

**CALIFORNIA LAW ENFORCEMENT
TELECOMMUNICATIONS SYSTEM**

C L E T S

STATE OF CALIFORNIA
2019



CLETS provides all law enforcement user agencies with the capability of obtaining information directly from **Federal, State** and **Local** computerized information files. In addition, the system provides fast and efficient point to point delivery of messages between agencies.

CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEMS

CLETS

MSC'S

CAD/LAN'S

LEA WEB

MDT'S

NLETS

Administrative Messages
Canadian Police Information Centre
Commercial Vehicle Information
Concealed Weapons Information
Criminal History
Driver's License/Driver History
FAA Aircraft Registration
Hazardous Material File
Help Files
Fixed Format Hit Confirmation
INTERPOL
Law Enforcement Support Center
National Center for Missing and Exploited Children
National Insurance Crime Bureau
ORION File
Parole/Probation/Corrections
Sex Offender Registration
Vehicle/boat/Snowmobile Registration
Wildlife Violation File

CJIS (DOJ)

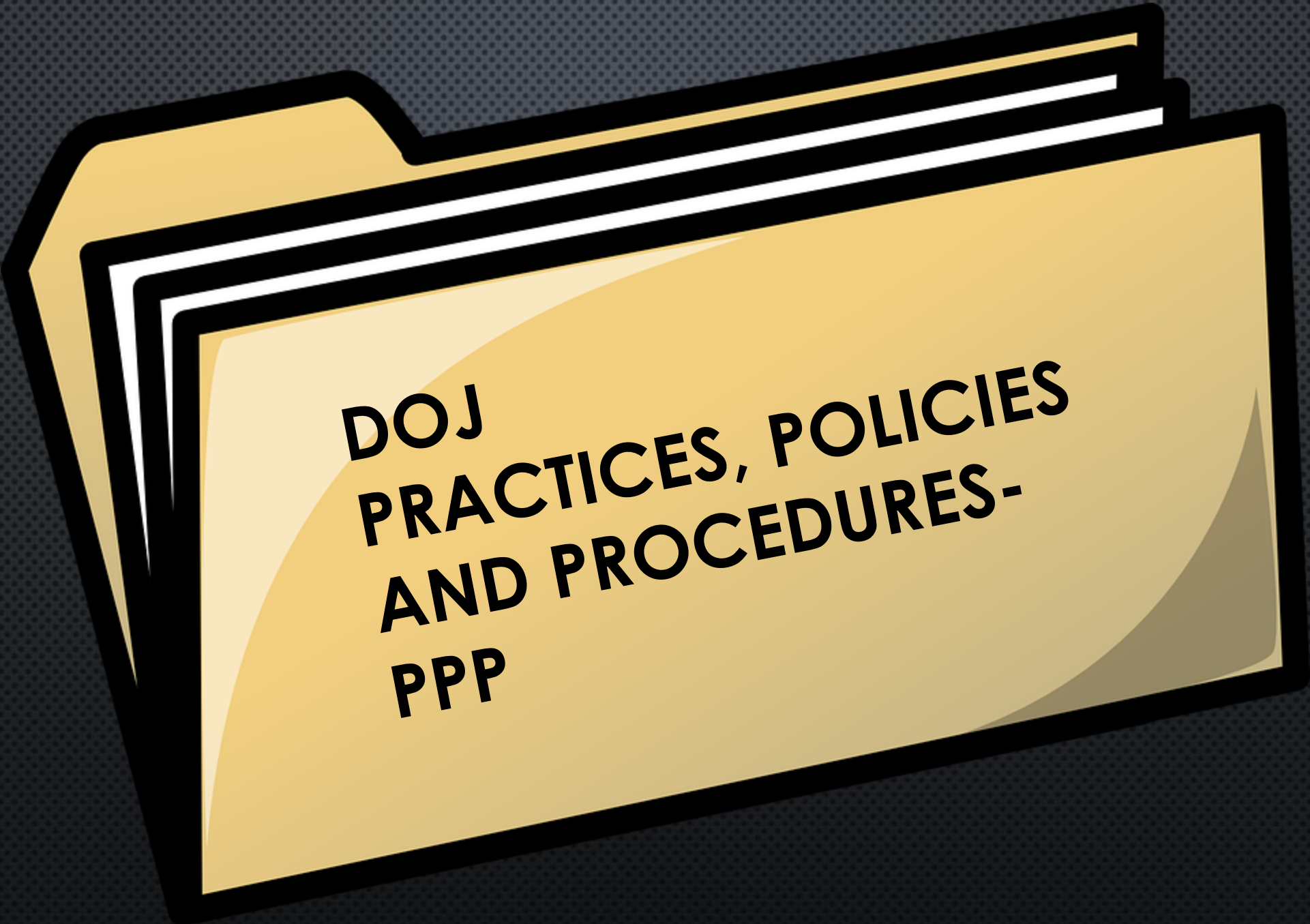
Armed and Prohibited Persons System
Automated Archive System
Automated Boat System
Automated Criminal History System
Automated Firearms System
Automated Property System
CA Restraining and Protective Order System
CA Sex/Arson Registry
Criminal History System
Manual Criminal History System
Mental Health Firearm Prohibition System
Name and Number Inquiry
Missing and Unidentified Persons system
Stolen Vehicle System
Supervised Release File

DMV (State)

Driver License/Identification Card
International Registration Plan
Occupational Licensing
Parking/Toll violation
Vehicle/Vessel Registration

FBI/NCIC

Article File
Boat File
Foreign Fugitive File
Gang File
Gun File
Identity Theft File
Image File
Immigration Violator File
Interstate Identification Index
Known or Appropriately Suspected Terrorist File
License Plate File
Missing Persons File
National Sex Offender Registry
NICS Denied Transaction File
ORI File
Protection Order File
Protective Interest File
Securities File
Supervised Release File
Unidentified Persons File
Vehicle File
Vehicle/Boat Parts File
Violent Person File
Wanted Persons File



**DOJ
PRACTICES, POLICIES
AND PROCEDURES-
PPP**



SECURITY AWARENESS

PPP 1.8.3

SECURITY AND AWARENESS TRAINING SHALL BE REQUIRED FOR ALL PERSONNEL WHO HAVE DIRECT OR INDIRECT ACCESS TO CLETS SYSTEMS AND SHALL MEET THE REQUIREMENTS SPECIFIED IN THE FBI CSP 5.2

SECURITY AWARENESS CONT.

PPP 1.6.4

CONFIDENTIALITY OF INFORMATION FROM THE CLETS

ONLY AUTHORIZED LE, CJ PERSONNEL OR THEIR LAWFULLY AUTHORIZED DESIGNEES MAY USE A CLETS TERMINAL OR HAVE ACCESS TO INFORMATION DERIVED FROM CLETS. ANY INFORMATION FROM CLETS IS CONFIDENTIAL AND FOR OFFICIAL USE ONLY. ACCESS IS DEFINED AS THE ABILITY TO HEAR OR VIEW ANY INFORMATION PROVIDED THROUGH THE CLETS.

CONFIDENTIAL

PPP SECTION 1.8.2

DATABSE TRAINING

ALL CITY, COUNTY, STATE AND FEDERAL AGENCIES THAT USE INFORMATION FROM CLETS MUST PARTICIPATE IN THE CA DOJ'S TRAINING PROGRAMS

INITIALLY, WITHIN 6 MONTHS OF EMPLOYMENT OR ASSIGNMENT, TRAIN, FUNCTIONALLY TEST AND AFFIRM THE PROFICIENCY OF ALL TERMINAL OPERATORS TO ENSURE COMPLIANCE WITH THE CLETS/NCIC POLICIES AND REGULATIONS

BIENNIALLY PROVIDE FUNCTIONAL RETESTING AND REAFFIRM THE PROFICIENCY OF ALL TERMINAL OPERATORS TO ENSURE COMPLIANCE WITH THE CLETS/NCIC POLICIES AND REGULATIONS

CLETS INFORMATION SHALL ONLY BE OBTAINED IN THE COURSE OF OFFICIAL BUSINESS

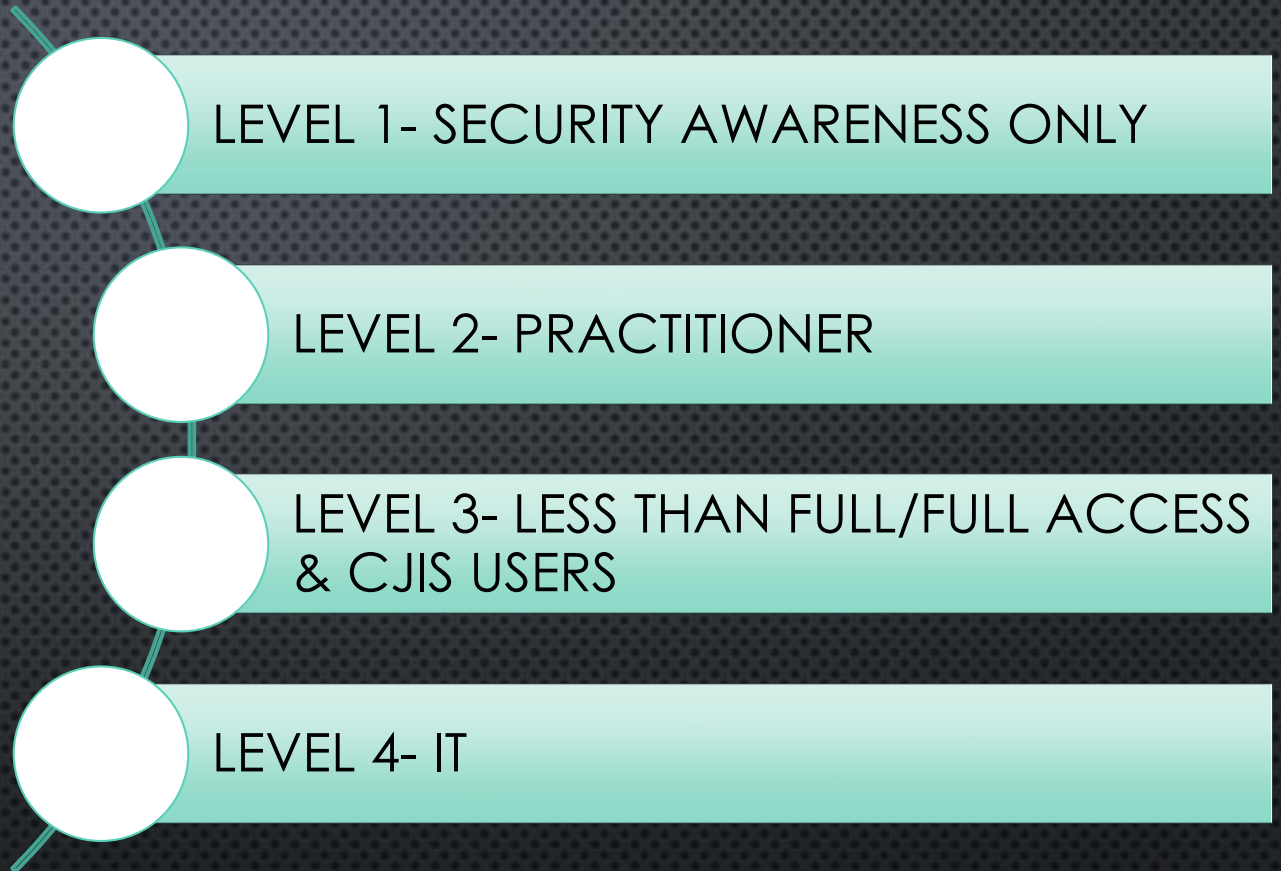
THE PERSON RECEIVING THIS INFORMATION MUST HAVE A:

- "RIGHT TO KNOW"
- "NEED TO KNOW"

MUST BE TRAINED IN THE POSSIBLE SANCTIONS AND/OR CRIMINAL/CIVIL LIABILITES IF THE INFORMATION IS MISUSED

PPP: SECTION 1.8

TRAINING



ALL INITIAL TRAINING IS REQUIRED WITHIN SIX MONTHS OF EMPLOYMENT OR ASSIGNMENT

ALL LEVELS REQUIRE SECURITY AWARENESS (SA) TRAINING/TESTING

ALL LEVELS MUST RECERTIFY EVERY TWO YEARS

LEVEL 1

IE. JANITORS

PPP: 1.6.4, 1.8.3 AND CJIS SECURITY POLICY 5.2.1.1



ANY PERSON WHO HAS UNESCORTED ACCESS TO A SECURE AREA BUT **NOT** AUTHORIZED TO USE/VIEW CJI.
(IE. CLETS, RIMS, NCIC, ETC.)

REQUIRED TRAINING:

- MUST COMPLETE SECURITY AWARENESS LEVEL 1 (1 QUESTION)
- MUST RECERTIFY EVERY TWO YEARS

LEVEL 2 (PRACTITIONER)

I.E. FILING AND CLERICAL PERSONNEL, CADETS

PPP: 1.6.4, 1.8.3 AND CJIS SECURITY POLICY 5.2.1.2



A PRACTITIONER IS ANY PERSON WHO HAS ONGOING UNESCORTED ACCESS TO CLETS INFORMATION BUT DOES NOT HAVE A LOG ON TO ANY SYSTEM CONTAINING CJI (IE. CLETS, RIMS, NCIC, ETC.)

REQUIRED TRAINING:

- MUST COMPLETE SECURITY AWARENESS LEVEL 2
 - 70% MINIMUM PASSING SCORE (5 QUESTIONS)
- MUST RECERTIFY EVERY TWO YEARS

LEVEL 3-

LESS THAN FULL ACCESS OPERATORS AND CJIS USERS

PPP: 1.6.4, 1.8.3 AND CJIS SECURITY POLICY 5.2.1.3

CLETS OPERATORS: ANYONE WITH INQUIRY ONLY ACCESS TO CLETS

CJIS USERS: ANYONE HAVING A LOG ON TO ACCESS ANY SYSTEM CONTAINING CLETS OR CJI



REQUIRED TRAINING:

- MUST COMPLETE INITIAL TRAINING AND SECURITY AWARENESS TRAINING WITHIN SIX MONTHS OF EMPLOYMENT AND PRIOR TO ACCESS OF CLETS
- MUST COMPLETE THE LESS THAN FULL ACCESS EXAM
 - 70% MINIMUM PASSING SCORE (25 QUESTIONS)
- MUST RECERTIFY EVERY TWO YEARS

LEVEL 3-

FULL ACCESS OPERATORS

PPP: 1.6.4, 1.8.3 AND CJIS SECURITY POLICY 5.2.1.3

FULL ACCESS CLETS OPERATORS: ANYONE GENERATING ENTRIES, PERFORMING UPDATES AND INQUIRING INTO CLETS.



REQUIRED TRAINING:

- MUST COMPLETE INITIAL TRAINING AND SECURITY AWARENESS TRAINING WITHIN SIX MONTHS OF EMPLOYMENT AND PRIOR TO ACCESS OF CLETS
- MUST COMPLETE THE FULL ACCESS EXAM
 - 70% MINIMUM PASSING SCORE (25 QUESTIONS)
- MUST RECERTIFY EVERY TWO YEARS

LEVEL 4- INFORMATION TECHNOLOGY

PERSONNEL (IE. SYSTEM ADMINISTRATORS, SECURITY ADMINISTRATORS, NETWORK ADMINISTRATORS)

PPP: 1.6.4, 1.8.3 AND CJIS SECURITY POLICY 5.2.1.4

INFORMATION TECHNOLOGY PERSONNEL: ANYONE GENERATING ACCOUNTS, IMPLEMENTING SECURITY PATCHES, CREATING BACKUPS AND IMPLEMENTING ACCESS CONTROLS THROUGHOUT THE NETWORK.

REQUIRED TRAINING:

- MUST COMPLETE SECURITY AWARENESS LEVEL 4
 - 70% MINIMUM PASSING SCORE (25 QUESTIONS)
- MUST RECERTIFY EVERY TWO YEARS



ADMINISTRATOR

PPP: 1.8.2 A1-A7

ADMINISTRATORS AND UPPER-LEVEL MANAGEMENT

AN ADMINISTRATOR MAY ALSO HAVE FULL ACCESS OR LESS THAN FULL OPERATOR ACCESS STATUS

REQUIRED TRAINING:

- EACH ADMINISTRATOR MUST REVIEW AND SIGN THE NCIC'S "AREAS OF LIABILITY FOR THE CRIMINAL JUSTICE INFORMATION SYSTEM ADMINISTRATOR"
- SHALL TEST AT APPROPRIATE LEVEL FOR ACCESS GRANTED



SECURITY FOR CLETS TERMINALS



TERMINALS SHALL NOT
BE REMOVED OR
RELOCATED WITHOUT
PRIOR APPROVAL
FROM THE AGENCY
CLETS COORDINATOR.

SECURITY FOR CLETS TERMINALS AND CLETS OPERATORS

CLETS TERMINALS ARE TO BE OCCUPIED ONLY BY CERTIFIED CLETS OPERATORS.

UNAUTHORIZED VIEWING IS PROHIBITED BY NON-CLETS OPERATORS.

WHEN A CLETS OPERATOR LEAVES THEIR CLETS WORKSTATION, THEY MUST LOG OFF RIMS. IT IS NOT CONSIDERED SECURE TO JUST LOCK YOUR COMPUTER AND REMAINED LOGGED IN.



**CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS)
MISUSE INVESTIGATION REPORTING**

<input style="width: 90%;" type="text"/> <small>Calendar Year</small>	<input style="width: 98%;" type="text"/> <small>Agency Name or Qualifying Sub-Unit of a Non-LE Agency</small>
<input style="width: 90%;" type="text"/> <small>Date</small>	<input style="width: 98%;" type="text"/> <small>Originating Agency Identifier (ORI) Number(s) – Attach Additional Paper if Necessary</small>

<input style="width: 95%;" type="text"/> <small>Name of Person Completing Form</small>	<input style="width: 95%;" type="text"/> <small>Name of Agency CLETS Coordinator (ACC)</small>
<input style="width: 95%;" type="text"/> <small>E-Mail Address of Person Completing Form</small>	<input style="width: 95%;" type="text"/> <small>E-Mail Address of Agency CLETS Coordinator (ACC)</small>
<input style="width: 95%;" type="text"/> <small>Phone Number</small>	<input style="width: 95%;" type="text"/> <small>Phone Number</small>

1. Total number of investigations performed related to CLETS misuse:
2. Total number of misuse investigations with **NO** misuse found:
3. Total number of misuse investigations still pending:
4. Total number of **founded** misuse violations from investigations:
 - A. Total numbers for administrative actions taken on founded misuse violations¹:

Counsel	<input style="width: 40px;" type="text"/>	Reprimand	<input style="width: 40px;" type="text"/>	Training	<input style="width: 40px;" type="text"/>	Suspension	<input style="width: 40px;" type="text"/>
Resignation	<input style="width: 40px;" type="text"/>	Termination	<input style="width: 40px;" type="text"/>	Other ²	<input style="width: 40px;" type="text"/>	No Action ²	<input style="width: 40px;" type="text"/>
 - B. Total number of criminal complaints filed:

Infraction	<input style="width: 40px;" type="text"/>	Misdemeanor	<input style="width: 40px;" type="text"/>	Felony	<input style="width: 40px;" type="text"/>
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 - C. Total number of convictions from criminal complaints:

Infraction	<input style="width: 40px;" type="text"/>	Misdemeanor	<input style="width: 40px;" type="text"/>	Felony	<input style="width: 40px;" type="text"/>
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5. How many misuse investigations originated from the following:

A. Private Citizen Complaints	<input style="width: 40px;" type="text"/>	B. Internal Within Department	<input style="width: 40px;" type="text"/>
C. From Another Agency	<input style="width: 40px;" type="text"/>	D. Department of Justice	<input style="width: 40px;" type="text"/>

Regardless of whether your agency had any reported misuse, submit this form by February 1 of each year for the previous calendar year. Include the number of investigations performed related to CLETS misuse and include any disciplinary action taken, if applicable. The agency may need to contact their internal investigations department. For additional information please refer to the Department of Justice information bulletin 18-07-CJIS on the California Law Enforcement Web (CLEW).

¹Total number of actions taken may exceed total number of founded misuse violations.
²If any number other than 0 is entered in "Other" or "No Action" it is required that the agency attach documentation that supports the decision. Personal information within the documentation should be redacted or omitted.

California Department of Justice CLETS Administration Section P.O. Box 903387 Sacramento, CA 94203-3870	Phone: (916) 210-4240 Fax: (916) 227-0696 Email: cas@doj.ca.gov
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MISUSE INVESTIGATION REPORTING

DUE NO LATER THAN FEB. 1ST FOR THE PRIOR YEAR

LAWS, POLICIES, AND RAMIFICATIONS

THE USE OF CLETS FOR
OTHER THAN OFFICIAL
LAW ENFORCEMENT
PURPOSES MAY RESULT
WITH THE EMPLOYING
AGENCY SEEKING
DISMISSAL AND/OR
PROSECUTION OF THE
EMPLOYEE

- PC 502
- PC 11105
- PC 11140-11143
- PC 13301-13304
- CVC 1808.45-.47



CLETS SECURITY

IN ORDER TO MAINTAIN THE INTEGRITY OF CLETS AND TO ENSURE THE SECURITY OF INFORMATION RECEIVED AND TRANSMITTED BY USE OF THE SYSTEM, THE FOLLOWING POLICIES SHALL BE ADHERED TO:



- REASONABLE MEASURES SHALL BE TAKEN TO LOCATE EQUIPMENT IN A SECURE AREA TO PROVIDE PROTECTION FROM VANDALISM OR SABOTAGE AND TO PRECLUDE ACCESS OR VIEW BY ANYONE OTHER THAN AUTHORIZED PERSONNEL
- DETAILS OF SUMMARY CRIMINAL HISTORY MAY BE RECEIVED BY AN AGENCY-APPROVED WIRELESS DEVICE, PROVIDED ALL WIRELESS ACCESS SECURITY REQUIREMENTS ARE MET (FBI CJIS SECURITY POLICY 5.5)
- CLETS PROVIDED INFORMATION MAY BE FAXED FROM ONE SECURE LOCATION TO ANOTHER SECURE LOCATION (EMAILS)

CLETS SECURITY CONT.



- PERSONNEL AUTHORIZED TERMINAL ACCESS TO CLETS MAY BE SWORN OR NON-SWORN LE PERSONNEL, VOLUNTEERS, PRIVATE VENDORS AND MAINTENANCE PERSONNEL WHO HAVE BEEN SUBJECTED TO A SECURITY CLEARANCE TO INCLUDE THE FOLLOWING CHECKS (PPP 1.9.2 B):
 - DOJ FINGERPRINT CHECK
 - FBI FINGERPRINT CHECK
 - THE DOJ CRIMINAL JUSTICE DATABASES MAY BE ACCESSED FOR BACKGROUND INVESTIGATION OF LE AND CJ EMPLOYEES WITH THE EXCEPTION OF THE AUTOMATED CRIMINAL HISTORY (ACHS) AND MENTAL HEALTH FIREARMS PROHIBITION SYSTEMS (MHFPS)

CLETS SECURITY CONT.

PERSONNEL SHALL NOT OPERATE CLETS EQUIPMENT OR ACCESS CORI UNTIL A BACKGROUND AND FINGERPRINT-BASED SEARCH IS COMPLETED AND APPROVED BY THE AGENCY HEAD.

- IF THE BACKGROUND/FINGERPRINT CHECK REVEALS A FELONY CONVICTION OF ANY KIND, CLETS ACCESS SHALL NOT BE GRANTED.

WHEN A PERSON WITH ACCESS TO CLETS IS NO LONGER EMPLOYED OR NO LONGER ACCESSING CLETS ON BEHALF OF THE LEA, THE AGENCY IS RESPONSIBLE FOR REMOVING ALL RELATED PASSWORDS, SECURITY AUTHORIZATION, TOKENS, ETC., FROM THE SYSTEM



CLETS SECURITY CONT



TERMINAL SECURITY

- TERMINALS CAN NOT BE VIEWABLE BY THE PUBLIC (AS WELL AS MDC'S)
- MONITOR- NO EXPECTATION OF REASONABLE DISTANCE
- SHREDDERS
- REMOTE ACCESS (IT)

CRIMINAL OFFENDER RECORD INFORMATION (CORI)

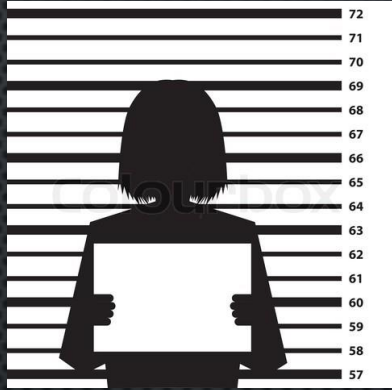
PENAL CODE 11075 STATES IN PART:

CORI ARE RECORDS AND DATA COMPILED FOR PURPOSES OF IDENTIFYING CRIMINAL OFFENDERS AND MAINTAINING A SUMMARY OF:

- INFORMATION RELATING TO ARREST
- PRETRIAL PROCEEDINGS
- NATURE AND DISPOSITION OF CRIMINAL CHARGES
- SENTENCING INFORMATION
- INCARCERATIONS
- PAROLE AND PROBATION
- REHABILITATION
- RELEASE



CORI CONT.



RELEASE OF CALIFORNIA RAP SHEETS, OR INFORMATION TAKEN FROM RAP SHEETS, IS GOVERNED BY PENAL CODE SECTION 11105

THE RELEASE OF LOCAL SUMMARY CRIMINAL HISTORY INFORMATION IS GOVERNED BY PENAL CODE SECTION 13300

RELEASE OF DATA FROM THE FBI RAP SHEETS IS GOVERNED BY THE FBI

WHEN RELEASING STATE OR LOCAL CORI, AN AGENCY MUST DETERMINE IF THE PERSON/AGENCY IS AUTHORIZED TO RECEIVE CORI (RIGHT-TO-KNOW) AND THE REASON THE CORI IS BEING RELEASED IS VALID (NEED-TO-KNOW)

ROUTE TO FIELD MUST INCLUDE:

REQUESTER, USER (IF DIFF.), SPECIFIC REASON

I.E.

IF A BACKGROUND INVESTIGATOR FOR A LEA REQUESTS INFO ON A PEACE OFFICER APPLICANT, YOU CANNOT GIVE THEM STATE RAP SHEET, BUT YOU COULD GIVE THEM YOUR LOCAL CORI (NEED-TO-KNOW)

CORI CONT.

PENAL CODE SECTIONS 11120-11127

ALLOW A SUBJECT OF A RECORD TO OBTAIN A COPY OF HIS/HER STATE CRIMINAL HISTORY IN ORDER TO ENSURE THE ACCURACY OF RECORD AND TO REFUTE ANY ERRONEOUS INFORMATION

PENAL CODE SECTIONS 13320-13326

GIVE A SUBJECT THE RIGHT TO REVIEW HIS/HER LOCAL SUMMARY RECORD THAT IS MAINTAINED BY THE LOCAL AGENCIES.



FBI RECORDS CAN BE OBTAINED BY CONTACTING THE FBI

CORI INQUIRY RESTRICTIONS



CORI IS NOT TO BE ACCESSED FOR PURPOSES OF:

- EMPLOYMENT/PRE-EMPLOYMENT
- LICENSING, CERTIFICATIONS OR PERMITS
- RECORD PREVIEW



- DO NOT RUN ANY RECORDS FOR "CURIOSITY" PURPOSES
- DO NOT RUN YOUR OWN RECORD, WHETHER IT BE YOUR OWN DMV, FIREARM, WARRANT, OR ANY DATABASE
- DO NOT RUN FAMILY OR FRIEND'S RECORDS
- ELIMINATE APPEARANCE OF IMPROPRIETY
- ENSURE THAT AN AUTHORIZED DESIGNATED INDIVIDUAL IS THE ONLY PERSON RUNNING AGENCY PERSONNEL FOR BACKGROUND CHECKS, INCLUDING DMV

EXCEPTIONS TO CORI INQUIRY RESTRICTIONS

PPP 1.6.1F



CORI MAY BE ACCESSED VIA CLETS (ACHS) FOR:

- RIDE-A-LONGS OR SIT-A-LONGS
- SCHOOL DISTRICT/COUNTY OFFICE OF EDUCATION
- EMERGENCY CHILD PLACEMENT (NOT III)
- VISITORS TO LEA OR CORRECTIONAL FACILITY
- RESEARCH OR STATISTICAL PURPOSES

RELEASE OF CLETS INFORMATION

VEHICLE CODE SECTIONS 20008-20012 GOVERN RELEASE OF ACCIDENT REPORTS

GOVERNMENT CODE SECTIONS 6251-6255 GOVERN RELEASE OF CRIME OR ARREST REPORTS

RELEASE OF LOCAL JUVENILE RECORDS IS GOVERNED BY THE "T.N.G." RULING DICTATED BY THE PRESIDING JUDGE OF THE JUVENILE COURT IN EACH RESPECTIVE COUNTY

THIRD PARTY RELEASE LOG

A LOG MUST BE MAINTAINED WHEN CORI AND/OR III IS FURNISHED TO AN OUTSIDE AGENCY

THE LOG MUST CONTAIN:

- NAME OF REQUESTOR
- REQUESTING AGENCY
- DATE
- WHAT INFO WAS GIVEN
- HOW THE INFO WAS TRANSMITTED
- ERRORS

THE LOG MUST BE AVAILABLE FOR INSPECTION FOR A MINIMUM OF THREE YEARS

BEFORE RELEASING CRIMINAL HISTORY INFORMATION OVER THE PHONE, YOU SHALL CALL THE AGENCY BACK AT THE PUBLIC NUMBER LISTED FOR THAT AGENCY

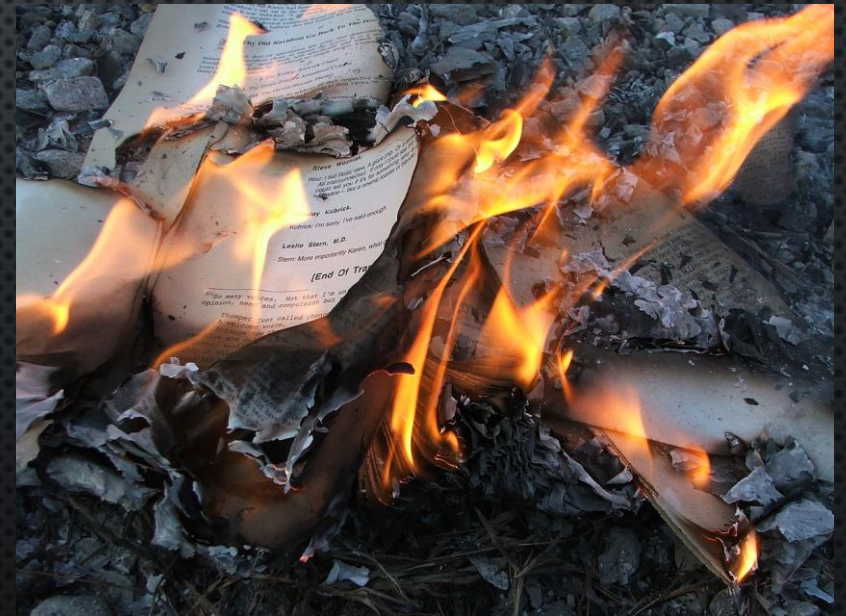


DESTROYING CORI INFORMATION

WHEN CORI IS DESTROYED, IT MUST BE DESTROYED IN A MANNER THAT THE SUBJECT'S IDENTITY IS NO LONGER LEGIBLE.

ACCEPTABLE FORMS OF DESTROYING:

- CROSS-CUT SHREDDING
- PULVERIZATION
- BURNING



CLETS MISUSE

MISUSE OF CLETS OR CLETS PROVIDED INFORMATION
MAY RESULT IN:

- DISMISSAL
- CRIMINAL PROSECUTION
- CIVIL LIABILITY



MISUSE EXAMPLE #1

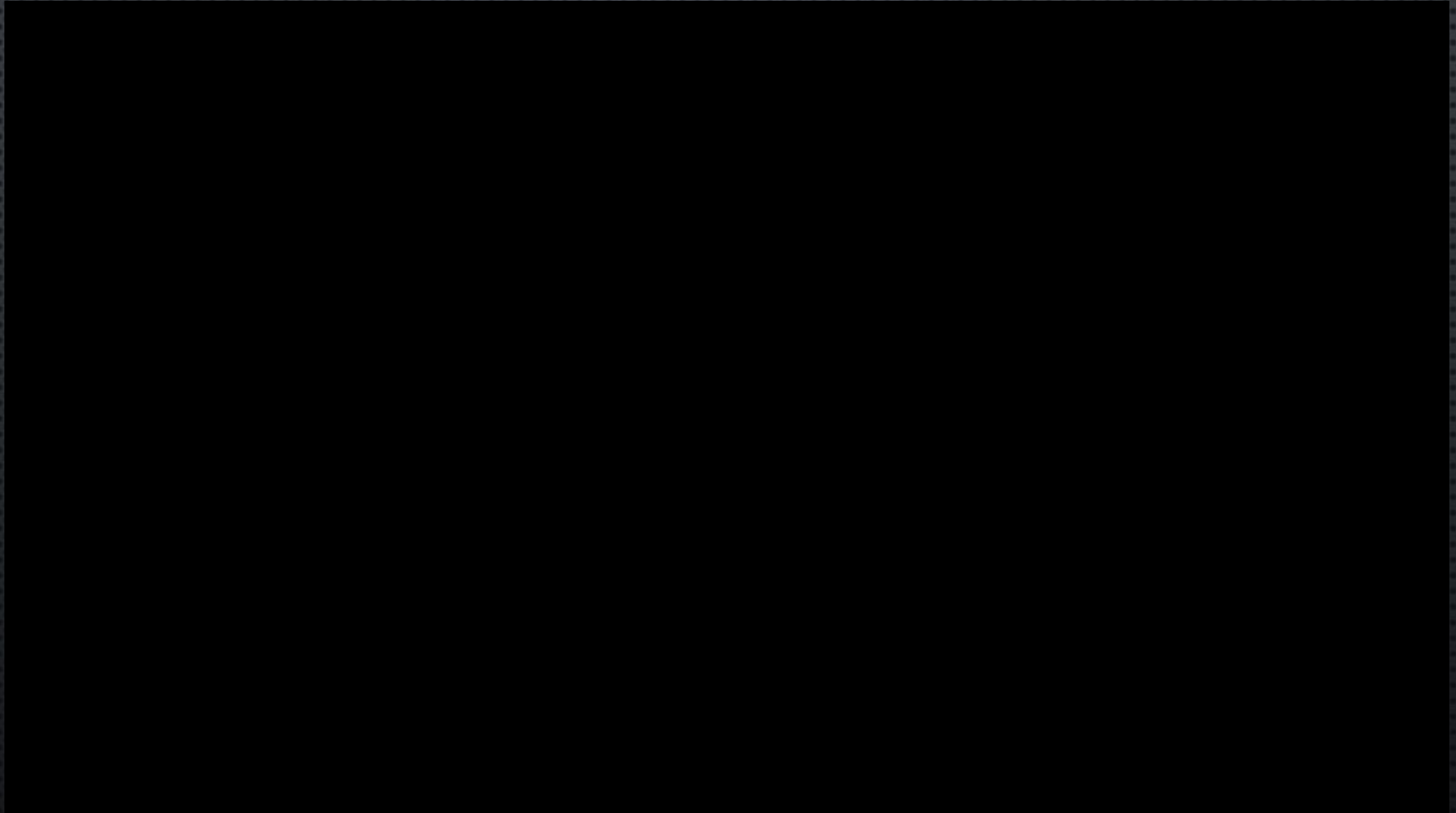
A FRANCHISE TAX EMPLOYEE WAS CONVICTED OF USING A COMPUTER AT THE FRANCHISE TAX BOARD TO OBTAIN CORRECTIONAL OFFICER'S HOME ADDRESSES AS PART OF A PLOT WITH THE ARYAN BROTHERHOOD PRISON GANG

