Criminal/Traffic Records System File Layout
(CMIS Specifications)

Extract File   (extract)   4/16/2015

Field Name	Type	Start Position	End Position	Length	Description	OMV Field	XML Tag (see note 12)
PARISHID	A	1	2	2	Parish ID Code where case originated from		<ParishID>
COURTID	A	3	5	3	Court identification code	ORI of Processing Court, Court Code	<CourtID>
COURT-SECT	A	6	7	2	Court section code		<CourtSection>
DOCKNUM	A	8	27	20	Docket number or case number	Case (Docket) Number	<DocketNumber>
ARRTRKNO					Arrest Tracking Number 12 char (**See Note 1**)		
* ORI	A	28	31	4	Originating Arrest Agency ID (**See Note 17**)	Issuing Agency Code	<ORI>
* AFISDEV	A	32	32	1	AFIS Device Method Used For Fingerprints		<AFISDevice>
* YEAR	A	33	34	2	Year Of Arrest		<Year>
* ARRSEQNO	A	35	39	5	Arrest Sequence Number		<ArrestSeqNumber>
CHGSEQNO	A	40	42	3	Charge Sequence Number (**See Note 4**)		<ChargeSeqNumber>
SID	A	43	57	15	State ID Number obtained from State Police (See Note 20)		<SID>
SSN	A	58	66	9	Defendant's Social Security number	Driver SSN	<SSN>
DLIC	A	67	91	25	Defendant's Driver's License number	Driver's License Number	<DriversLicense>
DLSTATE	A	92	93	2	Defendant's Driver's License state	Driver's License State	<DLState>
DOB	D	94	101	8	Date of Birth	Date of Birth	<DOB>
LNAME	A	102	126	25	Defendant's Last Name	Driver Name	<LastName>
FNAME	A	127	141	15	Defendant's First Name	Driver Name	<FirstName>
MI	A	142	142	1	Defendant's Middle Initial		<MI>
NAME-SUFFIX	A	143	145	3	Defendant's Name Suffix (Jr., Sr., etc)		<NameSuffix>
CITY	A	146	175	30	City of Last Known Residence	Driver City	<City>
STATE	A	176	177	2	State of Last Known Residence		<State>
RACE	A	178	178	1	Race Code (**See Note 16**)		<Race>
SEX	A	179	179	1	Sex (M-Male, F-Female)	Driver Sex	<Sex>
CITIZEN	A	180	180	1	(Y/N) Is the defendant a U.S. citizen?		<Citizen>
CMODIFIER	A	181	182	2	Charge Modifier (RS 14:25,26,27....) (**See Note 6**)		<ChargeModifier>
CHARGE	A	183	202	20	Original/Filed Charge Code (**See Note 2**)		<Charge>
CASE-TITLE	A	203	262	60	Case Title		<CaseTitle>
OFN-DATE	D	263	270	8	Date the Offense/Violation was committed	Date of Violation	<OffenseDate>
ARRESTDATE	D	271	278	8	Date of Arrest		<ArrestDate>
JUDGE	A	279	308	30	Presiding Judge's Name		<Judge>
PATTORNEY	A	309	313	5	Prosecuting Attorney's Bar Roll #		<ProsecutorID>
DATTORNEY	A	314	318	5	Defense Attorney's Bar Roll #		<DefenseAttorneyID>
CFDATE	D	319	326	8	Date case was filed with the Clerk of Court		<FilingDate>
AR-DATE	D	327	334	8	Arraignment Date		<ArraignmentDate>
INDIGENT	A	335	335	1	(Y/N) Is defense attorney IDB appointed?		<Indigent>
BOND	A	336	336	1	(Y/N) Is defendant out on bond?		<Bond>
BOND-AMT	N	337	344	8	Amount of Bond		<BondAmount>
SANITY-HRG	A	345	345	1	(Y/N) Was Sanity Hearing ordered by court?		<SanityHearing>
TRIAL-BY	A	346	346	1	Trial by 1-Judge, 2-Jury or N-No Trial		<TrialBy>
TRIAL-DATE	D	347	354	8	Scheduled Trial Date		<TrialDate>
TRIAL-START	D	355	362	8	Date Trial Started		<TrialStartDate>
CC-MODIFIER	A	363	364	2	Conviction charge modifier (RS 14:25,26,27..) (**See Note 6**)		<ConvChargeModifier>
CONVICTION-CHARGE	A	365	384	20	Charge individual was convicted of (**See Note 10**)		<ConvictionCharge>

