



Texas Law Enforcement Telecommunications System Operation Manual

Texas Department of Public Safety
Law Enforcement Support Division
Crime Records Service

tcic.training@dps.texas.gov

Revised 2017

The information provided in this manual is to be considered sensitive but unclassified material. This handbook shall not be posted to a public website and discretion shall be exercised in sharing the contents of this handbook with individuals and entities who are not engaged in law enforcement or the administration of criminal justice.

Table of Contents

Table of Contents.....	3
Introduction	8
System Training.....	9
Section 1: System Definition and Policy.....	11
Nlets Description	13
Nlets Administration.....	13
Nlets System Agency.....	14
TLETS Description	14
TLETS Administration.....	14
System Access and Dissemination Policies.....	20
CJIS Personnel Security Policy and Procedures	21
TLETS Terminal Access Policy.....	21
Sanctions for System Misuse	22
TLETS Agency/Equipment Agreement.....	22
TCIC/TLETS Contact Information	25
Section 2: Operating the System	27
Logging onto OMNIXX.....	29
OMNIXX Certifications	29
OMNIXX Desktop	30
OMNIXX Force Browser	30
OMNIXX Trainer.....	30
OMNIXX Console.....	30
OMNIXX Force Elements.....	31
OMNIXX Menu Bar.....	31
File Menu	31
Forms Menu.....	32
Edit Menu	32
Comm Menu	32
Options Menu	32
Tools Menu	32
Windows Menu.....	33
Links Menu.....	33
Help Menu	33
OMNIXX Toolbar	33
OMNIXX Command Bar.....	33
Opening a Transaction Format Using the Command Bar	33
Exiting OMNIXX Force Using the Command Bar.....	34
Status Bar.....	34
Closing OMNIXX Force	34
Elements of a Transaction Format.....	35
Control Field.....	36
Right-Click Menu.....	36
Transmitting a Transaction Form.....	37

Conditional Mandatory Status.....	37
OMNIXX Force Message Window, Display and Logs	37
OMNIXX Force Message Window	37
OMNIXX Force Message Window, cont.....	38
OMNIXX Force Message Display.....	39
OMNIXX Force Message Log.....	40
Forwarding a Message.....	41
TLETS Addressing	41
Nlets Addressing	41
Nlets ORION Directory	42
Query Nlets ORION File (TQ).....	42
Modify Nlets ORION File (TU)	43
Nlets State Help Files	43
Nlets Help File (NHF).....	43
Nlets General Help Files.....	44
Section 3: Driver License Databases	45
Texas Driver License and Identification Card Information	47
Non-Law Enforcement Access to Texas DLS.....	47
Texas Identification Card Information	48
Texas Driver License Inquiries.....	48
Texas Driver License System Basics	49
Lawful Presence Requirement.....	49
Texas Driver License Inquiry (DL).....	50
Texas Driver License Returns	51
Driver License Record History Return.....	55
Commercial Driver License Record Status Return	60
Driver License Restriction Codes	65
Driver License Photos	68
Driver License Image Retrieval	68
Manual Driver License Requests.....	70
Nlets Driver License Inquiries	71
Query Driver Status By Name or OLN (DQ)	71
State Driver License Returns.....	71
Commercial Driver License	72
Diplomatic Driver License	72
Mexican Federal License (Licencia) Information System (LIFIS)	73
Nlets Driver History Transactions	75
Driver License Query History (KQ)	75
Nlets Driver License Inquiry by Name Only	75
Driver License Search (DNQ).....	75
Nlets Manual Driver License Checks.....	76
Section 4: Vehicle Registration and Permit Inquiries	77
Non-Law Enforcement Access to TXDMV.....	79
Texas Vehicle Registration.....	79
REG Transaction (REG).....	80
Vehicle	80

Registration Returns	80
Vehicle Registration Information.....	83
Personalized License Plates	83
STOLEN VERIFY TCIC BY VIN	83
License Plate with Owner	84
Dealer License Plates	85
Temporary e-Tags	85
Temporary e-Tag Responses.....	86
Voided License Plates	86
No Record Response	87
Disabled Person Placard Inquiry	87
Manual Texas Vehicle Registration Checks.....	87
National Motor Vehicle Title Information System (NMVTIS)	88
NMVTIS Returns.....	88
Texas Sure: Texas Financial Responsibility Verification Program	89
Financial Responsibility Verification Program Returns.....	90
Confirmed Responses	90
Unconfirmed Responses	91
Verify Manually Response	91
Multiple Response	92
Texas License Plate Reader Inquiry.....	93
Query Texas License Plate Reader File (QLP).....	93
Vehicle Registration Transactions.....	94
Query Registration by LIC or VIN Number (RQ).....	94
Diplomatic License Plates File	96
Government License Plates File.....	96
Mexican Commercial License Plates.....	97
Mexican Carrier and Authorization Database	97
United States Insurance Verification Authentication Program	98
License Plate Recognition/License Plate Reader Systems	99
US Customs and Border Protection	99
National Vehicle Service	100
Nlets Vehicle Registration by Owner Name	101
Vehicle Registration by Name and DOB (RNQ).....	101
Tribal License Plates.....	102
Nlets Vehicle Registration Manual Checks	102
Vehicle Registration Query Help.....	102
Section 5: Nlets Registration.....	103
Boat Registration Transactions.....	105
Query Boat Registration (BQ)	105
FAA/TECS Aircraft Registration System (ACRS).....	106
Query Aircraft Registration (GQ)	106
Snowmobile Registration Transactions	107
Query Snowmobile Registration (SQ)	107

Section 6: Combination Forms.....	109
Registration/Stolen/Driver License with Wanted Check (RSDW).....	111
Registration/Stolen/Driver License with Wanted Check (RSDWW).....	112
Master Query.....	113
Section 7: Nlets/TLETS Inquiries.....	115
National Insurance Crime Bureau.....	117
National Vehicle Service.....	117
Query All NICB Files (NAQ).....	118
Impound/Export File Query (NIQ).....	120
LoJack Transactions.....	120
Commercial Vehicle Information.....	121
International Fuel Tax Association (IFTA).....	122
Taser Transactions.....	123
Road Weather Transactions.....	123
Hazardous Material File.....	124
Wildlife Crime Information System Inquiry (WLQ).....	124
Concealed Weapons Permit Information (CWQ).....	125
Corrections Tracking System.....	125
Parole, Probation, Corrections Transactions.....	126
State Warrant Transaction.....	127
Criminal History Record Information Transactions (CHRI).....	130
CHRI Identity Query (IQ).....	130
CHRI Purpose Codes.....	131
Reason for Inquiry (RFI).....	131
CHRI Full Record Query (FQ).....	132
CHRI Additional Information Request (AQ).....	133
Response to Manual CCH Request (AR).....	133
Communicating with Canada.....	134
Canadian Persons File.....	135
Canadian Vehicle File.....	136
Canadian Driver License Files.....	138
Canadian Vehicle Registration Files.....	139
Canadian Article File.....	139
Canadian Gun File (CGQ).....	140
Canadian Securities File.....	141
Canadian Boat File.....	142
Query Canadian Boat (CBQ).....	142
Canadian Criminal History Files (IQ/FQ/AQ/AR).....	142
Off-Line Searches for Canada.....	143
Administrative Messages to Canadian Agencies.....	143
Canadian ORION File.....	144
INTERPOL Transactions.....	145
INTERPOL Wanted Person Inquiry (IPQ).....	146
INTERPOL Stolen Vehicle Inquiry (IVQ).....	148
INTERPOL Stolen Travel Document Inquiry (ITQ).....	149
INTERPOL Full Inquiry (FPQ/FVQ/FTQ).....	149
Name Information.....	153

Immigration Alien Transactions.....	155
Bulk Cash Smuggling Center	159
National Drug Pointer Index System.....	159
Section 8: Administrative Message Procedures	161
Administrative Message (AM)	163
Message Format	164
Informal Messages.....	164
Informal Administrative Message Template	167
Formal Messages	168
Formal Administrative Message Template	170
Order of Description	171
Vehicle Description	171
Person Description.....	171
Proper Message Composition.....	172
Message Types.....	172
Major Crime Messages	172
Routine Crime Messages	173
Runaway Messages.....	173
Missing Person Messages	174
Attempt to Locate (ATL) Messages.....	175
Added Information Messages.....	175
Cancellation Messages.....	176
Correction Messages	176
TLETS/Nlets Broadcast Code Procedures.....	177
TLETS Broadcast Code Usage.....	177
TLETS Broadcast Mnemonics	178
DPS Region Map.....	179
Nlets State Broadcasts	180
Nlets Regional Broadcasts	180
Nlets Region Broadcast Codes	180
Nlets Nationwide Broadcasts.....	180
TLETS Broadcast Restrictions	181
Statewide Broadcast Restrictions	181
Nlets Regional Broadcast Restrictions	182
Nlets Nationwide Broadcast Restrictions	182
Daily APB Summary.....	183
Attempted Child Abductions - Senate Bill 742	184
LEO Flying Armed.....	186
Section 9: Appendix	189
Common Driver License Return Abbreviations	189
Possible Dealer Tag Code Values	190
Possible Dealer "Plate Status"	191
RTS Remarks	191

Introduction

The Texas Law Enforcement Telecommunications System (TLETS) is a statewide telecommunications network that is composed of city, county, state, federal and military law enforcement and criminal justice agencies in Texas. The Texas Department of Public Safety (DPS) has been charged with the responsibility for operation of the computerized electronic message switching system located at the DPS Headquarters in Austin, Texas. All agencies subscribing to the Texas Law Enforcement Telecommunications System are reminded that the system is designed exclusively for use by criminal justice agencies in conducting their lawfully authorized duties within their respective jurisdictions and between agencies as required.

Participating agencies are provided access to a highly technical, complex and sophisticated system consisting of driver license, vehicle registration, the Texas and National Crime Information and other databases. With this access, each member agency is responsible for the content and accuracy of any records and messages they originate, and also, for the interpretation of database transactions received by their terminal. Member agencies shall be responsible for assuring the adequacy of training of all persons authorized to operate the terminal and make every reasonable effort to acquaint their personnel with the rules, regulations, capabilities and services offered by the TLETS.

TLETS Training Mission Statement:

To provide and facilitate accessible, accurate and quality training to Texas users regarding the Texas Law Enforcement Telecommunications System in order to plan, implement and manage a dedicated secure reliable high speed data communications system that fully supports the criminal justice communities in the performance of their charters: to protect and preserve the lives and property of the citizens of the state of Texas.

This TLETS Operation Manual contains complete coding procedures and operating guidelines for all features of the Texas Law Enforcement Telecommunications Systems and the International Justice and Public Safety Network (Nlets) except the two databases of TCIC and NCIC. The National Crime Information Center's (NCIC) Operating Manual and Code Manual contain complete coding and operational procedures for the TCIC and NCIC systems.

Each member agency shall insure that these manuals and other materials are made available to all their authorized operating personnel and that they be kept current and readily available to their operators.

Any suggestions or questions regarding the content of this manual should be directed to TCIC/TLETS Training Unit, Texas Department of Public Safety in Austin.

System Training

TLETS/Nlets Basic Operator Course: TCOLE #3809 (24 hours)

This course is managed by the Crime Records Service (CRS) of Texas Department of Public Safety (DPS) and the initial certification expires after two years, so users must retest on-line every two years. The Texas Department of Public Safety – Crime Records Service requires that there must be at least one classroom-trained TLETS operator per shift. This training must be done within six months of the date of hire. Enrollment is limited to personnel *currently employed* by a criminal justice agency.

Exams, Grades and Attendance

Exams are given at the end of each day. In order to be eligible for course credit and a certificate, the student must make an average of 75% or higher. It is the responsibility of the student to contact the instructor when an emergency situation arises in order to make arrangements to make up the class (if at all possible). If more than 10% of the class is missed, the student will be dropped from the course.

Commissioned peace officers and other qualified individuals that provide a TCOLE PID number and successfully complete this course will have those training hours forwarded to TCOLE for inclusion on their training record.

Student Conduct

In order to effectively cover the material, students are expected to report to class on time. As a courtesy, if a student is going to be late, contact the instructor or coordinator. Do not interrupt the class while in session. Wait to enter the room during break or enter when the instructor allows. Be thoughtful of others and refrain from talking while the instructor is teaching.

Food and Drinks

Some facilities may prohibit drinks or food in their classroom. Students should follow the guidelines of the host agency. Otherwise, per the instructor's judgment, food and drink may be allowed. Students should clean their workspace prior to leaving class by placing empty containers and paper in appropriate receptacles.

Cell Phones and Text Messaging

TCIC Training is aware that some students may be on call with their agency or family. Students should take into consideration their peers and place cell phones on silent or vibrate. If a student must take a call or return a text, they should excuse themselves from the class. Text messaging during class or during testing will NOT be tolerated. If this occurs, the instructor will remind the student of the classroom rule when found in violation. If a student continues to text or talk on their cell phone during class, the instructor has the discretion to dismiss the student and notify the student's supervisor immediately of the circumstances.

Section 1: System Definition and Policy

By the end of this training session, the student will be able to:

- Explain the basic operations and processes of the Texas Law Enforcement Telecommunication Systems and the International Justice and Public Safety Network.
- List the various databases available through TLETS and Nlets.
- Restate both the state and federal laws that apply to information received from the TLETS/Nlets terminal.
- Identify legitimate criminal justice and law enforcement uses of information obtained from TLETS and Nlets.
- List the possible sanctions for misuse of the TLETS/Nlets systems.
- Locate the contact information for reporting operational problems or requesting terminal moves, changes and additions.

Nlets is a secure network and system linking local, state, federal and international agencies together to provide the capability to exchange criminal justice and public safety related information. Nlets links Nlets System Agencies (NSAs) together using an international standardized format to transmit and receive data from one agency to another agency in a matter of seconds.

A log of all transactions is kept to provide system statistical reports and management information. The Nlets system can receive, store and forward both incoming and outgoing message traffic from all its user agencies. Administrative message traffic on the system includes all types of free form criminal justice related data from one point to one or more points. In addition, Nlets supports inquiry into state motor vehicle, driver's license, criminal history and other state, federal and international databases of statewide broadcast messages.

No information delivered from Nlets is to be used for any purposes other than that for which it was originally requested, except to review message traffic for quality control or for statistical analysis purposes.

Nlets System Agency

Each Nlets member designates an agency as the **Nlets System Agency (NSA)**. This designated agency is responsible for maintaining operational surveillance over the state end of the line and for providing distribution services in and out of the Nlets network. The NSA is normally addressed by using the two-character state code. The Department of Public Safety – Crime Records Service is the NSA for the state of Texas, using the Point of Entry (POE) code of TX.

TLETS Description

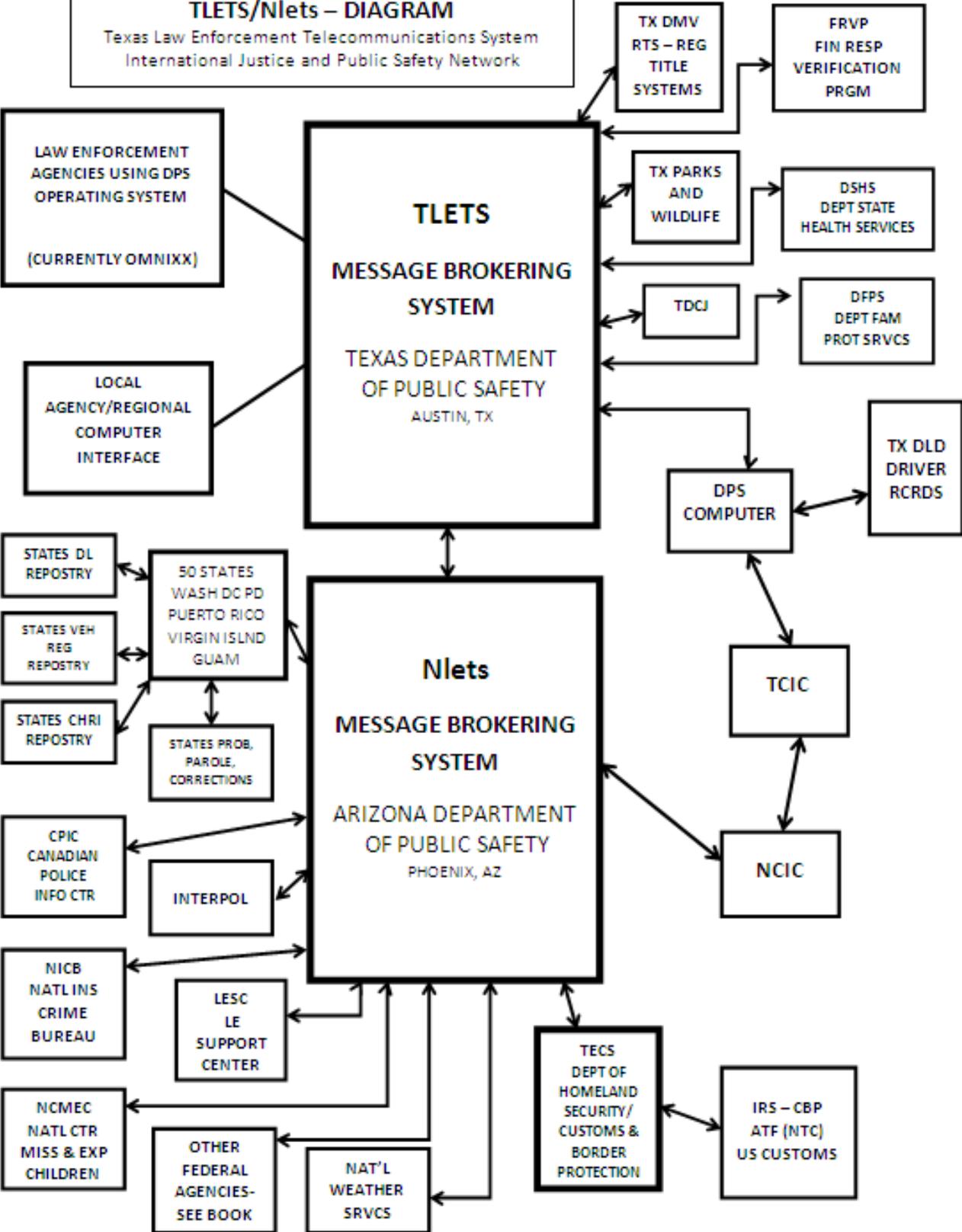
The Texas Law Enforcement Telecommunications System (TLETS) is a statewide telecommunications network composed of computer terminals, interfaces and databases representing city, county, state, federal, military law enforcement and criminal justice agencies in Texas. This network is controlled by a computerized electronic message switching system located at the Texas Department of Public Safety in Austin.

Member agencies have the capability of exchanging administrative type messages and, when authorized, have access to various databases that enables them to retrieve and enter certain computerized data. Additionally, other law enforcement and criminal justice agencies, systems, files and services are available to TLETS members through the Nlets - International Justice and Public Safety Network. Nlets provides TLETS members access to law enforcement, criminal justice agencies and other informational files and services in the United States, Puerto Rico, the Virgin Islands and a number of foreign countries.

TLETS Administration

The Director of the Texas Department of Public Safety (TXDPS) has the direct responsibility for the administrative control, access and operation of the Texas Law Enforcement Telecommunications System (TLETS). TLETS operates under a shared management concept wherein TXDPS Information Technology manages the technical components of the system such as: design, operation, circuits and the satellite network (VSAT). The TXDPS Law Enforcement Support Division manages the operations of the TLETS system such as: coordinating new agency membership, creating new/maintaining existing database interfaces, user agreements, system management responsibilities and other administrative matters pertaining to TLETS. Additionally, an individual from the Law Enforcement Support Division serves as the state representative for the International Justice and Public Safety Network (Nlets).

TLETS/Nlets – DIAGRAM
 Texas Law Enforcement Telecommunications System
 International Justice and Public Safety Network



Local Agency/Regional Computer Interfaces

Several Texas criminal justice agencies have internal computer systems that are interfaced into the TLETS Switcher and provide TLETS & Nlets telecommunications message switching capabilities to various terminals within that agency. These computer systems could also provide in-house Information Management to their agencies.

TLETS Network

The Texas Law Enforcement Telecommunications System (TLETS) consists of a software application and secure network services. This system is located at the DPS Headquarters in Austin. The TLETS Message Broker is an automatic, computerized, electronic storage and forward message switching system. Every message and transaction generated by a terminal on the TLETS network is initially transmitted to the message broker over a dedicated circuit or satellite wireless connection where it is validated for proper codes and formats. A record of each message or transaction is made on electronic logging devices and then forwarded to its addressed destination. In the event conditions exist that prevent the proper delivery of the message/transaction to its addressed destination, the message switcher will automatically store this message or transaction until such time as delivery is possible or notify the originator it was discarded.

Registration and Title System (RTS)

Texas Department of Motor Vehicles (DMV) provides registration information for vehicles titled in Texas from the Registration and Title System database (RTS).

Financial Responsibility Verification Program (FRVP)

This program is managed by the Texas Department of Insurance and provides law enforcement officers with potential verification of valid liability insurance for a vehicle.

Texas State Agency Databases

- Texas Department of Parks and Wildlife (TPWL)
- Department of State Health Services (DSHS)
- Texas Department of Criminal Justice (TDCJ)
- Department of Family and Protective Services (DFPS)

Driver License System (DLS)

The Texas Department of Public Safety Driver License Division (DLD) is responsible for all driver license records and identification card information issued in Texas. The Driver License System (DLS) is the repository for driver information, status and history.

Texas Crime Information Center (TCIC)

The Texas Crime Information Center (TCIC) provides access to data regarding the stolen status of property and the wanted, missing, sex offender or protective order status of persons. This database is managed by the Crime Record Service of the Texas Department of Public Safety. TCIC also provides a direct link to the National Crime Information Center (NCIC) providing instant information regarding whether a vehicle, a boat or other property under investigation is stolen, or a person in question is wanted anywhere in the country.

National Crime Information Center (NCIC)

The Federal Bureau of Investigation (FBI) in Washington, DC maintains the National Crime Information Center (NCIC). This system provides the repository, inquiry and entry access to stolen vehicles, license plates, boats, guns, articles, securities, wanted/missing/unidentified persons and criminal history information to law enforcement/criminal justice agencies nationwide and Canada.

Users should refer to the NCIC Operating Manual for complete system description and operation which is available at:

www.dps.texas.gov/tcic2000project

User Name: TCIC2000

Password: DPSTCIC7#

Nlets Network

Nlets - International Justice and Public Safety Network is an automated, computerized, electronic storage and forward message broker network. Although the Nlets message broker equipment is physically located at the Arizona Department of Public Safety in Phoenix, Arizona, it is under the administrative control of the International Justice and Public Safety Network. The network has the capability to receive, store and forward both incoming and outgoing message traffic from all its members.

Nlets' sole purpose is to provide for the interstate and/or interagency exchange of criminal justice and related information. The mission of Nlets is to provide, within a secure environment, international justice telecommunications capability and information services that will benefit to the highest degree, the safety, security and preservation of human life and the protection of property. Nlets will assist those national and international government agencies and other organizations with similar missions that enforce or aid in enforcing local, state or international laws or ordinances.

Message traffic includes free form administrative message data from one point to one or more points. Nlets supports inquiry into state motor vehicle, driver license, other databases and systems.

Other State's Databases

In addition to local agency computer system interfaces, there are additional computer systems databases that are directly interfaced with the TLETS Message Switcher. These databases provide computerized record information on driver license, registration, stolen and wanted information and criminal history record information to authorized users on the TLETS:

- Driver License Information
- Vehicle Registration
- Boat Registration
- Criminal History Record Information
- Probation, Parole and Corrections Information

Communicating with Canada

Nlets supports exchanging criminal justice and criminal justice related information with Canada. A variety of information is available through the Canadian Police Information Center (CPIC).

International Criminal Police Organization (INTERPOL)

Interpol is also interfaced with Nlets and provides information services and exchange of certain law enforcement/criminal justice information with a number of foreign countries regarding criminal investigations

National Insurance Crime Bureau (NICB)

The National Insurance Crime Bureau (NICB) is a crime prevention organization assisting law enforcement in the prevention, detection and prosecution of the financial crimes of theft, fraud and arson relating to personal property.

Law Enforcement Support Center (LESC)

The Law Enforcement Support Center (LESC) provides timely information on aliens suspected of criminal activity and status information of aliens under arrest. The information may be used to assist with investigations, provide identification and background data on subjects for correctional departments or to notify Immigration and Customs Enforcement (ICE) of a subject's incarceration or placement on probation.

National Center for Missing and Exploited Children (NCMEC)

The National Center for Missing and Exploited Children (NCMEC) acts as a resource for searching parents and law enforcement professionals in their efforts to find and recover missing and abducted children. NCMEC also disseminates information to raise public awareness regarding the issues of child molestation, victimization and sexual exploitation.

NCMEC provides a 24-hour, toll-free Hotline/CyberTipline accepting reports of missing children as well as lead information on missing and sexually exploited children. They also assist with photograph/poster preparation and distribution, age enhancement, facial reconstruction, imaging/identification services, educational materials and publications.

For additional information contact:

National Center for Missing and Exploited Children
1-800-THE-LOST (800-843-5678)
www.missingkids.com

TECS

TECS (formerly known as the Treasury Enforcement Communications System) is an automated message switching system located in Washington, DC and is directly interfaced with the Nlets Switcher. TECS provides users access to various Federal agencies and is host to the Federal Aviation Administration (FAA) aircraft registration files.

Federal Agency Access

- Postal Inspection Service
- Department of State
- Department of Interior
- National Park Service
- Bureau of Indian Affairs
- US Park Police
- Veterans Administration Police
- Federal Protection Service
- US Coast Guard
- Department of Army
- Naval Criminal Investigative Service
- Air Force Office of Special Investigations
- US Secret Service
- Department of Justice
- US Marshal
- Drug Enforcement Administration
- US Courts Administration
- Department of Homeland Security – Immigration and Customs Enforcement

System Access and Dissemination Policies

TLETS/Nlets

Texas Law Enforcement Telecommunications System and the International Justice and Public Safety Network are designed exclusively for use by criminal justice agencies in conducting their lawfully authorized duties within their respective jurisdictions and between agencies as required. Data obtained over these systems may only be disseminated to criminal justice agencies as defined by state statute and federal regulations. Secondary dissemination by those agencies is permissible when authorized for a specific purpose by state and federal laws. Each agency must ensure that TLETS terminals and/or terminals on local systems, which have access to TLETS, are secure from unauthorized use.

No information delivered from Nlets is to be used for any purposes other than that for which it was originally requested, except to review message traffic for quality control or for statistical analysis purposes.

NCIC/TCIC

The data stored in the NCIC System and the III File are documented criminal justice information and must be protected to ensure correct, legal and efficient dissemination and use. It is incumbent upon an agency operating an NCIC terminal to implement the necessary procedures to make that terminal secure from any unauthorized use. Any departure from this responsibility warrants the removal of the offending terminal from further NCIC participation. The same access policy guidelines in NCIC apply to TCIC.

CJIS (Criminal Justice Information System)

“A Criminal Justice Agency is defined as a court, a governmental agency, or any subunit of a governmental agency which performs the administration of criminal justice pursuant to a statute or executive order and which allocates a substantial part of its annual budget to the administration of criminal justice. State and federal Inspectors General Offices are included.”

The **Administration of Criminal Justice** is defined as: “The detection, apprehension, detention, pretrial release, post-trial release, prosecution, adjudication, correctional supervision or rehabilitation of accused persons or criminal offenders. It also includes criminal identification activities; the collection, storage, and dissemination of criminal history record information and criminal justice employment. In addition, administration of criminal justice includes “crime prevention programs” to the extent access to criminal history record information is limited to law enforcement agencies for law enforcement programs (e.g. record checks of individuals who participate in Neighborhood Watch or “safe house” programs) and the result of such checks will not be disseminated outside the law enforcement agency.”

