED COURT AUTOMATION/INFORMATION SYSTEM (ICAIS) ALONG WITH AN OVERVIEW OF THE SYSTEM CONCEPTS. THE CONCEPTUAL DESIGNS ARE PRESENTED IN FLOW CHART FORM WITH ACCOMPANYING NARRATIVE TO FACILITATE THE DETAILED DESIGN AND IMPLEMENTATION OF ICAIS. (AUTHOR ABSTRACT)  
**Sponsoring Agency:** CALIFORNIA JUDICIAL COUNCIL, STATE BUILDING, ROOM 4200, SAN FRANCISCO CA 94102.  
**Availability:** NCJRS MICROFICHE PROGRAM.
124. **ARTHUR YOUNG AND COMPANY. INTEGRATED COURT AUTOMATION/INFORMATION SYSTEM—FINAL REPORT (ISSUED IN TWO NUMBERED VOLUMES).** 445 p. 1972. **NCJ-14051**  
THIS PROJECT DEVELOPS CONCEPTUAL DESIGNS FOR IMPROVING COURT INFORMATION SYSTEMS AND PRODUCES GUIDELINES TO MAXIMIZE THE ECONOMICAL AND EFFECTIVE

TIVE USE OF MANUAL AND AUTOMATED TECHNIQUES FOR COURT ADMINISTRATION. VOLUME I CONTAINS THE RECOMMENDATIONS, GENERAL SYSTEM DESCRIPTION, AND IMPLEMENTATION GUIDELINES FOR THE PROJECT, AND GIVES AN OVERALL SUMMARY OF THE PROJECT RESULTS. VOLUME II CONTAINS THE CONCEPTUAL DESIGNS OF THE INTEGRATED COURT AUTOMATION/INFORMATION SYSTEM (ICAIS) ALONG WITH AN OVERVIEW OF THE SYSTEM CONCEPTS. THE CONCEPTUAL DESIGNS ARE PRESENTED IN FLOW CHART FORM WITH ACCOMPANYING NARRATIVE TO FACILITATE THE DETAILED DESIGN AND IMPLEMENTATION OF ICAIS. MANY OF THE DESIGN CONCEPTS OF ICAIS PRESENTED IN THIS REPORT REFLECT THE MOST EFFECTIVE PROCEDURES BEING USED BY THE COURTS STUDIED DURING THIS PROJECT, INCLUDING CERTAIN COURTS OUTSIDE OF CALIFORNIA. (AUTHOR ABSTRACT)

**Sponsoring Agency:** US CIVIL SERVICE COMMISSION, 1900 E STREET, NW, WASHINGTON DC 20415.

**Availability:** NCJRS MICROFICHE PROGRAM.

125. S. D. CONTI, J. J. HELMS, L. R. MOORE, W. H. PUPP, B. J. SAWYER, and D. C. STEELMAN. PHILADELPHIA (PA) STANDARDS AND GOALS EXEMPLARY COURT PROJECT—FINAL EVALUATION. NATIONAL CENTER FOR STATE COURTS OSGOOD HILL, 723 OSGOOD STREET, NORTH ANDOVA MA 01845. 138 p. 1978. NCJ-51230
- EVALUATION OUTCOMES ARE PROVIDED FOR A SERIES OF PROGRAMS AND SYSTEMS IMPLEMENTED IN THE COURSE OF THE PHILADELPHIA (PA) STANDARDS AND GOALS EXEMPLARY COURT PROJECT (ECP). THE DEVELOPMENT AND IMPLEMENTATION OF ECP WAS UNDERTAKEN IN AN EFFORT TO SOLVE CERTAIN OF THE CRIMINAL JUSTICE PROBLEMS OF LATE 20TH CENTURY AMERICA. A VARIETY OF STUDIES AND EXPERIMENTAL PROGRAMS AND SYSTEMS WERE LAUNCHED IN THE COURSE OF ECP, INCLUDING THE FOLLOWING: (1) THE PHILADELPHIA JUSTICE INFORMATION SYSTEM (PJIS), (2) THE DISTRICT ATTORNEY'S MANAGEMENT INFORMATION SYSTEM (DAMIS), (3) PROJECT INTERCEPT, A PRETRIAL DIVERSION INITIATIVE, (4) A WITNESS UTILIZATION PROGRAM, (5) A PRESENTENCE STUDY EFFORT, (6) COURT VOLUNTEER SERVICES, (7) A VOICE WRITING SYSTEM FOR COURT REPORTING, AND (8) A MANAGEMENT AND PLANNING UNIT. AN EVALUATION OF THESE EFFORTS WAS CARRIED OUT BETWEEN OCTOBER 1977 AND FEBRUARY 1978. AFTER PREPARATORY LITERATURE REVIEWS APPLICABLE TO ECP, THE EVALUATORS CONDUCTED INTERVIEWS WITH THOSE INVOLVED IN ECP AND COLLECTED REPORTS AND OTHER DOCUMENTS ABOUT ACTIVITIES IN THE OVERALL PROJECT AND ITS CONSTITUENT ELEMENTS. THE CHAPTERS OF THIS REPORT ARE ORGANIZED IN THE SAME PATTERN: A BRIEF INTRODUCTION TO EACH ECP SUBPROJECT IS FOLLOWED WITH A SUMMARY OF ITS HISTORY AND PRESENT STATE AND EVALUATIVE COMMENTS. THE CHAPTERS ON PJIS AND DAMIS, ABOUT WHICH ADDITIONAL EVALUATIVE COMMENTS ARE PROVIDED REGARDING FUTURE OPTIONS, VARY FROM THIS FORMAT. IT WAS CONCLUDED THAT ECP ACHIEVED NO BETTER THAN MIXED RESULTS AND THAT THE FAILURE OF PJIS, THE KEY ECP SUBPROJECT, TO BECOME OPERATIONAL OFFERS SIGNIFICANT LESSONS ABOUT THE UTILITY OF LARGE, CENTRALIZED DATA SYSTEMS FOR METROPOLITAN CRIMINAL JUSTICE SYSTEMS. TABLES AND FIGURES ARE PROVIDED. SOURCE MATERIALS ARE CITED.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NATIONAL CENTER FOR STATE COURTS PUBLICATIONS DEPARTMENT, 300 NEWPORT AVENUE, WILLIAMSBURG VA 23185; NCJRS MICROFICHE PROGRAM.

126. DELAWARE COUNTY (PA) COURT COMPUTER INFORMATION SYSTEM PROJECT—FINAL EVALUATION REPORT. 71 p. 1976. NCJ-43685

SPECIFIC REPORTS PRODUCED BY THE COMPUTERIZED COURT INFORMATION SYSTEM SERVING THE DELAWARE, PA, COUNTY COMMON PLEAS COURT, DISTRICT JUSTICE COURT, AND RELATED AGENCIES ARE EVALUATED, AND QUALITY CONTROL RECOMMENDED. THIS LAST IN A SERIES OF REPORTS FINDS THAT ACCEPTANCE AND USE OF THE OUTPUT OF THE COMPUTERIZED INFORMATION SYSTEM ARE INCREASING, BUT THAT MUCH GREATER ATTENTION MUST BE PAID TO QUALITY CONTROL IF USER AGENCIES ARE TO HAVE CONFIDENCE IN THE SYSTEM. A POLICY COMMITTEE SHOULD ALSO SET PRIORITIES, BOTH LONG-TERM AND SHORT-TERM, TO END THE CONFLICT OVER USE OF THE SYSTEM. REPORTS PRODUCED ARE ANALYZED INDIVIDUALLY, CURRENT DISTRIBUTION NOTED, AND SUGGESTIONS MADE FOR GREATER USE. SAMPLES OF REPORTS GENERATED ARE INCLUDED.

**Sponsoring Agencies:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION; PENNSYLVANIA CRIMINAL JUSTICE PLANNING BOARD, P O BOX 1167, HARRISBURG PA 17108.

**Availability:** NCJRS MICROFICHE PROGRAM.

127. C. GATTER, J. KELLY, and B. POPP. NCSC (NATIONAL CENTER FOR STATE COURTS) COMPUTERIZED INTERACTIVE RESEARCH SYSTEM—USER'S INTRODUCTORY HANDBOOK. NATIONAL CENTER FOR STATE COURTS OSGOOD HILL, 723 OSGOOD STREET, NORTH ANDOVA MA 01845. 26 p. 1974. NCJ-25084

THE COMPUTERIZED INTERACTIVE RESEARCH SYSTEM IS A COMPUTER PROGRAM DESIGNED TO AID RESEARCHERS IN THE EVALUATION OF COURT SYSTEMS AND THE PREPARATION OF REPORTS. THIS SYSTEM, WHICH CAN BE ACCESSED THROUGH AN INEXPENSIVE OFFICE TERMINAL, FACILITATES THE COLLECTION, ORGANIZATION, AND MANIPULATION OF RAW DATA, AND ORGANIZES AND PRESENTS THE RESULTS AS REQUIRED FOR REPORT PREPARATION. THE HANDBOOK OFFERS INSTRUCTION IN, AND EXAMPLES OF, ITS USE.

**Sponsoring Agencies:** MASSACHUSETTS COMMITTEE ON CRIMINAL JUSTICE; US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

128. L. HORWITZ, L. MAIRS, M. R. RAD, and R. THALER. RESEARCH AND MANAGEMENT UTILIZATION OF A COURT INFORMATION SYSTEM. UNIVERSITY OF ROCHESTER. 43 p. 1975. NCJ-18795

THIS STUDY EXPLORES THE POTENTIAL FOR INCORPORATING CONTEMPORARY RESEARCH AND MANAGEMENT TECHNIQUES INTO A COMPUTERIZED CRIMINAL JUSTICE INFORMATION SYSTEM, AND SPECIFIES A DESIGN FOR EVALUATING THIS SYSTEM. SECTION ONE DISCUSSES THE APPLICABILITY OF SIMULATION AND RELATED MODELS FOR THE STUDY OF THE USE OF COURT RESOURCES AND DELAY. PREVIOUS EFFORTS TO APPLY MODELING TECHNIQUES TO THE CRIMINAL JUSTICE SYSTEM ARE REVIEWED, AND THREE COMPUTERIZED COURT SYSTEM MODELS DEVELOPED FOR OTHER LOCALITIES ARE ANALYZED, WITH DETAILED INFORMATION ON THEIR SCOPE, LIMITATIONS, AND COST. ONE OF THE RECOMMENDATIONS MADE IS TO DEVELOP A COMPREHENSIVE COMPUTER SIMULATION MODEL FOR THE LOCAL COURT SYSTEM, AND THE DATA ITEMS NECESSARY AS INPUT TO SUCH A MODEL ARE SPECIFIED. IN SECTION TWO, THE SPECIFICATIONS FOR A POSTIMPLEMENTATION EVALUATION DESIGN CAN BE FOUND. AN ECONOMIC MODEL FOR THE EVALUATION OF COMPUTER SYSTEMS IS DEVELOPED, WHICH CONSISTS OF GUIDELINES FOR BOTH A COST-BENEFIT AND COST-EFFECTIVENESS ANALYSIS. FACTORS TO BE CONSIDERED IN THE ANALYSIS, INCLUDING THE NECESSARY PREIMPLEMENTATION DATA ELEMENTS, ARE SPECIFIED ALONG WITH TECHNIQUES TO BE EMPLOYED.

AND A WORK PLAN FOR EFFECTING THE EVALUATION (AUTHOR ABSTRACT)

**Supplemental Notes:** ROCHESTER-MONROE COUNTY CRIMINAL JUSTICE PILOT CITY PROGRAM.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LEAA NATIONAL INSTITUTE OF LAW ENFORCEMENT AND CRIMINAL JUSTICE, 633 INDIANA AVENUE NW, WASHINGTON, DC 20531. **Availability:** NCJRS MICROFICHE PROGRAM; NTIS. Accession No. PB 242 594/AS.

129. IBM DATA PROCESSING DIVISION, 1133 WESTCHESTER AVENUE, WHITE PLAINS NY 10604; MILWAUKEE COUNTY EXECUTIVE OFFICE, SAFETY BUILDING, ROOM 208 (E), 821 WEST STATE STREET, MILWAUKEE, WI 53233. MILWAUKEE COUNTY (WI)—JUSTICE INFORMATION SYSTEM. 120 p. NCJ-46774

AN OVERVIEW IS PRESENTED OF THE COMPUTERIZED JUSTICE INFORMATION SYSTEM (JUSTIS) SERVING MILWAUKEE'S COURTS, CLERK OF THE COURTS, SHERIFF'S DEPARTMENT, AND DISTRICT ATTORNEY'S OFFICE. THIS NONTECHNICAL EXPLANATION OF THE SYSTEM'S OPERATION IS A COMPANION TO A TRAINING MANUAL (SEE NCJ 46775). JUSTIS ENTERS MORE THAN 170 ITEMS OF INFORMATION FOR EVERY CASE IN THE CRIMINAL JUSTICE SYSTEM. THESE ITEMS FALL INTO FOUR MAJOR CATEGORIES: (1) INFORMATION REGARDING TIME, PLACE, NATURE, AND INJURIES RESULTING FROM THE CRIMINAL EVENT; (2) DETAILED INFORMATION ON THE DEFENDANT; (3) INFORMATION SURROUNDING THE CASE AND ITS PROGRESS (ARREST CIRCUMSTANCES, CHARGES ISSUED, COURT EVENT OR TRANSACTIONS WITH RESULTS, AND COPIES OF ALL EVENTS IN THE COURT RECORD); AND (4) INFORMATION ON PARTICIPANTS (VICTIMS, WITNESSES, POLICE OFFICERS INVOLVED, PROSECUTORS, DEFENSE ATTORNEYS, JUDGES, COURT REPORTERS, AND CLERKS). DATA REMAINS ON-LINE FOR AT LEAST 50 DAYS AFTER FINAL DISPOSITION OF THE CASE, AT WHICH TIME A HARD COPY GOES INTO STORAGE FILES. THE SYSTEM HAS PROVED SELF-CORRECTING IN OPERATION AS EACH DEPARTMENT USING THE INFORMATION SENDS CORRECTIONS TO THE ORIGINATING AGENCY OR MAKES CORRECTIONS THROUGH ITS OWN TERMINAL. COURT CALENDARS ARE NOW PREPARED IN 0.5 HOURS INSTEAD OF THE 8 HOURS FORMERLY REQUIRED. CONFLICTING DATES FOR APPEARANCES OF DEFENSE ATTORNEYS OR EXPERT WITNESSES IN COURT HAVE BEEN GREATLY REDUCED. CHARTS PROVIDE A SYSTEM OVERVIEW. SAMPLES OF REPORTS GENERATED ARE REPRODUCED. SAMPLE TERMINAL-ENTERED INQUIRIES WITH ANSWERS ARE INCLUDED, AND SAMPLES OF THE SUBPOENAS GENERATED BY THE SYSTEM ARE PROVIDED. THE COMPUTER OPERATION IS CREDITED WITH ENABLING THE MILWAUKEE COURT SYSTEM TO KEEP UP WITH THE PAPERWORK REQUIRED FOR ITS EVER INCREASING CASELOADS.

130. B. KREINDEL, R. H. ADAMS, R. V. CAMPBELL, S. P. HOBART, and J. P. MORESCHI. COURT INFORMATION SYSTEMS—NATIONAL EVALUATION PROGRAM—PHASE 1 REPORT. DISTRICT OF COLUMBIA BOARD OF PAROLE, SUITE 203, 122 C STREET, NW, WASHINGTON DC 20001. 82 p. 1976. NCJ-38914

JUDGMENTAL ASSESSMENT OF THE EXISTING STATE OF KNOWLEDGE OF SYSTEM EFFECTIVENESS, THE FEASIBILITY OF LEARNING MORE ABOUT SUCH SYSTEMS, AND THE PLANNING FOR FURTHER EVALUATION. CONCERNED WITH THE EQUIPMENT, PROGRAMS, PROCEDURES, AND PERSONNEL WHICH PROVIDE INFORMATION SUPPORT TO COURT MANAGEMENT IN OPERATING AND ADMINISTERING MEDIUM TO LARGE TRIAL COURTS, THE ASSESSMENT IS BASED ON THE RESULTS OF LITERATURE RESEARCH, DISCUSSIONS WITH PRACTITIONERS, A NATIONWIDE TELEPHONE SURVEY, AND SITE VISITS TO 13 COURT INFORMATION SYSTEMS. THIS SUMMARY REPORT INCORPORATES THE FINDINGS OF

THE FOUR PREVIOUSLY PREPARED PHASE 1 INVESTIGATION REPORTS: A DISCUSSION OF SIGNIFICANT COURT INFORMATION SYSTEM ISSUES (NCJ-37883); DESCRIPTIONS AND FLOW DIAGRAMS OF EXISTING SYSTEM OPERATIONS; A DESCRIPTION OF THE DEVELOPMENT OF THE ASSESSMENT FRAMEWORK (NCJ-37885); AND JUDGMENTAL ASSESSMENT UTILIZING THE FRAMEWORK AND THE CRITICAL COURT INFORMATION ISSUES (NCJ-37884). THE ASSESSMENT CONCLUDES THAT WHILE THE POTENTIAL OF COURT INFORMATION SYSTEMS APPEARS TO BE SUBSTANTIAL, THERE HAS BEEN INSUFFICIENT EVALUATION TO CONCLUSIVELY DETERMINE THEIR EFFECT. A TWO-PAGE REFERENCE LIST AND A NINE-PAGE BIBLIOGRAPHY OF PERTINENT MATERIAL ARE APPENDED. (AUTHOR ABSTRACT)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LEAA NATIONAL INSTITUTE OF LAW ENFORCEMENT AND CRIMINAL JUSTICE, 633 INDIANA AVENUE NW, WASHINGTON, DC 20531. **Availability:** GPO Stock Order No. 027-000-00481-4; NCJRS MICROFICHE PROGRAM.

131. T. LANE, S. COX, J. HAUSNER, G. OLESON, and S. BROUNSTEIN. GUIDE TO COURT SCHEDULING, 1—A FRAMEWORK FOR CRIMINAL AND CIVIL COURTS. INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005. 44 p. 1976. NCJ-38326

BASED ON THE FINDINGS OF A COMPREHENSIVE RESEARCH PROJECT INVOLVING VISITS TO 30 COURTS AND INTERVIEWS WITH COURT PERSONNEL, THIS GUIDE PRESENTS A MODEL OF AN EFFECTIVE COURT SCHEDULING SYSTEM SUPPORTED BY EXISTING EXAMPLES. THIS GUIDE IS INTENDED TO BE THE FIRST IN A SERIES OF PUBLICATIONS WHOSE PURPOSE IS TO MAKE INFORMATION ON COURT SCHEDULING TECHNOLOGY AVAILABLE TO COURT DECISION MAKERS. THE PURPOSE OF THE MODEL IS TO PROVIDE A FRAMEWORK FOR DESCRIBING AND ANALYZING CURRENT METHODS, PROMOTING COMMUNICATION AND TRANSFER AMONG COURTS, AND DESIGNING AND DEVELOPING NEW TECHNOLOGIES. AFTER A DISCUSSION OF THE NEED FOR COURT SCHEDULING AND THE BASIC ELEMENTS OF A COURT SCHEDULING SYSTEM, THE MODEL OF A COURT SCHEDULING SYSTEM IS PRESENTED. THIS IS SUPPORTED BY EXAMPLES OF COURT SCHEDULING PRACTICES DEVELOPED IN SUCH AREAS AS DALLAS, KANSAS CITY, LOS ANGELES COUNTY, SAN DIEGO, TACOMA, BALTIMORE, CINCINNATI, AND MULTNOMAH COUNTY.

**Sponsoring Agency:** NATIONAL SCIENCE FOUNDATION, 1800 G STREET, NW, WASHINGTON DC 20550. **Availability:** INSTITUTE FOR LAW AND SOCIAL RESEARCH, 1125-15TH STREET, NW, WASHINGTON DC 20005.

