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  USING THE FJSRC PAIRED-AGENCY LINKED FILE SYSTEM .......................................................... 36
Study Description

Citation

Title Statement

Title: Federal Justice Statistics Program: Paired-Agency Linked Files, 2013

Identification No.: 30701

Responsibility Statement

Authoring Entity: United States Department of Justice. Bureau of Justice Statistics

Distribution Statement

Distributor: Inter-university Consortium for Political and Social Research (ICPSR), Institute for Social Research, University of Michigan

Study Scope

Subject Information

Keyword(s): case processing, federal courts, federal offenses

Topic Classification(s): Social Institutions and Behavior, Crime and the Criminal Justice System, Police

Abstract

The new FJSRC linking system, implemented with the 2008 FJSRC data, includes sets of agency dyad linked files created by improved methods of algorithmic matching. There are both inter-agency linked files and intra-agency dyad linked files.

The inter-agency matched pair files (or "dyads") permit the linking of records from two different source agencies for adjacent stages of federal case processing by providing a crosswalk of the agency-specific key ID variables for the two agency data files in the pair. These agency ID variables (sequential ID numbers) may be used to link records from one agency's standard analysis file (SAF) to the next. The system enables users to track individual defendant-cases through stages of the federal criminal justice system (from arrest to prosecution, adjudication, sentencing, and corrections) sequentially, one agency dyad pair at a time. Each inter-agency paired linked file relates the sequential record numbers (i.e. SEQ_NUM) included in the SAFs from one agency/stage to another.

The intra-agency matched pair files (also dyads) permit the same type of linking as described above except that the linkages are within the same federal agency. The linkages are to different stages of case processing within a particular agency.

The system covers all data years from 1994-2013. These data are part of a series designed by the Urban Institute (Washington, D.C.) and the Bureau of Justice Statistics. Data and documentation were prepared by the Urban Institute through 2012. Data for 2013 and on were prepared by Abt Associates.

Summary Data Description

Time Period: October 1, 1994 - September 30, 2013

Date(s) of Collection: October 1, 1994 - September 30, 2013

Country: United States

Geographic Coverage: United States

Universe: Cases in the federal court system

Kind of Data: Event/transaction data
### Methodology and Processing

#### Data Collection Methodology

*Time Method:* Cross-section

*Data Collector:* Abt Associates

#### Data Access

**Dataset Availability**

*Location:* Inter-university Consortium for Political and Social Research

**Data Use Statement:**

*Citation Requirement:* Publications based on ICPSR data collections should acknowledge those sources by means of bibliographic citations. To ensure that such source attributions are captured for social science bibliographic utilities, citations must appear in footnotes or in the reference section of publications.

*Deposit Requirement:* To provide funding agencies with essential information about use of archival resources and to facilitate the exchange of information about ICPSR participants’ research activities, users of ICPSR data are requested to send to ICPSR bibliographic citations for each completed manuscript or thesis abstract. Visit the ICPSR Web site for more information on submitting citations.

*Disclaimer:* The original collector of the data, ICPSR, and the relevant funding agency bear no responsibility for uses of this collection or for interpretations or inferences based upon such uses.
Data Files Description

<table>
<thead>
<tr>
<th>File Name: EO Matters OUT SAF &amp; Marshals IN SAF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contents of Files: This is an inter-agency dyad linked file: EOUSA suspects in criminal matters concluded by U.S. Attorneys linked to USMS suspects arrested and booked for federal law violations. The linking file relates the sequential record numbers (i.e. SEQ_NUM) included in the standard analysis files (SAFs) between two agencies SAFs over time. This linking file includes SAF year and sequential record numbers from the U.S. Marshals Service (arrests) and Executive Office for U.S. Attorneys (matters).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>File Structure (rectangular)</th>
</tr>
</thead>
<tbody>
<tr>
<td>File Dimensions:</td>
</tr>
<tr>
<td>• No. of Cases: 3,330,728</td>
</tr>
<tr>
<td>• No. of Variables: 4</td>
</tr>
<tr>
<td>• Record Length: 40</td>
</tr>
<tr>
<td>• Records per Case: 1</td>
</tr>
<tr>
<td>• Overall No. of Records: 3,330,728</td>
</tr>
</tbody>
</table>
**File-by-File Description**

**File Name:** EO Cases IN SAF & AO Cases IN SAF

**Contents of Files:** This is an inter-agency dyad linked file: EOUSA suspects in criminal matters investigated and referred to U.S. attorneys linked to AOUSC defendants in criminal cases filed in U.S. district court. The linking file relates the sequential record numbers (i.e. SEQ_NUM) included in the standard analysis files (SAFs) between two agencies SAFs over time. The linking file includes SAF year and sequential record numbers from the Administrative Office of the U.S. Courts (cases in), Executive Office for U.S. Attorneys (cases in).