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Field Name	Type	Start Position	End Position	Length	Description	OMV Field	XML Tag (see note 12)
ASSOC-RS-FILED	A	385	404	20	Associated Revised Statute code if filing charge was a local/municipal ordinance or charge code		<AssociatedRS>
DVCASE	A	405	405	1	(Y/N) Domestic Violence Case. DVCase = Y requires a NICSRTV field value.		<DometicViolenceCase>
JUVICTIM	A	406	406	1	(Y/N) Was the victim of the crime a juvenile?		<JuvenileVictim>
FDDATE	D	407	431	25	Final Disposition/Verdict Date (As of 2015, courts will now include the date and timestamp for this field i.e. YYYY-MM-DD HH:MM:SS AM/PM). This field will be used as a sequence field to verify that the current record in the CMIS database represents the last disposition that was sent by the court. Corresponding error checking will be updated to not allow this field to be overwritten if a previous disposition is sent or resent to CMIS.		<FinalDispoDate>
FINAL-DISPO	A	432	433	2	Final Disposition/Verdict Code (See Note 3, Note 8, & Note 21)	Verdict/Disposition Code	<FinalDisposition>
SDATE	D	434	458	25	Date of Sentencing (As of 2015, courts will now include the date and timestamp for this field i.e. YYYY-MM-DD HH:MM:SS AM/PM)		<SentenceDate>
SP-SENTENCE	A	459	459	1	(Y/N) Were special conditions set in sentence?		<SpecialSentence>
SCONDITION	A	460	460	1	C-Consecutive, K-Concurrent, O-Other, N-None	Jail Time Type-Consecutive	<SpecialCondition>
ST-DATE	D	461	468	8	Start Date of Sentence		<SentenceStartDate>
SLEN-YRS	N	469	471	3	Sentence Length Year(s)		<SentenceLenYrs>
SLEN-MOS	N	472	473	2	Sentence Length Month(s)		<SentenceLenMos>
SLEN-DAYS	N	474	476	3	Sentence Length Day(s)	Jail Consecutive Days	<SentenceLenDays>
SLEN-HRS	N	477	481	5	Sentence Length Hour(s)		<SentenceLenHrs>
SAGENCY	A	482	486	5	Agency where person is committed to - See Note 17		<SentencingAgency>
FINE-AMT	N	487	494	8	Amount of Fine	Fine Amount	<FineAmount>
CREDIT-FTAS	A	495	495	1	(Y/N) Credit For Time Already Served Flag	Jail Time Type-Credit for time served	<CreditFTAS>
SUSP-YRS	N	496	498	3	Suspended Sentence Year(s)		<SuspendedYrs>
SUSP-MOS	N	499	500	2	Suspended Sentence Month(s)		<SuspendedMos>
SUSP-DAYS	N	501	503	3	Suspended Sentence Day(s)	Jail Susp. Days, Jail Time Type-Suspend	<SuspendedDays>
SUSP-HRS	N	504	508	5	Suspended Sentence Hour(s)		<SuspendedHrs>
PROB-TYPE	A	509	509	1	Probation Type (S-supervised, N-not supervised)	Probation Type	<ProbationType>
PROB-YRS	N	510	512	3	Probation Year(s)		<ProbationYrs>
PROB-MOS	N	513	514	2	Probation Month(s)		<ProbationMos>
PROB-DAYS	N	515	517	3	Probation Day(s)		<ProbationDays>
PROB-HRS	N	518	522	5	Probation Hour(s)		<ProbationHrs>
PAGENCY	A	523	527	5	Agency Supervising Probation- See Note 17		<ProbationAgency>
COM-SRVC-YRS	N	528	530	3	Community Service Year(s)		<ComServiceYrs>
COM-SRVC-MOS	N	531	532	2	Community Service Month(s)		<ComServiceMos>
COM-SRVC-DAYS	N	533	535	3	Community Service Day(s)		<ComServiceDays>
COM-SRVC-HRS	N	536	540	5	Community Service Hour(s)	Community Service Hours	<ComServiceHrs>
SUS-OPR	A	541	541	1	(Y/N) Was there a court ordered suspension of operator's license	Court-Ordered Suspend	<SuspendedOperator>
SUS-OPR-YRS	N	542	544	3	Operator's License Suspension - Year(s)		<SuspendedOperatorYrs>
SUS-OPR-MOS	N	545	546	2	Operator's License Suspension - Month(s)		<SuspendedOperatorMos>
SUS-OPR-DAYS	N	547	549	3	Operator's License Suspension - Day(s)	Suspend Period (Days)	<SuspendedOperatorDays>
OTHER-SENT	A	550	550	1	(Y/N) Other Mandated Sentencing (Therapy, Restitution, etc.)		<OtherSentencing>
APPEAL	A	551	551	1	(Y/N) Is case on appeal?		<Appeal>
APDATE	D	552	559	8	Date Appeal was granted		<AppealDate>
APAIDDATE	D	560	567	8	Date Cost of Appeal was paid (If not indigent)		<ApealPaidDate>
APWDDATE	D	568	575	8	Date Appeal was withdrawn dismissed, abandoned, etc. (If done by trial court or defendant)		<AppealWithdrawnDate>
CCHANGE	A	576	576	1	(Y/N) Is this a new judgment after appeal or rehearing?		<JudgmentChange>
SCHANGE	A	577	577	1	(Y/N) Is rec. a sentence modification from appeal or rehearing		<SentenceChange>
SEAL-REC	A	578	578	1	S-Sealed Record or X-Expunged Record (See Note 5)		<SealedRecord>