132. NATIONAL CENTER FOR STATE COURTS NORTH CENTRAL REGIONAL OFFICE, SUITE 2208, AMERICAN NATIONAL BANK BUILDING, 5TH AND MINNESOTA STREETS, ST PAUL, MN 55101. NORTH DAKOTA—JUDICIAL INFORMATION SYSTEM PROJECT STATE JUDICIAL MANAGEMENT INFORMATION SYSTEM—MASTER PLAN. 76 p. 1976. NCJ-38976

THIS REPORT EXAMINES THE ISSUES INVOLVED IN DESIGNING A JUDICIAL INFORMATION SYSTEM, DISCUSSES THE STRUCTURE FOR A STATE JUDICIAL INFORMATION SYSTEM, AND OUTLINES THE NORTH DAKOTA MULTI-YEAR INFORMATION SYSTEM MASTER PLAN. THE LEGAL AUTHORITY FOR GATHERING, COLLECTING, AND SUPPLYING STATEWIDE JUDICIAL INFORMATION IN NORTH DAKOTA HAS BEEN VESTED IN THE SUPREME COURT. IN ORDER TO ENSURE THE ORDERLY AND EFFECTIVE DEVELOPMENT OF COURT RELATED SYSTEMS TO FURNISH THIS INFORMATION, THE SUPREME COURT HAS UNDERTAKEN TO ESTABLISH A STATE JUDICIAL INFORMATION SYSTEM. THIS REPORT FIRST REVIEWS SOME OF THE POLICY ISSUES CREATED BY DEVELOPING AND IMPLEMENTING JUDICIAL INFORMATION SYSTEMS. SPECIFIC INFORMATION COMPONENTS NECESSARY TO MEET NE-

BRASKA'S INFORMATION NEEDS ARE OUTLINED, INCLUDING CASE REPORTING MODULES, A PERSONNEL INVENTORY MODULE, A FINANCIAL AND BUDGETARY MODULE, AN EQUIPMENT INVENTORY MODULE, A LIBRARY INVENTORY MODULE, AND A JURY SERVICES MODULE. FINALLY, A FIVE YEAR OUTLINE OF THE INFORMATION SYSTEM PLAN AND A MULTI-YEAR PHASING CHART OF THE JUDICIAL INFORMATION SYSTEM ARE PROVIDED.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

133. **NATIONAL CENTER FOR STATE COURTS** OSGOOD HILL, 723 OSGOOD STREET, NORTH HANOVER MA 01845. **STUDY OF THE CONNECTICUT JUDICIAL DEPARTMENT'S COMPUTER OPTIONS.** 348 p. 1975. NCJ-49049

EFFORTS TO IDENTIFY BOTH EXISTING CRIMINAL JUSTICE COMPUTER OPTIONS IN CONNECTICUT AND THE TOOLS FOR THEIR CONTINUOUS ANALYSIS ARE DISCUSSED, WITH ATTENTION TO IMMEDIATE AND LONG-TERM CONSIDERATIONS. THE INCREASED USE AND COST (\$50,000 IN 1969 TO \$1,540,000 IN 1974) OF AUTOMATED INFORMATION PROCESSING BY THE CONNECTICUT JUDICIAL DEPARTMENT (CJD) HAS NECESSITATED AN ANALYSIS OF THE FOLLOWING OPTIONS: (1) CONTINUED RENTING OF COMPUTER TIME FROM THE CONNECTICUT STATE DATA CENTER; (2) PURCHASE OF A COMPUTER; (3) INVESTIGATION OF OTHER COURSES OF ACTION AVAILABLE TO CJD; AND (4) CLARIFICATION OF THE TYPE OF ORGANIZATIONAL STRUCTURE AND MANAGEMENT TOOLS NEEDED TO ANALYZE EXISTING AND FUTURE COMPUTER NEEDS. AN EXAMINATION IS MADE OF THE FOUR COMPUTER-BASED INFORMATION SYSTEMS (CIVIL, CRIMINAL, JURY, AND JUVENILE) SERVING THE CONNECTICUT COURTS, WITH EMPHASIS ON MANAGERIAL AND TECHNICAL ASPECTS. THE ORGANIZATION OF THE CJD'S DATA PROCESSING PERSONNEL AND THEIR INFORMATION PROCESSING GOALS ARE DESCRIBED, ALONG WITH DOCUMENTATION OF THE CJD'S EXISTING COMPUTER CAPABILITIES. BECAUSE OF CONTINUOUS CHANGES IN INFORMATION TECHNOLOGY AFFECTING COMPUTER DECISIONS, AN ASSESSMENT OF THE STATE-OF-THE-ART IN INFORMATION TECHNOLOGY IS INCLUDED. THE CJD'S AUTOMATED INFORMATION PROCESSING OPTIONS ARE LISTED AND ANALYZED; RECOMMENDATIONS ARE MADE REGARDING ALTERNATIVE COMPUTER OPTIONS, COST/BENEFIT ANALYSIS, AND THE APPLICATION OF WEIGHING TOOLS. FINALLY SYSTEMS PLANNING IS EXAMINED IN TERMS OF CHOOSING A PLANNING TECHNIQUE AND USING A PLANNING-PROGRAMMING-BUDGETING SYSTEM IN THE DATA PROCESSING DEPARTMENT. CHARTS, GRAPHS, AND TABLES ILLUSTRATE EVALUATION TECHNIQUES AND CRITERIA. APPENDED MATERIALS INCLUDE A LIST OF STUDY RECOMMENDATIONS, A DESCRIPTION OF SELECTED COURT COMPUTER-BASED INFORMATION SYSTEMS, A SKELETAL COST-BENEFIT ANALYSIS OF PLANNING METHODS, A GLOSSARY, AND AN ANNOTATED BIBLIOGRAPHY OF SELECTED PUBLICATIONS ON THE MANAGEMENT AND DESIGN OF COMPUTER-BASED INFORMATION SYSTEMS PUBLISHED BETWEEN 1962 AND 1975. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

134. **NATIONAL CENTER FOR STATE COURTS PUBLICATIONS DEPARTMENT**, 300 NEWPORT AVENUE, WILLIAMSBURG VA 23185. **STATE JUDICIAL INFORMATION SYSTEMS—STATE OF THE ART REPORT, 1978.** 343 p. 1979. NCJ-61978  
THIS REPORT PROVIDES DETAILS OF FISCAL EXPENDITURES AND TECHNICAL DATA ON INFORMATION SYSTEMS IN 40 STATE JUDICIARIES. COMPREHENSIVE PROFILES OF THE SYSTEM IN 23 STATES ALSO ARE INCLUDED. USING THIS REPORT, STATE COURT OFFICIALS, LEAA, AND OTHER IN-

TERESTED GROUPS CAN COMPARE STATE JUDICIAL INFORMATION SYSTEMS TO DETERMINE BENEFITS AND COSTS OF VARIOUS SYSTEMS. REPORT INFORMATION WAS COLLECTED AND COMPILED THROUGH ONSITE VISITS AND REVIEWS OF LITERATURE, DOCUMENTATION, WORKING PAPERS, AND SURVEY QUESTIONNAIRES. PRIMARY SOURCES REGARDING INDIVIDUAL STATE JUDICIAL INFORMATION SYSTEM (SJIS) ACTIVITIES WERE ASSESSMENTS, SURVEYS, AND DOCUMENTATION FROM THE 23 PARTICIPATING SJIS STATES. A BRIEF HISTORY OF THE SJIS PROJECT IS PRESENTED, THE FIRST FOUR PHASES OF THE PROJECT ARE REVIEWED, AND THE FUTURE OBJECTIVES OF THE FIFTH PHASE OF THE SJIS PROJECT ARE HIGHLIGHTED. NOTE IS MADE OF THE EXPANSION OF THE SJIS PROJECT TO ALL 50 STATES, TERRITORIES, AND THE DISTRICT OF COLUMBIA BEGINNING IN MAY 1979. THE VARIOUS TECHNOLOGIES AND METHODOLOGIES INVOLVED IN DEVELOPING AUTOMATED COURT INFORMATION SYSTEMS ARE DISCUSSED IN NONTECHNICAL LANGUAGE. CHARTS AND TABLES ILLUSTRATE THE CURRENT TECHNICAL STATUS OF SJIS ACTIVITIES IN BOTH PARTICIPATING AND NONPARTICIPATING STATES AND TERRITORIES. INFORMATION PROVIDED INCLUDES COSTS ASSOCIATED WITH DEVELOPING AND OPERATING AN AUTOMATED INFORMATION SYSTEM; VARIOUS SUBMODULES (CIVIL, CRIMINAL, JUVENILE) OPERATING OR BEING DEVELOPED AS OF DECEMBER 31, 1978; DETAILED METHODS OF COLLECTING, PREPARING, AND ENTERING DATA AS WELL AS METHODS FOR GENERATING OUTPUT REPORTS; TYPES AND CONFIGURATIONS OF COMPUTER EQUIPMENT USED TO SUPPORT EACH OPERATIONAL SUBMODULE; AND GENERAL INFORMATION ON TRAINING PRACTICES, SECURITY, AND PRIVACY PROCEDURES IMPLEMENTED IN VARIOUS STATES. FOOTNOTES ARE INCLUDED. APPENDIXES PROVIDE A PROFILE OF EACH PARTICIPATING SJIS PROJECT STATE, A DIRECTORY OF STATE COURT ADMINISTRATORS AND INFORMATION SYSTEM DIRECTORS, AND A GLOSSARY OF TERMS. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** NATIONAL CENTER FOR STATE COURTS PUBLICATIONS DEPARTMENT, 300 NEWPORT AVENUE, WILLIAMSBURG VA 23185.

135. **NATIONAL LEGAL AID AND DEFENDER ASSOCIATION**, 2100 M STREET, NW, SUITE 601, WASHINGTON DC 20037. **DEFENDER MANAGEMENT INFORMATION SYSTEMS FEASIBILITY STUDY, VOLUME 1—EXECUTIVE SUMMARY.** 34 p. 1979. NCJ-60545

DETAILED TECHNICAL REQUIREMENTS, CONCLUSIONS, AND RECOMMENDATIONS ARE SUMMARIZED IN THIS VOLUME. PART OF AN INITIAL FEASIBILITY STUDY FOR MANAGEMENT INFORMATION SYSTEMS IN PUBLIC DEFENDER OFFICES. INFORMATION REQUIREMENTS WERE DEVELOPED FOR MANAGEMENT INFORMATION SYSTEMS (MIS) IN PUBLIC DEFENDER OFFICES RANGING IN SIZE FROM 7 TO 150 ATTORNEYS. DURING SITE VISITS TO FIVE SELECTED DEFENDER OFFICES, IT WAS FOUND THAT ATTORNEYS WERE RELUCTANT TO USE AN MIS IN THEIR DEFENDER OFFICES. THE CONCEPT OF AN MIS IN WHICH THE PUBLIC DEFENDER SHARES INFORMATION WITH OTHER PARTS OF THE CRIMINAL JUSTICE SYSTEM REQUIRED THE DEVELOPMENT OF CASELOAD-WEIGHTING FACTORS SO THAT DEFENDERS COULD PROJECT THE BURDEN PLACED ON THEIR OFFICES AS EACH NEW CASE WAS ASSIGNED. TO DETERMINE CASELOAD WEIGHTING, THE INFORMATION NEEDS FOR DEFENDERS WERE GROUPED INTO SEVERAL REPORT LEVELS, EACH CONTAINING SPECIFIC REPORTS. AN OUTLINE OF THE VARIOUS REPORTS DEVELOPED BY THE PROJECT IS PROVIDED. IN ADDITION, IN REVIEWING THE CONSIDERATIONS RELEVANT TO THE DEVELOPMENT OF AN AUTOMATED MIS FOR DEFENDERS, TWO LINES OF RESEARCH WERE PURSUED. (1)

ANALYSIS OF THE PROSECUTOR'S MANAGEMENT INFORMATION SYSTEM (PROMIS) AND MINI PROMIS SYSTEMS DEVELOPED FOR USE IN PROSECUTORS' OFFICES, INCLUDING ACQUISITION OF INFORMATION FROM THE INSTITUTE FOR LAW AND SOCIAL RESEARCH (THE AGENCY THAT DEVELOPED MINI PROMIS AND PROMIS), ONSITE RECONNAISSANCE OF PROMIS INSTALLATIONS, A DETAILED REVIEW OF EXISTING LITERATURE ON MINI PROMIS, AND ATTENDANCE AT ONE PROMIS USERS GROUP MEETING; AND (2) ANALYSIS OF ALL EXISTING AUTOMATED INFORMATION SYSTEMS CURRENTLY USED BY PUBLIC DEFENDERS. FINALLY, PROJECT STAFF CONDUCTED A MARKET SURVEY WHICH REVEALED THAT PUBLIC DEFENDERS ARE UNDER SIGNIFICANT BUDGET CONSTRAINTS WHICH RESTRICT THE DEVELOPMENT OF ANY AUTOMATED SYSTEM WITHOUT A SUBSTANTIAL ALLOCATION OF RESOURCES FROM LEAA OR SOME OTHER SOURCE. ALTHOUGH DEFENDERS UNDERSTAND THE NEED FOR SOME TYPE OF MIS, PARTICULARLY IF SUCH A SYSTEM CAN BE TIED TO A CASE-WEIGHTING METHOD, LITTLE FUNDING IS AVAILABLE. RECOMMENDATIONS ARE PROPOSED, RANGING FROM THE ADVANCEMENT OF A MANUAL SYSTEM TO THE SOPHISTICATION OF MICROCOMPUTER TECHNOLOGY. A TABLE COMPARING THE VARIOUS SYSTEMS STUDIED BY TYPES OF BENEFITS AND COSTS AND AN ORDER FORM FOR OBTAINING COPIES ARE INCLUDED.

**Supplemental Notes:** VOLUMES 1-3, NCJ-60546-NCJ-60548.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NATIONAL LEGAL AID AND DEFENDER ASSOCIATION, 2100 M STREET, NW, SUITE 601, WASHINGTON DC 20037.

136. NATIONAL LEGAL AID AND DEFENDER ASSOCIATION, 2100 M STREET, NW, SUITE 601, WASHINGTON DC 20037. DEFENDER MANAGEMENT INFORMATION SYSTEMS FEASIBILITY STUDY, VOLUME 2—INFORMATION REQUIREMENTS—FINAL REPORT. 211 p. 1979. NCJ-60546  
THIS VOLUME IS PART OF AN INITIAL FEASIBILITY STUDY FOR MANAGEMENT INFORMATION SYSTEMS IN PUBLIC DEFENDER OFFICES. IT DETAILS THE BASIC INFORMATION WHICH MIGHT BE GATHERED BY SUCH A SYSTEM. IN THIS STUDY, THE MANAGEMENT INFORMATION SYSTEM (MIS) PRODUCED INFORMATION RELATING TO THE FLOW OF A CASE THROUGH THE CRIMINAL JUSTICE SYSTEM. THE PROJECT FOCUSED ON THE INFORMATION NEEDS OF DEFENDER OFFICES WITH 6 TO 70 FULL-TIME ATTORNEYS. THE INFORMATION REQUIREMENTS WERE DEVELOPED IN TWO STAGES: AN INFORMATION AND DATA-GATHERING STAGE AND A DEFINITION OF REPORTS AND DATA ELEMENTS STAGE. THE PRIMARY SOURCE OF INFORMATION DURING THE DATA-GATHERING STAGE WAS 3-DAY SITE VISITS TO 5 TYPICAL DEFENDER JURISDICTIONS, AS WELL AS INTERVIEWS WITH 36 PUBLIC DEFENDERS. DURING THE REPORT AND DATA ELEMENT DEFINITION STAGE, DEFENDERS' INFORMATIONAL NEEDS WERE ORGANIZED INTO STRUCTURED REPORTS THAT WOULD MEET THOSE NEEDS THROUGH AUTOMATION. THESE REPORTS WERE ORGANIZED INTO THE FOLLOWING GROUPS: BASIC STATISTICAL REPORTS, MINIMUM REPORTS, STANDARD REPORTS, AND MAXIMUM REPORTS. DEFENDERS' INFORMATIONAL NEEDS WERE THEN DISCUSSED IN TERMS OF STAFF RESISTANCE TO AUTOMATION, THE CONCEPT OF INFORMATION SHARING, DATA INTAKE, AND CASELOAD WEIGHTING. GENERALLY, ATTORNEYS HAVE AN ANTI-PATHY TO THE AUTOMATION OF INFORMATION, ALTHOUGH THEY EXPRESSED SIGNIFICANT INTEREST WHEN PRESENTED WITH THE ADVANTAGES OF THE MIS; ATTORNEYS WOULD BE WILLING TO RECEIVE DATA IN A SHARED SYSTEM BUT WOULD REFUSE TO SUPPLY DATA THAT MIGHT BE USEFUL TO THE PROSECUTION; AND MOST ATTORNEYS EXPRESSED A NEED FOR AN EASILY APPLIED SYSTEM OF USING THE DATA KNOWN AT

THE TIME CASES ARE ASSIGNED IN ORDER TO DISTRIBUTE THE WORKLOAD EQUITABLY AMONG OFFICE ATTORNEYS. FINALLY, A DISCUSSION OF CONFIDENTIALITY, PRIVACY, AND SECURITY IN A SHARED SYSTEM LEADS TO SEVERAL CONCLUSIONS: SUFFICIENT SAFEGUARDS MUST BE IMPLEMENTED TO ASSURE DEFENDERS THAT THE PROSECUTION WILL GAIN NO ADVANTAGE THROUGH SUCH DATA; PRIVACY AMONG OFFICE STAFF IS NOT A SUBSTANTIAL PROBLEM; THE GENERAL ATTORNEY-CLIENT PRIVILEGE IS AS RESTRICTIVE AS THE LEAA-PROMULGATED PRIVACY REGULATIONS. APPENDIXES CONTAIN SYSTEM-PRODUCED INFORMATION, A TABLE OF SAMPLE REPORTS, AND DESCRIPTIONS OF DATA ELEMENTS, DATA ELEMENT CODES, SITE-SELECTION METHODOLOGY, AND SITE VISITS. FOOTNOTES AND GRAPHS ARE PROVIDED.

**Supplemental Notes:** VOLUME 1, NCJ-60545; VOLUME 3, NCJ-60547; VOLUME 4, NCJ-60548.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NATIONAL LEGAL AID AND DEFENDER ASSOCIATION, 2100 M STREET, NW, SUITE 601, WASHINGTON DC 20037.

137. NATIONAL LEGAL AID AND DEFENDER ASSOCIATION, 2100 M STREET, NW, SUITE 601, WASHINGTON DC 20037. DEFENDER MANAGEMENT INFORMATION SYSTEMS FEASIBILITY STUDY, VOLUME 4—MANAGEMENT ANALYSIS AND RECOMMENDATIONS—FINAL REPORT. 88 p. 1979. NCJ-60548

AS PART OF A FEASIBILITY STUDY FOR MANAGEMENT INFORMATION SYSTEMS IN PUBLIC DEFENDER OFFICES, THIS VOLUME PRESENTS A COST-BENEFIT ANALYSIS OF ALTERNATIVE SYSTEMS, A MARKET ANALYSIS, AND FINAL CONCLUSIONS AND RECOMMENDATIONS. THE PROJECT STAFF REVIEWED THE OPERATION OF DEFENDER OFFICES AND IDENTIFIED AND ANALYZED THE TYPES OF COSTS AND BENEFITS WHICH ARE ASSOCIATED WITH THE IMPLEMENTATION OF MANAGEMENT INFORMATION SYSTEMS (MIS) WITHIN SUCH OFFICES. THE COSTS INVOLVED, WHICH ARE DETAILED IN THIS REPORT, INCLUDE SOFTWARE DEVELOPMENT, HARDWARE PURCHASE, TRANSFER COST, THE ONGOING MAINTENANCE OF ANY MIS, AND PERSONNEL. IN ADDITION, THE COST BENEFIT OF VARIOUS SYSTEMS DEPENDS TO SOME DEGREE ON THE SIZE AND SCOPE OF OFFICE OPERATIONS. TELEPHONE SURVEYS AND SITE VISITS TO PUBLIC DEFENDERS' OFFICES, USED IN A MARKET ANALYSIS OF SEVERAL MIS'S, REVEALED THAT VIRTUALLY NO PUBLIC DEFENDER IN THE COUNTRY IS IN THE POSITION TO FUND EVEN A MINIMAL AUTOMATED MIS WITHOUT OUTSIDE FUNDING FROM LEAA OR OTHER SOURCES. DESPITE THIS, THE SURVEY POINTED OUT A SIGNIFICANT NEED FOR AN MIS—WHETHER MANUAL OR AUTOMATED. ALTHOUGH DEFENDERS ARE UNLIKELY TO BE ABLE TO ABSORB THE LONG-TERM COSTS OF AN AUTOMATED MIS, THEY COULD IMPLEMENT A BROADLY BASED MANUAL SYSTEM WITH LITTLE OR NO OUTSIDE CONSULTANT COST. OVERALL, STUDY CONCLUSIONS POINT TO THE NEED FOR INCREASED UNDERSTANDING BY DEFENDERS OF THE VALUE OF INFORMATION SYSTEMS. FOUR INTERRELATED RECOMMENDATIONS ARE MADE, RANGING FROM A MANUAL SYSTEM TO SOPHISTICATED MICROCOMPUTER TECHNOLOGY, EACH EMPHASIZING THE NEED FOR FUNDING SUPPORT. SUGGESTIONS FOR DEFENDERS INTENDING TO AUTOMATE ARE INCLUDED, AND NOTES FROM THE MARKET SURVEY ARE APPENDED. A CHART AND TABULAR DATA ARE PROVIDED.