**File Structure (rectangular)**

**File Dimensions:**
- No. of Cases: 2,233,258
- No. of Variables: 4
- Record Length: 40
- Records per Case: 1
- Overall No. of Records: 2,233,258
File-by-File Description

File Name: EO Cases OUT EO Magistrate Matters OUT SAFs & AO OUT SAF

Contents of Files: This is an inter-agency dyad linked file: EOUSA defendants in criminal cases terminated in federal district court plus EOUSA Suspects in criminal matters disposed by U.S. Magistrates] linked to AOUSC defendants in criminal cases terminated in U.S. district court. The linking file relates the sequential record numbers (i.e. SEQ_NUM) included in the standard analysis files (SAFs) between two agencies SAFs over time. The linking file includes SAF year and sequential record numbers from the Administrative Office of the U.S. Courts (cases out) and Executive Office for U.S. Attorneys (cases out and magistrate matters out).

File Structure (rectangular)

File Dimensions:
- No. of Cases: 2,767,909
- No. of Variables: 4
- Record Length: 40
- Records per Case: 1
- Overall No. of Records: 2,767,909
File-by-File Description

File Name: AO Cases OUT SAF & USSC OUT SAF

Contents of Files: This is an inter-agency dyad linked file: AOUSC defendants in criminal cases terminated in U.S. district court linked to USSC defendants sentenced pursuant to the Sentencing Reform Act. The linking file relates the sequential record numbers (i.e. SEQ_NUM) included in the standard analysis files (SAFs) between two agencies SAFs over time. The linking file includes SAF year and sequential record numbers from the Administrative Office of the U.S. Courts (cases out) and U.S. Sentencing Commission (sentencing events).

File Structure (rectangular)

File Dimensions:
- No. of Cases: 1,589,828
- No. of Variables: 4
- Record Length: 40
- Records per Case: 1
- Overall No. of Records: 1,589,828
**File-by-File Description**

**File Name:** BOP IN SAF & USSC OUT SAF

**Contents of Files:** This is an inter-agency dyad linked file: BOP offenders admitted to federal prison linked to USSC defendants sentenced pursuant to the Sentencing Reform Act. The linking file relates the sequential record numbers (i.e. SEQ_NUM) included in the standard analysis files (SAFs) between two agencies SAFs over time. The linking file includes SAF year and sequential record numbers from the U.S. Sentencing Commission (sentencing events) and Bureau of Prisons (prisoners).

**File Structure (rectangular)**

**File Dimensions:**
- No. of Cases: 1,460,379
- No. of Variables: 4
- Record Length: 40
- Records per Case: 1
- Overall No. of Records: 1,460,379
File-by-File Description

File Name: AO CASES IN SAF & AO CASES OUT

Contents of Files: This is an intra-agency dyad linked file: AOUSC defendants in criminal cases filed in U.S. district court linked to AOUSC defendants in criminal cases terminated in U.S. district court. The linking file relates the sequential record numbers (i.e. AOUTYEAR, AOINYEAR) for two standard analysis files (SAFs) of the agency over time. The linking file includes SAF year and sequential record numbers.

File Structure (rectangular)

File Dimensions:
• No. of Cases: 1,750,980
• No. of Variables: 4
• Record Length: 40
• Records per Case: 1
• Overall No. of Records: 1,750,980
File-by-File Description

File Name: EO CASES IN & EO CASES OUT

Contents of Files: This is an intra-agency dyad linked file: EOUSA suspects in criminal matters investigated and referred to U.S. attorneys linked to EOUSA defendants in criminal cases terminated in federal district court. The linking file relates the sequential record numbers (i.e. EOCOUTSEQNUM, EOCINSEQNUM) for two standard analysis files (SAFs) of the agency over time. The linking file includes SAF year and sequential record numbers.