EMPLOYEE WAS THE GIRLFRIEND OF A MEMBER OF THE ARYAN BROTHERHOOD WHITE SUPREMACY GROUP, WHICH SOUGHT TO ATTACK OFFICERS IN RETALIATION FOR ONE OF ITS MEMBERS BEING SHOT BY A FOLSOM PRISON OFFICER DURING AN ASSAULT IN THE EXERCISE YARD IN JUNE 1987



SENTENCE: 3 YEARS IN STATE PRISON

MISUSE EXAMPLE #2



SECURITY FOR CLETS TERMINALS AND CLETS OPERATORS

ALL CLETS OPERATORS MUST SIGN AN EMPLOYEE STATEMENT PRIOR TO OPERATING OR HAVING ACCESS TO CLETS TERMINALS, EQUIPMENT OR STORED PRINTED DATA. THIS FORM ADDRESSES CONFIDENTIALITY AND PENALTIES FOR THE IMPROPER RELEASE OF CRIMINAL HISTORY INFORMATION, AND MISUSE OF CLETS INFORMATION.

STATE OF CALIFORNIA
HDC 1009
(Orig. 05/2001; Rev. 03/2015)

DEPARTMENT OF JUSTICE
PAGE 1 of 1

CLETS EMPLOYEE/VOLUNTEER STATEMENT

Use of information from the California Law Enforcement Telecommunications System (CLETS) and the Department of Motor Vehicles record information

As an employee/volunteer of Chaffey College Police Department, you may have access to confidential criminal records, the Department of Motor Vehicle records or other criminal justice information, much of which is controlled by statute. All information from the CLETS is based on the "need-to-know" and the "right-to-know" basis. The misuse of such information may adversely affect an individual's civil rights and violates the law and/or CLETS policies.

Penal Code (PC) section 502 prescribes the penalties relating to computer crimes. PC sections 11105 and 13300 identify who has access to state and local summary criminal history information and under which circumstances it may be released. PC sections 11141-11143 and 13302-13304 prescribe penalties for misuse of state and local summary criminal history information. Government Code section 6200 prescribes the felony penalties for misuse of public records and information from the CLETS. California Vehicle Code section 1808.45 prescribes the penalties relating to misuse of the Department of Motor Vehicle record information.

Penal Code sections 11142 and 13303 state:

"Any person authorized by law to receive a record or information obtained from a record who knowingly furnishes the record or information to a person not authorized by law to receive the record or information is guilty of a misdemeanor."

Any employee/volunteer who is responsible for the CLETS misuse is subject to immediate dismissal from employment. Violations of the law may result in criminal and/or civil action.

I HAVE READ THE ABOVE AND UNDERSTAND THE POLICY REGARDING MISUSE OF ALL INFORMATION FROM THE CLETS.

Signature _____ Print Name _____

Date _____



NATIONAL CRIME INFORMATION CENTER (NCIC)

THE NCIC IS A NATIONWIDE COMPUTERIZED SYSTEM BEST DESCRIBED AS AN INDEX OF DOCUMENTED CJ INFORMATION CONCERNING CRIMES AND CRIMINALS OF NATIONWIDE INTEREST.

UNDER THE FBI

SERVES ALL 50 STATES, DISTRICT OF COLUMBIA, PUERTO RICO, THE U.S. VIRGIN ISLANDS, GUAM, AND CANADA, AS WELL AS FEDERAL CJ AGENCIES

NCIC FILES CAN RETRIEVE INFORMATION FROM THE FOLLOWING DATABASES:

- WANTED PERSON FILE
- MISSING PERSON FILE
- UNIDENTIFIED PERSON FILE
- VEHICLE FILE
- LICENSE PLATE FILE
- BOAT FILE
- VEHICLE/BOAT PART FILE
- ARTICLE FILE
- GUN FILE
- SECURITIES FILE
- INTERSTATE IDENTIFICATION INDEX
- FOREIGN FUGITIVE FILE
- PROTECTIVE INTEREST FILE
- GANG FILE
- KNOWN OR APPROPRIATELY SUSPECTED TERRORIST FILE
- IMMIGRATION VIOLATOR FILE
- PROTECTION ORDER FILE
- ORI FILE
- NATIONAL SEX REGISTRY
- SUPERVISED RELEASE FILE
- VIOLENT PERSON FILE
- IDENTITY THEFT
- IMAGE FILE
- NICS DENIED TRANSACTION FILE
- OTHER TRANSACTIONS (OFF-LINE SEARCH)

ORI FILE

CA0362600

THE FBI/NCIC ASSIGNS A UNIQUE NINE CHARACTER ORI # FOR EVERY LE OR CJ AGENCY THAT IS SERVICED BY THE NCIC

THE ORI GIVES USERS THE CAPABILITY TO INQUIRE UPON AN ORI AND RECEIVE THE AGENCY NAME, ADDRESS, AND TELEPHONE # IN THE RESPONSE

THIS AIDS THE HIT CONFIRMATION AND IN SENDING MESSAGES

INTERSTATE IDENTIFICATION INDEX (III)

THE III IS AN AUTOMATED SYSTEM WHICH PROVIDES FOR THE DECENTRALIZED STORAGE AND INTERSTATE EXCHANGE OF CRIMINAL HISTORY RECORD INFORMATION.

FUNCTIONS AS PART OF THE NCIC SYSTEM AND INCLUDES THE PERSONAL IDENTIFICATION DATA OF OVER 31 MILLION INDIVIDUALS WHO HAVE BEEN ARRESTED FOR SERIOUS CRIMES, WITH NEARLY 1 MILLION NEW RECORDS ADDED YEARLY

EACH CRIMINAL HISTORY RECORD INDEXED IN III IS SUPPORTED BY A CRIMINAL FINGERPRINT SUBMISSION

CONTAINS RECORDS ON PERSONS ARRESTED IN THE US WITH THE YEAR OF BIRTH 1956 OR LATER, PERSONS ARRESTED FOR THE FIRST TIME ON OR AFTER JULY 1, 1974 AND SOME OLDER ARREST RECORDS THAT HAVE BEEN ENTERED FOR A VARIETY OF REASONS

THE FBI AND ALL 50 STATES PARTICIPATE IN III AND WILL PROVIDE CRIMINAL HISTORY INFO DIRECTLY FROM THEIR FILES

III CONT.

INQUIRIES:

TWO BASIC MESSAGES ARE USED FOR III INQUIRES

1. USED TO DETERMINE IF AN INDEX TO A PERSON'S CRIMINAL HISTORY RECORD IS IN III – PROVIDES CAPABILITY TO SEARCH USING A SUBJECT'S PERSONAL IDENTIFIERS (NAM, SEX, DOB, RAC, ETC.), SID, OR ASSIGNED FBI #
2. USED TO OBTAIN THE CRIMINAL HISTORY RECORD(S) FOR A SUBJECT- WHEN USING THIS MESSAGE, THE SUBJECT'S FBI # OR SID # MUST BE USED.

PURPOSE CODES AND ATTENTION FIELDS ARE MANDATORY FOR III INQUIRES



III CONT.

RESPONSES:

NAME INQUIRY WILL PROVIDE EITHER A SINGLE OR MULTIPLE III RESPONSE
RESPONSE WILL INCLUDE INFO REGARDING WHERE THE RECORD IS MAINTAINED
PROVIDES ADDITIONAL IDENTIFIERS

THE RESPONSE TO AN INQUIRY FOR THE ACTUAL RECORD FROM A PARTICIPATING STATE WILL BE
RECEIVED THROUGH NLETS.

IF THE RESPONSE INDICATES NO IDENTIFIABLE RECORD EXISTS, THIS DOES NOT PRECLUDE THE POSSIBLE
EXISTENCE OF RECORDS IN LOCAL STATE, OR FBI IDENTIFICATION DIVISION FILES THAT ARE NOT INDEXED
IN III

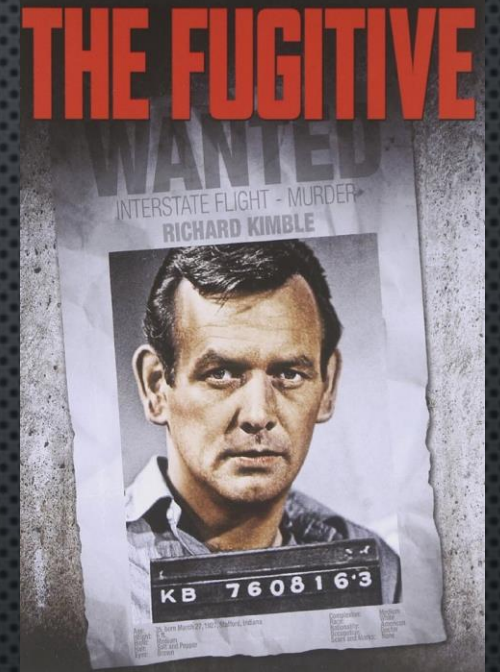
SOME STATES MAY HAVE MANUAL RECORDS OR MAY NOT HAVE COMPLETE AUTOMATED RECORDS
ACCESSIBLE

FOREIGN FUGITIVE FILE (FFF)

TWO TYPES OF RECORDS:

CANADIAN RECORDS- ARE ENTERED ONLY BY THE ROYAL CANADIAN MOUNTED POLICE (RCMP) AND CONTAIN INFO ON PERSONS WANTED BASED UPON CANADA-WIDE WARRANTS

INTERPOL- ARE ENTERED ONLY BY INTERPOL AND CONTAIN INFORMATION ON PERSONS WANTED BY AUTHORITIES IN OTHER COUNTRIES



INQUIRES ARE NOT MADE DIRECTLY INTO THE FFF

A POSITIVE RESPONSE ADVISES THE INQUIRING AGENCY THAT THE FUGITIVE CANNOT BE ARRESTED SOLELY UPON THE BASIS OF INFO PROVIDED

CANADIAN FUGITIVES WILL INSTRUCT THE AGENCY TO CONTACT RCMP TO CONFIRM HIT AND INITIATE THE PROCESS OF OBTAINING A U.S. EXTRADITION WARRANT



IDENTITY THEFT FILE

THE IDENTITY THEFT FILE SERVES AS A MEANS FOR LE TO FLAG STOLEN IDENTITIES AND IDENTIFY THE IMPOSTER WHEN ENCOUNTERED BY LE

INFO ENTERED INTO THIS FILE WILL CREATE A VICTIM PROFILE THAT IS MADE READILY AVAILABLE TO LAW ENFORCEMENT DURING FUTURE ENCOUNTERS

INQUIRES:

MAY BE MADE BY NAME AND AT LEAST ONE OF THE FOLLOWING ALPHANUMERIC IDENTIFIER: DOB, FBI, MNU, AND SOC. ADDITIONALLY, INQUIRES MAY BE MADE USING NAM AND OCA ONLY, OR BY NCIC # ONLY



IDENTITY THEFT FILE CONT.



DOCUMENTATION FOR THE IDENTITY THEFT COMPLAINT MUST MEET THE FOLLOWING CRITERIA BEFORE AN ENTRY CAN BE MADE:

- SOMEONE IS USING A MEANS OF IDENTIFICATION OF THE VICTIM
- THE IDENTITY OF THE VICTIM IS BEING USED WITHOUT THE VICTIM'S PERMISSION
- THE VICTIM'S IDENTITY IS BEING USED OR INTENDED TO BE USED TO COMMIT AN UNLAWFUL ACTIVITY
- THE VICTIM MUST SIGN A CONSENT WAIVER PRIOR TO THE INFORMATION BEING ENTERED INTO THE IDENTITY THEFT FILE

NATIONAL INSTANT CRIMINAL BACKGROUND CHECK SYSTEM DENIED TRANSACTION FILE (NICS NDTF)

THE NICS DENIED TRANSACTION FIELD WAS DESIGNED TO SHARE INFORMATION REGARDING INDIVIDUALS WHO HAVE BEEN DETERMINED TO BE PROHIBITED PERSONS ACCORDING TO THE BRADY ACT.

NDTF WILL CONTAIN RECORDS FOR INDIVIDUALS WHO HAVE BEEN DENIED AS A RESULT OF A NICS CHECK DURING THE LAST 180 DAYS.

RECORDS ARE ENTERED AND CANCELED THROUGH AN INTERFACE BETWEEN NCIC AND NICS

DENIED

IMAGE FILE

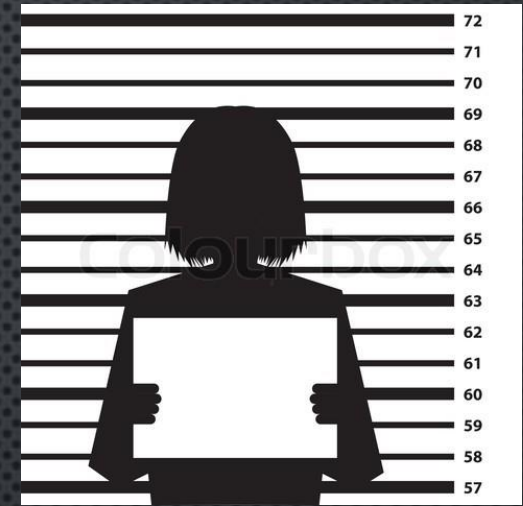
IMAGES ARE ASSOCIATED WITH THE NCIC 2000 RECORDS TO ASSIST IN IDENTIFYING A PERSON OR PROPERTY

TYPES OF IMAGES THAT CAN BE STORED:

- MUG SHOTS
- SIGNATURE
- IDENTIFYING IMAGES

PROPERTY: ARTICLES, BOATS, AND VEHICLES CAN BE ASSOCIATED WITH AN IDENTIFYING IMAGE

IMAGES STORED HAVE AN ASSOCIATED PERSON OR PROPERTY RECORD



USING THE NIC OF THE BASE RECORD WILL RETURN ALL IMAGES ASSOCIATED TO THAT RECORD ALL AT ONCE

HITS RETURNED FROM THIS FILE REQUIRE CONFIRMATION

PROTECTIVE INTEREST FILE (PIF)

PIF HAS BEEN DESIGNED TO AID LEA IN THEIR PROTECTIVE MISSION

ONLY LEA WITH A PROTECTIVE MISSION AS SPECIFIED WITHIN MUNICIPAL, STATE, OR FEDERAL STATUTES, REGULATIONS, OR OTHER APPROPRIATE LEGAL AUTHORITY MAY ENTER AND UPDATE THE PIF.

FREQUENTLY, THE SUBJECTS ARE CATEGORIZED AS “OUT-OF-POCKET”- WHEREABOUTS ARE UNKNOWN

OFFICERS SHOULD NOT ARREST OR DETAIN AN INDIVIDUAL BASED SOLELY ON THE DATA FURNISHED IN THE HIT, BUT SHOULD AWAIT CONFIRMATION AND INSTRUCTIONS AFTER CONFERRING WITH THE CONTRIBUTOR OF THE RECORD

GANG FILE

NCIC GANG FILE DESIGNED TO PROVIDE IDENTIFYING INFO ABOUT VIOLENT CRIMINAL GANGS AND MEMBERS OF THOSE ORGANIZATIONS TO LE PERSONNEL

INFO SERVES TO WARN LE OFFICERS OF THE POTENTIAL DANGER POSED BY VIOLENT INDIVIDUALS AND TO PROMOTE THE EXCHANGE OF INFO ABOUT GANGS AND MEMBERS TO FACILITATE CRIMINAL INVESTIGATIONS

GANG FILE INFO IS EXCLUSIVELY FOR THE USE OF CJ AGENCIES FOR CJ PURPOSES. GANG FILE INFO SHOULD NOT BE USED TO DISSEMINATED TO ANY NONCRIMINAL JUSTICE AGENCY



GANG FILE CONT.