**Supplemental Notes:** VOLUMES 1-3, NCJ-60545-NCJ-60547.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NATIONAL LEGAL AID AND DEFENDER ASSOCIATION, 2100 M STREET, NW, SUITE 601, WASHINGTON DC 20037.

138. **C. W. NIHAN. COURTRAN 2—AN ASSESSMENT OF APPLICATIONS AND COMPUTER REQUIREMENTS, REV. ED.** FEDERAL JUDICIAL CENTER, 1520 H STREET, NW, WASHINGTON DC 20005. 92 p. 1974. NCJ-15489

DESCRIPTION AND EVALUATION OF THIS COURT MANAGEMENT AND STATISTICS SYSTEM DESIGNED TO BE OPERATED BY COURT PERSONNEL ON A COMPUTER LOCATED IN THE COURTHOUSE. THIS REPORT ANALYZES THE POTENTIAL COURTRAN TWO APPLICATIONS IN FEDERAL COURTS, PROPOSES A MINI-COMPUTER CONFIGURATION TO SUPPORT COURTRAN TWO OPERATIONS, AND DISCUSSES FACTORS CONSIDERED IN SELECTING THE PROPOSED CONFIGURATION. THE PROBABLE OPERATING COSTS AND DOLLAR SAVINGS WHICH WOULD RESULT FROM THE INTRODUCTION OF COURTRAN TWO AND THE TWELVE COURT FUNCTIONS TO BE SUPPORTED ARE DISCUSSED. THE IMMEDIATELY ATTAINABLE APPLICATIONS INCLUDE CIVIL AND CRIMINAL CASEFLOW MANAGEMENT, BANKRUPTCY PETITION MANAGEMENT, MAINTENANCE OF THE MASTER NAME INDEX, JURY SELECTION AND UTILIZATION OPERATIONS, AND CALENDAR MANAGEMENT. SOME POTENTIAL FUNCTIONS OF THE SYSTEM INCLUDE COMPUTER TRANSCRIPTION, INDEXES FOR INDIVIDUAL JUDGES OR COURTS, AND REFINED STATISTICAL AND FORECASTING CAPABILITIES. EVALUATION OF SYSTEM DESIGN FOUND THAT IT WAS VERY COMPATIBLE WITH COURT OPERATIONS AND WOULD REPRESENT CONSIDERABLE SAVINGS. ATTACHMENTS TO THE REPORT INCLUDE TECHNICAL SPECIFICATIONS FOR THE COMPUTER EQUIPMENT AND SYSTEM SUPPORT AND A REPORT ON COURTRAN EVALUATED BY CLERICAL WORK MEASUREMENTS.

Availability: NCJRS MICROFICHE PROGRAM.

139. **L. P. POLANSKY. COMPUTER USE IN THE COURTS—PLANNING, PROCUREMENT AND IMPLEMENTATION CONSIDERATIONS.** AMERICAN UNIVERSITY LAW SCHOOL INSTITUTE FOR ADVANCED STUDIES IN JUSTICE, 4900 MASSACHUSETTS AVENUE, NW, WASHINGTON, DC 20016. 188 p. 1976. NCJ-55118

A FRAMEWORK IS PROVIDED FOR ASSESSING COURT-RELATED COMPUTER NEEDS, PLANNING A MANAGEMENT-RELEVANT SYSTEM, AND IMPLEMENTING AND MAINTAINING A FUNCTIONING SYSTEM THAT WILL HELP FURTHER THE AIMS OF THE JUDICIARY. THE IMPLICATIONS OF THE COMPUTER REVOLUTION FOR THE ADMINISTRATION AND OPERATION OF THE COURTS ARE DISCUSSED, WITH ATTENTION TO THE ALTERNATIVE PATHS AVAILABLE TO ADMINISTRATORS INTERESTED IN IMPLEMENTING A COMPUTER-BASED MANAGEMENT SYSTEM. FOLLOWING AN OVERVIEW OF THE NATURE AND SCOPE OF INFORMATION SYSTEMS, A SYSTEMATIC APPROACH TO DEVELOPING AND IMPLEMENTING THE NECESSARY HARDWARE AND SOFTWARE PACKAGES IS OUTLINED, WITH EMPHASIS ON THE FOLLOWING: (1) FEASIBILITY DETERMINATIONS, EVALUATIONS OF SYSTEM DEVELOPMENT ALTERNATIVES, AND COST-BENEFIT ANALYSES; (2) ASSESSING THE POLITICAL AND PRACTICAL CONSIDERATIONS (E.G., PROBLEMS OF USING CENTRAL COMPUTER FACILITIES, INTERAGENCY CONTRACTS, JUDICIAL INDEPENDENCE, PRIVACY AND SECURITY OF DATA); (3) DESIGNING THE SYSTEM (INCLUDING POLICY AND GOAL DETERMINATIONS AND ANALYSIS OF POTENTIAL APPLICATIONS); (4) SOFTWARE AND HARDWARE CONCERNS, SUCH AS LEVELS OF TECHNOLOGY TRANSFER, CHOICE OF PROGRAMMING LANGUAGE, AND SELECTION OF MINI-, MAXI-, AND MICROCOMPUTERS; (5) PROCUREMENT POLICIES AND PROCEDURES AND WRITING VENDOR CONTRACTS; (6) PROBLEM AREAS IN IMPLEMENTATION, INCLUDING STAFF AND MANAGEMENT, PRODUCT EVALUATION, AND SITE PREPARATION; (7) THE NEED FOR CONTINUOUS EVALUATION OF THE ONGOING SYSTEM; (8) FUNDING THE PROJECT THROUGH LEAA, STATE, LOCAL, AND OTHER REVENUE

SOURCES; AND (9) THE FEASIBILITY, PRACTICALITY, AND POSSIBLE BENEFITS OF A CONSOLIDATED STATEWIDE JUDICIAL INFORMATION SYSTEM. A GLOSSARY, BIBLIOGRAPHY, AND LIST OF CRIMINAL COURTS TECHNICAL ASSISTANCE PROJECT ASSIGNMENTS IN THE INFORMATION SYSTEMS AREA ARE APPENDED.

Supplemental Notes: CRIMINAL COURTS TECHNICAL ASSISTANCE PROJECT, MONOGRAPH N 3.

Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION

Availability: AMERICAN UNIVERSITY LAW SCHOOL INSTITUTE FOR ADVANCED STUDIES IN JUSTICE, 4900 MASSACHUSETTS AVENUE, NW, WASHINGTON, DC 20016. NCJRS MICROFICHE PROGRAM.

140. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. AUTOMATED LEGAL RESEARCH—A STUDY FOR CRIMINAL JUSTICE AGENCIES.** 124 p. 1978. NCJ-47855

A 2-YEAR STUDY OF THE LEXIS WESTLAW, AND JUSTICE RETRIEVAL AND INQUIRY SYSTEM (JURIS) AUTOMATED LEGAL RESEARCH SYSTEMS AS IMPLEMENTED IN A VARIETY OF CRIMINAL JUSTICE AGENCIES IS DOCUMENTED. LEXIS, OWNED BY MEAD DATA CENTRAL (MDC), IS SPONSORED BY THE ORGANIZED BAR. WESTLAW IS OWNED BY WEST PUBLISHING COMPANY. JURIS IS DEVELOPED BY THE U.S. DEPARTMENT OF JUSTICE. THE STUDY EVALUATED THE EFFICIENCY, COST, AND ORGANIZATIONAL AND SYSTEM CHARACTERISTICS OF THE THREE SYSTEMS ON THE BASIS OF DATA GATHERED DURING 6-MONTH DEMONSTRATIONS IN STATE AND LOCAL AGENCIES (APPELLATE COURTS, TRIAL COURTS, OFFICES OF ATTORNEYS GENERAL, PROSECUTORS, AND PUBLIC DEFENDERS). THIRTY SYSTEM TERMINALS WERE DEPLOYED IN 20 CITIES IN 8 STATES. PART I OF THE REPORT NARRATES THE BACKGROUND, OBJECTIVES, DESIGN, METHODS OF ANALYSIS, FINDINGS, CONCLUSIONS, AND RECOMMENDATIONS OF THE PROJECT. PART II PRESENTS TABULATED DATA AND DESCRIBES STATISTICAL METHODS USED TO ANALYZE THE DATA. THE STUDY FOUND THAT, UNDER NORMAL OPERATING CONDITIONS, THERE WAS NO APPRECIABLE DIFFERENCE BETWEEN AUTOMATED AND MANUAL RESEARCH IN TERMS OF OVERALL RESEARCH QUALITY AND TIME. HOWEVER, WHEN AN AGENCY WAS ORGANIZED TO MAKE BEST USE OF AN AUTOMATED SYSTEM, THE SYSTEM'S EFFICIENCY INCREASED SIGNIFICANTLY. FACTORS CONTRIBUTING TO EFFECTIVE USE OF AUTOMATED SYSTEMS INCLUDE THE NUMBER OF USERS AT AN AGENCY, THE ADEQUACY OF TRAINING, ACCESS TO BOTH LEXIS AND WESTLAW, PRESENCE OF AN ASSIGNED SPECIALIST, AND CONVENIENCE OF TERMINAL LOCATION. THE COSTS ASSOCIATED WITH USING THE AUTOMATED SYSTEMS ARE HIGH; CONSEQUENTLY THE SYSTEMS ARE NOT ECONOMICALLY PRACTICAL FOR MOST AGENCIES. SYSTEM SUPPLIERS ARE URGED TO FIND WAYS OF LOWERING THEIR CHARGES AND TO IMPROVE TRAINING FOR SYSTEM USERS. POTENTIAL SYSTEMS USERS ARE URGED TO CONSIDER SHARING AN AUTOMATED RESEARCH TERMINAL WITH OTHER AGENCIES. OTHER FINDINGS, INCLUDING THOSE RELATING TO ATTRIBUTES OF SPECIFIC SYSTEMS, ARE PRESENTED AND DISCUSSED. SUPPORTING MATERIALS—A BIBLIOGRAPHY, STUDY INSTRUMENTS, DESCRIPTIONS OF THE THREE SYSTEMS—ARE PROVIDED.

Sponsoring Agency: NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

Availability: SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822.

141. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. GAVEL—A NATIONAL MODEL TRIAL COURT INFORMATION SYSTEM PROJECT.** 118 p. 1978. NCJ-49658

A DESIGN FOR AN INFORMATION SYSTEM TO MEET THE FUNCTIONAL REQUIREMENTS AND DATA PRODUCTION

NEEDS OF LOCAL (CRIMINAL AND CIVIL) TRIAL COURTS IS PRESENTED. PROJECT GAVEL WAS UNDERTAKEN IN RECOGNITION OF THE NEED FOR A MECHANISM TO SATISFY THE OPERATIONAL AND ADMINISTRATIVE NEEDS OF TRIAL COURTS AND TO PRODUCE STATE JUDICIAL INFORMATION SYSTEM (SJIS) DATA, INCLUDING COMPUTERIZED CRIMINAL HISTORIES AND OFFENDER-BASED TRANSACTION STATISTICS. COURT ORGANIZATIONAL AND ADMINISTRATIVE STRUCTURES WERE ANALYZED, AND A COMPOSITE SET OF FUNCTIONAL REQUIREMENTS FOR THE OPERATION AND MANAGEMENT OF LOCAL TRIAL COURTS WAS DERIVED. EACH OF THE FUNCTIONAL AREAS OF THE COMPOSITE WAS ANALYZED IN TERMS OF THE TYPES OF INFORMATION GENERATED. INFORMATION SYSTEM DEVELOPMENT STANDARDS WERE ESTABLISHED AND MADE TO CONFORM TO SJIS STANDARDS. THE STATE OF TECHNOLOGY IN TRIAL COURTS INFORMATION SYSTEMS WAS ASSESSED, AND THE ABILITY OF EXISTING SYSTEMS TO SATISFY THE FUNCTIONAL AND INFORMATION NEEDS IDENTIFIED FOR THE COMPOSITE WAS EVALUATED. DESIGN CONCEPTS IN USE THROUGHOUT THE COUNTRY WERE SYNTHESIZED IN THE GAVEL MODEL TRIAL COURT INFORMATION SYSTEM. THE REPORT DOCUMENTS THE RESULTS OF EACH PHASE OF THE PROJECT—THE COMPOSITE COURT, INFORMATION REQUIREMENTS OF THE EXISTING TRIAL COURT INFORMATION SYSTEMS, THE GAVEL MODEL SYSTEM (BASE STRUCTURE, DATA ELEMENTS, FUNCTIONAL AND OUTPUT REPORT SPECIFICATIONS). PARTICULAR ATTENTION IS DIRECTED TO THE TECHNICAL DETAILS OF THE GAVEL MODEL AND TO THE MODEL'S COMPATIBILITY WITH SJIS REQUIREMENTS. A GLOSSARY AND A BIBLIOGRAPHY ARE PROVIDED.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822.

142. SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. SJIS (STATE JUDICIAL INFORMATION SYSTEM)—FINAL REPORT, PHASE I. 137 p. 1975. NCJ-30450  
THIS REPORT PRESENTS THE INFORMATION REQUIREMENTS ANALYSIS, THE SYSTEM DESIGN, AND THE PROCESSES INVOLVED IN THE REVIEW AND APPROVAL OF THE GRANT APPLICATIONS OF THE ELEVEN PARTICIPATING STATES. THE STATE JUDICIAL INFORMATION SYSTEM, A PROJECT OF SEARCH GROUP, INC. (A CONTINUATION OF PROJECT SEARCH) IS A MODEL SYSTEM DESIGNED TO SATISFY THE INFORMATION REQUIREMENTS OF STATE COURT ADMINISTRATIONS ABOUT TRIAL COURTS OF GENERAL JURISDICTION AND APPELLATE COURTS AS WELL AS THE INFORMATION NEEDS OF THE NATIONAL CRIME INFORMATION CENTER COMPUTERIZED CRIMINAL HISTORIES (NCIC/CCH) AND OFFENDER BASED TRANSACTION STATISTICS (OBTs). THE FIRST SECTION DISCUSSES RECOMMENDATIONS CONCERNING INFORMATION REQUIREMENTS FOR CRIMINAL AND CIVIL AND APPELLATE DATA AT THE STATE JUDICIAL ADMINISTRATIVE LEVEL. IT ALSO DISCUSSES STATE-LEVEL APPLICATIONS OF JUDICIAL DATA AND SECURITY AND PRIVACY CONSIDERATIONS. A PROTOTYPE STATE-LEVEL JUDICIAL INFORMATION SYSTEM IS DESCRIBED IN THE NEXT SECTION. THE FINAL SECTION DETAILS THE SYSTEM USED TO REVIEW THE GRANT APPLICATIONS OF THE 11 PARTICIPATING STATES, AND TO SET UP PROCEDURES FOR MONITORING AND EVALUATING THE PROGRESS OF EACH STATE'S PROJECT.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

143. SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. SJIS (STATE JUDICIAL INFORMATION SYSTEMS)—STATE OF THE ART. 86 p. 1975. NCJ-42523

THIS REPORT DISCUSSES THE JUDICIAL INFORMATION PRESENTLY COLLECTED BY STATES AND THE TECHNIQUES USED TO COLLECT IT. IT IS DESIGNED FOR USE BY THE STATE JUDICIAL INFORMATION SYSTEMS PROJECT COMMITTEE IN ITS WORK. THE REPORT DOES NOT PURPORT TO BE A DEFINITIVE INVESTIGATION OF STATE JUDICIAL INFORMATION SYSTEMS, SINCE INTENSIVE FIELD VISITS WERE CONDUCTED IN ONLY THE ELEVEN PROJECT STATES; HOWEVER, THE AUTHORS BELIEVE IT TO BE A REASONABLY ACCURATE PRESENTATION OF THE CURRENT STATE OF JUDICIAL INFORMATION SYSTEMS AT THE STATE LEVEL THROUGHOUT THE COUNTRY. APPROACHES TO DEFINING INFORMATION REQUIREMENTS AND NEEDS ARE CONSIDERED, ALONG WITH A SUMMARY OF DEVELOPMENTS IN COMPUTERIZED TRIAL COURT INFORMATION SYSTEMS. A REVIEW OF SOME OF THE POLICY ISSUES CREATED BY ADVANCED JUDICIAL INFORMATION SYSTEMS IS ALSO INCLUDED.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

144. D. S. SKUPSKY. TECHNOLOGY AND THE COURTS—AN UPDATE. NATIONAL CENTER FOR STATE COURTS PUBLICATIONS DEPARTMENT, 300 NEWPORT AVENUE, WILLIAMSBURG VA 23185. STATE COURT JOURNAL, V 3, N 2 (SPRING 1979), P 9-14. 40-43. NCJ-56834

A SUMMARY IS PROVIDED OF NEW DEVELOPMENTS IN COURT TECHNOLOGY BEING ADOPTED AROUND THE COUNTRY THROUGH THE COURT IMPROVEMENT THROUGH APPLIED TECHNOLOGY PROJECT (CITAT). FUNDED BY LEAA, CITAT AIMS AT PROVIDING TECHNICAL ASSISTANCE, EDUCATIONAL SEMINARS, AND ADDITIONAL RESEARCH MATERIALS TO ASSIST COURTS IN IMPROVING THEIR OPERATIONS THROUGH THE USE OF MODERN TECHNOLOGY. SOME OF THE NEW PRINCIPLES THAT HAVE BEEN ADOPTED BY INDUSTRY THAT ARE SLOWLY BEING ACCEPTED IN THE COURTS INCLUDE DATA AND IMAGE PROCESSING INVOLVING COMPUTER AND MICROFILM TECHNOLOGY, DEVELOPMENTS IN COURT REPORTING, WORD PROCESSING, FILING SYSTEMS, AND FORMS DESIGN. SINCE RECORDS IN PAPER FORM ARE DIFFICULT TO LOCATE AND RETRIEVE, MANY COURTS DEVELOPED COMPUTERIZED DATA PROCESSING CAPABILITIES TO SUMMARIZE CASE-FILE INFORMATION, ASSIST IN RETRIEVING PERTINENT DATA, AND PROVIDE MANAGEMENT INFORMATION. A MORE ADVANCED STEP INVOLVES IMAGE PROCESSING, ESPECIALLY UPDATABLE MICROFICHE WHICH ALLOWS FOR THE FILMING OF VAST AMOUNTS OF PAPER FILES AND FOR THEIR UPDATE WHEN ADDITIONS OR DELETIONS ARE REQUIRED. ROLL FILM 'BLIP' MICROFILM SYSTEMS ARE ALSO BEING USED TO RECORD GENERALLY STATIC DOCUMENTS SUCH AS LAND RECORDS AND OTHER LEGAL INSTRUMENTS. ADDITIONALLY, COMPUTERS ARE SERVING AS MUCH MORE THAN MERE RECORD-KEEPING SYSTEMS. THE PROSECUTORS MANAGEMENT INFORMATION SYSTEM (PROMIS) WAS RECENTLY REDESIGNED TO SERVE EFFECTIVELY AS A DATA SYSTEM FOR TRIAL COURTS AND THE STATE-LEVEL JUDICIARY, WITH SPECIAL PROGRAMS FOR PARTICULAR COURT DIVISIONS SUCH AS THE JUVENILE JUSTICE SYSTEM. FOR COURT REPORTING, VENDORS ARE MARKETING AUDIO EQUIPMENT CAPABLE OF FOUR-TRACK RECORDING AND EQUIPPED WITH FAIL-SAFE MECHANISMS TO ENSURE RECORD INTEGRITY. WORD PROCESSING SYSTEMS WITH VIDEO DISPLAYS, HIGH SPEED PRINTERS, AND DISK MEDIA ARE BEING USED TO TYPE AND REVISE OPINIONS, PREPARE MATERIALS FOR PRINTING, AND DEVELOP A DATA BASE OF COURT OPINIONS IN COMPUTER-READABLE FORM FOR AUTOMATED LEGAL RESEARCH. THE USE OF STANDARD FOLDER DESIGNS, AND THE MOVEMENT TOWARD OPEN-SHELF FILING HAVE CONTRIBUTED FURTHER TO COST SAVINGS, AS HAVE EFFORTS

## COURT SYSTEMS

TO SIMPLIFY NECESSARY FORMS AND REDUCE THEIR OVERALL NUMBERS. REFERENCES ARE FOOTNOTED.