File Structure (rectangular)

File Dimensions:
- No. of Cases: 1,831,951
- No. of Variables: 4
- Record Length: 40
- Records per Case: 1
- Overall No. of Records: 1,831,951
File-by-File Description

File Name: EO MATTERS OUT & EO CASES IN

Contents of Files: This is an intra-agency dyad linked file: EOUSA suspects in criminal matters concluded by U.S. Attorneys linked to EOUSA suspects in criminal matters investigated and referred to U.S. attorneys. The linking file relates the sequential record numbers (i.e. EOCINSEQNUM, EOMOUTSEQNUM) for two standard analysis files (SAFs) of the agency over time. The linking file includes SAF year and sequential record numbers.

File Structure (rectangular)

File Dimensions:
- No. of Cases: 3,028,068
- No. of Variables: 4
- Record Length: 40
- Records per Case: 1
- Overall No. of Records: 3,028,068
File-by-File Description

*File Name:* EO MATTERS OUT SAF & EO CASES OUT SAF

*Contents of Files:* This is an intra-agency dyad linked file: EOUSA suspects in criminal matters concluded by U.S. Attorneys linked to EOUSA defendants in criminal cases terminated in federal district court. The linking file relates the sequential record numbers (i.e. EOMOUTYEAR, EOCINSEQNUM) for two standard analysis files (SAFs) of the agency over time. The linking file includes SAF year and sequential record numbers.

*File Structure (rectangular)*

*File Dimensions:*
- No. of Cases: 2,816,345
- No. of Variables: 4
- Record Length: 40
- Records per Case: 1
- Overall No. of Records: 2,816,345
## File-by-File Description

**File Name:** EO MATTERS IN & EO MATTERS OUT  

**Contents of Files:** This is an intra-agency dyad linked file: EOUSA suspects in criminal matters initiated linked to EOUSA suspects in criminal matters concluded by U.S. Attorneys. The linking file relates the sequential record numbers (i.e. EOMINSEQNUM, EOMOUTSEQNUM) for two standard analysis files (SAFs) of the agency over time. The linking file includes SAF year and sequential record numbers.

### File Structure (rectangular)

**File Dimensions:**
- No. of Cases: 3,102,150
- No. of Variables: 4
- Record Length: 40
- Records per Case: 1
- Overall No. of Records: 3,102,150
Variable Description

Summary statistics (minimum, maximum, mean, median, and standard deviation) may not be available for every variable in the codebook. Conversely, a listing of frequencies in table format may not be present for every variable in the codebook either. However, all variables in the dataset are present and display sufficient information about each variable. These decisions are made intentionally and are at the discretion of the archive producing this codebook.
### Variable Groups

#### Variable Groups Containing Variables

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<thead>
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<th>Variable Group Name</th>
<th>Variable Group Label</th>
<th>Page</th>
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<tr>
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<td>EO Matters OUT SAF and Marshals IN SAF</td>
<td>17</td>
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</tbody>
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#### eoms - EO Matters OUT SAF and Marshals IN SAF

#### Variables within this Variable Group

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<thead>
<tr>
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<th>Variable Label</th>
<th>Page</th>
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<td>FISCAL YEAR THE MATTER WAS CONCLUDED BY US ATTORNEYS</td>
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<tr>
<td>MSYEAR</td>
<td>FISCAL YEAR OF THE ARREST</td>
<td>17</td>
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<tr>
<td>EOSEQNUM</td>
<td>THE IDENTIFIER USED TO LINK TO RECORDS IN THE EO MATTERS OUT (MATYYOUT) DATASET</td>
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### EOYEAR - FISCAL YEAR THE MATTER WAS CONCLUDED BY US ATTORNEYS

- **Location:** 1-4 (width: 4; decimal: 0)
- **Variable Type:** character

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### MSYEAR - FISCAL YEAR OF THE ARREST

- **Location:** 5-8 (width: 4; decimal: 0)
- **Variable Type:** character

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<th>Value</th>
<th>Label</th>
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<tbody>
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### EOSEQNUM - THE IDENTIFIER USED TO LINK TO RECORDS IN THE EO MATTERS OUT (MATYYOUT) DATASET

