



California XML NIBRS Submissions

Presenters



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Why the switch from Flat File to XML

FBI Recommendation

- The FBI transitioned to XML as the preferred format for submitting National Incident-Based Reporting System (NIBRS) data to improve the process for transmitting crime data.
- XML is important because it helps law enforcement agencies, technology service providers, and state Uniform Crime Reporting (UCR) Programs improve the process for transmitting crime data
- As the number of NIBRS-reporting agencies has increased rapidly over the past five years, the FBI and state UCR Programs have moved to XML submissions as the preferred format. The XML file is easier to read and understand.



CADOJ Thoughts on XML

- **Timeliness of Data Submissions:** XML allows data to be submitted more frequently. This will allow your agency to process errors and warnings on time, allowing error correction closer to the report's occurrence. If there are corrections, it will be easier to recall/research information to ensure the accuracy of the submission.
- **Warnings:** XML submissions ensure you only need to clear warnings once for the report. Given that an entire month's file is not resubmitted, and you will only submit new reports, once you clear a warning, it will remain clear unless you update a report.
- **Unlimited Data Submissions:** XML allows agencies to submit data as they choose. With flat files, your agency has limited capabilities regarding when to submit (monthly).



How has RIMS Adjusted

- The new California XML NIBRS required a significant update to our RIMS Reports.
- We have 6 test sites that have been selected by CADOJ:
 - Butte County Sheriff
 - Chico Police Department
 - Daly City Police Department
 - El Dorado County Sheriff
 - Fairfield Police Department
 - Vallejo Police Department
- These 6 test sites have been successfully submitting XML since November and December 2024.

Additional RIMS Agencies on XML

- To ensure we had the process worked out we did migrate some additional Agencies.
- We have 6 additional test sites that have been approved by CADOJ:
 - Alpine County Sheriff
 - Albany Police / Kensington Police
 - Ripon Police / Lathrop Police
 - Newark Police
 - California City Police
 - Ridgecrest Police
- These additional test sites have been successfully submitting XML as of February 2025.
- We anticipate the ability for the remainder of the California RIMS agencies to perform the XML migration as soon as early April 2025.

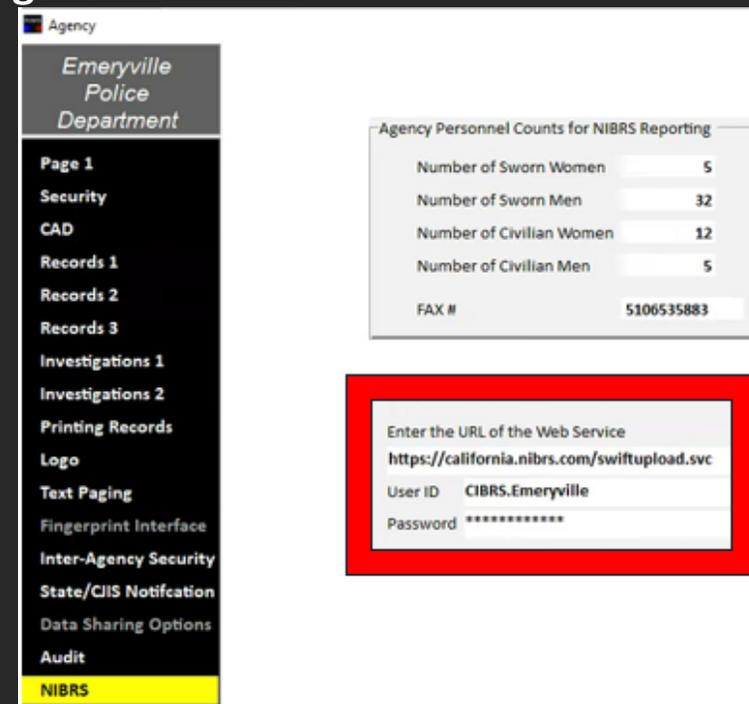
How with XML Submissions be different

- **The first difference is that each case that is processed will need to have its own XML file created.**
- **Next, each XML file will be uploaded to the State Repository by RIMS Reports. Our system will then request the status of each case after the upload. The big advantage of this new process is that RIMS will now know if a case has been accepted by the State or not. If it has been accepted and migrated to the State Repository, then the Case will be flagged as successful in RIMS and will not be selected on any future submissions unless it has been updated after the case was accepted by the State.**
- **Another difference is that all cases do NOT have to be error-free for the month before the system can start uploading the cases that have passed the RIMS edits.**
 - **Meaning each time an agency runs a RIMS Report, those cases that are error free can be uploaded at that time.**
 - **We recommend NOT waiting until the following month to run a RIMS Reports and/or wait to upload cases to the state.**

CA XML – Agency Requirements

What is required ahead of migration?

- The agency **MUST** be on RIMS and RIMS Reports version 31, and the **MOST RECENT VERSION**
- The agency's RIMS needs to be set up for the XML submission method, which will be via **Webservices**. Essentially a one button submission from RIMS Reports.
 - Some RIMS agencies are already set up this way
 - If you are unsure simply go to RIMS>System Management>Agencies>NIBRS and check to see if the bottom three fields are filled out
- **IF they are not all three filled out:**
 - Contact CANIBRS@doj.ca.gov for those credentials
 - CADOJ admits there will be delays on obtaining these credentials due to their work volume.
Agency system Admins can set this up through the Repository. If you do not know who your Agency Admin please contact the CADOJ. Also, if you need help in the Repository, please contact the CADOJ as well.
 - Fill in the URL, generic email for your agency
 - Either use password you already have or one from DOJ



Agency Personnel Counts for NIBRS Reporting	
Number of Sworn Women	5
Number of Sworn Men	32
Number of Civilian Women	12
Number of Civilian Men	5
FAX #	5106535883

Enter the URL of the Web Service
<https://california.nibrs.com/swiftupload.svc>

User ID CIBRS.Emeryville

Password *****

CA XML – Web Services Are Filled In. Next Steps?