**Availability:** NATIONAL CENTER FOR STATE COURTS PUBLICATIONS DEPARTMENT, 300 NEWPORT AVENUE, WILLIAMSBURG VA 23185.

145. UTAH COUNCIL ON CRIMINAL JUSTICE ADMINISTRATION, 255 SOUTH 3RD STREET—EAST, SALT LAKE CITY UT 84111. UTAH—INFORMATION SYSTEMS—COURT INFORMATION SYSTEMS. 16 p. 1975. NCJ-35259

THESE STANDARDS DISCUSS CASE DATA REQUIREMENTS, CALENDAR MANAGEMENT, CASE FLOW AND WORK LOAD DATA DETERMINATION CAPABILITIES, PROSECUTOR DATA REQUIREMENTS, RESEARCH AND EVALUATION, AND DATA ELEMENTS. THIS PAMPHLET IS ONE OF A SERIES OF REPORTS OF THE INFORMATION SYSTEMS TASK FORCE OF THE UTAH COUNCIL OF CRIMINAL JUSTICE ADMINISTRATION THAT FORMULATES STANDARDS AND GOALS FOR UTAH CRIMINAL JUSTICE INFORMATION SYSTEMS. THE RECOMMENDATIONS AND STANDARDS CONTAINED IN THESE REPORTS (NCJ-35253 THROUGH 35261) ARE BASED LARGELY ON THE WORK OF THE NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. SOME OF THE STANDARDS HAVE BEEN MODIFIED TO ACCOUNT FOR CONDITIONS UNIQUE TO UTAH. THE STANDARDS ARE PRESENTED ALONG WITH SEVERAL PARAGRAPHS DEALING WITH CURRENT UTAH STATUS, COMMENTS, AND METHOD OF IMPLEMENTATION (LEGISLATION OR ADMINISTRATIVE POLICY).

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

146. S. WILDHORN, M. LAVIN, and A. PASCAL. INDICATORS OF JUSTICE—MEASURING THE PERFORMANCE OF PROSECUTION, DEFENSE, AND COURT AGENCIES INVOLVED IN FELONY PROCEEDINGS. 357 p. 1977. NCJ-43817

THE SELECTION, ESTIMATION, AND ANALYSIS OF PERFORMANCE MEASURES AS STATISTICAL DEVICES THAT AID IN THE INTERPRETATION OF DATA DRAWN FROM COURT SYSTEMS OPERATIONS ARE DISCUSSED. THE BROAD OBJECTIVES OF THE BOOK ARE: (1) TO IDENTIFY, SCREEN, AND EVALUATE SETS OF PERFORMANCE MEASURES (ESTIMATED FROM CASE FILES AND OTHER AGENCY RECORDS) AS INDICES OF PROGRESS; AND (2) TO DEMONSTRATE THEIR APPLICABILITY IN TWO SEPARATE JURISDICTIONS. THE STUDY CONCENTRATED ON ADULT FELONY PROCEEDINGS AND ADDRESSED ONLY PRIMARY ACTIVITIES OF THE COURT SYSTEM. TWO BROAD TYPES OF APPLICATIONS OF STATISTICAL PERFORMANCE MEASURES WERE MADE: RETROSPECTIVE COMPARISONS OF THE FULL COURT SYSTEM AND OF ITS COMPONENT AGENCIES WITHIN THE JURISDICTION AT DIFFERENT TIMES; AND RETROSPECTIVE INTERJURISDICTIONAL COMPARISONS OF COURT SYSTEMS AND COMPONENT AGENCIES AT THE SAME TIME. SELECTED TOPICS WHICH INVOLVE SIGNIFICANT ASPECTS OF THE PERFORMANCE OF THE COURT SYSTEM INCLUDED CHANGING STANDARDS, PLEA BARGAINING, SENTENCE VARIATION, EVENHANDEDNESS, AND EFFICIENCY. THE INFORMATION WAS GATHERED FROM LITERATURE, INTERVIEWS WITH PRACTITIONERS, CASE FILES, AND OTHER RECORDS FROM VARIOUS AGENCIES. THE TEXT DISCUSSES THE SELECTION CRITERIA USED TO SCREEN CANDIDATE SETS OF MEASURES, THE SELECTED SETS OF PERFORMANCE MEASURES, AND THE DATA ELEMENTS NECESSARY FOR COMPUTING THEIR VALUE, AS WELL AS WHAT THEY CAN REVEAL AND CONCEAL ABOUT PERFORMANCE IN EACH TOPIC. THE STUDY REVEALED THAT IT IS FEASIBLE TO APPLY PERFORMANCE MEASURES TO DATA ALREADY AVAILABLE IN COURT AGENCIES' FILES, EVEN THOUGH INCOMPLETE, AND TO DRAW CONCLUSIONS ABOUT THE CHANGE IN PERFORMANCE IN

SPECIFIED ISSUE AREAS IN A JURISDICTION. TO A LESSER EXTENT IT WAS SHOWN THAT IT IS POSSIBLE TO MAKE INTERJURISDICTIONAL COMPARISONS OF PERFORMANCE USING THE MEASURES SPECIFIED IN THE STUDY. AN INTEGRATED PERFORMANCE MEASUREMENT PROGRAM IS PROPOSED AS AN ACTION TO BE TAKEN JOINTLY BY THE COURT, PROSECUTION, AND PUBLIC DEFENDER AGENCIES IN A JURISDICTION TO STRENGTHEN THE INFORMATIONAL AND ANALYTICAL BASE FOR MEASURING THEIR PERFORMANCE. DATA AVAILABILITY, METHODOLOGY, DESIRABLE EXTENSIONS, AND POTENTIAL CAPABILITIES OF OTHER INFORMATION SYSTEMS FOR PERFORMANCE MEASUREMENT ARE DISCUSSED IN LIGHT OF FUTURE WORK. THE COSTS AND UTILITY OF VARIOUS INFORMATION SYSTEMS ARE CONSIDERED. THE DEMONSTRATION JURISDICTIONS, METHODS AND SOURCES IN DATA COLLECTION IN THE DEMONSTRATION JURISDICTIONS, DESCRIPTIONS OF VARIABLES AND RESULTS OF STATISTICAL ANALYSES, AND A LIST OF ADVISORY GROUP MEMBERS AND PRACTITIONER INTERVIEWEES ARE PRESENTED IN THE APPENDIXES.

**Supplemental Notes:** A RAND CORPORATION RESEARCH STUDY.

**Availability:** D C HEATH AND COMPANY, 125 SPRING STREET, LEXINGTON MA 02173.

## JUVENILE JUSTICE INFORMATION SYSTEMS

147. G. L. ALBRECHT. EFFECTS OF COMPUTERIZED INFORMATION SYSTEMS ON JUVENILE COURTS. INSTITUTE FOR COURT MANAGEMENT. *JUSTICE SYSTEM JOURNAL*. V 2, N 2 (WINTER 1976), P 107-120. NCJ-40095

THIS STUDY EXAMINES THE EFFECTS OF COMPUTERIZED INFORMATION SYSTEMS (CIS) ON JUVENILE COURTS. THE RESULTS OF A FOUR-YEAR STUDY OF A LARGE JUVENILE COURT SUPPORT A 'NO-NECESSARY-CHANGE' HYPOTHESIS. THE EXERCISE OF MANAGERIAL AUTHORITY, COMMUNICATION, SETTING OF ORGANIZATIONAL GOALS, STRUCTURE OF THE ORGANIZATION, BUDGET, COST OF SERVICES, SPAN OF CONTROL, AND JOB DESCRIPTIONS DID NOT CHANGE AS A RESULT OF THE IMPLEMENTATION OF THE CIS. HOWEVER, WORK FLOW AND THE PROCESSING OF CASES WAS ACCELERATED AND MADE MORE CONSISTENT, WHILE SPEED AND CONSISTENCY DO NOT NECESSARILY IMPLY GOOD SERVICES (SERVICES CAN BE CONSISTENTLY QUICK AND POOR). THE PROCESSING OF CASES WAS MADE MORE EQUITABLE AND BROUGHT WITHIN THE PARAMETERS OF THE LAW. SPECIAL MARKERS PLACED ON DAILY MANAGEMENT REPORTS SERVED AS REMINDERS EACH MORNING THAT HEARINGS NEED TO BE HELD BY A CERTAIN TIME OR THE LAW WOULD BE VIOLATED. WHILE IMPLEMENTATION OF THE CIS RESULTED IN GREATER EFFICIENCY AND DID NOT THREATEN COURT MANAGEMENT OR POLICIES, IT ALSO DID NOT ALTER THE SUBSTANTIVE OUTCOMES OF THE JUDICIAL SYSTEM. IMPROVED EFFICIENCY HELPED TO PROCESS CASES MORE RAPIDLY AND CONSISTENTLY BUT DID NOT RESULT IN DIFFERENT USES OF INTAKE, DIFFERENT DISPOSITIONS OR MORE RIGOROUS EVALUATIONS OF COURT EFFECTIVENESS. THE FULL USE OF CIS WOULD IMPROVE EFFICIENCY AND ADDRESS BASIC ISSUES OF EFFECTIVE COURT PERFORMANCE. THE COMPUTER SYSTEM COULD EASILY BE USED TO ASSESS THE EFFECTIVENESS OF PREVENTION EFFORTS, DIVERSION PROGRAMS, TYPES OF PROBATION, REDUCED DETENTION, AND DIFFERENT USES OF DISPOSITION ON LEVELS OF DELINQUENCY, RECIDIVISM AND PUBLIC SATISFACTION WITH THE SYSTEM. IN THIS FASHION THE INFORMATION SYSTEM BECOMES BOTH AN ADMINISTRATIVE AND DECISIONMAKING TOOL FULLY UTILIZED TO ACHIEVE JUSTICE SYSTEM GOALS. (AUTHOR ABSTRACT)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

148. L. A. BOXERMAN and D. E. BOYS. ASSESSMENT OF JUVENILE JUSTICE INFORMATION SYSTEM DEVELOPMENT IN GEORGIA AND RECOMMENDATIONS FOR FURTHER IMPLEMENTATION—CRIMINAL COURTS TECHNICAL ASSISTANCE PROJECT. AMERICAN UNIVERSITY INSTITUTE FOR STUDIES IN JUSTICE AND SOCIAL BEHAVIOR, 4900 MASSACHUSETTS AVENUE, NW, WASHINGTON DC 20016. 53 p. 1977. NCJ-43773

ISSUES RELATING TO THE DESIGN AND IMPLEMENTATION OF GEORGIA'S JUVENILE JUSTICE INFORMATION SYSTEM ARE IDENTIFIED, AND RECOMMENDATIONS FOR FURTHERING THE SYSTEM'S PROGRESS ARE OFFERED. THE GOALS OF THE GEORGIA COUNCIL OF JUVENILE COURT JUDGES ARE TO ESTABLISH A UNIFORM STATISTICS-GATHERING SYSTEM THAT MEETS ALL REQUIREMENTS, TO PROVIDE NEEDED TECHNICAL ASSISTANCE TO THE COUNTIES, AND TO PROVIDE A SERVICE BUREAU FOR ALL COUNTIES TO SUPPORT STATISTICAL, MANAGEMENT, ADMINISTRATIVE, AND CASELOAD REPORTING. MAJOR ISSUES RELATED TO THE DESIGN AND IMPLEMENTATION OF THE PROPOSED SYSTEM ARE CENTRALIZATION VERSUS DECENTRALIZATION, DATA COLLECTION METHODS, NAME VERSUS NUMBER IDENTIFYING SYSTEM, DISSEMINATION CONCERNS, AND INTERFACE BETWEEN INFORMATION SYSTEMS. IT IS RECOMMENDED THAT A CENTRALIZED SYSTEM BE DEVELOPED, WITH AN INITIAL FOCUS ON HIGH-CASELOAD COURTS. COURT PROCESSING METHODS AND FORMS SHOULD BE STANDARDIZED, AND EFFORTS TO DEVELOP AND TEST A NEW JUVENILE DOCKET FORM SHOULD BE CONTINUED. A MORE DETAILED AND STANDARDIZED JUVENILE INTAKE FORM SHOULD ALSO BE DEVELOPED. IT IS RECOMMENDED THAT A UNIQUE NUMBER IDENTIFIER SYSTEM BE USED IN STORING INFORMATION ON JUVENILES AT THE STATE LEVEL, THAT JUVENILE CASE INFORMATION BE RELEASED ONLY THROUGH THE ORIGINATING AGENCY, AND THAT THE JUVENILE INFORMATION SYSTEM NOT, FOR CONFIDENTIALITY REASONS, INTERFACE WITH THE STATE COURT INFORMATION SYSTEM. APPENDED MATERIALS INCLUDE A SAMPLE DOCKET SHEET, SUGGESTIONS REGARDING DATA ELEMENTS, AND OTHER SUPPORTING DOCUMENTATION.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

149. L. A. BOXERMAN and N. J. HEYING. PRACTICAL AND EFFECTIVE USE OF COMPUTERS IN SOCIAL SERVICE AND SOCIAL SCIENCE. MISSOURI LAW ENFORCEMENT ASSISTANCE COUNCIL REGION 5. 26 p. 1972. NCJ-28715

A DISCUSSION OF THE ORIENTATION, OBJECTIVES, ACCOMPLISHMENTS AND EXPECTATIONS OF THE JUVENILE REFERRAL INFORMATION SYSTEM (JURIS), WHICH WAS DEVELOPED JOINTLY BY THE ST. LOUIS CITY AND COUNTY JUVENILE COURTS. JURIS IS DESIGNED TO SERVE THE ADMINISTRATIVE, JUDICIAL, AND CORRECTIONAL ACTIVITIES AND OBJECTIVES OF THE COURT. THE SYSTEM IS DESIGNED TO AUTOMATE REPETITIVE CLERICAL OPERATIONS AND TO COLLECT, STORE, AND PRESENT ACTIVITY STATUS AND PERFORMANCE INFORMATION. JURIS ALSO MAKES IT POSSIBLE TO PROVIDE FILES OF INFORMATION WHICH ARE COMPLETE, ACCURATE, AND RAPIDLY ACCESSIBLE. A CORRECTIONAL PROBABILITY AID MODULE COMPUTES CORRELATIONS BETWEEN A CHILD'S CHARACTERISTICS AND DELINQUENT BEHAVIOR, DELINQUENT CORRECTION TREATMENT PROGRAM SUCCESS, AND TREATMENT PROGRAM SELECTION.

**Supplemental Notes:** PAPER PRESENTED AT PROJECT SEARCH SYMPOSIUM ON CRIMINAL JUSTICE INFORMATION, NEW ORLEANS, LA, OCT 4, 1972.

**Availability:** NCJRS MICROFICHE PROGRAM.

150. E. H. CZAJKOSKI. **COMPUTER BACKFIRE ON THE ETHICAL MISSION OF JUVENILE JUSTICE.** NATIONAL COUNCIL OF JUVENILE AND FAMILY COURT JUDGES, BOX 8000, UNIVERSITY OF NEVADA, RENO NV 89507. *JUVENILE JUSTICE*, V 24, N 4 (FEBRUARY 1974), P 24-29. NCJ-13745

CRITIQUE OF COMPUTER USE IN THE JUVENILE JUSTICE SYSTEM, STRESSING DEPERSONALIZATION AND THE EXCESSIVE AMOUNTS OF INFORMATION GENERATED. THE AUTHOR ARGUES THAT THE LARGE AMOUNTS OF FAST PRODUCED INFORMATION HAVE A DISABLING EFFECT ON DECISION-MAKING. THE NEED TO ASSIMILATE LARGE VOLUMES OF INFORMATION IN JUDICIAL CASES IS SEEN AS A CONFUSING FACTOR WHICH SLOWS AND RIGIDIFIES RESPONSES. THE AUTHOR STATES THAT COMPUTERIZED DATA CANNOT REALLY ASSIST IN WEIGHING VALUE FACTORS, WHICH ARE AN IMPORTANT ASPECT OF JUVENILE JUSTICE. ALSO, HE SEES COMPUTERS AS WORKING AGAINST THE PRIMARY GOAL OF INDIVIDUALIZATION. IN THE JUVENILE JUSTICE SYSTEM COMPUTER USE IS SEEN AS PROMOTING A MANAGERIAL VALUE SYSTEM, WHICH IS CONCERNED MORE WITH PRODUCTION AND EFFICIENCY GOALS THAN WITH THE JUVENILE OFFENDER AS AN INDIVIDUAL. (AUTHOR ABSTRACT MODIFIED)

151. R. GALBRAITH and W. COOPER. **USING AN OFFENDER BASED TRANSACTION RECORD FOR PROGRAM MONITORING AND EVALUATION.** ARIZONA DEPARTMENT OF CORRECTIONS. 32 p. 1974. NCJ-13449

OUTLINE OF THE JUVENILE INFORMATION SYSTEM DEVELOPED BY THE ARIZONA DEPARTMENT OF CORRECTIONS, INCLUDING SYSTEM OBJECTIVES, OPERATIONS, AND SAMPLE PRINTOUT REPORTS. THIS SYSTEM WAS REDESIGNED SO THAT A SINGLE COMPUTERIZED DATA FILE COULD SERVE AS THE BASIS FOR POPULATION ACCOUNTING, ADMINISTRATIVE STATISTICS, AND FOR MONITORING INDIVIDUAL PROGRESS AND EVALUATING PROGRAMS. THE ORGANIZATION OF THE ARIZONA DEPARTMENT'S JUVENILE PROGRAM IS OUTLINED. THE OBJECTIVES OF THE NEW SYSTEM ARE THEN PRESENTED, AND INCLUDE AN IMPROVED INFORMATION FLOW, AND A METHOD FOR IDENTIFYING INDIVIDUALS REQUIRING SPECIFIC SERVICES OR MEETING SPECIFIED CONDITIONS. THE SYSTEM SPECIFICATIONS ARE DESCRIBED, AND SAMPLE PRINTOUTS, SUCH AS THE MASTER RECORD REPORT, THE DIAGNOSTIC SUMMARY REPORT, ALPHABETICAL INDEX OF JUVENILES WITH CERTAIN SPECIFIED CHARACTERISTICS, LOCATION/PROGRAM REPORT, AND CONTROL ROSTER ARE PRESENTED. THE APPENDIX INCLUDES THE DATA ELEMENTS AND CODING FORMS.

152. E. V. HEALEY, E. A. MOORE, and L. W. HARDY, Eds. **COMPUTER APPLICATIONS IN THE JUVENILE JUSTICE SYSTEM PROCEEDINGS OF THE SECOND NATIONAL SYMPOSIUM ON COMPUTER APPLICATIONS IN THE JUVENILE JUSTICE SYSTEM, MAY 15-17, 1975, WASHINGTON, D C, 2D ED.** NATIONAL COUNCIL OF JUVENILE AND FAMILY COURT JUDGES, BOX 8000, UNIVERSITY OF NEVADA, RENO NV 89507. 208 p. 1975. NCJ-37290

A COMPILATION OF 16 CONFERENCE PAPERS DEALING WITH THE USE OF AUTOMATION IN THE FIELD OF JUVENILE JUSTICE, THE PRIVACY OF COMPUTERIZED JUVENILE RECORDS, AND USES OF INFORMATION SYSTEMS FOR THE JUVENILE COURT. THE TEXT OF THE KEYNOTE ADDRESS GIVEN BY THE ADMINISTRATOR OF THE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION IS FIRST PROVIDED. CONFERENCE PAPERS ARE PRESENTED ON SUCH TOPICS AS JUVENILE JUSTICE SYSTEM COMPUTER SIMULATION, PRIVACY AND PROTECTION OF COMPUTERIZED JUVENILE RECORDS, COMMUNITY REACTIONS AND OPPOSITION TO THE USE OF INFORMATION SYSTEMS IN THE JUVENILE COURT, AND JUSTIFICATIONS FOR THE USE OF THE COMPUTER IN JUVENILE COURTS. SEVERAL CASE STUDIES OF JUVENILE COURT INFORMATION SYSTEMS ARE PROVIDED, INCLUDING THOSE IN LAKE COUNTY (OR), SANTA CLARA COUNTY (CA), CHICAGO (IL), AND FLORIDA.