Use of the system for any **non-criminal justice purpose** is in violation of the agency’s TLETS User Agreement and could result in the termination of service to any agency found responsible for such offenses. Individuals, businesses, organizations and governmental entities not defined as criminal justice agencies, such as code enforcement, tax, county or municipal offices, are not authorized to access under the above regulations. They may obtain certain information and data directly from the agencies responsible for keeping the files such as vehicle and boat registration information or driver license data.

CJIS Personnel Security Policy and Procedures

Minimum Screening Requirements for Individuals Requiring Access to Criminal Justice Information (CJI):

1. To verify identification, a state and national fingerprint-based record check shall be conducted within 30 days of assignment for all personnel who have direct access to CJI and those who have direct responsibility to configure and maintain computer systems and networks with direct access to CJI.
2. If a felony conviction of any kind exists, the hiring authority in the local criminal justice agency shall deny access to CJI. However, the hiring authority may ask for a review by the CJIS System Officer (CSO) in extenuating circumstances where the severity of the offense and the time that has passed would support a possible variance.
3. If a record of any other kind exists, access to CJI shall not be granted until the CSO or his/her designee reviews the matter to determine if access is appropriate.
4. If the person appears to be a fugitive or has an arrest history without conviction, the CSO or his/her designee shall review the matter to determine if access to CJI is appropriate.
5. Support personnel, contractors, and custodial workers with access to physically secure locations or controlled areas (during CJI processing) shall be subject to a state and national fingerprint-based record check unless these individuals are escorted by authorized personnel at all times.
6. It is recommended that individual background re-investigations be conducted every five years unless Rap Back is implemented.

TLETS Terminal Access Policy

The terminal site and related infrastructures (including police vehicles if they house equipment which provides access to the CJIS network), must have adequate physical security at all times to protect against all unauthorized access to or routine viewing of computer devices, access devices and printed and stored data. A physically secure location is a criminal justice facility, an area, a room, a group of rooms or a police vehicle that is/are subject to criminal justice agency management control and which contain hardware, software and/or firmware that provide access to the CJIS network.

Law enforcement and criminal justice sensitive facilities and restricted/controlled areas shall be prominently posted and separated from non-sensitive facilities and non-restricted/controlled areas by physical barriers that restrict unauthorized access. Every physical access point to sensitive facilities or restricted areas housing information systems that access, process or display CJIS data shall be controlled/secured during both working and non-working hours.

Blanking the screen of the laptop or MDT by use of a password-protected screensaver is recommended when the officer or operator is away from the terminal. (CJIS Security Policy)

The agency shall control physical access by authenticating visitors before authorizing escorted access to the physically secure location (except for those areas designated as publicly accessible). The agency shall escort visitors at all times and monitor visitor activity. (CJIS Security Policy)

The CJIS Security information can be found at:

www.dps.texas.gov/SecurityReview/index.htm

User Name: TCIC2000

Password: DPSTCIC7#

Sanctions for System Misuse

Every agency must operate their TLETS terminal and/or interface system in a professional manner, adhering to the rules, regulations, procedures and policies. Administration of these rules is the responsibility of the Texas Department of Public Safety.

The TLETS Agency/Equipment Agreement sets forth the duties and responsibilities for both the Department of Public Safety and your agency. It must be signed by the agency administrator (chief, sheriff or agency head) and the director of TXDPS.

Violations of the rules, regulations, policies and procedures or any other misuse or abuse of the system will result in notification of the agency administrator to discuss the possibility of sanctions including, but not limited to, termination of service to the offending agency. In those situations where clear violations of the law have occurred, criminal prosecution of the offender may occur.

TLETS Agency/Equipment Agreement

1. This document constitutes an agreement between the Texas Department of Public Safety, State Administrator of the Texas Law Enforcement Telecommunications Systems (TLETS), and the following criminal justice agency as defined in Section 60.01(6) of the Texas Code of Criminal Procedure,

AGENCY: _____
(Hereinafter referred to as the "Agency" or "TLETS")

ADDRESS: _____

2. This agreement is made pursuant to Chapter 791 of the Texas Government Code or Chapter 771 of the Texas Government Code.
3. This agreement sets forth duties and responsibilities for both the Department of Public Safety and the Agency.
4. The Department of Public Safety agrees to maintain, operate and manage TLETS communications and criminal justice information systems on a 24-hour, 7- day per week basis. Agency is hereby notified and understands that the TLETS communications and criminal justice information systems will not be available 100% of the time and such systems will, by their very nature, fail and require maintenance from time to time without notice. Such facts have been taken into consideration by Agency prior to the execution of this agreement, and such failures shall not constitute nonperformance or negligence on the part of the Texas Department of Public Safety. In addition, the Texas Department of Public Safety is not liable or responsible for interruptions or termination of service caused by strikes, lockouts, governmental acts, acts of God or other conditions beyond its control. Any such interruption or termination of service shall not be considered as a breach of this agreement by the Texas Department of Public Safety. The Department of Public Safety further agrees to act as the State Control Terminal Agency to facilitate the exchange of information between the Agency and the following agencies the Federal Bureau of Investigation (FBI) for the National Crime Information Center (NCIC), Interstate Identification Index (III), and other systems; the National Law Enforcement Telecommunications System (NLETS) for the international justice and public safety information-sharing network; the Vehicle Titles and Registration (VTR) Division of the Texas Department of Transportation for motor vehicle registration files; divisions of the Texas Department of Public Safety (DPS) for the Texas Crime Information Center (TCIC), the Computerized Criminal History (CCH), the Driver License system; and other systems that now exist or may be implemented by DPS or other agencies in the future, as appropriate."

5. The Department of Public Safety reserves the right to restrict the type and scope of data to which the Agency may have access. The Department of Public Safety will provide system training of terminal operators at no charge to the Agency at a time and location to be designated by the Department of Public Safety. The obligation of the Department of Public Safety to incur training costs is conditional upon sufficient funds being appropriated, budgeted and available to the Department of Public Safety. No financial liability will be incurred by the Department of Public Safety by virtue of this agreement beyond monies appropriated and available to it for the purpose of fulfilling this agreement.
6. The Agency shall abide by all laws of the United States and the State of Texas, and shall abide by all present or hereafter approved rules, policies and procedures of NCIC, TCIC, VTR, TLETS, and NLETS concerning the collection, storage, processing, retrieval, dissemination and exchange of criminal justice information.
7. If the Agency provides criminal justice information to another criminal justice agency, which at that time is not operating on TLETS pursuant to an Agency Agreement, the TLETS Agency must have on file a "non-terminal" agency agreement between the parties.
8. The Agency shall keep all terminal operators trained and informed of policies and procedures that govern these systems. The Agency must also ensure that all TLETS operators/employees have access to the TLETS/TCIC Newsletters, manuals and a daily review of the twice broadcasted APB Summary (0600-1800).
9. The Agency agrees that its equipment will be compatible with the TLETS communications interconnection standards of the VSAT Satellite System and or telephone data circuits. This determination may be made by the Department of Public Safety or its authorized designee. Data circuits between the connecting terminal/interface and the Department of Public Safety shall be arranged by the Department of Public Safety. Terminal/interface equipment shall be installed in a location where only authorized personnel may have access to said equipment. The equipment/VSAT Satellite System or circuit may not be modified, moved or changed without approval of the Department of Public Safety. No additional devices may be added to the equipment without prior Department of Public Safety approval.
10. The Department of Public Safety shall provide to the Agency the initial installation of a VSAT Satellite System and allied hardware and software as follows, hereinafter referred to as to the VSAT Satellite System, which includes: Antenna, IFL Cable, and other necessary equipment as determined by the Department of Public Safety. The Agency shall provide a voice grade dedicated telephone line for the dial backup modem, if the Agency desires a backup in the event of VSAT signal loss. The Agency shall be responsible for maintaining "all state installed VSAT Satellite System telecommunications equipment. in good working order. The costs of any repairs or adjustments to the "VSAT Satellite System" shall be borne by the Department of Public Safety unless the necessity for any said repair or adjustment was caused by the negligence of the Agency as determined by Department of Public Safety in which case the cost shall be borne by the Agency. Failure to maintain said "VSAT Satellite System equipment" in good working order when caused by the negligence of the Agency and/or failure to pay the costs of any repairs or adjustments necessitated by the negligence of the Agency shall be grounds for a suspension of service.
11. Any data file application, (including regional and local files) that could affect and cause degradation of service to other agencies must be authorized by the Department of Public Safety prior to implementation. The Department of Public Safety reserves the right to refuse such application on TLETS should resources not be available, or in the best interest of the TLETS agencies.

- 12. The Agency will be responsible for all costs associated with the operation of its terminal/interface, and may be required, should the Department of Public Safety not receive circuit funding, to assume circuit costs if service is still desired.
- 13. Unless the Agency is in "inquiry only" status, the Agency may enter data into NCIC and TCIC, and exchange information on TLETS and NLETS, via the NCIC Operating and Code Manuals and the TLETS/NLETS Operating Manual for proper instructions for the use of the TLETS/NLETS and TCIC/NCIC systems.
- 14. The Department of Public Safety reserves the right to immediately suspend service to the Agency when applicable policies are violated. The Department of Public Safety may reinstate service following such instances upon receipt of satisfactory assurances that such violations have been corrected.

All costs for reconnection service are the responsibility of the Agency. The Department of Public Safety shall have the authority to inspect and audit the equipment, records, and operations of the Agency to determine compliance.

- 15. Either the Department of Public Safety or the Agency may, upon 30 days' notice, in writing, discontinue service.
- 16. The Agency is subject to audit by the following to ensure the Agency is in compliance with this TLETS Agency/Equipment Agreement, including all applicable rules, policies and procedures: Texas Department of Public Safety, the Federal Bureau of Investigation and any authorized agent or representative of the Texas Department of Public Safety or the Federal Bureau of Investigation.
- 17. The Agency will be responsible for the physical security of all DPS supplied equipment. The Agency Administrator, who executes this agreement, will also execute an equipment receipt form at the time of the equipment installation or at the time of the execution of this agreement if the equipment has already been installed.
- 18. This Agreement will become effective on _____

In WITNESS WHEREOF, the parties hereto caused this Agreement to be executed by the proper officers and officials.

TEXAS DEPARTMENT OF PUBLIC SAFETY

AGENCY ADMINISTRATOR

By _____

By _____

Title _____

Title _____

Director

Date _____

Date _____

TCIC/TLETS Contact Information

Area	E-mail/Phone
TCIC/TLETS Online Testing Online Retesting for Existing Users	www.tlets.dps.texas.gov/OMNIXX5/desktop
TLETS/TCIC Training <ul style="list-style-type: none"> • New User Request Form • Associate Trainer Reports • NCIC Operating & Code Manuals • TCIC Training Handbooks • TLETS Operating Manual • TXGang Training 	TCIC Online www.dps.texas.gov/tcic2000project User Name: tcic2000 Password: DPSTCIC7# tcic.training@dps.texas.gov 512-424-2832
TCIC Control Room <ul style="list-style-type: none"> • Entry Procedures/Problems • Hit Confirmation Requests • Record Validations • Child Safety Check Alert Entry 	tcic.controlroom@dps.texas.gov 512-424-2088 / 866-266-8242 Fax 512-424-2748 (Available 24/7)
TCIC Audit <ul style="list-style-type: none"> • Preparing for TCIC Audits • TLETS Agency/Equipment Agreements 	tcic.audit@dps.texas.gov 512-424-2809
TCIC System & Quality Control <ul style="list-style-type: none"> • System Management • Offline Searches • Requesting New ORI's • ORI Validations • LP Readers for Patrol Vehicles • TXGang Applications & Access 	tcicqc@dps.texas.gov txgang@dps.texas.gov
TLETS <ul style="list-style-type: none"> • New Agency Membership • Violations or System Abuse 	TLETS@dps.texas.gov
Operations Information Center (OIC) <ul style="list-style-type: none"> • Terminal Troubleshooting 	888-DPS-OIC0 800-63-TLETS 512-424-2139
CJIS Security Information <ul style="list-style-type: none"> • Terminal Security Reviews • User Security Reviews • Terminal Moves/Changes 	security.committee@dps.texas.gov 512-424-5686

Section 2: Operating the System

By the end of this training session, the student will be able to:

- Demonstrate how to log onto the OMNIXX system.
- Identify the parts of the OMNIXX Force screen and their functions.
- List the different ways to access OMNIXX inquiry and message forms.
- Give examples of the menus used in OMNIXX inquiries and messages.
- Identify the inquiry and message forms edit features.
- List the different ways to access the OMNIXX Message Window.
- Locate the parts of the OMNIXX message window and their match functions.
- Explain the function and use of the OMNIXX message log.
- Identify the elements of output headers.
- Explain the importance of the ORION file to obtain an agency's ORI and the procedure for obtaining that agency's contact information.
- Describe the process for modifying an agency's contact information.
- Restate the function and use of the TLETS and Nlets Help files.

Operating the System

Logging onto OMNIXX

The OMNIXX Login screen allows the user to enter the information listed below. All of the information is saved by the system (except password). The information will not have to be entered every time you login to the OMNIXX Desktop. Any user not having an OMNIXX user ID should contact your agency's Terminal Agency Coordinator (TAC).

User Name	Enter User Name
Password	Enter Password
Agency	Enter TLETS
Validation Code	Enter the terminal mnemonic if logging into Force, otherwise leave it blank
New Password	Enter a new password if wishing to change your current password
Confirm	Re-enter new password to confirm
OMNIXX Path	Enter C:\TLETS\

After all the information is entered, click the **Click to Login** button to begin the process. OMNIXX Force will automatically terminate if the user's login attempt is unsuccessful.

OMNIXX Certifications

Once the user is logged on to the OMNIXX Desktop screen, the OMNIXX Certifications screen is displayed automatically.

User Name	Name of the user currently logged onto the OMNIXX Desktop.
Agency	Identifier for agency the current user is assigned to.
Certification	The certifications currently assigned to the user.
Status	The current status of each certification assigned to the user. The certification may be active or disabled.
Expiration Date	Date each certification expires for the current user. This date alerts the user to plan for mandatory re-certification testing for each expired certification.

To exit the OMNIXX Certifications screen, click the **Close** button or the small .button in the upper right-hand corner of the screen.

Once logged into the OMNIXX Desktop, the user has access to all of the OMNIXX applications authorized to use, without having to login to each program individually.

OMNIXX Desktop

OMNIXX Force Browser

OMNIXX Force Browser provides authorized TLETS users the ability to query, enter or update state and national databases and exchange messages with other users via the message broker. OMNIXX Force Browser is a browser-based law enforcement application that includes a persistent connection to the message broker for timely delivery of messages.

OMNIXX Trainer

OMNIXX Trainer provides certification training and retesting that is fully integrated with OMNIXX Force user applications. By using OMNIXX Trainer, students can review the current status of their individual certifications, take initial or refresher training courses and access tests to earn or renew their certifications. Once a student passes a certification test and accepts the test results, the results are posted to their user record allowing continued access to OMNIXX Force transactions related to that certification. The message switch allows the user to access those transactions.

OMNIXX Console

OMNIXX Console allows Subagency User (SAGY) to maintain database records for their subagency users and devices. It allows authorized administrators to update the OMNIXX database by modifying or disabling users and resetting passwords.

Each agency should assign at least one Subagency User (SAGY) access to OMNIXX Console. To request access, an email should be sent from the agency administrator (chief, sheriff, etc.) with the following information to tlets_order_center@dps.texas.gov.

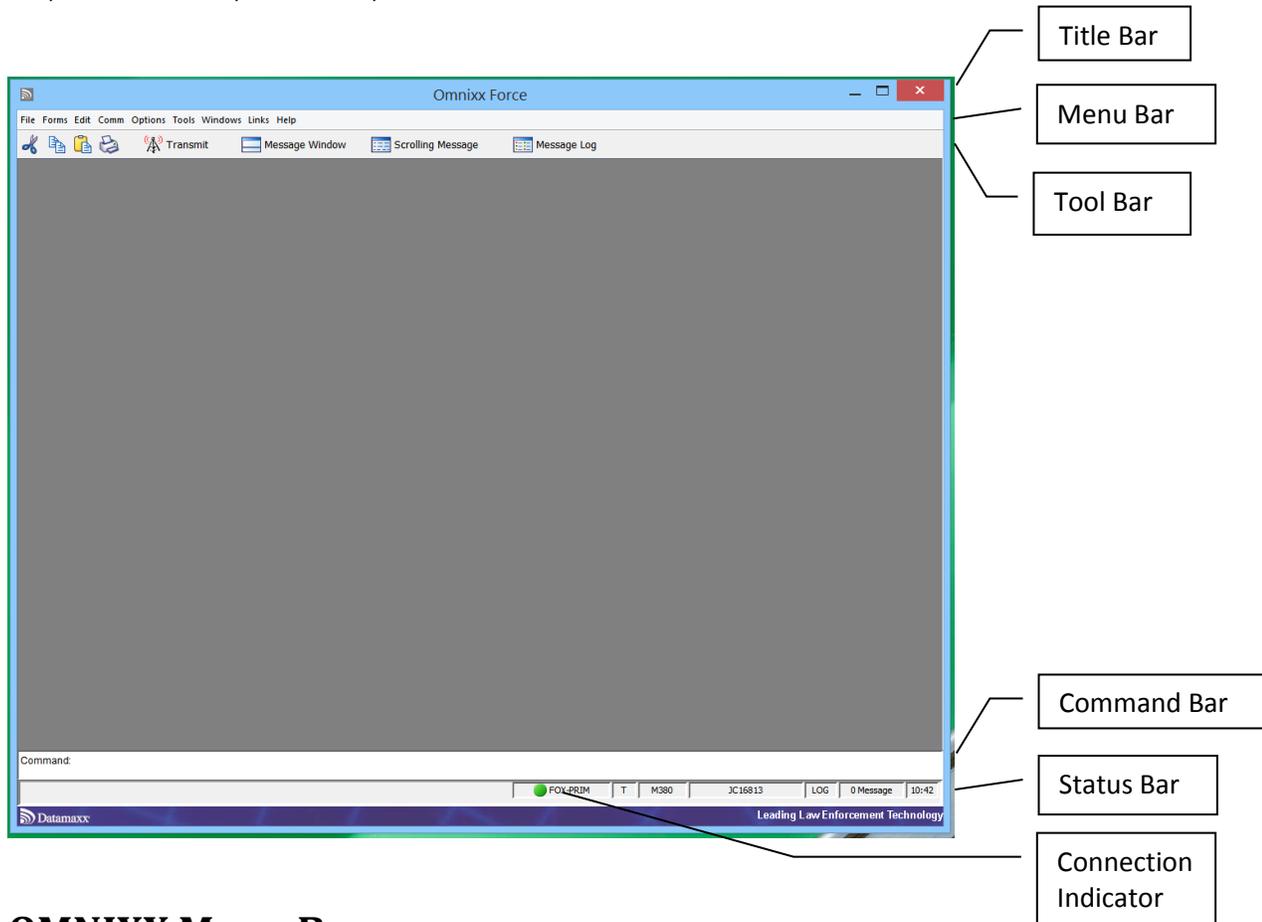
- User Name
- OMNIXX User ID
- User Email
- ORI
- Agency Name
- Agency Telephone Number

Clicking on the OMNIXX Force icon will synchronize with the OMNIXX Application Repository to ensure that the terminal has the most current version of all transaction formats and support documents available. If any older versions are found, they are automatically updated to show the most current version.

Once synchronization with the OMNIXX Application Repository is complete, the OMNIXX Force application window is displayed and the user can begin running transactions.

OMNIXX Force Elements

Several parts of the OMNIXX™ Force screen that users should be familiar with include: **Title Bar**, **Menu Bar**, **Tool Bar**, **Command Bar**, **Status Bar**, and **Connection Indicator**.



OMNIXX Menu Bar

The OMNIXX Force Menu bar, located under the Title bar, consists of the following menu items: **File**, **Forms**, **Edit**, **Comm**, **Options**, **Tools**, **Windows**, **Links** and **Help**. Each menu contains a drop-down list of commands that relate to the menu item. For example, to find help with an OMNIXX Force function, click the **Help** menu.

File Menu

The **File** menu contains **Workspace** options, **Print Setup** and **Exit**.

Workspace options allow users to save forms they routinely use which saves users from having to open all forms each time you log on.

Save Workspace allows a user to save the forms currently displayed on their screen. By selecting File then save workspace, the user creates a "snapshot" of their screen that is saved and can be reopened each time you log into OMNIXX Force. In addition, OMNIXX Force will automatically save the workspace every time you log out of the application. The file name generated for this workspace will be your OMNIXX user ID or the user can set the workspace name.

Open Workspace opens a dialog box for accessing workspaces that have been previously saved.

The **Print Setup** option opens the Print Setup dialog box allowing the user to enter the path of the network printer to send and print OMNIXX Force messages. The **Exit** command *closes* and *exits* the user from OMNIXX Force.

Forms Menu

All forms accessible to the user are displayed in this menu option. These forms include: Vehicles, Boats, Guns, Articles, Securities, Persons and Criminal History Record Information. Forms vary depending on the agency's requirements and user authorization.

Edit Menu

The **Edit** menu offers three functions for the user. These functions include: **Cut**, **Copy** and **Paste**.

Comm Menu

The **Communications** menu offers the option to **Transmit** data by sending the current transaction format.

Options Menu

The Options menu offers five functions for the user: Auto Switch to Message (Msg) Window, Auto Print, View Command Bar, Write Trace File and Check Form Updates.

The **Auto Switch to Message (Msg) Window**, when enabled, will automatically open when a message is received.

When **Auto Print** is enabled, all *incoming* messages will automatically be printed without any further action from the user.

The **View Command Bar** can be used to toggle the display for the Command Bar at the bottom of the screen allowing for data transactions.

The **Write Trace File** allows the Operations Intelligence Center (OIC) personnel to troubleshoot problems in a program. By activating this feature, the source output contains trace elements used when troubleshooting issues.

By selecting the **Check For Form Updates**, OMNIXX Force will automatically query the repository for new forms and any associated items every time a form is opened, and then update these forms as needed.

Tools Menu

The Tools menu option offers three tools to the user. These tools include: **Synch Files with Repository**, **Message Window**, **Scrolling Message** and **Message Log**.

Synch Files with the Repository ensures the user that all files in the local machine match the production version in the Repository and are the most current version available. This option will delete the entire OMNIXX Force directory and re-download all files. It does not check just to see if everything is current before it updates. This tool should be used only if the system is having a problem. Click the continue button to activate this process.

The OMNIXX Force **Message Window** allows users to view all messages from the current session. Note that received messages are in blue text and sent messages are in green.

The **Scrolling Message Window** allows the user to see all messages in the message window at one time instead of viewing each message separately.

The **Message Log** feature allows the user to search and view messages sent and received during current and previous sessions of OMNIXX Force.

Windows Menu

The **Windows** menu option offers the user five different screen views: **Cascade**, **Tile Horizontally**, **Tile Vertically**, **Close** and **Close All**.

Links Menu

The **Links** menu provides web-based links for OMNIXX Force users, such as <http://www.Nlets.org/>.

Help Menu

The **Help** menu provides web-based online help for OMNIXX Force users, such as:

- DPS Contact List
- DPS Training Policy
- Handgun Compact States
- Nlets Help Files
- Nlets User Guide
- Offline Search Policy
- OMNIXX Force User Guide
- Social Security Numbering Scheme
- VISA

OMNIXX Toolbar

The OMNIXX Force Toolbar is located directly under the Menu Bar and displays buttons for the most commonly used tools: **Cut**, **Copy**, **Paste**, **Print**, **Transmit**, **Message Window** and **Message Log**.

OMNIXX Command Bar

The Command bar is located near the bottom of the screen directly above the Status Bar. It provides quick keyboard access to OMNIXX transaction forms and exiting the program.

Opening a Transaction Format Using the Command Bar

1. Type the letters "TF" inside the Command Bar followed by a space.
2. Enter the Message Key of the desired transaction format.
3. Press the ENTER key.
4. If a valid Message Key is entered, OMNIXX Force searches for and displays the correct transaction format.
5. An error message is displayed for an invalid command.

Exiting OMNIXX Force Using the Command Bar

1. Type the word “Exit” inside the Command Bar.
2. Press the ENTER key.
3. A confirmation box is displayed.
4. Click **Yes** to exit or **No** to continue using OMNIXX Force.

Status Bar

The Status bar, located at the bottom of the screen under the Command bar, provides information regarding the current status of the user’s terminal as shown in the figure below.

A	B	C	D	E	F	G
 FOX-PRIM	T	M380	JC16813	LOG	0 Message	11:07

The following are examples of items found on the Status bar:

A	Switch Name	Switch Indicator; <i>green</i> for connected or <i>red</i> for disconnected.
B	Trace File Indicator	Allows user to toggle the trace function on/off.
C	Device ID	Mnemonic or device name of the machine.
D	User Name	User ID of the current user.
E	Message Log	Quick access to the Message Log
F	Message Count	Displays the number of <i>unread</i> messages in the Message Window.
G	Time	Displays the current system time.

Closing OMNIXX Force

The user has four methods for exiting the OMNIXX Force application:

1. Click on the **File** menu option located on the Menu Bar at the top of the OMNIXX Force screen. After the drop-down list is displayed, click the **Close** menu item to close OMNIXX Force.
2. Close and exit the OMNIXX Force by clicking the small  button in the upper right-hand corner of the screen.
3. Entering the word “Exit” in the Command Line located at the bottom left corner of the screen to close and exit OMNIXX Force.
4. To exit the OMNIXX Desktop, click the OMNIXX icon. This icon is accessible from the OMNIXX Desktop logon screen.

Elements of a Transaction Format

The transaction format includes fields and groups. A **Field** is a single text box used for entering information. A **Group** is a collection of related fields in an OMNIXX Force transaction format. A format can consist of one or more groups.

Mandatory Field is a field that must be completed by the user in order to transmit an OMNIXX Force transaction format. Blue underlined text is used for the field label in a mandatory field. If a mandatory field is incomplete, an error message is displayed when the user attempts to transmit the form.

Required Field is a field that requires that at least one field must be completed by the user in order to transmit an OMNIXX Force transaction format. Green dashed underlined text is used for the field label of a required field. If one of the required fields is not completed, an error message is displayed when the user attempts to transmit the form.

~~Conditional Field~~ is a field that is unavailable until the primary data field is selected then becomes mandatory. Red strike through text is used for the field label on a conditional field.

Conditional/Required Field is a field that becomes required once the initial conditional field has been used. Brown dashed underlined text is used for the field label of a conditional/required field. If the field becomes required and is incomplete, an error message is displayed when the user attempts to transmit the form.

Additional Field is a field that is used to pack a record with as much information as possible. Black text is used for the field label of an additional field. Users can transmit forms without completing the additional fields, but should be included in order to pack the record with all available information.

The **List Box** is a field that contains a pop-up menu of valid entries for a particular field that users can choose (i.e., NCIC codes). A user can manually type in the information or choose an item from the pop-up menu. A field that contains a list box is designated by a small box with three dots, located to the right of the field.

Some fields contain a bi-level pop-up menu. The top-pane of the menu contains a list of categories to choose from. Highlight the appropriate category and the list of possible codes for that category is displayed in the bottom pane.

The information in the lower part of the bi-level list box is listed alphabetically. To position this list, click in the lower area, type the first letter to position the list. Users can also press CTRL+ DOWN ARROW to position the list.