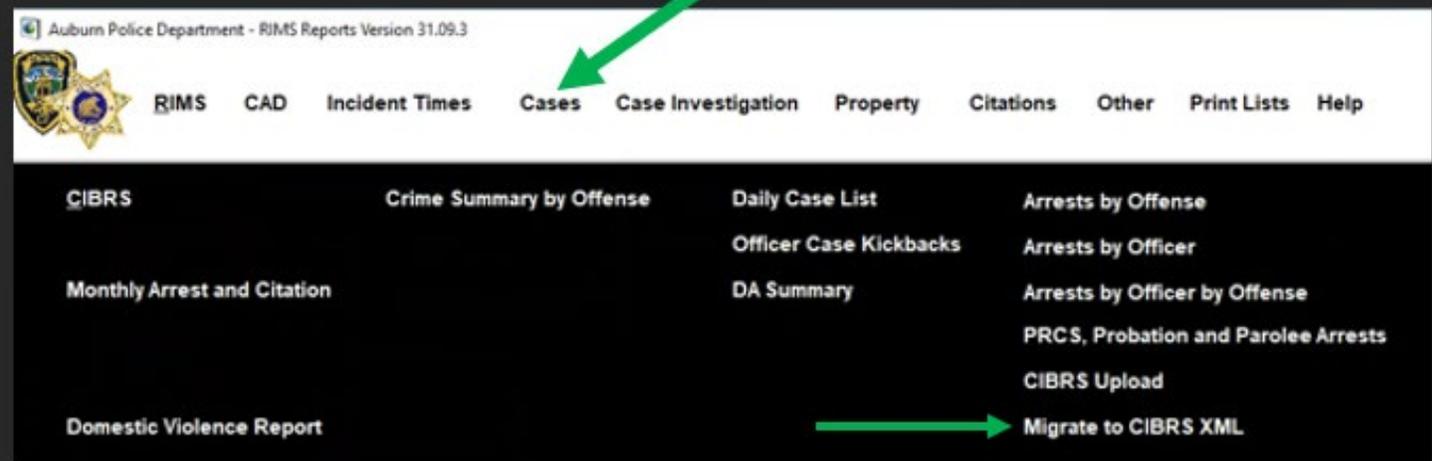
Web Services Are Filled In, Now What?

- **For Multi – Site Agencies**
 - ALL agencies **MUST** be ready to migrate to XML at the same time
 - Primary Agency must migrate first, communication is key
 - All Agencies must have successfully completed / submitted a Flat File CIBRS Report to the State after the upgrade to RIMSRpts Version 31.08.01.
- **For Single – Site Agencies**
 - The Agency must have successfully completed / submitted a Flat File CIBRS Report to the State following the upgrade to RIMSRpts 31.08.01.

CA XML – The Migration Process

The Migration Process - Agencies will have the ability to Migrate when they are ready to do so

- Here are the steps to Migrate to XML
 - Log into **RIMS Reports**
 - Single click on **Cases**
 - Move to the **4th column**, last item
 - **Migrate to CIBRS XML**



The Migration Process

- There will be a series of instructions and/or questions during this process
 - IF you have not uploaded a CIBRS report following the RIMSRpts version 31.8.1, the system will display this screen.
 - Please note the red bar across the bottom indicating 'Not ready to Migrate to XML'
 - You will be instructed to Please run the CIBRS Report for the last month (flat file) you uploaded to the Repository until you have no errors.



The Migration Process – Multi-Site

- There will be a series of 5 informational items and 1 direction during this process
 - When the last CIBRS report was run. In this example it was last run on 02/02/2025 for the month ending 12/31/2024.
 - The NIBRS XML values already exist and will not be reloaded.
 - The NIBRS Status flag and dates must be loaded on previous cases.
 - The NIBRS field values must be loaded into the RIMS database.
 - Set the Repository URL in the Agency Records.
 - Notice Agency name and status, and at the bottom of the screen Ready to Migrate to XML
 - Select 'Migrate' in the lower right corner
 - You will notice the pop up that states **All Agencies MUST upgrade to XML at the same time. Are you prepared to do them all today? -**
 - Select Yes or No
 - Yes, moves forward
 - No, halts the progress and returns to the 1st steps, to start over when ready

CIBRS Migration - Logged in Agency: RPD, Primary Agency: RPD

California Incident Based Reporting System - Migrate to XML

Steps:

1. CIBRS report was last run on 02/05/2025 for the month ending 12/31/2024.
2. The NIBRS XML values already exist and will not be reloaded.
3. The NIBRS Status flag and dates must be updated on previous Cases.
4. The NIBRS Field values must be loaded into RIMS.
5. Set the Repository URL in the Agency records.

Agency	Status
ROCKLIN POLICE DEPARTMENT SRS3 (Primary Agency)	NOT Migrated

Ready to Migrate to XML

Close Migrate

1 - Migrate to XML

Steps:

