

## Online Electronic Disposition Reporting (EDR)

Version 8.0.0 - 2/19/2021

### Introduction

The EDR section covers submission of prosecution and court transaction files and individual transactions to TxDPS.

### Contacts

HQ DPS	EDR Coordinator	Cassandra Richey	512-424-2479
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## Court and Prosecution Transactions

Individual Prosecution (ER3) and Court (ER4) transactions may be entered via the LES Applications site by selecting **Menu > EDR**.

The screenshot displays the LES Applications site interface. On the left, a 'Menu' sidebar is open, showing a list of applications. A red arrow points to the 'EDR' option in the 'My Apps' section. The main content area on the right shows a table with a header 'Update' and three rows of data, each with a timestamp. Below this, a blue banner reads 'Electronic Disposition Reporting' and 'Texas Department of Public Safety'. A second red arrow points to the 'Online EDR' link in the 'Menu' sidebar.

Menu

My Apps Law Enforcement Support Account

Applicant

Biometric

CJIS Reports

EDR

Inbox

Latent

Log Search

LPR

Messages

NICS Indices Entry

Update

2021-02-12 00:01:01.290856

2021-02-11 00:06:01.329021

2021-02-05 12:06:52.452031

Electronic Disposition Reporting

Texas Department of Public Safety

Menu

Online EDR

Online EDR entry

Juvenile Sealing

Juvenile Sealing work list

Name Based Disposition

Name Based Disposition work list

EDR File Upload

EDR file upload and reporting

EDR File Download

EDR file download and reporting

EDR Reports

EDR reporting

Enter the **SID or TRN Number** for the transaction you wish to enter and click **Search**.

Electronic Disposition Reporting  
Texas Department of Public Safety

Menu

07777777 x Search Match Type: SID View Details

Count: 0

Name	SID	TRN	SEQ	DOA	DOB	JUV	Agency
------	-----	-----	-----	-----	-----	-----	--------

Double-click a record in the list to view it.

Electronic Disposition Reporting  
Texas Department of Public Safety

Choose Charge/Offense: A001

DOE JANE TESTY  
SID: 07777777  
TRN: 000000007  
TRS: A001  
Date of Arrest: 2004-05-05  
Agency: TX0270180  
DOB: 1950-01-01  
Sex: F  
Race: B  
Juvenile: No

Arrest

Charge/Offense

Prosecution

Courts (11)

Court a

Court b

Court c

Court d

Court e

Court f

Change the TRS in view with the dropdown.

Choose Charge/Offense: A001

DOE JANE TESTY  
SID: 07777777  
TRN: 000000007  
TRS: A001  
Date of Arrest: 2004-05-05  
Agency: TX0270180  
DOB: 1950-01-01  
Sex: F  
Race: B  
Juvenile: No

Arrest

Charge/Offense

Prosecution

Courts (11)

Court a

Court b

Court c

## Arrest Information

If you are authorized to modify arrest information and no prosecution or court information has yet been entered, click **Edit Charge/Offense**.

Choose Charge/Offense: A200 + Add ×

Zip: 78745

ORI: TX2270100

HAZ Code:

Comm. Veh. Code:

License Plate: 3WJ/M01

License State: TX

License Year: 2004

▼ Charge/Offense

[Edit Charge/Offense](#)

Tracking Suffix (TRS): A200

Case Number (OCA): USER-GUIDE-E

Arresting Agency (ORI): TX2270100

Offense Numeric (AON): 13990025

Change the **Charge** information and click **Save** or click **Discard** to cancel changes.

