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 ARIZONA SUPREME COURT  
 ADMINISTRATIVE OFFICE OF THE COURTS  
 EXECUTIVE OFFICE

IN THE SUPREME COURT OF THE STATE OF ARIZONA

**FILED**  
 OCT 5 1999  
 NOEL K. DESSAINT,  
 CLERK SUPREME COURT  
 BY *[Signature]*

In the Matter of: )

SUSPENSION OF RULE 28 PROCESS )  
 AS TO FORM XXVII OF THE )  
 ARIZONA RULES OF CRIMINAL )  
 PROCEDURE )

Administrative Order  
 No. 99- 60

On August 31, 1999, the Administrative Office of the Courts filed a Rule 28 Petition with the Supreme Court Clerk's Office (No. 99-0024). The petition proposed substantive changes to update Rules 3.2, 4.2, and 37.2 of the Arizona Rules of Criminal Procedure, pursuant to amendments made to A.R.S. § 41-1750 by the legislature. The Petition also proposed changes to the Disposition Report form, Form XXVII, to increase the efficiency and accuracy of reporting dispositions to the central state repository. The proposed changes to the form were cosmetic in nature and not substantive, and were proposed as the result of the coordination and review of multiple agencies.

At the Supreme Court Rules Agenda on October 21, 1999, the Court approved the Petition to be sent out for comment.

It is the desire of the court staff and DPS staff to begin using this new form on December 1, 1999, in conjunction with statewide distribution of a training manual and video on criminal history reporting.

Staff has requested that the comment period of Rule 28 Petition No. 99-0024 be suspended only as to the approval of Form XXVII, as the changes to this Disposition Report form are cosmetic in nature, rather than substantive.

Now, therefore, pursuant to Article VI, Section 3, of the Arizona Constitution,

IT IS ORDERED that the comment period of Rule 28 Petition No. 99-0024 be suspended only as to the approval of the Disposition Report, Form XXVII, and that the form is hereby approved for statewide use as the official Disposition Report as of December 1, 1999.

IT IS FURTHER ORDERED that the attached Form XXVII hereby replaces all previous Disposition Report forms as of December 1, 1999.

Dated this 5th day of October, 1999.

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THOMAS A. ZLAKET  
Chief Justice



**ARIZONA DEPARTMENT OF PUBLIC SAFETY  
DISPOSITION REPORT**

Mail to:  
Criminal History Records  
AZ Department of Public Safety  
P O Box 6638  
Phoenix AZ 85005-6638

<b>1] SID NUMBER</b>  AZ		<b>3] DATE OF BIRTH</b> (MM) (DD) (CCYY)		<b>4] (CHECK ONE)</b> <input type="checkbox"/> ARREST <input type="checkbox"/> PREVIOUS VIOLATION		<b>5] DATE OF ARREST/PREVIOUS VIOLATION</b> (MM) (DD) (CCYY)		<b>6] PCN</b>	
<b>7] ARRESTING AGENCY ORI</b>				<b>8] ARRESTING AGENCY CASE NO.</b>		<b>9] BOOKING AGENCY ORI</b>		<b>10] BOOKING NUMBER</b>	

11] CHARGES / AMENDED CHARGES	12] ARIZONA REVISED STATUTE OR ORDINANCE	13] OFFENSE TYPE	14] PREPARATORY OFFENSE CODES	15] DOMESTIC VIOLENCE & VICTIM INFO	16] AMENDED TO (X)	17] DISPOSITION CODE	18] PRISON OR JAIL	19] LENGTH OF CONFINEMENT (da, mo, yr)	20] SENTENCE CODE	21] PROBATION LENGTH (da, mo, yr)	22] FINE YES OR NO	23] JP OR MN CASE NUMBER	24] SUPERIOR COURT CASE NUMBER	25] DISPOSITION DATE	26] AGENCY ORI MAKING DISPOSITION DECISION
1a		M F					P J				Y N				
1b		M F					P J				Y N				
2a		M F					P J				Y N				
2b		M F					P J				Y N				
3a		M F					P J				Y N				
3b		M F					P J				Y N				
4a		M F					P J				Y N				
4b		M F					P J				Y N				
5a		M F					P J				Y N				
5b		M F					P J				Y N				