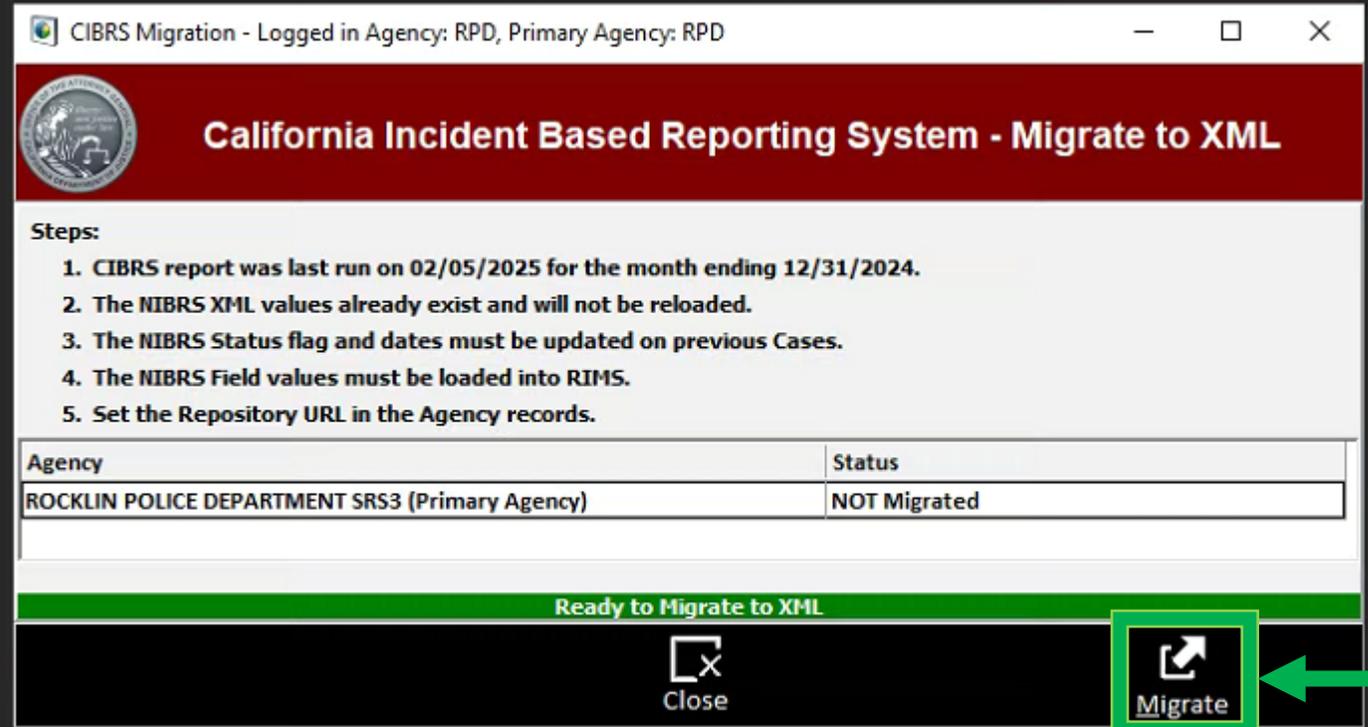
1. CIBRS report was last run on 02/05/2025 for the month ending 12/31/2024.
2. The NIBRS XML values already exist and will not be reloaded.
3. The NIBRS Status flag and dates must be updated on previous Cases.
4. The NIBRS Field values must be loaded into RIMS.
5. Set the Repository URL in the Agency records.

All Agencies MUST upgrade to XML at the same time.
Are you prepared to do them all today?

Yes No

The Migration Process – Single Site

- There will be a series of 5 informational items and 1 direction during this process
 - When the last CIBRS report was run. In this example it was last run on 02/02/2025 for the month ending 12/31/2024.
 - The NIBRS XML values already exist and will not be reloaded.
 - The NIBRS Status flag and dates must be loaded on previous cases.
 - The NIBRS field values must be loaded.
 - Set the Repository URL in the Agency Records.
 - Notice Agency name and status, and the Ready to Migrate to XML in green.
 - Select Migrate in the lower right corner.



CIBRS Migration - Logged in Agency: RPD, Primary Agency: RPD

California Incident Based Reporting System - Migrate to XML

Steps:

1. CIBRS report was last run on 02/05/2025 for the month ending 12/31/2024.
2. The NIBRS XML values already exist and will not be reloaded.
3. The NIBRS Status flag and dates must be updated on previous Cases.
4. The NIBRS Field values must be loaded into RIMS.
5. Set the Repository URL in the Agency records.