**Availability:** NATIONAL COUNCIL OF JUVENILE AND FAMILY COURT JUDGES, BOX 8000, UNIVERSITY OF NEVADA, RENO NV 89507.

153. **LOS ANGELES REGIONAL CRIMINAL JUSTICE PLANNING BOARD, 304 SOUTH BROADWAY, LOS ANGELES CA 90013; MOTT-MCDONALD ASSOCIATES, INC, 2755 N BUTLER STREET, ORANGE CA 92665. CACTUS (CLIENT ACTION, CHARACTERISTICS, TRACKING AND RECORD UPDATING SYSTEM)—SYSTEM DOCUMENTATION.** 193 p. 1975. NCJ-46720

THIS PROCEDURES MANUAL DESCRIBES A COMPUTERIZED RECORDS SYSTEM USED FOR JUVENILE CASE PROCESSING, WHICH WAS TRANSFERRED FROM KANSAS CITY, MISSOURI TO LOS ANGELES, CALIFORNIA. FLOWCHART WORKSHEETS, CARD RECORD SPECIFICATIONS, OPERATIONAL CODES, DESCRIPTION OF SOURCE PROGRAMS, AND OTHER TECHNICAL MATERIALS FOR THOSE IN CHARGE OF DAY-BY-DAY OPERATION OF THE SYSTEM ARE INCLUDED. SAMPLES OF REPORTS GENERATED ARE PROVIDED. CHAPTERS COVER STEP-BY-STEP INSTRUCTIONS FOR ENTERING A CLIENT MASTER RECORD INTO THE SYSTEM; DICTIONARIES OF CODES FOR OFFENSES, PROBLEMS, SOCIAL SERVICE AGENCIES, AND CASE DISPOSITIONS; AND INDEXING PROCEDURE. INCLUDED IN THE APPENDIXES ARE THE PROBLEM DICTIONARY, THE NEEDS DICTIONARY, THE AGENCY DICTIONARY, THE CENSUS TRACTS OF CENTRAL CITY LOS ANGELES, AND THE ADMISSION STATUS CODES FOR THE SYSTEM.

**Sponsoring Agencies:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION; CALIFORNIA OFFICE OF CRIMINAL JUSTICE PLANNING, 7171 BOWLING DRIVE, SACRAMENTO CA 95823.

**Availability:** NCJRS MICROFICHE PROGRAM.

154. **NATIONAL COUNCIL OF JUVENILE AND FAMILY COURT JUDGES, BOX 8000, UNIVERSITY OF NEVADA, RENO NV 89507. COMPUTER APPLICATIONS IN THE JUVENILE JUSTICE SYSTEM PROCEEDINGS OF THE NATIONAL SYMPOSIUM ON COMPUTER APPLICATIONS IN THE JUVENILE JUSTICE SYSTEM, DEC. 6-8, 1973, ATLANTA, GEORGIA.** 256 p. 1974. NCJ-13280

REVIEW OF THE POSITIVE FUNCTIONS OF JUVENILE INFORMATION SYSTEMS AND SOME OF THE PROBLEMS ENCOUNTERED WHEN APPLYING DATA PROCESSING TO JUVENILE JUSTICE OPERATIONS. JUDICIAL ACTIVITIES ARE MAKING MORE USE OF COMPUTERS FOR DIAGNOSTIC AND PREDICTIVE PURPOSES AND FOR YOUTH SERVICES INFORMATION SYSTEMS. THE INITIAL PAPER ANALYZES PERTINENT STATE

LEGISLATION, INDICATING THE CONCERN GENERATED BY THE AUTOMATION OF JUVENILE RECORDS. INDIVIDUAL PAPERS DESCRIBE THE MICHIGAN YOUTH SERVICES INFORMATION SYSTEM, THE MICHIGAN CHILD CARE AND PLACEMENT INFORMATION SYSTEM, THE ST. LOUIS JUVENILE UNIFORM REFERRAL AND INFORMATION SYSTEM, UTAH'S JUVENILE INFORMATION SYSTEM, AND A CRIMINAL JUSTICE INFORMATION SYSTEM IN ALLEGHENY COUNTY, PENNSYLVANIA. OTHER PAPERS EVALUATE PHASE ONE OF THE COLORADO COURT AND PROBATION AUTOMATED SYSTEM, EXAMINE THE ORANGE COUNTY SHERIFF'S COMPUTERIZED CENTRAL JUVENILE INDEX, AND DISCUSS AN INFORMATION COLLECTION AND REPORTING SYSTEM FOR THE PSYCHIATRIC CLINIC OF THE JUVENILE AND FAMILY COURT IN TORONTO, CANADA. ONE PAPER EXAMINES THE ISSUE OF CONFIDENTIALITY OF RECORDS AND ETHICAL CONSIDERATIONS WHICH MUST BE FACED BY AGENCIES WHICH USE COMPUTERS. THIS ARTICLE NOTES THE POSSIBILITY OF A PROLIFERATION OF IRRELEVANT INFORMATION CAPABLE OF A STIGMATIZING EFFECT, UNDUE INVASION OF PRIVACY, A THREAT TO RECORD CONFIDENTIALITY, AND INCREASED RESISTANCE TO THE PURGING OF RECORDS. COMPUTERS HAVE BEEN USED ADVANTAGEOUSLY FOR JUVENILE CALENDARING AND DOCKET CONTROL, STATISTICAL COMPILATION FOR MANAGERIAL AND RESEARCH PURPOSES, AND PRECISION DECISION-MAKING. HOWEVER, IT IS IMPORTANT TO CONSIDER THEIR LIMITATIONS.

Availability: NATIONAL COUNCIL OF JUVENILE AND FAMILY COURT JUDGES, BOX 8000, UNIVERSITY OF NEVADA, RENO NV 89507.

155. B. ROSENBERG. EVALUATION OF THE STATUS AND EFFECTIVENESS OF STATE AND LOCAL HUMAN SERVICES INFORMATION SYSTEMS SYSTEM PROFILE—NORFOLK JUVENILE INFORMATION SYSTEM. APPLIED MANAGEMENT SCIENCES, INC. 962 WAYNE AVENUE, SUITE 701, SILVER SPRING MD 20910. 22 p. 1976. NCJ-42882

THIS IS AN EVALUATION OF THE NORFOLK JUVENILE INFORMATION SYSTEM (NJIS), WHICH IS A CLIENT-ORIENTED SYSTEM DESIGNED TO RECORD ALL INFORMATION REGARDING A JUVENILE'S CONTACT WITH THE COURTS FROM INTAKE TO ADJUDICATION. AMONG THE COMPUTER SYSTEM'S OBJECTIVES, IT WAS INTENDED TO IMPROVE CAPABILITIES FOR COLLECTING, STORING, AND PROCESSING DATA ON JUVENILES WHO COME INTO CONTACT WITH THE COURT SYSTEM, AND TO IMPROVE THE RETRIEVAL OF SUCH INFORMATION. (AUTHOR ABSTRACT)

Sponsoring Agency: US DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE, 330 INDEPENDENCE AVENUE, SW, WASHINGTON DC 20201.

Availability: NTIS.

156. ST LOUIS CITY JUVENILE COURT, 1320 MARKET, ST LOUIS MO 63103. ST LOUIS—PROJECT FASTER—PROJECT REVIEW AND EVALUATION, SEPTEMBER 1974. 31 p. 1974. NCJ-36528

THIS PROJECT WAS ONE IN A SERIES OF GRANTS INTENDED TO ESTABLISH THE JUVENILE UNIFORM REFERRAL INFORMATION SYSTEM (JURIS), ENHANCING THE JUVENILE COURT'S ACCESS TO INFORMATION AND PROVIDING FEEDBACK ON PREVIOUS DECISIONS. PROJECT FASTER WAS INTENDED TO COMPLETE THE ESSENTIAL HARDWARE ACQUISITION FOR JURIS PARTICIPATION BY THE JUVENILE COURT, COMPLETE FILE LOADING FOR JURIS, AND DESIGN AND IMPLEMENT THE VICTIM ASSISTANCE MODULE OF JURIS. THIS EVALUATION ADDRESSES PROJECT EFFORT ISSUES AND INCLUDES DISCUSSION OF PROJECT OBJECTIVES, HISTORY, AND BENEFITS PROVIDED. STUDY FINDINGS INDICATE THAT HARDWARE PROCUREMENT HAD BEEN COMPLETED AND NAME, REFERRAL AND CASE HISTORY FILES HAD BEEN FULLY ENTERED. HOWEVER, THE MANUAL VICTIM ASSISTANCE PROGRAM CONTINUED TO BE USED SINCE THE

COURT HAD DETERMINED THAT THE PROPOSED MODULE WOULD SERVE NO PRACTICAL PURPOSE. EVALUATION RESULTS ALSO SHOWED THAT THE CITY JUVENILE COURT ADMINISTRATION BELIEVED IT WAS NOT ADEQUATELY REPRESENTED IN THE DEVELOPMENT OF JURIS PROGRAMS, AND AS A RESULT, FELT THE SYSTEM DID NOT MEET THEIR REQUIREMENTS. THEREFORE, PARALLEL MANUAL COURT RECORDS ARE MAINTAINED AND MANUAL RECORDS CHECKS ARE CONDUCTED ON ALL SYSTEM PRINTOUTS. ONLY ONE STATISTICAL REPORT PREPARED BY JURIS HAD BEEN USED BY THE CITY. IT IS CONCLUDED THAT THE CITY JUVENILE COURT HAS NOT RECEIVED ANY OF THE BENEFITS IT ANTICIPATED AS A RESULT OF THE IMPLEMENTATION OF THE JURIS SYSTEM, AND THAT ALTHOUGH A VIABLE SYSTEM, JURIS REQUIRES SECONDARY PROGRAMMING AND USERS' INPUT TO YIELD OPTIMUM BENEFITS. APPENDED MATERIALS INCLUDE DATA ON GRANT DATES, THE FEDERAL FUNDS AWARDED, AND THE STATUS OF IMPLEMENTATION OF THE JURIS SYSTEM.

Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

Availability: NCJRS MICROFICHE PROGRAM.

157. F. W. VONDRACEK, H. B. URBAN, and W. H. PARSONAGE. CONCEPTUALIZATION AND DEVELOPMENT OF A COMPUTER ASSISTED DIAGNOSTIC AND PRESCRIPTIVE SYSTEM FOR JUVENILE DELINQUENTS. RUTGERS UNIVERSITY SCHOOL OF LAW, 180 UNIVERSITY AVENUE, NEWARK NJ 07102. RUTGERS JOURNAL OF COMPUTERS AND THE LAW, V 4, N 1 (1974), P 30-46. NCJ-18260

OVERVIEW OF THE CARES PROJECT (COMPUTER-ASSISTED REGIONAL EVALUATION SYSTEM), DESIGNED TO ASSIST PROBATION AND COURT PERSONNEL IN MAKING EVALUATIVE AND DISPOSITIONAL DECISIONS WITH RESPECT TO YOUTH. THE CARES SYSTEM IS DIRECTED TOWARD THE COLLECTION, PROCESSING, EVALUATION AND SUMMARIZATION OF INFORMATION RELEVANT TO THE TASK OF IDENTIFYING THE YOUTH'S DEVELOPMENTAL NEEDS AND PROBLEMS, SUGGESTING ALTERNATIVE AVENUES WHEREBY THEY MIGHT BECOME CORRECTED, AND DIRECTING PROBATION AND COURT PERSONNEL TO THOSE TREATMENT RESOURCES WHICH ARE AVAILABLE WHEREBY THE REMEDIAL TACTICS MIGHT BE IMPLEMENTED. THE OVERALL DESIGN OF THE SYSTEM IS DISCUSSED IN TERMS OF INFORMATION INPUT AND OUTPUTS. THE PRIMARY OUTPUTS INCLUDE A NATURAL LANGUAGE CASE SUMMARY, SYNDROME ANALYSIS AND PROBLEM SUMMARY, AND AUTOMATED TREATMENT RECOMMENDATIONS. (AUTHOR ABSTRACT MODIFIED)

Supplemental Notes: REPRINT.

# CORRECTIONAL INFORMATION SYSTEMS

158. ARIZONA DEPARTMENT OF CORRECTIONS. ARIZONA—DEPARTMENT OF CORRECTIONS—OFFENDER BASED STATE CORRECTIONAL INFORMATION SYSTEM (OBSCIS), V 1 SYSTEM PLAN. 60 p. 1975. NCJ-29303

MODEL PROVIDING A BASIS FOR THE DESIGN, DEVELOPMENT, AND IMPLEMENTATION OF A COMPUTER-BASED STATE CORRECTIONAL INFORMATION SYSTEM THAT WILL BE CONSISTENT ACROSS STATE AND FEDERAL LINES. THE BASIC ITEMS OF THE MODEL ARE APPLICATIONS AND DATA BASE. APPLICATIONS ARE OFFENDER ADMISSION, OFFENDER ASSESSMENT, INSTITUTIONS, PAROLE, MOVEMENT STATUS, LEGAL STATUS, MANAGEMENT AND RESEARCH, AND NATIONAL REPORTING. DESCRIBED IS THE SYSTEM DESIGN AND IMPLEMENTATION.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

159. BOEING COMPUTER SERVICES, 7598 COLSHIRE DRIVE, MCLEAN VA 22101. VIRGINIA—DEPARTMENT OF CORRECTIONS—MANAGEMENT AND ADMINISTRATIVE STATISTICS—FINAL REPORT, MARCH 31, 1977. 197 p. 1977. NCJ-41925

THIS REPORT INDICATES THE EFFECTIVENESS OF THE MANAGEMENT AND ADMINISTRATIVE STATISTICAL (MAS) SYSTEM IN ITS ABILITY TO PROVIDE CRIMINAL JUSTICE MANAGERS AND ELECTED OFFICIALS WITH A BODY OF RELEVANT INFORMATION. INFORMATION IN THE MAS SYSTEM ON FINANCIAL OPERATIONS INCLUDE PER CAPITA COST AND EXPENDITURES BY ACTIVITY, SUBJECT AND SUBORDINATE ORGANIZATION FOR EACH ORGANIZATION IN THE DEPARTMENT OF CORRECTIONS. MAS INFORMATION ABOUT PERSONNEL INCLUDES STAFFING, VACANCIES, TURNOVER RATES BY ORGANIZATION AND CLASSIFICATION, AND INFORMATION NEEDED BY SUPERVISORS FOR PERSONNEL ADMINISTRATION. MAS INFORMATION ON PROBATION AND PAROLE DIVISION MANAGEMENT INCLUDES SUMMARY INFORMATION ON CASE LOADS AT EACH DISTRICT OFFICE. DURING THE CONDUCT OF THIS STUDY, SEVERAL AREAS WERE IDENTIFIED IN WHICH COMPUTER BASED INFORMATION SYSTEMS COULD ASSIST THE DEPARTMENT. THESE INCLUDE REPORTING OF OVERTIME, SICK AND ANNUAL LEAVE HOURS, REPORTING VACANCY, AND INMATE TRUST ACCOUNTING.

160. BURLINGTON MANAGEMENT SERVICES COMPANY, P O BOX 21207, GREENSBORO NC 27420. DEVELOPMENT OF A TOTAL CORRECTIONAL INFORMATION SYSTEM—REPORT ON PHASE 2. 165 p. 1972. NCJ-09839

STUDY OF DECISION PROCESSES, FOCUSING ON THE INFORMATION NECESSARY OR DESIRABLE FOR DECISION MAKING, AND THE MANNER IN WHICH THIS INFORMATION SHOULD BE PRESENTED. INDIVIDUALS WERE INTERVIEWED AND DECISION PROCESSES STUDIED IN THE AREAS OF ADMISSION AND CLASSIFICATION, ESCAPE AND CAPTURE, AND DISCIPLINARY PROCEDURES. OTHER AREAS OF CONCENTRATION WERE WORK RELEASE, HOME LEAVE, AND TEMPORARY LEAVE. ADDITIONAL ATTENTION WAS DEVOTED TO COMMUNITY VOLUNTEERS, STUDY RELEASE, CONDITIONAL RELEASE, AND RECLASSIFICATION. DECISION MAKING PROCESSES STUDIED IN THIS PUBLICATION ARE ILLUSTRATED BY FLOW CHARTS. THE STUDY RECOMMENDS THAT THE DEPARTMENT OF CORRECTIONS FORMS BE DISTRIBUTED AS NEEDED, AND THE COSTS BE PRO-RATED, OR OTHERWISE EQUITABLY DIVIDED AMONG ALL UNITS. IT IS RECOMMENDED THAT A SEPARATE STUDY BE INSTITUTED TO DETERMINE RETENTION REQUIREMENTS OF INMATE-ORIENTED INFORMATION, AND PROCEDURES BE DEVELOPED FOR SYSTEMATICALLY PURGING UNNECESSARY DATA. THE FINAL RECOMMENDATION REFERS TO THE ESTABLISHMENT OF A POSITION FOR AN INFORMATION AND SYSTEMS SPECIALIST. ADDITIONAL MATERIAL INCLUDES SAMPLE INMATE RECORDS, AND A LISTING OF PERSONS INTERVIEWED. REFER TO NCJ-09781 FOR FURTHER INFORMATION ON THE DEVELOPMENT, OF A TOTAL CORRECTIONAL INFORMATION SYSTEM. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** NORTH CAROLINA DEPARTMENT OF CORRECTION, 840 WEST MORGAN STREET, RALEIGH NC 27603.