**22] FURTHER EXPLANATIONS OR MODIFICATIONS**

<p><b>DISPOSITION REPORT</b></p> <p>A Disposition Report is required for each charge from the disposition agency (arrest, prosecutor or court) pursuant to the AZ Rules of Criminal Procedure (Rule 37) for each person charged with a reportable crime pursuant to A.R.S. 41-1750.</p>	<p><b>14] PREPARATORY OFFENSE CODES</b></p> <p>A - Attempted C - Conspiracy to commit F - Facilitate S - Solicit</p>	<p><b>15] DOMESTIC VIOLENCE OR VICTIM INFORMATION CODES</b></p> <p>D - Crime involves domestic violence M - Victim is a minor A - Victim is a vulnerable Adult L - Victim is a law enforcement officer C - Dangerous crimes against children</p>	<p><b>17] DISPOSITION CODES</b></p> <p>AC - Acquitted / Not guilty CD - Court Dismissed DP - Deferred Prosecution DS - Deferred Sentencing GG - Guilty GI - Guilty but Insane NF - No complaint filed NP - Nolo Contendere plea NR - Not referred for prosecution PD - Pardon PM - Pending due to mental incompetency PO - Plea to other charges RI - Not responsible by reason of insanity</p>	<p><b>APPELLATE CODES</b></p> <p>AF - Affirmed AR - Affirmed, Remanded for Re-sentencing RR - Reversed and Remanded RV - Reversed and Conviction Overturned SM - Sentence Modified</p>	<p><b>20] SENTENCE CODES</b></p> <p>CC - Concurrent CS - Consecutive PS - Public or Community Service SS - Court Suspended Sentence</p>	<p><b>28] RIGHT INDEX FINGERPRINT</b></p>
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Please call DPS Criminal History Records (602) 223-2222 for assistance with this form.

## DISPOSITION REPORT - COMPLETION INSTRUCTIONS

1. **SID NUMBER/AZ:** If subject was previously arrested, the State Identification number may be obtained from the Arizona Computerized Criminal History (ACCH) file via terminal inquiry.
2. **NAME:** Subject's complete name as shown on the arrest fingerprint card which was completed for this arrest.
3. **DATE OF BIRTH (DOB):** As shown on the arrest fingerprint card (MMDDCCYY) (MM = month, DD = day, CCYY = full year; example 03/20/1954).
4. **CHECK ONE:** Place a checkmark in the ARREST box to indicate if fingerprints are being taken for an arrest presently occurring. Place a checkmark in the PREVIOUS VIOLATION box when the defendant is being fingerprinted for a crime that occurred in the past (examples; summons, cite and releases).
5. **DATE OF ARREST/PREVIOUS VIOLATION:** Enter the date of arrest if fingerprints are being taken for an arrest presently occurring (MMDDCCYY); Enter the date of previous violation when fingerprinting is for a crime that occurred in the past (MMDDCCYY).
6. **PCN:** Processing control number (PCN) assigned for specific arrest incident via the AZAFIS system.
7. **ARRESTING AGENCY ORI NUMBER:** The NCIC-assigned originating agency identifier (ORI) number.
8. **ARRESTING AGENCY CASE NUMBER:** The arresting agency's case number.
9. **BOOKING AGENCY ORI NUMBER:** The NCIC-assigned originating agency identifier (ORI) number.
10. **BOOKING NUMBER:** The number assigned by the detention facility.
11. **CHARGES:** Each offense charged at the time of arrest **MUST** be listed on Line "a". Line "b" is used only for subsequent amendment to the initial arrest charge(s).
12. **ARIZONA REVISED STATUTE:** Enter the correct Arizona Revised Statute (ARS) number or the County/City Ordinance number for each charge (as indicated on the arrest fingerprint card).
13. **OFFENSE TYPE:** Circle "M" for misdemeanor  
Circle "F" for felony
14. **PREPARATORY OFFENSE CODE:** Enter the appropriate code from the list on the front of this form.
15. **DOMESTIC VIOLENCE & VICTIM INFORMATION CODE:** Enter the appropriate code from the list on the front of this form.
16. **AMENDED TO:** Enter the letter "X" in box 16, line "a"; then write amended charge(s) and sentence information on the corresponding "b" line, beginning in box 11, completing all applicable boxes through to box 27.
17. **DISPOSITION CODE:** Enter the appropriate disposition or appellate code from the list on the front of this form.
18. **PRISON/JAIL:** If the subject was confined: Circle "P" for Prison OR Circle "J" for Jail.
19. **LENGTH OF CONFINEMENT:** Indicate the length of confinement (in days, months, years, etc.), to which the subject is sentenced. Example: 1 yr./2 mo.
20. **SENTENCE CODE:** Enter the appropriate sentence code from the list on the front of this form.
21. **PROBATION LENGTH:** Indicate the length of probation (in days, months, years, etc.) to which the subject is sentenced. Example: 3 yr.
22. **FINE:** Circle "Y" for Yes, to indicate that a fine was imposed.  
Circle "N" for No, to indicate there was no fine imposed.
23. **JP OR MN COURT CASE NUMBER:** The case number assigned by the Justice (JP) or Municipal (MN) court.
24. **SUPERIOR COURT CASE NUMBER:** The case number assigned by the Superior Court.
25. **DISPOSITION DATE:** Enter the official disposition date (MMDDCCYY).
26. **AGENCY ORI MAKING DISPOSITION DECISION:** The NCIC-assigned originating agency identifier (ORI) of the agency making the disposition decision.
27. **FURTHER EXPLANATIONS OR MODIFICATIONS:** Further explanation regarding a particular charge/disposition (list the charge number) may be entered in this section.
28. **INDEX FINGERPRINT:** (lower right corner of this form) At the time of arrest/fingerprinting, the subject's right index fingerprint may be placed in this box.

