

**CRIME INFORMATION, REPORTING AND ANALYSIS SYSTEM (CIRAS)
Enhanced e-Blotter System**

by

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Guidelines and Procedures in Reporting Crime Incidents

This Memorandum Circular was crafted to serve the following purposes:

- To revise the existing policy in recording crime incidents under Letter of Instructions (LOI) No. 02/09 UCPER and introduce salient provisions; and
- To deliver well-guided procedures in reporting, identifying, recording and counting of crime incidents.

Comparison of Conceptual Framework of MC 2018-050 vs LOI UCPER 02/09

The term TOTAL CRIME VOLUME in UCPER was replaced with the term TOTAL CRIME INCIDENTS - this pertains to the number of crime incidents committed in a given area over a period of time that are reported and recorded in the police blotter. It does not include crime incidents that are reported to the barangays and Other Law Enforcement Agencies (OLEA);

Under the TOTAL CRIME INCIDENTS are two classifications: the **PEACE AND ORDER INDEX**; and the **PUBLIC SAFETY INDEX**. The INDEX and NON-INDEX CRIMES are further sub-classified under the category of PEACE AND ORDER.

LOI UCPER 02/09 provides:

Index Crimes - are crime which are serious in nature and which occur with sufficient frequency and regularity such that they can serve index to the crime situation, the policy considers only the crimes of murder, homicide, physical injuries (including frustrated murder and homicide), carnapping, cattle rustling, robbery, theft and rape as index crimes.

The MC 2018-050 provides:

Peace and Order Index, an index which categorizes crime incidents that reflect the true picture of crime, and peace and order situation of a particular community. This comprises the totality of Index and Non-Index Crimes.

Under this Category:

INDEX CRIMES refers to the **CONSUMMATED** seven (7) focus crimes and eight (8) special complex crimes as defined by the Revised Penal Code.

- 1) **Murder**
- 2) **Homicide**
- 3) **Physical Injuries** - including Less and Serious Physical Injuries

- 4) **Rape**
- 5) **Robbery**
- 6) **Carnapping** of Motor Vehicles
 - a) Four wheeled (or up) Vehicle
 - b) Motorcycle (2-3 wheeled)
- 7) **Theft**
- 8) **Eight (8) Special Complex Crime (composite crimes)**

It is important to note that **Frustrated Murder** and **Homicide** were removed under the **category of physical injury**, Further, **Cattle Rustling** was omitted as one of the **INDEX CRIMES**.

The **Eight Special Complex Crimes** (known as the Composite or Single Indivisible Crime was included under this category)

Under the UCPER, Non-Index Crimes includes

- a) Vehicular Incidents, Reckless Imprudence Cases resulting in Homicide, Physical Injury and Damage to Property
- b) Violation of Special Laws; and
- c) Other Non-Index Crimes

While the new policy provides that:

Non-Index Crimes includes violation of Special Laws and RPC that are **NOT** categorized as index crimes. **EXCLUDED** herein are Reckless Imprudence, Vehicular Incidents, and Other Quasi-Offenses under the provision of RPC. Further, Frustrated and Attempted Stages of Focus Crimes are included under this category omitted from the Index Crime Category of the LOI UCPER.

Public Safety Index, is a classification created under the new policy, to provide a separate and distinct accounting of Vehicular Incidents cases such as, RIR in Homicide, Physical Injury and Damage to Property. Which comprised almost 50% of the Total Crime Volume of the Philippines.

This is an index which categorizes incidents and culpable felonies that reflect the public safety situation of a particular community. This comprises the totality of vehicular incidents and other quasi-offenses punishable under the RPC.

Recording of Crime Incidents

As a **general rule**, recording of crime incidents shall be in accordance with the **provisions of the Revised Penal Code and Special Laws**.

Violation of provincial, city, municipal and barangay ordinances shall not be counted due to its non-applicability nationwide and the same is not considered as crime

Frustrated and Attempted Stages of Crime Shall be recorded as it is, i.e. Attempted Murder shall be recorded as Attempted Murder and Frustrated Murder shall be recorded as Frustrated Murder based on the Revised Penal Code (RPC).

