

**\*\* For Use By Probation\*\***

California Department of Justice  
High Risk Sex Offender Program  
Telephone: 916-227-6421  
Fax: 916-227-5092

Facts of Offense Sheet (FOS) and Modus Operandi Fact Sheet (MOS)  
DOJ Submission Notes

- QUESTIONS:** Call the High Risk Sex Offender Program (HRSOP) at 916-227-6421.
- COMPLETION:** Complete the FOS and MOS for each sex offender. For multiple victims, a separate MOS is required. Attach extra sheets of paper, labeled with the sex offender's last name, CII number, and court case number as needed.
- WHEN TO SUBMIT:** Submit FOS on mandatory registrable offense at conviction but do not submit FOS on court-ordered registration until offender is ordered to register at sentencing.
- TOOL TIPS:** Hover over items on the FOS for tips to complete the form.
- DATES:** Dates are in the MM/DD/YYYY format.
- PRINTING:** Depending on the printer used, a portion of the FOS may be cut off. If this occurs, select the option to "fit to printable area" under page handling on the print options.
- EMAIL:** E-mail via secure e-mail server to [CAHRSO@doj.ca.gov](mailto:CAHRSO@doj.ca.gov) **OR**
- FAX:** Fax the FOS and MOS to HRSOP at 916.227.5092 **OR**
- MAIL:** Department of Justice  
High Risk Sex Offender Program (HRSOP)  
4949 Broadway, Room H216  
Sacramento, CA 95820