Choose Charge/Offense: A200 + Add ×

**DOE, JANE TESTY**  
 SID: 07777777  
 TRN: 0000000027  
 TRS: A200  
 Date of Arrest: 2004-05-05  
 Agency: TX2270100

DOB: 1950-01-01  
 Sex: F  
 Race: B  
 Juvenile: No

▼ Arrest

Date of Entry: 2016-09-21

Last Updated: 2020-11-09

Date of Arrest: 2004-05-05

Sequence: A

Tracking Number: 0000000027

Status: A

Juvenile:

Weapon: P

Name: ROBINSON, JOHN WAYNE

Address: WOLVERTON DR

City: AUSTIN

**Edit Charge A200** Save Discard

Tracking Suffix (TRS) \*

Arresting Agency (ORI) \*

✓ AUSTIN PD

Case Number (OCA) \*

Offense Numeric (AON) \*

✓ INTOXICATION MANSLAUGHTER W/ VEHICLE (Code expired 2011-02-01)

Level & Degree (LDA) \*

Disposition Number (ADN) \*

If the Charge was successfully edited, the modified values will be displayed in the **Charge/Offense** segment.

Choose Charge/Offense: A200 + Add ×

Zip: 78745

ORI: TX2270100

HAZ Code:

Comm. Veh. Code:

License Plate: 3WJ/M01

License State: TX

License Year: 2004

▼ Charge/Offense

[Edit Charge/Offense](#)

Tracking Suffix (TRS): A200

Case Number (OCA): USER-GUIDE-X

Arresting Agency (ORI): TX2270100

Offense Numeric (AON): 13990025

Level & Degree (LDA): MB

Disposition Number (ADN): 205

## Prosecution Information

To add Prosecution information, select **Prosecution** from the **Add** menu. Enter your prosecution information and click **Save** or click **Discard** to cancel adding prosecution information.

The screenshot shows the 'Add Prosecution' form with the following fields and values:

- Choose Charge/Offense:** A200
- Prosecutor (ORI):** TX220015A
- Prosecutor Action (PAF):** C - PROSECUTOR HAS CHANGED TH...
- Prosecutor Offense (PON):** 13990031
- Level & Degree (LDP):** MB - MISDEMEANOR - CLASS B
- Action Date (ACT):** MM/DD/YYYY
- Domestic Violence (DMV):** (empty)
- Victim's Age (VIC):** 34
- General Offense (GOC):** (empty)
- Offense Literal (POL):** (empty)

Buttons: **Save** (highlighted in blue), **Discard**

Any fields in error will be highlighted red with an error message below the input.

The screenshot shows the 'Add Prosecution' form with the following fields and values:

- Choose Charge/Offense:** A200
- Prosecutor (ORI):** TX220015A
- Prosecutor Action (PAF):** C - PROSECUTOR HAS CHANGED TH...
- Prosecutor Offense (PON):** (empty, highlighted in red)
- Level & Degree (LDP):** MB - MISDEMEANOR - CLASS B
- Action Date (ACT):** (empty)

Error message: **Prosecutor Offense (PON) is a required field**

Buttons: **Submit**, **Discard**

If the prosecution information is successfully added, the information will display in the **Prosecution** segment.

Choose Charge/Offense: A200

+ Add

×

DT

DOE, JANE TESTY  
SID: 07777777  
TRN: 000000027  
TRS: A200  
Date of Arrest: 2004-05-05  
Agency: TX2270100

DOB: 1950-01-01  
Sex: F  
Race: B  
Juvenile: No

> Arrest

> Charge/Offense

▼ **Prosecution**

Edit Prosecution

Prosecutor (ORI)	TX220015A
Prosecutor Action (PAF)	C
Prosecutor Offense (PON)	13990031
Level & Degree (LDP)	MB
Action Date (ACT)	
Domestic Violence (DMV)	
Victim's Age (VIC)	34
General Offense (GOC)	

## Court Information

To add Court information, select **Court** from the **Add** menu. Enter your court information and click **Save** or click **Discard** to cancel adding court information.