Control Field

The **Control Field** is an additional field and up to ten characters in length. It is not a mandatory field, but it allows the operator to identify the requestor of the inquiry in order for the information be directed to the appropriate person or located for future reference. The control field in return messages is the last line in the Nlets Output Message Header and will be prefixed by an asterisk*.

Nlets recommends using alphabetic and numeric characters. Additionally, special characters such as: "&","\$","/","+", etc. are allowed. When inquiries are sent to Canada, the control field follows the above rules, but may not contain special characters such as: "\", "&", "\$", etc. or CQCU as the first four characters.

Right-Click Menu

The Edit menu option includes: Cut, Copy, Paste, Undo, Clear, Clear Group, Field Help, Mark for Deletion and Replace.

Cut, Copy and Paste allows the user quick access to the OMNIXX Force Edit Menu.

The **Undo** function reverses the last action to the one prior.

The **Clear** command clears an entire field and places the cursor at the beginning of that field.

Clear Group gives the user the ability to quickly clear all fields contained in a group on a transaction format. The user places the cursor in any field in the group that is to be cleared and then clicks the Clear Group option in the drop-down menu. OMNIXX Force deletes all information previously entered into that group and places the cursor at the beginning of the first field in that group.

Field Help is a feature of OMNIXX Force that helps define the contents of a specific field. This feature is useful when a user is entering information into a transaction format and is unfamiliar with what information needs to be entered into a particular field. The user can access Field Help and receive a dialog box displaying guidelines regarding what type of information should be entered along with the correct format.

Form Help is a feature of OMNIXX Force that displays a dialog box containing information about the currently open transaction form.

Mark for Deletion is used in a Modify format. This function inserts a "delete" token into a field. After transmitting the format, this action notifies the database that the information contained in that field is incorrect and needs to be deleted.

The **Replace** function opens a dialog box allowing the user to replace specific text with alternate text.

Transmitting a Transaction Form

After entering all of the mandatory information into a transaction format the user can transmit with one of the following actions:

- Click the Transmit icon on the toolbar
- Click on the Comm menu, and select Transmit
- Press CTRL + T
- Press the + key on the computer's number pad

Conditional Mandatory Status

If a user attempts to transmit a transaction form without the mandatory or conditional fields complete, the system will identify the fields the user must complete in order to transmit the form. It will note the status of the field as "OK" or "Missing".

OMNIXX Force Message Window, Display and Logs

It is very important that users are able to search previous messages that may have already been deleted from the Message Window. All incoming and outgoing network messages are stored in Message Logs that are stored locally on the terminal's hard drive and can be searched to find a specific message in the event the user needs to access one of the previously deleted messages.

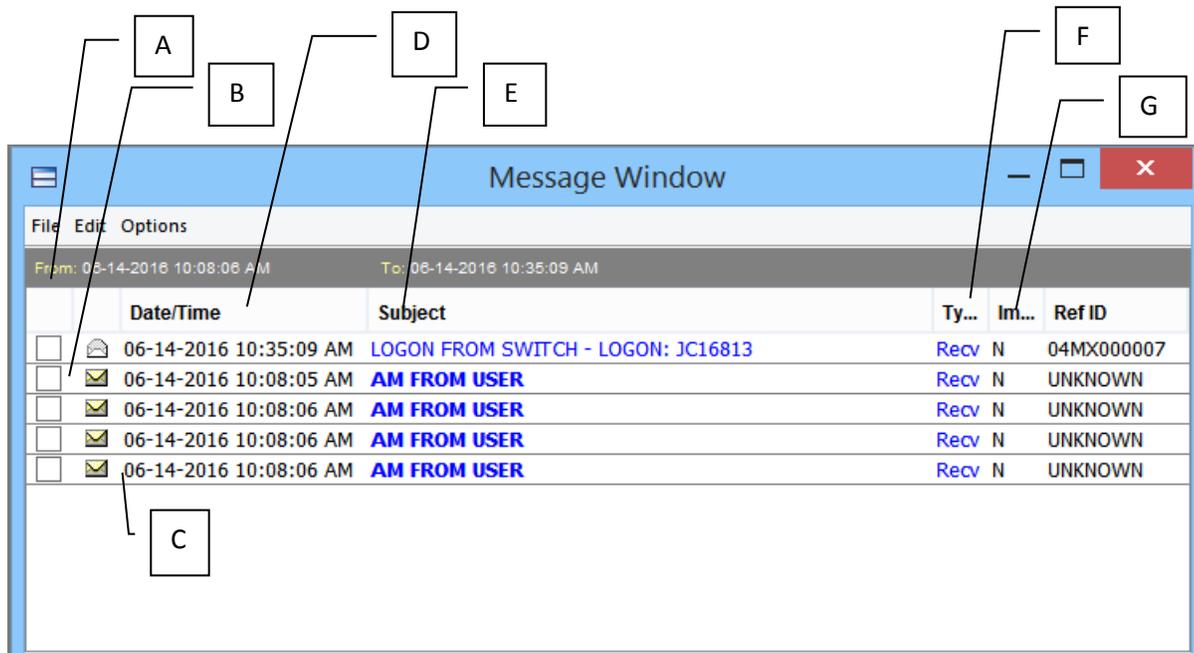
OMNIXX Force Message Window

The **Message Window** contains all sent and received messages from the current session. A session is considered to be the duration from the time the user logs on until the time the user logs off. Every time a user logs onto OMNIXX Force, the user begins with a new Message Window.

The Message Window can be accessed by:

- Message Window button on the toolbar.
- Tools Menu and then click Message Window.
- Message Counter located on the Status Bar at the bottom of the screen.

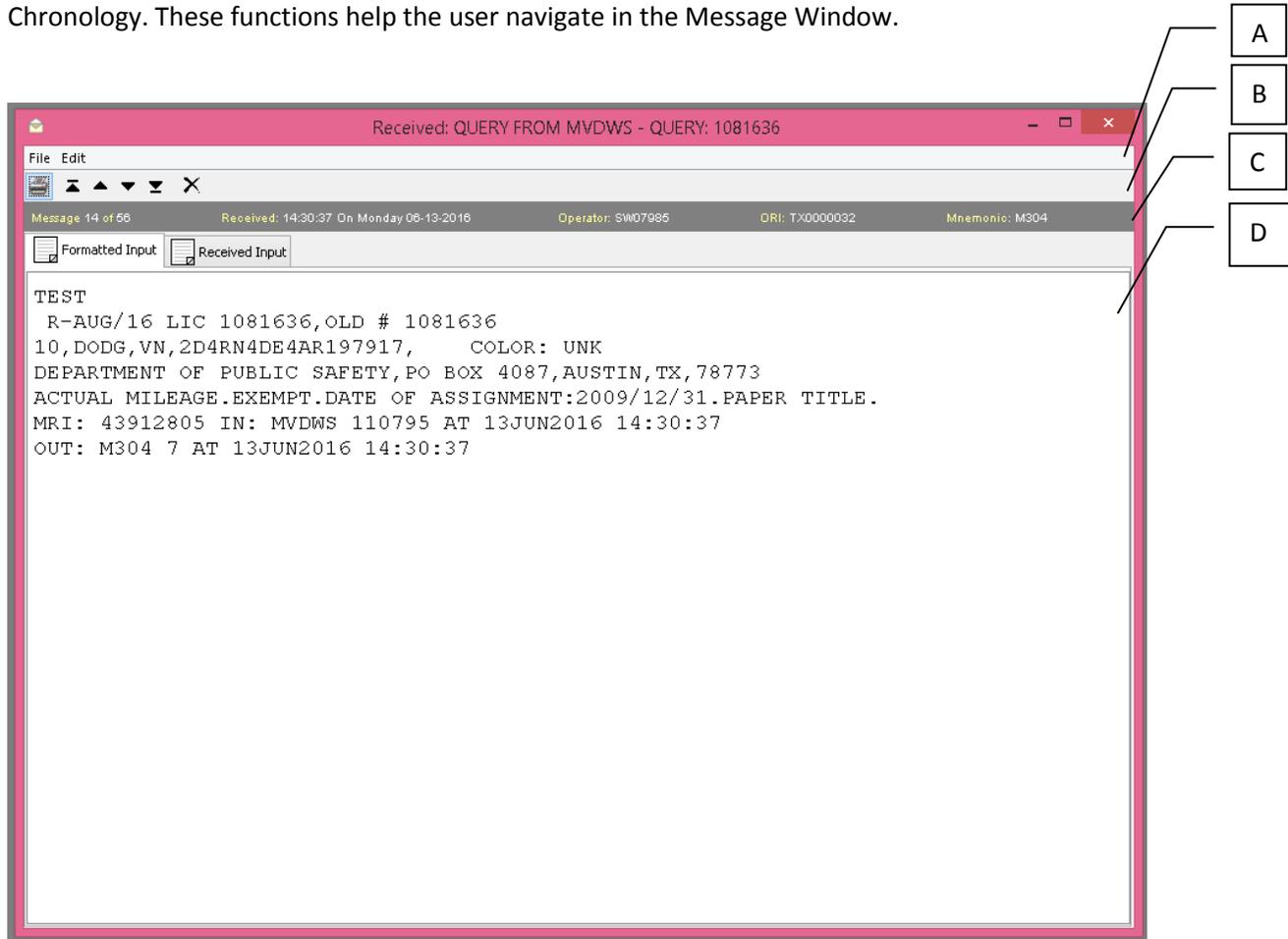
OMNIXX Force Message Window, cont.



A	Start Date End Date	The Start Date displays the date and time of the earliest message received into the Message Window. The End Date displays the date and time of the most recent message received into the Message Window.
B	Selection Checkboxes	Some commands allow a user to work with more than one message at a time. Enabling the selection box on a message indicates that the message is to be included in one of these commands. For example, a user may print multiple messages at once by enabling the checkbox next to several messages and then executing the Print command.
C	Message Icons	These icons notify the user if a message is a “Sent” or “Received” message. Received messages are <i>blue</i> text and sent messages are <i>green</i> text.  Notepad indicates a sent message.  Closed envelope indicates an unread/received message.  Open envelope refers to a read/received message.
D	Message Date and Time	The date and time the message was sent or received.
E	Message Summary Area	The Message Summary Area gives the user summary information regarding a particular message. The date and time of the message as well as, the type are displayed.
F	Message Type	Type (word text) is another indicator to the user if the message was Sent or Received.
G	The Image Indicator	The Image indicator informs the user if an image is associated with or embedded within that particular message: Y (Yes) or N (No).

OMNIXX Force Message Display

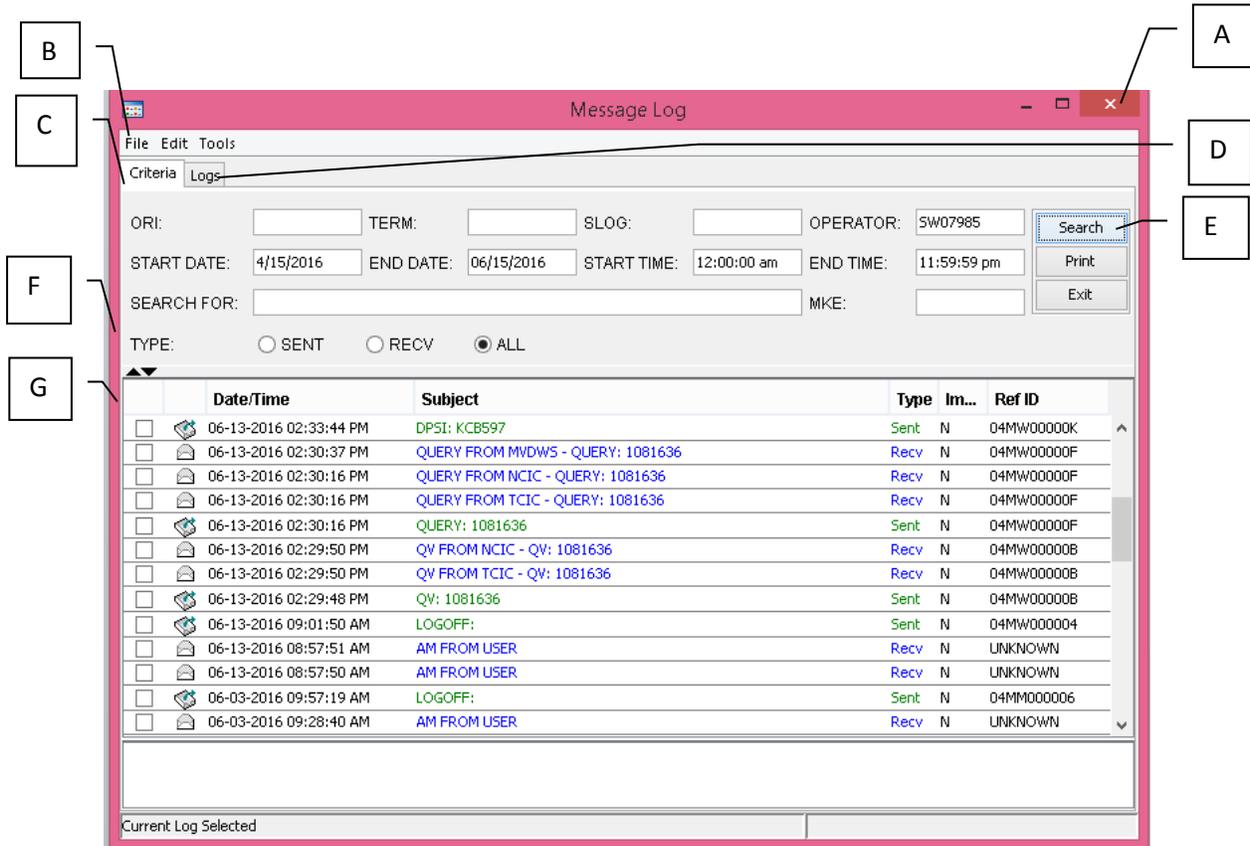
The Message Display consists of the following: Menu Bar, Toolbar, Message Display Window and Message Chronology. These functions help the user navigate in the Message Window.



A	Menu Bar	The Menu bar contains the File and Edit menus.
B	Toolbar	The Toolbar provides quick access to the functions found on the Menu bar.
C	Message Chronology	This area contains information regarding the current message: <ul style="list-style-type: none"> • The ordinal number of the message in the log. • If the message was Sent or Received. • The date and time of the message. • The Operator, ORI and Mnemonic of the message.
D	Message Display Window	This area contains the actual text of the current message.

OMNIXX Force Message Log

The Message Logs are held locally on the terminal's hard drive. These logs record all messages sent and received on that particular terminal and are saved in read-only format, meaning the user cannot edit them. The Message Log allows the user to search for and view messages that were previously deleted from the Message Window. It can be accessed on the Tools Menu or the Message Log button on the Toolbar.



A	Title Bar	The Title Bar notifies the user that the currently active screen is the Message Log.
B	Menu Bar	The Message Log Menu Bar contains the following two elements: the File menu (Exit) and Tools (Archive).
C	Search Criteria	The user narrows the search by entering information into the Search Criteria fields.
D	Logs Tab	The Logs tab allows the user to select archived logs to be included in the search. The command buttons listed below allow the user to choose the archived logs to use in a search.
E	Command Buttons	Provide access to functions in the Message Log.
F	Message Type	These buttons allow the user to specify the type of messages searched: Received messages only, Sent messages only or All messages.
G	Message Display	All messages meeting the criteria specified by the user in the Search Criteria fields are displayed in this window.

Forwarding a Message

It is possible to forward a message received to another user. This function can occur from either the Message Window or the Message Log by right-clicking on the selected *Received* message. Click on the **Forward Message** menu.

TLETS Addressing

Each TLETS member agency has a unique four character alpha/numeric code assigned to their terminal and/or interface system. This code is called a "mnemonic address" and is used to address or direct messages to a specific terminal/interface system. Individual agencies in each state are also assigned a unique nine-character code known as the Originating Agency Identifier (ORI).

TLETS Output Message Footer

MRI: 32264175 IN: KBFX 6 AT 27MAR2007 13:47:45

OUT: JJFX 10 AT 27MARCH2007 13:47:45

Line	Entry	Explanation
1	MRI: 32264175	Message Routing Identifier
1	IN: KBFX 6 AT 27MAR2007 13:47:45	Sending Mnemonic, Message Number with Date and Time
2	OUT: JJFX 10 AT 27MARCH2007 13:47:45	Receiving Mnemonic, Message Number with Date and Time

Nlets Addressing

The Nlets Control Terminal Agency is each state's Point of Entry (POE). The POE for Texas is the TLETS message switcher in Austin. All messages on Nlets must be routed using the appropriate ORI or the two-character state POE code.

Nlets Output Message Header

AM.AZ0071100

09:00 6101996 00325

09:01 6101996 00001 TXDPS0000

*14-1234

Line	Entry	Explanation
1	AM.AZ0071100	Message type followed by a period and the ORI of the sending agency
2	09:00 6101996 00325	Time and date received by Nlets followed by the message number for messages received that day
3	09:01 6101996 00001 TXDPS0000	Time and date sent by Nlets followed by the message number and the number of messages sent that day to the receiving ORI
4	*14-1234	Control Field

Nlets ORION Directory

The Nlets ORION directory allows TLETS member agencies to obtain agency contact information from all Nlets users, including Canadian agencies. Inquiries may be made by location, ORI or federal agency ID.

An inquiry search by **location** will usually comprise summaries of all matching records. However if there are three or fewer matches, complete records for the matches are returned. The location can be limited, if desired, to a particular agency type. All county/military agencies will have two records, one by the county name and one by city, example: LOC/HILL COUNTY and LOC/HILLSBORO or LOC/AFO-DYESS and LOC/AFO-ABILENE

Inquiries can be retrieved by **ORI**. The response would consist of the complete return of all records on file for the ORI. The response to an inquiry by **federal agency ID** will usually comprise summaries of all matching records; however if there are three or fewer matches complete records for the matches are returned. The search can be limited, if desired, to a particular location.

Query Nlets ORION File (TQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets State Code (POE)

Search Data

- Inquiry Code (ORI)
- Location
- Agency Type (TYP)
- Federal Department (FED)

A complete record response includes the following:

- ORI
- Location
- Agency Name
- Type of Agency
- Address, City
- Zip Code
- Phone Numbers
- Fax Phone Numbers
- Hours of Service
- CHRI Authorization
- Record Owner
- Optional Remarks Field
- Date of Last Update

A summary response, when there are four or more matches to an inquiry, will include:

- Agency Name
- Location
- ORI
- Hours of Service
- CHRI Authorization
- Faxing Capability
- Legend of Code Interpretation

Nlets will return a "NO RECORD FOUND" message indicating no records were found.

All ORION records for Texas agencies are originally entered by the TXDPS TCIC Quality Control when an agency originally joins the TLETS system. It is the responsibility of the agency to modify the appropriate information in their records(s).

Modify Nlets ORION File (TU)

Agency/Case Data

- Originating Agency Code (ORI)
- ORI to be Modified (ORI)

Agency Data to Modify

- Location (LOC)
- Agency Name (AGY)
- Address (ADR)
- City (CIT)
- Zip Code (ZIP)
- Telephone Number (PHN)
- Alternate Phone (PH2)
- Fax Number (FXS)
- Alternate Fax (FX2)
- Hours of Service (HOS)
- Remarks (REM)

Special Options

- Control Field (CTL)

Nlets State Help Files

Nlets users can obtain information for a specific database concerning format, inquiry requirements and other information that is unique to a particular state, subject or country.

Nlets Help File (NHF)

Agency/Case Data

- Originating Agency Code (ORI)

State Help Files

- Nlets State Code (POE)
- State Help Subject

Nlets/Federal Help Files

- Nlets Help Files (NHF)

Canadian Help Files

- Canadian Province Code
- Canadian Help Subject

Mexican/Federal Commercial Driver License Help Files

- Requested Help File

Nlets General Help Files

The Nlets "general" help files are entered and updated by the Nlets operational staff and contains information pertaining to the system and states.

Destination ORI	HELP Information Records
FNORHELP	List of the Federal codes that are converted to ORION Federal search codes in the ORION file.
NLBASHELP	List of states providing a boat/snowmobile HELP file on Nlets and a test record available to other users over Nlets.
NLFLYHELP	Information on how to submit a LEO Flying Armed message.
NLGUNHELP	List of states that support inquiries to their Concealed Carry of Weapon permit (CCW) files.
NLLPRHELP	Information on the License Plate Reader Program.
NLNOQHELP	List of states that support name only driver license and vehicle registration inquiries.
NLOLNHELP	List of states providing automated driver license and HELP FILES over Nlets and a test record available to other users over Nlets. Also should indicate if state supports name only inquiries.
NLORHELP	List of states that accept Nlets assigned "S".
NLPPCHELP	List of states that support inquiries to their parole, probation and corrections files.
NLSIRHELP	List of states providing automated responses to IQ and/or FQ queries.
NLSONHELP	List of states that support sex offender notifications.
NLSORHELP	List of states that support inquiries to their sex offender registration file.
NLSWQHELP	List of states that support inquiries on state warrants.
NLTSTHELP	List of state test records.
NLWLQHELP	List of states that support Wildlife Violation transactions.
NXWTHHELP	Information on states that provide road/weather information on an automated and non-automated basis.

Additional information may be requested by sending an administrative message to the following file codes replacing state POE in place of the "XX" listed for each file code.

Destination ORI	Information
XXLIC0000	Vehicle Registration Information
XXOLN0000	Driver License Information
XXSIR0000	Criminal History Record Information (CHRI)
XXBAS0000	Boat and Snowmobile Information
XXADM0000	Federal Agency Information

Section 3: Driver License Databases

By the end of this training session, the student will be able to:

- Identify the types of driver's license and identification card inquiries available through TLETS and Nlets.
- Compare the difference in the information that is included in each type of driver's license return.
- Describe the process to check a Mexican commercial driver license and diplomatic licenses.
- Locate the Nlets state driver's license help file.
- Explain the procedure for requesting a manual driver license check from TLETS or Nlets.

Driver License Databases

Texas Driver License and Identification Card Information

Driver license information is available through TLETS from the Texas Department of Public Safety (TxDPS) Driver License Division (DLD) database and from other states using the Nlets network. Driver License System (DLS) is the computerized system owned and maintained by the DPS.

Personal information obtained from driver license records are protected by a statute handed down by the Texas Legislature. The Motor Vehicle Records Disclosure Act (Texas Transportation Code, Section 730.004) states "Notwithstanding any other provision of law to the contrary, including Chapter 552, Government Code, except as provided by Sections 730.005-730.008, an agency may not disclose personal information about any person obtained by the agency in connection with a motor vehicle record."

Personal information obtained from driver license records are also restricted by the Federal Driver Privacy Protection Act of 1994 (18 U.S.C. §2721 et. Seq.). There are specific exclusions in these statutes for use by law enforcement. Therefore, driver license information obtained from the TLETS system is to be used strictly for Criminal Justice and Law Enforcement purposes only and may not be disseminated to the public.

Personal information is classified as information that identifies an individual, including an individual's photograph and/or computerized image, social security number, driver identification number, name, address (but not zip code), telephone number and medical or disability information.

A motor vehicle record is any record that pertains to a motor vehicle operator's permit, motor vehicle title, motor vehicle registration or identification card issued by an agency authorized to issue an identification document.

Non-Law Enforcement Access to Texas DLS

It is a violation of the TLETS Agency Equipment Agreement for an agency to run a driver license check for insurance purposes on those who operate city or county vehicles. If a city or county needs driver license information for non-law enforcement purposes, they may contact DPS E-Commerce section at: E.Commerce@dps.texas.gov or 512-424-5967.

DPS DLD will respond to requests for information stored in the driver license record database if the requestor is eligible to receive it. The general public, tax offices, code enforcement and other non-criminal justice agencies can obtain driver license information by following other procedures as outlined by DPS. The DLD database cannot be used to verify if a person is qualified for a defensive driving course. The person is required to obtain a certified copy of a driving record directly from the Department of Public Safety.

Driver license information from other states may or may not be classified as public record information. Any non-criminal justice agency or person requesting information on obtaining DL information from another state should be directed to contact the driver licensing agency of that state.

Texas Identification Card Information

Texas Identification Cards can be obtained by almost any Texas resident, not currently issued a driver license. Texas residents can only have either a driver license or an identification card, not both. Identification card records are stored in DLS. Like the driver license, identification cards are assigned a unique eight digit number. The identification card is similar in appearance to the regular driver license with the exception that the words **Identification Card** are printed on the top front in bold green letters.

What is needed to obtain an ID certificate?

- Evidence of name and date of birth acceptable for an ID card (equivalent to those needed to obtain a driver license)
- No limit on age
- Must pay a fee
- No test is required
- Each person is limited to one ID card
- Expiration: Next birth date of applicant occurring 6 years after date of application
- ID cards for individuals over 60 years of age or older are non-expiring

The DLS database stores both driving records and identification cards. A search into the DLS will yield results for both driver licenses and identification cards.

Texas Driver License Inquiries

There are two types of Texas driver license inquiries: Status Check and History Check.

The **Status Check** provides basic information regarding the subject: name, physical description, date of birth, most recent address, mailing address, record status, operator license number, card type, license class, expiration date, restrictions, endorsements and administrative status. A few other fields will be displayed when applicable: sex offender, communication impediment, organ donor, VISA expiration date and the hazardous materials endorsement assessment. The Status Check was formerly known as the Regular Driver License Check.

The **History Check** provides the same information as the status check in addition to the driving history record of the individual. The history check is accessed by entering an X in the CPL field.

Texas Driver License System Basics

Name

- A search by name (NAM) matches the exact spelling of the last name and first name in the driver license record. **Soundex is not being used.**
- When searching by name (NAM), do not use a space following the comma between the last and first names.
- The middle name can be used but it will not narrow the search.
- Names containing a “-“ may be entered as LAST-LAST,FIRST or LAST LAST,FIRST or LASTLAST,FIRST.
- Inquiries made on names containing a ñ may not return DL records. They should be run using a driver license number (OLN).
- Inquiries made on individuals having a name of more than 30 characters are not currently supported through TLETS. Contact the nearest DPS Communications office or the Texas Joint Crime Information Center at 512-424-7981 for assistance.

Name Only Searches

- A search using name (NAM) alone will return a list of up to 50 possible matches including the full name, the date of birth (DOB), the card number and the city of residence.
- If the search is not successful, validate that the information supplied in the inquiry was accurate.

Date of Birth

- A search using DOB matches the exact DOB in the driver license record.

Race

W	White
B	Black
I	American Indian/Native Alaskan
A	Asian/Pacific Islander
O	Other included Multi-Racial and Hispanic Ethnicity

Lawful Presence Requirement

Applicants who are not United States citizens or permanent residents of the US must present proof of lawful presence before being issued an original, renewal or duplicate Texas driver license or ID card. To reduce the risk of identity theft, enhance security and protect the integrity of the licensing process, individuals must present documentation to verify their US citizenship or lawful presence status.

Once acceptable identification has been obtained, usually available electronically from the Department of Homeland Security (DHS), the individual will be issued a temporary visitor designation and status date on the face of the card. If the lawful admissions period in the U.S. expires in less than six months from the date of the application, no driver license/ID card of any status will be issued. If the applicant does not provide the necessary documentation or update the temporary visitor status date on or before the date of expiration the card is cancelled and the person may not operate a motor vehicle.

For more information: www.dps.texas.gov/DriverLicense/LawfulStatusDLID.htm

Texas Driver License Inquiry (DL)

Agency/Case Data

- Originating Agency Code (ORI)
- Enter X for CPL

Person Data

- Name (NAM)
- Date of Birth (DOB)

OLN Data

- Operators License Number (OLN)
- Commercial Driver License (CDL)

Image Data

- Image Request (IMQ)
- Reason (RSN)
- Email Address (EML)

Special Options

- Control Field (CTL)

Texas Driver License Returns

Driver License System responses vary depending on the type of request made and the matches in the database. The return will provide record status, administrative status and card status. The driver history record will categorize the history into Enforcement Actions, Convictions and Crash (accident) information with each category grouped together in the response. Please note that Texas DPS Driver License System postdates convictions and other items prior to the dates that the action becomes effective.