**Availability:** NCJRS MICROFICHE PROGRAM.

161. BURLINGTON MANAGEMENT SERVICES COMPANY, P O BOX 21207, GREENSBORO NC 27420. NORTH CAROLINA—DEVELOPMENT OF A TOTAL CORRECTIONAL INFORMATION SYSTEM—REPORT ON PHASE 1 (ISSUED IN 3 NUMBERED VOLUMES). 400 p. 1971. NCJ-09781

FORMS AND PROCEDURES USED TO RECORD AND TRANSMIT INFORMATION REGARDING INMATE STATUS AND ACTIVITIES, BOTH INDIVIDUALLY AND COLLECTIVELY. THE PURPOSE OF THIS STUDY IS TO GAIN A THOROUGH KNOWLEDGE OF WHAT INFORMATION REGARDING INMATES IS

AVAILABLE WITHIN THE DEPARTMENT OF CORRECTIONS, HOW IT IS GENERATED, TRANSMITTED AND STORED, AND WHO USES IT. THE EXECUTION, PROCESSING, AND DISPOSITION OF EACH FORM IN USE, AND FLOW SHEETS TO INDICATE HOW FUNCTIONALLY RELATED FORMS INTERACT WITH EACH OTHER ARE PRESENTED. THE STUDY IS ALSO CONCERNED WITH DETERMINING THE VALUE OF THE REPORTS PREPARED BY THE DATA PROCESSING SYSTEM AND THE ADEQUACY OF DOCUMENTATION AVAILABLE FOR COMPUTERIZED SYSTEMS. VOLUME ONE DISCUSSES THE PROJECT REPORT, ADMISSION AND CLASSIFICATION PROCEDURES, MEDICAL AND ACCIDENT REPORTING, AND ESCAPE AND CAPTURE. VOLUME TWO COVERS DISCIPLINARY ACTION, THE WORK RELEASE PROGRAM, TEMPORARY AND HOME LEAVE, THE COMMUNITY VOLUNTEER PROGRAM, CONDITIONAL RELEASE, AND THE NOTIFICATION OF AUTHORITIES OF AN INMATES RELEASE. THE FINAL VOLUME DISCUSSES DETAINER PROCEDURES, MISCELLANEOUS PROCEDURES, AND MACHINE OUTPUTS. ALSO INCLUDED ARE INDEXES OF FORMS. THE AUTHORS NOTE THAT ALTHOUGH PAST DOCUMENTATION HAS BEEN VIRTUALLY NONEXISTENT, THE NORTH CAROLINA DEPARTMENT OF CORRECTIONS NOW REQUIRES SYSTEM PROJECT DOCUMENTATION. SAMPLE FORMS ARE INCLUDED IN ALL VOLUMES. SEE NCJ-09839 FOR MATERIAL ON PHASE 2 OF THIS PROJECT. (AUTHOR ABSTRACT)

**Sponsoring Agency:** NORTH CAROLINA DEPARTMENT OF CORRECTION, 840 WEST MORGAN STREET, RALEIGH NC 27603.

**Availability:** NCJRS MICROFICHE PROGRAM.

162. **J. CAHILL. NEW HAMPSHIRE STATE PRISON—BASIC MANAGEMENT INFORMATION SYSTEM—EVALUATION.** NEW HAMPSHIRE GOVERNOR'S COMMISSION ON CRIME AND DELINQUENCY. 13 p. 1978. **NCJ-53409**

A DESCRIPTION OF NEW HAMPSHIRE STATE PRISON'S PRISON INFORMATION TRANSACTION SYSTEM (PITS), A COMPUTERIZED MANAGEMENT INFORMATION SYSTEM DESIGNED TO MODERNIZE THE INMATE CLASSIFICATION SYSTEM, IS GIVEN. THE AUTOMATION OF THE CLASSIFICATION SYSTEM HAD FOUR PRIMARY PURPOSES: (1) IT WOULD MAKE DATA MORE ACCESSIBLE TO OFFICERS AND STAFF; (2) THE SYSTEM WOULD ENHANCE ACCURACY; (3) THE SYSTEM WOULD ENHANCE COMPLETENESS; AND (4) IT WOULD ENSURE BETTER SECURITY OF THE INFORMATION. PITS HAS FOUR COMPONENTS (1) PITS-DATABASE; (2) PITS-UPDATE; (3) PITS-HISTORY; AND (4) PITS-REPORTS. PITS-DATABASE CONTAINS INFORMATION ON EACH INDIVIDUAL UNDER THE PRISON'S SUPERVISION. PITS-UPDATE IS THE EDITING COMPONENT, PITS-HISTORY RETAINS HISTORICAL DATA AND IS CAPABLE OF TRACING CHANGES IN PITS-DATABASE, AND PITS-REPORTS IS A SERIES OF PROGRAMS THAT ALLOWS THE OPERATOR TO PERFORM STATISTICAL AND FINANCIAL ANALYSES. PITS IS DESIGNED TO BE IMPLEMENTED IN FOUR PHASES. PHASE I INVOLVES FEEDING THE COMPUTER CLASSIFICATION DATA AND INVOLVES THE CREATION OF DATA FILES. PHASE II IS THE OPERATIONALIZING OF THE PITS-DATABASE AND THE PITS-UPDATE COMPONENTS. PHASE III INVOLVES THE OPERATIONALIZING OF PITS-REPORTS. FINALLY, PHASE IV INVOLVES THE FURTHER DEVELOPMENT OF STANDARDIZED REPORTS AND THE SUPPLEMENTAL FILING SYSTEM. AS OF THIS REPORT, PHASE I WAS FULLY OPERATIONAL; PHASE II WAS 90 PERCENT OPERATIONAL; PHASE III WAS 50 PERCENT OPERATIONAL; AND PHASE IV WAS TO BE IMPLEMENTED. NO TABLES OF QUANTITATIVE ANALYSES ARE PROVIDED. A COMPARISON WITH NEW HAMPSHIRE'S OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM (OBSCIS) IS INCLUDED IN THE TEXT.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

163. **C. CHOW. INTERFACING AN OBSCIS (OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM) WITH OTHER SYSTEMS—THE HAWAII PERSPECTIVE (FROM OBSCIS COMPENDIUM—PROCEEDINGS FROM THE OBSCIS SEMINAR, 1978, BY A H LAMMER—SEE NCJ-51740).** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. 9 p. 1978. **NCJ-51743**

HAWAII'S EXPERIENCE WITH CORRECTIONS PLANNING AND OBSCIS IS CITED IN A DISCUSSION OF THE PREREQUISITES FOR AND POTENTIAL ADVANTAGES AND DISADVANTAGES OF LINKING OBSCIS WITH OTHER CRIMINAL JUSTICE INFORMATION SYSTEMS. DEVELOPING AND IMPLEMENTING AN OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM (OBSCIS) TO INTERFACE WITH OTHER INFORMATION SYSTEMS REQUIRES THE FOLLOWING: A CRIMINAL JUSTICE PERSPECTIVE MUST BE TAKEN BY DATA ANALYSTS; OBSCIS DEVELOPERS MUST UNDERSTAND STATE CRIMINAL JUSTICE TERMINOLOGY AND PROCESSES; THE DATA ELEMENT DEFINITIONS OF OTHER AGENCIES MUST BE CLEAR, PARTICULARLY AS THEY RELATE TO DEFINITIONS OF CORRECTIONAL DATA ELEMENTS; OPERATIONAL PROCEDURES FOR CAPTURING AND CODING DATA ELEMENTS MUST BE UNDERSTOOD BY ANALYSTS AND SYSTEM DEVELOPERS; AND NATIONAL DEFINITIONS MUST BE PRECISE AND STANDARDIZED. HAWAII'S CORRECTIONAL MASTER PLAN DEFINED THREE OBJECTIVES—INDIVIDUAL OFFENDER MONITORING, PROGRAM EVALUATION AND DEVELOPMENT, AND MANAGEMENT REPORTING—FOR AN INFORMATION SYSTEM TO SUPPORT INTAKE/SERVICE CENTERS, WHICH COORDINATE AND MONITOR ALL CORRECTIONS SERVICES PROVIDED TO OFFENDERS BEFORE AND AFTER TRIAL. DURING THE PROCESS OF DEVELOPING AND IMPLEMENTING ITS OBSCIS, HAWAII CREATED AND MAINTAINED BOTH FORMAL AND INFORMAL CONTACTS WITH CORRECTIONS AND OTHER CRIMINAL JUSTICE AGENCIES. IN HAWAII, AS IN MANY OTHER STATES WITH OBSCIS SYSTEMS, CONDITIONS (ADEQUATE RESOURCES, POLITICAL CONCERN FOR CRIME, LEADERSHIP) EXIST THAT CAN MAKE A NATIONAL CORRECTIONAL INFORMATION SYSTEM A REALITY. THE POTENTIAL BENEFITS OF INTERFACING OBSCIS WITH OTHER INFORMATION SYSTEMS INCLUDE ELIMINATION OF DUPLICATE DATA, IMPROVED ACCURACY OF DATA, DEVELOPMENT OF A GLOSSARY OF COMMON CRIMINAL JUSTICE DEFINITIONS AND TERMS, A BROADER PERSPECTIVE IN THE PLANNING AND DEVELOPMENT OF OBSCIS, LOWER COSTS AND GREATER EFFICIENCY FOR CRIMINAL JUSTICE AGENCIES, THE ABILITY TO PINPOINT RESPONSIBILITY FOR ACCURACY OF DATA AND TO ESTABLISH ERROR CORRECTION PROCEDURES THROUGHOUT THE CRIMINAL JUSTICE SYSTEM, AND ENCOURAGEMENT OF MANAGEMENT REVIEW OF EXISTING MANUAL INFORMATION SYSTEMS. POTENTIAL DISADVANTAGES OF INTERFACING OBSCIS WITH OTHER SYSTEMS INCLUDE LIMITATIONS ON OBSCIS FILE STRUCTURE FLEXIBILITY IMPOSED BY STATE CONSTRAINTS, THE COMPLEXITIES OF COORDINATING ACTIVITIES AND PLANS, COMPROMISE OF CERTAIN GOALS AND OBJECTIVES, EXPENDITURES INVOLVED IN TRAINING STAFF ABOUT RELATIONSHIPS BETWEEN INFORMATION SYSTEMS, THE TIME AND EFFORT REQUIRED TO DEVELOP A GLOSSARY OF CRIMINAL JUSTICE TERMS, THE POSSIBILITY THAT OTHER AGENCIES MAY NOT UNDERSTAND THE NUANCES OF OBSCIS DATA, AND PROBLEMS THAT MAY RESULT FROM INCREASED INTERDEPENDENCY AMONG CRIMINAL JUSTICE AGENCIES. A SUMMARY DESCRIPTION OF HAWAII'S OBSCIS IS APPENDED.

164. **S. CHRISTIANSON. CORRECTIONS LAW DEVELOPMENTS—COMPUTING JAIL TIME CREDIT.** WARREN, GORHAM AND LAMONT, INC, 210 SOUTH STREET, BOSTON MA 02111. *CRIMINAL LAW BULLETIN*, V 14, N 5 (SEPTEMBER/OCTOBER 1978), P 437-440. **NCJ-51097**

THE PROBLEMS OF MISCALCULATION OF JAIL TIME CREDITS, AND ITS RAMIFICATIONS ARE ADDRESSED WITH SUG-

GESTIONS FOR IMPROVING THE SITUATION. JAIL TIME, WHICH IS USUALLY CALCULATED BY A LOCAL CLERK AND RECORDED IN CERTIFICATE FORM, IS THE CREDIT FOR THE AMOUNT OF TIME A PRISONER IS INCARCERATED IN A LOCAL JAIL BEFORE SERVING A SENTENCE IN A STATE PRISON. THE PROCEDURE CAN BECOME COMPLEX WHEN IT INVOLVES MULTIPLE CHARGES AND SENTENCES OF IMPRISONMENT. STATUTES AND CASE LAWS ON THE SUBJECT ARE OFTEN VAGUE, CONFUSING, AND ILLOGICAL. MISCALCULATIONS IN JAIL TIME CREDIT CAN HAVE A SIGNIFICANT IMPACT ON PRISONERS AND THEIR FAMILIES, AS WELL AS THE ENTIRE CRIMINAL JUSTICE SYSTEM. IT IS PRESUMED BY STATE CORRECTIONS DEPARTMENTS THAT THEY ARE NEITHER OBLIGATED NOR AUTHORIZED TO ADJUST SPECIFIED CREDITS IN AN INMATE'S COMMITMENT. LOCAL AUTHORITIES CONTEND THAT THEY DO NOT HAVE THE RESPONSIBILITY OR AUTHORITY TO CALCULATE JAIL TIME EARNED IN ANOTHER JURISDICTION. IN THE NEW YORK STATE DEPARTMENT OF CORRECTIONAL SERVICES AN INMATE WHO DID NOT RECEIVE FULL JAIL TERM CREDIT MUST ASSUME PERSONAL RESPONSIBILITY FOR RESOLVING THE SITUATION. IT IS SUGGESTED THAT LOCAL AUTHORITIES BE REQUIRED TO FURNISH PRESENTENCE CREDIT INFORMATION TO ALL PARTIES BEFORE SENTENCING TO INSURE A MORE INTELLIGENT DECISION AT THE CRITICAL STAGE. IT IS CONCLUDED THAT SINCE JAIL TIME CREDIT DOES NOT APPLY TO THOSE ACQUITTED, IT IS A DISADVANTAGE FOR THEM, AND AN ADVANTAGE FOR THE CONVICTED, AND A POWERFUL LEVER AGAINST THE ACCUSED. FOOTNOTES ARE PROVIDED.

165. DISTRICT OF COLUMBIA DEPARTMENT OF CORRECTIONS, 614 H STREET, NW, WASHINGTON DC 20001. CORRECTIONAL RECORDS INFORMATION SYSTEM OF THE DISTRICT OF COLUMBIA DEPARTMENT OF CORRECTIONS SYSTEM DESCRIPTION. 272 p. 1972. NCJ-05842  
DETAILED DESCRIPTION OF OPERATION AND APPLICATIONS OF A REAL-TIME (IMMEDIATE RESPONSE) COMPUTER INFORMATION SYSTEM DEALING WITH THE WHEREABOUTS OF INMATES. PART ONE INTRODUCES THE CORRECTION RECORDS INFORMATION SYSTEM (CRISYS). PART II, SYSTEMS DESCRIPTION, PROVIDES A GENERAL OVERVIEW OF THE DOCUMENT AND EXPLAINS THE APPROACH TO THE REAL TIME SYSTEM ALONG WITH THE SYSTEM REQUIREMENTS AND SYSTEM FLOW. PART III IS THE SECTION THAT DESCRIBES THE PROGRAMMING AND SYSTEMS STANDARDS USED TO DEVELOP CRISYS. THEY ARE PROVIDED IN THIS SECTION IN ORDER TO FURNISH GUIDELINES FOR FUTURE DOCUMENTATION AS CRISYS EXPANDS ITS FUNCTIONAL SCOPE. PART IV IS THE DETAILED SYSTEM DESCRIPTION. IT DISCUSSES IN DEPTH THE RETRIEVAL AND UPDATE CAPABILITY OF THE SYSTEM, AND INCLUDES PROGRAM FLOW CHARTS, INPUT-OUTPUT FORMATS AND BACK-UP AND RECOVERY TECHNIQUES. THE SOURCE DOCUMENT SECTION, PART V, INCLUDES A COPY OF THE SIX INPUT FORMS THAT HAVE BEEN DESIGNED SPECIFICALLY TO PROVIDE THE INPUT DATA FOR CRISYS. (FOR PARTS 6 & 7 SEE 05841.)  
**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
**Availability:** NTIS Accession No. PB 214 646; NCJRS MICROFICHE PROGRAM.

166. DISTRICT OF COLUMBIA DEPARTMENT OF CORRECTIONS, 614 H STREET, NW, WASHINGTON DC 20001. CORRECTIONAL RECORDS INFORMATION SYSTEM OF THE DISTRICT OF COLUMBIA DEPARTMENT OF CORRECTIONS TERMINAL OPERATOR'S HANDBOOK. 260 p. 1972. NCJ-05841  
TECHNICIAN'S GUIDE FOR OPERATION OF CORRECTION RECORDS INFORMATION SYSTEM (CRISYS). THIS DOCUMENT CONTAINS THE FINAL PARTS OF A DETAILED SYSTEM DESCRIPTION. PART VI IS THE TERMINAL OPERATOR'S GUIDE. IT DESCRIBES THE INTERFACE THAT A SYSTEM USER WOULD HAVE WITH CRISYS AND EXPLAINS THE TECH-

NIQUES TO BE USED WHEN ENTERING OR RETRIEVING DATA THROUGH A SYSTEM TERMINAL. PART VII, THE FINAL SECTION, DESCRIBES THE CODE TABLES AND DEFINITIONS USED TO STANDARDIZE THE DATA UTILIZED IN CRISYS. (FOR PARTS I THROUGH V, SEE NCJ 05842.)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NTIS Accession No. PB 214 647; NCJRS MICROFICHE PROGRAM.

167. R. D. ENGLER. INTRODUCTION TO CAPTIS (COMPUTER ASSISTED PRISONER TRANSPORTATION INDEX SERVICE). NATIONAL SHERIFFS' ASSOCIATION, 1250 CONNECTICUT AVENUE, SUITE 320, WASHINGTON DC 20036. 29 p. 1978. NCJ-50521

AN OUTLINE OF THE COMPUTER ASSISTED PRISONER TRANSPORTATION INDEX SERVICE (CAPTIS) DEVELOPED TO FACILITATE RAPID, CONVENIENT, AND COOPERATIVE TRANSPORT OF PRISONERS ACROSS STATE LINES IS PROVIDED. THE CAPTIS PILOT SYSTEM, IMPLEMENTED IN SELECTED STATES IN EARLY 1978, IS DISCUSSED WITH EMPHASIS ON HOW IT WORKS, CONTRACT LAW ENFORCEMENT, THE SYSTEM'S LEGAL FEASIBILITY, AND LIABILITY PROBLEMS. CAPTIS IS DESIGNED TO PROVIDE INTERESTED CRIMINAL JUSTICE AGENCIES WITH COMPREHENSIVE, UP-TO-DATE INFORMATION ON THE LOCATION AND AVAILABILITY FOR TRANSPORT OF PRISONERS HELD IN CUSTODY IN SISTER STATES. USING THIS INFORMATION, PROSECUTORS, LAW ENFORCEMENT OFFICIALS, AND CORRECTIONS ADMINISTRATORS, WHO ARE ALREADY HARD PRESSED BY CITIZEN REQUESTS FOR BETTER FUNCTIONING CRIMINAL JUSTICE SYSTEM AND BY THE RISING COSTS OF THE RESOURCES REQUIRED TO IMPROVE THE ADMINISTRATION OF JUSTICE, MAY AGREE WITH ONE ANOTHER WITH RESPECT TO COOPERATIVE TRANSPORTS ON A COST REIMBURSEMENT OR EXCHANGE-OF-SERVICE BASIS. THE PILOT SYSTEM CONSISTS OF A DATA BASE LOCATED IN WASHINGTON, D.C. THIS DATA BASE IS SIMPLY A COMPUTERIZED FILE OR INDEX CONTAINING BASIC LOGISTICS INFORMATION REGARDING PRISONERS AWAITING TRANSPORT. IT IS LINKED TO THE HIGHLY EFFECTIVE AND ACCESSIBLE NATIONAL LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM. ANY CRIMINAL JUSTICE AGENCY SEEKING INFORMATION ABOUT PRISONERS AWAITING TRANSPORT CAN REQUEST INDEX INFORMATION BY SELECTING THE ORIGIN AND DESTINATION AREAS THAT BEST SUIT ITS REQUIREMENTS, ALONG WITH SPECIFIC TIME DURING WHICH IT WISHES TO ACCOMPLISH A COOPERATIVE TRANSPORT. CAPTIS THEN RESPONDS WITH A SUMMARY GEOGRAPHIC LIST OF ALL THE POSSIBLE TRANSPORT. IF THE AGENCY IDENTIFIES A POTENTIAL COOPERATIVE TRANSPORT FROM THIS LIST, IT REQUESTS SPECIFIC ESSENTIAL ELEMENTS OF INFORMATION (EEI) AND USES THIS DATA FOR A FURTHER EVALUATION AND, POSSIBLY, TO TELEPHONE OR TELEGRAPH THE OTHER AGENCY TO NEGOTIATE AN AGREEMENT FOR A COOPERATIVE INTERSTATE PRISONER TRANSPORT. SEE ALSO NCJ 50516-50520.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** NCJRS MICROFICHE PROGRAM.

168. GEORGIA DEPARTMENT OF CORRECTIONS/OFFENDER REHABILITATION, 800 PEACHTREE STREET, NE, SUITE 616, ATLANTA, GA 30308. GEORGIA—DEPARTMENT OF CORRECTIONS/OFFENDER REHABILITATION—PROJECT SEARCH—FINAL REPORT. 125 p. 1976. NCJ-37191  
FINAL REPORT ON A PROJECT TO REVISE, EXPAND, AND UPGRADE THE GEORGIA OFFENDER BASED STATE CORRECTIONAL INFORMATION SYSTEM SO AS TO MAKE IT COMPLY WITH THE STANDARDS, REQUIREMENTS, AND NEEDS OF THE STATE OF GEORGIA. THE REPORT'S ADDENDUM CON-

TAINS COMPUTER DESIGN STATEMENTS AND COMPUTER PROGRAMS AND INFORMATIONAL REQUIREMENTS FOR THE MODEL SYSTEM.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

169. **D. M. GOTTFREDSON and M. G. NEITHERCUTT. NATIONAL UNIFORM PAROLE REPORTING SYSTEM.** NATIONAL COUNCIL ON CRIME AND DELINQUENCY, 760 MARKET STREET, SUITE 433, SAN FRANCISCO CA 94102. 173 p. 1970.