Agency	Status
ROCKLIN POLICE DEPARTMENT SRS3 (Primary Agency)	NOT Migrated

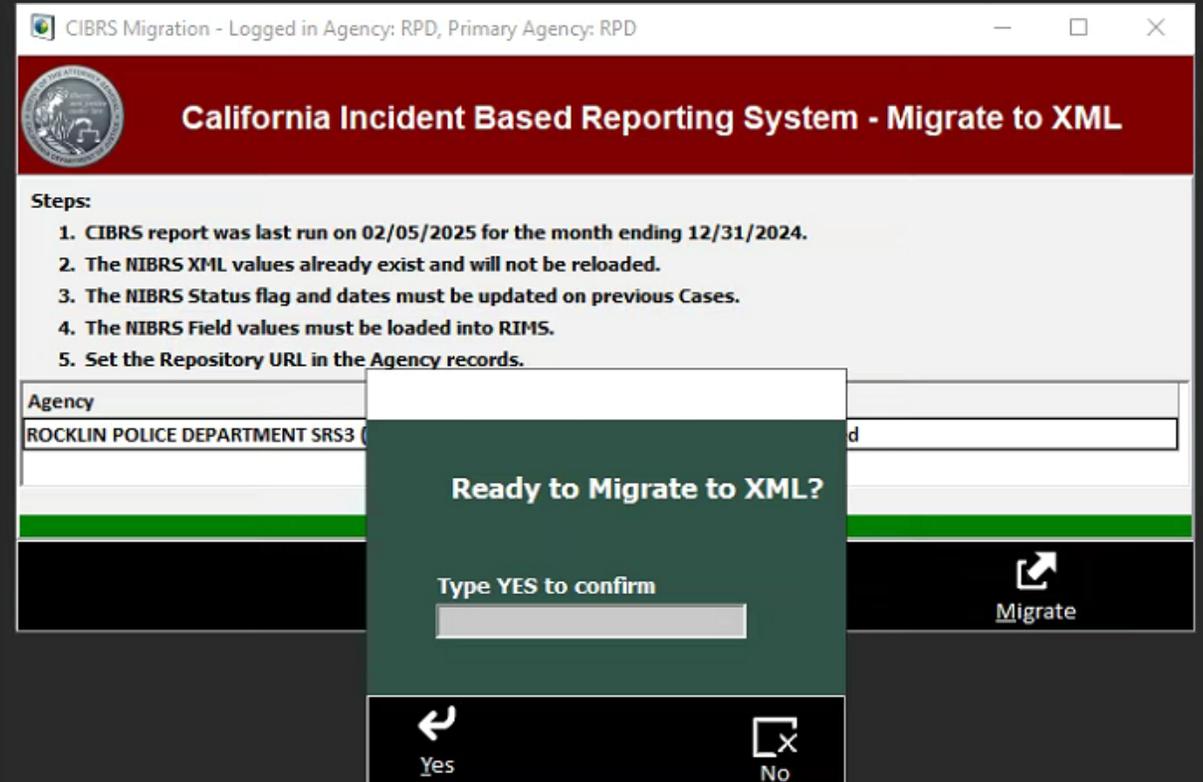
Ready to Migrate to XML

Close Migrate

The Migration Process – Ready to Migrate

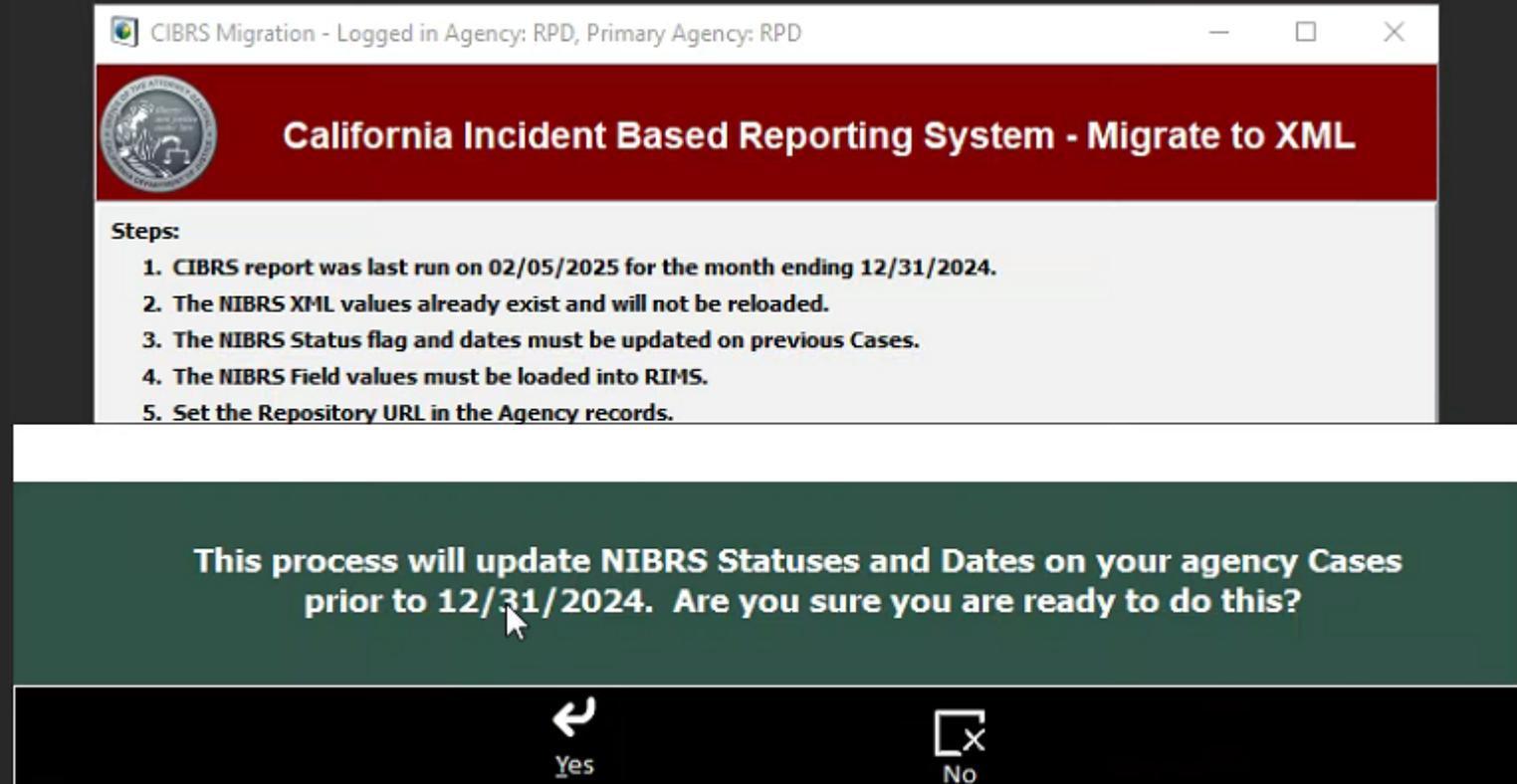
This is for Single and Multi-Site Agencies

- After confirming and/or following direction in 1-5 and selecting 'Migrate' in the lower right corner, you will receive a pop-up and be asked to confirm you are ready to Migrate.
 - You must physically Type the word YES and click Yes to move forward.
 - If not ready, then click No and it will take you back to step 1 to start again when ready.



The Migration Process – Completion

- After confirming and typing YES in the previous step, you will receive a Pop-up notice explaining what the system will be updating. Again, in this test example it will be updating agency cases prior to 12/31/2024. Your verbiage will be different based upon when you migrate.
- It will ask if you are ready to do this?
 - Select Yes or No. Yes, moves forward with the migration and No, halts the process and will return to Step 1 until ready to proceed.



The screenshot displays a web application window titled "CIBRS Migration - Logged in Agency: RPD, Primary Agency: RPD". The main header is red with the text "California Incident Based Reporting System - Migrate to XML" and a circular logo on the left. Below the header, a white box lists five steps for the migration process. At the bottom, a dark green dialog box asks for confirmation to proceed, with "Yes" and "No" buttons.