Driver License Record Status Return

SEARCH ON TEST, MARY
NAME: TEST, MARY, JO
DESCRIPTION: WHITE\FEMALE\01011991\5-04\100\BROWN\BROWN
SEX OFF: COMM IMPED: ORGAN DONOR: Y VISA EXP:
PHYSICAL ADD: 123 LIB TECH SUPP
CI/CO/ST/ZIP: TEST, TRAVIS, TEXAS, 78155, UNITED STATES
MAILING ADD: 123 LIB TECH SUPP
CI/ST/ZIP: TEST, TEXAS, 78155, UNITED STATES
REC STATUS: ELIGIBLE
ADMIN STATUS:
CARD STATUS:
HME THR ASMT: EXP:
CARD TYPE: DL #: 99999999 CLASS: C TYPE: DL EXPIR DATE: 01012018
RESTRICTIONS:
ENDORSEMENTS:

EMERGENCY CONTACT INFORMATION

FIRST NAME: MAMA
LAST NAME: TEST
PHONE: 512-999-9999 EXT
ALT PHONE: EXT

FIRST NAME: PAPA
LAST NAME: TEST
PHONE: 512-999-9998 EXT
ALT PHONE: EXT

**** DRIVER RECORD INFORMATION IS PERSONAL INFORMATION PROTECTED UNDER THE
FEDERAL DRIVER PRIVACY ACT OF 1994 (18 USC 2721, ET SEQ.) AS AMENDED AND THE
MOTOR VEHICLE RECORDS DISCLOSURE ACT, TEXAS TRANSPORTATION CODE 730 *****
***** END OF RECORD*****

MRI: XXXXXXXXXXXX IN: NDLSxx XXXXXXXXXXXX AT DDMMYYYY HH:MM:SS
OUT: XXXX 2 AT DDMMYYYY HH:MM:SS

Information on Return:	Explanation:
NAME: TEST, MARY, JO	Last, First, Middle name of record holder
DESCRIPTION: WHITE\FEMALE\01011961 \5-04\100\ BROWN\BROWN	Personal descriptors of Record Holder: Race\Sex\DOB\Height\Weight\Hair Color\Eye Color
SEX OFF: COMM IMPED: ORGAN DONOR: VISA EXP:	<p>SEX OFF: Sex Offender indicates whether the subject is a convicted sex offender. This field will contain Y if Yes and N if No and will be blank if unknown.</p> <p>COMM IMPED: Comm Imped indicates whether the subject has a Communication Impediment. This field will contain Y if Yes and N when No and will be blank if unknown.</p> <p>ORGAN DONOR: Organ Donor indicates whether the subject has designated their desire to be an organ donor. This field will contain Y if Yes and N when No and will be blank if unknown.</p> <p>VISA EXP: Visa Expired, if non-blank indicates the date the subject's VISA expires.</p>
PHYSICAL ADD: 123 LIB TECH SUPP CI/CO/ST/ZIP: TEST, TRAVIS, TEXAS, 78155 MAILING ADD: 123 LIB TECH SUPP CI/ST/ZIP: TEST, TEXAS, 78155	PHYSICAL ADDRESS and MAILING ADDRESS for Record Holder
REC STATUS: ELIGIBLE	<p>Indicates a person's eligibility to renew their DL.</p> <p>ELIGIBLE – The subject is eligible to renew; there are no active enforcement actions. This record status does not indicate that the subject has a valid Driver License, only that they are eligible.</p> <p>ELIGIBLE NON CDL – NOT ELIGIBLE CDL – The subject is eligible to renew non-commercial vehicles but currently is disqualified to have a Commercial Driver License.</p> <p>NOT ELIGIBLE – The subject is not eligible to renew and has an active enforcement action.</p>
ADMIN STATUS:	<p>ADMINISTRATIVE STATUS provides information about the driver, but does not have any effect on the person's eligibility to drive.</p> <p>Examples of Administrative Status: Prove Identity, Possible Fraud Licensed in Another State/Jurisdiction Reported Deceased Occupational License Cancelled</p>

Information on Return:	Explanation:								
CARD STATUS:	<p>CARD STATUS provides information about the Driver License, ID card or Occupational License. Card Status does not affect a person's eligibility to drive.</p> <p>Examples of Card Status:</p> <table border="0"> <tr> <td>Verify Issue Former State</td> <td>Revoked Sex Offender</td> </tr> <tr> <td>Voluntary Surrender</td> <td>Voluntary Surrender CSO</td> </tr> <tr> <td>Returned By Post Office</td> <td>Waiver Needed</td> </tr> <tr> <td>Denied Waiver</td> <td>Required Downgrade</td> </tr> </table>	Verify Issue Former State	Revoked Sex Offender	Voluntary Surrender	Voluntary Surrender CSO	Returned By Post Office	Waiver Needed	Denied Waiver	Required Downgrade
Verify Issue Former State	Revoked Sex Offender								
Voluntary Surrender	Voluntary Surrender CSO								
Returned By Post Office	Waiver Needed								
Denied Waiver	Required Downgrade								
HME THR ASMT: EXP:	<p>HME THR ASMT reflects the subject's assessment when they carry the Hazardous materials endorsement. Value will be Approved or Denied. If approved, the expiration date will be included.</p>								
<p>CARD TYPE: DL #: 99999999 CLASS: C TYPE: DL EXPIR DATE: 01012014</p>	<p>CARD TYPE:</p> <p>DL Driver License ID Identification Card OCC Occupational Driver License CDL Commercial Driver License</p> <p>Commercial Driver License (CDL) is required if:</p> <ul style="list-style-type: none"> • Gross Combination Weight Rating (GCWR) is 26,001 lbs. or more and the towed unit exceeds 10,000 lbs. GVWR, or if towing unit GVWR is 26,001 lbs. or more. • The single vehicle with GVWR of 26,001 lbs. or more • The Vehicle is designed to transport more than 16 passengers (including driver) <p>CLASS A – Any combination of vehicles with a GCWR of 26,001 or more pounds provided the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds. (Holders of a Class A may, with any appropriate endorsements, operate all Class B and C vehicles.) CLASS B – Any single vehicle with a GVWR of 26,001 or more pounds, or any such vehicle designed to transport 24 or more passengers including the driver. (Holders of a Class B license may, with any appropriate endorsements, operate all Class C vehicles.) CLASS C – Any single vehicle or combination of vehicles that does not meet the definition of Class A or Class B, but that either is designed to transport 16 or more passengers including the driver or is placarded for hazardous materials. CLASS M – Any motorcycle or moped. *Persons holding a Class B or C license may tow a farm trailer GVWR up to 20,001 lbs.</p> <p>EXPIR DATE is the date of expiration for the card. EXPIR listed as 9999 is a non-expiring ID. If no EXPIR listed, it is not a valid license.</p>								

Information on Return:	Explanation:
RESTRICTIONS :	Lists the RESTRICTIONS that the record holder must follow.
ENDORSEMENTS :	Lists the CDL ENDORSEMENTS that the record holder has: H - Hazardous materials: CDL only T - Double or triple trailer P - Passenger: CDL only S - School Bus: CDL only N - Tank Vehicle: CDL only X - Combination N and H: CDL only
EMERGENCY CONTACT INFORMATION FIRST NAME: MAMA LAST NAME: TEST PHONE: 512-999-9999 EXT ALT PHONE: EXT FIRST NAME: PAPA LAST NAME: TEST PHONE: 512-999-9998 EXT ALT PHONE: EXT	The Transportation Code requires DPS to maintain EMERGENCY CONTACT INFORMATION identified by the holder of a DL/ID to be contacted if they are injured or die in or as the result of a vehicular accident or another emergency situation. The information is confidential and may only be disseminated to a Peace Officer in this or another state.
MRI: XXXXXXXXXXXX IN: NDLSxx XXXXXXXX AT DDMMYYYY HH:MM:SS OUT: XXXX 2 AT DDMMYYYY HH:MM:SS	MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds OUT: Receiving Terminal Mnemonic AT: Day\Month\Year Hour\Minute\Seconds

Driver License Record History Return

NAME: TEST, MARY, JO
DESCRIPTION: WHITE\FEMALE\01011961\5-04\100\BROWN\BROWN
SEX OFF: COMM IMPED: ORGAN DONOR: VISA EXP:
PHYSICAL ADD: 123 LIB TECH SUPP
CI/CO/ST/ZIP: TEST, TRAVIS, TEXAS, 78155, UNITED STATES
MAILING ADD: 123 LIB TECH SUPP
CI/ST/ZIP: TEST, TRAVIS, TEXAS, 78155
REC STATUS: NOT ELIGIBLE
ADMIN STATUS:
CARD STATUS:
HME THR ASMT: EXP:
CARD TYPE: DL #: 11111111 CLASS: A TYPE: CDL EXPIR DATE: 07272018
RESTRICTIONS: A WITH CORRECTIVE LENSES
ENDORSEMENTS: N TANK VEHICLE

ENFORC ACTN: DISQUALIFIED - SUBSEQUENT CMV CONVICTION
STATUS: ACTIVE BEGIN DT: 03062009 END DT: 12319999 LIFT DT: STATE: TX

ENFORC ACTN: DEPT SUSPENSION - DWLI
STATUS: ACTIVE BEGIN DT: 02212009 END DT: 02202010 LIFT DT: STATE: TX

ENFORC ACTN: DISQUALIFIED - DWI - CMV AND/OR CDL
STATUS: ACTIVE BEGIN DT: 01302009 END DT: 01292010 LIFT DT: STATE: TX

ENFORC ACTN: SR SUSPENSION - MANDATORY CONVICTION
STATUS: ACTIVE BEGIN DT: 07122008 END DT: 12319999 LIFT DT: STATE: TX

ENFORC ACTN: MANDATORY SUSPENSION - INTOXICATION MANSLAUGHTER
STATUS: ACTIVE BEGIN DT: 07122008 END DT: 07122009 LIFT DT: STATE: TX

CONVICTION: INTOXICATION MANSLAUGHTER
OFF DT: 06102008 CONV DT: 05302008
OFFENSE LOC: ,CAMERON CMV: Y HAZMAT: N

CONVICTION: DRIVING WHILE INTOXICATED
OFF DT: 01012007 CONV DT: 01052007
OFFENSE LOC: TX, TRAVIS CMV: N HAZMAT: N

CONVICTION: UNSAFE CONDITION OF VEHICLE (NO SPECIFIED COMPONENT)
OFF DT: 08302006 CONV DT: 10172006
OFFENSE LOC: AL,,0640893338V0152867 CMV: Y HAZMAT: N

CONVICTION: DISREGARDED SIGNAL AT RAILROAD CROSSING
OFF DT: 05052006 CONV DT: 05152006
OFFENSE LOC: TX, TARRANT CMV: N HAZMAT: N

CRASH DT: 06092007 CRASH LOC: CRASH#: 12345
SEVERITY: FATAL CMV: Y HAZMAT: Y
***** END OF RECORD*****
MRI: XXXXXXXXXXXX IN: NDLSxx XXXXXXXXXXXX AT DDMMYYYY HH:MM:SS
OUT: XXXX 2 AT DDMMYYYY HH:MM:SS

Information on Return:	Explanation:
NAME: TEST, MARY, JO	Last, First, Middle name of record holder
DESCRIPTION: WHITE\FEMALE\01011961 \5-04\100\ BROWN\BROWN	Personal descriptors of Record Holder: Race\Sex\DOB\Height\Weight\Hair Color\Eye Color
SEX OFF: COMM IMPED: ORGAN DONOR: VISA EXP:	<p>SEX OFF: Sex Offender indicates whether the subject is a convicted sex offender. This field will contain Y if Yes and N if No and will be blank if unknown.</p> <p>COMM IMPED: Comm Imped indicates whether the subject has a Communication Impediment. This field will contain Y if Yes and N when No and will be blank if unknown.</p> <p>ORGAN DONOR: Organ Donor indicates whether the subject has designated their desire to be an organ donor. This field will contain Y if Yes and N when No and will be blank if unknown.</p> <p>VISA EXP: Visa Expired, if non-blank indicates the date the subject's VISA expires.</p>
PHYSICAL ADD: 123 LIB TECH SUPP CI/CO/ST/ZIP: TEST, TRAVIS, TEXAS, 78155 MAILING ADD: 123 LIB TECH SUPP CI/ST/ZIP: TEST, TEXAS, 78155	PHYSICAL ADDRESS and MAILING ADDRESS for Record Holder
REC STATUS: ELIGIBLE	<p>Indicates a person's eligibility to renew their DL.</p> <p>ELIGIBLE – The subject is eligible to renew; there are no active enforcement actions. This record status does not indicate that the subject has a valid Driver License, only that they are eligible.</p> <p>ELIGIBLE NON CDL – NOT ELIGIBLE CDL – The subject is eligible to renew non-commercial vehicles but currently is disqualified to have a Commercial Driver License.</p> <p>NOT ELIGIBLE – The subject is not eligible to renew and has an active enforcement action.</p>
ADMIN STATUS:	<p>ADMINISTRATIVE STATUS provides information about the driver, but does not have any effect on the person's eligibility to drive.</p> <p>Examples of Administrative Status: Prove Identity, Possible Fraud Licensed in Another State/Jurisdiction Reported Deceased Occupational License Cancelled</p>

Information on Return:	Explanation:								
CARD STATUS:	<p>CARD STATUS provides information about the Driver License, ID card or Occupational License. Card Status does not affect a person's eligibility to drive.</p> <p>Examples of Card Status:</p> <table border="0"> <tr> <td>Verify Issue Former State</td> <td>Revoked Sex Offender</td> </tr> <tr> <td>Voluntary Surrender</td> <td>Voluntary Surrender CSO</td> </tr> <tr> <td>Returned By Post Office</td> <td>Waiver Needed</td> </tr> <tr> <td>Denied Waiver</td> <td>Required Downgrade</td> </tr> </table>	Verify Issue Former State	Revoked Sex Offender	Voluntary Surrender	Voluntary Surrender CSO	Returned By Post Office	Waiver Needed	Denied Waiver	Required Downgrade
Verify Issue Former State	Revoked Sex Offender								
Voluntary Surrender	Voluntary Surrender CSO								
Returned By Post Office	Waiver Needed								
Denied Waiver	Required Downgrade								
HME THR ASMT: EXP:	<p>HME THR ASMT reflects the subject's assessment when they carry the Hazardous materials endorsement. Value will be Approved or Denied. If approved, the expiration date will be included.</p>								
<p>CARD TYPE: DL #: 99999999 CLASS: C TYPE: DL EXPIR DATE: 01012014</p>	<p>CARD TYPE:</p> <p>DL Driver License ID Identification Card OCC Occupational Driver License CDL Commercial Driver License</p> <p>Commercial Driver License (CDL) is required if:</p> <ul style="list-style-type: none"> • Gross Combination Weight Rating (GCWR) is 26,001 lbs. or more and the towed unit exceeds 10,000 lbs. GVWR, or if towing unit GVWR is 26,001 lbs. or more. • The single vehicle with GVWR of 26,001 lbs. or more • The Vehicle is designed to transport more than 16 passengers (including driver) <p>CLASS A – Any combination of vehicles with a GCWR of 26,001 or more pounds provided the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds. (Holders of a Class A may, with any appropriate endorsements, operate all Class B and C vehicles.)</p> <p>CLASS B – Any single vehicle with a GVWR of 26,001 or more pounds, or any such vehicle designed to transport 24 or more passengers including the driver. (Holders of a Class B license may, with any appropriate endorsements, operate all Class C vehicles.)</p> <p>CLASS C – Any single vehicle or combination of vehicles that does not meet the definition of Class A or Class B, but that either is designed to transport 16 or more passengers including the driver or is placarded for hazardous materials.</p> <p>CLASS M – Any motorcycle or moped.</p> <p>*Persons holding a Class B or C license may tow a farm trailer GVWR up to 20,001 lbs.</p> <p>EXPIR DATE is the date of expiration for the card. EXPIR listed as 9999 is a non-expiring ID. If no EXPIR listed, it is not a valid license.</p>								

Information on Return:	Explanation:
RESTRICTIONS :	Lists the RESTRICTIONS that the record holder must follow.
ENDORSEMENTS :	Lists the CDL ENDORSEMENTS that the record holder has: H - Hazardous materials: CDL only T - Double or triple trailer P - Passenger: CDL only S - School Bus: CDL only N - Tank Vehicle: CDL only X - Combination N and H: CDL only
ENFORC ACTN: DISQUALIFIED - SUBSEQUENT CMV CONVICTION STATUS: ACTIVE BEGIN DT: 03062009 END DT: 12319999 LIFT DT: STATE: TX	ENFORC ACTN: <ul style="list-style-type: none"> • Describes an enforcement action, such as a driver license suspension, that has been imposed on the subject including the location (STATE) that the action was imposed. • Together with the STATUS, ACTIVE BEGIN DT, END DT, and LIFT DT, this field will fully describe the enforcement action. The status will indicate whether a particular action is pending, active, lifted or expired. The begin date will indicate the date the enforcement action is to begin. • The ending date for an enforcement action that contains the value "12-31-9999" indicates that the enforcement action is indefinite. Once the subject meets required compliances, the EA status will be updated and will be set to "lifted" and the lift date will be populated. • It is important to note that certain driver license suspensions and other disqualification actions may be entered with pending beginning dates. For example, the police action for "Driving While License is Suspended" should not be taken prior to the effective date of the suspension.
CONVICTION: INTOXICATION MANSLAUGHTER OFF DT: 06102008 CONV DT: 05302008 OFFENSE LOC: CAMERON CMV: Y HAZMAT: N	CONVICTION Conviction describes the subject's driving convictions including the offense date (OFF DT), conviction date (CONV DT) and location (OFFENSE LOC). CMV indicates whether the conviction occurred in a commercial vehicle and HAZMAT indicates if the conviction occurred while transporting hazardous materials.

Information on Return:	Explanation:
CRASH DT: 06092007 CRASH LOC: CRASH#: 12345 SEVERITY: FATAL CMV: Y HAZMAT: Y	CRASH Crash information describes the subject's accidents. Included are crash date (CRASH DT), crash location (CRASH LOC), crash number (CRASH#) and Severity (SEVERITY). CMV indicates whether the accident occurred in a commercial vehicle and HAZMAT indicates if the accident occurred while transporting hazardous materials.
EMERGENCY CONTACT INFORMATION FIRST NAME: MAMA LAST NAME: TEST PHONE: 512-999-9999 EXT ALT PHONE: EXT FIRST NAME: PAPA LAST NAME: TEST PHONE: 512-999-9998 EXT ALT PHONE: EXT	The Transportation Code requires DPS to maintain EMERGENCY CONTACT INFORMATION identified by the holder of a DL/ID to be contacted if they are injured or die in or as the result of a vehicular accident or another emergency situation. The information is confidential and may only be disseminated to a Peace Officer in this or another state.
MRI: XXXXXXXXXXXX IN: NDLSXX XXXXXXXX AT DDMMYYYY HH:MM:SS OUT: XXXX 2 AT DDMMYYYY HH:MM:SS	MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds OUT: Receiving Terminal Mnemonic AT: Day\Month\Year Hour\Minute\Seconds

Commercial Driver License Record Status Return

NAME: TEST, MARK, JO
DESCRIPTION: OTHER\MALE\07131976\5-08\247\BLACK\BROWN
SEX OFF: N COMM IMPED:N ORGAN DONOR:N VISA EXP:
PHYSICAL ADD: 123 LIB TECH SUPP
CI/CO/ST/ZIP: TEST,TRAVIS,TEXAS,78155, UNITED STATES
MAILING ADD: 123 LIB TECH SUPP
CI/ST/ZIP: TEST,TRAVIS,TEXAS,78155
REC STATUS: ELIGIBLE
ADMIN STATUS:
CARD STATUS:
HME THR ASMT: EXP:
CARD TYPE: DL #: 08765432 CLASS: A TYPE: CDL EXPIR DATE: 06122017
RESTRICTIONS:
ENDORSEMENTS: N TANK VEHICLE
ENFORC ACTN: DISQUALIFIED - 2 SERIOUS TRAFFIC VIOLATIONS
STATUS: EXPIRED BEGIN DT: 11032012 END DT: 01012013 LIFT DT: STATE: TX
CONVICTION: RAN STOP SIGN
OFF DT: 05062014 CONV DT: 05212014
OFFENSE LOC: TX,PORT ARTHUR CMV: N HAZMAT: N
CONVICTION: SPEEDING - SPEED LIMIT AND ACTUAL SPEED (DETAIL REQUIRED)
OFF DT: 01052012 CONV DT: 03162012
OFFENSE LOC: LA,,2666201200908 CMV: N HAZMAT: N
CONVICTION: SPEEDING - SPEED LIMIT AND ACTUAL SPEED (DETAIL REQUIRED)
OFF DT: 10192011 CONV DT: 12202011
OFFENSE LOC: LA,,264111TR1586 CMV: N HAZMAT: N
CONVICTION: FAIL TO CONTROL SPEED
OFF DT: 05112004 CONV DT: 05142004
OFFENSE LOC: TX,NACOGDOCHES CMV: N HAZMAT: N
CRASH DT: 02142005 CRASH LOC: CRASH#: 5263346
SEVERITY: POSSIBLE INJURY ACCIDENT CMV: N HAZMAT: N
CRASH DT: 05112004 CRASH LOC: CRASH#: 4158124
SEVERITY: NON-INJURY ACCIDENT CMV: N HAZMAT: N
CDL MEDICAL CERTIFICATE INFORMATION
SELF CERT: NON-EXCEPTED INTERSTATE CERT STATUS: CERTIFIED
EXAMINER NAME: HOLT, MATTHEW, B
MED EXAM LIC #: 10359 MED LICENSING JURISDICTION CODE: TX
SPECIALTY: AN - ADVANCED PRACTICE NURSE PHONE #: 734-085-0403
REGISTRY #: 7340850403
CERT ISSUE DATE: 06/01/2018 EXP DATE: 09/01/2016
RESTRICTIONS: DRIVER WAIVER/EXEMPT EFF DATE: EXP DATE:
DRIVER SKL PERF EVAL EFF DATE: EXP DATE:

**** DRIVER RECORD INFORMATION IS PERSONAL INFORMATION PROTECTED UNDER THE FEDERAL DRIVER PRIVACY ACT OF 1994 (18 USC 2721, ET SEQ.) AS AMENDED AND THE MOTOR VEHICLE RECORDS DISCLOSURE ACT, TEXAS TRANSPORTATION CODE 730 *****

***** END OF RECORD*****

Information on Return:	Explanation:
NAME: TEST, MARK, JOSEPH	NAME of record holder
DESCRIPTION: OTHER\MALE\07131976\5-08\247\BLACK\BROWN	Personal DESCRIPTION of Record Holder: Race\Sex\DOB\Height\Weight\Hair color\Eye Color
SSN: 123-45-6789 SEX OFF:N COMM IMPED:N ORGAN DONOR:N VISA EXP:	<p>SEX OFF: Indicates whether the subject is a convicted sex offender. This field will contain Y (Yes), N (No) or blank if unknown.</p> <p>COMM IMPED: Indicates whether the subject has a Communication Impediment. This field will contain Y (Yes), N (No) or blank if unknown. The information is currently being collected, so it may not be accurate at this time.</p> <p>ORGAN DONOR: Indicates whether the subject is an organ donor. This field will contain Y (Yes), N (No) or blank if unknown.</p> <p>VISA EXP: Indicates the date the subject's VISA expires.</p>
PHYSICAL ADD: 123 LIB TECH SUPP CI/CO/ST/ZIP: TEST, TRAVIS, TEXAS, 78155, UNITED STATES MAILING ADD: 123 LIB TECH SUPP CI/ST/ZIP: TEST, TRAVIS, TEXAS, 78155	PHYSICAL ADDRESS and MAILING ADDRESS for Record Holder
REC STATUS: ELIGIBLE	<p>Indicates a person's eligibility to renew their DL.</p> <p>ELIGIBLE – The subject is eligible to renew; there are no active enforcement actions. This record status does not indicate that the subject has a valid Driver License, only that they are eligible.</p> <p>ELIGIBLE NON CDL – NOT ELIGIBLE CDL – The subject is eligible to renew non-commercial vehicles but currently is disqualified to have a Commercial Driver License.</p> <p>NOT ELIGIBLE – The subject is not eligible to renew and has an active enforcement action.</p>
ADMIN STATUS:	<p>ADMIN STATUS: Provides information about the driver, but does not have any effect on the person's eligibility to drive.</p> <p>Examples of Administrative Status: Prove Identity, Possible Fraud Licensed in Another State/Jurisdiction Reported Deceased Occupational License Cancelled</p>

Information on Return:	Explanation:								
CARD STATUS :	<p>CARD STATUS provides information about the Driver License, ID card or Occupational License. Card Status does not affect a person's eligibility to drive.</p> <p>Examples of Card Status:</p> <table border="0"> <tr> <td>Verify Issue Former State</td> <td>Revoked Sex Offender</td> </tr> <tr> <td>Voluntary Surrender</td> <td>Voluntary Surrender CSO</td> </tr> <tr> <td>Returned By Post Office</td> <td>Waiver Needed</td> </tr> <tr> <td>Denied Waiver</td> <td>Required Downgrade</td> </tr> </table>	Verify Issue Former State	Revoked Sex Offender	Voluntary Surrender	Voluntary Surrender CSO	Returned By Post Office	Waiver Needed	Denied Waiver	Required Downgrade
Verify Issue Former State	Revoked Sex Offender								
Voluntary Surrender	Voluntary Surrender CSO								
Returned By Post Office	Waiver Needed								
Denied Waiver	Required Downgrade								
<p>CARD TYPE: DL #: 08765432 CLASS: A TYPE: CDL EXPIR DATE: 06122017</p>	<p>CARD TYPE:</p> <p>DL Driver License ID Identification Card OCC Occupational Driver License CDL Commercial Driver License</p> <p>Commercial Driver License (CDL) is required if:</p> <ul style="list-style-type: none"> • Gross Combination Weight Rating (GCWR) is 26,001 lbs. or more and the towed unit exceeds 10,000 lbs. GVWR, or if towing unit GVWR is 26,001 lbs. or more. • The single vehicle with GVWR of 26,001 lbs. or more • The Vehicle is designed to transport more than 16 passengers (including driver) <p>CLASS A – Any combination of vehicles with a GCWR of 26,001 or more pounds provided the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds. (Holders of a Class A may, with any appropriate endorsements, operate all Class B and C vehicles.)</p> <p>CLASS B – Any single vehicle with a GVWR of 26,001 or more pounds, or any such vehicle designed to transport 24 or more passengers including the driver. (Holders of a Class B license may, with any appropriate endorsements, operate all Class C vehicles.)</p> <p>CLASS C – Any single vehicle or combination of vehicles that does not meet the definition of Class A or Class B, but that either is designed to transport 16 or more passengers including the driver, or is placarded for hazardous materials.</p> <p>CLASS M – Any motorcycle or moped.</p> <p>*Persons holding a Class B or C license may tow a farm trailer GVWR up to 20,001 lbs.</p> <p>EXPIR DATE is the date of expiration for the card. If no EXPIR listed, it is not a valid license.</p>								

Information on Return:	Explanation:
HME THR ASMT: EXP:	HME THR ASMT: Indicates the subject’s assessment when they carry the H – Hazardous materials endorsement. Value will be Approved or Denied. If approved, the expiration date will be included.
RESTRICTIONS:	RESTRICTIONS: Lists the restrictions that the record holder must follow.
ENDORSEMENTS: N TANK VEHICLE	Lists the CDL ENDORSEMENTS that the record holder has: H - Hazardous materials: CDL only T - Double or triple trailer P - Passenger: CDL only S - School Bus: CDL only N - Tank Vehicle: CDL only X - Combination N and H: CDL only
ENFORC ACTN: DISQUALIFIED - 2 SERIOUS TRAFFIC VIOLATIONS STATUS: EXPIRED BEGIN DT: 11032012 END DT: 01012013 LIFT DT: STATE: TX	ENFORC ACTN: Describes an enforcement action, such as a driver license suspension, that has been imposed on the subject including the location (STATE) that the action was imposed. Together with the STATUS, ACTIVE BEGIN DT, END DT and LIFT DT, this field will fully describe the enforcement action. The status will indicate whether a particular action is pending, active, lifted or expired. The begin date will indicate the date the enforcement action is to begin. The ending date for an enforcement action that contains the value “12-31-9999” indicates that the enforcement action is indefinite. Once the subject meets required compliances, the EA status will be updated and will be set to “lifted” and the lift date will be populated. It is important to note that certain driver license suspensions and other disqualification actions may be entered with pending beginning dates. For example, the police action for “Driving While License is Suspended” should not be taken prior to the effective date of the suspension.

