



January 23, 2017

**TECHNICAL AND OPERATIONAL UPDATE (TOU) 17-1**

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**SECTION 1 -- MESSAGE TO CJIS SYSTEMS OFFICERS**

Section 2.1 provides information on the updated *NCIC Operating Manual*.

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TOUs are also available via the the Law Enforcement Enterprise Portal (LEEP). To access the TOUs on the LEEP:

- Click on the SIG  logo
- Click the “Browse SIGs” link
- Click by Access Type drop down arrow and select Unrestricted
- Click the CJIS logo
- Click on the Programs tab
- Click on the National Crime Information Center (NCIC) link
- Click on the NCIC SIG link
- Under Manuals and Enhancements, click on the NCIC Technical and Operational Updates link.

Users with questions concerning access to the SIG service and LEEP should contact the Online Services and Operations Unit at (304) 625-5555.

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## SECTION 2 -- SYSTEM CHANGES

### 2.1 Replacement of the *National Crime Information Center (NCIC) Operating Manual*

AFFECTED BY CHANGE: *NCIC Operating Manual*

EFFECTIVE DATE: **Immediate**

#### **Background**

The NCIC Operations and Policy Unit of the FBI's CJIS Division has updated and replaced the *NCIC Operating Manual*, and this notification provides a list of additions, modification, and deletions to the previous version. The changes are:

1. Removed all the NCIC System legacy transactions.
2. Replaced NCIC 2000 with NCIC.
3. Replaced the Integrated Automated Fingerprint Identification System terminology with Next Generation Identification terminology.
4. Changed the Known or Appropriately Suspected Terrorist File name to the Known or Suspected Terrorist (KST) File.
5. Included KST Handling Code 5.
6. Replaced the Nlets acronym for the National Law Enforcement Telecommunications System with The International Justice and Public Safety Network.
7. Modified the Wanted Person juvenile offense codes for a positive record response.
8. Modified the person hit response order.
9. Changed Federal Service Coordinator/Control Terminal Agency to Criminal Justice Information Services (CJIS) System Agency (CSA).
10. Modified the CSA and/or State Identification Bureau Originating Agency Identifiers (ORIs) for the Transportation Security Administration, the U.S. Postal Inspection Service, the El Paso Intelligence Center, the National Criminal Investigative Service, the U.S Coast Guard, the U.S. Air Force, and for Alabama.
11. Modified the Operator License Year Field edits.
12. Added Indiana to the \$.8 Program for out-of-state vehicles.
13. Updated language to clarify the automatic retirement of license plate information.
14. Modified the language regarding the CJIS Division's one-time validation policy.
15. Included all changes described in Technical and Operation Updates through 16-2.
16. Removed sanctions language and replaced with the CJIS Advisory Process Board approved language.
17. Removed the Department of State's ORI.
18. Added the International Crime Police Organization's ORI.

The new version of the *NCIC Operating Manual* is available on the NCIC SIG via the Law Enforcement Enterprise Portal. If you have questions regarding the updates to the *NCIC Operating Manual*, please contact your Regional NCIC Representative listed below.

Region	NCIC Operations and Policy Unit Representative	Phone	E-mail
<b>Federal</b>	<b>Gary E. Davis</b>	<b>(304) 625-4583</b>	<b>&lt;gary.davis@ic.fbi.gov&gt;</b>
<b>Northeast</b>	<b>Mercedes Egan</b>	<b>(304) 625-8065</b>	<b>&lt;mercedes.egan@ic.fbi.gov&gt;</b>
<b>North Central</b>	<b>Russell J. Myers II</b>	<b>(304) 625-4141</b>	<b>&lt;russell.myers@ic.fbi.gov&gt;</b>
<b>Southern</b>	<b>Richard "Dion" Bright</b>	<b>(304) 625-7327</b>	<b>&lt;richard.bright@ic.fbi.gov&gt;</b>
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