The screenshot shows the 'Add Court' form with the following fields and values:

- Court (ORI) \***: TX220255J
- Offense Code (CON) \***: 13990031
- Court Disposition (CDN) \***: 310 - CONVICTED
- Court Disp. Date (CDD) \***: 07/07/2004
- Level & Degree (LDC) \***: MB - MISDEMEANOR - CLASS B
- Final Plea (FPO) \***: G - GUILTY

Red arrows point to the 'Save' button and the 'Court (ORI)' field.

Any fields in error will be highlighted red with an error message below the input.


The screenshot shows the 'Add Court' form with the following fields and values:

- Court (ORI) \***: TX220255J
- Offense Code (CON) \***: (Empty field, highlighted red with error message: "Offense Code (CON) is a required field")
- Court Disposition (CDN) \***: 310 - CONVICTED
- Court Disp. Date (CDD) \***: 07/07/2004
- Level & Degree (LDC) \***: MB - MISDEMEANOR - CLASS B
- Final Plea (FPO) \***: G - GUILTY
- Court Provision (CPN)**: 332 - CONFINEMENT/FINE
- Sentence Date (DOS)**: (Empty field)

Red arrows point to the 'Submit' button and the 'Offense Code (CON)' field.

If the court information is successfully added, the information will display in the **Court** segment.

Choose Charge/Offense: A200 + Add ×

▼ Court: a 


Edit Court

Juvenile	
Court Sequence (CSC)	a
Court (ORI)	TX220255J
Offense Code (CON)	13990031
Court Disposition (CDN)	310
Court Disp. Date (CDD)	2004-07-07
Level & Degree (LDC)	MB
Final Plea (FPO)	G
Court Provision (CPN)	332
Sentence Date (DOS)	2004-07-08
Cause Number (CAU)	0777771001
Victim's Age (VIC)	
Domestic Violence (DMV)	
General Offense Code (GOC)	A
Offense Literal (COL)	

It is possible to modify the last court of a cycle. To modify a court, choose the **Court** segment to modify and click **Edit Court**.

Choose Charge/Offense: A001 + Add ×

▼ Court: k

 Edit Court

Juvenile	
Court Sequence (CSC)	k
Court (ORI)	TX227013J
Offense Code (CON)	11990004
Court Disposition (CDN)	310
Court Disp. Date (CDD)	2020-08-17
Level & Degree (LDC)	MA
Final Plea (FPO)	G
Court Provision (CPN)	
Sentence Date (DOS)	2020-08-18
Cause Number (CAU)	
Victim's Age (VIC)	22
Domestic Violence (DMV)	
General Offense Code (GOC)	



Modify the court data as needed and click **Save**.

Choose Charge/Offense: A001

**DT** DOE, JANE TESTY  
SID: 07777777  
TRN: 0000000027  
TRS: A001  
Date of Arrest: 2004-05-05  
Agency: TX2270100  
DOB: 1950-01-01  
Sex: F  
Race: B  
Juvenile: No

> Arrest  
> Charge/Offense  
> Prosecution  
▼ Courts (11)  
    > Court: a  
    > Court: b

**Edit Court k**

Save Discard

Victim's Age (VIC)  
22

Domestic Violence (DMV)  
No

General Offense Code (GOC)

Offense Literal (COL)

Court Confinement (CMT)  
Life ☐ Death ☐

If the modification is successful, a message will display and the **Court** segment will display the updated values.

Choose Charge/Offense: A001

+ Add X

Transaction complete

**DT** DOE, JANE TESTY  
SID: 07777777  
TRN: 0000000027  
TRS: A001  
Date of Arrest: 2004-05-05  
Agency: TX2270100  
DOB: 1950-01-01  
Sex: F  
Race: B  
Juvenile: No

> Arrest  
> Charge/Offense  
> Prosecution

## Juvenile Program Information

If the court segment is for a juvenile jacket, juvenile program information may be added to the Court information by clicking on **Add Court Program**.