Information on Return:	Explanation:
<p>CONVICTION: RAN STOP SIGN OFF DT: 05062014 CONV DT: 05212014 OFFENSE LOC: TX,PORT ARTHUR CMV: N HAZMAT: N</p> <p>CONVICTION: SPEEDING - SPEED LIMIT AND ACTUAL SPEED (DETAIL REQUIRED) OFF DT: 01052012 CONV DT: 03162012 OFFENSE LOC: LA,,2666201200908 CMV: N HAZMAT: N</p>	<p>CONVICTION Conviction describes the subject's driving convictions including the offense date (OFF DT) conviction date (CONV DT), and location (OFFENSE LOC). CMV indicates whether the conviction occurred in a commercial vehicle and HAZMAT indicates if the conviction occurred while transporting hazardous materials.</p>
<p>CRASH DT:02142005 CRASH LOC: CRASH#: 5263346 SEVERITY: POSSIBLE INJURY ACCIDENT CMV: N HAZMAT: N</p> <p>CRASH DT: 05112004 CRASH LOC: CRASH#: 4158124 SEVERITY: NON-INJURY ACCIDENT CMV: N HAZMAT: N</p>	<p>CRASH Crash information describes the subject's accidents. Included are crash date (CRASH DT), crash location (CRASH LOC), crash number (CRASH#) and Severity (SEVERITY). CMV indicates whether the accident occurred in a commercial vehicle and HAZMAT indicates if the accident occurred while transporting hazardous materials.</p>
<p>CDL MEDICAL CERTIFICATE INFORMATION</p> <p>SELF CERT: NON-EXCEPTED INTERSTATE CERT STATUS: CERTIFIED</p> <p>EXAMINER NAME: HOLT, MATTHEW, B MED EXAM LIC #: 10359 MED LICENSING JURISDICTION CODE: TX SPECIALTY:AN - ADVANCED PRACTICE NURSE PHONE #: 734-085-0403 REGISTRY #:7340850403 CERT ISSUE DATE: 06/01/2016 EXP DATE: 09/01/2016 RESTRICTIONS: DRIVER WAIVER/EXEMPT EFF DATE: EXP DATE: DRIVER SKL PERF EVAL EFF DATE: EXP DATE:</p>	<p>The Federal Motor Carrier Safety Administration has four categories of requirements for all CDL drivers:</p> <p>Non-Excepted Interstate Interstate Commercial Driver License Must Submit Medical Certification to DPS & Included in DL Return Possible V Restrict (Medical Variance), Must have FMCSA Waiver Possible P22 (Intra-City Zone Driver Interstate)</p> <p>Excepted Interstate Interstate Commercial Driver License Medical Certification Documentation Required, but NOT Required to Submit to DPS P16-P24 Restriction Required (Restricting to Specific CMV)</p> <p>Non-Excepted Intrastate Texas Only Commercial Driver License Must Submit Medical Certification to DPS & Included in DL Return K Restriction (Intrastate Only) Required Possible Y Restriction (Valid Texas Vision or Limb Waiver Required)</p> <p>Excepted Intrastate Texas Only Commercial Driver License Medical Certification Documentation Required, but NOT Required to Submit to DPS K Restriction (Intrastate Only) Required</p>
<p>MRI: 51186020 IN: NDLS 45999 AT 17JUN2016 10:29:49 OUT: M304 9 AT 17JUN2016 10:29:49</p>	<p>MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds OUT: Receiving Terminal Mnemonic</p>

Driver License Restriction Codes

Code	DLS Restrictions	Code	DLS Restrictions
A	With Corrective Lenses	P8	With Telescopic Lens
B	LOFS 21 or Over	P9	LOFS 21 or Over Bus Only
C	Daytime Driving Only	P10	LOFS 21 or Over School Bus Only
D	Speed Not to Exceed 45 MPH	P11	Bus Not to Exceed 26,000 GVWR
E	No Manual Transmission Equipped CMV	P12	Passenger CMVS Restricted To Class C Only
F	Must Hold Valid Learner License to MMDDYY	P13	LOFS 21 or Over In Vehicle Equip w/Airbrake
G	TRC 545.424 Applies Until MMDDYY	P14	Operation Class B Exempt Vehicle Authorized
H	Vehicle Not to Exceed 26,000 lbs. GVWR	P15	Operation Class A Exempt Vehicle Authorized
I	MC not to Exceed 250 cc	P16	If CMV, School Buses Interstate
J	Licensed MC Operator 21 or Over In Sight	P17	If CMV, Government Vehicles Interstate
K	Intrastate Only	P18	If CMV, Trans Personal Prop Interstate
L	No Air Brake Equipped CMV	P19	If CMV, Trans Corpse/Sick/Injure Inter
M	No Class A Passenger Vehicle	P20	If CMV, Privately Trans Passengers Inter
N	No Class A and B Passenger Vehicle	P21	If CMV, Fire/Rescue Interstate
O	No Tractor-Trailer CMV	P22	If CMV, Intra-City Zone Drivers Inter
P	Stated on License	P23	If CMV, Custom Harvesting Interstate
Q	LOFS 21 or Over Vehicle Above Class B	P24	If CMV, Transporting Bees/Hives Interstate
R	LOFS 21 or Over Vehicle Above Class C	P25	If CMV, Use In Oil/Water Well Service/Drill
S	Outside mirror or Hearing Aid	P26	If CMV, For Operation of Mobile Crane
T	Automatic Transmission	P27	HME Expiration Date MMDDYY
U	Applicable Prosthetic Devices	P28	FRSI* CDL Valid MMDDYY To MMDDYY
V	Medical Variance	P29	FRSI* CDL MMDDYY - MMDDYY or Exempt B
W	Power Steering	P30	FRSI* CDL MMDDYY - MMDDYY or Exempt A
X	No Cargo In CMV Tank Vehicle	P31	Class C Only, No Taxi/Bus/Emergency Vehicle
Y	Valid Texas Vision or Limb Waiver Required	P32	Other
Z	No Full Air Brake Equipped CMV	P33	No Passengers in CMV Bus
P1	For Class M TRC545.424 Until MMDDYY	P34	No Express or Highway Driving
P2	To/From Work/School	P35	Restricted to Operation of Three-Wheeled MC
P3	To/From Work	P36	Moped
P4	To/From School	P37	Occ/Essent Need DL-No CMV-See Court Order
P5	To/From Work/School or LOFS 21 or Over	P38	Applicable Vehicle Devices
P6	To/From Work or LOFS 21 or Over	P39	Ignition Interlock Required
P7	To/From School or LOFS 21 or Over	P40	Vehicle Not to Exceed Class C

*FRSI = Farm Related Service Industries

Search Results Do Not Yield A Match:

SEARCH ON 99999999
 OLN/99999999
 NO RECORDS FOUND
 MRI: XXXXXXXXXXXX IN: NDLSxx XXXXXXXXXXXX AT DDMMYYYY HH:MM:SS
 OUT: XXXX 2 AT DDMMYYYY HH:MM:SS

Information on Return:	Explanation:
SEARCH ON 99999999	Identifies the information used in the inquiry.
OLN/99999999	OLN: Operator License Number
NO RECORDS FOUND	No Records Found: Indicates there was no record found with the data used in the inquiry
MRI: XXXXXXXXXXXX IN: NDLSxx XXXXXXXXXXXX AT DDMMYYYY HH:MM:SS OUT: XXXX 2 AT DDMMYYYY HH:MM:SS	MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds OUT: Receiving Terminal Mnemonic AT: Day\Month\Year Hour\Minute\Seconds

When inquiries are unsuccessful, an administrative message may be sent to Driver License Division Communications at mnemonic address LIVI.

More Than 50 Search Results Are Present:

SEARCH ON TEST,HENRY
 NAM/TEST,HENRY
 OVER 50 MATCHING RECORDS FOUND
 <THE FIRST 50 MATCHES WILL BE DISPLAYED>
 MRI: XXXXXXXXXXXX IN: NDLSxx XXXXXXXXXXXX AT DDMMYYYY HH:MM:SS
 OUT: XXXX 2 AT DDMMYYYY HH:MM:SS

Information on Return:	Explanation:
SEARCH ON TEST, HENRY NAM/TEST, HENRY	Identifies the information used in the inquiry.
OVER 50 MATCHING RECORDS FOUND <THE FIRST 50 MATCHES WILL BE DISPLAYED>	Indicates there are over fifty matching records found.
MRI: XXXXXXXXXXXX IN: NDLSxx XXXXXXXXXXXX AT DDMMYYYY HH:MM:SS OUT: XXXX 2 AT DDMMYYYY HH:MM:SS	MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds OUT: Receiving Terminal Mnemonic AT: Day\Month\Year Hour\Minute\Seconds

Search Results Yield Multiple Matches:

SEARCH ON TEST, JANET
 LAST NAME: TEST
 FIRST/MIDDLE: JANET ANN
 CARD NUMBER: 99999999 DOB: 1957-08-01
 CITY: AUSTIN
 LAST NAME: TEST
 FIRST/MIDDLE: JANET SUE
 CARD NUMBER: 88888888 DOB: 1954-01-01
 CITY: DALLAS
 LAST NAME: TEST
 FIRST/MIDDLE: JANET MARIE
 CARD NUMBER: 77777777 DOB: 1960-11-01
 CITY: HOUSTON
 MRI: XXXXXXXXXXXX IN: NDLSxx XXXXXXXXXXXX AT DDMMYYYY HH:MM:SS
 OUT: XXXX 2 AT DDMMYYYY HH:MM:SS

Information on Return:	Explanation:
SEARCH ON TEST, JANET	Identifies the information used in the inquiry.
LAST NAME: TEST FIRST/MIDDLE: JANET ANN CARD NUMBER: 99999999 DOB: 1957-08-01 CITY: AUSTIN	LAST NAME: Last name of a potential record holder FIRST/MIDDLE: First/Middle name of a potential record holder Returns are based on Last/First names only Middles names are not used to narrow searches CARD NUMBER: ID or DL number that is associated with a potential record holder DOB: Date of birth of potential record holder. CITY: City of residence that the potential record holder has listed on their ID or DL
LAST NAME: TEST FIRST/MIDDLE: JANET SUE CARD NUMBER: 88888888 DOB: 1954-01-01 CITY: DALLAS	Next Record
LAST NAME: TEST FIRST/MIDDLE: JANET MARIE CARD NUMBER: 77777777 DOB: 1960-11-01 CITY: HOUSTON	Next Record
MRI: XXXXXXXXXXXX IN: NDLSxx XXXXXXXXXXXX AT DDMMYYYY HH:MM:SS OUT: XXXX 2 AT DDMMYYYY HH:MM:SS	MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds OUT: Receiving Terminal Mnemonic AT: Day\Month\Year Hour\Minute\Seconds

Driver License Photos

Law Enforcement agencies have the capability to obtain Texas driver license photos. The ORI for the requesting agency must end in a numeric or N, E, or A to be able to obtain DL photos through TLETS. This includes agencies in Texas as well as agencies out-of-state that request DL photos through Nlets.

The Texas Department of Public Safety believes that the use of driver license photos is important to law enforcement officers in the performance of their duties. Driver license photos are considered personal information and protected by both state and federal laws. They may only be used for criminal justice purposes and may not be disseminated to any unauthorized personnel. Driver License inquiries requesting photos must contain Image Request (IMG), Reason (RSN) and Email (EML) of the requestor.

Driver License Photo Returns

Most Driver License transactions support retrieval of driver license photos. TLETS allows operators to request photos from both other states and from the Texas Driver License System. For Texas driver photos, the most recent photo associated with the Driver License or Texas ID will be returned when the photo has been appropriately requested and is on file.

Only law enforcement agencies may receive driver photos at this time. This is managed by the TLETS message broker that validates the ORI ends in a numeric character, "N", "A" or "E". Driver photos are not available on any transaction by name only. The minimum information needed to obtain the driver photo is NAM and DOB or OLN along with the image request (IMQ), a reason code (RSN) and the email (EML) address of the requestor. DLS will provide a photo through TLETS when there is only one record associated with the inquiry parameters

Driver photos are to be used as a name-based tool to assist the law enforcement agency when encountering individuals that are not carrying photo identification. They are considered sensitive information and should be handled with the same care as any other information that is provided through TLETS. This information should not be disseminated to criminal justice agencies that are not law enforcement. Driver record information is personal information protected as described by the Statutes as previously discussed and violations can result in civil and criminal penalties.

Driver License Image Retrieval

The Driver License Image Retrieval (DLIR) system assists law enforcement agencies by making it possible to view the latest digital image of an individual with a Texas driver license or identification card, via the internet, in support of a law enforcement investigation. The DLIR system is offered to federal, state and local law enforcement agencies at no charge. Authorized users of the DLIR system can retrieve an image by record number or search on last name and physical identifiers. Each agency obtains access to the DLIR system by submitting a User Agreement for the agency and an Image Retrieval Security Request form for each commissioned officer or investigative support person that will use the system.

Please check within your individual agency to determine if this system is currently being utilized. If no agreement is in place, contact the Driver License Image Retrieval Administrator at E.Commerce@dps.texas.gov to set up your agencies access to DLIR.

Driver License Record Status Return with Photo:

SEARCH ON Y, SUSAN.WHISENHUNT@DPS.TEXAS.GOV, C

NAME: COW, ELSIE, THE
DESCRIPTION: WHITE\FEMALE\03281981\5-05\560\BLACK\BROWN
SEX OFF: N COMM IMPED:Y ORGAN DONOR:Y VISA EXP:
PHYSICAL ADD: 19999 DAIRY LN
CI/CO/ST/ZIP: FARM, TRAVIS, TEXAS, 78155, UNITED STATES
MAILING ADD: 19999 DAIRY LN
CI/ST/ZIP: FARM, TRAVIS, TEXAS, 78155
REC STATUS: ELIGIBLE
ADMIN STATUS:
CARD STATUS:
HME THR ASMT: EXP:
CARD TYPE: DL #: 04171747 CLASS: C TYPE: DL EXPIR DATE: 03282017
RESTRICTIONS: A WITH CORRECTIVE LENSES
ENDORSEMENTS:

**** DRIVER RECORD INFORMATION IS PERSONAL INFORMATION PROTECTED UNDER THE FEDERAL DRIVER PRIVACY ACT OF 1994 (18 USC 2721, ET SEQ.) AS AMENDED AND THE MOTOR VEHICLE RECORDS DISCLOSURE ACT, TEXAS TRANSPORTATION CODE 730 *****

IMG/IDENTIFYING IMAGE



***** END OF RECORD*****
MRI: 49896163 IN: NDLS 61087 AT 11AUG2016 11:34:35
OUT: M304 8 AT 11AUG2016 11:34:36

Manual Driver License Requests

Manual driver license requests are available when online information is unavailable, not clear or contains errors. Requests are available Monday through Friday from 7:30 am to 5:00 pm. Routine manual search requests are usually processed within two hours. To request a manual driver license check send an administrative message to mnemonic **LIVI** addressed to DPS Austin Attention: DLD

DLD Driver Improvement Bureau (DIB) provides certified copies of driver license records and suspension status verification. Requests are available Monday through Friday from 7:30 am to 5:00 pm. To request certified copies of driver license records and verification of suspension status, send an administrative message to mnemonic DIC1 addressed to DPS Austin Attention: DIB.

DLD Manual Services assists with misdemeanor investigations by providing driver license photos and other documentation such as original DL applications. Contact 512-424-2234 for additional information. Fax requests to 512-424-5982. Indicate on agency letterhead the following information:

- Reason for Request
- Agency Name and ORI
- Requestor's Name, Title, ID or Badge Number
- Subject's Name, DOB, OLN, SOC
- Classification: Misdemeanor, Felony, Identification Only
- Method of Returning Results: Mail Email, FAX

The TXDPS Joint Crime Information Center (TXJCIC) provides information to law enforcement agencies via email or phone. They can assist with both misdemeanor and felony investigations by providing photos and other documentation. Requests should be sent to TXJCIC@dps.texas.gov or 512-424-7981 with the following information:

- Requestor Name, Agency, Title, Badge Number
- Type of investigation
- Case Number
- Subject's Name, DOB, OLN, SOC

Nlets Driver License Inquiries

TLETS operators can obtain driver license status and history information from other states through Nlets. Nlets also supports a check on diplomatic driver licenses, commercial driver licenses and the Mexican Federal License Information System (LIFIS).

Query Driver Status By Name or OLN (DQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Destinations (DST)

Person Data

- Name (NAM)
- Sex (SEX)
- Date of Birth (DOB)
- License Number (OLN)
- Image Request (IMQ)
- Reason (RSN)
- Email Address (EML)
- Commercial License (CDL)

Mexican Federal Commercial Driver License Data

- License Number (OLN)

State Driver License Returns

States may return the subject's name, address, physical description, license number, license type, restrictions and current status. The following abbreviations will assist the user in reading responses from Nlets out of state driver license responses:

Prefix	Definition
NAM	Name
RAC	Race
SEX	Sex
HGT	Height
WGT	Weight
HAI	Hair Color
EYE	Eye Color
SOC	Social Security Number
OLN	Driver License Number
OLT	Type Of License
EXP	Expiration Date
REST	Restrictions On License
STATUS	Current Status Of License

Commercial Driver License

Driving a Commercial Motor Vehicle (CMV) requires a higher level of knowledge, experience, skills and physical abilities than that required to drive a non-commercial vehicle. In order to obtain a Commercial Driver's License (CDL), an applicant must pass both skills and knowledge testing geared to these higher standards. Additionally CDL holders are held to a higher standard when operating any type of motor vehicle on public roads. Serious traffic violations committed by a CDL holder can affect their ability to maintain their CDL certification.

Through partnership with Nlets, the Federal Motor Carrier Safety Administration (FMCSA) provides access to commercial driver license (CDL) information housed at American Association of Motor Vehicle Administrators (AAMVA). This information is particularly useful to obtain CDL status regarding carrier drivers from states that do not provide CDL information in their returns. Nlets users can access the FMCSA database by sending a Driver License Query (DQ) to destination **CL**.

Diplomatic Driver License

All members of the Foreign Mission Community are required to obtain a driver's license from the U. S. Department of State's Office of Foreign Missions (OFM). Foreign mission members who obtain or maintain a driver's license from one of the 50 states, the District of Columbia or any territory governed by the United States must prove their ability to operate a motor vehicle. They must submit a color photocopy of their current driver's license and/or a certification that they have met all the driving requirements and passed all the necessary tests for the state in which they reside.

Applicants with a valid U.S. driver's license or foreign license are required to pass a vision test to obtain a Department of State driver's license. In addition, some applicants may also be required to pass a written test. International Driver's Permits do not qualify as an acceptable driver's license for members of the Foreign Mission Community.

OFM maintains the driving records of all individuals who are licensed by the Department and this information is available through an Nlets Driver Inquiry transaction (RQ) with the destination code of US. Individual driving records contain the following information:

- The Individual's Name
- DOS License Number
- Class Of License and Restrictions, if any
- Status of The License
- Previous U.S. License, if any
- Previous Foreign License, if any
- A list of moving violations, if any, to include violations recorded against a previous license issued by one of the 50 states or the District of Columbia
- Accident involvement, if any, to include accident involvement recorded against a previous license issued by one of the 50 states or the District of Columbia

The driving record of any individual licensed by OFM's Diplomatic Motor Vehicle Office will be provided to concerned insurance carriers or missions. Requests for driving records must be submitted electronically via an official e-mail address to OFMDMVMVR@state.gov.

Mexican Federal License (Licencia) Information System (LIFIS)

The United States recognizes the commercial driver license issued by the Secretary of Communication and Transportation (Secretaría de Comunicaciones y Transportes - SCT). The federal driver license (Licencia Federal de Conductor) is comparable to a US issued commercial driver license (CDL). It is likely that Texas enforcement officers will encounter Mexican drivers with a Federal License (Licencia Federal) legally operating a commercial motor vehicle (CMV) in the US. Such operations should comply with all safety and other requirements, including driver licensing, fuel taxes, registration taxes and vehicle safety.

The Licencia Federal Information System (LIFIS) responds to the Nlets driver license queries (DQ) using the POE code **MX** and using the operator license number (OLN). Mexican state issued driver licenses are **NOT** valid for operating a CMV in the United States and will not return a response for an inquiry through Nlets.



1: Licencia Federal de Conductor

The first information an officer should look for is the statement near the top of the document, in bold, that says this document is a “LICENCIA FEDERAL DECONDUCTOR”. This enables the officer to quickly distinguish such a license from one issued by a Mexican state to a driver. Mexican state driver licenses are NOT valid for operating a CMV which requires a CDL in the U.S. and Canada.

2: Driver’s License Number

The license number is indicated in red in the lower left corner of the Mexican CDL. Just as with some U.S. state license numbers that include letters, Mexican CDL numbers always begin with letters and those letters must be included as part of the license number when the number is recorded.

3: Issuance Date

The Mexican CDL indicates the original date the driver received the license. The date of original issuance is indicated in the “Antigüedad” field and displayed as DD/MM/YYYY.

4: Expiration Date

The validity of the Mexican CDL is indicated in two separate fields: “Vigente desde” and “Hasta”. “Vigente desde” indicates when the license is valid from and is displayed as DD/MM/YYYY. “Hasta” indicates when the license is valid through and is displayed as DD/MM/YYYY. The Mexican CDL must be reissued every two years upon passing the required medical exam and knowledge testing/training. Law enforcement should always verify the Mexican CDL's validity via Nlets/LIFIS. If the driver does not have a valid Licencia Federal with the proper class without any restrictions, place the driver out-of-service per 383.23(a)(2).

5: Driver's Name and Address

The Mexican CDL lists the driver's name in three lines in the center of the license. The name is displayed in the following order:

1. Given names (first and middle)
2. Paternal Surname (father's last name)
3. Maternal Surname (mother's maiden name)

6: Date of Birth

There is no label for date of birth on the Mexican CDL. However, this information is included as the first six numeric digits in the "Carp" field, immediately following the letters, displayed as YYYYMMDD.

7: License Class

Locate the license class in the "CATEGORIA" box at the bottom, right corner of the license. A Mexican CDL will indicate a category of A through F. Refer to the Licencia Federal Classes (Categorias) on this card for equivalent U.S. class and endorsements.

8: Restrictions

On the back of the license, at the top, a series of preprinted boxes exist which can be marked to indicate useful medical conditions of the driver, should he or she be involved in an accident. The only pre-printed restriction box on the document applicable to operating a CMV in the United States and Canada is "LENTES" (eye glasses). If the "LENTES" box contains an "X", the driver must be wearing corrective lenses to operate a CMV.

Additional possible restrictions may be placed on the document as explanatory phrases in the large comment field labeled as "Observaciones". An important restriction for law enforcement to recognize is that the driver could be restricted to operating a CMV in Mexico only which would read: "VALIDA SOLO PARA CIRCULAR EN LA REPUBLICA MEXICANA". The LIFIS response to a driver inquiry will contain any such restrictions that apply to that driver, in English.

Licencia Federal Classes (Categoria) Description

Class	Definition
A	This categoria is for any bus. This is roughly comparable to a U.S. Class B CDL with a passenger endorsement.
B	This categoria is for any truck (including straight, combination, doubles, triples, tank), but excluding hazardous materials. This is roughly comparable to a U.S. Class A CDL with a tank and doubles/triples endorsement.
C	This categoria is for straight trucks (maximum of three axles, which includes any towed trailer axles), but excluding hazardous materials. This is roughly comparable to a U.S. Class B CDL with a tank endorsement.
D	There is no comparable U.S. CDL definition. Authorizes holder to operate automobiles and small buses, which do not exceed 7,716 pounds (3500kgs) or have a capacity to carry no more than 13 passengers (including the driver who also serves as the tour guide) for tourism purposes.
E	This categoria is for any type truck or combination, including hazardous materials. This is roughly comparable to a U.S. Class A CDL with a hazardous materials, tank and doubles/triples endorsement.
F	There is no comparable U.S. CDL definition. Authorizes holder to operate taxis from any airport or seaport in Mexico. Note: This is because airports and seaports are federal and require a federal license, similar to driving a commercial vehicle on a federal road.

Nlets Driver History Transactions

The Nlets Driver History Transaction (KQ) provides optional fields of ATN and PUR. It is recommended that law enforcement use these fields to document the requestor and the reason for the inquiry should any question come up in the future.

Driver License Query History (KQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets Destination Code
- Attention of Recipient (ATN)
- Purpose Code (PUR)

Person Data

- Name (NAM)
- Sex (SEX)
- Date of Birth (DOB)
- License Number (OLN)
- Image Request (IMQ)
- Reason (RSN)
- Email Address (EML)

Nlets Driver License Inquiry by Name Only

Nlets agencies can search other state driver license databases with a name only inquiry. Responses will return possible matches. Not all state driver license databases support a name only search. To receive updated information use the Nlets help transaction form NHF and select NLNOQHELP.

Driver License Search (DNQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets Destination Code
- Next Page of Group (NXT)

Driver License Data

- Name (NAM)
- Sex (SEX)
- Age (AGE)
- City (CTY)
- County (COU)

Nlets Manual Driver License Checks

Use the Nlets help files (send AM transaction to XXOLNHELP where XX is the state POE code) to get detailed information on a state's manual check process. Manual checks are requested by sending an administrative message to XXOLN0000.

Section 4: Vehicle Registration and Permit Inquiries

By the end of this training session, the student will be able to:

- Identify the types of vehicle registration inquiries available through TLETS and Nlets.
- Compare the different information that is included in each type of vehicle registration return.
- Locate the Nlets state vehicle registration help file.
- Explain the procedure for requesting a manual vehicle registration inquiry from Nlets.
- Summarize the Financial Responsibility Verification Program inquiry process.
- Compare the information included in Financial Responsibility Verification Program inquiry return.

Vehicle Registration and Permits

Registration information for vehicles titled in Texas is available through TLETS from the Texas Department of Motor Vehicles (TXDMV) Registration and Title System (RTS). Registration for vehicles registered in **other states** is available through **Nlets**.

Vehicle registration information obtained from the TLETS and Nlets systems is to be used for criminal justice and law enforcement purposes only and shall not be disseminated to the public. **It is not to be used in the collection of parking tickets or taxes.**

The Federal Driver's Privacy Protection Act governs the release and use of personal data contained in the RTS database and provides for civil and criminal penalties for non-compliance with the law. The RTS database contains important, secure personal data concerning vehicle owners that is privacy protected by law and must be treated in a confidential manner.