**NCJ-13507**

PROGRAM AIMED AT THE DEVELOPMENT OF A NATION-WIDE SYSTEM TO PROVIDE RELIABLE, COMPARABLE DATA BY WHICH AUTHORITIES MAY EVALUATE THEIR POLICIES AND PROGRAMS ON AN INTERSTATE BASIS. FIFTY-FIVE AGENCIES IN FIFTY STATES, THE FEDERAL GOVERNMENT, AND PUERTO RICO COLLABORATE IN THIS PROGRAM. THE TWO ASPECTS OF THE SYSTEM ARE THE DATA COLLECTION PROCEDURES AND THE PROGRAMS FOR FEEDBACK REPORTING OF RESULTS TO PARTICIPANTS. ITEMS INCLUDED IN THE SYSTEM COVER IDENTIFICATION, HISTORICAL, AND PAROLE PERFORMANCE DATA. RECORDS FOR APPROXIMATELY EIGHTY THOUSAND PAROLEES ARE AVAILABLE ON PUNCH CARDS, WITH TWO TO THREE THOUSAND CASES ADDED MONTHLY. EACH PAROLEE HAS BEEN FOLLOWED FOR ONE YEAR TO DETERMINE THE PAROLE OUTCOME. COMPLETED STUDIES HAVE DEMONSTRATED AN OVER-ALL ITEM RELIABILITY COEFFICIENT OF .84. REPORTING PROCEDURES INCLUDE A SERIES OF NEWSLETTERS AND SPECIAL REPORTS, PERIODIC SEMINARS FOR PAROLE OFFICIALS, REGULAR REPORTING OF PAROLE PERFORMANCE AND RELATED INFORMATION TO INDIVIDUAL AGENCIES, AND THE EXPLORATORY USE OF AN ON-LINE COMPUTER DATA RETRIEVAL SYSTEM. APPENDIXES INCLUDE REPORT CODING INSTRUCTIONS, EXAMPLES OF NEWSLETTERS, AND A LIST OF UNIFORM PAROLE REPORTS PUBLICATIONS. (AUTHOR ABSTRACT)

**Sponsoring Agency:** US DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE NATIONAL INSTITUTE OF MENTAL HEALTH, 5600 FISHERS LANE, ROCKVILLE, MD 20852.

**Availability:** NCJRS MICROFICHE PROGRAM.

170. **A. H. LAMMER, Ed. OBSCIS (OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM) COMPENDIUM—PROCEEDINGS FROM THE OBSCIS SEMINAR.** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. 234 p. 1978.

**NCJ-51740**

PAPERS DISCUSS THE OBSCIS APPROACH, ITS APPLICATIONS AND IMPLEMENTATION, AND USE OF OBSCIS OUTPUT AND STATISTICS. PROBLEMS ENCOUNTERED IN USING OBSCIS ARE EXAMINED AS WELL AS VARIOUS CORRECTIONS INFORMATION PROGRAMS. REPRESENTATIVES OF CORRECTIONS DEPARTMENTS FROM VARIOUS STATES REPORT ON THEIR EXPERIENCES WITH THE OBSCIS (OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM) AND PRESENT RECOMMENDATIONS FOR USING COMPUTER-GENERATED DATA FOR ADMINISTRATIVE DECISIONMAKING AND CORRECTIONS PLANNING. INFORMATION IS PROVIDED ON WAYS TO AVOID COMMON PROBLEMS IN OBSCIS DEVELOPMENT AND IMPLEMENTATION. MANY REPRESENTATIVES REPORTED DIFFICULTIES WITH OBSCIS DUE TO INSUFFICIENT PLANNING, INADEQUATE AND UNTRAINED STAFF, AND VARIOUS ORGANIZATIONAL COMPLICATIONS. ECONOMIC CONSIDERATIONS AND THE USE OF MINICOMPUTERS ARE EXAMINED. A BASIC OBSCIS IS DEFINED AND PROJECTION METHODOLOGIES ARE OUTLINED. A PAPER ALSO PRESENTS A WORKSHOP OUTLINE ON INITIATING A BASIC OBSCIS APPROACH. REPRESENTATIVES FROM TWO STATES EXAMINE APPROACHES TO STATISTICS USE, AND A CANADIAN REPRESENTATIVE DISCUSSES A CANADIAN PERSPECTIVE TO CORRECTIONS INFORMATION SYSTEM DEVELOPMENT.

OPMENT. THE FINAL SECTION CONTAINS PAPERS CONCERNED WITH THE NATIONAL INTEREST IN CORRECTIONS INFORMATION AND DISCUSSES INFORMATION PROGRAMS IN OPERATION. THESE INCLUDE THE UNIFORM CRIME REPORTING PROGRAM, THE UNIFORM PAROLE REPORTS, THE INFORMATION SYSTEMS DEVELOPMENT IN THE FEDERAL PRISON SYSTEM, AND THE NATIONAL PRISONER STATISTICS PROGRAM.

**Sponsoring Agency:** NATIONAL CRIMINAL JUSTICE INFORMATION & STATISTICS SERVICE.

**Availability:** SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822.

171. **LOUISIANA DEPARTMENT OF CORRECTIONS, P O BOX 44304, STATE CAPITOL STATION, BATON ROUGE LA 70804. CAJUN (CORRECTIONS AND JUSTICE UNIFIED NETWORK) TERMINAL OPERATORS' ORIENTATION.** 28 p. 1974.

**NCJ-17160**

THE FIRST OF THREE VOLUMES DEALING WITH CAJUN TERMINAL OPERATORS, THIS DOCUMENT PROVIDES ORIENTATION INFORMATION THAT SHOULD BE HELPFUL TO NEW OPERATORS. THE FUNCTIONS OF THE CAJUN SYSTEM ARE DESCRIBED IN LAYMAN'S TERMS. A TERMINAL OPERATOR'S DUTIES AND RESPONSIBILITIES ARE OUTLINED, FOLLOWED BY QUESTIONS AND ANSWERS ON THE TEXT.

**Availability:** NCJRS MICROFICHE PROGRAM.

172. **MINNESOTA DEPARTMENT OF CORRECTIONS, 430 METRO SQUARE BUILDING, SEVENTH & ROBERT STREETS, ST PAUL MN 55101. MINNESOTA—CORRECTIONS INFORMATION SYSTEM—FINAL REPORT.** 150 p. 1977.

**NCJ-39059**

THIS REPORT DISCUSSES THE GENERAL CONTEXT WITHIN WHICH THE FIRST MINNESOTA OFFENDER BASED STATE CORRECTIONS INFORMATION SYSTEM (OBSCIS) GRANT HAS BEEN IMPLEMENTED AND PRESENTS DETAILED INFORMATION ON THE OBSCIS DESIGN. THE FIRST SECTION PROVIDES THE GENERAL FRAMEWORK OF THE DEPARTMENT'S PRIOR INFORMATION SYSTEM BY PROVIDING A GENERAL DISCUSSION OF THE PREVIOUS STAFFING AND EXPENDITURES ALONG WITH A DISCUSSION OF GENERAL SYSTEM DEFICIENCIES. WITHIN THIS GENERAL CONTEXT, THE BACKGROUND, ACCOMPLISHMENTS, MAJOR PROBLEMS, STAFFING AND EXPENDITURES, AND FUTURE OBSCIS PLANS ARE DEFINED. THE SECOND SECTION OF THIS REPORT PROVIDES A DETAILED DISCUSSION OF PHASES I AND II WHICH WERE PREPARED DURING THIS GRANT PERIOD AS PART OF THE OBSCIS DEVELOPMENT. THESE MATERIALS ARE, OF COURSE, STILL SUBJECT TO MINOR MODIFICATIONS AND REVISIONS BUT THEY DO ACCURATELY REFLECT THE GENERAL APPROACH AND PRIMARY OBSCIS PRODUCTS PRODUCED UNDER THIS GRANT. THEY INCLUDE SYSTEM INFORMATION REQUIREMENTS, NEEDS ANALYSES, SOFTWARE LOGIC DESCRIPTIONS, AND DESCRIPTIONS OF ALL THE MANAGEMENT REPORTS TO BE PRODUCED BY OBSCIS. (AUTHOR ABSTRACT MODIFIED)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

173. **K. T. PHILLIPS. DATA DICTIONARY OF COUNTY AREA COMMUNITY CORRECTIONS INFORMATION SYSTEMS IN MINNESOTA.** MINNESOTA DEPARTMENT OF CORRECTIONS, 430 METRO SQUARE BUILDING, SEVENTH & ROBERT STREETS, ST PAUL MN 55101. 245 p. 1977.

**NCJ-52137**

THE INFORMATION AVAILABLE FROM EACH OF FOUR REGIONAL CORRECTIONAL INFORMATION SYSTEMS IMPLEMENTED IN MINNESOTA IS DESCRIBED, AND MINIMUM DATA REQUIREMENTS FOR THE SYSTEMS ARE LISTED. THE REGIONAL INFORMATION SYSTEMS ARE PART OF AN EFFORT TO DECENTRALIZE CORRECTIONAL AND DECISIONMAKING RESOURCES FROM THE STATE LEVEL TO THE COMMUNITY

LEVEL IN MINNESOTA. THE DATA DICTIONARY IS ONE OF THREE REPORTS ON COMMUNITY CORRECTIONS TO BE PRODUCED FOR USE BY MINNESOTA PLANNERS, RESEARCHERS, AND POLICYMAKERS. FOR EACH REGIONAL INFORMATION SYSTEM (ARROWHEAD REGION, CROW WING AND MORRISON COUNTIES, DODGE, FILLMORE, AND OLMS-ED COUNTIES, AND NORMAN, POLK, AND RED LAKE COUNTIES), A SUMMARY SHEET, SYSTEM INDEX, AND LIST OF DATA ELEMENTS ARE PRESENTED. THE SUMMARY SHEET PROVIDES A SYNOPSIS OF THE SYSTEM--THE COMMUNITY CORRECTIONS NETWORK IT SERVES, THE COUNTIES INVOLVED, THE OFFENDER POPULATION REPORTED, CONTRIBUTING PROGRAMS, DEVELOPMENT AND IMPLEMENTATION PROGRESS, SYSTEM HARDWARE AND SOFTWARE, ROUTINE REPORTS, AND DATA COLLECTION INSTRUMENTS AND PROCEDURES. THE SYSTEM INDEX BRIEFLY LISTS THE SYSTEM'S DATA ELEMENTS, TOGETHER WITH THEIR MAJOR FUNCTIONS, LENGTH AND TYPE, AND DATA COLLECTION INSTRUMENT. THE DATA ELEMENT LIST PROVIDES MORE DETAILED INFORMATION ON EACH DATA ELEMENT. A SIMILAR FORMAT IS USED TO DESCRIBE THE MINIMUM DATA ELEMENTS REQUIRED BY THE STATE FOR ALL COUNTY AREA INFORMATION SYSTEMS. SUPPORTING DOCUMENTATION, INCLUDING A COPY OF THE STATE'S CRIMINAL CODE, IS APPENDED.

Availability: NTIS. Accession No. SHR-0001971. (Microfiche)

174. K. T. PHILLIPS. ISSUES IN DEVELOPING A COMMUNITY CORRECTIONS INFORMATION SYSTEM. MINNESOTA DEPARTMENT OF CORRECTIONS, 430 METRO SQUARE BUILDING, SEVENTH & ROBERT STREETS, ST PAUL MN 55101. 81 p. 1977. NCJ-52138

THIS SERIES OF GUIDELINES FOR ADMINISTRATORS, PLANNERS, AND RESEARCHERS FACED WITH THE TASK OF DEVELOPING A COMMUNITY CORRECTIONS INFORMATION SYSTEM ADDRESSES THE PROBLEMS TO BE FOUND AT THE COUNTY LEVEL. THE COMMUNITY CORRECTIONS ACT, PASSED BY THE STATE OF MINNESOTA IN 1973, PROVIDES FOR THE DEVELOPMENT OF COUNTY LEVEL DECISIONMAKING RESOURCES. THIS DOCUMENT ADDRESSES THE PROBLEMS LIKELY TO BE ENCOUNTERED IN SETTING UP A COUNTY-LEVEL COMMUNITY CORRECTIONS INFORMATION SYSTEM. IT DISCUSSES THE PHASED APPROACH TO SYSTEM DEVELOPMENT, MINNESOTA DEPARTMENT OF CORRECTION'S SYSTEM PROPOSALS, SYSTEM DOCUMENTATION, UTILIZATION OF THE SYSTEM, AND PRIVACY AND SECURITY GUIDELINES. BOTH STATE AND FEDERAL GUIDELINES FOR SUCH SYSTEMS ARE REVIEWED. THE SECOND SECTION DESCRIBES THE ADMINISTRATIVE PROCEDURES NECESSARY FOR MEETING STATE REPORTING REQUIREMENTS AND THEN DISCUSSES AN OPTIONAL REPORTING PROCESS TO THE BUREAU OF CRIMINAL APPREHENSION. ADMINISTRATIVE PROCEDURES WHICH MAY BE SUBSTITUTED FOR MANUAL REPORTING OF CORRECTIONS DATA BY PROBATION OFFICERS AND OTHER ADMINISTRATORS ARE DISCUSSED, AND FOUR INFORMATION SYSTEMS ARE DESCRIBED. EACH OF THESE SYSTEMS IS A COOPERATIVE VENTURE AMONG SEVERAL SMALL COUNTIES. APPENDIXES CONTAIN MINNESOTA LAW COVERING PRIVACY OF DATA, AN APPLICATION FOR EMERGENCY CLASSIFICATION FROM THE STATE DEPARTMENT OF ADMINISTRATION, DEPARTMENT OF CORRECTION MINIMUM DATA ELEMENTS, SAMPLE TRANSMITTAL AND OUTPUT FORMS, AND SAMPLES OF FORMS FOR USE WITH THE BUREAU OF CRIMINAL APPREHENSION SYSTEM.

Availability: NTIS. Accession No. SHR-0002133. (Microfiche)

175. P. G. PIKE and K. E. SALMON. ADP IN THE PRISON SERVICE. GREAT BRITAIN POLICE RESEARCH SERVICES BRANCH, HORSEFERRY HOUSE, DEAN RYLE STREET, LONDON, ENGLAND. POLICE RESEARCH BULLETIN, N 12 (OCTOBER 1969), P 18-23. NCJ-10639

USE OF AUTOMATIC DATA PROCESSING PROVIDES A SOPHISTICATED SYSTEM FOR THE MAINTENANCE OF RECORDS BY ENGLAND'S PRISON COMMISSION. THE IMPLEMENTATION OF AUTOMATIC DATA PROCESSING OF PRISON RECORDS REQUIRED A COMPLETE FILE CONVERSION IN WHICH EACH INMATE WAS ASSIGNED A UNIQUE NUMBER. THE PRISON INDEX, WHICH IS ORGANIZED IN THE FORM OF THREE MAIN FILES HELD ON MAGNETIC TAPE, HAS THE CAPACITY TO PROVIDE TABULATIONS OF THE TOTAL PRISON POPULATION OR SELECTED AREAS OF THE POPULATION. IT CAN BE USED TO CHECK ALL NEW RECEPTIONS AGAINST ITS FILES, TO REPORT CASES WHERE MATCHES ARE FOUND, AND TO INQUIRE ABOUT INDIVIDUAL CASES.

176. G. REID, B. TUCKER, and J. VERZANI. REJIS (REGIONAL JUSTICE INFORMATION SYSTEM)--CORRECTIONS INFORMATION SYSTEM--REQUIREMENT SPECIFICATION, JANUARY 1975. REJIS (REGIONAL JUSTICE INFORMATION SYSTEM). 200 p. 1975. NCJ-36507

THIS REPORT DESCRIBES IN DETAIL THE CRIMINAL JUSTICE ENVIRONMENT RELATING TO CORRECTIONS AND THE INFORMATION OUTPUT OF THE COMPUTER-BASED SYSTEM RECOMMENDED TO SUPPORT ST. LOUIS CITY AND COUNTY CORRECTIONAL AGENCIES. THE COMPUTER-BASED INFORMATION SYSTEM TO BE DEVELOPED BY THIS PROJECT IS THE CORRECTIONS INFORMATION SYSTEM (CINSYS). CINSYS IS DESIGNED TO SUPPORT ITS AGENCIES SUBJECT PROCESSING PROCEDURES IN THREE AREAS--SUBJECT RECORD KEEPING AND PROCESSING REPORT, STATISTICAL REPORTING DATA BASE, AND EXCHANGE OF COMMON DATA AMONG AGENCIES/INSTITUTIONS. THIS THREE-PART REPORT PRESENTS GENERAL INFORMATION ON THE PROJECT SCOPE AND SYSTEM OBJECTIVES, DESCRIBES THE REGIONAL CRIMINAL JUSTICE SYSTEM AND HOW THE SYSTEM INTERFACES WITH THE CORRECTIONAL SYSTEM, AND STATES THE GENERAL INFORMATION REQUIREMENTS FOR A CORRECTIONAL SYSTEM. A CHART IS PRESENTED SHOWING HOW THE CORRECTIONAL SYSTEM WILL INTERFACE WITH THE OTHER SYSTEMS IN THE REGIONAL CRIMINAL JUSTICE SYSTEM. AFTER THE GENERAL REQUIREMENTS OF A CORRECTIONS SYSTEM ARE EXPLAINED, THE SPECIFIC AGENCY INFORMATION NEEDS ARE DEFINED. THIS IS DONE BY PRESENTING PROPOSED REPORTS AND ON-LINE SCREEN REQUIREMENTS. A FLOWCHART OF THE PROPOSED SYSTEM IS ALSO PRESENTED SHOWING THE AGENCY INPUTS WITH THE CONTENT OF ALL CRT (CATHODE RAY TUBE) SCREENS AND INPUT PROMPTING MASKS DETAILED.

Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

Availability: NCJRS MICROFICHE PROGRAM.

177. SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. OBSCIS--OFFENDER-BASED STATE CORRECTIONAL INFORMATION SYSTEM, V 1--THE OBSCIS APPROACH. 82 p. 1975. NCJ-28033

THIS IS AN OVERVIEW DESCRIPTION OF THE NEEDS FOR CORRECTIONS INFORMATION REPORTING AND HOW THESE NEEDS CAN BE MET BY THE OBSCIS MODEL AND ITS ACCOMPANYING TOOLS. THE OBSCIS MODEL WAS DESIGNED TO REPRESENT A FRAMEWORK FOR EACH STATE TO FOLLOW IN DESIGNING ITS OWN INDIVIDUALIZED CORRECTIONS INFORMATION SYSTEM. THE MODEL HAS THE FOLLOWING APPLICATIONS: ADMISSIONS; ASSESSMENT; PROGRAM REPORTING AND DISCIPLINARY INCIDENT REPORTING; PAROLE; MOVEMENT STATUS; LEGAL STATUS; MANAGEMENT AND RESEARCH; AND NATIONAL REPORTING. THE REQUISITE AND DESIRED DATA ELEMENTS FOR THE MODEL ARE LISTED. IMPLEMENTING OBSCIS AT THE STATE LEVEL AND INTEGRATING THE SYSTEMS INTO A NATIONAL PROGRAM ARE DISCUSSED. THE APPENDIXES CONTAIN A DISCUSSION OF PLANS TO IMPLEMENT OBSCIS IN TEN STATES.

AND A TEN-PAGE BIBLIOGRAPHY. SEE ALSO NCJ-30446, 30447, 30448, AND 30449.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

178. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. OBSCIS (OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM), V 2—OBSCIS APPLICATION GUIDE.** 123 p. 1975. NCJ-30446

THIS IS A REFERENCE WORKBOOK THAT DESCRIBES AND PROVIDES SYSTEM DEVELOPMENT SELECTION CRITERIA FOR 20 SEPARATE INFORMATION PROCESSING APPLICATIONS, WHICH CAN BE BUILT INTO OBSCIS SYSTEMS IN INDIVIDUAL STATES AS THEY CHOOSE. THIS GUIDE WILL BE FOR STRUCTURING AND DEVELOPING THE APPLICATIONS IN EACH STATE'S SYSTEM. THE OBSCIS MODEL WAS DESIGNED TO REPRESENT A FRAMEWORK FOR EACH STATE TO FOLLOW IN DESIGNING ITS OWN INDIVIDUALIZED CORRECTIONS INFORMATION SYSTEM. THE MODEL HAS THE FOLLOWING APPLICATIONS: ADMISSIONS; ASSESSMENT; PROGRAM REPORTING AND DISCIPLINARY INCIDENT REPORTING; PAROLE; MOVEMENT STATUS; LEGAL STATUS; MANAGEMENT AND RESEARCH; AND NATIONAL REPORTING. SEE ALSO NCJ-28033 (INTRODUCTION AND OVERVIEW), 30447, 30448, AND 30449.