COMPOSED OF TWO MAJOR COMPONENTS OR “CAPABILITIES” BOTH INTENDED TO ACCOMPLISH TWO MAJOR GOALS OF THE FILE

- PROMOTING THE IDENTIFICATION OF GROUPS AND GROUP MEMBERS
- FACILITATING THE EXCHANGE OF INFO ABOUT THESE GROUPS AND MEMBERS

INQUIRES:

GROUP MEMBER CAPABILITY (GMC)- DIRECT INQUIRY USING THE QGM FORMAT AND THROUGH AUTOMATIC CROSS-SEARCH OF WPF

GROUP REFERENCE CAPABILITY (GRC)-
USING THE QGG FORMAT FOR THE GROUP NAME OR SUBGROUP NAME



GUN FILE

THE NCIC GUN FILE STORES RECORDS FOR STOLEN, LOST, RECOVERED, AND FELONY FIREARMS.

INQUIRIES CAN BE MADE USING THE SERIAL #, OR SER # AND MAKE, MODEL, AND/OR CALIBER

RECORDS INCLUDE:

- SERIALLY NUMBERED WEAPONS THAT ARE STOLEN PROVIDED A THEFT REPORT HAS BEEN MADE
- LOST OR MISSING WEAPONS PROVIDED THE ENTERING AGENCY HAS SUPPORTING DOCUMENTATION
- RECOVERED WEAPONS FOR WHICH NO STOLEN REPORT IS ON FILE
- WEAPONS BELIEVED TO HAVE BEEN USED IN THE COMMISSION OF A FELONY

NCIC FELONY GUN ENTRY ALLOWS ATF TO COMPLETE A GUN TRACE TO IDENTIFY THE FIREARM DEALER AND FIRST PURCHASER, WHICH MAY LEAD TO THE PERPETRATOR OF A CRIME

KNOWN OR APPROPRIATELY SUSPECTED TERRORIST FILE (KST)

WHEN AN AGENCY TRANSMITS A NCIC WANTED PERSON INQUIRY, THE DATA IN THE KST FILE WILL BE SEARCHED IN ADDITION TO ALL OTHER NCIC PERSON FILES (EXCEPT THE NICS DENIED TRANSACTION AND UNIDENTIFIED PERSON FILES).

WHEN A POSITIVE KST FILE RESPONSE IS RECEIVED, THE INQUIRING AGENCY MUST NOT ADVISE THE INDIVIDUAL THAT THEY MAY BE ON A TERRORIST WATCH LIST.

THE UNAUTHORIZED DISCLOSURE OF TERRORIST WATCH LIST INFO IS PROHIBITED

INFORMATION THAT AN INDIVIDUAL MAY BE ON A TERRORIST WATCH LIST IS THE PROPERTY OF THE TERRORIST SCREENING CENTER (TSC) AND IS A FEDERAL RECORD PROVIDED TO THE INQUIRING AGENCY THAT MAY NOT BE DISCLOSED, DISSEMINATED, OR USED IN ANY PROCEEDING WITHOUT THE ADVANCE AUTHORIZATION OF THE TSC.

IMMIGRATION VIOLATOR FILE (IVF)

THE IVF CONTAINS RECORDS ON CRIMINAL ALIENS WHO HAVE BEEN DEPORTED FOR DRUG TRAFFICKING, FIREARMS TRAFFICKING, OR SERIOUS VIOLENT CRIMES AND ON FOREIGN-BORN INDIVIDUALS WHO HAVE VIOLATED SOME SECTION OF THE IMMIGRATION AND NATIONALITY ACT.



THE U.S. DEPARTMENT OF HOMELAND SECURITY'S ICE/LESC REMAINS THE ONLY AGENCY AUTHORIZED TO ENTER AND MAINTAIN RECORDS IN THE IVF.

IVF CONT.

RECORD HIT RESPONSES WILL BE REFLECTIVE OF THE INFO INDICATED UNDER EACH CATEGORY BELOW:

- DEPORTED FELON
- ABSCONDER
- NATIONAL SECURITY ENTRY-EXIT REGISTRATION SYSTEM

NO SPECIFIC MESSAGE KEY TO QUERY THE IVF, HOWEVER, A WANTED PERSON INQUIRY WILL RETURN A HIT RESPONSE ON THE IVF IF A MATCH OCCURS

AN INQUIRY INTO THE DOJ'S WANTED PERSONS SYSTEM WITH A NUMERIC IDENTIFIER WILL CAUSE A SEARCH OF ALL NCIC NAME FILES, INCLUDING THE IVF

MISSING PERSON FILE (MPF)

MPF IS A LOCATOR-TYPE FILE THAT IS USED BY STATE AND LOCAL CJ AGENCIES TO ASSIST IN LOCATION OF MISSING PERSONS.



NCIC MPF CONTAINS RECORDS FOR PERSONS MEETING ANY OF THE FOLLOWING CRITERIA:

- DISABLED
- ENDANGERED
- INVOLUNTARY
- CATASTROPHE VICTIM
- JUVENILE
- OTHER

A MP RECORD IS RETAINED INDEFINITELY OR UNTIL ACTION IS TAKEN BY ORIGINATING AGENCY

UNIDENTIFIED PERSON FILE (UPF)



THIS FILE IS INTENDED TO ASSIST INVESTIGATORS IN THE IDENTIFICATION OF UNIDENTIFIED FOUND BODIES, BODY PARTS, AND OF UNIDENTIFIED LIVING PERSONS.

UP TO 12 POSSIBLE MATCHES MAY BE RETURNED ON A NAME INQUIRY. RESPONSES CAN ALSO INCLUDE UP TO 12 ASSOCIATED RECORDS FOR EACH RECORD.

INQUIRIES ARE AUTOMATICALLY FORWARDED TO THE NCIC IF NAME, SEX AND DOB ARE USED AND THERE ARE LESS THAN 12 HITS FROM MPF/UPF.

PROTECTION ORDER FILE (POF)

THE POF CONTAINS COURT ORDERS THAT ARE ISSUED TO PREVENT ACTS OF DOMESTIC VIOLENCE AGAINST A PERSON OR TO PREVENT A PERSON FROM STALKING, INTIMIDATING, OR HARRASSING ANOTHER PERSON.

ORDERS ARE ISSUED BY BOTH CIVIL AND CRIMINAL STATE COURTS.

EACH RECORD IN THE POF MUST BE SUPPORTED BY A PROTECTION ORDER.



VIOLENT PERSONS FILE (VPS)

VPS WAS CREATED SOLELY FOR THE PURPOSE OF ENHANCING OFFICER SAFETY BY PROVIDING A WARNING TO LE OF INDIVIDUALS WHO MAY HAVE A PROPENSITY FOR VIOLENCE AGAINST LE OFFICERS.

RECORDS WILL BE PROVIDED IN RESPONSE TO WANTED PERSON AND VEHICLE INQUIRIES.



ENTRY INTO THE VPS SHOULD BE MADE WHEN AT LEAST ONE OF THE FOLLOWING CRITERIA HAS BEEN MET:

- OFFENDER HAS BEEN CONVICTED FOR ASSAULT OR MURDER/HOMICIDE OR ANY STATUTE WHICH INVOLVES VIOLENCE AGAINST LE (FLEEING OR RESISTING ARREST)
- OFFENDER HAS BEEN CONVICTED OF A VIOLENT OFFENSE AGAINST A PERSON (HOMICIDE AND ATTEMPTED HOMICIDE)
- CONVICTION FOR VIOLENT OFFENSE WHERE A FIREARM OR WEAPON WAS USED
- BASED ON OFFICIAL INVESTIGATORY DUTIES, IF AGENCY BELIEVES THE INDIVIDUAL HAS SERIOUSLY EXPRESSED INTENT TO COMMIT AN ACT OF VIOLENCE AGAINST A MEMBER OF THE CJ COMMUNITY

WANTED PERSON FILE (WPF)

THE WPF CONTAINS RECORDS ON INDIVIDUALS FOR WHOM A FELONY, MISDEMEANOR, FEDERAL, OR TEMPORARY FELONY WARRANT IS OUTSTANDING, AS WELL AS ON PAROLE AND PROBATION VIOLATORS.

ALSO CONTAINS JUVENILES WHO WILL BE TRIED AS ADULTS OR WHO HAVE ESCAPED FROM AN INSTITUTION OR AGENCY.

THE WPF INQUIRIES WILL CAUSE AN AUTOMATIC CROSS-SEARCH TO:

- FOREIGN FUGITIVE
- MISSING PERSON
- GANG
- KNOWN OR APPROPRIATELY SUSPECTED TERRORIST
- VIOLENT PERSON
- PROTECTION ORDER
- IMMIGRATION VIOLATOR
- NATIONAL SEX OFFENDER REGISTRY
- SUPERVISED RELEASE
- IDENTITY THEFT
- PROTECTIVE INTEREST FILES

NATIONAL SEX OFFENDER REGISTRY (NSOR)

ALL NSOR RECORDS ARE BASED ON DOCUMENTED REGISTRATION OR CRIMINAL HISTORY INFORMATION

NSOR CAN BE USED TO ENHANCE THE JURISDICTION'S PROCESS TO LOCATE NONCOMPLIANT OFFENDERS

LEA CAN UTILIZE THE NSOR DATABASE TO INQUIRE ON SEX OFFENDERS REGISTERED IN OTHER STATES

INQUIRES OF NSOR CAN BE MADE BY NAME AND ONE OR MORE OF THE FOLLOWING:

- DOB (YYMMDD)
- FBI
- MNU
- SOC
- OLN
- LIC
- VIN
- REG

ADDITIONAL INQUIRIES CAN BE MADE USING ZIP ONLY, PRECEDED BY THE PROPER MFC

SUPERVISED RELEASE FILE (SRF)

(916) 210-3211 OR VCIC.SRF@DOJ.CA.GOV

SRF PROVIDES LE WITH A BRIEF, TACTICAL VIEW OF SUBJECTS ON ACTIVE PAROLE OR PROBATION, ON CONDITIONAL RELEASE MONITORED BY THE STATE DEPT. OF MENTAL HEALTH, STATE DEPT. OF STATE HOSPITALS, OR CLASSIFIED AS CAREER CRIMINALS PER PC 13853.

THE RESPONSE MAY DISCLOSE VITAL INFO REGARDING INDIVIDUALS THAT HAVE A HISTORY OF INVOLVEMENT WITH THE CJ SYSTEM.



SRF CONT.

THE SRF IS AN INDEX OF THE FOLLOWING:

- CALIFORNIA DEPT. OF CORRECTIONS AND REHABILITATION (CDCR) PAROLEES*
- CALIFORNIA DEPT. OF MENTAL HEALTH CONDITIONAL RELEASE PROGRAM*
- COUNTY PROBATIONERS
- FEDERAL PROBATIONERS (TWO OF FOUR DISTRICTS IN CA PARTICIPATE)
- POST RELEASE COMMUNITY SUPERVISION (AB 109 REALIGNMENT)
- MANDATORY SUPERVISION (AB 109 REALIGNMENT)
- CAREER CRIMINALS

*MANDATED FOR ENTRY INTO SRF PURSUANT TO PC 14216

LICENSE PLATE FILE

THIS FILE CONSISTS OF RECORDS FOR STANDARD PASSENGER AUTOMOBILE PLATES AND SPECIAL PLATES THAT HAVE A THEFT REPORT ON FILE.

ENTRIES ARE USUALLY LIMITED TO INSTANCES WHERE ALL PLATES ARE REPORTED STOLEN.



VEHICLE FILE

THE NCIC VEHICLE FILE CONTAINS INFORMATION OF VEHICLES, INCLUDING AIRCRAFT AND TRAILERS, UNDER THE FOLLOWING CONDITIONS:

- STOLEN VEHICLES FOR WHICH A THEFT REPORT HAS BEEN FILED
- VEHICLES THAT WERE LOANED, RENTED, OR LEASED THAT HAVE NOT BEEN RETURNED AND FOR WHICH A THEFT REPORT OR COMPLAINT HAS BEEN FILED- RESULT IN WARRANT
- FELONY VEHICLES PROVIDING THE WHEREABOUTS OF THE VEHICLE IS UNKNOWN
- VEHICLES SUBJECT TO SEIZURE BASED ON FEDERALLY ISSUED COURT ORDERS

THE FOLLOWING ARE STOLEN VEHICLE PARTS THAT ARE ENTERED INTO THE NCIC VEHICLE FILE:

- VIN PLATE
- CERTIFICATE OF ORGIN/TITLE
- ENGINE
- TRANSMISSION
- BACKHOE
- REAR AXLE
- NUMEROUS OTHER MAJOR PARTS



BOAT FILE & VEHICLE/BOAT PART FILE



FOR ENTRY INTO THE BOAT FILE, THE BOAT MUST BE AN UNRECOVERED STOLEN BOAT THAT HAS A REG, DOCUMENT #, PERMANENTLY ATTACHED BHN, OR OAN.

A PART IS DEFINED AS ANY SERIALLY-NUMBERED COMPONENT WHICH HAS BEEN STOLEN FROM A VEHICLE/BOAT. YOU CAN ENTER THIS RECORD IF A THEFT REPORT HAS BEEN MADE.

ARTICLE FILE



THE ARTICLE FILE IS USED TO STORE INFORMATION CONCERNING STOLEN PROPERTY NOT MEETING THE ENTRY FOR ANY OF THE OTHER NCIC PROPERTY FILES (GUN FILE AND VEHICLE FILE).

PROPERTY CAN BE ENTERED INTO THIS FILE IF A THEFT REPORT HAS BEEN MADE

ARTICLE FILE CONT.

RECORDS ARE CATEGORIZED AS:

- BICYCLES
- CAMERA EQUIPMENT
- DATA PROCESSING EQUIPMENT
- MEASURING DEVICES AND TOOLS
- FURNITURE AND FURNISHINGS
- GAMES AN GAMBLING APPARAUTS
- HOUSEHOLD APPLIANCES AND HOUSEWARE
- IDENTIFICATION ITEMS
- SPECIAL DOCUMENTS
- KEEPSAKES AND COLLECTABLES
- LIVESTOCK
- MUSICAL INSTRUMENTS
- OFFICE EQUIPMENT
- PERSONAL ACCESSORIES
- RADIO, TV AND SOUND ENTERTAINMENT DEVICES
- SPORTS AND EXERCISE EQUIPMENT
- TOXIC CHEMICALS
- VIEWING EQUIPMENT
- WELL DRILLING EQUIPMENT

ITEMS NOT TO BE ENTERED IN THE NCIC ARTICLE FILE:

- STOLEN OR LOST CREDIT CARDS
- BANK DRAFTS
- ATM CARDS
- CHECKS



SECURITIES FILE

THE NCIC SECURITIES FILE CONTAINS SERIALY NUMBERED IDENTIFIABLE SECURITIES THAT HAVE BEEN STOLEN, EMBEZZLED, COUNTERFEITED, OR USED FOR RANSOM OR BAIT MONEY, AND FOR WHICH A THEFT REPORT HAS BEEN MADE.

SECURITY REFERS TO:

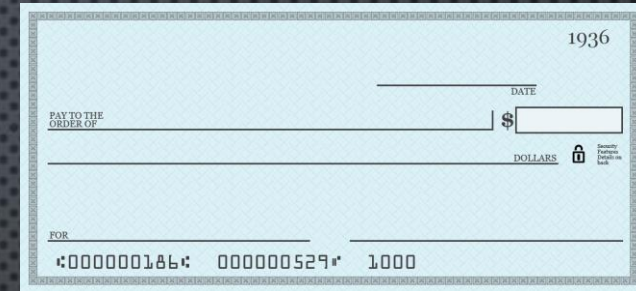
- CURRENCY
- POSTAL AND OTHER TYPES OF MONEY ORDERS
- TRAVELER'S CHECK
- WAREHOUSE RECEIPTS
- SAVING CERTIFICATES
- INTEREST COUPONS ON STOCKS AND BONDS
- DOCUMENTS OR CERTIFICATES GENERALLY CONSIDERED TO BE EVIDENCE OF DEBT
- DOCUMENTS WHICH REPRESENT SUBSCRIPTION RIGHTS



SECURITIES FILE CONT.

ITEMS WHICH DO NOT MEET THE CRITERIA FOR ENTRY INTO THE SECURITIES FILE:

- PERSONAL NOTES
- CASHIER'S CHECKS
- BANK DRAFTS
- BANK OFFICER'S CHECKS
- CERTIFIED CHECKS
- PERSONAL CHECKS
- COMPANY CHECKS
- U.S. TREASURY CHECKS/GOVERNMENT CHECKS
- LOST OR STOLEN CREDIT CARDS
- GOLD OR SILVER COINS, INGOTS, MEDALS
- GIFT CERTIFICATES
- SAVINGS AND CHECKING ACCOUNT PASSBOOKS



NLETS



NATIONAL LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (NLETS)

(800) 528-4020 OR (623) 308-3531

THE MISSION OF NLETS IS TO PROVIDE, WITHIN A SECURE ENVIRONMENT, AN INTERNATIONAL CRIMINAL JUSTICE TELECOMMUNICATIONS CAPABILITY.