Criminal/Traffic Records System File Layout
(CMIS Specifications)

Field Name	Type	Start Position	End Position	Length	Description	OMV Field	XML Tag (see note 12)
FILLER	A	579	590	12	Filler Field for any fields added in the future or for comments. Do not include in data file.		
CMDATE	D	591	615	25	Date record was created or modifed. (As of 2015, courts will now include the date and timestamp for this field i.e. YYYY-MM-DD HH:MM:SS AM/PM)		<ChangeModDate>
REC-TYPE	A	616	616	1	Type of record; e.g., C-civil, K-criminal, J-juvenile, T-traffic, etc.		<RecordType>
CHG-DESCR	A	617	676	60	Verbiage describing the field "CHARGE" (Filing Charge)		<ChargeDescription>
ASSOC-RS-CONVICTION	A	677	696	20	Associated Revised Statute code if conviction charge was a local/municipal ordinance or charge code		<AssocRsConviction>
TICKET-NUMBER	A	697	716	20	Ticket Number	Ticket Number	<TicketNumber>
OMV-ORIGINAL-CHARGE	N	717	719	3	OMV Code translated from the original charge/violation at filing	Violation - Original Charge	<OmvOriginalCharge>
OMV-CONVICTED-OF	N	720	722	3	OMV Code translated from the charge/violation convicted of	Violation Code Convicted of	<OmvConvictionCharge>
COMM-VEH	A	723	723	1	(Y/N) Is this a commercial vehicle?	Commercial Vehicle	<com_vehicle>
HAZ-MAT	A	724	724	1	(Y/N) Was hazardous material involved?	Hazardous Material	<HazMat>
FATALITY	A	725	725	1	(Y/N) Was a fatality involved?	Fatality	<Fatality>
MULTI-VIOLATION	N	726	726	1	Multiple Violations Sequence Number (1-9)	Multi-Violation Ticket	<MultiViolation>
POSTED-SPEED	N	727	728	2	Posted speed limit	Posted Speed	<PostedSpeed>
ACTUAL-SPEED	N	729	731	3	Actual vehicle speed	Actual Speed	<ActualSpeed>
BLOOD-ALCOHOL	N	732	736	5	Blood-Alcohol Content (**See Note 9**)	Blood Alcohol Content	<BloodAlcohol>
DEFENDANT-PLEA	A	737	738	2	Defendant plea (G-guilty, N-not guilty, C- nolo contendere)	Defendant Plea	<DefendantPlea>
MOTION-GRANTED-TYPE	A	739	739	1	Motion granted type (Q-quash, S-suppress, D-dismiss)	Motion Granted Type	<MotionGrantType>
SENTENCE-TYPE							
* BOND FORFEITURE	A	740	740	1	(Y/N) Was bond forfeitured?	Bond Forfeiture	<BondForfeiture>
* FINE-PAID	A	741	741	1	(Y/N) Was fine paid?	Fine Paid	<FinePaid>
* JAIL-TIME	A	742	742	1	(Y/N) Was jail time served?	Jail Time	<JailTime>
FINE-SUSPENDED	A	743	743	1	(Y/N) Was fine suspended by the court?	Fine Suspended	<FineSuspended>
COURT-COSTS	N	744	751	8	Court Costs	Court Costs Amount	<CourtCosts>
COURT-COSTS-SUSP	A	752	752	1	(Y/N) Was court costs suspended by the court?	Court Costs Suspended	<CourtCostsSuspended>
JAIL-DAYS-IN-LIEU-OF-FINE	N	753	757	5	Days to serve in jail instead of paying the fine	Jail Days in Lieu of Fine	<JailDaysInLieuOfFine>