Vehicle registration information from other states may not be classified as public record information. Any non-criminal justice agency or person requesting instructions to obtain registration information from another state should contact the vehicle licensing agency of that state.

Non-Law Enforcement Access to TXDMV

The Texas Department of Motor Vehicles (TXDMV) allows individuals or companies to establish a motor vehicle inquiry account that allows for internet access through a secure website. This would include: City/county code enforcement, auto dealers, auto auction, wrecker services, salvage yards, insurance companies, bank, credit unions, title services, and collection agencies, university, colleges and private investigators. Vehicle Registration information obtained through TLETS **may not** be released to private citizens for any reason. For further information go to: <https://mvdinet.txdmv.gov/>

DMV is allowed by law to disclose personal information if an individual:

- Has written consent from the person who is the subject of the request
- Certifies the information will be used for a lawful, legitimate purpose

To request personal information, citizens complete a [Request for Texas Motor Vehicle Information](#) (VTR-275) form and certify the information will be used for a lawful, permitted purpose. Information can be found on the [DMV website](#) - <http://www.txdmv.gov/>

Texas Vehicle Registration

Vehicle registration information is available through TLETS from the Texas Department of Motor Vehicles (TXDMV) for vehicles titled in Texas through the Registration and Title System (RTS). TLETS users are allowed a maximum of five (5) inquiries in a single transmission.

RTS provides information from several data sources:

- Vehicle Registration
- Dealer Plates
- Temporary e-Tags
- Plate with Owner
- Persons with Disabilities Vehicle Parking Placard

REG Transaction (REG)

Agency/Case Data

- Originating Agency Code (ORI)

Record Identifying Data

- Registration Type (RGT)
- Financial Responsibility Type (FRT)
- License Plate (LIC)
- Year (LIY)
- Vehicle ID Number (VIN)
- Placard (PLCD)

Special Options

- Control Field (CTL)

Vehicle Registration Returns

Basic & Enhanced Basic Inquiry Return

R-JUN/17 LIC ABC1234, OLD # ABC1234
 15, VOLK, 4D, 3VWD07AJ2FM305911, COLOR: GRY
 DESMOND JONES, MOLLY JONES, 12331 PENNY LANE, LONDON, TX, 78759
 LIEN RECORDED
 ACTUAL MILEAGE.DATE OF ASSIGNMENT:2015/03/21.E-REMINDER & PAPER RENEWAL NOTICE. E-TITLE.
 MRI: 8983575 IN: MVDWS 67659 AT 07NOV2016 12:10:12
 OUT: M304 8 AT 07NOV2016 12:10:12

Information on Return:	Explanation:
R-JUN/17 LIC ABC1234, OLD # ABC1234	Expiration Date, Current and Previous License Plate Numbers
15, VOLK, 4D, 3VWD07AJ2FM305911, COLOR: GRY	Year, Make, Body Style, VIN, Vehicle Color
DESMOND JONES, ID#=N/A, MOLLY JONES, 12331 PENNY LANE, LONDON, TX, 78759	Current Owner(s) Name, Address
LIEN RECORDED	Lien Information
ACTUAL MILEAGE.DATE OF ASSIGNMENT: 2015/03/21.E-REMINDER & PAPER RENEWAL NOTICE.E-TITLE.	Remarks
MRI: 8983575 IN: MVDWS 67659 AT 07NOV2016 12:10:12 OUT: M304 8 AT 07NOV2016 12:10:12	MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds OUT: Receiving Terminal Mnemonic AT: Day\Month\Year Hour\Minute\Seconds

Complete Inquiry Return

LIC ABC1783 EXPIRES JUN/17 EWT 4400 GWT 4400
 PASSENGER-TRUCK PLT, STKR REG CLASS 02 \$ 78.50
 TITLE 22733142371161702 ISSUED 01/12/16 ODOMETER N/A
 04 FORD 4D 2FMZA51674BA49801 PASS COLOR: WHI
 PREV TTL: JUR TX TTL # 22040842154103109 ISSUE 06/08/2015
 PREVIOUS OWNER MAXWELL EDISON, LIVERPOOL, TX
 OWNER ELEANOR RIGBY, ID#=N/A, 12331 CHURCH STREET, LONDON, TX, 78757
 PLATE AGE: 0
 REMARKS DATE OF ASSIGNMENT:2015/12/25.PAPER TITLE.
 MRI: 9101780 IN: MVDWS 77993 AT 07NOV2016 13:20:49
 OUT: M304 22 AT 07NOV2016 13:20:49

Information on Return:	Explanation:
LIC ABC1783 EXPIRES JUN/17 EWT 4400 GWT 4400	Current License Number, Expiration Date, Estimated Weight of Vehicle, Gross Weight
PASSENGER-TRUCK PLT, STKR REG CLASS 02 \$ 78.50	Type of License Plate, Validation Sticker, Registration Class and Fee
TITLE 22733142371161702 ISSUED 01/12/16 ODOMETER N/A	Title Number, Issue Date, Mileage
04 FORD 4D 2FMZA51674BA49801 PASS COLOR: WHI	Year, Make, Body Style, VIN, Vehicle Type, Color
PREV TTL: JUR TX TTL # 22040842154103109 ISSUE 06/08/2015	Previous Title Number, Issue Date
PREVIOUS OWNER MAXWELL EDISON, LIVERPOOL, TX	Previous Owner and Address
OWNER ELEANOR RIGBY, ID#=N/A, 12331 CHURCH STREET, LONDON, TX, 78757	Current Owner Name and Address
PLATE AGE: 0	Plate Age
REMARKS DATE OF ASSIGNMENT:2015/12/25.PAPER TITLE.	Remarks
MRI: 9101780 IN: MVDWS 77993 AT 07NOV2016 13:20:49 OUT: M304 22 AT 07NOV2016 13:20:49	MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds OUT: Receiving Terminal Mnemonic AT: Day\Month\Year Hour\Minute\Seconds

All Enhanced Complete Inquiry Return

LIC ABC1783 JUN/2017 OLD # ABC1783 MAR/2016 EWT 4400 GWT 4400
 PASSENGER-TRUCK PLT, STKR REG CLASS 02 \$ 78.50 TRAVIS CNTY
 TITLE 22733142371161702 ISSUED 01/12/2016 ODOMETER N/A REG DT 07/14/2016
 2004, FORD, FRE, 4D, 2FMZA51674BA49801, PASS, COLOR: WHI, PRICE \$ 1060.00
 PREV TTL: JUR TX TTL # 22040842154103109 ISSUE 06/08/2015
 PREVIOUS OWNER MAXWELL EDISON, LIVERPOOL, TX
 OWNER ELEANOR RIGBY, ID#=N/A, 12331 CHURCH STREET, LONDON, TX, 78757
 PLATE AGE: 0 LAST ACTIVITY 07/16/2016 RENEW OFC: 227
 REMARKS DATE OF ASSIGNMENT:2015/12/25.PAPER TITLE.
 MRI: 9103150 IN: MVDWS 78114 AT 07NOV2016 13:21:33
 OUT: M304 24 AT 07NOV2016 13:21:33

Information on Return:	Explanation:
LIC ABC1783 JUN/2017 OLD # ABC1783 MAR/2016 EWT 4400 GWT 4400	Current License Number, Expiration Date Previous License Plate, Estimated Weight of Vehicle, Gross Weight
PASSENGER-TRUCK PLT, STKR REG CLASS 02 \$ 78.50 TRAVIS CNTY	Type of License Plate, Validation Sticker, Registration Class and Fee, County of Registration
TITLE 22733142371161702 ISSUED 01/12/2016 ODOMETER N/A REG DT 07/14/2016	Title Number, Issue Date, Mileage, Registration Date
2004, FORD, FRE, 4D, 2FMZA51674BA49801, PASS, COLOR: WHI, PRICE \$ 1060.00	Year, Make, Model, Body Style, VIN, Vehicle Type, Color, Sales Price
PREV TTL: JUR TX TTL # 22040842154103109 ISSUE 06/08/2015	Previous Title Number, Issue Date
PREVIOUS OWNER MAXWELL EDISON, LIVERPOOL, TX	Previous Owner and Address
OWNER ELEANOR RIGBY, ID#=N/A, 12331 CHURCH STREET, LONDON, TX, 78757	Current Owner Name and Address
PLATE AGE: 0 LAST ACTIVITY 07/16/2016 RENEW OFC: 227	Plate Age, Date and Description of Last Activity
REMARKS DATE OF ASSIGNMENT:2015/12/25.PAPER TITLE.	Remarks
MRI: 9103150 IN: MVDWS 78114 AT 07NOV2016 13:21:33 OUT: M304 24 AT 07NOV2016 13:21:33	MRI: Message Routing Identifier IN: Responding Database Mnemonic AT: Day\Month\Year Hour\Minute\Seconds OUT: Receiving Terminal Mnemonic AT: Day\Month\Year Hour\Minute\Seconds

Vehicle Registration Information

Registration information on most license plates is available until the registration expires. Additional registration information may be found in the DMV inactive and archive files. The RTS response often includes brief remarks, occasionally including the date the remark was entered.

Personalized License Plates

Personalized license plates are issued to individuals, not vehicles. RTS maintains registration information for 60 days past the plate expiration date. A personalized license plate should be inquired by the year of expiration displayed on the window validation sticker. If the DMV has not received notification from a county tax office concerning which vehicle has been issued the personalized plate, the return defaults to the name and address of the individual the plate was issued to.

Personalized Plate Return

R-AUG/17 LIC OLDTHG, OLD # OLDTHG
00, LEXS, SW, JT6GF10U8Y0079460, COLOR: UNK
LUCY N DESKYS, 11266 DIAMOND LN, APT 2422, AUSTIN, TX, 78759
LIEN RECORDED
ACTUAL MILEAGE.SPECIAL PLATE.PAPER TITLE.DUPLICATE REG - RECORD 1 OF 2.

R-MAR/96 LIC OLDTHG, OLD # OLDTHG
89, TOYT, 4D, 4T1SV21E1KU053555, COLOR: UNK
LUCY N DESKYS, 12113 MICHELLE ROAD #512, AUSTIN, TX, 78758
REGISTRATION INVALID.ACTUAL MILEAGE.TITLE SURRENDERED TO: CO ON 1996/07/09.CCO
ISSUED: 12/19/1995.SPECIAL PLATE.PAPER TITLE.DUPLICATE REG - RECORD 2 OF 2.
MRI: 10214747 IN: MVDWS 26967 AT 08NOV2016 07:42:07
OUT: M304 3 AT 08NOV2016 07:42:07

***** STOLEN*** VERIFY TCIC BY VIN**

Most comments in Texas registration returns will be regarding titling and licensing ONLY, however TLETS users should pay attention to the comment: "VERIFY**** STOLEN****TCIC BY VIN". The DMV database will include information on vehicles entered as stolen in TCIC. However this database is not updated on a 24/7 basis, so several days could pass before a stolen vehicle remark is removed when the vehicle is recovered. When receiving the comment "VERIFY**** STOLEN****TCIC BY VIN", operators should inquire into TCIC using the stolen vehicle inquiry (QV) to verify the status of the vehicle **before** taking action.

STOLEN VERIFY TCIC BY VIN Return

R-OCT/07 LIC 03ABC4, OLD # 4BFF64
74, FORD, VN, E37GHT00142, COLOR: UNK
IMA D WALRUS, 9200 EGGMAN DRIVE, AUSTIN, TX, 78753
**** STOLEN **** VERIFY TCIC BY VIN.PAPER TITLE.
MRI: 10303879 IN: MVDWS 34679 AT 08NOV2016 08:39:21
OUT: M304 9 AT 08NOV2016 08:39:21

If the remark remains on the DMV record for more than five days following the record being cleared from the TCIC/NCIC database by the entering agency, the inquiring agency should send an AM to the TCIC Control Room at CRDP. Do **NOT** send messages requesting removal of these stolen records until five days have passed from the date the record was cleared from the TCIC/NCIC database.

License Plate with Owner

Vehicle dealers are required to remove license plates and registration stickers from passenger cars and trucks purchased or received in trade. When a customer sells and then purchases another vehicle from the same dealer, the dealer is expected to make an offer to transfer the plates to the customer's new vehicle. By keeping the license plate number assigned to an individual, law enforcement and homeland security should be able to more easily trace the license plate number to the authorized owner(s) assigned the license plate number.

In private sales, the seller has the option of removing the vehicle license plate from the vehicle being sold. DMV highly recommends that the seller retain the plates of their vehicle and transfer them to another seller-owned vehicle or destroy the license plates. The idea is that when license plates remain with the same person throughout the lifetime of the license plate, the chance that a vehicle is misidentified in active law enforcement investigations is reduced substantially.

In a "plate-with-owner" situation, the DMV response will reflect whether the plate is:

- Reassigned to another vehicle
- Not successfully reassigned to another vehicle

If no new assignment of the plate has occurred, the operator of the vehicle should be able to present proof that the vehicle is legally registered. When license plates have been removed from the vehicle and the dealer or owner has completely followed through the assignment of the plates to another vehicle registration and RTS has been updated, the response will contain the plate-to-owner as well as the vehicle registration. In this case, the actual registration information will vary depending on whether the request was a Basic, Enhanced Basic, Complete or All – Enhanced Complete.

Plate with Owner Return

SELECTION REQUEST: VIN 1P3ES27CXTD648146

LICENSE PLATE: 279WWT VALID:2008/10/25 00:00:00-- 0/ 0/ 0 0: 0: 0
PREVIOUS VEHICLE INFORMATION:
YR:1996 MAK:PLYMOUTH MODL:NEO STYL:4D SEDAN
VIN: 1P3ES27CXTD648146 TITLE 15000039571120305
LICENSE PLATE STATUS: PLATE WITH OWNER
PLATE OWNER: DAFFY DUCK,1103 DISNEYLAND,CALIFORNIA,90643
REMARKS: ADDITIONAL RTS REGISTRATION AVAILABLE

Second output: Previous RTS registration information.

LIC 279WWT EXPIRES NOV/08 EWT 2500 GWT 2500
PASSENGER PLT, STKR REG CLASS 25 \$ 52.55
TITLE 15000039571120305 ISSUED 05/13/08 ODOMETER N/A
96 PLYM 4D 1P3ES27CXTD648146 PASS
PREVIOUS OWNER MICKEY MOUSE,LLANO,TX
OWNER DAFFY DUCK,DISNEYLAND CALIFORNIA 90643
PLATE AGE: 1
REMARKS PLATE REMOVED FROM VEHICLE.RELEASE OF PERSONAL INFO RESTRICTED.VEH
TRANSFERRED:2008/10/25.
MRI: 70671120 IN: MVD1 32366 AT 02DEC2008 10:56:22
OUT: TWFX 8 AT 02DEC2008 10:56:22

Dealer License Plates

The response for dealer plates contains the expiration date, dealer name, address and dealer number, plate status and in most cases the VTR regional office/county code of where the plate was issued. Because dealer tags are not associated with a particular vehicle/VIN number, RTS does not return actual vehicle registration.

Dealer Plate Return

```
YYYY MM DEALER P00000  
ISSUED TO  
<DEALER NAME>  
<DEALER STREET ADDRESS>  
<CITY STATE AND ZIP>  
MASTER DEALER NUMBER XXX  
PLATE EXPIRES: YYYY/MM PLATE STATUS: XXXXXX  
CODE <VTR OFFICE> <COUNTY CODE>
```

When the Code is displayed as “000”, it could mean:

- Dealership franchises do not receive plates
- VTR office and County Code are unavailable

Temporary e-Tags

Temporary e-Tags are designed to make processing dealer tags fast and easy for dealerships throughout the state while making temporary tag information available in almost real-time to law enforcement. Dealers who hold a General Distinguishing Number license can issue dealer temporary tags, buyer’s temporary tags and Internet-down temporary tags for each type of vehicle the dealer is licensed to sell.

Temporary e-tags are to be placed on all (new, used and trailers) vehicles sold. They are placed in the rear license plate display area of the vehicle and should be secured with double sided tape or with a license plate holder to keep the tag from flapping up in the wind. If the buyer wants to put their old plates on the “new” vehicle they buy, the e-Tag must go on top of the old plate until the registration sticker is issued by the county tax office.

Types of Temporary e-tags:

- Buyer’s Tag - Top line will read “Texas Buyer”
- Dealer’s Temporary Tags
- Dealer’s Tag (Assigned to Vehicle) - Top line reads “Texas Dealer” second line indicates Dealer
- Dealer’s Tag (Assigned to Agent) - Top line reads “Texas Dealer” second line indicates Dealer, the agent’s name will be displayed in the TLETS response
- Converter’s Tags - Top line reads “Texas Converter”
- Internet Down Tag - Used when the dealer temporarily cannot access the Internet. It is a blank template that requires the dealer to fill in all the information except the vehicle specific number. This vehicle specific information will be entered into the database within 48 hours.
- Emergency Tag – Used when power and/or Internet connectivity is unavailable for more than 48 hours. This type of tag will be rarely used except in emergency situations such as a Hurricane or Flood. Information will not be turned into the state database until the Dealer service is restored.

Temporary e-Tag Responses

Temporary e-Tag Returns

SELECTION REQUEST: TEMPORARY TAG XXXXXXXX
TEMPORARY TAG: XXXXXXXX VALID:YYYY/MM/DD HH:MM:SS--YYYY/MM/DD HH:MM:SS
YR:YYYY MAK:<VEHICLE MAKE> MODL:<VEHICLE MODEL> STYL:<VEHICLE STYLE>
VIN: XXXXXXXXXXXXXXXXXXXX
BUYER TEMPORARY TAG
NAME: <FIRST NAME> <LAST NAME>,<ADDRESS>,<CITY>,<STATE>,<ZIP>

SELECTION REQUEST: TEMPORARY TAG XXXXXXXX
TEMPORARY TAG: XXXXXXXX VALID:YYYY/MM/DD 00:00:00--YYYY/MM/DD 00:00:00
YR:0000 MAK:
DEALER TEMPORARY TAG - AGENT
REASON: DEMONSTRATION
NAME: <AGENT NAME>,<ADDRESS>,<CITY>,<STATE>,<ZIP>

SELECTION REQUEST: TEMPORARY TAG XXXXXXXX
TEMPORARY TAG: XXXXXXXX VALID:2009/05/21 00:00:00--2009/07/20 00:00:00
YR:YYYY MAK:<VEHICLE MAKE> MODL:<VEHICLE MODEL> STYL:<VEHICLE STYLE>
VIN: XXXXXXXXXXXXXXXXXXXX
DEALER TEMPORARY TAG - VEHICLE
REASON: FOR TRANSIT
NAME: <DEALER NAME>,<ADDRESS>,<CITY>,<STATE>,<ZIP>

Secondary paperwork should be carried in the vehicle when it is displaying temporary e-tags. The buyer is required to carry the buyer's receipt until the vehicle is registered and titled in their name. The information on the secondary paperwork must match the information on the preprinted tag. Secondary paperwork for dealers and converter tags is not required to be carried in the vehicle.

More information, including investigator assistance, can be obtained from (512) 416-4911 or MVD_LawEnforcementTraining@dot.state.tx.us

Voided License Plates

An inquiry by license plate number may result in a "VOIDED LICENSE" response. This response occurs when a license plate has been returned to a DMV VTR regional office, most often from a wrecking yard, and should not be displayed on a vehicle. In this case, the manual check may be requested by license plate number. Include a statement that the TLETS inquiry response for that plate number indicates an invalid registration.

Voided Plate Return

R-SEP/10 LIC ABC232, OLD # ABC232
92, VOLV, 4D, YV1AS8807N1471317, COLOR: UNK
ROCKY RACON, 12331 SGT. PEPPER DRIVE, AUSTIN, TX, 78759
EVIDENCE SURR. BY SALVAGE YARD.SALVAGE YARD # 227300750.JUNKED ON 20
10/04/29. EVIDENCE SURRENDERED: .PAPER TITLE.
MRI: 10811593 IN: MVDWS 76037 AT 08NOV2016 13:14:41
OUT: M304 12 AT 08NOV2016 13:14:41

No Record Response

A response of "NO RECORD RTS DATABASE" will be returned when TXDMV has searched all possible data sources and there is no matching information for the search criteria used. When a "NO RECORD" response is received and the VIN is for a vehicle manufactured prior to 1991, a manual check of the VTR purged microfiche records may be needed. The make and year of the vehicle must be included with the manual check request. If the VIN is for a vehicle manufactured after 1991, the National Insurance Crime Bureau (NICB) database can be used to obtain additional information.

Disabled Person Placard Inquiry

The TXDMV Disabled Person Identification Placard information is available through the Electronic Placard Database (EPD). The temporary disabled person permit is red and the first character will be R followed by eight numbers and ending with P. Example: R12345678P. The permanent disabled person placard is blue and the first character will be B followed by 8 numbers and ending with P.

Disabled Person Placard information can be made by inquiring with the REG transaction form using the Placard (PLCD) field or with the RSDW, RSDWW, Master Query and RQ transactions using the License Plate (LIC) field. When using the LIC field, TXDMV will check RTS database and will perform a "look-aside" into the Placard database for a possible match.

Disabled Person Placard Return

SELECTION REQUEST: PLACARD B12345678P

PERMANENT DISABLED PLACARD PLACARD B12345678P:
VALID:03/05/2013--03/2017

DISABLED PERSON NAME: BILLY SHEARS
5725 LONELY HEARTS CLUB ROAD
FORT WORTH, TX, 76133

TARRANT COUNTY
TX DL OF DISABLED PERSON#: 02345678
MRI: 10866282 IN: MVDWS 80208 AT 08NOV2016 13:42:26
OUT: M304 15 AT 08NOV2016 13:42:26

Manual Texas Vehicle Registration Checks

When experiencing problems in a registration response, confirm a "complete" registration inquiry was made before requesting a manual check. To request a manual check, send an administrative message to 67X1, DPS AUSTIN Communications ATTN: DMV. The information requested along with the specific reason must be included or the request will be rejected. Information is available 8-5 Monday-Friday only.

National Motor Vehicle Title Information System (NMVTIS)

The National Motor Vehicle Title Information System (NMVTIS) provides previous vehicle title information from various state jurisdictions (Texas, Louisiana). Any registration (plate number) or VIN that has a previous title number (TTL) will have an additional line added to the return. This information will appear after the line containing the VIN. Additional information can be found in the "Remarks" section (example: "NMVTIS HOLD"). The American Association of Motor Vehicle Administrators uses this to indicate that their database has a related violation/discrepancy related to the vehicle title.

Other remarks that are NOT related to NMVTIS are:

TOLL SCOFFLAW – Toll violations (maximum of 3) in ascending chronological date (oldest to newest)

CRUSHED – The date the vehicle was crushed.

NMVTIS Returns

LIC CDX4458 EXPIRES DEC/14 EWT 3880 GWT 3880
PASSENGER-TRUCK PLT, STKR REG CLASS 02 \$ 60.25
TITLE 24800041505110009 ISSUED ODOMETER 91423
05 NISS PK 1N6ED29X24C423153 PASS COLOR: GRY
PREV TTL: JUR LA TTL # 71717182828271717 ISSUE 03/11/2011
PREVIOUS OWNER MARCO H AYALA/MARIA GAY, POMONA, CA
OWNER MARCO AYALA, MARIA AYALA, 701 MARTIN ST, KERMIT, TX 79745
PLATE AGE: 0
REMARKS TITLE REJECTED 2013/08/23.NMVTIS HOLD:07/03/2013.ACTUAL MILEAGE.DATE OF
ASSIGNMENT:2013/08/20.PAPER TITLE. SPCLREGID: 000000000.,DBN=5;. .
MRI: 67867 IN: MVD 110 AT 02APR2014 18:02:11
OUT: U8ME 3 AT 02APR2014 18:02:11

LIC CFC7686 EXPIRES DEC/14 EWT 3800 GWT 4800
PASSENGER-TRUCK PLT, STKR REG CLASS 03 \$ 62.75
TITLE 08431738942121112 ISSUED 02/14/07 ODOMETER 73
07 TOYT PK 3TMKU72N86M008593 TRK<=1 COLOR: SIL
PREVIOUS OWNER STAR TOYOTA, LEAGUE CITY, TX
OWNER ERNEST JUNEMANN, 103 14TH AVE N, TEXAS CITY, TX 77590
LIEN 12/27/06 GULF SHORE FCU, PO BOX 1499, TEXAS CITY, TX 77592
PLATE AGE: 0
REMARKS ACTUAL MILEAGE.TOLL SCOFFLAW: GRAYSON CO RMA.TOLL SCOFFLAW:
N TX TOLL AUTHORITY.TOLL SCOFFLAW: CAMERON CO RMA.PAPER TITLE.VEHICLE
CRUSHED:12/20/2013.BRAND HOLD DATE 12/21/2013. SPCLREGID: 000000000. DBN=5;
MRI: 83064 IN: MVD 6 AT 18APR2014 13:46:43
OUT: U8ME 1 AT 18APR2014 13:46:43

Texas Sure: Texas Financial Responsibility Verification Program

TexasSure, Texas Financial Responsibility Verification Program (FRVP), came about when the Texas Legislature directed the Texas Departments of Insurance, Public Safety, Motor Vehicles and Information Resources to develop a system to reduce the number of uninsured motorists. Working together, the agencies have compiled a database that connects every registered vehicle in the state by its license plate, vehicle identification number (VIN) and liability insurance policy. Law enforcement officers can conduct a routine license plate inquiry that will return a verification if the vehicle has valid liability insurance. More information is available at: www.texassure.com or by contacting TexasSure@tdi.texas.gov.

The FRVP system receives the following updates weekly:

- Registered vehicles in the TXDMV Database
- Self-insured vehicle information from DPS
- Private passenger automobile liability policy information from auto insurance agencies in Texas
- Commercial vehicle liability policy information that has been voluntarily provided (not required)

Liability Insurance information can be accessed via the Texas vehicle registration inquiry forms: REG, RSDW, Master Query and RQ (when sent to TX). The forms allow the operator to choose how much information is returned in the response. Operators may select either a routine or an extended response.

By law, the FRVP database is to be used by law enforcement to help identify if a driver is insured or uninsured. DPS does not consider the information provided to be adequate probable cause to stop a vehicle. The database can only be used as a tool to verify insurance once a stop has taken place.

Some local jurisdictions have ordinances that allow vehicles to be impounded for no insurance. It should be noted that a response of "Unconfirmed," "Verify Manually" or "Multiple" from the database does not provide authority to impound the vehicle based solely on the Texas Transportation Code. If the FRVP system provides a response of "Unconfirmed," "Verify Manually", or "Multiple" the officer should verify insurance through existing methods before taking any action. **Drivers are still required to carry proof of insurance.**

Insurance companies having passenger vehicles insured on a commercial policy are not required to participate in the FRVP; however some companies do voluntarily report these policies. Therefore, passenger autos insured under a commercial auto policy will generally not be confirmed through the system and it is recommended that officers use existing methods to determine if proof of insurance exists.

Self-insured individuals and companies may be included since DPS does provide weekly submissions to self-insured data. Law enforcement officers should continue to accept the self-insurance certificate issued by DPS as proof of insurance. Trailer information is included in this database and will respond with "Verify Manually."

Financial Responsibility Verification Program Returns

There are four possible responses to an inquiry submitted to the FRVP database.

- Confirmed
- Unconfirmed
- Verify Manually
- Multiple

Confirmed Responses

The "Confirmed" response indicates the vehicle and/or person have been identified in the database and vehicle insurance coverage has been confirmed. A confirmed response will be returned if a match is made and the policy has not expired or if the policy has expired within the last 14 days.