Steps:

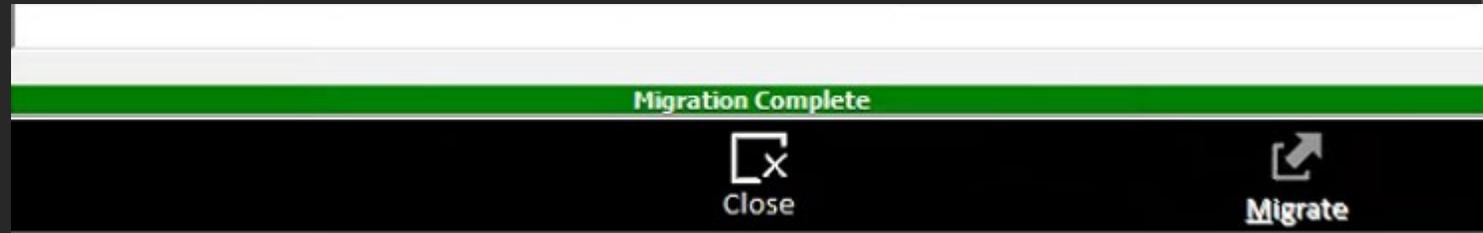
1. CIBRS report was last run on 02/05/2025 for the month ending 12/31/2024.
2. The NIBRS XML values already exist and will not be reloaded.
3. The NIBRS Status flag and dates must be updated on previous Cases.
4. The NIBRS Field values must be loaded into RIMS.
5. Set the Repository URL in the Agency records.

This process will update NIBRS Statuses and Dates on your agency Cases prior to 12/31/2024. Are you sure you are ready to do this?

Yes **No**

The Migration Process – Completion

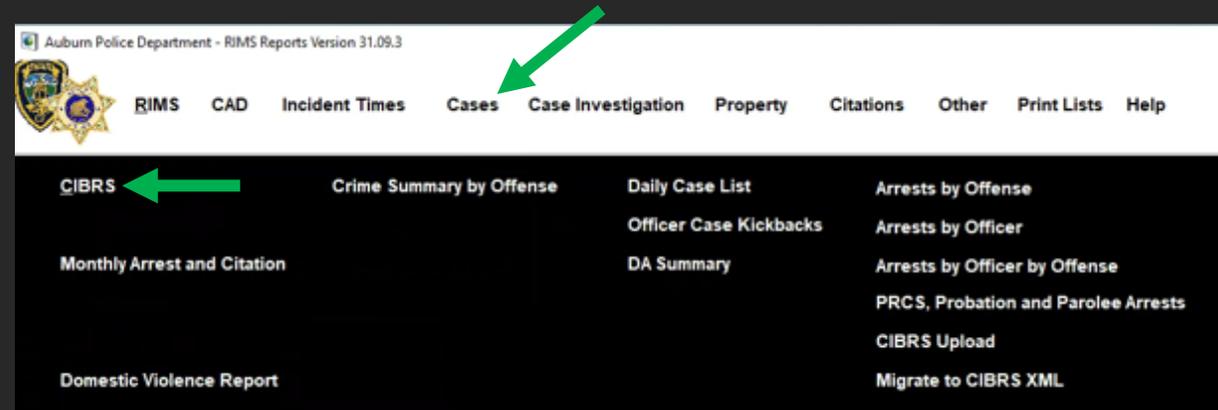
- If you selected Yes in the previous step the Migration moves forward.
- If it was successful then you will receive a green line of text in the bottom of the screen indicating Migration Complete.



CA XML Submission

The XML Submission process to the State Repository

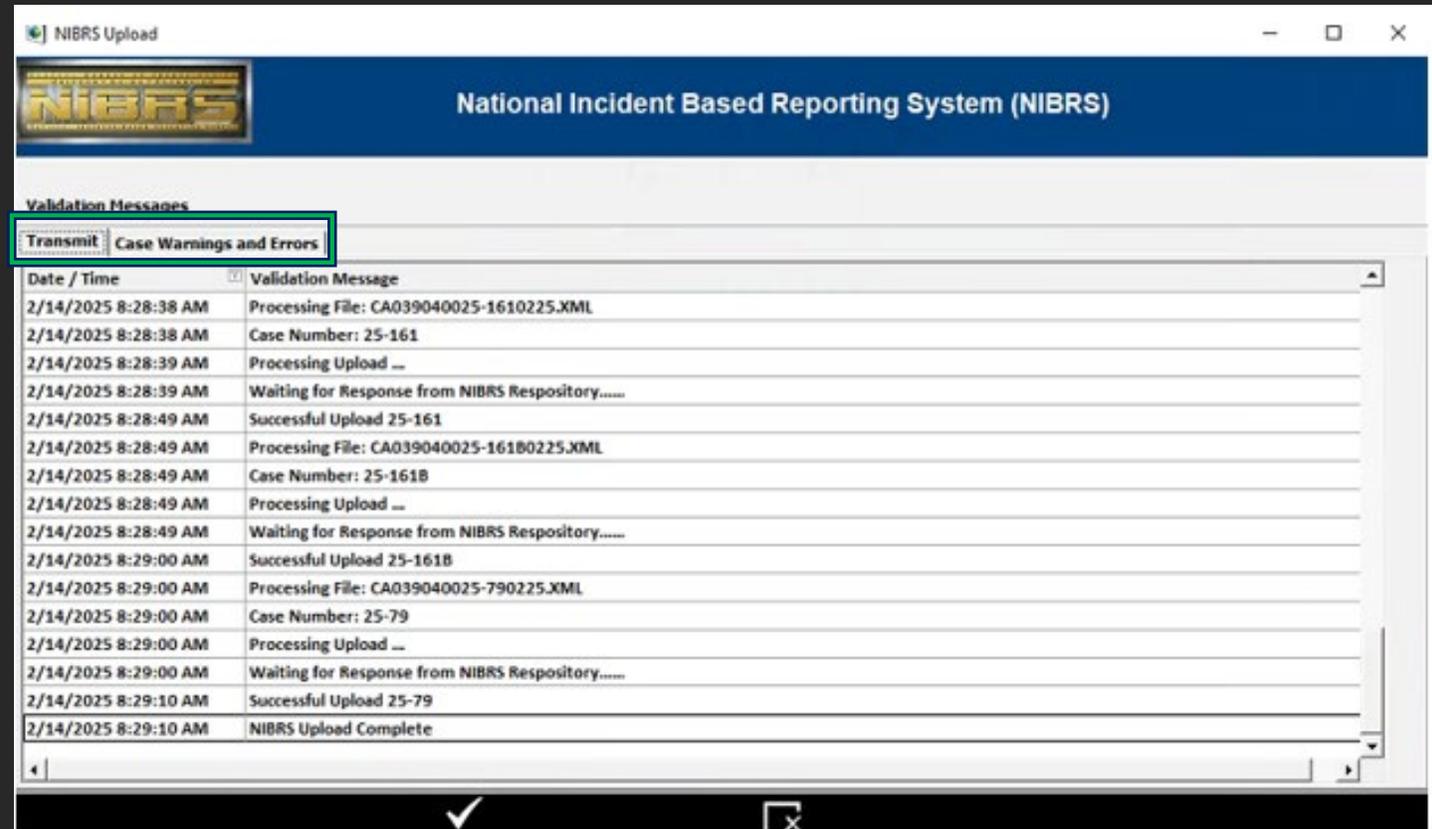
- Run a RIMS Reports
 - Log into RIMS Reports
 - Go to the 1st column, CIBRS
 - Enter Month and Year of the report to be run
 - Select OK