The screenshot shows a form titled "Choose Charge/Offense: A001" with a dropdown menu. Below the dropdown are several fields: Court Fine (CFN), Sentence Suspended Fine (CSF), Court Cost (CST), Provision Literal (CPL), Multiple Sentences (MCC), Agency Receiving Custody (ARC), Appeal Date (DCA), Status During Appeal (DDA), and Result of Appeal (FCD). At the bottom, there is a "Court ID" field with the value "14885429". A red arrow points to the "+ Add Court Program" button. Below the button, a yellow message box states "No court programs exist for this court".

Add program information and click **Save**.

The screenshot shows the "Add Court Program" modal form. On the left, a sidebar displays the user's profile (T) and a list of tabs: Arrest, Charge/Offense, Prosecution, and Courts (3). The "Courts (3)" tab is selected, showing a list of courts: Court: a, Court: b, and Court: c. A red arrow points from the "Court: c" entry to the "Add Court Program" modal. The modal has a "Type \*" dropdown menu with "A01 -" selected. Below it is a "Description" text box containing "test program 1". At the top right of the modal are "Save" and "Discard" buttons. A red arrow points to the "Save" button.

A message will display if program information was successfully added.

Choose Charge/Offense: A001 + Add ×

Transaction complete

**TEST, CORRESPONDENCE**

SID: 02478428  
TRN: 9098860834  
TRS: A001  
Date of Arrest: 2003-01-01  
Agency: TX2270000

DOB: 1970-05-01  
Sex: M  
Race: W  
Juvenile: Yes

- > Arrest
- > Charge/Offense
- > Prosecution
- > Courts (3)
  - + Add Court
  - > Court: a
  - > Court: b
  - > Court: c

Juvenile program information is displayed in the **Court Programs** segment. Up to five programs may be added per Court by clicking **Add Court Program** again.

Choose Charge/Offense: A001 + Add ×

Provision Literal (CPL)

Multiple Sentences (MCC)

Agency Receiving Custody (ARC)

Appeal Date (DCA)

Status During Appeal (DDA)

Result of Appeal (FCD)

Court ID 14885429

+ Add Court Program

▼ **Court Program: A01**

Program ID 320557

Type A01

Description TEST PROGRAM 1

> Court: c

## New TRS

If you need a new TRS, select **New TRS** from the bottom of the Choose Charge/Offense dropdown.

The screenshot shows a user interface for selecting a charge or offense. On the left, a sidebar contains a list of categories: Arrest, Charge/Offense, Prosecution, and Courts (11). The 'Charge/Offense' category is expanded, showing a dropdown menu with various codes: A035, A036, A037, A038, A039, A040, A123, A124, A400, C001, and 'New TRS'. A red arrow points to the 'New TRS' option at the bottom of the list. The main area displays the selected record type 'A037' and a list of personal details: DOB: 1950-01-01, Sex: F, Race: B, Juvenile: No. The top right corner has a '+ Add' button and a close 'X' icon.

The TRS will be created when a Charge, Prosecution or Court is added. Click **Add** to select a record type to add.

This screenshot shows the 'Add' dropdown menu after selecting 'New TRS'. The dropdown menu is open, showing three options: 'Charge', 'Prosecution', and 'Court'. Red arrows point to the 'Add' button and the dropdown menu. The main area displays the record details for 'DOE, JANE TESTY', including SID: 07777777, TRN: 0000000027, TRS: New TRS, Date of Arrest: 2004-05-05, Agency: TX2270100, DOB: 1950-01-01, Sex: F, Race: B, and Juvenile: No. The sidebar on the left shows the 'Charge/Offense' category expanded, with 'Courts (0)' listed below it.

## Adding a Charge

To add a charge to a newly created TRS, select **Charge** from the **Add** menu. Enter the charge information and click **Save**.