Routine Return – Note: Record is Confirmed

REGARDING INQUIRY ON: ABCXXX
Insurance Status: Confirmed
Registered To: JOHN LENNON
OLN: Not Available
Vehicle Registration (LIC): Not Available
Vehicle Id Number (VIN): ABCXXXVIN11111
Vehicle Make: NISS
Vehicle Model: QST
Vehicle Year: 2008
MRI: 7682518 IN: FRVP 1 AT 22SEP2008 08:51:29
OUT: TWFX 1 AT 22SEP2008 08:51:30

Extended Return – Note: Record is Confirmed

REGARDING INQUIRY ON: ABCXXX
Insurance Status: Confirmed
Registered To: JOHN LENNON
OLN: Not Available
Vehicle Registration (LIC): Not Available
Vehicle Id Number (VIN): ABCXXXVIN11111
Vehicle Make: TOYT
Vehicle Model: CXL
Vehicle Year: 2001
Excluded Driver: RINGO STARR DOB: 19680817 OLN:
Insurance Carrier: State Farm Insurance
NAIC#: 11B11
Policy ID #: 11BR1111111111
Policy Type: Personal
Policy Effective date: 20010704
Policy Expiration date: 20081120
Mileage Expiration: Not Available
MRI: 7682521 IN: FRVP 2 AT 22SEP2008 09:13:19
OUT: TWFX 3 AT 22SEP2008 09:13:19

Unconfirmed Responses

An "Unconfirmed" response indicates the vehicle was located in the database, however, insurance coverage was not confirmed. "Additional Detail" will be one of the following:

- Vehicle coverage expired
- No vehicle coverage found
- Vehicle last match not within 45 days
- Vehicle coverage expired; Vehicle last match not within 45 days
- Vehicle coverage expiration unknown; Vehicle last match not within 45 days

Extended Return – "Unconfirmed"

REGARDING INQUIRY ON: ABCXXX
Insurance Status: Unconfirmed
Registered To: PAUL MCCARTNEY
OLN: Not Available
Vehicle Registration (LIC): Not Available
Vehicle Id Number (VIN): ABCXXXVIN11111
Vehicle Make: TOYT
Vehicle Model: XSL
Vehicle Year: 2008
Additional Detail: Vehicle Last Match not within 45 days;
Insurance Carrier: Farmers Texas County Mutual
NAIC#: 24392
Policy ID #: 43336473
Policy Type: Personal
Policy Effective date: 20080120
Policy Expiration date: 20080720
Mileage Expiration: Not Available
MRI: 1111111 IN: FRVP 3 AT 22SEP2008 10:09:37
OUT: TWFX 5 AT 22SEP2008 10:09:38

Verify Manually Response

A "Verify Manually" response does not indicate that the individual is uninsured. This indicates one of the following conditions exist:

- VIN and/or plate are incorrect and cannot be located in the database
- Vehicle's registration has been expired for over 18 months
- Vehicle was recently purchased
- Plates were recently changed

Routine and Extended Returns – "Verify Manually"

REGARDING INQUIRY ON: XXXYYYY
VERIFY MANUALLY
MRI: 7682550 IN: FRVP 4 AT 22SEP2008 10:17:32
OUT: TWFX 7 AT 22SEP2008 10:17:32

Multiple Response

A "Multiple" response indicates the VIN and/or plate has matched against two or more records within the TXDOT database. This does not necessarily indicate the vehicle is not insured.

Extended Return – “MULTIPLE”

REGARDING INQUIRY ON: XXXYYYY
Insurance Status: Multiple
Operator/Owner:
OLN: Not Available
Vehicle Registration (LIC): Not Available
Vehicle Id Number (VIN): Not Available
Vehicle Make: Not Available
Vehicle Model: Not Available
Vehicle Year: Not Available
Insurance Carrier: Not Available
NAIC#: Not Available
Policy ID #: Not Available
Policy Type: Not Available
Policy Effective date: Not Available
Policy Expiration date: Not Available
Mileage Expiration: Not Available
MRI: 7682586 IN: FRVP 5 AT 22SEP2008 10:59:58
OUT: TWFX 14 AT 22SEP2008 10:59:58

Texas License Plate Reader Inquiry

Law enforcement officials have a duty to investigate crimes and criminal activity. To fulfill this responsibility, officers collect, analyze, disseminate and retain a variety of information which should include active and historical LPR data. One of the purposes of collecting license plate data is sharing it across jurisdictions. TXDPS has created a LPR data-sharing program that can be accessed via TLETS.

Query Texas License Plate Reader File (QLP)

Agency/Case Data

- Originating Agency Identifier (ORI)

Record Identifying Data

- License Plate (LIC)
- License State (LIS)
- Exact Match on LIS?
- Begin Date for search (BEG)
- End Date for Search (END)
- LPR Record Number (PIC)

Special Options

- Control Field (CTL)

Texas License Plate Reader Return

TXLPR RESPONSE FOR QLP.TX0000032.LIC/ABC1234 2 RECORDS RETURNED

LIC: ABC1234 LIS: NY PIC: 22817522
LATITUDE: 30D00M00.00S LONGITUDE: -97D30M00.00S
DATE/TIME: 09/16/2014 15:20:31
RECORD HOLDER: TX1018100 HIDTA,HOUSTON

LIC: ABC1234 LIS: VT PIC: 16529364
LATITUDE: 30D00M00.00S LONGITUDE: -97D30M00.00S
DATE/TIME: 09/04/2014 12:40:06
RECORD HOLDER: TX1018100 HIDTA,HOUSTON

**** TXDPS PROVIDES THE INFORMATION CONTAINED HEREIN SOLELY AS AN INVESTIGATORY AID. SINCE THESE RECORDS ARE NOT VALIDATED, TXDPS DOES NOT GUARANTEE OR WARRANT THEIR LEGITIMACY. PLEASE USE SECONDARY VERIFICATION BEFORE YOU TAKE ANY ENFORCEMENT ACTION. ****

MRI: 71983639 IN: LPR 12 AT 28MAY2015 12:53:36
OUT: M304 6 AT 28MAY2015 12:53:36

Vehicle Registration Transactions

Vehicle registration information is available from all 50 states by using the Nlets Point of Entry (POE) or Region Codes. The Diplomatic, General Service Administration and Mexican Carrier and Authorization License Plate files are also available through Nlets. In addition, inquiries can be made into the NICB Border Crossing and National Vehicles Services License Plate Reader files. Inquiries may be made with up to five destinations.

Please note that vehicle registration inquiries to Missouri (MO) by VIN require the vehicle make and year.

To access information use the POE code:

POE	State or Region Destination Codes
US	Diplomatic Vehicles
GS	General Service Administration (GSA) Vehicles
MX	Mexican Commercial Vehicles
NA	NCIC Border Crossing
VS	National Vehicle Service
LP	License Plate Readers

Query Registration by LIC or VIN Number (RQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets Destination Code (DRI)

License Plate Data

- License Plate (LIC)
- License year (LIY)
- License Type (LIT)
- Financial Responsibility Type (FRT)

Vehicle Data

- Vehicle ID Number (VIN)
- Year of Manufacture (VYR)
- Make (VMA)

Special Options

- Control Field (CTL)

Out of State Vehicle Registration Returns

RR.LALSP0099
 13:31 11/08/2016 09260
 13:31 11/08/2016 88494 TX0000032
 TXT
 B3.TX0000032.MR10960683.0C44376292.

VYR/2014 VMA/KIA VMO/OPT VST/4D VCO/SIL
 VIN/5XXGN4A7XEG276632 LIC/ABC624 EXP/062018
 SALLY L TALL OLN/ 01234567
 131 NOWHERE MAN DRIVE
 YOUNGSVILLE LA 70592
 FLAGS 1L EL SN TITLE EAKA
 2NM 2NST CS ZIP
 LIEN1 KIA MOTORS FINANCE AMT DTE 070314
 ADR PO BOX 105299 CS ATLANTA GA ZIP 30348
 N/U N DAQ 061414 PRT PRS PRL EXP DATE
 TTA 11 TRDA 070914 TTB 51 TRDB 050916 MF.
 MRI: 10960757 IN: NLET 92222 AT 08NOV2016 14:31:44
 OUT: M304 28 AT 08NOV2016 14:31:44

RR.VADMVRH99
 14:57 01/09/2014 18109
 14:57 01/09/2014 09022 TX0000028
 TXT

LIC/8738YZ. LIY/2014/05.ISS/2005/06/27.
 DAFFY DUCK , DAISY DUCK
 CUST ADDR: 876 SYCAMORE BLVD DUCKVILLE, VA 786133983
 VIN/8WSIR4M49QJ873415. VYR/2011. VMA/FORD.
 VST/4D. SSN/123456789 T876482597 .
 *EXP/2014/05/31. WGT/3975. REG STATUS/INACTIVE. PLT STATUS/RENEWAL. LIEN. .
 VEH USE/PRIVATE. VEH DISP/MOVED.CUR VCO/BLU.ORI VCO/BLU. DP/.
 INTERLOCK/.VOA/.VOAT/.

** NOTICE **
 INFORMATION OBTAINED FROM VCIN MAY BE USED FOR CRIMINAL JUSTICE PURPOSES ONLY.
 MRI: 18507697 IN: NLET 112970 AT 09JAN2014 15:58:26
 OUT: M222 1 AT 09JAN2014 15:58:26

Responses are not standardized and will vary substantially in format from state to state. Typical abbreviations used in responses are:

Abbreviation	Description
LIC	License Number
LIT	License Type
LIY	License Year
VIN	Vehicle Id Number
VYR	Vehicle Year
VMA	Vehicle Make
VMO	Vehicle Model
VST	Vehicle Style
VCO	Vehicle Color

Diplomatic License Plates File

The U.S. Department of State, Office of Foreign Missions maintains vehicle registration information on diplomatic license plates issued to diplomats, counsels and staff of foreign missions. Inquiries into the Diplomatic License Plate file can be made using the destination code of US.

Government License Plates File

The General Services Administration (GSA) maintains government license plate records in the GSA database. Inquiries on government license plates beginning with the letter can be made using the destination code of GS.

Agency	Code	Agency	Code
Action (Federal Domestic Volunteer)	ACT	Interior Department	I
Agriculture Dept	A	Interstate Commerce Commission	IC
Air Force	AF	Judicial Branch of Government	JB
Army	W	Justice Department	J
Commerce Dept	C	Labor Department	L
Consumer Product Safety Commission	CPSC	Legislative Branch	LB
Corps of Engineers, Civil Works	CE	Marine Corps	MC
Defense Commissary Agency	DECA	National Aeronautics and Space Admin	NA
Defense Contract Audit Agency	DA	National Capital Housing Authority	NH
Defense Department	D	National Capital Planning Commission	NP
Defense Logistics Agency	DLA	National Guard Bureau	NG
Education Department	ED	National Labor Board Relations	NL
Energy Department	E	National Science Foundation	NS
Environmental Protection Agency	EPA	Navy Department	N
Executive Office of the President Council of Economic Advisers National Security Council Office of Management and Budget	EO	Nuclear Regulatory Commission	NRC
		Office of Personnel Management	OPM
		Panama Canal Commission	PC
		Railroad Retirement Board	RR
Export-Import Bank of the United States	EB	Renegotiations Board	RB
Federal Communications Commission	FC	Securities and Exchange Commission	SE
Federal Deposit Insurance Corporation	FD	Selective Service System	SS
Federal Emergency Management Agency	FE	Small Business Administration	SB
Federal Home Loan Bank Board	FB	Smithsonian Institute	SI
Federal Mediation and Conciliation Services	FM	National Gallery of Art	SI
Federal Reserve System	FR	Soldiers and Airmen's Home, US	SH
Federal Trade Commission	FT	State Department	S
General Accounting Office	GA	Tennessee Valley Authority	TV
General Services Administration	GS	Transportation Department	DOT
Government Printing Office	GP	Treasury Department	T
Health and Human Services Department	HHS	United States Information Agency	IA
Housing and Urban Development	H	United States Postal Service	P
Interagency Fleet Management GSA	G	Veterans Affairs Department	VA

Mexican Commercial License Plates

Inquiries to the POE code of MX will cause an inquiry into the following two databases:

- Mexican Carrier and Authorization Database
- United States Insurance Verification Authentication (USIVA) Program

Mexican Carrier and Authorization Database

The Mexican Carrier and Authorization Database was created in response to the North American Free Trade Agreement (NAFTA) to assist the Mexican government with issuing carrier operating permits, vehicle license plates and vehicle highway permits. The database is housed in Mexico City and contains only commercial cargo carriers registered with the Mexican federal government. All commercial vehicles that cross the United States/Mexican border are required to be federally registered and included in this file. If the Mexican Commercial Vehicle inquiry results in a "NOT ON FILE," the vehicle is not considered registered and is in violation of US-DOT operating authority. Information on commercial carriers that are not registered with the Mexican Federal government can be obtained by sending a manual request in the form of an AM message to ORI/DCINTER00.

Mexican Carrier and Authorization Return

```
RR.MXLIC0000
08:10 02/24/2012 24043
08:10 02/24/2012 24097 TX00000B2
TXT
LIC/014DD1
TRANSPORTES INTERMEX S.A. DE C.V.
AV. INDUSTRIALES, ZONA INDUSTRIA, CUAUTITLAN IZCAL 54730.
VIN/197170.VYR/1976.ENGINE_NO/28112007
LIT/TRACTOR - 3 AXLES.VMA/MEXICO
LIC_STATUS/STOLEN OR LOST.LIC_ISSUED/05031999
REGISTRANT_RFC/TIN751127RHA.REGISTRANT_STATUS/UNDER INVESTIGATION
LIC_CLASS/FREIGHT MOTOR FGN INV.VST/TRACTOR
LIC_SERVICE/HAZMATS (FOREIGN INVEST)
```

NOTE: THIS IS A RESPONSE FROM MX AUTHORIZATIONS INFORMATION

Possible License Plate Status Codes:

ASSIGNED (ONLY POSITIVE STATUS)	NOT RECEIVED
AVAILABLE	WITHDRAWAL EXCHANGED
CANCELLED	WITHOUT DECAL
STOLEN OR LOST	PREVENTIVE SEIZURE
WITHDRAWAL PER RULE	MISSING
DAMAGED	WITHDRAWAL NEW NAME
WITHDRAWAL NOTICE	UNDER INSPECTION
WITHDRAWAL IMPOUNDED	

Possible Registrant Status Codes:

REGISTERED	BANKRUPT
WITHDRAWN	WITHDRAWN/MERGER
SUSPENDED	UNDER INVESTIGATION

United States Insurance Verification Authentication Program

The United States Insurance Verification Authentication (USIVA) program is housed at Nlets in Phoenix, Arizona. The law requires vehicles traveling into the United States from Mexico to be insured so this database provides information on Mexican vehicles traveling into the United States. The database receives an electronic copy of each Mexican insurance policy in real time. USIVA includes information regarding both commercial and non-commercial vehicles.

USIVA Return

```
RR.MX0000000
07:57 02/24/2012 20956
07:57 02/24/2012 24049 TX00000B2
TXT
CURRENT TRAVEL POLICY AS OF 2012-02-24
POLICY NUMBER: HRC-0170704
POLICY STATUS: UNKNOWN
EFFECTIVE START DATE: 2011-09-12
EFFECTIVE END DATE: 2012-09-11
EFFECTIVE DAYS: 365
POLICY PREMIUM: 109.51
SUM INSURED: 1500000
INSURED FULL NAME: ZZZTEST POLICY
INSURED ADDRESS: CLGENERAL MIGUEL BARRAGAN 1033
INSURED CITY: AGUASCALIENTES
INSURED STATE: AGUASCALIENTES
*** VEHICLE DETAILS ***
VEHICLE VIN: WVVUE06KX1R5101AA
VEHICLE PLATE: AAA3649
VEHICLE INFO: GENERALMOTORS SILVERADO 2500 CAB REG LS 4X2 2007 PAQUETE A
VEHICLE TYPE: PRIVATE
```

Illustrations of base Mexican personal vehicle license plates by Mexican state may be found at:

<http://www.15q.net/currmex.html>

If your agency has a motor vehicle theft bureau and there is a desire to check stolen vehicles in Mexico contact US Operations Director Mario Crosswell-Estefan at mariocrosswell@yahoo.com or by phone 210-545-7100 for accessing Mexico's stolen vehicle webpage site.

License Plate Recognition/License Plate Reader Systems

Inquiries in the License Plate Recognition and Reader Systems can be accessed with the following POE codes:

NA	US Customs and Border Protection/National Insurance Crime Bureau Database
VS	National Vehicle Service Database
LP	Both the USCBP/NICB and the NVS Databases

US Customs and Border Protection

The US Customs and Border Protection (CBP) has license plate reader cameras at the Mexican and Canadian borders to collect information as vehicles depart and enter the United States. The project utilizes special cameras that are placed at inbound and outbound lanes at the United States border and border check points. CBP has engaged The National Insurance Crime Bureau (NICB) to collect and store the information collected from the cameras in a database. The database was initially established to help identify stolen vehicle traffic patterns along the southern and northern borders of the United States. However the information obtained has been proven useful in many other types of investigations.

To run a CBP/NICB LPR query, use transaction RQ and enter the license plate of interest with NA as the state designator for NICB. The CBP/NICB response includes the direction of the crossing (inbound or outbound), the location of the border crossing camera, the crossing date and time, the license plate number, the state and country of the crossing. The CBP/NICB response could return multiple messages when a vehicle has multiple trips across the border. Typically a message will contain up to 7 crossings arranged in chronological order.

USCBP LPR Return

```
RR.ILNICBC00
13:43 12/09/2010 94408
13:43 12/09/2010 65144 TX0000052
TXT
NICB RESPONSE FOR LIC/ QQQQ445 MSG 001 OF 001
CROSSING LOCATION: INBOUND
ADDRESS: USCS-797 S ZARAGOSA RD BLDG B
CITY: EL PASO: YSLETA STATE: TX ZIP: 79907
CROSSING DT/TIME: 11/06/2009 01.02.56
LIC PLATE: QQQQ445 STATE: MM COUNTRY: M
CROSSING LOCATION: INBOUND
ADDRESS: UNKNOWN
CITY: UNKNOWN STATE: ZIP:
CROSSING DT/TIME: 04/26/2010 23.12.32
LIC PLATE: QQQQ445 STATE: TX COUNTRY: U
CROSSING LOCATION: OUTBOUND
ADDRESS: USCS-PO BOX 3130
CITY: LAREDO:J/L STATE: TX ZIP: 78044
CROSSING DT/TIME: 04/28/2010 21.46.29
LIC PLATE: QQQQ445 STATE: TX COUNTRY: U
```

** NOTICE **

THE NICB PROVIDES THE INFORMATION CONTAINED HEREIN SOLELY AS AN INVESTIGATORY AID. SINCE THESE RECORDS ARE NOT VALIDATED, THE NICB DOES NOT GUARANTEE OR WARRANT THEIR LEGITIMACY. PLEASE USE SECONDARY VERIFICATION BEFORE YOU TAKE ANY ENFORCEMENT ACTION.
MRI: 11952601 IN: NLET 26682 AT 09NOV2016 08:15:06
OUT: M304 5 AT 09NOV2016 08:15:06

National Vehicle Service

The National Vehicle Service (NVS) is a private corporation whose mission is to assist law enforcement, vehicle finance, insurance companies, rental car companies and the public in protecting vehicle assets. NVS has a repository of license plate reader data gathered from towing, repossession companies, parking lots, garages and toll way systems that is available to the law enforcement through Nlets. This repository is primarily for use in investigations where the NVS proactively searched the database against the stolen vehicle file provided by the FBI.

To retrieve possible vehicle location information from the NVS data repository, use RQ transaction with the POE code of VS. If there is a positive match, the return may or may not contain the location. If the location is not included, this may indicate that the vehicle was parked on private property and not at a particular intersection. After registering their ORI, agencies can then access the NVS website at <http://nvls-lpr.com/nvls> to obtain full details on the vehicle, including a map of the location and a photo of the vehicle.

Note: This is lead information ONLY to assist with your investigation and should NOT be used for non-law enforcement purposes. Should users require additional assistance with this response, please contact National Vehicle Service at 866-687-1102.

NVS LPR Return

RR.VANVS005V

11:32 04/05/2010 04276

11:32 04/05/2010 81403 TXDPS0000

TXT

Vehicle license plate number QQQQ445 was captured by mobile license plate recognition on March 18, 2010 near the intersection of Pecan St AND 6th Ave, Noplace, TX.

To access the complete LPR data record including other additional historical LPR scans, vehicle images and satellite map overlays, please proceed to the following Internet Website: <http://nvls-lpr.com/nvls>

Caveat: This is lead information ONLY to assist with your investigation and should NOT be used for non-law enforcement purposes. Should you require additional assistance with this RESPONSE, please contact National Vehicle Service at 866-687-1102.

Nlets Vehicle Registration by Owner Name

Some states provide vehicle registration by owner and date of birth or age.

Vehicle Registration by Name and DOB (RNQ)

Agency/Case Data

Originating Agency Code (ORI)

Nlets Destination Code (DRI)

Person Data

Name (NAM)

- *Date of Birth (DOB)*
- *Age (AGE)*

Special Options

Control Field (CTL)

Positive Nlets Vehicle Registration by owner name could contain the following registration information:

- Client Name
- License Number/Plate Number
- License Type
- Vehicle Make
- Vehicle Year
- City, State, Zip

Vehicle Registration by Owner Name Return

RNR.WYVIN0000

09:14 03/16/2009 62384

09:14 03/16/2009 45692 TXDPS00B7

TXT

CLIENT NAME	PLATE#	TYP	MAKE	YEAR	CITY-	ST-	ZIP
THEMAN*PAUL	2-23BY	TK	DODG	1984	CHEYENNE	WY	82007
THEMAN*PAUL D	2-40YE	PC	SUZI	1988	CHEYENNE	WY	82001
THEMAN*PAUL D	2-895A	TL	LONGH	2000	CHEYENNE	WY	82001
THEMAN*PAUL D	4-86CY	TK	FORD	1995	ROCK SPRINGS	WY	82901
THEMAN*PAUL D	4-89MP	PC	TOYT	1992	ROCK SPRINGS	WY	82901
THEMAN*RALPH L	5-276	PC	NISS	1999	LARAMIE	WY	82073
THEMAN*RALPH L	5-277	TK	CHEV	1979	LARAMIE	WY	82073

Other possible responses to a query include:

NOT ON FILE

FILE NOT AVAILABLE

TEMPORARILY UNAVAILABLE

Tribal License Plates

Many Indian nations issue license plates. However access to tribal license plate information varies for other states, and in some cases, the Indian Nation must be contacted directly to obtain vehicle registration information. In New Mexico and South Dakota tribal license plates are supported by the state systems and returned with Nlets transaction RQ. In Oklahoma, some tribes provide access to their license plate information and is returned as a look-aside via an RQ to OK (all plate inquiries to the OK system through Nlets will return two responses, one for the state repository and one for the tribal repository).

Link	Description
http://www.tribal-institute.org/lists/enforcement.htm	Tribal Institute – links to Tribal Police
http://www.bia.gov/index.htm	Bureau of Indian Affairs

Nlets Vehicle Registration Manual Checks

A manual search is necessary when not enough information is known to perform an automated search, or if the information received isn't clear or contains errors. An administrative message (AM) will be used to request the manual search. The administrative message should be addressed to the agency responsible for vehicle registration information. For information from other Nlets members, check the Nlets help files to obtain manual search requirements, code translation information and to verify where to send the manual search request.

The standardized ORI for manual vehicle registration checks by license plate is:
XXLIC0000 (such that XX is the POE code)

The standardized ORI for manual vehicle registration checks by vehicle identification number is:
XXVIN0000 (such that XX is the POE code)

Vehicle Registration Query Help

To obtain detailed or supplementary information on a state's vehicle registration files, a user may send an Administrative Message to XXLICHELP (where XX = 2 character state code).

Users can also determine who is providing automated responses to registration queries and who has a HELP file by sending an Administrative Message to "NLLICHELP."

If a complete date of birth is unknown some states support inquiries on age. Consult state vehicle registration HELP file for details. The address is XXLICHELP (where XX=2 character state code).

Section 5: Nlets Registration

By the end of this training session, the student will be able to:

- Identify the types of boat registration inquiries available through TLETS and Nlets.
- Compare the difference in the information that is included in each type of boat registration return.
- Compare the differences in a boat registration inquiry and a stolen boat inquiry.
- Locate the Nlets state boat registration help file.
- Explain the increased emphasis on the aircraft registration file due to terrorism.
- Identify the information required to make an aircraft registration inquiry.
- Compare the information that is included in an aircraft registration return.
- Compare the differences in an aircraft registration inquiry and a stolen aircraft inquiry (vehicle file).
- Identify the information required to make a snowmobile registration inquiry.
- Compare the information that is included in a snowmobile registration return.

Nets Registration Inquiries

Boat Registration Transactions

Boat registration information is available from the Texas Parks and Wildlife Department for boats registered in Texas. Boat registration for boats registered in other states is available through Nets. The United States Coast Guard Vehicle Identification System (VIS) consists of registration and ownership data from participating VIS States as well as those registered only through the USCG National Vessel Documentation Center and can be accessed with the POE code of CG.

Query Boat Registration (BQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Nets Destination Code (DST) – up to five

Boat Registration/Stolen Boat Inquiry Data

- Boat Hull Number (BHN)
- Registration Number (REG)

Driver License/Wanted Person Inquiry Data

- Name (NAM)
- Date of Birth (DOB)

US Coast Vessel Data

- US Coast Guard Vessel Name (BNM)
- US Coast Guard Vessel Number (CGN)

Special Options

- Control Field

Boat Registration Returns

- | | | |
|--|--|--|
| <input type="radio"/> Boat Registration Number | <input type="radio"/> Operator License State | <input type="radio"/> Type of Propulsion |
| <input type="radio"/> Expiration Date | <input type="radio"/> Operator License Year | <input type="radio"/> Type of Fuel Used |
| <input type="radio"/> Boat Hull Number | <input type="radio"/> Operator Address | <input type="radio"/> Use of Boat |
| <input type="radio"/> Name of Registered Owner | <input type="radio"/> Boat Make/Manufacture | <input type="radio"/> Type (NCIC Name) |
| <input type="radio"/> Operator Date of Birth | <input type="radio"/> Year Built | |
| <input type="radio"/> Operator License Type | <input type="radio"/> Hull Material | |

Other possible responses to a query are:

- NOT ON FILE
- TEMPORARILY UNAVAILABLE
- USER DOES NOT RESPOND TO MESSAGE TYPE —Nets WILL NOT FORWARD TO XX (where XX = two character user code)

Query Boat Help

To obtain detailed or supplemental information on a state's boat registration files, send an Administrative Message (AM) to XXBOAT000 (XX = 2 character state code).

Users can determine who is providing automated responses to BQ inquiries and who has HELP files by sending an AM to "XXBASHELP" (XX= 2-character state code).

FAA/TECS Aircraft Registration System (ACRS)

The Aircraft Registration System (ACRS) is an on-line inquiry that provides information to Nlets users about commercial and private aircraft registered with FAA. Nlets will run the query against the publicly available website:

http://registry.faa.gov/aircraftinquiry/NNum_Inquiry.aspx

Aircraft registration data is provided and maintained by the Treasury Enforcement Communications System (TECS). Agencies can request aircraft registration information by sending an inquiry message through Nlets to TECS (GQ).