Please note that the tallies produced by various RIMS Reports may differ from the numbers generated by a RIMS Search. RIMS Reports uses specific rules for each report to determine what is reported and what is omitted. Search, on the other hand, uses no rules --- it displays all records that match the criteria you enter. Press F1 on any report to view the rules used by RIMS Reports.

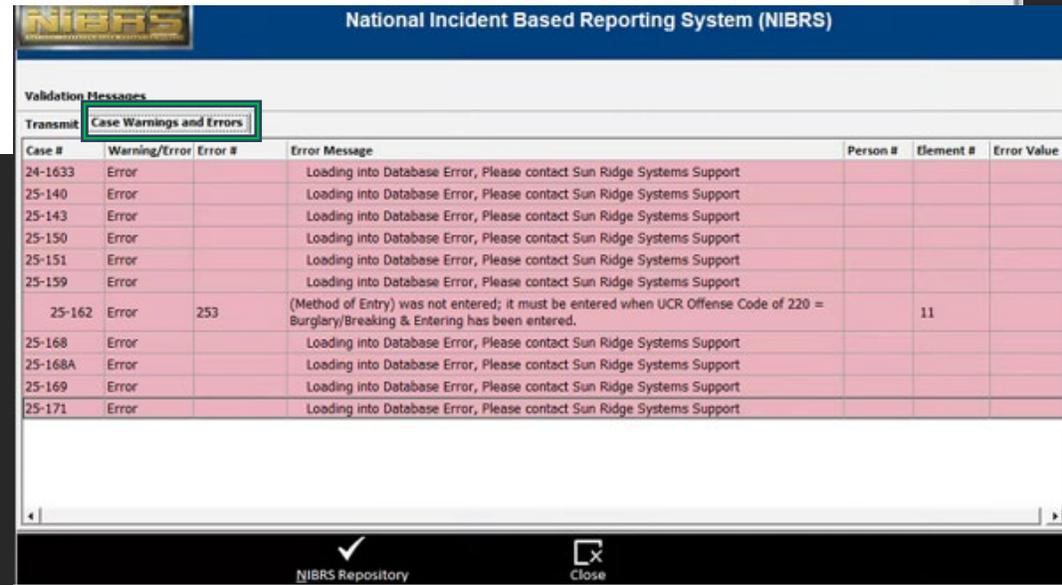
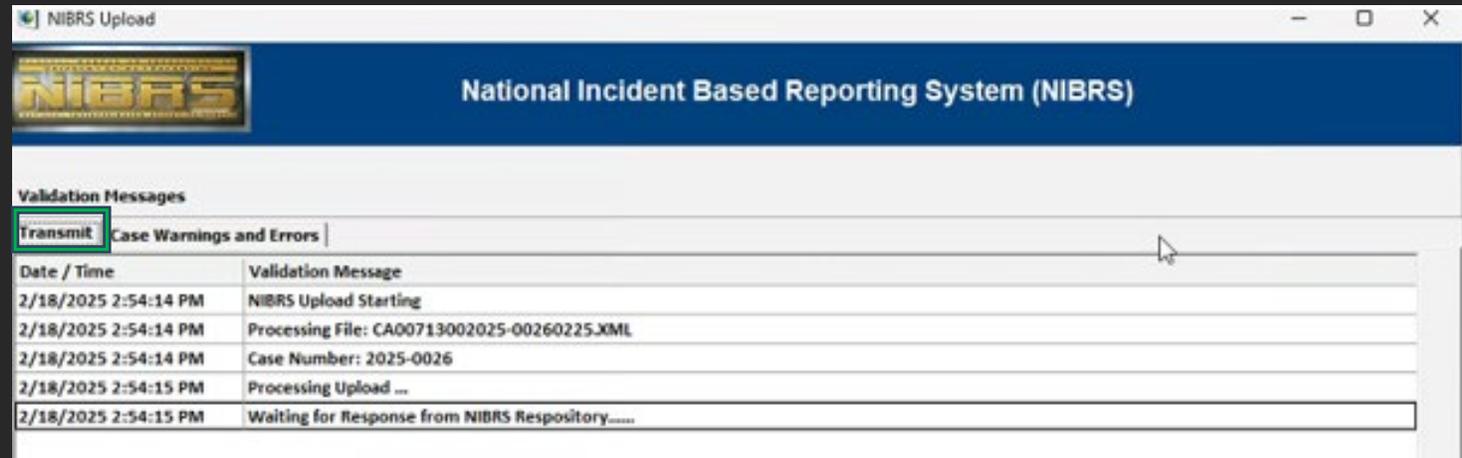
The XML Submission process to the State Repository

- After you have input the Month and Year of the report and selected OK, a pop-up window will display.
 - This is the NIBRS Upload Validation Messages Window.
 - You will notice 2 tabs
 - **Transmit** – these are the cases, or files, being uploaded – see example image.
 - **Case Warning and Errors** – these are the warnings and errors from the State Repository