SOPHISTICATED MESSAGE SWITCHING SYSTEM LINKING LOCAL, STATE, AND FEDERAL AGENCIES TOGETHER TO PROVIDE THE CAPABILITY TO EXCHANGE CJ AND PUBLIC SAFETY RELATED INFO BY MEANS OF COMPUTERS, TERMINALS, AND COMMUNICATION LINES.



NLETS CONT.

USING NLETS GIVES YOU ACCESS TO THE FOLLOWING:

- ADMINISTRATIVE MESSAGES
- ORION ORI FILE
- VEHICLE/BOAT/SNOWMOBILE REGISTRATION
- DRIVER'S LICENSE
- CRIMINAL HISTORY
- HELP FILES
- FIXED FORMAT HIT CONFIRMATION
- CANADIAN POLICE INFORMATION CENTRE (CPIC)
- INTERPOL
- HAZARDOUS MATERIAL FILE
- NATIONAL CENTER FOR MISSING AND EXPLOITED CHILDREN
- NATIONAL INSURANCE CRIME BUREAU
- LAW ENFORCEMENT SUPPORT CENTER
- FAA/TECS AIRCRAFT REGISTRATION SYSTEM
- MISCELLANEOUS NLETS SYSTEM

ADMINISTRATIVE MESSAGES (AM)

CLETS ALLOWS THE TRANSMISSION OF FREE FORM ADMINISTRATIVE MESSAGES TO OTHER AGENCIES WITHIN CALIFORNIA USING THEIR FOUR CHARACTER MNEMONIC.

ADMINISTRATIVE MESSAGES MAY BE SENT TO AGENCIES OUTSIDE CALIFORNIA, VIA CLETS, USING THE AGENCY'S NINE CHARACTER ORIGINATING AGENCY IDENTIFIER (ORI)

ORI- IDENTIFIES AGENCY

MNE- IDENTIFIES A CLETS DEVICE WITHIN THE AGENCY

CHAFFEY COLLEGE PD'S ORI

CA0362600

CHAFFEY COLLEGE PD'S MNE

DPUI

ADMINISTRATIVE MESSAGES CONT.

MESSAGES ACCEPTABLE FOR TRANSMISSION OVER CLETS:

INFORMATION REGARDING THE CIRCUMSTANCES SURROUNDING THE DEATH OF AN OFFICER KILLED IN THE LINE OF DUTY, ALSO KNOWN AS **BLUE ALERT**



MESSAGES **NOT** ACCEPTABLE FOR TRANSMISSION OVER CLETS:

- PERSONAL NOTICES SUCH AS SOCIAL FUNCTIONS, RETIREMENT ANNOUNCEMENTS, MEET-UPS AND HOLIDAY CHEER MESSAGES
- PROFANE OR OBSENE LANGUAGE FOR ANY PURPOSE INCLUDING THAT CONTAINED WITHIN THE DESCRIPTION OF A CRIME
- EXCESSIVE LISTING OR DETAILED DESCRIPTION OF STOLEN PROPERTY EXCEPT THAT IDENTIFIABLE BY SERIAL #S OR UNIQUE MARKINGS
- SUBPOENAS RELATIVE TO CIVIL PROCEEDINGS, OR ANY SUBPOENAS WHICH COULD BE DELIVERED IN A TIMELY MANNER BY OTHER MEANS. ALL SUBPOENAS TRANSMITTED VIA CLETS MUST BE PROCESSED IN ACCORDANCE WITH PC 1328b AND 1328c.

ALL POINTS BULLETIN (APB) MESSAGES

APBs ARE ADMINISTRATIVE MESSAGES THAT ARE DISTRIBUTED TO ALL LEAs IN CALIFORNIA AND OUT OF STATE, AS WELL AS SELECTED CJ AGENCIES.

ANY CLETS TERMINAL WITH AM CAPABILITY MAY SEND AND RECEIVE APBs



APB MESSAGE CONT.



APBs CAN INCLUDE:

- MAJOR IDENTIFIABLE PROPERTY ITEMS. SERIALIZED ITEMS SHOULD ALWAYS BE ENTRED INTO APS
- CRIMES AGAINST PERSONS, SUCH AS MURDER, RAPE, ROBBERY, KIDNAPPING, ETC. WHEN THE SUSPECT'S MO OR VEHICLES CAN BE DESCRIBED SUFFICIENTLY
- MISSING PERSONS OR BOLO WARNINGS INVOLVING LIFE OR DEATH SITUATIONS, EMERGENCIES OR SUSPECTED FOUL PLAY
- DEATH AND FUNERAL NOTICES OF SWORN PERSONNEL AND EXECUTIVE OFFICIALS ON ACTIVE STATUS KILLED IN THE LINE OF DUTY
- ACTS OF NATURE, INCLUDING STORM WARNINGS, FLOODS, EARTHQUAKES, AND OTHER WARNINGS AFFECTING PUBLIC SAFETY OR LE CAPABILITIES
- TRAINING, SEMINAR AND LE RELATED MEETING ANNOUNCEMENTS
- OFFICER SAFETY SITUATIONS- INCLUDING ARMED AND DANGEROUS

APS MESSAGES CONT.



APBs SHOULD NOT INCLUDE:

- LENGTHLY LISTS OF MISCELLANEOUS UNIDENTIFIABLE ITEMS, PETTY THEFT ITEMS, ETC.
- MISDEMEANOR OFFENSES
- REPLY ONLY IF RECORD
- TRAFFIC WARRANTS
- "FAILURE TO PROVIDE" WARRANTS (PC 270)
- MISCELLANEOUS NOTICES SUCH AS RETIREMENTS, SOCIAL FUNCTIONS, HOLIDAY CHEER, LABOR/MANAGEMENT ISSUES, ETC.
- RECRUITMENT OF PERSONNEL, TEST ANNOUNCEMENTS, JOB OPENINGS

CANADIAN POLICE INFORMATION CENTER (CPIC)

CPIC IS A SYSTEM OPERATED UNDER THE STEWARDSHIP OF NATIONAL POLICE SERVICES, ON BEHALF OF THE CANADIAN LAW ENFORCEMENT COMMUNITY

PROVIDES INFO ABOUT CRIMES AND CRIMINALS

ONLY NATIONAL INFORMATION-SHARING SYSTEM THAT LINKS CRIMINAL JUSTICE AND LE PARTNERS ACROSS CANADA AND INTERNATIONALLY



[HTTP://WWW.CPIC-CIPC.CA/INDEX-ENG.HTM](http://www.cpic-cipc.ca/index-eng.htm)

INTERPOL

(202) 616-9000
ORI: DCINTER00



PROVIDES INFORMATION ON INTERNATIONAL WANTED PERSONS, STOLEN VEHICLES, TRAVEL DOCUMENTS AND STOLEN GUNS

PROVIDES INSTANTANEOUS MEANS TO ELECTRONICALLY EXCHANGE CRITICAL INTERNATIONAL INFORMATION BETWEEN THE U.S. AND THE INTERPOL DATABASE IN LYON, FRANCE

NATIONAL CENTER FOR MISSING AND EXPLOITED CHILDREN (NCMEC)

1 (800) THE-LOST OR WWW.MISSINGKIDS.COM ORI- VA007019W



SERVES AS A CLEARINGHOUSE OF INFO ABOUT MISSING & EXPLOITED CHILDREN

24-HOUR TOLL-FREE LINE TO THOSE WHO HAVE INFORMATION THAT COULD LEAD TO THE LOCATION OR RECOVERY OF A MISSING CHILD

PROVIDES TECHNICAL ASSISTANCE TO LAW ENFORCEMENT AND PARENTS

OFFERS TRAINING PROGRAMS TO THE LAW ENFORCEMENT COMMUNITY

NATIONAL INSURANCE CRIME BUREAU (NICB)

(847) 544-7000

NICB IS A CRIME PREVENTION ORGANIZATION ASSISTING LE IN PREVENTION, DETECTION, AND PROSECUTION OF FINANCIAL CRIMES OF THEFT, FRAUD, AND ARSON RELATING TO PERSONAL PROPERTY

LEA MAY REQUEST DATA

ORI- ILNICBC00
1111 E. TOUHY AVE. SUITE 400
DES PLAINES, IL 60018
FAX: (847) 544-7104

PROVIDES AUTOMATED ACCESS TO 12 DIFFERENT FILES:

- IMPOUND FILE
- PRE-INSPECTION FILE
- EXPORT FILE
- VEHICLE CLAIM FILE
- MANUFACTURER'S SHIPPING FILE
- RENTAL FILE
- SALVAGE FILE
- THEFT FILE
- INTERNATIONAL INDEX FILE
- THEFT (RECOVERY) FILE
- AUCTION FILE
- NCIC/CPIC CANCELED FILE

DRIVER'S LICENSE

DRIVER'S LICENSE (DQ)
DRIVER'S HISTORY (KQ)



UP TO 5 TWO-CHARACTER STATE OR REGIONAL CODES ARE PERMITTED PER DQ INQUIRY.

ONLY SINGLE TWO-CHARACTER STATE CODE DESTINATION IS ALLOWED PER KQ INQUIRY

TO SEND A DQ, ENTER THE LICENSE # (OLN), OR NAME/DOB/SEX

VEHICLE/BOAT/SNOWMOBILE REGISTRATION

REGISTRATION INFORMATION OBTAINED VIA THE NLETS SYSTEM MAY BE USED ONLY FOR CRIMINAL JUSTICE PURPOSES. UP TO FIVE 2-CHARACTER STATE CODES ARE PERMITTED PER INQUIRY. VEHICLE REGISTRATION INQUIRES BY VIN/LIC MAY BE SENT TO UP TO 5 REGIONAL CODES





**CRIMINAL JUSTICE INFORMATION
SYSTEM**

CRIMINAL HISTORY SYSTEM (CHS)

(916) 210-5155

CHS IS COMPRISED OF THE NAME AND NUMBER INDEX (NNI), THE AUTOMATED CRIMINAL HISTORY SYSTEM (ACHS), AND THE MANUAL CRIMINAL HISTORY SYSTEM.

CRIMINAL HISTORY INFO IS PROVIDED TO CJ AGENCIES ON A "RIGHT-TO-KNOW" AND A "NEED-TO-KNOW" BASIS FOR THE PERFORMANCE OF THEIR OFFICIAL DUTIES

PC 11142 STATES "ANY PERSON AUTHORIZED BY LAW TO RECEIVE A RECORD/INFO OBTAINED FROM A RECORD WHO KNOWINGLY FURNISHES THE RECORD/INFO TO A PERSON WHO IS NOT AUTHORIZED BY LAW TO RECEIVE THE RECORD/INFO IS GUILTY OF A MISDEMEANOR

CRIMINAL HISTORY

THE NLETS CRIMINAL HISTORY RECORD INFORMATION FORMATS CAN BE USED TO RETRIEVE CRIMINAL HISTORY RECORDS THAT ARE NOT PRESENTLY AVAILABLE THROUGH NCIC'S INTERSTATE IDENTIFICATION INDEX (III).

IT SHOULD NEVER BE USED AS A SUBSTITUTION FOR THE TRIPLE I SYSTEM.

MAY BE USED FOR A SECONDARY INQUIRY

INQUIRES TO OUT-OF-STATE AGENCIES CAN BE SENT USING THE SUSPECT'S LAST NAME, FIRST NAME, MIDDLE NAME OR INITIAL, SEX, DOB, AND MISC #s (FBI, SOC, SID).

WHEN RACE IS INCLUDED, USE THE NCIC RACE CODES:

A- ASIAN OR PACIFIC ISLANDER

B- BLACK

I- AMERICAN INDIAN OR ALASKAN NATIVE

U- UNKNOWN

W- WHITE

NAME AND NUMBER INQUIRY (NNI)

FORMERLY KNOWN AS MASTER NAME INDEX (MNI)



THE NNI IS AN AUTOMATED ON-LINE FILE THAT CONTAINS THE PERSONAL DESCRIPTION OF ALL SUBJECTS WITH CRIMINAL AND/OR APPLICANT RECORDS ON FILE WITH THE DOJ. IT ALSO PROVIDES CALIFORNIA IDENTIFICATION AND INFORMATION/STATE IDENTIFICATION (CII/SID) AND DISPOSITION RECORD (DSP) NUMBERS.

HITS OR MATCHES MADE RESULTING FROM INQUIRIES ON THE NNI SYSTEM CANNOT BE CONSIDERED POSITIVE IDENTIFICATIONS. POSITIVE IDENTIFICATIONS CAN ONLY BE MADE BY FINGERPRINT VERIFICATION. MULTIPLE HITS CAN BE RECEIVED FOR ONE INQUIRY. EACH HIT REPRESENTS A DIFFERENT SUBJECT RECORD.

ARMED AND PROHIBITED PERSONS SYSTEM (APPS)

(916) 227-3944 OR APPSUNITDOJ@DOJ.CA.GOV



APPS HOUSES INFORMATION ON PERSONS WHO PURCHASED/AQUIRED A FIREARM(S), HANDGUN(S), OR REGISTERED ASSAULT WEAPON(S) AND SUBSEQUENTLY BECAME PROHIBITED FROM OWNING OR POSSESSING SUCH WEAPON(S) UNDER STATE/FEDERAL LAW.

APPS IS A PREEMPTIVE CRIME-FIGHTING TOOL FOR CJ AGENCIES STATEWIDE. USE OF THE SYSTEM WILL ENABLE IDENTIFICATION OF, AND PROPER RESPONSE TO, UNLAWFULLY ARMED INDIVIDUALS.

PEACE OFFICERS IN THE FIELD CAN USE THE DATA TO DISARM DANGEROUS CRIMINALS AND OTHERS PROHIBITED FROM OWNING/POSSESSING FIREARMS.

APPS CONT.

INQUIRES INTO THE APPS:

DIRECT ACCESS IS OBTAINED WITH THE SUBJECT'S NAME, DOB OR AGE, GUN SERIAL NUMBER, OR AN IDENTIFICATION NUMBER (DMV DL/DMV ID/MILITARY ID). APPS DOES NOT ALLOW INQUIRIES BY CII, FBI, OR PP NUMBERS.

INQUIRY RESPONSES FROM APPS:

- A QUERY PERSONAL DATA RECORD (QYP) RESPONSE PROVIDES POSSIBLE MATCHES
- A QUERY GUN SERIAL NUMBER (QYG) RESPONSE PROVIDES EXACT MATCHES
- ONLY A QUERY ID NUMBER (QYN) WITH THE IDN (DMV OR MILITARY NUMBER) WILL PROVIDE THE FULL RECORD RESPONSE IDENTIFYING THE PROHIBITED PERSON AND ALL WEAPONS LISTED IN THE APPS ASSOCIATED WITH THAT PERSON.

A DISCLAIMER IS INCLUDED STATING THE RESPONSE IDENTIFIES ONLY HANDGUNS AND ASSAULT WEAPONS PURCHASED BY OR REGISTERED TO THE SUBJECT, AND DOES NOT INCLUDE LONG GUNS OR OTHER FIREARMS POSSIBLY POSSESSED BY THE SUBJECT.

AUTOMATED FIREARMS SYSTEM (AFS)

(916) 227-7527, [HTTP://OAG.CA.GOV/FIREARMS](http://OAG.CA.GOV/FIREARMS) OR BOFAFSUNIT@DOJ.CA.GOV



THE AFS IS A FILE OF RECORDS ENTERED BY LEAs PERTAINING TO THE STATUS OF LAW ENFORCEMENT WEAPONS (STOLEN, LOST, FOUND), AS WELL AS RECORDS OF WEAPONS ASSOCIATED WITH THE NAMES OF PERSONS, SUCH AS FIREARM OWNERSHIP, ASSAULT WEAPON REGISTRATION, OR PAWN. THE RECORDS ARE MAINTAINED IN TWO SEGMENTS, HISTORICAL AND LAW ENFORCEMENT. THE HISTORICAL SEGMENT CONTAINS FIREARM RECORDS LINKED TO A SPECIFIC INDIVIDUAL, WHEREAS THE LAW ENFORCEMENT SEGMENT IS GENERALLY NOT LINKED TO ANY SPECIFIC PERSON, BUT TO AN EVENT.

AFS CONT.

Law Enforcement Records

<u>Type of Record</u>	<u>Document Code</u>	<u>Retention Periods</u>
Evidence	E	Indefinite
Found	F	Indefinite
Institutional Registration	I	Indefinite
Lost	K	Indefinite
Law Enforcement Agency Transfer	LT	Indefinite
Stolen	S	Indefinite
Under Observation	U	Indefinite
Retain for Official Use	V	Indefinite
Destroyed	X	Indefinite
Crime Gun	Y	Indefinite
Safekeeping	Z	Indefinite

Historical Firearm Records

<u>Type of Record</u>	<u>Document Code</u>	<u>Retention Periods</u>
Assault Weapon Registration*	A	Indefinite
Buy	B	Indefinite
Consignment	C	Indefinite
Dealer's Record of Sale (DROS)	D	Indefinite
No Longer in Possession*	G	Indefinite
Law Enforcement Gun Release (LEGR) Application*	GR	30 days
Serial Number Assigned	H	Indefinite
Intra-Familial Firearms Transaction*	IF	Indefinite
Serial Number Restored	J	Indefinite
CCW License*	L	90 days after Expiration
Pawn Redemption	M	Indefinite
Curio and Relic (C&R)*	N	Indefinite
C&R Collector In State Long Gun*	NL	Indefinite
Voluntary Registration (Pre-01/31/05)*	O	Indefinite
Pawn	P	Indefinite
Operation of Law*	Q	Indefinite
Firearm Ownership*	R	Indefinite
Sold at Auction	T	Indefinite
New Resident Report*	W	Indefinite

AFS CONT.