In cases of **found dead body of a person** as possible result of a crime, the incident shall be initially treated either murder or homicide based on the presence of pieces of evidence and/or elements indicating the crime committed, to be updated later as murder, homicide or non-crime incident through the result of the final investigation.

Incident of reported missing person who was not located after 24 hours and missing children shall be recorded initially as non-crime. However, if such missing person or missing child is believed to be a victim of violence and crime like kidnapping, abduction, enforced disappearance, human trafficking and others, then it shall be recorded accordingly.

Cattle Rustling under LOI UCPER 02/09 shall now be delisted from the category of Index Crime and shall be treated as Non- Index Crime. Owing to the advancement in technology and with the introduction of various modern farm implements, the carabao/cattle has ceased to become an indispensable "*beast of burden*" among farmers which is now considered as mere livestock used as source of meat in the cattle industry. As observed, the number of theft committed on cattle has decreased for the past years

RA No. 9165, otherwise known as "Comprehensive Dangerous Drugs Act of 2002" shall be treated and included under the Non-Index Crime category, as provided in the definition of Non-Index Crimes.

Suicide shall not be counted as a crime considering that it is not considered as such under the RPC and other special laws. Other offenses that are considered self-inflicted in nature shall not be recorded as crime incident due to the absence of viable complainant and competent witness

Parricide and Infanticide shall be recorded as it is and be counted in the category of murder.

Compound Crime, one where the offender has to commit an offense as means for the commission of another offense, the grave and less grave felonies as the result of the single act shall be recorded

Example of compound crime: Murder and Frustrated Murder – Mr. A with intent to kill threw a hand grenade to Mr. X and Mr. Y who were attending a meeting. As a result, Mr. X died on the spot while Mr Y survived despite sustaining fatal injuries. The crime of Murder and Frustrated Murder shall be recorded.

Complex Crime Proper, wherein one where the offender has to commit an offense as means for the commission of another offense .The crime to be recorded shall be the one primarily intended by the suspect to commit , and not the crime which was used as a means to commit the other.

Example of complex crime proper:

- Forcible Abduction with Rape – the victim was abducted as a means for the commission of the crime of rape. The crime of rape which is the one primarily intended by the suspect to commit shall be recorded.
- Estafa thru Falsification – the suspect committed falsification as a means to commit estafa. The crime of estafa which is the one primarily intended by the suspect to commit shall be recorded.

Special Complex Crime, is one composed of two or more crimes, but is specifically defined, treated and punished under the Revised Penal Code (RPC) as a single indivisible offense.

The same shall be recorded as follows:

- 1) **Rape with Homicide**
- 2) **Kidnapping with Homicide**
- 3) **Kidnapping with Rape**
- 4) **Robbery with Homicide**
- 5) **Robbery with Serious Physical Injury**
- 6) **Robbery with Rape**
- 7) **Robbery with Arson**
- 8) **Arson with Homicide**

Multiple Crimes, the number of crimes to be recorded shall be based on the separate and distinct crimes committed and several victims offended.

Example: “A”, robbed a convenience store. In order to facilitate his escape, he carnapped a car at the parking lot. While being chased by a mobile car, he ran over a crossing pedestrian who died on the spot. The next day, “A” was cornered by the police in an abandoned warehouse thus, held hostage an elderly woman inside. As such, he committed the following crimes: robbery, reckless imprudence resulting in homicide, carnapping and serious illegal detention.

Rape, It shall be recorded based on how many times the rape was committed against the victim regardless of the number of the perpetrator/s.

Continuing Crime, The incident should be recorded as a single crime by the Police Unit with the territorial jurisdiction that first took cognizance of the crime.

Example: Robbery of a Bus – A robbery incident transpired inside a bus while traversing Mandaluyong, San Juan and Quezon City. As a continuing crime, the said robbery incident shall be recorded by the Police Unit with the territorial jurisdiction which first took cognizance of the case. If by any cause the Quezon City Police first took cognizance of the crime, then the same shall acquire jurisdiction and record the incident.