The XML Submission process to the State Repository

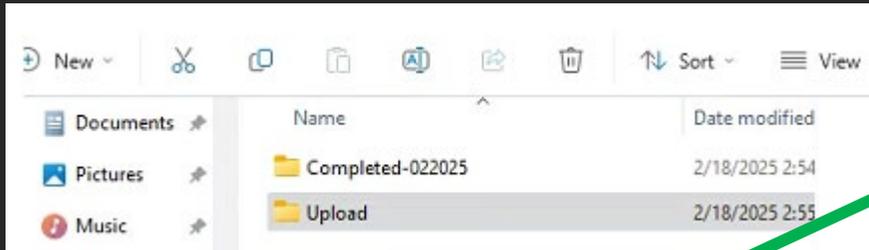
- The Validation Messages Page
- The 1st tab is for the Transmit Log - See example image.
- The 2nd Tab is for Case Warning and Errors – these are the warnings and errors from the State Repository – see example image
 - Warnings are addressed and/or cleared via the repository and not in RIMS



CAXML Errors – Send to RIMS Support

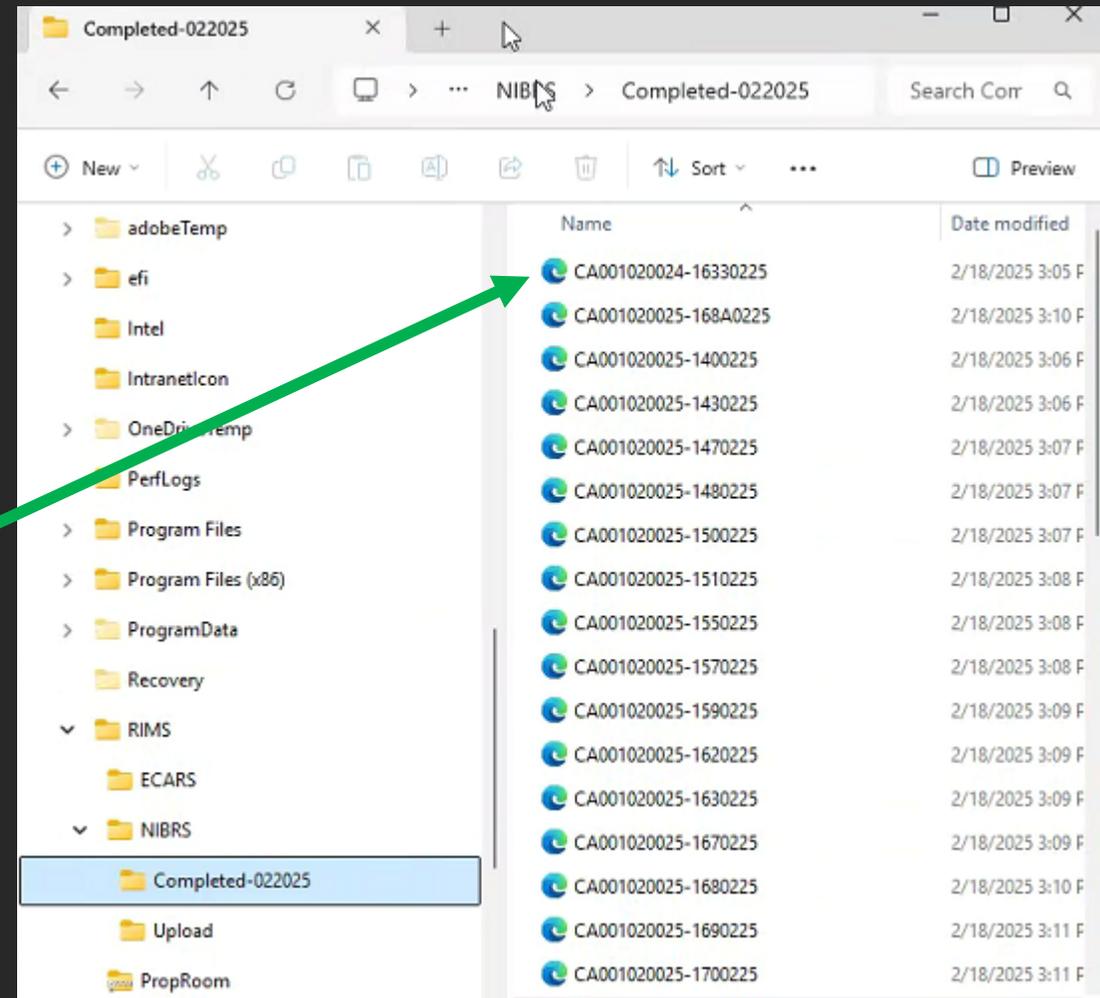
Understanding the RIMS XML NIBRS Directory

- If you need to send files to RIMS Support, they can be found in your C:/RIMS Directory (**Local Disk (C:) > RIMS > NIBRS > Completed – MMYYYY**)



- The Name column will allow you to select the correct file to send to RIMS Support. Example: (ori)CA0010200(year)24-(case)1633(mmyy of submission)0225
- CA001020024-16330225

Select all cases that need to be sent to RIMS Support from this Directory.



Accessing the State Repository from RIMS Reports

- To access the State Repository simply select the NIBRS Repository Icon in the lower left of the Validation Message page
- This will take you to the State Repository. You may need to log back into the Repository due to 2FA – Two Factor Authentication.

The screenshot displays the NIBRS National Incident Based Reporting System interface. At the top, the NIBRS logo and the text "National Incident Based Reporting System (NIBRS)" are visible. Below this, a "Validation Messages" section is shown with a "Transmit" button and a "Case Warnings and Errors" tab. A table lists various error messages, including "Loading into Database Error, Please contact Sun Ridge Systems Support" and "(Method of Entry) was not entered; it must be entered when UCR Offense Code of 220 = Burglary/Breaking & Enter".

