



DEPARTMENT OF THE NAVY
OFFICE OF THE JUDGE ADVOCATE GENERAL
1322 PATTERSON AVENUE SE, SUITE 3000
WASHINGTON NAVY YARD DC 20374-5066

IN REPLY REFER TO:
JAGINST 5800.9C
JAG 20
MAR 23 2012

JAG INSTRUCTION 5800.9C

From: Judge Advocate General
To: All Ships and Stations

Subj: QUARTERLY CRIMINAL ACTIVITY, DISCIPLINARY INFRACTIONS AND
COURTS-MARTIAL REPORT (QCAR)

Ref: (a) Manual for Courts-Martial, United States, R.C.M. 401
(2008 Edition)
(b) DODDIR 1010.4 of January 11, 1999
(c) DODDIR 7730.47 of December 1, 2003
(d) DODDIR 6495.01 of January 23, 2012
(e) SECNAVINST 5430.27D of April 25, 2011
(f) Article 146, Uniform Code of Military Justice
(g) Article 120, Uniform Code of Military Justice
(h) SECNAVINST 5300.28E of May 23, 2011, paragraph 5(c)
(i) SECNAVINST 1610.2A of July 15, 2005
(j) MCO 1700.28A of February 1, 2012

Encl: (1) Format for submission of QCAR

1. Purpose. To issue revised military justice statistical reporting procedures for Navy and Marine Corps officers exercising court-martial jurisdiction or exercising nonjudicial punishment authority.

2. Cancellation. JAGINST 5800.9B.

3. Application. The provisions of this instruction apply to Navy and Marine Corps officers performing military justice functions, i.e., officers who are authorized to convene general, special or summary courts-martial or impose nonjudicial punishment, as described in subsection (a) of reference (a).

4. Background. References (b) through (d) require collection of court-martial and nonjudicial punishment data. The Judge Advocate General of the Navy and the Staff Judge Advocate to the Commandant of the Marine Corps may collect this data pursuant to references (e) and (f). This revision incorporates previous changes and new requirements.

MAR 23 2012

5. Policy. The collection and maintenance of accurate and timely statistical information reflecting trends in criminal activity and military justice processes are necessary for measurement of the efficiency of personnel and the effectiveness of discipline-related initiatives by the Department of the Navy.

6. Definitions

a. Court-Martial Convening Authority (CMCA). An officer empowered to convene general, special, or summary courts-martial.

b. General Court-Martial Convening Authority (GCMCA). An officer empowered to convene general courts-martial.

c. Nonjudicial Punishment Authority (NJP Authority). An officer authorized to impose nonjudicial punishment.

7. Procedures

a. Organizational Accountability

(1) Each CMCA and NJP Authority is responsible for reporting to the first GCMCA in the administrative chain of command.

(2) Each GCMCA is responsible for collecting and submitting consolidated statistics from all subordinate CMCA's and NJP authorities in their administrative chain of command. The quarterly report should identify the subordinate units that are being included.

b. Reporting Periods. The cognizant GCMCA shall submit quarterly reports on data collected not later than January 31 (1st quarter), April 30 (2nd quarter), July 31 (3rd quarter), October 31 (4th quarter).

c. Timing of reported date. Report courts-martial for the quarter in which sentence or acquittal was announced. Report nonjudicial punishment for the quarter in which punishment was announced. Separate reports are required for Navy and Marine personnel. Negative reports are required.

d. Reporting Addresses

(1) Navy GCMCA's shall submit reports to the Office of the Judge Advocate General, Criminal Law Division (Code 20),

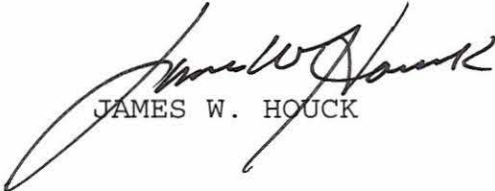
1254 Charles Morris St. SE, Ste. B01, Washington Navy Yard, Washington, DC 20374-5124. Alternatively, reports may be submitted by fax to 202-685-7084 or DSN 325-7084. If email submission is desired, contact Code 20 at 202-685-7060 or DSN 325-7060 for a current email address. Message reports are not authorized.

(2) Marine Corps GCMCAs shall submit reports to Commandant of the Marine Corps, Headquarters, U.S. Marine Corps (JAM), RM 4D558, 3000 Marine Corps Pentagon, Washington, DC 20350-3000. Alternatively, reports may be submitted by fax to 703-695-0335. If email submission is desired, contact JAM at 703-695-0335 or DSN 224-4250 for a current email address. Message reports are not authorized.

8. Format. Format for submission of the QCAR is contained in enclosure (1).

9. Reports. Report symbols JAG 5800-4A and JAG 5800-4B are assigned to the reports required by paragraph 7.

10. Effective date. This Instruction is effective immediately.



JAMES W. HOUCK

Distribution:

Electronic only, via the OJAG website, <http://jag.navy.mil> and Navy Knowledge On-line, <https://wwwa.nko.navy.mil>.

MAR 23 2012

Format for submission of QCAR
 CRIMINAL ACTIVITY, DISCIPLINARY INFRACTIONS AND
 COURTS-MARTIAL REPORT

Reporting Authority:

Navy or Marine Report:

Quarterly Period ending:

List of subordinate commands included in QCAR report:

POC for additional information:

I. TOTAL NUMBER OF ACTIONS

<u>Type of Action</u>	Personnel	Personnel	Personnel	Personnel
	Convicted <u>CONUS</u>	Convicted <u>Overseas</u>	Acquitted <u>CONUS</u>	Acquitted <u>Overseas</u>
General Courts-Martial (GCM)				
Special Courts-Martial (SPCM)				
Summary Courts-Martial (SCM)				
Article 15 Punishments (NJP)				
U.S. Federal & State Felony Convictions				

II. DISCHARGES ADJUDGED BY COURTS-MARTIAL

<u>Type of Court</u>	<u>CONUS</u>			<u>Overseas</u>		
	<u>DD</u>	<u>BCD</u>	<u>OD*</u>	<u>DD</u>	<u>BCD</u>	<u>OD*</u>
GCM						
SPCM						

*OD = Officer Dismissal

III. DISPOSITION OF SEX OFFENSES

Sex offenses are defined in reference (g).

<u>Type of Court</u>	<u>Total Adjudicated</u>	<u>Total Guilty</u>	<u>Total Not Guilty</u>
GCM			
SPCM			
SCM			
NJP			

MAR 23 2012

IV. DISPOSITION OF OFFENSES CHARGED UNDER ARTICLE 112a**

****DO NOT** include synthetic drugs as defined in reference (h) under this reporting section.

Type of Court	Total Adjudicated	Total Guilty	Total Not Guilty
GCM			
SPCM			
SCM			
NJP			

V. DISPOSITION OF "OTHER SUBSTANCE ABUSE" OFFENSES

"Other Substance Abuse" (to include the definition of synthetic drugs) is defined in reference (h).

Type of Court	Total Adjudicated		Total Guilty		Total Not Guilty	
	<u>Art. 112a</u>	<u>Art. 92</u>	<u>Art. 112a</u>	<u>Art. 92</u>	<u>Art. 112a</u>	<u>Art. 92</u>
GCM						
SPCM						
SCM						
NJP						

VI. DISPOSITION OF HAZING OFFENSES

"Hazing" is defined in references (i) and (j).

Type of Court	Total Adjudicated	Total Guilty	Total Not Guilty
GCM			
SPCM			
SCM			
NJP			