JAIL-CREDIT-DAYS-SERVED	N	758	762	5	Credit to be received for the # of days already served in jail	Jail Credit for Days Served	<JailCreditForDaysServed>
ARTICLE 893/894	N	763	763	1	1-Article 893, 2-Article 894	Article 893/894	<Article_893_894>
PROBATION-REQUIREMENT							
* DRIVER-IMPROVEMENT	A	764	764	1	(Y/N) Defendant must take a driver improvement course?	Driver Improvement	<DriverImprovement>
* IGNITION-INTERLOCK	A	765	765	1	(Y/N) Defendant must install Ignition Interlock?	Ignition Interlock	<IgnitionInterlock>
* SUBSTANCE-ABUSE	A	766	766	1	(Y/N) Defendant must enter substance abuse program?	Supstance Abuse	<SubstanceAbuse>
VICTIMS-IMPACT	A	767	767	1	Victim impact (M-Monetary Reimbursement, S-Statement, B-Both)	Victim Impact	<VictimsImpact>
MNAME	A	768	782	15	Defendant's Middle Name	Driver Name	<MiddleName>
STREET-ADDRESS	A	783	812	30	Defendant's Street Address	Driver Street	<StreetAddress>
ZIP-CODE5	A	813	817	5	Defendant's Zip Code (1st 5 digits)	Driver Zip Code 5	<ZipCode5>
ZIP-CODE4	A	818	821	4	Defendant's Zip Code (last 4 digits)	Driver Zip Code 4	<ZipCode4>
HEIGHT	N	822	824	3	Defendant's Height in inches (511 represents 5'11")	Driver Height	<Height>
EYE-COLOR	A	825	827	3	Defendant's Eye Color (**See Note 7**)	Driver Eyes	<EyeColor>
PROBATION-REVOKED	A	828	828	1	(Y/N) Was Probation Revoked by judge?		<ProbationRevoked>
PROB-REVOKED-DATE	D	829	836	8	Date Probation Was Revoked		<ProbationRevokedDate>
HARD_LABOR	A	837	837	1	(Y/N) Was jail time hard labor?		<HardLabor>
DRIVER_LIC_CLASS	A	838	838	1	Driver's License Class (**See Note 13**)	Driver's License Class	<DriverLicClass>
CMIS_ID	A	839	868	30	Unique identifier for each record (**See Note 14**)		<CmisId>
JudgeProbationNoFirearm	A	869	869	1	(Y/N) Judge isssued a probation condition prohibiting the defendant from possessing or purchasing a firearm - C.Cr.P. Article 895 A(6) (**See Note 18**)		<JudgeProbationNoFirearm>
JudgeOrderNoFirearm	A	870	870	1	(Y/N) Judge isssued an order prohibiting the defendant from possessing or purchasing a firearm - R.S. 13:753 A(5) (**See Note 19**)		<JudgeOrderNoFirearm>
NICSRTV	A	871	872	2	NICS defendant relationship to victim (Allowable values: 01, 02, 03, 04, 05, 06, 07, 08, 09, 10) (**See Note 22**)		<NICSRTV>
CommDriver	A	873	873	1	Does driver hold a commercial driver license (Y/N)?		<CommDriver>
PassPlus	A	874	874	1	Was the vehicle a bus or van for 16 or more passengers (Y/N)?		<PassPlus>
SummonsDate	D	875	882	8	The summons date for a case in which no arrest was executed (no arresting date is available)		<SummonsDate>