* Entered by DOJ only (With the exception of a Firearm Ownership record when a firearm transfer of ownership is initiated from a law enforcement agency to their retiring officer(s), the agency must make the corresponding entry pursuant to California Penal Code section 31720).

TYPE (TYP) CODE OF FIREARMS

<u>Category</u>	<u>Code</u>	<u>Category</u>	<u>Code</u>
Cannon	A	Pistol	P
Submachine Gun	B	Rifle	R
Rifle/Shotgun Combination	C	Shotgun	S
Grenade	G	Silencer	V
Rocket	K	All Others	Z
Machine Gun	M		
Mortar	O		

Note: Type Z is used to designate firearms or weapons that cannot be properly described by any other type (e.g. taser).

Note: Tasers are entered as follows: Make: TSR, Type: Z, CAT: S, CAL: 9999, MIS: any descriptive information of the taser (brand, caliber, model) (MIS field is mandatory).

AFS CONT.

INQUIRIES INTO THE AFS:

INQUIRIES ARE MADE USING:

- THE SUBJECT'S NAME, DOB OR AGE
- THE WEAPON SERIAL NUMBER
- FILE CONTROL NUMBER (FCN)
- ORIGINATING AGENCY CASE NUMBER (OCA)



A SOUND ALIKE SYSTEM IS USED FOR NAME INQUIRIES, AND ONLY THE HISTORICAL SEGMENT OF THE AFS FILES WILL BE SEARCHED. NAME ONLY INQUIRIES WILL NOT RETURN ANY NCIC RECORDS. SERIAL NUMBER (SER) INQUIRIES CAN ACCESS THE LAW ENFORCEMENT SEGMENT OF THE AFS, NOT BOTH THE LE SEGMENT AND HISTORICAL SEGMENTS. ONLY SER INQUIRIES ARE FORWARDED TO THE NCIC.

AFS CONT.

INQUIRY RESPONSES FROM THE AFS

NO MATCH= NO RECORD

IF YOUR INQUIRY HAS BEEN FORWARDED TO THE NCIC, THE RESPONSE WILL SAY SO, AND YOU SHOULD RECEIVE A RESPONSE SOON AFTER

THE AFS WILL PROVIDE A RESULT OF UP TO TWELVE MATCHING RECORDS. IF MORE THAN 12 RECORDS EXIST, THE AFS RESULT WILL INDICATE "MORE THAN 12 HITS OF AFS FILE, REFINE SEARCH CRITERIA OR SUBMIT QGM"

MENTAL HEALTH FIREARM PROHIBITION SYSTEM (MHFPS)

(916) 227-7550 OR [HTTP://OAG.CA.GOV/FIREARMS](http://oag.ca.gov/firearms)

THE MHFPS IS AN INQUIRY-ONLY DATABASE AVAILABLE VIA CLETS. THIS DATABASE CONTAINS MENTAL HEALTH FIREARMS ELIGIBILITY INFORMATION ON PERSONS PROHIBITED FROM OWNING OR POSSESSING FIREARMS. THESE PROHIBITIONS MAY HAVE RESULTED FROM THE FOLLOWING:

- VOLUNTARY/INVOLUNTARY COMMITMENT TO A MENTAL HEALTH FACILITY
- REPORT ON A PERSON WHO COMMUNICATES TO A LICENSED PSYCHOTHERAPIST A SERIOUS THREAT OF PHYSICAL VIOLENCE AGAINST A REASONABLY IDENTIFIABLE VICTIM(S)
- SUPERIOR COURT JUDGMENT CONCERNING MENTAL COMPETENCY

AGENCIES AUTHORIZED TO RECEIVE CRIMINAL HISTORY INFO MAY ACCESS ONLY WHEN CONDUCTING A CRIMINAL INVESTIGATION

MISSING AND UNIDENTIFIED PERSONS SYSTEM (MUPS)

THE MUPS IS COMPRISED OF TWO SYSTEMS

MISSING PERSONS SYSTEM (MPS)

(916) 210-3119 OR MISSING.PERSONS@DOJ.CA.GOV
MISSING CHILDREN CLEARINGHOUSE: (800) 222-FIND



UNIDENTIFIED PERSONS SYSTEM (UPS)

(916) 210-3119 OR MISSING.PERSONS@DOJ.CA.GOV

MUPS CONT.

THE MPS AND UPS ARE CROSS SEARCHED BY MUPS ANALYSTS FOR POSSIBLE MATCHES SUCH AS:

- MISSING/UNIDENTIFIED PERSON
- MISSING/UNIDENTIFIED IDENTIFIER
- MISSING PERSON SUSPECT
- MISSING PERSON VEHICLE
- MISSING/UNIDENTIFIED DENTALS (UPDATE CAPABILITIES RESTRICTED TO DOJ ONLY)

CLETS ADMINISTRATIVE MESSAGE (AM) CAN BE INITIATED IN ADDITION TO AN AMBER ALERT.



MUPS CONT.

INQUIRES INTO MUPS MAY BE MADE USING:

- SUBJECT'S NAME AND SEX
- PHYSICAL DESCRIPTORS
- FCN (ONLY ONE TO GENERATE FULL RESPONSE)
- AGENCY CASE #
- DRIVER'S LICENSE #
- VEHICLE LICENSE # (VLN)
- VEHICLE DESCRIPTION
- DENTAL DATA
- BODY PARTS



MPS

MPS IS A STATEWIDE REPOSITORY FOR ALL OF THE ACTIVE MISSING PERSON REPORTS AGENCIES ARE MANDATED TO ACCEPT. ALL ENTRIES INTO MPS ARE AUTOMATICALLY FORWARDED TO NCIC. THE DATABASE CONTAINS RECORDS OF BOTH MISSING JUVENILES AND ADULTS. THERE IS NO WAITING PERIOD FOR ACCEPTING A MISSING PERSONS REPORT.

“PACKING THE RECORD”

ENTER AS MUCH INFO INTO
MPS AS YOU CAN

CODE	REPORT TYPE
A	VOLUNTARY MISSING ADULT
C	CATASTROPHIC
D	DEPENDENT ADULT
L	LOST
P	PARENT/FAMILY ABDUCTION
R	RUNAWAY
S	STRANGER ABDUCTION
U	UNKNOWN
X	SUSPICIOUS CIRCUMSTANCES

MPS CONT.

ENTRY TRANSACTIONS: WHEN A RECORD IS ENTERED INTO MPS, IT MUST BE ASSIGNED ONE OF THE FOLLOWING TYPES (S, P, R, X, C, L, U, D, A)

MODIFY TRANSACTIONS: RESTRICTED TO THE AGENCY THAT ENTERED THE RECORD AND DOJ. MODIFICATIONS ARE USED TO ADD, DELETE, OR CORRECT DATA

CANCEL TRANSACTIONS: USED TO DELETE AN ENTIRE RECORD OR BLOCK OF INFORMATION. ONLY THE CONTRIBUTOR OF AN ORIGINAL RECORD AND THE DOJ CAN CANCEL ALL OR PART OF A RECORD

LOCATE TRANSACTIONS: ANY AGENCY THAT FINDS A PERSON ENTERED INTO MPS, OTHER THAN THE ENTERING AGENCY, SHOULD PLACE **LOCATE** ON RECORD AND CONFIRM THE HIT WITH ORIGINATING AGENCY

REPORTS OF MISSING CHILDREN IN CALIFORNIA

REPORT TYPE	2014	2015	2016	2017	2018
RUNAWAY Missing child who has left home without the knowledge or permission of parents or guardian.	83,850	79,244	81,054	84,370	76,923
LOST Any child who has strayed away or whose whereabouts are unknown.	259	237	247	215	248
CATASTROPHE Any child who is missing after a catastrophe (e.g., plane crash, boating accident, fire, flood, etc.).	13	7	11	17	14
STRANGER ABDUCTION Any witnessed abduction of a child by a stranger / non-family member.	25	21	25	42	26
PARENTAL / FAMILY ABDUCTION Any child taken by a parent / family member.	1,309	1,303	1,193	1,398	1,438
SUSPICIOUS CIRCUMSTANCES Any child missing under suspicious circumstances that may indicate a stranger abduction.	263	297	272	253	269
UNKNOWN CIRCUMSTANCES Any child who disappears under circumstances unknown.	2,497	2,035	1,892	1,733	1,552
TOTALS	88,216	83,144	84,694	88,028	80,470

GENDER OF MISSING CHILDREN	2014	2015	2016	2017	2018
Male	42,233	37,497	39,453	40,543	36,244
Female	45,983	45,647	45,241	47,485	44,226

MISSING PERSONS - ENTRY

ORI:

ENTER MISSING PERSON:

OCA:

TYP:

NAM:

SEX:

RAC:

HGT:

WGT:

HAI:

EYE:

DOB1:

DOB2:

DOB3:

DOB4:

DOB5:

or AGE:

DLC:

DXR:

Minimal information needed as follows:

ORI	Originating Case Number	Report Type
Name	Sex	Race
Height	Weight	Hair /Eye Color
DOB	Date of Last Contact	Dental Xrays

MISSING PERSON

DATE:11-03-2016 TIME: 10:01:33

RE: TQM.CA0349454.FCN/1869702100248

*****THIS IS THE TEST RECORD*****

MISSING PERSON INFORMATION

TYP/A-MISSING-ADULT

CAT/R-AT-RISK

NAM/RECORD,CALIFORNIA TEST SEX/F RAC/W HGT/605 WGT/140

HAI/BRO EYE/BRO DOB/04101950

DLC/12251990

DXR/N

AKA/RECORD, TEST.RECORD,SEE TEST

S01/TAT UR ARM – HEART WITH ARROW

S02/SC L KNEE – 5” SCAT

HRL/02-SHORT TO COLLAR LENGTH

TTH/03-BROKEN OR CHIPPED

04-CROOKED

06-NOTICEABLE GAPS

CLO/LEVI JEANS, LONG-SLEEVED BLUE SHIRT, WHIT NIKE TENNIS SHOE

ADR/123 STOCKTON BLVD SACRAMENTO CA

LKL/01-VICTIM'S RESIDENCE

MIS/THIS IS A PERMANENT TEST RECORD FOR AGENCY TESTING ONLY

ADMINISTRATION INFORMATION

ORI/CA0349454 OCA/DOJTEST ORA/CADJSACRAMENTO

INM/INV ONE HAWKEYE APN/(916) 111-2345

FCN/1869702100248

IMMEDIATELY CONFIRM WITH CA0349454 MISSING PERSON UNIT MNE/MPS

TELEPHONE 916 227 3290

UNIDENTIFIED PERSONS SYSTEM



STATEWIDE DATABASE OF LIVING AND DECEASED UNIDENTIFIED PERSONS,
ALSO CONTAINS BODY PARTS FROM CALIFORNIA.

ALL ENTRIES ARE AUTOMATICALLY FORWARDED TO NCIC.

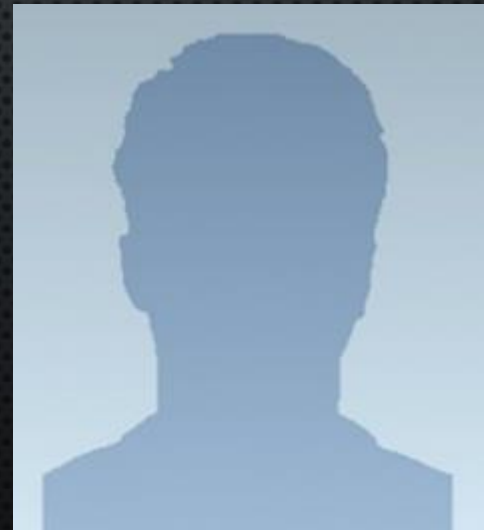
LAW ENFORCEMENT AGENCY INVESTIGATING THE DEATH OF AN
UNIDENTIFIED PERSON SHALL REPORT THE DEATH TO THE DOJ NO LATER
THAN 10 DAYS AFTER THE BODY OR REMAINS WERE DISCOVERED.

UPS CONT.

ENTRY TRANSACTIONS:

- **UNIDENTIFIED DECEASED-** ANY UNIDENTIFIED DECEASED PERSON
- **UNIDENTIFIED LIVING PERSON-** A PERSON OF ANY AGE WHO IS LIVING AND UNABLE TO ASCERTAIN HIS/HER IDENTITY (E.G., AMNESIA VICTIM, INFANT, ETC.)
- **UNIDENTIFIED CATASTROPHE VICTIM-** ANY UNIDENTIFIED VICTIM FROM A CATASTROPHE (E.G., PLANE CRASH, EARTHQUAKE, FLOOD, FIRE, ETC.)

AN AGENCY IS REQUIRED TO VERIFY AND UPDATE THE NCIC UNIDENTIFIED PERSON RECORD WITH ANY ADDITIONAL INFO WITHIN 60 DAYS OF ENTRY.



UPS CONT.

MODIFIED TRANSACTIONS: RESTRICTED TO THE AGENCY THAT ENTERED THE RECORD AND DOJ. A MODIFICATION MESSAGE IS USED TO ADD, DELETE OR CHANGE DATA

CANCEL TRANSACTIONS: RESTRICTED TO AGENCY THAT ENTERED THE RECORD. A CANCELLATION MESSAGE WILL CAUSE THE ENTIRE RECORD TO BE REMOVED. A REASON CODE IS REQUIRED.

The Nation's Silent Mass Disaster

The sheer volume of missing and unidentified person cases poses one of the greatest challenges to agencies tasked with resolving these important cases.

Over 600,000 individuals go missing in the United States every year. Fortunately, many missing children and adults are quickly found, alive and well. However, tens of thousands of individuals remain missing for more than one year – what many agencies consider “cold cases”.

It is estimated that 4,400 unidentified bodies are recovered each year, with approximately 1,000 of those bodies remaining unidentified after one year.

600,000

Individuals go missing every year

4,400

Unidentified bodies are recovered each year

CALIFORNIA RESTRAINING AND PROTECTIVE ORDER SYSTEM (CARPOS)

(916) 210-3196 OR RESTRAINING.ORDER@DOJ.CA.GOV

STATEWIDE DATABASE DESIGNED TO STORE INFORMATION IDENTIFYING PERSONS NAMED IN RESTRAINING/PROTECTIVE ORDERS AND TO RETRIEVE DETAILS



CARPOS CONT.



TYPES OF RESTRAINING ORDERS:

- EMERGENCY PROTECTIVE ORDER
- TEMPORARY DOMESTIC VIOLENCE ORDERS
- ORDER AFTER HEARING DOMESTIC VIOLENCE
- TEMPORARY CIVIL HARASSMENT ORDERS
- CIVIL HARASSMENT ORDERS
- JUVENILE ORDERS
- TEMPORARY SCHOOL VIOLENCE ORDERS
- WORKPLACE VIOLENCE ORDERS
- SCHOOL VIOLENCE ORDERS
- TEMPORARY ELDER OR DEPENDENT ADULT ABUSE ORDERS
- ELDER OR DEPENDENT ADULT ABUSE ORDERS
- OUT-OF-STATE DOMESTIC VIOLENCE ORDERS
- EMERGENCY GUN VIOLENCE RESTRAINING ORDERS
- TEMPORARY GUN VIOLENCE RESTRAINING ORDERS
- GUN VIOLENCE RESTRAINING ORDER AFTER HEARING

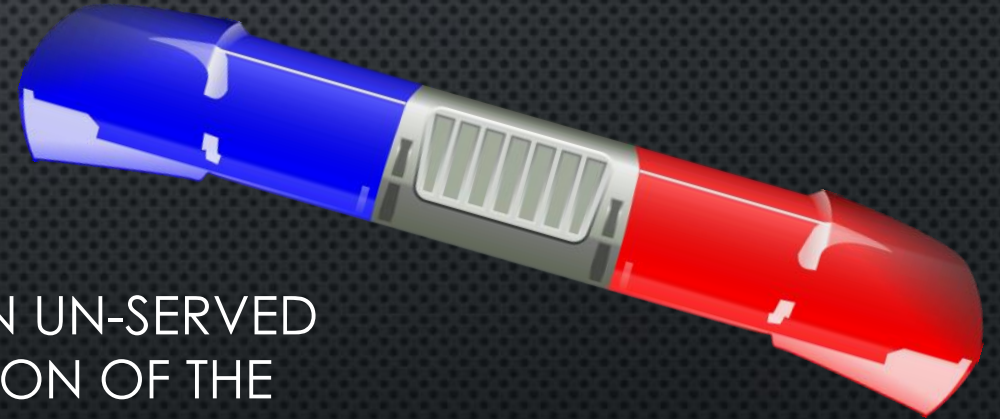
CARPOS CONT.