- **Location:** 9-24 (width: 16; decimal: 0)
- **Variable Type:** character

### MSSEQNUM - THE IDENTIFIER USED TO LINK TO RECORDS IN THE USMS IN (USMSYYIN) DATASET

- **Location:** 25-40 (width: 16; decimal: 0)
- **Variable Type:** character
Summary statistics (minimum, maximum, mean, median, and standard deviation) may not be available for every variable in the codebook. Conversely, a listing of frequencies in table format may not be present for every variable in the codebook either. However, all variables in the dataset are present and display sufficient information about each variable. These decisions are made intentionally and are at the discretion of the archive producing this codebook.

EO Cases IN SAF & AO Cases IN SAF

<table>
<thead>
<tr>
<th>Variable Groups Containing Variables</th>
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<tbody>
<tr>
<td><strong>Variable Group Name</strong></td>
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**aoein - EO Cases IN SAF and AO Cases IN SAF**

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<td>EOSEQNUM</td>
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**AOYEAR - FISCAL YEAR THE CASE WAS FILED (AOUSC)**

*Location:* 1-4 (width: 4; decimal: 0)

*Variable Type:* character

<table>
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<tr>
<th><strong>Value</strong></th>
<th><strong>Label</strong></th>
</tr>
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<tbody>
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<td>Record not linked</td>
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**EOYEAR - FISCAL YEAR THE MATTER BECAME A CASE IN EOUSA**

*Location:* 5-8 (width: 4; decimal: 0)

*Variable Type:* character

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<th><strong>Value</strong></th>
<th><strong>Label</strong></th>
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<tbody>
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</tbody>
</table>

**ASEQNUM - FISCAL YEAR THE CASE WAS FILED (AOUSC)**

*Location:* 9-24 (width: 16; decimal: 0)

*Variable Type:* character

**EOSEQNUM - THE IDENTIFIER USED TO LINK TO RECORDS IN THE EO CASES IN (CASYYIN) DATASET**

*Location:* 25-40 (width: 16; decimal: 0)

*Variable Type:* character
Variable Description

Summary statistics (minimum, maximum, mean, median, and standard deviation) may not be available for every variable in the codebook. Conversely, a listing of frequencies in table format may not be present for every variable in the codebook either. However, all variables in the dataset are present and display sufficient information about each variable. These decisions are made intentionally and are at the discretion of the archive producing this codebook.

EO Cases OUT EO Magistrate Matters OUT SAFs & AO OUT SAF

<table>
<thead>
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<th>Variable Groups Containing Variables</th>
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</thead>
<tbody>
<tr>
<td>Variable Group Name</td>
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<tbody>
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<td>Variable</td>
</tr>
<tr>
<td>----------</td>
</tr>
<tr>
<td>A0YEAR</td>
</tr>
<tr>
<td>EOYEAR</td>
</tr>
<tr>
<td>A0SEQNUM</td>
</tr>
<tr>
<td>EOSEQNUM</td>
</tr>
</tbody>
</table>

AOYEAR - Fiscal year the case terminated (AOUSC)

*Location*: 1-4 (width: 4; decimal: 0)

*Variable Type*: character

<table>
<thead>
<tr>
<th>Value</th>
<th>Label</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Record not linked</td>
</tr>
</tbody>
</table>

EOYEAR - Fiscal year the case or matter was terminated or closed by EOUSA

*Location*: 5-8 (width: 4; decimal: 0)

*Variable Type*: character

<table>
<thead>
<tr>
<th>Value</th>
<th>Label</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Record not linked</td>
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</tbody>
</table>

A0SEQNUM - The identifier used to link to records in the AOUSC Cases OUT (adjYYout) dataset

*Location*: 9-24 (width: 16; decimal: 0)

*Variable Type*: character

EOSEQNUM - The identifier used to link to records in the EO Cases OUT (casYYout) dataset

*Location*: 25-40 (width: 16; decimal: 0)

*Variable Type*: character

AO Cases OUT SAF & USSC OUT SAF

Variable Description

Summary statistics (minimum, maximum, mean, median, and standard deviation) may not be available for every variable in the codebook. Conversely, a listing of frequencies in table format may not be present for every variable in the codebook either. However, all variables in the dataset are present and display sufficient information about each variable. These decisions are made intentionally and are at the discretion of the archive producing this codebook.
### AO Cases OUT SAF & USSC OUT SAF