## GENERAL INSTRUCTIONS

- A. **ARRESTING AGENCY MUST** submit two (2) complete fingerprint arrest cards to the Department of Public Safety, Criminal History Records Unit (CHRU) in order for this disposition to be processed. The arresting agency must fill in all of the arrest data. If the arrest is disposed of by the arresting agency, as where the subject is not referred for prosecution, **THEN** the arresting agency must fill in the Disposition Report and mail this report to DPS. In the event the case goes to the prosecutor, this report must be forwarded to the prosecutor with the subject's file.
- B. **PROSECUTOR MUST** complete the report to show the disposition at the prosecutorial level, if the matter is not being forwarded to the court for action, and thereafter submit the report directly to DPS. If court action is required, the prosecutor must forward this report with the case file to the court having jurisdiction.
- C. **COURT MUST** place its case number in the appropriate box (box 23 or box 24) and on the line corresponding to the charge. The court determines the disposition of the offense and notes it on the Disposition Report after the subject's court appearance. **NOTE:** After insuring that Boxes 11 and 12 have been filled out, and Boxes 13-27 as appropriate, the Disposition Report is forwarded to DPS.  
**APPELLATE COURT MUST** complete the Disposition Report when applicable. Modification of conviction or sentence should be indicated on "Line b" for EACH count.
- D. **SPLIT CHARGES:** If there is more than one charge and the disposition for each charge is to be made in different courts, it will be necessary to submit the original Disposition Report to one court and a LEGIBLE photocopy of the Disposition Report to the other court.



**ARIZONA DEPARTMENT OF PUBLIC SAFETY  
DISPOSITION REPORT SUPPLEMENTAL**

Mail to:  
Criminal History Records  
AZ Department of Public Safety  
P O Box 6638  
Phoenix AZ 85005-6638

<b>1</b> SID NUMBER  AZ		<b>3</b> DATE OF BIRTH (MM) / (DD) / (CCYY)										<b>4</b> (CHECK ONE) <input type="checkbox"/> ARREST <input type="checkbox"/> PREVIOUS VIOLATION		<b>5</b> DATE OF ARREST/PREVIOUS VIOLATION (MM) / (DD) / (CCYY)		<b>6</b> PCN			
<b>7</b> ARRESTING AGENCY ORI				<b>8</b> ARRESTING AGENCY CASE NO.				<b>9</b> BOOKING AGENCY ORI				<b>10</b> BOOKING NUMBER							
<b>11</b> CHARGES / AMENDED CHARGES <small>CHARGES: Please write literal If more than five (5) charges list on second (2nd) form. LAW ENFORCEMENT AGENCY: Fill in original charge(s) on line(s) 1a, 2a, etc. PROSECUTOR / COURT: Fill in amended charge(s) on line(s) 1b, 2b, etc.</small>		<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>		<b>25</b>	<b>26</b>		
		ARIZONA REVISED STATUTE OR ORDINANCE	OFFENSE TYPE	PREPARATORY OFFENSE CODES	DOMESTIC VIOLENCE & VICTIM INFO	AMENDED TO (X)	DISPOSITION CODE	PRISON OR JAIL	LENGTH OF CONFINEMENT (da, mo, yr)	SENTENCE CODE	PROBATION LENGTH (da, mo, yr)	FINE YES OR NO		JP OR MN CASE NUMBER		SUPERIOR COURT CASE NUMBER		DISPOSITION DATE	AGENCY ORI MAKING DISPOSITION DECISION
<small>CHG. NO.</small>																			
a			M F					P J				Y N							
b			M F					P J				Y N							
a			M F					P J				Y N							
b			M F					P J				Y N							
a			M F					P J				Y N							
b			M F					P J				Y N							
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