Case #	Warning/Error	Error #	Error Message	Person #	Element #	Error Value
24-1633	Error		Loading into Database Error, Please contact Sun Ridge Systems Support			
25-140	Error		Loading into Database Error, Please contact Sun Ridge Systems Support			
25-143	Error		Loading into Database Error, Please contact Sun Ridge Systems Support			
25-150	Error		Loading into Database Error, Please contact Sun Ridge Systems Support			
25-151	Error		Loading into Database Error, Please contact Sun Ridge Systems Support			
25-159	Error		Loading into Database Error, Please contact Sun Ridge Systems Support			
25-162	Error	253	(Method of Entry) was not entered; it must be entered when UCR Offense Code of 220 = Burglary/Breaking & Enter			
25-168	Error		Loading into Database			
25-168A	Error		Loading into Database			
25-169	Error		Loading into Database			
25-171	Error		Loading into Database			

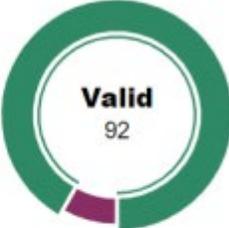
Below the table, a "NIBRS Repository" button with a checkmark icon is highlighted with a green box. To the right, a login form for the "California Department of Justice California Incident Based Reporting System" is visible, featuring a "Please Enter Login Information" section with fields for "Username" and "Password", a "Login" button, and a "Forgot your password?" link.

Accessing the State Repository from RIMS Reports

- Once in the Repository open the monthly submission that had the errors.
- Locate the 'Download Errors in File:' line of data.
- Click to Download Errors in File
- This will give the option to create an Excel file. Once that has been created attach it to the same email you started that contained the files from the NIBRS Directory.
- Support will look at the files and address what they can, if it is a State issue they will let you know that as well so that you can contact them at CANIBRS@doj.ca.gov

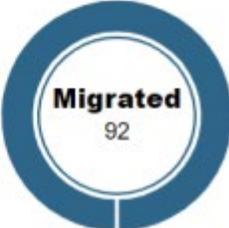
CA-DOJ CIBRS – REPOSITORY SUBMISSION

Import File ID:	62304
File Type:	CIBRS Flat File
Owner:	SunRidge User
Arrival Type:	Manual File Upload
Original File Name:	CA0520000.0121
Current File Name:	2d32d8c2-6b70-4c49-bc7b-5ca8b072b96c
Status:	Processing Complete
Error Rate:	8.33%
Last Updated:	3/17/2021 5:50 PM
Arrival Date:	3/17/2021 5:50 PM
Data File:	Click to Download Data File
Delete Record File:	Click to Generate and Download Delete Record File
EDS File:	Click to Download EDS File
Log File:	Click to Download Log File
View Errors In File:	Click to View Errors In File
Download Errors In File:	Click to Download Errors In File



Valid
92

Migration Statistics



Migrated
92

RIMS Incident Report, Page 2 Enhancement

- On Page 2 of an Incident, or Case, there are 3 new fields in the CIBRS Box. These fields relate directly to the XML submission to the State.
- The new fields are:
 - Month End: This relates to the end of the month it was reported
 - Status:
 - S – Successful Upload
 - F – Failed to Upload
 - Date Field: This is the date the Incident, or Case, was upload to the State.

The screenshot displays the RIMS Incident Report interface for Page 2. On the left is a navigation menu with options: Page 1, Page 2 (highlighted in yellow), Persons, Property, Vehicles, Narrative, Accident, Officers, Photos, Attachments, and Queries. The main content area is divided into several sections: 'Burglary Info' with fields for Point of Entry, Location of Entry, Alarm Info, and Entry Comment; 'Other' with a field for Person name for case log (HOGAN, MARIE ELAINE), Method Code, and Clery Location; 'DA Info' with fields for Date Sent to DA, Follow Up Date, Date Returned, Dispo from DA, DA Notes, and DA Reason; and a 'CIBRS' box (highlighted in blue) containing fields for Gang Type, Month End (02/28/2025), and Status (S 02/14/2025). At the bottom, there is a field for Reference Case Numbers from Outside Agencies.

Information from the California Department Of Justice

- If you need a generic Username for the Repository, contact CANIBRS@DOJ.CA.GOV .
 - The Generic Username is used to communicate with the Repository and allows for others to submit the report if the primary is out of the office or no longer works for the agency. Meaning it is no tied to an individual.
 - There may be a delay in receiving this generic Username from the State due to their work volume and the number of RIMS agencies that may be reaching out in April 2025, forward.
 - Agency system Admins can log into the Repository and set this up if need be. If your agency is opting to follow this path and need help you will need to go through the CADOJ as well.
- Certification:
 - The California Department of Justice will be requiring all agencies to recertify NIBRS.
 - You will receive the same packet you did when certifying for Flat File but the information will be different for his relates to the end of the month it was reported

Information from the California Department Of Justice

- Certification:
 - The California Department of Justice will be requiring all agencies to recertify NIBRS. This is because you are required by them to change the submission file format, from Flat File to XML.
 - You will receive the same packet you did when certifying for Flat File, but the information will need to be updated to reflect XML – Webservices on the IBR Submission column.
 - As of 3/24/25, these are the answers to items 4, 5, and 6 (Now this may be different by the time you receive your packet.)

4. 2019.2 NIBRS Technical Specifications
5. The CIBRS Flat File Technical Specifications Version 2020.2
6. XML Webservices for IBR / Flat file Webservices for DV

4. Which version of the NIBRS technical specification is applied in your system?

5. Which version of the CIBRS Technical specification is applied in your system?

6. My agency uses the following submission method(s) (Select check box for each submission method used):

<u>IBR Submissions</u>	<u>DV Submissions</u>
<input type="checkbox"/> Manual Entry – CIBRS Web Portal	<input type="checkbox"/> Manual Entry – CIBRS Web Portal
<input type="checkbox"/> Flat File – Manual CIBRS Upload	<input type="checkbox"/> Flat File – Manual CIBRS Upload
<input type="checkbox"/> Flat File – WebServices	<input type="checkbox"/> Flat File – WebServices
<input type="checkbox"/> XML – Manual CIBRS Upload	<input type="checkbox"/> XML – Manual CIBRS Upload
<input type="checkbox"/> XML – WebServices	<input type="checkbox"/> XML - WebServices

Contact RIMS Support if you Need assistance.

If there are questions or concerns, contact our Support Team:
Support@sunridgesystems.com

or

The RIMS eLearning Management System:
elearning.sunridgesystems.com

This Webinar power point will be uploaded there with in the week.



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