#### Variable Groups

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<tbody>
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<td>23</td>
</tr>
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</table>

#### Variables within this Variable Group

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<thead>
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<th>Variable</th>
<th>Variable Label</th>
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<tbody>
<tr>
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<td>FISCAL YEAR THE CASE TERMINATED (AOUSC)</td>
<td>23</td>
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<tr>
<td>SCYEAR</td>
<td>FISCAL YEAR THE DEFENDANT WAS SENTENCED (USSC)</td>
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#### AOYEAR - FISCAL YEAR THE CASE TERMINATED (AOUSC)

*Location:* 1-4 (width: 4; decimal: 0)

*Variable Type:* character

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<tr>
<th>Value</th>
<th>Label</th>
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</thead>
<tbody>
<tr>
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#### SCYEAR - FISCAL YEAR THE DEFENDANT WAS SENTENCED (USSC)

*Location:* 5-8 (width: 4; decimal: 0)

*Variable Type:* character

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<tr>
<th>Value</th>
<th>Label</th>
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</thead>
<tbody>
<tr>
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</table>

#### AOSEQNUM - THE IDENTIFIER USED TO LINK TO RECORDS IN THE AOUSC CASES OUT (ADJYYOUT) DATASET

*Location:* 9-24 (width: 16; decimal: 0)

*Variable Type:* character

#### SCSEQNUM - THE IDENTIFIER USED TO LINK TO RECORDS IN THE USSC CASES OUT (SCYYOUT) DATASET

*Location:* 25-40 (width: 16; decimal: 0)

*Variable Type:* character
ICPSR 30701


BOP IN SAF & USSC OUT SAF

Variable Description

Summary statistics (minimum, maximum, mean, median, and standard deviation) may not be available for every variable in the codebook. Conversely, a listing of frequencies in table format may not be present for every variable in the codebook either. However, all variables in the dataset are present and display sufficient information about each variable. These decisions are made intentionally and are at the discretion of the archive producing this codebook.
### Variable Groups

#### Variable Groups Containing Variables

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<tbody>
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<td>BOP IN SAF and USSC OUT SAF</td>
<td>25</td>
</tr>
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</table>

#### bopsc - BOP IN SAF and USSC OUT SAF

#### Variables within this Variable Group

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<thead>
<tr>
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<th>Variable Label</th>
<th>Page</th>
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<tbody>
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<td>BOPYEAR</td>
<td>FISCAL YEAR THE PRISONER ENTERED BOP</td>
<td>25</td>
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<tr>
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<td>THE IDENTIFIER USED TO LINK TO RECORDS IN THE USSC CASES OUT (SCYYOUT) DATASET</td>
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<td>BOPSEQNUM</td>
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#### SCYEAR - FISCAL YEAR THE DEFENDANT WAS SENTENCED (USSC)

- **Location:** 1-4 (width: 4; decimal: 0)
- **Variable Type:** character

<table>
<thead>
<tr>
<th>Value</th>
<th>Label</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Record not linked</td>
</tr>
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</table>

#### BOPYEAR - FISCAL YEAR THE PRISONER ENTERED BOP

- **Location:** 5-8 (width: 4; decimal: 0)
- **Variable Type:** character

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<thead>
<tr>
<th>Value</th>
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</thead>
<tbody>
<tr>
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#### SCSEQNUM - THE IDENTIFIER USED TO LINK TO RECORDS IN THE USSC CASES OUT (SCYYOUT) DATASET

- **Location:** 9-24 (width: 16; decimal: 0)
- **Variable Type:** character

#### BOPSEQNUM - THE IDENTIFIER USED TO LINK TO RECORDS IN THE BOP IN (BOPYYIN) DATASET

- **Location:** 25-40 (width: 16; decimal: 0)
- **Variable Type:** character
Variable Description

Summary statistics (minimum, maximum, mean, median, and standard deviation) may not be available for every variable in the codebook. Conversely, a listing of frequencies in table format may not be present for every variable in the codebook either. However, all variables in the dataset are present and display sufficient information about each variable. These decisions are made intentionally and are at the discretion of the archive producing this codebook.
### Variable Groups