INQUIRIES INTO CARPOS:

- BOTH RESTRAINED AND PROTECTIVE PERSON(S) CAN BE SEARCHED
- MOST COMMON INQUIRY TRANSACTION IS USING AN INDIVIDUAL'S NAME, SEX AND DOB

INQUIRY RESPONSES FROM CARPOS:

- WILL RETURN UP TO 10 MATCHES
- NEGATIVE RESPONSE= NO MATCH
- WHEN A LE OFFICER ENCOUNTERS A SUBJECT OF AN UN-SERVED ORDER, HE/SHE SHALL ADVISE THE RESTRAINED PERSON OF THE TERMS AND CONDITIONS OF THE ORDER. OFFICER SHOULD PROVIDE THE NAME OF THE ISSUING COURT WHERE A COPY OF ORDER CAN BE OBTAINED. ONLY LE OFFICERS CAN VERBALLY SERVE A RESTRAINING/PROTECTIVE ORDER



CALIFORNIA SEX AND ARSON OFFENDERS

(916) 210-3113 OR CASEX-REG@DOJ.CA.GOV

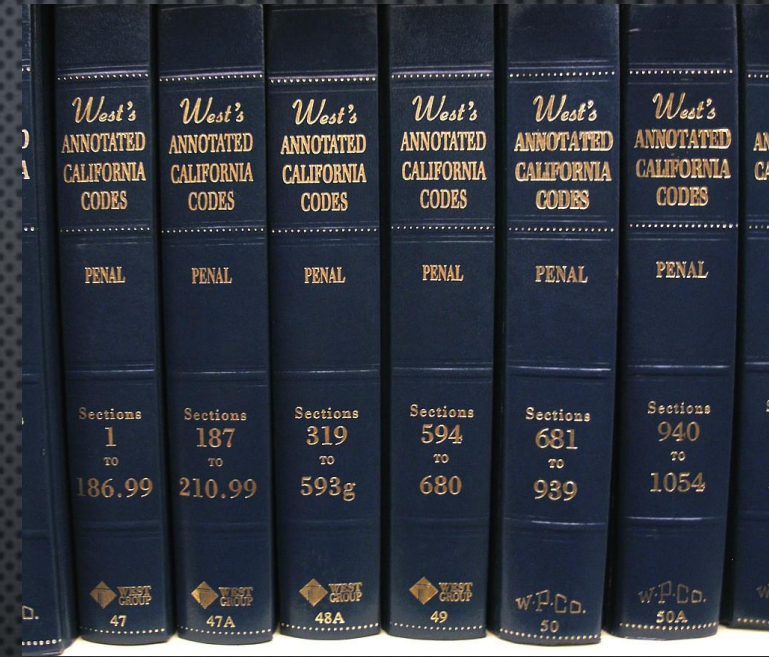
CSAR IS A DATABASE THAT STORES REGISTRATION INFORMATION ON CALIFORNIA'S SEX AND ARSON REGISTRANTS.

LEAs ARE ABLE TO INQUIRE, ENTER, AND UPDATE SEX AND ARSON REGISTRATION INFORMATION DIRECTLY INTO THE CSAR DATABASE

LEAs ARE NO LONGER ABLE TO PERFORM ENTRY/UPDATE FUNCTIONS VIA CLETS. AGENCIES MAY ONLY INQUIRE SEX AND ARSON RECORDS VIA CLETS.

CSAR CONT.

IN CALIFORNIA, REGISTRATION IS GENERALLY A LIFETIME REQUIREMENT FOR CONVICTED SEX REGISTRANTS PER PC 290, AND PC 457.1 FOR ARSON REGISTRANTS.



DOJ RECOMMENDS THAT REGISTERING AGENCIES RETAIN 290 RECORDS FOR 75 YEARS

SEX REGISTRANTS

IN CALIFORNIA, SEX REGISTRANTS HAVE A LIFETIME REQUIREMENT TO REGISTER, UNLESS OTHERWISE STATED BY THE COURTS. THEY ARE REQUIRED TO REGISTER:

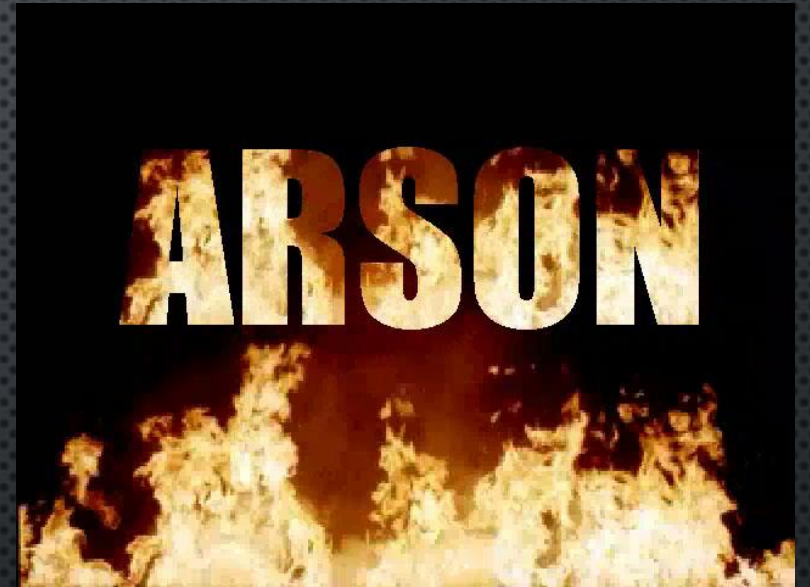
- ANNUALLY, WITHIN 5 WORKING DAYS OF THEIR BIRTHDAY
- WITHIN 5 WORKING DAYS OF MOVING INTO, WITHIN, OR OUT OF JURISDICTION
- WHEN OBTAINING AN ADDITIONAL RESIDENCE ADDRESS
- AFTER INCARCERATION OR CUSTODY COMMITMENT THAT LASTED 30 OR MORE DAYS
- WHEN RESIDING, ENROLLING, OR GAINING EMPLOYMENT AT AN INSTITUTE OF HIGHER LEARNING
- IF THE REGISTRANT IS OR BECOMES A TRANSIENT, HE/SHE IS REQUIRED TO REGISTER NO LESS THAN EVERY 30 DAYS
- IF THE REGISTRANT HAS BEEN DESIGNATED A SEXUALLY VIOLENT PREDATOR (SVP), HE/SHE IS REQUIRED TO REGISTER NO LESS THAN EVERY 90 DAYS.

CSAR CONT.

ARSON REGISTRANTS

IN CALIFORNIA, ARSON REGISTRANTS HAVE A LIFETIME REQUIREMENT TO REGISTER IF THE CONVICTION OCCURRED ON OR AFTER NOVEMBER 30, 1994. THEY MUST REGISTER WITHIN 14 DAYS OF MOVING INTO OR WITHIN A JURISDICTION.

REGISTRANT MUST, WITHIN 10 DAYS, INFORM LEA IN WRITING WHERE HE/SHE WAS PREVIOUSLY REGISTERED OF THEIR NEW ADDRESS.



AUTOMATED PROPERTY SYSTEMS (APS)

(916) 210-3214 OR BCIAAPS@DOJ.CA.GOV



APS IS A POINTER SYSTEM CONSISTING OF RECORDS ENTERED BY LEAs CONTAINING RECORDS OF SERIALIZED OR UNIQUELY INSCRIBED PROPERTY THAT IS STOLEN, LOST, FOUND, HELD AS EVIDENCE, UNDER OBSERVATION OR PAWNED AND BOUGHT.

CODE	TYPE	CODE	TYPE
A	NON-SERIALIZED JEWELRY (PAWN/BUY ENTRY ONLY)	M	MEDICAL INSTRUMENTS
B	BICYCLES	N	NON-SERIALIZED PROPERTY (PAWN/BUY ENTRIES ONLY; NO JEWELRY; MUST HAVE VALID ARTICLE CODE)
C	CAMERA & PHOTOGRAPHY EQUIPMENT/ACCESSORIES	O	OFFICE EQUIPMENT
D	DATA PROCESSING EQUIPMENT	P	PERSONAL ACCESSORIES (JEWELRY OTHER THAN CAT. A)
E	EQUIPMENT MEASURING DEVICES/TOOLS	Q	ITEMS OF ID, PUBLIC SAFETY, HOMELAND SECURITY, OR CRITICAL INFRASTRUCTURE
F	FURNITURE AND FURNISHINGS	R	RADIO/ELECTRONIC EQUIPMENT/AUDIO/TVS
G	GAMES & GAMBLING APPARATUS	S	SPORTS, EXERCISE & RECREATIONAL EQU.
H	HOUSEHOLD EQU. AND APPLIANCES	T	TOXIC CHEMICALS- NON PUBLIC SAFETY
I	IDENTIFICATION ITEMS- NON PUBLIC SAFETY	U	CREDIT CARDS, CHECKS, GIFT CERTIFICATES
		V	VIEWING EQUIPMENT
J	SPECIAL DOCUMENTS (FOOD STAMPS, TICKETS)	W	WELL DRILLING EQUIPMENT
K	KEEPSAKES & COLLECTIBLES	Y	OTHER (DOJ USE ONLY)
L	LIVESTOCK	Z	PUBLIC SAFETY, HOMELAND SECURITY, OR CRITICAL INFRASTRUCTURE ITEMS/EQU.

APS CONT.

INQUIRES INTO THE APS:

- INQUIRES CAN BE MADE USING FCN, SER, OAN, AND EITHER TYP OR BRA
- THE NCIC WILL NOT BE SEARCHED UNLESS THE INQUIRY CONTAINS THE SER OR OAN, AND THE TYP DATA FIELDS
- CAN INQUIRE USING SUBJECT'S NAME ON SERIALIZED AND NON-SERIALIZED PAWN/BUY TRANSACTIONS

INQUIRY REPOSSES FROM THE APS:

- NEGATIVE RESPONSE =NO MATCH
- UP TO 12 POSITIVE MATCHING RECORDS MAY BE RETURNED
- HIT MATCHES, OTHER THAN NAME INQUIRIES, WILL EXACTLY MATCH THE INQUIRY DATA FIELDS USED
- MAIL OPTION IS AVAILABLE TO RECEIVE RECORDS OF A "MORE THAN 12 HITS" RESPONSE

APS CONT.

CODE (S)	TYPE OF RECORD	MAXIMUM RETENTION
S, L, F, E, O	STOLEN, LOST, FOUND, EVIDENCE, OR UNDER OBSERVATION CREDIT CARD	SIX MONTHS
S, L, E	STOLEN, LOST, EVIDENCE	THREE YEARS
S	STOLEN TOXIC CHEMICALS	INDEFINITELY, OR UNTIL CANCELLED, CLEARED OR LOCATED
O, F	UNDER OBSERVATION, FOUND	ONE YEAR
P, B	PAWN OR BUY PROPERTY	SIX MONTHS

SAFEKEEPING RECORDS CAN BE ENTERED AS FOUND AND NOTED AS SUCH IN THE MISCELLANEOUS FIELD

ENTRY TRANSACTIONS: USE TO PLACE A RECORD IN APS

MODIFY TRANSACTIONS: USE TO ADD, DELETE, OR CORRECT THE INFORMATION IN ONE OR MORE DATA FIELDS OF AN EXISTING APS RECORD

CANCEL TRANSACTIONS: USE TO REMOVE AN ENTIRE RECORD FROM APS AND NCIC. ONLY THE CONTRIBUTOR OR AN ORIGINAL APS RECORD OR DOJ CAN CANCEL A RECORD

LOCATE TRANSACTIONS: USE WHEN YOUR AGENCY HAS RECOVERED AN ITEM OF STOLEN/LOST PROPERTY AND RECEIVED A POSITIVE HIT CONFIRMATION. LOCATE CANNOT BE PLACED ON A RECORD ENTERED BY YOUR AGENCY. RECORD MUST BE CLEARED.

CLEAR TRANSACTIONS: USE TO REMOVE AN ENTIRE RECORD FROM APS AND NCIC WHEN YOU HAVE RECOVERED PROPERTY ENTERED BY YOUR AGENCY.

STOLEN VEHICLE SYSTEM (SVS)

(916) 210-3215 OR STOLENVEHICLES@DOJ.CA.GOV

SVS IS A DOJ FILE CONTAINING RECORDS OF STOLEN, FOUND AND EVIDENCE VEH. PARTS, VEH. PLATES THAT ARE STOLEN, LOST, FOUND, EVIDENCE, AND FELONY

OFFLINE HISTORICAL DATABASE CONTAINING CANCELLED OR CLEARED TRANSACTIONS OF STOLEN AND FELONY VEH. RECORDS, VEH. PART RECORDS, STOLEN BOAT RECORDS AND BOAT PART RECORDS. THESE ARE STORED OFFLINE FOR 10 YEARS.



SVS CONT.

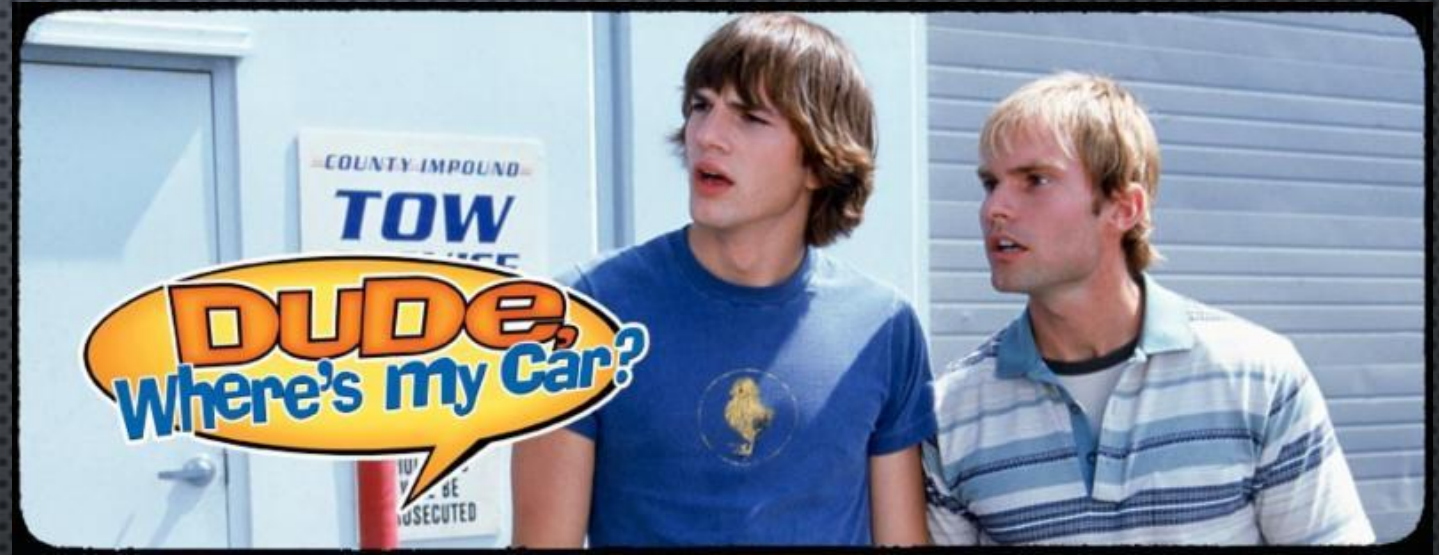
INQUIRIES INTO THE SVS

INQUIRIES CAN BE MADE USING:

- VIN
- LICENSE PLATE # (LIC)
- ENGINE # (ENG)
- SERIAL # (SER)
- OWNER APPLIED # (OAN)
- FILE CONTROL # (FCN)

VIN INQUIRIES ARE FORWARDED TO THE NCIC UNLESS A MATCH IS MADE IN THE SVS.

INQUIRIES ON VEHICLE PARTS SHOULD CONTAIN THE BRAND (BRA) AND CATEGORY (CAT) CODES IN ADDITION TO THE SER OR OAN IN ORDER TO AVOID MULTIPLE MATCHES



SVS CONT.



INQUIRY RESPONSES FROM THE SVS

- NEGATIVE RESPONSE= NO MATCH
- WHEN INQUIRY MATCHES AN SVS RECORD, A POSITIVE MATCH IS RETURNED
- UP TO 8 MATCHES MAY BE RETURNED
- NEAR MISS= NO EXACT MATCH (NO POLICE ACTION SHOULD BE TAKEN BASED SOLELY ON A NEAR MISS RESPONSE)
- POSITIVE MATCHES MAY INCLUDE CAUTION CODES

SVS CONT.