In case an act violates more than one law, all the laws violated shall be recorded

Example: Jorgia is a pick-pocket. As a punishment for the several thefts committed by Jorgia, she was beaten heavily by Van, a law enforcer. Jorgia was hospitalized for 3 months because of the beating she suffered. As a result, Van violated Article 263 of the RPC (Serious Physical Injuries) and the Anti-Torture Law. Thus, Physical Injury and violation of the Anti-Torture law will be recorded.

Other Quasi-Offenses Reckless Imprudence other than vehicular traffic incidents shall be recorded in the CIRAS and categorized under Public Safety Index.

Service of Warrants, should not be counted as crime but instead an update of that specific case and the same shall be reflected in the CIDMS and e-Wanted Person Information System (e-WPIS/e-Warrant). By updating the status of the arrested suspect, the subject crime of the warrant of arrest will be updated/counted as solved.

In an **operation** wherein **government troops/personnel** were killed in action (KIA) by enemy forces, a Homicide or Murder case could be counted against the identified perpetrators depending on the result of the investigation. If an enemy force attacked police/military or government troops and the member of the latter was/were killed, a murder case shall be counted against them. Further if the suspect died during an armed encounter, it shall be recorded but not be counted in the CIRAS on the ground of the presumption of regularity in the performance of duty.

Incidents initially reported to the police station but referable and within the jurisdiction of the **Katarungang Pambarangay** for conciliation and arbitration shall not be recorded in the CIRAS. However, if the parties failed to settle at the barangay and were referred back to the Police with a Certificate to File Action, the Police Station shall then take cognizance of the case and include it in the CIRAS of the station

Other Law Enforcement Agencies

- a) Arrests made by police officers for violation of Special Laws being enforced also by OLEA (e.g. environmental laws, fisheries laws and others) shall be recorded in the CIRAS.
- b) Cases referred to OLEAs which did not entail any police intervention shall **NOT** be encoded in the CIRAS.

Cases Involving Women and Children

- a) Violations of RA No. 9262 (Violence Against Women and their Children), RA No. 7610 (Anti-Child Abuse Law), RA No. 9208, as amended by RA No. 10364 (Anti-Trafficking in Persons Act), RA No. 9344 (Juvenile Justice and Welfare Act), as amended by RA No. 10360 (Violence Against Children), and Gender-Based Violence (GBV), although treated with utmost confidentiality as provided by law, shall be included in the recording into the CIRAS using WCPC account and categorized as Non-Index Crimes.
- b) Incidents initially reported to the police station but were referred to DSWD for diversion program as required by law, taking cognizance of its nature and peculiarity

shall be retained in the records of the police and included in the CIRAS of the investigating unit. The crime committed by the child/minor shall be recorded in the CIRAS through the WCPC account even if the child was referred to DSWD for diversion program.

- c) WCPD cases involving Violence Against Women and their Children (VAWC), Children in Conflict with the Law (CICL) and other cases where the law requires non-disclosure of information shall be recorded into the PINK BLOTTER. The unauthorized disclosure shall be a violation of RA 9344. For CICL cases which were initially taken cognizance by the police but were later referred to other government agencies for counselling diversion program as required by law, shall be retained in the records of the police and included in the crime volume integrated into the CIRAS.

Traffic Violations and Traffic Incidents

- a) All traffic violations under the Land Transportation and Traffic Code (RA No. 4136) and other Special Laws shall be recorded in the CIRAS.
- b) Vehicular Incident shall be recorded in CIRAS regardless of the resulting consequences and outcome (death, injury or damage to property like Reckless Imprudence resulting in Homicide, Reckless Imprudence resulting in Physical Injury and Reckless Imprudence resulting in Damage to Property). If the incident resulted in multiple victims, crime shall be counted as one, based on the resulting effect, example Reckless Imprudence resulting in Multiple Physical Injury.
- c) Traffic cases in violation of provincial, city, or municipal ordinances shall not be recorded in the CIRAS.

Cases Investigated by National Operational Support Units

All crime incidents reported and investigated by NOSUs shall be recorded and encoded in the CIRAS by the unit concerned.

MC 2018-050 is a comprehensive guidelines and procedures in reporting and recording crime incidents to be followed by **all police units nationwide with criminal investigative functions.**