#### Variable Groups Containing Variables

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<thead>
<tr>
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<tbody>
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#### aocinaocout - AO CASES IN SAF & AO CASES OUT

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#### AOUTYEAR - AO OUT YEAR

- **Location:** 1-4 (width: 4; decimal: 0)
- **Variable Type:** character

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#### AINYEAR - AO IN YEAR

- **Location:** 5-8 (width: 4; decimal: 0)
- **Variable Type:** character

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#### AOUTSEQNUM - AO OUT SEQUENCE NUMBER

- **Location:** 9-24 (width: 16; decimal: 0)
- **Variable Type:** character

#### AINSEQNUM - AO IN SEQUENCE NUMBER

- **Location:** 25-40 (width: 16; decimal: 0)
- **Variable Type:** character
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#### eocineocout - EO CASES IN & EO CASES OUT

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#### EOCOUTYEAR - EO CASES OUT YEAR

*Location: 1-4 (width: 4; decimal: 0)*

*Variable Type: character*

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*Variable Type: character*

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#### EOCOUTSEQNUM - EO CASES OUT SEQUENCE NUMBER

*Location: 9-24 (width: 16; decimal: 0)*

*Variable Type: character*

#### EOCINSEQNUM - EO CASES IN SEQUENCE NUMBER

*Location: 25-40 (width: 16; decimal: 0)*

*Variable Type: character*
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# Federal Justice Statistics Program: Paired-Agency Linked Files, 2013
## EO MATTERS OUT & EO CASES IN

### Variable Groups

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### eomouteocin - EO MATTERS OUT & EO CASES IN

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*Variable Type: character*

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*Variable Type: character*

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### EOCINSEQNUM - EO CASES IN SEQUENCE NUMBER

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*Variable Type: character*

### EOMOUTSEQNUM - EO MATTERS OUT SEQUENCE NUMBER

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### eomouteocout - EO MATTERS OUT SAF& EO CASES OUT SAF

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#### EOMOUTSEQNUM - EO MATTERS OUT SEQUENCE NUMBER

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<tbody>
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<table>
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#### EOMINYEAR - EO MATTERS IN YEAR

*Location: 5-8 (width: 4; decimal: 0)*

*Variable Type: character*

<table>
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*Location: 9-24 (width: 16; decimal: 0)*

*Variable Type: character*

#### EOMINSEQNUM - EO MATTERS IN SEQUENCE NUMBER

*Location: 25-40 (width: 16; decimal: 0)*

*Variable Type: character*
Other Materials

USING THE FJSRC PAIRED-AGENCY LINKED FILE SYSTEM

Text:

Preliminary preparation for using the FJSRC paired-agency linked files consists of several steps: conceptualizing the desired links, downloading the desired agency pairs (or "dyads"), and merging the link dyad files if necessary. Users should first have a clear understanding of the cohort that they wish to track. Second, users should download the paired-agency linked files of interest. Finally, after determining which SAF files are needed, users should then download and merge relevant SAF files.

STEP 1: Download, Access and Subset the Desired Paired-Agency Linked File(s)

The first step in using this new linking system is for the user to establish which linked files he or she will need to download for linking purposes. The user may only require one dyad for download. If more than one dyad is required, then they should be merged using the common IDs variables (SEQNUMs) in a sequential process. Additionally, if the user is only interested in a subset of years, 2006-2008, for example, then retaining only these records of interest should be done prior to merging on any SAF files. For example, the following SAS code reads in the EO-AO OUT dyad, keeps only those EO observations from 2006-2008 and creates a flag, eoaolink, that is equal to 1 when the EO observation has a link to an AO observation.

```
DATA AOEOUT;
INFILE "C:\AOEOOUT.dat"  PAD MISSOVER LRECL=10000;
INPUT @1 AOYEAR 4.
@6 EOYEAR 4.
@15 AOSSEQNUM $CHAR16.
@36 EOSSEQNUM $CHAR16.
;
eoaolink = 0;
if eoyear ne 0 and aoyear ne 0 then eoaolink = 1;
if eoyear in (2006,2007,2008) then output aoeoout;
run;
```

Note that the user could further restrict the analysis file to those EO observations with a link. For our purposes we will keep all EO observations. Note that when an EO observation, for example, is unlinked, the values of aoYear and aoSeqNum for that observation will be 0 and NULL, respectively.