CAUTION CODES ARE TO BE ENTERED TO INDICATE SPECIAL HANDLING OF THE VEHICLE OR TO RELAY VITAL INFORMATION FOR OFFICER SAFETY

EXAMPLES OF CAUTION CODES:

ARMED AND DANGEROUS

CAUTION: DETAIN ALL OCCUPANTS

CAUTION: HOSTAGE/KIDNAPPING INVOLVED

OTHER PLATE STILL ON VEHICLE

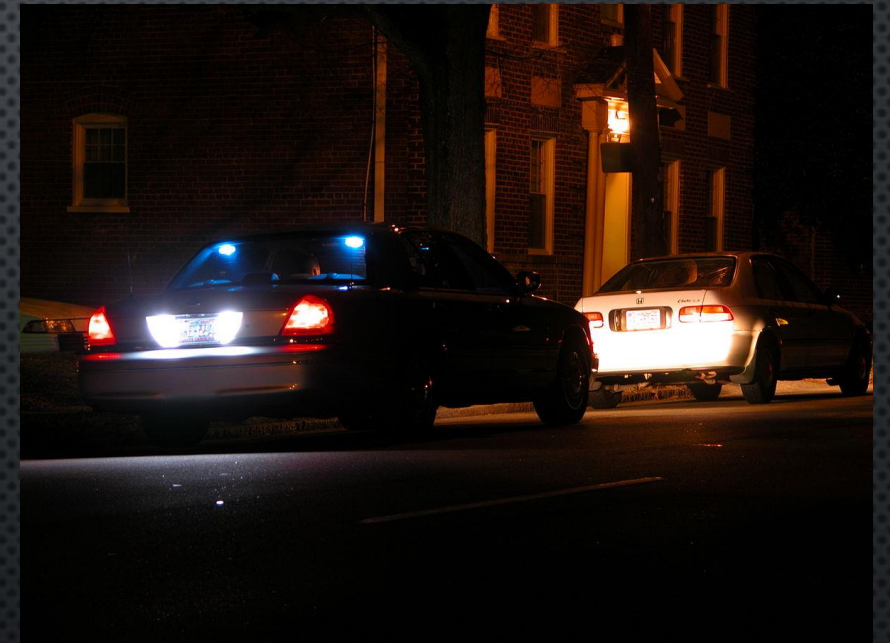
HOLD FOR LATENT PRINTS

CAR JACKING

EXPLOSIVES IN VEHICLE

WEAPONS IN VEHICLE

HAZARDOUS MATERIALS IN VEHICLE



FULL LIST OF CODES CAN BE FOUND IN THE CJIS MANUEL-
SVS SECTION

SVS CONT.

DOJ STOP, RESTRAINT, AND STOP REFERRAL- DMV

WHEN A STOLEN OR FELONY VEHICLE ENTRY IS ACCEPTED BY THE DOJ SVS, THE CORRESPONDING DMV VEHICLE REGISTRATION RECORD IS FLAGGED

DOJ STOP

IF SVS RECORD IS ENTERED WITH A VIN AND A CA LICENSE # WHICH MATCHES THE DMV FILE, THE DMV RECORD IS FLAGGED WITH A DOJ STOP

RESTRAINT

IF SVS RECORD IS ENTERED WITH VIN ONLY, VIN AND OUT-OF-STATE LP, OR VIN AND CA PLATE AND EITHER VIN IS INVALID OR DMV HAS BAD VIN ON FILE, OR WHEN A NEW VEHICLE IS NOT REGISTERED WITH DMV

STOP REFERRAL

IF VEHICLE IS A FELONY VEHICLE OR STOLEN WITH CAUTION CODE "ARMED AND DANGEROUS"

LOCATE TRANSACTIONS: USE WHEN YOUR AGENCY HAS RECOVERED A VEHICLE, PART, OR PLATE, LISTED IN SVS RECORD. YOU CANNOT LOCATE ON A RECORD ENTERED BY YOUR OWN AGENCY. YOU MUST CLEAR THE RECORD.

DO NOT PLACE A LOCATE ON A RECORD UNTIL A POSITIVE CONFIRMATION IS RECEIVED FROM THE ENTERING AGENCY

IF THE LOCATING AGENCY ORDERS A VEHICLE STORED, THE AGENCY MUST NOTIFY THE REGISTERED AND LEGAL OWNERS OF THE LOCATION AND CONDITION OF THE VEHICLE PURSUANT TO CVC 22852

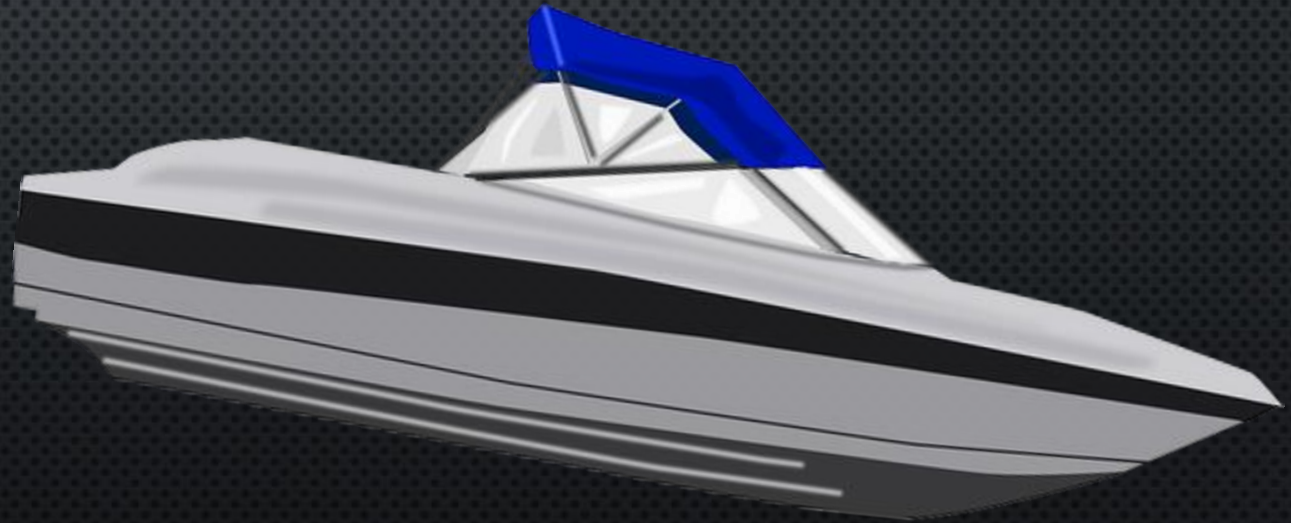
THE LOCATING AGENCY MUST IMMEDIATELY NOTIFY THE ORI OF THE LOCATION AND CONDITION OF THE VEHICLE PURSUANT TO CVC 10500



AUTOMATED BOAT SYSTEMS (ABS)

(916) 227-3686 / (916) 210-3215 OR STOLENVEHICLES@DOJ.CA.GOV

ABS IS A FILE OF RECORDS OF BOATS (VESSELS) THAT ARE STOLEN, LOST, REPOSSESSED, STORED, AND PAWNED, AND BOAT PARTS THAT ARE STOLEN.



WANTED PERSONS SYSTEM (WPS)

(916) 210-3213 OR WANTEDPERSONS@DOJ.CA.GOV

WPS IS A POINTER SYSTEM WHICH PERTAINS TO FELONY, MISDEMEANOR, AND PROTECTIVE CUSTODY WARRANTS MAINTAINED BY STATE, LOCAL, AND FEDERAL CJ AGENCIES IN CALIFORNIA

A MATCH MADE ON A WPS RECORD DOES NOT, BY ITSELF, PROVIDE SUFFICIENT GROUNDS TO ARREST A PERSON. "CONFIRMATION" IS NECESSARY.



TYPES OF WARRANTS IN THE WPS:

TEMPORARY- PLACED IN WPS PRIOR TO THE ACTUAL ISSUANCE OF THE WARRANT. THESE ARE PURGED AFTER 48-72 HOURS IF NOT MODIFIED TO PERMANENT STATUS

RAMEY MISDEMEANOR OR FELONY WARRANTS- ARE CONSIDERED PERMANENT

MISDEMEANOR OR FELONY WARRANTS (TRANSPORT)

SERIOUS MISDEMEANOR OR FELONY WARRANTS (TRANSPORT LIMITATIONS)

FELONY WARRANTS (NO TRANSPORT)

PROTECTIVE CUSTODY WARRANTS- ISSUED FOR PROTECTION OF MINOR(S) AND JUVENILE DEPENDENCY WARRANTS ISSUED FOR GUARDIANS/CARETAKERS. PURGED WHEN THE LAST ASSOCIATED MINOR REACHES 18

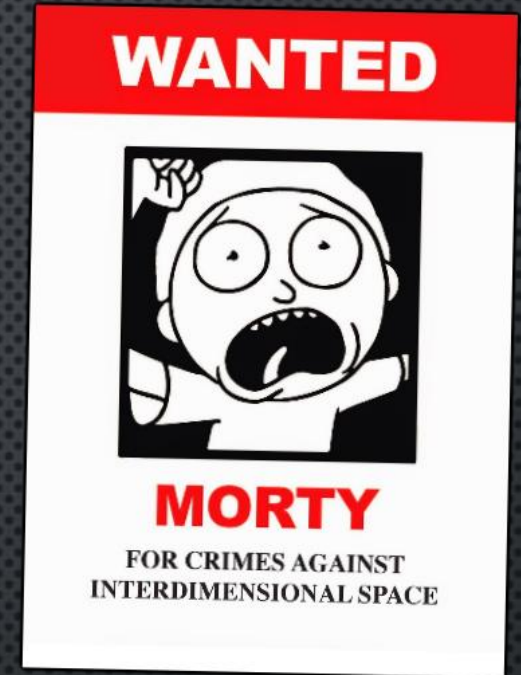
WPS CONT.

INQUIRIES INTO THE WPS CAN BE MADE USING SUBJECTS:

- NAME
- SEX
- DOB OR AGE
- SOC
- FBI
- OLN
- CII/SID

INQUIRY RESPONSES FROM THE WPS:

- NEGATIVE RESPONSE= NO MATCH
- NAME SEARCHES ARE CONDUCTED USING SOUND ALIKE (SOUNDEX) SYSTEMS FOR LAST NAME AND A DIMINUTIVE TABLE FOR FIRST NAME (CHARLES, CARLOS, CHARLEY, CHARLIE, CHAS, CHUCK). THIS PROVIDES A POSITIVE RESPONSE IF A COMMON VARIATION OF FIRST NAME IS USED IN INQUIRY
- WPS MAY RETURN UP TO 10 POSSIBLE MATCHES
- POSITIVE MATCHES MAY INCLUDE CAUTION AND MEDICAL CODES



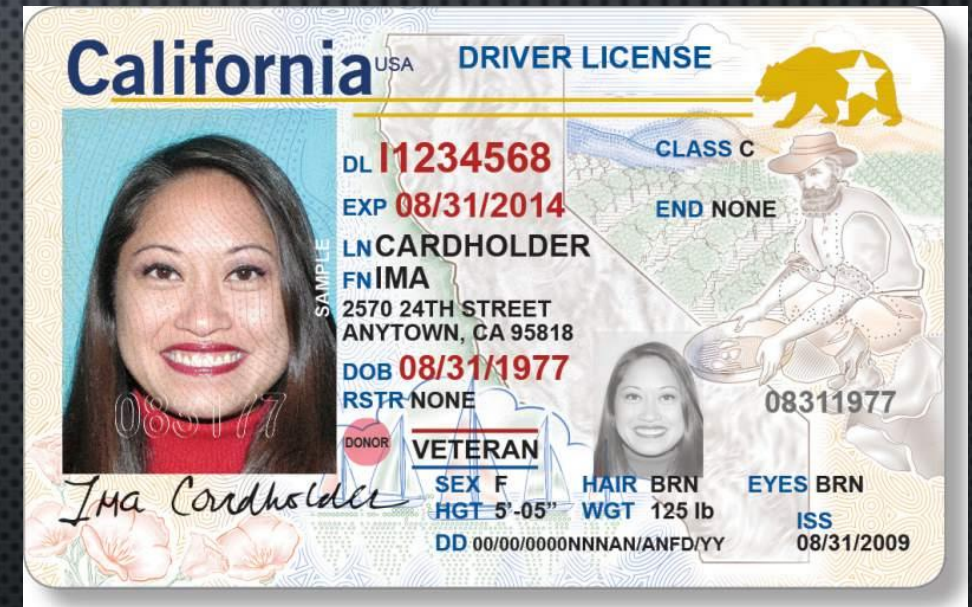
DEPARTMENT OF MOTOR VEHICLES



DRIVER LICENSE/IDENTIFICATION CARD

A DL FILE IS COMPOSED OF:

- BASIC RECORD
- IDENTIFYING INFORMATION
- ENDORCEMENTS AND CERTIFICATES
- LICENSE ISSUANCE INFORMATION
- STATUS OF DRIVING PRIVILEGE
- ABSTRACT OF CONVICTION
- FAILURE TO APPEAR (FTA)
- RECORDS OF SUBJECT'S ACCIDENTS



DL/ID CONT.

DL INQUIRY

TO OBTAIN INFO FROM THIS SYSTEM, YOU MUST PROVIDE THE DL # OR DRIVER'S NAME

NAME INQUIRIES: THE LAST NAME IS MATCHED BY THE SOUNDEX SYSTEM BUT THE FIRST NAME MUST BE SPELLED EXACTLY AS IT APPEARS ON THE DL

INCLUDE THE DOB OR AGE, AND IF THERE IS NO EXACT MATCH, THE COMPUTER WILL SEARCH PLUS OR MINUS 5 YEARS OF THE DATE ENTERED

CITY OF RESIDENCE IS HELPFUL- THE FIRST 3 NUMERICS OF THE PERSON'S STREET ADDRESS CAN BE USED TO NARROW THE SEARCH

IF YOU RECEIVE MORE THAN 5 RESPONSES, CONTACT THE DMV DL LAW ENFORCEMENT UNIT (916) 657-7590

VEHICLE/VESSEL REGISTRATION

DMV MAINTAINS AN ONGOING RECORD OF VEHICLE AND VESSEL OWNERSHIP-
INCLUDING ALL VEHICLES/VESSELS REGISTERED OR PLANNED NON-OPERATIONAL STATUS

VEHICLE/VESSEL REGISTRATION FILE IS COMPOSED OF:

- THE LP# OF VESSEL'S CA REGISTRATION (CF) #
- VIN
- DESCRIPTION OF THE VEHICLE OR VESSEL
- NAME AND ADDRESS OF THE RO, LESSEE, LESSOR,
AND LEGAL OWNER
- THE STATUS OF THE RECORD
- OWNER-AS-OF-INFO (PRIOR, PENDING, AND
CURRENT OWNER INFO



PARKING/TOLL VIOLATION

PER CVC SECTIONS 4770-4771 AND 40220(a), WHEN A PARKING OR TOLL VIOLATION(S) BECOMES DELINQUENT, THE ISSUING AGENCY MAY SEND THE VIOLATION(S) TO CA DMV TO BE PLACED ON THE VEHICLE REGISTRATION RECORD AND COLLECTED WITH THE REGISTRATION FEES.

ONCE PLACED ON THE REGISTRATION RECORD, DMV WILL REFUSE REGISTRATION RENEWAL UNTIL ALL VIOLATIONS ARE PAID IN FULL, OR PROOF OF PAYMENT AND/OR CLEARANCE FROM THE ISSUING AGENCY IS RECEIVED.



OCCUPATIONAL LICENSING

CA DMV IS RESPONSIBLE FOR MAINTAINING A COMPLETE RECORD OF EVERY PERSON OR BUSINESS THAT HOLDS AN OCCUPATIONAL LICENSE (OL). OL RECORD INFORMATION IS ESTABLISHED FROM APPLICATION FORMS

FIRM FILE- ORGANIZATIONS LICENSED BY THE DMV TO DO CERTAIN TYPES OF BUSINESS IN CALIFORNIA. A FIRM MAY BE A DEALER, REMANUFACTURER, DRIVING SCHOOL, VESSEL AGENT, LESSOR RETAILER, DISTRIBUTOR, DISMANTLER, TRANSPORTED, REGISTRATION SERVICES, OR ATV SAFETY TRAINING ORGANIZATION

INDIVIDUAL FILE- CONTAINS THE NAMES OF PEOPLE LICENSED BY THE DEPARTMENT EITHER AS SEPARATE ENTITIES OR CONNECTED WITH THE ORGANIZATIONS STORED IN THE FIRM FILE

INTERNATIONAL REGISTRATION PLAN

THE DMV MAINTAINS AN AUTOMATED RECORD OF COMPANIES THAT REGISTER FLEETS OF COMMERCIAL VEHICLES UNDER THE INTERNATIONAL REGISTRATION PLAN (IRP) PROGRAM.

IT IS A LICENSING AND RECIPROCITY AGREEMENT BETWEEN 47 JURISDICTIONS THAT SETS FORTH THE PROCEDURES FOR REGISTRATION AND OPERATION OF VEHICLES TRAVELING IN TWO OR MORE JURISDICTIONS.

OWNERS MUST ESTABLISH A "BASE JURISDICTION" WHEN REGISTERING VEHICLES. OWNER APPLICANTS DECLARING CA AS THE BASE STATE MUST RESIDE AT AND REPORT A CA ADDRESS.



LAW ENFORCEMENT SUPPORT CENTER

AVAILABLE 24/7

ORI: VTIS07S0

(802) 872-6000

188 HARVEST LANE
WILLISTON, VT 05495

LESC PROVIDES TIMELY INFORMATION ON ALIENS SUSPECTED OF CRIMINAL ACTIVITY & THEIR STATUS WHILE UNDER ARREST. THE STAFF RESPONDS VIA NLETS

ASSIST WITH INVESTIGATIONS

PROVIDE IDENTIFICATION AND BACKGROUND DATA ON SUBJECTS FOR CORRECTIONAL DEPTS.

QUESTIONS?