**Supplemental Notes:** SUPPLEMENT TO TECHNICAL REPORT NO. 10.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

179. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. OBSCIS (OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM), V 4—OBSCIS IMPLEMENTATION PLAN.** 54 p. 1975. NCJ-30448

THIS VOLUME CONTAINS A DETAILED LISTING OF A SEQUENCE OF ACTIVITIES, TASKS, AND SUBTASKS TO BE PERFORMED IN THE SPECIFICATION, DESIGN, AND DEVELOPMENT OF AN OBSCIS SYSTEM. THIS, IN EFFECT, IS A REFERENCE GUIDE DESCRIBING THE DEVELOPMENT METHODOLOGY FOR ESTABLISHING AN OBSCIS SYSTEM WITHIN ANY PARTICIPATING STATE. THE OBSCIS MODEL WAS DESIGNED TO REPRESENT A FRAMEWORK FOR EACH STATE TO FOLLOW IN DESIGNING ITS OWN INDIVIDUALIZED CORRECTIONS INFORMATION SYSTEM. THE MODEL HAS THE FOLLOWING APPLICATIONS: ADMISSIONS; ASSESSMENT; PROGRAM REPORTING AND DISCIPLINARY INCIDENT REPORTING; PAROLE; MOVEMENT STATUS; LEGAL STATUS; MANAGEMENT AND RESEARCH; AND NATIONAL REPORTING. SEE ALSO NCJ-28033 (INTRODUCTION AND OVERVIEW), 30446, 30447, AND 30449.

**Supplemental Notes:** SUPPLEMENT TO TECHNICAL REPORT NO. 10.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

180. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. OBSCIS (OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM), V 5—LAUNCHING OBSCIS—A COMPOSITE EXAMPLE.** 31 p. 1975. NCJ-30449

THIS IS A HYPOTHETICAL EXAMPLE OF HOW ONE IMAGINARY STATE NAMED 'COMPOSITE' PROCEEDS WITH THE PLANNING AND ANALYSIS PHASES WHICH INITIATE AN OBSCIS PROJECT. THE PROJECT IS CARRIED THROUGH THE INITIAL PROCEDURES FOR TAILORING SYSTEM SPECIFICATIONS TO THE NEEDS OF A SPECIFIC CORRECTIONS AUTHORITY. THE OBSCIS MODEL WAS DESIGNED TO REPRESENT A FRAMEWORK FOR EACH STATE TO FOLLOW IN DESIGNING ITS OWN INDIVIDUALIZED CORRECTIONS INFORMATION

SYSTEM. THE MODEL HAS THE FOLLOWING APPLICATIONS: ADMISSIONS; ASSESSMENT; PROGRAM REPORTING AND DISCIPLINARY INCIDENT REPORTING; PAROLE; MOVEMENT STATUS; LEGAL STATUS; MANAGEMENT AND RESEARCH; AND NATIONAL REPORTING. SEE ALSO NCJ-28033 (INTRODUCTION AND OVERVIEW), 30446, 30447, AND 30448.

**Supplemental Notes:** SUPPLEMENT TO TECHNICAL REPORT NO. 10.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

181. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. OBSCIS (OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM), V 6—THE OBSCIS EXPERIENCE—A PHASE 2 SUMMARY.** 70 p. 1976. NCJ-38268

THIS REPORT PROVIDES AN OVERVIEW OF THE OBSCIS CONCEPT, IMPLEMENTATION PROGRESS AS REPORTED BY THE OBSCIS STATES, OBSERVATIONS REGARDING OBSCIS IMPLEMENTATION, AND A DATA DEMONSTRATION FOR USE BY RESEARCHERS AND STATISTICIANS. THIS SUMMARY WILL BE PARTICULARLY USEFUL FOR STATES UNDERTAKING OBSCIS DEVELOPMENT BECAUSE IT PERMITS A COMPARISON OF STATE CORRECTIONS INFORMATION SYSTEM ENVIRONMENTS. CHAPTER 1 OF THIS DOCUMENT BRIEFLY DESCRIBES THE DEVELOPMENTAL STAGES OF THE OBSCIS MODEL AND INCLUDES A SUMMARY OF THE MAJOR TASKS AND ACCOMPLISHMENTS DURING THE PROJECT'S SECOND YEAR. CHAPTER 2 PROVIDES AN OVERVIEW OF THE STATES' APPROACH TO OBSCIS. THE INFORMATION IS BASED UPON QUESTIONNAIRES COMPLETED BY EACH STATE. CHAPTER 3 CONSISTS OF GENERAL OBSERVATIONS ABOUT THE PROCESS OF IMPLEMENTING OBSCIS. SECTION II ILLUSTRATES HOW OBSCIS DATA MAY BE USED FOR ADMINISTRATIVE AND STATISTICAL PURPOSES. THE DEMONSTRATION USED A DATA BASE CREATED WITH RECORDS FROM 15 OBSCIS STATES. SECTION III PROVIDES AN EPILOGUE TO THE OBSCIS EXPERIENCE AND REFERS TO THE FUTURE OF THE OBSCIS APPROACH. FINALLY, THE APPENDICES DEPICT EACH STATE'S CURRENT STATUS (SPRING, 1976) AS PREPARED BY THE OBSCIS COMMITTEE MEMBERS, AND A BRIEF DISCUSSION ON SECURITY AND PRIVACY AS IT RELATES TO CORRECTIONS INFORMATION SYSTEMS. (AUTHOR ABSTRACT)

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.

182. **SEARCH GROUP INC, 1620-35TH AVENUE, SACRAMENTO CA 95822. OBSCIS (OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM), VOLUME 7—OBSCIS DATA DICTIONARY, REVISED.** 77 p. 1977. NCJ-59809

THIS DICTIONARY DEFINES DATA ELEMENTS TO BE INCLUDED IN THE OFFENDER-BASED STATE CORRECTIONS INFORMATION SYSTEM (OBSCIS), AND INFORMATION TO BE PROVIDED FOR EACH DATA ELEMENT. THE DICTIONARY IS THE SEVENTH VOLUME IN A SERIES OF OBSCIS PUBLICATIONS. AN EXPLANATION IS PROVIDED FOR DATA ELEMENT CORE LEVEL, RECOMMENDED LEVEL, AND OPTIONAL LEVEL INFORMATION INCLUDED IN THE DICTIONARY. A SUGGESTED CODING STRUCTURE IS GIVEN FOR EACH CORE ELEMENT. DATA ELEMENTS ARE GROUPED BY SUBJECT MATTER; AN ALPHABETICAL LISTING IS ALSO PROVIDED. CORE LEVEL INFORMATION IS THE BASIC DATA REQUIRED OF STATES PARTICIPATING IN OBSCIS, IN ORDER TO MEET NATIONAL AND INTERSTATE SHARING AND REPORTING REQUIREMENTS. EXAMPLES INCLUDE SEX, BIRTHDATE, AND SENTENCE LENGTH. RECOMMENDED LEVEL INFORMATION IS THAT WHICH THE OBSCIS COMMITTEE BELIEVES ALL STATE CORRECTIONS SYSTEMS NEED. EXAMPLES ARE BIRTHPLACE, AND INSTITUTION SECURITY LEVEL. OPTIONAL LEVEL INFORMATION MAY EXPAND INFORMATION FROM THE OTHER TWO

LEVELS OR MAY COVER FACTS NOT FOUND ELSEWHERE. EXAMPLES ARE VOCATIONAL EDUCATION AND WORK FUL- LOUGH ELIGIBILITY. AT ALL LEVELS, NEW OBSCIS DATA MUST SUPPLEMENT RATHER THAN REPLACE OLD DATA. CODE STRUCTURE USED IN THE BASIC OBSCIS SOFTWARE PACKAGE IS ALSO PRESENTED. THREE APPENDIXES PRE- SENT OTHER RECOMMENDED LENGTHLY STANDARD CODES: STATE/COUNTRY CODES, OCCUPATIONAL CODES, AND OF- FENSE CLASSIFICATIONS. BLANK SPACE IS PROVIDED ON EACH PAGE OF THE DICTIONARY FOR TAKING NOTES.

**Supplemental Notes:** TECHNICAL MEMORANDUM.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LEAA NATIONAL INSTITUTE OF LAW ENFORCEMENT AND CRIMINAL JUSTICE, 633 INDIANA AVENUE NW, WASHINGTON, DC 20531.

183. **UTAH COUNCIL ON CRIMINAL JUSTICE ADMINISTRATION, 255 SOUTH 3RD STREET—EAST, SALT LAKE CITY UT 84111. UTAH—INFORMATION SYSTEMS—CORRECTIONS INFOR- MATION SYSTEMS.** 18 p. 1975. NCJ-35257

THESE STANDARDS ADDRESS KEY FACTORS IN THE DESIGN, DEVELOPMENT, AND IMPLEMENTATION OF INFORMA- TION/STATISTICAL SYSTEMS FOR USE BY CORRECTIONS PERSONNEL. THIS PAMPHLET IS ONE OF A SERIES OF RE- PORTS OF THE INFORMATION SYSTEMS TASK FORCE OF THE UTAH COUNCIL OF CRIMINAL JUSTICE ADMINISTRATION THAT FORMULATES STANDARDS AND GOALS FOR UTAH CRIMINAL JUSTICE INFORMATION SYSTEMS. THE RECOM- MENDATIONS AND STANDARDS CONTAINED IN THESE RE- PORTS (NCJ-35253 THROUGH 35261) ARE BASED LARGELY ON THE WORK OF THE NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. SOME OF THE STANDARDS HAVE BEEN MODIFIED TO ACCOUNT FOR CONDITIONS UNIQUE TO UTAH. THE STANDARDS ARE PRE- SENTED ALONG WITH SEVERAL PARAGRAPHS DEALING WITH CURRENT UTAH STATUS, COMMENTS, AND METHOD OF IMPLEMENTATION (LEGISLATION OR ADMINISTRATIVE POLICY).

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW EN- FORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

184. **T. VOCINO. INVENTORY AND EVALUATION OF DATA SOURCES, REPORTING, AND RESEARCH IN THE VIRGINIA CORRECTIONAL SYSTEM.** 92 p. 1973. NCJ-15383

DESCRIBES AND COMMENTS ON CORRECTIONAL INFORMA- TION SYSTEMS IN VIRGINIA. A DESCRIPTION IS PRESENTED OF THE CURRENT ORGANIZATION AND OPERATION OF COR- RECTIONAL AND ADMINISTRATIVE UNITS IN THE AREAS OF ADULT CORRECTIONS, YOUTH SERVICES, AND PROBATION AND PAROLE. FOR EACH OF THESE AREAS, COMMENTS ARE MADE ON THE DATA INFORMATION UNITS AND THE RANGE OF INFORMATION COLLECTED. RECOMMENDATIONS ARE THEN MADE ON ACTIONS TO IMPROVE THE DEVELOPMENT AND OPERATION OF CORRECTIONAL INFORMATION SYS- TEMS. LISTINGS ARE PROVIDED OF THE TREATMENT, EDU- CATIONAL, AND RECREATIONAL PROGRAMS IN EACH OF THE VIRGINIA CORRECTIONAL INSTITUTIONS, FOLLOWED BY PERIODIC CORRECTIONAL PUBLICATIONS OF THE DEPART- MENT OF WELFARE AND INSTITUTIONS FOR GENERAL DIS- TRIBUTION. THIS DOCUMENT ALSO PROVIDES A BIBLIOGRA- PHY AND STATUTES GOVERNING RECORD KEEPING AND RE- PORTING IN CORRECTIONS.

**Sponsoring Agency:** VIRGINIA DIVISION OF JUSTICE AND CRIME PREVENTION, PARHAM PARK, 8501 MAYLAND DRIVE, RICHMOND VA 23229.

**Availability:** NCJRS MICROFICHE PROGRAM.

185. **WISCONSIN DIVISION OF CORRECTIONS, P O BOX 669, MADISON WI 53701. WISCONSIN—DIVISION OF CORREC- TIONS—COMPUTERIZED JAIL INFORMATION SYSTEM, NO- VEMBER 1976.** 35 p. 1976. NCJ-37936

DESCRIPTION OF THE DEVELOPMENT, DESIGN, AND FEASI- BILITY TESTING OF A STATEWIDE DATA COLLECTION AND

RECORD-KEEPING SYSTEM WHICH UTILIZES A REVISED MULTI-PART JAIL REGISTER FORM FOR RECORDING BASIC ADMISSION AND RELEASE DATA. A REVISED WISCONSIN STANDARD ADULT JAIL REGISTER FORM WAS USED AS A BASE FOR RECORDING ADMISSION DATA, WITH ADDITIONAL SPACE FOR ENTRIES REGARDING SENTENCE AND RELEASE. THIS METHOD STANDARDIZED PROCEDURES THUS EN- ABLING COUNTIES TO SHARE INFORMATION RECORDED ON A UNIFORM DOCUMENT. THE SYSTEM WAS DESIGNED SO THAT THE ORIGINAL FORM WOULD BE FILED AS THE JAIL REGISTER AFTER INITIAL COURT APPEARANCE, WITH THE THREE CARBON COPIES BEING FORWARDED TO THE STATE DIVISION OF CORRECTIONS AT SUBSEQUENT STAGES IN THE JUDICIAL PROCESS. UPON RECEIPT OF THE FORMS, THE DIVISION OF CORRECTIONS EDITS AND CODES THE DATA, PREPARES IT FOR MACHINE PROCESSING, AND CRE- ATES A MASTER DATA FILE TO BE USED IN PRODUCING VARIOUS DATA TABULATIONS FOR DISSEMINATION. A PILOT PROJECT IN SIX COUNTIES DEMONSTRATED THE FEASIBI- LITY OF THIS SYSTEM AND STATEWIDE IMPLEMENTATION IS PLANNED. A COPY OF THE FORM IS APPENDED ALONG WITH THE 1975 ANNUAL REPORT OF THE COUNTY JAIL ADULT POPULATION, DATA SYSTEM FLOW CHARTS, AND THE JAIL INFORMATION SYSTEM PILOT PROJECT REPORT.

**Sponsoring Agency:** US DEPARTMENT OF JUSTICE LAW EN- FORCEMENT ASSISTANCE ADMINISTRATION.

**Availability:** NCJRS MICROFICHE PROGRAM.

## APPENDIX A—STANDARDS AND GOALS

186. NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. COMMUNITY CRIME PREVENTION—REPORT OF THE NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. 382 p. 1973. NCJ-10911  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
Availability: SUPERINTENDENT OF DOCUMENTS GPO—PHILADELPHIA, PUBLIC DOCUMENTS DISTRIBUTION, CENTER, 5801 TABOR AVENUE, PHILADELPHIA, PA 19120 Stock Order No. 2700-00181; NTIS Accession No. PB 228 168/AS; NCJRS MICROFICHE PROGRAM.
187. NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. CORRECTIONS—REPORT OF THE NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS, 1973. 656 p. 1973. NCJ-10865  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
Availability: NTIS; SUPERINTENDENT OF DOCUMENTS GPO—PHILADELPHIA; NCJRS MICROFICHE PROGRAM.
188. NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. COURTS—REPORT OF THE NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS, 1973. 379 p. 1973. NCJ-10859  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
Availability: GPO Stock Order No. 027-000-00173-4; SUPERINTENDENT OF DOCUMENTS GPO—PHILADELPHIA, PUBLIC DOCUMENTS DISTRIBUTION, CENTER, 5801 TABOR AVENUE, PHILADELPHIA, PA 19120; NTIS Accession No. PB 228 224/AS; NCJRS MICROFICHE PROGRAM.
189. NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. CRIMINAL JUSTICE SYSTEM—REPORT OF THE NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS, 1973. 286 p. 1973. NCJ-10864  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
Availability: SUPERINTENDENT OF DOCUMENTS GPO—PHILADELPHIA, PUBLIC DOCUMENTS DISTRIBUTION, CENTER, 5801 TABOR AVENUE, PHILADELPHIA, PA 19120 Stock Order No. 2700-00176; NTIS Accession No. PB 228 666/AS; NCJRS MICROFICHE PROGRAM.
190. NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. NATIONAL STRATEGY TO REDUCE CRIME. 195 p. 1973. NCJ-10697  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
Availability: SUPERINTENDENT OF DOCUMENTS GPO—PHILADELPHIA, PUBLIC DOCUMENTS DISTRIBUTION, CENTER, 5801 TABOR AVENUE, PHILADELPHIA, PA 19120 Stock Order No. 2700-00204; NCJRS MICROFICHE PROGRAM. NTIS Accession No. PB 228 125/AS.
191. NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS. POLICE—REPORT OF THE NATIONAL ADVISORY COMMISSION ON CRIMINAL JUSTICE STANDARDS AND GOALS, 1973. 687 p. 1973. NCJ-10858  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
Availability: SUPERINTENDENT OF DOCUMENTS GPO—PHILADELPHIA, PUBLIC DOCUMENTS DISTRIBUTION, CENTER, 5801 TABOR AVENUE, PHILADELPHIA, PA 19120 Stock Order No. 2700-00174; NTIS Accession No. PB 200 029/AS; NCJRS MICROFICHE PROGRAM.
192. NATIONAL ADVISORY COMMITTEE ON CRIMINAL JUSTICE STANDARDS AND GOALS, WASHINGTON DC; RAND CORPORATION, 1700 MAIN STREET, SANTA MONICA CA 90406. CRIMINAL JUSTICE RESEARCH AND DEVELOPMENT—REPORT OF THE TASK FORCE ON CRIMINAL JUSTICE RESEARCH AND DEVELOPMENT. 190 p. 1976. NCJ-38328  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LEAA NATIONAL INSTITUTE OF LAW ENFORCEMENT AND CRIMINAL JUSTICE, 633 INDIANA AVENUE NW, WASHINGTON, DC 20531.  
Availability: GPO. Stock Order No. 052-003-00221-3.
193. NATIONAL ADVISORY COMMITTEE ON CRIMINAL JUSTICE STANDARDS AND GOALS, WASHINGTON DC. DISORDERS AND TERRORISM—REPORT OF THE TASK FORCE ON DISORDERS AND TERRORISM. 665 p. 1976. NCJ-39469  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
Availability: GPO Stock Order No. 052-003-00224-B; NCJRS MICROFICHE PROGRAM.

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194. NATIONAL ADVISORY COMMITTEE ON CRIMINAL JUSTICE STANDARDS AND GOALS, WASHINGTON DC. JUVENILE JUSTICE AND DELINQUENCY PREVENTION—REPORT OF THE TASK FORCE ON JUVENILE JUSTICE AND DELINQUENCY PREVENTION. 862 p. 1976. NCJ-42399  
Sponsoring Agencies: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION; AMERICAN JUSTICE INSTITUTE, 1007 7TH STREET, SACRAMENTO CA 95814.  
Availability: GPO Stock Order No. 052-003-00223-0; NCJRS MICROFICHE PROGRAM.
195. NATIONAL ADVISORY COMMITTEE ON CRIMINAL JUSTICE STANDARDS AND GOALS, WASHINGTON DC. ORGANIZED CRIME—REPORT OF THE TASK FORCE ON ORGANIZED CRIME. 296 p. 1976 NCJ-38354  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
Availability: GPO. Stock Order No. 052-003-00220-5.
196. NATIONAL ADVISORY COMMITTEE ON CRIMINAL JUSTICE STANDARDS AND GOALS, WASHINGTON DC; LOS ANGELES POLICE DEPARTMENT, 150 NORTH LOS ANGELES, LOS ANGELES CA 90012. POLICE CHIEF EXECUTIVE—REPORT OF THE POLICE CHIEF EXECUTIVE COMMITTEE OF THE INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE. 250 p. 1975. NCJ-38355  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION.  
Availability: GPO. NCJRS MICROFICHE PROGRAM.
197. NATIONAL ADVISORY COMMITTEE ON CRIMINAL JUSTICE STANDARDS AND GOALS, WASHINGTON DC. PRIVATE SECURITY—REPORT OF THE TASK FORCE ON PRIVATE SECURITY. 618 p. 1976. NCJ-40543  
Sponsoring Agency: US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION  
Availability: GPO Stock Order No. 052-003-00225-6

## APPENDIX B—DIRECTORIES

198. US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION. DIRECTORY OF AUTOMATED CRIMINAL JUSTICE INFORMATION SYSTEMS, V 1, 1976. 1000 p. 1976. NCJ-36377  
Availability: NCJRS MICROFICHE PROGRAM.

199. US DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION. DIRECTORY OF AUTOMATED CRIMINAL JUSTICE INFORMATION SYSTEMS, V 2—SECURITY AND PRIVACY, 1976. 595 p. 1976. NCJ-36378  
Availability: NCJRS MICROFICHE PROGRAM.

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