Choose Charge/Offense:

DT

DOE, JANE TESTY  
SID: 07777777  
TRN: 000000027  
TRS: New  
Date of Arrest: 2004-05-05

DOB: ~~1950-01-01~~  
Sex: F  
Race: B  
Juvenile: No

Add Charge

Tracking Suffix (TRS) \*

Arresting Agency (ORI) \*

Case Number (OCA) \*

Offense Numeric (AON) \*

Level & Degree (LDA) \*

Disposition Number (ADN) \*

Referred Prosecutor (REF) \*




Disposition Date (ADA) \*

MM/DD/YYYY



Submit

Discard

If the Charge was successfully added, the new TRS and Charge/Offense will be displayed. Click **Edit Charge/Offense** to make changes or **Add a Prosecution** or **Court** as needed.

Choose Charge/Offense:    Add 

Zip 78745  
ORI TX2270100  
HAZ Code  
Comm. Veh. Code  
License Plate 3WJM01  
License State TX  
License Year 2004

▼ Charge/Offense   Edit Charge/Offense

Tracking Suffix (TRS)	A200
Case Number (OCA)	USER-GUIDE-E
Arresting Agency (ORI)	TX2270100
Offense Numeric (AON)	13990025
Level & Degree (LDA)	MB
Disposition Number (ADN)	205
Referred Prosecutor (REF)	TX227013A
Disposition Date (ADA)	2004-05-09
Arrest Number (AGN)	
Domestic Violence (DMV)	
Victim's Age (VIC)	
General Offense Code (GOC)	
Offense Literal (ADL)	INTOXICATION MANSLAUGHTER W/ VEHICLE
Date of Offense (DOO)	
Disposition Literal (ADD)	


> Prosecution

> Courts (0)


## EDR Reporting

Reports can be run by navigating to **Menu > EDR > EDR Reports**.



 **Electronic Disposition Reporting**  
Texas Department of Public Safety

Menu

- [Online EDR](#)  
Online EDR entry
- [Juvenile Sealing](#)  
Juvenile Sealing work list
- [Name Based Disposition](#)  
Name Based Disposition work list
- [EDR File Upload](#)  
EDR file upload and reporting
- [EDR File Download](#)  
EDR file download and reporting
- [EDR Reports](#)   
EDR reporting
- [Entity Admin](#)  
Add users, reset passwords, etc

Select a report from one of the dropdown menus.



**Electronic Disposition Reporting**  
Texas Department of Public Safety

Menu

Saved Reports EDR ▾

- CJIS EDR Statistics
- County Combined Completeness Percentage
- County Completeness
- County Dispositions over 35 Days Old - Adhoc
- County Dispositions over 35 Days Old - Detail
- County ER3/ER4 submissions
- Court Transaction Error
- Court Transaction Monthly Pass/Fail
- Full County Open and Closed Offense
- Juvenile Program Transaction Error
- Open Offense
- Prosecution Transaction Error
- Prosecution Transaction Monthly Pass/Fail
- Statewide Combined Completeness Percentage



If the report is parameterized, a form will be displayed. Enter report parameters and click **Submit**.



## Electronic Disposition Reporting

Texas Department of Public Safety

Menu

Saved Reports EDR ▾ General ▾

### Full County Open and Closed Offense Report

**County \***  

Travis ▾

**Begin Date \***  

06/01/2015 

**End Date \***  

06/30/2015 

**Retain \***  

1 Week ▾

Submit



The report data will be displayed below the form.

Retain \*

1 Week

Submit

Count: 7

NBF ▾	ORI ▾	SID ▾	DOA ▾	TRN ▾	TRS ▾	LDA ▾	OCA ▾	AON ▾
	TX227015G		2015-06-26		A001	F*		
	TX227023G		2015-06-27		A001	F2		
	TX227025G		2015-06-17		A001	M*		
	TX227025G		2015-06-29		A001	FS		
	TX227035A		2015-06-27		A001	F3		
	TX227035A		2015-06-30		A001	FS		
NAME-BASED			2015-06-01		A001			