Should the user require additional links, to AO-USSC out, for example, the variables aoYear and aoSeqNum - common to both dyads - can be used to merge the files together.
STEP 2: Investigate SAF Downloading Needs

Using the dyad file created in Step 1, the user next needs to determine which SAF files are needed. In our example, this is done by examining the variables eoYear and aoYear. In the example, the EO observations retained are only for 2006-2008. Thus, only SAFs for these years are required. However, note that EOUSA data from both cases out and matters out are used for this particular dyad. Thus, both the cases out and matters out SAFs will be required. Next, we will examine the variable aoYear to determine which AOUSC SAFs are required. This is done by a simple frequency of the variable. In SAS, this is simply:

```
proc freq data=eoaoout;
tables aoYear;
where eoalink=1;
run;
```

Note that not all AO observations will come from 2006-2008. Further, if only a few observations occur in a particular year, 2001 for example, the user may decide to remove this observation from analysis and focus on values of aoYear with larger counts.

STEP 3: Download and Manipulate Relevant SAF Files

Having established the files that are needed for the linking process, the next step is for the user to download these files. The user should then manipulate these files as necessary, keeping only variables of interest. The SAF files as obtained from the website will contain many more variables and much more detail than a user analyzing a specific question needs. Keeping only variables of interest will also make the files smaller and easier to work with. In order to learn more about the data elements in each file, users should refer to the data dictionary provided on the FJSRC website maintained by the Urban Institute (http://fjsrc.urban.org). An important step before merging files is to ensure uniqueness of data element names across agencies. For example, the AO OUT SAF contains a variable named circuit. Should a variable of the same name exist in another agency's SAF, one (or both) variable names should be changed prior to merging. Further, users should be aware of any variable changes within an agency across years. Since the SAFs are created annually, they reflect any changes made in the source data by the agency or, in consultation with BJS, changes made by the Urban Institute. Common changes made by source agencies are changes in the data element names and in some cases, changes in meanings. Additionally, sometimes agencies redefine existing codes. Prior to merging data across years for a single agency, users need to standardize codes when needed. The second type of changes, those made by the Urban Institute, are commonly changes in reclassification of offense codes. For example, offense categories for Rape were reclassified as Sexual abuse offenses after FY1999.
STEP 4: Merge the SAF Files with the Paired-Agency Linked (Dyad) File

Recall that in our example, the user is interested in EO OUT and AO OUT links using eoYear in 2006-2008 as a base. Further, assume that after examining the aoYear frequencies in Step 2, the user has decided to use AO SAFs from 2004-2008. In the SAS example below:

a. First, AO OUT SAFs are concatenated.
b. Next, EO OUT SAFs for cases and magistrate matters are concatenated.
c. Then, EO observations from the SAFs are merged to the dyad file.
d. Finally, AO observations from the SAFs are merged to the dyad file.

*** a. Create the combined AO dataset;
data allao;
  set adj04out adj05out adj06out adj07out adj08out;

*** b. Create the combined EO Matters dataset;
data alleom;
  set eom06out eom07out eom08out;

***b. Create the combined EO Cases dataset;
data alleoc;
  set cas06out cas07out cas08out;

***b. Create the combined EO Matters and Cases dataset;
data alleo;
  set alleom alleoc;
  run;

** Sort ALLEO dataset and the match file by the EOSEQNUM;
proc sort data=alleo; by seq_num; run;
proc sort data=aoeoout; by eoSeqNum; run;

** c. Merge with the ALLEO dataset by EOSEQNUM;
data eomatch;
merge alleo(rename=(seq_num=eoSeqNum)) aoeoout;
by eoSeqNum;
run;

** d. Sort ALLAO dataset and EOMATCH dataset created above and merge by AOSEQNUM;
proc sort data=eomatch; by aoSeqNum; run;
proc sort data=allao; by seq_num; run;
data aoeomatch;
merge eomatch(in=a) allao(rename=(seq_num=aoSeqNum));
by aoSeqNum;
if a; **keeps all records in eoMatch even if no link is found;
run;

The data file aoeomatch created above will contain the id variables
for EO and AO observations and SAF variables for each
observation. It can now be used for analysis purposes.