Criminal/Traffic Records System File Layout
(CMIS Specifications)

Record Length   **882**   **(See Note 15)**

Criminal/Traffic Records System File Layout
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File Description

This file will be used to temporarily store the court case information. There will be an extract record
created for each offense that the defendant is charged with. This file will be created on the court's
computer system in ASCII format (fixed length records with no delimiters) and then uploaded to CMIS
via telephone modems.

Extract records should be generated and sent to CMIS during the following events:
  - when a case is filed
  - when a final disposition is entered
  - when sentencing information is entered
  - when appeal information is entered
  - anytime a correction is made to the case record after the sentencing info. is entered

Except where specifically defined differently (e.g., CMSEventSequence), date information shall be placed in the extract record in the format of 'MMDDYYYY'.

Note1: The arrest tracking number will be assigned by the arresting agency. This number will be
        composed of 4 individual fields: **ORI**-Original Arrest Agency ID, **AFISDEV**-
        AFIS Device which indicates the method used to take the fingerprints, **YEAR**-Year Of
        Arrest, and **ARRSEQNO**-Arrest Sequence Number.
        The Charge Sequence number could be assigned by either the arresting agency,
        district attorney, or court - depending on the business practices of the District. This number
        composite 'arrest tracking number' will be used to distinguish the number of counts for a certain
        charge. Each count will be stored in a separate record.

Note2: There will be a need to standardize all charge codes. A lookup window
        should be provided by the software to assist the user in determining which charge
        code to use. (It is preferrable that any local statutes be converted to State Statutes)

Note3: The final dispositon code will also be a standardized list of codes. Ex) D-Dismissed,
        G - Guilty, NG - Not Guilty, PG - Pled Guilty, NP - Nolle Pros, M - Mistrial, etc.

Note4: If the Arrest Tracking Number has not been provided by the arresting agency and/or DA,
        a Charge Sequence Number must be generated for each individual charge that pertains
        to a Docket Number. For example, if the individual had three different charges filed
        under one case (docket), the 1st charge record would contain a Charge Sequence Number
        of '001' the next record would be assigned '002' and the 3rd record '003'.

Note5: If a record is to be sealed, a "S" must be placed in the Seal-Rec field. If the record is to be
        expunged, a "X" must be placed in the Seal-Rec field. The original disposition code is not to
        be changed. When "X" is entered in the Seal-Rec field, the Art 893/894 field must be populated with either a '1' or a '2' value, where 1=893 felony expungement, and 2=894 misdemeanor expungement.

Note6: The charge modifier codes are:
    24 - Principal
    25 - Accessory After The Fact (RS 14:25)
    26 - Criminal Conspiracy (RS 14:26)
    27 - Attempt (RS 14:27)
    79 - Attempt and Conspiracy - Drugs (RS 40:979)

Note7: OMV Eye Color Codes:

BLK - Black	GRY - Gray
BLU - Blue	HAZ - Hazel
BRO - Brown	MAR - Maroon
DIC - Dichromatic	PNK - Pink
GRN - Green	UNK - Unknown

Note8: New OMV Disposition Codes To Be Added To Disposition Table
　　08 - Paid Receipt Required (Only Valid For Violation Code 047)
　　42 - Failure To Appear Satisfied (Only Valid For Violation Code 047)
　　These codes along with the OMV Convicted Charge Code of '047' will be used to process Failure to Appear info that is sent to OMV.

Note9: Blood-Alcohol Content
　　Values (01 - 45) represents (.01 to .45)
　　00 - If Not A DWI Violation
　　88 - If Unknown
Can enter up to 2 digits. Do not place a decimal in this field. If the BAC is 0.120, then the correct entry would be 12.

Note10: As of January 2001, when the Final Disposition is entered, the Conviction Charge field must also be
　populated. If there is a charge modifier, the CC-Modifier field must also be populated.
　This field was formally known as the ALTERNATE-CHARGE field.

Note11: The total length of sentence, which is entered in the SLEN-YRS, SLEN-MOS, SLEN-DAYS fields
　should be a total of the days captured in the JAIL-CONSECUTIVE-DAYS and JAIL-DAYS-IN-LIEU-OF-FINE
　fields.
Associated Control Code Files:
　Agency Code File
　Attorney Bar Roll # File
　Charge Code File
　Court Code File
　Disposition/Verdict Code File
　Parish Code File
　Race Code File

Note12: All XML tags MUST be entered as seen in column. The Arrest Tracking # is a composite of 4 to 5 fields; therefore no XML tag is needed for this item
as well as the Sentence Type and the Probation Requirement.
　File/Package Tag:　　　　<SupremeCourtPackage>
　Record Tag:　　　　　　<cmisrecord>

Note 13: Driver's License Classes
　　　　　　　　A Class A - Commercial Driver's License - Combination Vehicles
　　　　　　　　B Class B - Commercial Driver's License Heavy Straight Vehicle
　　　　　　　　C Class C - Commercial Driver's License - Light Vehicle
　　　　　　　　D Class D - Chauffers Driver's License
　　　　　　　　E Class E - Driver's License - Personal Vehicle

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Note 14: The CMIS ID field is to be a unique identifier issued to each record when it is created. When the record is altered, the same id should be sent back with the altered record for identification puposes.

Note 15: The last record in the file will contain information to indicate the total number of records in the file. For ASCII files, the first 5 positions of this record, which are the Parish ID and Court ID, will contain 5 asterisks '*****' followed by 2 blank spaces in the Court Section field. The Docket Number field will contain the record count. The example below indicates that the file contains 100 records:

***** 100

For XML files, the Parish and Court ID fields will contain 2 and 3 astericks respectively. The Docket Number field will contain the record count.

Note 16: Valid Race Codes:

A	Asian
B	Black
H	Hispanic
M	Middle Easterner/Arabic
N	Native American
O	Other
P	Pacific Islander
U	Unknown
W	White

Note 17: Agency Codes: Please use the valid agency code list provided to your court by CMIS staff.

Note 18: Under R.S. 13:753 AS(5), this field is set to Y-Yes when the defendant has been placed on probation pursuant to C.Cr.P. Article 895 A(6) and the judge imposed as a condition of probation that the defendant is prohibited from possessing or purchasing a firearm during the period of probation. If this field is set to Y-Yes, then the following existing CMIS reportable fields are required:

1. Probation Type - (PROB-TYPE)
2. Length of Probation with a valid value in either the PROB-YRS and/or PROB-MOS fields
3. Disposition - (FINAL-DISPO)
4. Disposition Charge - (CONVICTION-CHARGE)
5. Disposition Date - (FDDATE)

Note 19: This field is set to Y-Yes when the Judge issued an order prohibiting the defendant from possessing or purchasing a firearm pursuant to LA R.S. 13:753 A(5). If this field is set to Y-Yes, then the following existing CMIS reportable fields are required:

1. Disposition - (FINAL-DISPO)
2. Disposition Charge - (CONVICTION-CHARGE)
3. Disposition Date - (FDDATE)

Note 20: The SID field must be right justified. (8-29-2014: Size of SID field increased in the CMIS database from 9 to 15 characters for future growth)

Note 21: As of 2015, Warrant disposition codes will now be sent to CMIS for distribution to other criminal justice agencies.
Disposition date is also required when any of the warrant values are supplied by the court
    BW - Bench Warrant
    WS - Warrant Satisifed
    WR - Warrant Recalled / Cancelled

Note 22: NICS relationship to victim values:
This field should not be displayed on public terminals or documents!
' 01=Current or former spouse of victim (can be same sex)
' 02=Parent/step-parent of victim
' 03=Guardian of victim
04=Child in common with victim (biological child - must be born)
' 05=Current or former intimate cohabitant (can be same sex) of victim
' 06=Defendant is cohabitating or has cohabitated as parent of victim
' 07=Person is cohabiting or has cohabited as guardian
' 08=Person similarly situated to spouse (can be same sex)
' 09=Person similarly situated to parent
' 10=Person similarly situated to guardian