Query Aircraft Registration (GQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Attention of Recipient (ATN)

Aircraft Data

Owner (NAM)

- Serial Number (SER)
- Registration Number (REG)

Special Options

- Control Field

Positive Aircraft Registration Responses (GR) may contain the following registration information:

- | | |
|--|--|
| <input type="radio"/> Aircraft Registration Number | <input type="radio"/> Class |
| <input type="radio"/> Serial Number | <input type="radio"/> Engine Type |
| <input type="radio"/> Year | <input type="radio"/> Name of Registrant |
| <input type="radio"/> Make | <input type="radio"/> Address of Registrant |
| <input type="radio"/> Model | <input type="radio"/> Registration Date of Issue |
| <input type="radio"/> Aircraft Type | <input type="radio"/> Registration Validation |
| <input type="radio"/> Manufacturer | |

Aircraft Registration Returns

Queries can generate hit lists of up to 50 matches. Names are queried using Last,First Middle Initial; while business names are queried with spaces between each name. All name queries are soundexed with the exact matches being at the top of the hit list on multiple hits. Upon receipt of the hit list of abbreviated information on each aircraft, the user must enter another query using the registration number that is displayed on each hit list entry.

Snowmobile Registration Transactions

Texas does not maintain any registration files on snowmobiles. Snowmobile registration information is maintained in other states and TLETS users can obtain this information through the Nlets network.

Query Snowmobile Registration (SQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets Destination Code (DRI)

Snowmobile Data

- Registration Number (REG)
- Vehicle ID Number (VIN)

Person Data

- Name (NAM)
- Date of Birth (DOB)

Special Options

- Control Field (CTL)

Snowmobile Registration Returns

- Snowmobile Registration Number
- Expiration Date
- VIN
- Owner Name
- Owner Date of Birth
- Color
- Year Built
- Power (Engine Size)

Other possible responses to a query are:

NOT ON FILE

TEMPORARILY UNAVAILABLE

USER DOES NOT RESPOND TO MESSAGE TYPE — Nlets WILL NOT FORWARD TO XX (where XX = two character user code)

Query Snowmobile Help

To obtain detailed or supplemental information on a state's snowmobile registration files, send an Administrative Message (AM) to XXSNOW000 (where XX = 2 character state code).

A user also may determine who is providing automated responses to SQ inquiries and who has HELP files by sending an AM to "XXBASHELP" (where XX= 2-character state code).

Section 6: Combination Forms

By the end of this training session, the student will be able to:

- Compare the purposes of the combination forms that inquire into several NCIC and TCIC files at the same time.

Combination Forms

Combination forms allow a user to enter data into a single form that when transmitted to the TLETS Switcher, the data will be automatically re-formatted to the specific forms required for the desired stolen/wanted and/or registration/driver license check.

Registration/Stolen/Driver License with Wanted Check (RSDW)

This transaction form allows users to run vehicle registration and stolen checks and/or driver license and wanted person checks by name (NAM) both in state and/or out-of-state in a single transaction. This form cannot be used for states with unique inquiry requirements.

Agency/Case Data

- Originating Agency Code (ORI)
- Destinations (DST)
- Regional Database

Vehicle Registration/Stolen Vehicle Inquiry Data

- License Plate (LIC)
- *Year (LYR)*
- *Type (LIT)*
- Vehicle ID Number (VIN)
- *Year (VYR)*
- *Make (VMA)*
- *Registration Type (RGT)*
- *Financial Responsibility Type (FRT)*

Driver License/Wanted Person Inquiry Data

- Name (NAM)
- *Expanded Name Search (ENS)*
- *Sex (SEX)*
- *Race (RAC)*
- *Date of Birth (DOB)*
- *Extended Date of Birth Search (EBS)*
- *Enter X for Complete DL History*
- *Image Request (IMQ)*
- *Reason (RSN)*
- *Email Address (EML)*
- *Commercial DL (CDL)*

Special Options

- Control Field

Registration/Stolen/Driver License with Wanted Check (RSDWW)

This transaction form allows users to run vehicle registration and stolen checks and/or driver license and wanted person checks by driver license number (OLN) both in state and/or out-of-state in a single transaction. This form cannot be used for states with unique inquiry requirements.

Agency/Case Data

- Originating Agency Code (ORI)
- Destinations (DST)
- Regional Database

Vehicle Registration/Stolen Vehicle Inquiry Data

- License Plate (LIC)
- *Year (LYR)*
- *Type (LIT)*
- Vehicle ID Number (VIN)
- *Year (VYR)*
- *Make (VMA)*
- *Registration Type (RGT)*
- *Financial Responsibility Type (FRT)*

Driver License/Wanted Person Inquiry Data

- License Number (OLN)
- *Enter X for Complete DL History*
- *Image Request (IMQ)*
- *Reason (RSN)*
- *Email Address (EML)*
- *Commercial DL (CDL)*

Special Options

- Control Field

Master Query

The Master Query transaction form allows users to run vehicle registration and stolen checks and/or driver license and wanted person checks both in state and/or out-of-state in a single transaction. It also allows users to access stolen article, stolen gun, stolen boat and boat registration information. This form cannot be used for states with unique inquiry requirements.

Agency/Case Data

- Originating Agency Code (ORI)
- Destinations (DST)
- Regional Database

Vehicle Registration/Stolen Vehicle Inquiry Data

- License Plate (LIC)
- *State (LIS)*
- *Year (LYR)*
- *Type (LIT)*
- Vehicle ID Number (VIN)
- *Year (VYR)*
- *Make (VMA)*
- *Financial Responsibility Type (FRT)*

Driver License/Wanted Person Inquiry Data

- Name (NAM)
- Expanded Name Search (ENS)
- *Sex (SEX)*
- *Race (RAC)*
- *Date of Birth (DOB)*
- *Extended Date of Birth Search (EBS)*
- License Number (OLN)
- Commercial DL (CDL)
- Enter X for Complete DL History
- *Image Request (IMQ)*
- *Reason (RSN)*
- *Email Address (EML)*

Stolen Article Inquiry Data

- Serial Number (SER)
- *Type (TYP)*

Stolen Gun Inquiry Data

- Serial Number (SER)
- *Make (MAK)*

Boat Registration/Stolen Boat Inquiry Data

- Boat Hull Number (BHN)
- Registration Number (REG)

Section 7: Nlets/TLETS Inquiries

By the end of this training session, the student will be able to:

- Explain the importance of National Insurance Crime Bureau in assisting law enforcement with auto theft and auto fraud.
- Identify the various databases available through the National Insurance Crime Bureau.
- Compare the information that is included in a National Insurance Crime Bureau return.
- Identify the data required to make an inquiry into the Nlets Commercial Vehicle Information System file and compare the information included in a return.
- Identify the data required to make an inquiry into the Nlets LoJack file and compare the information included in a return.
- Identify the data required to make an inquiry into the Nlets International Fuel Tax Association file and compare the information included in a return.
- Identify the information required to make a Materials inquiry and where that information can be obtained.
- Compare the information that is included in a Materials return.
- Explain the process for making weather and road inquiries.
- Identify the data required to make an inquiry into the Nlets Concealed Weapons Permit Information file and compare the information included in a return.
- Identify the data required to make an inquiry into the Nlets Parole, Probation and Corrections file and compare the information included in a return.
- Identify the data required to make an inquiry into the Nlets Wildlife Crime Information System file and compare the information included in a return.
- Explain the process for making inquiries into the individual state repositories.
- List the criminal history request purpose codes and define their uses.
- Identify the types of inquiries with Canadian access available through Nlets and their required fields.
- Compare the difference in the information that is included in each type of return on an inquiry with Canadian access.
- Explain the importance of an INTERPOL inquiry in assisting law enforcement for persons or property outside of the United States.
- Identify the types of inquiries available through INTERPOL.

- Compare the difference in the information that is included in each type of INTERPOL return.
- Identify the various databases available through the Law Enforcement Support Center.
- Identify the purpose of the Nlets National Drug Pointer Index System.

Nlets/TLETS Inquiries

National Insurance Crime Bureau

The National Insurance Crime Bureau (NICB) is a crime prevention organization assisting law enforcement in the prevention, detection and prosecution of the financial crimes of theft, fraud and arson relating to personal property. The NICB main office is located in Des Plaines, Illinois with area offices in California, Florida, Washington, Virginia, Illinois, Connecticut, New York and Irving, Texas. Each office can be reached directly via Nlets. The main office is open Monday through Friday from 7 am to midnight. A representative is on call for emergencies after hours, weekends and holidays.

NICB resources include a staff of strategically located special agents available to assist law enforcement in matters related to theft, fraud and arson. Each special agent is always on call to provide assistance to law enforcement in the identification of vehicles under investigation. Special agents are highly qualified investigators and experts in identifying vehicles on which identifying numbers have been removed, changed, altered, or obliterated. Special agents participate in training programs for law enforcement officers charged with the responsibility of theft, fraud and arson investigations.

NICB maintains a rapidly expanding national and international index of more than 250 million records related to vehicles including manufacturer's shipping and assembly, vehicles imported and exported, thefts, impounds, salvage, auction, pre-inspection, vehicle claim, rental, theft, theft (recovery) and NCIC/CPIC cancels. The database is designed to include vehicle liability, physical damage and related homeowner claims, to track a motor vehicle's complete life cycle from birth to death. NICB files include data on passenger vehicles, multipurpose vehicles, trucks, trailers, motorcycles, snowmobiles, construction and farm equipment, boats and uniquely identifiable parts.

For more information contact the NICB area office:

Fred Lohmann - Director of Operations

flohmann@nicb.org

972-739-6026 or 888-241-8127 FAX 972-739-6027

National Vehicle Service

National Vehicle Service (NVS) is incorporated in the state of Illinois with the sole purpose of assisting law enforcement, vehicle finance, insurance, rental car companies and the public in protecting vehicle assets. NVS's service assistance is in response to current vehicle theft, vehicle fraud and theft by deception.

NVS aspires to be widely recognized as the world leader in providing unique vehicle theft and fraud solutions to the law enforcement community, vehicle finance, insurance and rental car industries and other vehicle related organizations. They also offer vehicle impound, lien, online auction (E-Bay), OCRA (Mexican Stolen), Private LPR and Junk and Salvage data at no costs to LEAs.

NVS contact information:

Email: n.v.s@att.net

Phone: 708-429-0123

Web Address: www.nvsliens.org

James (Jim) Spiller

NVS President and CEO

Email: js.spiller@att.net

Phone: 219-730-9945

Query All NICB Files (NAQ)

Agency/Case Data

- Originating Agency Code (ORI)

Vehicle Data

- Vehicle ID Number (VIN)

Special Options

- Nlets Control Field

NICB Response

NICB provides automated access to twelve different files:

- Impound File
- Export File
- Manufacturer's Shipping File
- Salvage File
- International Index File
- Auction File
- Pre-Inspection File
- Vehicle Claim File
- Rental File
- Theft File
- Theft (Recovery) File
- NCIC/CPIC Canceled File

Impound/Export File Query (NIQ)

Impound responses indicate that the vehicle has been impounded, but does not tell whether or not the vehicle was claimed or remains on the lot. An Export File response indicates that a vehicle has been exported out of the country, but it does not indicate if the vehicle has been returned to the country.

Manufacturer's Shipping File

Shipping responses indicate to whom, when and where a vehicle has been shipped. If only a partial VIN is available enter the last 8 characters of the VIN. In order to identify the VIN as partial to NICB the user MUST preface the partial VIN by the word "PARTIAL". For example a partial VIN would look like this: VIN/PARTIAL24657490. Note that there is no space or separator between the word "PARTIAL" and VIN. When a partial VIN search is requested only the manufacture's shipping file will be searched.

Salvage File

Salvage responses indicate that the vehicle has been damaged (cause of loss) and what the cash value is of the vehicle prior to the loss, the received value and the appraised value.

International Index Salvage

NICB maintains records of stolen or salvaged vehicles for Canada, Germany, France and Sweden. NAQ queries will check this index and return any hits. Users should contact NICB if a hit is obtained on these records.

Auction File

Auction responses include those records that are processed through auction houses prior to the sale and sent to NICB.

Pre-Inspection File

Pre-inspection responses occur when vehicles are run through an authorized inspection center in several states and pictures are taken of the vehicle including the VIN plate. The photos are then sent to a specific company for examination and then run through the NICB's VINASSIST program. If they do not pass this edit, these records are put into the NICB system.

Vehicle Claims File

Vehicle claim responses contain information on physical damage to a vehicle. After the insurance adjuster or appraiser files his report, he sends a copy to a vendor used specifically for physical damage estimates. They in turn process the claim and forward it to NICB. By doing this, it will raise a red flag to the appraiser if a claim has been duplicated.

Rental File

Several rental car agencies provide and maintain a complete inventory on the NICB system. When impounds or exports are processed, they are automatically checked against this file. To qualify for entry on the NICB file, the vehicle must be added to a fleet, missing, never returned, located or taken out of a fleet.

NICB Theft Record/Recovery

While NCIC and CPIC active theft records are not available to law enforcement through NICB, member company thefts, both active and inactive, are displayed when querying NICB by VIN. This allows an agency to deal directly with the member company when appropriate. The recovery information mirrors the theft record except that vehicle recovery information is also displayed.

NICB and NCIC Stolen Vehicle Entries

NICB has a mirror image of NCIC's stolen vehicle file. Every stolen vehicle entered on NCIC will be passed to NICB by NCIC. NICB will enter this record on their file and interrogate Impound (last 60 days entries), Export, Auction and International Index Files. If a VIN match is made, the following message will be forwarded via Nlets ("AM" message) to the entering agency:

THIS IS TO NOTIFY YOU THAT THE VEHICLE YOU ENTERED INTO NCIC, VIN/12345671234567890, IS IN THE NICB DATABASE. BELOW IS THE NICB RELATED VEHICLE RECORD. THIS MAY ASSIST YOU WITH ANY FOLLOW UP INVESTIGATION.

(followed by matching NICB record)

NCIC/CPIC Canceled Record

NICB maintains NCIC canceled records online dating back to 1972. NICB provides an immediate response, unlike NCIC where an offline search is required to search historical data. Canadian Police Information Centre (CPIC) canceled records search back to 1996.

Impound/Export File Query (NIQ)

Impound responses indicate that the vehicle has been impounded, but does not tell whether or not the vehicle was claimed or remains on the lot. An Export File response indicates that a vehicle has been exported out of the country, but it does not indicate if the vehicle has been returned to the country.

Agency/Case Data

- Originating Agency Code (ORI)

Vehicle Data

- Vehicle ID Number (VIN)

Special Options

- Control Field

LoJack Transactions

LoJack is a Stolen Vehicle Recovery System currently operational in several states. The LoJack system components include computer systems interfaced to Law Enforcement agencies in such a way that the entry of a stolen vehicle report by law enforcement will result in the activation of a LoJack Unit in the stolen vehicle so the police can quickly find and recover the stolen vehicle.

When the stolen vehicle is activated, police vehicles equipped with LoJack tracking devices receive signal strength, direction, and a 5 character Reply Code from the stolen vehicle. When the 5 character reply code is queried, the law enforcement system returns the stolen vehicle report so they can identify and recover the stolen vehicle. When the stolen vehicle report is canceled or cleared, the stolen vehicle signal is automatically de-activated.

More information about LoJack can be found at their web site <http://www.lojack.com/>.

Stolen Vehicle Recovery Network Notifications (LQ)

Agency/Case Data

- Originating Agency Code (ORI)

Message Text (TXT)

- Reply Code (LRC)
- SVRN will be notified that the above code has appeared
- To instead activate this code in SVRN, place an X here

Commercial Vehicle Information

The Performance and Registration Information Systems Management file (PRISM) provides Nlets users with access to safety information on motor carriers and the vehicles that are assigned to those motor carriers. The PRISM system is managed by the Federal Motor Carrier Safety Administration of the U.S. Department of Transportation and contains information on all motor carriers who have been assigned a US Department of Transportation Number (DOT Number).

The Safety and Fitness Electronic Records (SAFER) System provides the capability to query licensing and insurance data. Nlets users can access the PRISM Target File and SAFER system through an Nlets Carrier Status Query (ACQ) or an Nlets Vehicle Status Query (AVQ).

Commercial Vehicle Information System Access (ACQ/AVQ)

Agency/Case Data

- Originating Agency Code (ORI)
- US DOT Number (DOT)

License Plate Data

- License Plate (LIC)
- Plate State (LIS)

Vehicle Data

- Vehicle ID Number (VIN)

The response will include information on the following:

- Name of Carrier
- Doing Business As
- Address
- Carrier File Date
- Carrier Target Date
- Date of Target/History Indicator
- MCSIP Step
- MCSIP Date
- SAFESTAT Score and Date
- Taxpayer ID Type
- Taxpayer ID Number
- Date of Last MCMIS Update
- User ID of Last MCMIS Update

One of the information items is a Motor Carrier Safety Improvement Process (MCSIP) rating which is a two-character code. This MCSIP 'Step' indicates a motor carrier's safety status.

International Fuel Tax Association (IFTA)

The purpose of the International Fuel Tax Association (IFTA) transaction is to identify companies severely delinquent in paying their fuel taxes. The IFTA index is created under the authority of IFTA and they will be responsible for its accuracy and keeping it up to date. The inquiry will search the IFTA database and return exact matches based upon the Federal Identification Number (FEI).

Query International Fuel Tax Association Index (FQC)

Agency/Case Data

- Originating Agency Code (ORI)

Company Data

- Federal ID Number (FEI)

Special Options

- Control Field (CTL)

Use transaction FQC to inquire the International Fuel Tax Index. This resource provides the roadside enforcement officer with access to information regarding the status of carrier fuel tax payments based on the IFTA Federal Identification Number.

Agencies can request information from the IFTA File by the Federal Identification Number (FEI). IFTA will search its index. Multiple responses could occur if more than one state or province has entered a company in the file. When a hit is made, the system will access the contact information for the state or province that entered the record and provide the following information:

- Company Name
- Federal ID Number
- DOT Number
- Date of Entry
- Contact Name
- Contact Name
- Contact Phone Number
- Alternate Phone Number
- FAX Number
- Text Message Advice

Taser Transactions

TASER is an industry leading Conducted Electrical Weapons (CEWs) company used worldwide by law enforcement, military and correctional agencies to incapacitate dangerous, combative or high-risk subjects who pose a risk to law enforcement/correctional officers, innocent citizens or themselves in a manner that is generally recognized as a safer alternative to other uses of force.

Through a partnership with TASER, Nlets users now have access to TASER's CEW Cartridge and Handle Purchase/Registration database. Questions related to response data returned from the TASER database should be directed to TASER Support at NLETSDataRequest@taser.com.

Law enforcement records have been redacted from the database. These records may still be required during an investigation and can be provided on a case by case basis by contacting TASER Support.

Query Taser (TSQ)

Agency/Case Data

Originating Agency Code (ORI)

Device Data

Serial Number (SER)

Special Options

Control Field

Road Weather Transactions

Agencies can request out-of-state road and weather information by using transaction HQ through Nlets to a participating state. A road/weather information file will be maintained by each participating state. Inquiries and responses are exchanged via Nlets similar to the way motor vehicle inquiries and responses are exchanged.

Query Automated Weather (HQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets Destination Code (DRI) – up to five DRI.

Special Options

- Control Field (CTL)

Hazardous Material File

The inquiry will be made on a four digit internationally recognized code called a "UN Number". This number, normally found on a placard on the vehicle, will relate directly to the hazardous material therein.

Query Hazardous Material (MQ)

Agency/Case Data

- Originating Agency Code (ORI)

Hazardous Material Data

- United Nations Number (UNN)

Special Options

- Control Field (CTL)
-

The response will indicate a variety of information including:

- Chemical Name
- Personal Safety Precautions
- General Handling Procedures
- Disposal Methods
- Degree Of Hazard To Public Health
- Availability Of Countermeasure Materials

The database is housed and maintained by the Nlets system in Phoenix, Arizona. The base file and updates are provided to Nlets by the Department of Transportation and, with a few minor exceptions, will mirror the Department of Transportation's (DOT) Emergency Response Guide. Although CHEMTREC does not have a direct link in this process, every response from Nlets will direct the user to contact CHEMTREC at 800-424-9300 if an actual emergency exists. CHEMTREC can provide one on one contact and may have additional and/or more detailed information on the chemical in question.

Wildlife Crime Information System Inquiry (WLQ)

Records can be searched using a combination of Name and Date of Birth, or Name and Social Security Number. Depending on each state's system capabilities, separate returns could occur if a user searched both combinations listed.

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets State Code (DRI)
- Attention of Recipient (ATN)
- Purpose Code (PUR)

Person Data

- Name (NAM)
- Date of Birth (DOB)
- Social Security Number (SOC)

Special Options

- Control Field (CTL)

Concealed Weapons Permit Information (CWQ)

The Concealed Weapons Permit Information System provides a standardized, secure and efficient method for states that have automated concealed weapon permit (CWR) systems to respond automatically to requests (CWQ) from other states over Nlets. Those states without automated systems should respond manually or notify Nlets of their inability to participate (CWR). In these cases, Nlets will return a standard "not available" response. A response (CWR) will be returned with the notification that a permit does or does not exist, its status and a physical description of the owner.

Query Nlets Weapon Permit (CWQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets State Code (DRI)

Person Data

- Name (NAM)
- Date of Birth (DOB)
- Social Security Number (SOC)
- Permit Number (PER)

Special Options

- Control Field (CTL)

Corrections Tracking System

Agencies authorized to access the CCH files may also make inquiries over TLETS regarding custody data on individuals who are currently or were formerly supervised by the TDCJ. This data includes demographics, sentencing, and offense and parole information. Individuals in the database include inmates, probationers and parolees. This information may be obtained using transaction 'CTSI' and is available for criminal justice purposes only.

Certain data fields contain confidential information that is protected by state or federal legislation. The only purpose code authorized is PUR: C. Inquiries of the CTSI will require the subject's Texas SID number and all fields are mandatory.

Corrections Tracking System Inquiry (CTSI)

Agency/Case Data

- Originating Agency Code (ORI)
- State ID Number (SID)
- Attention (ATN)

For further assistance or information regarding inmates, probationers, parolees and revocation warrants, contact the TDCJ-Parole Division in Austin at the appropriate number:

Inmate Status: 512-406-5402
Probation Information: 512-305-9381
Parole Information: 512-406-5317
Revocation or Pre-revocation Warrants: 512-406-5469

Parole, Probation, Corrections Transactions

Only criminal justice agencies authorized to access criminal records will be allowed to inquire into out-of-state parole, probation or corrections information through Nlets. Some states treat this type of information as criminal history; therefore, inclusion of the purpose code and attention fields is optional. Nlets accepts purpose codes of C, F, D or J created by NCIC.

Nlets will reject the inquiry if a state does not support a Parole, Probation or Corrections file. It is not required that a state provide an automated response; so if a manual response is forthcoming, the state will generate a message notifying the inquirer of this fact.

Query by Parole, Probation and Corrections (PAQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets Destination Code (DST)
- Attention of Recipient (ATN)
- Purpose Code

Person Data

- Name (NAM)
- Sex (SEX)
- Date of Birth (DOB)
- Social Security Number (SOC)
- FBI Number (FBI)
- State Identification Number (SID)
- Miscellaneous Number (MNU)

Special Options

- Control Field

Registration Responses include:

- Name
- Address
- Date of Birth
- Physical Description
- Social Security Number
- County of Registration
- Date of Registration
- Release/Sentence Date
- Next of Kin
- Employer
- Employer Address
- Driver License Number
- Driver License State
- Driver License Expiration

State Warrant Transaction

This transaction searches into the individual state databases for state level warrants. This would be for those states that have a separate database for warrants not entered into NCIC. The SWQ automatically searches all states that participate and returns in one response. Currently there are 14 states that participate in this inquiry.

State Warrant Query (SWQ)

Agency/Case Data

- Originating Agency Code (ORI)

Person Data

- Name (NAM)
- Date of Birth (DOB)
- Sex (SEX)
- Race (RAC)
- Miscellaneous Number (MNU)
- FBI Number /UCN (FBI)
- Social Security Number (SOC)
- License Number (OLN)

Special Options

- Control Field

State Warrant Return

```
SWR.NL0000000
03:02 01/18/2016 00454
03:02 01/18/2016 00005 AZNLETS43
TXT
***THE FOLLOWING RECORD IS IN RESPONSE TO A STATE RECORD QUERY.
PLEASE CONTACT THE ORI OF THE RECORD FOR ADDITIONAL INFORMATION.
THIS TRANSACTION SEARCHED ONLY THE (NL) STATE DATABASE.
FOR A NATIONAL SEARCH, USE NCIC.
Original Inquiry Data: NAM/SMITH,JOHN DOB/SMITH,JOHN RAC/W SEX/M
Inquiries were sent to the following states:
AK,AL,AZ,CO,IA,MA,ME,MI,MN,MT,NH,NM,OH,UT,WA,WI
The following states responded indicating record(s) on file: CO,MI,WA,WI
The following states responded indicating no record on file:
AK,AL,AZ,MA,ME,MN,MT,NH,NM,OH,UT
No response received from the following states: IA
COHFS0000: *** ATTN: Unknown
CCIC REPLY
AZNLETS43
RTYPE/HIT

*** CONFIRM VALIDITY AT ONCE WITH ORI ***
***WARNING - DO NOT ARREST BASED ON THIS INFORMATION***
```

MKE/MATERIAL WITNESS
RTY/WIT MATERIAL WITNESS
CIC/69765328
ORI/COCBI0004 CBI DENVER (INVESTIGATIONS)
NAM/SMITH, JOHN SEX/M RAC/W
DOB/19500101
HGT/508 WGT/150 EYE/BLU HAI/BLK POB/CO
SKN/LGT
MIS/HELLO THIS IS A TEST ENTRY TO SEE IF THIS WILL WORK CONTACT DETECTIVE
FJALFJASLDJFALF IF IN CONTACT
OFF/1701 STATE/LOCAL - MATERIAL WITNESS
EXL/FULL EXTRADITION UNLESS OTHERWISE NOTED IN THE MIS FIELD
OCA/CBITEST DOW/20080801
ADR/TRANSIENT
CIS/DENVER, CO
SNA/TRANSIENT CTY/DENVER STA/CO
IDN/0
DTE/20080801 TME/1245 TID/INN TOI/99215
DLU/20110403 TLU/1620
ORI/COCBI0004 CBI DENVER (INVESTIGATIONS)
MI3300202: RE: SMITH/JOHN// WM 01/01/1952

WAWACIC00: QWO.AZNLETS43.NAM/SMITH, JOHN.DOB/19500101.SEX/M.RAC/W
NO EXACT MATCH ON NAM+DOB/NAM+OCA
*** MULTIPLE RECORDS ***
----- RECORD NUMBER 1 OF 2-----
NEAR HIT
FELONY WARRANT (BASED ON AKA)

MKE/EFW ORI/WASPD0000 NAM/SMITH, ROBIN MARC .M.W.BC.03/13/1952
HGT/603 WGT/250 EYE/BRO HAI/BRO SKN/MED
OCA/93-40421
FBI/682932X7 SID/WA16330226 SOC/452430459
MNU/PI-FL01734286
OFF/5015EXTRADITION FROM WAS
OFL/FORGERY-POSS STLN PROP 2D
DOW/02/01/1993 ORC/WA017015J
TOW/FN WAR/931008364 AOB/5000
MIS/EXTRADITION FROM WASHINGTON, IDAHO AND OREGON ONLY - OFF/FTA FORGERY -
POSS STLN PROP 2D / CONFIRM 206 684-5426
OOC/2804 EXD/NONEXP
EXL/3-EXTRADITION - SURROUNDING STATES ONLY
SUPPLEMENTAL INFORMATION
DOB/02/05/1950 / 03/05/1958
SOC/455430461
AKA/CREMERS, JOHN / MARSHALL, JAMES C / SMITH, DEREK / SMITH, JAMES
AKA/SMITH, ROBERT SAMUEL / WALLACE, DOUG
ENT: 02/02/1993 AT 1239 FROM SEAPD BY/PD SEATTLE (SEAPD)
UPD: 07/02/2013 AT 1436 FROM SEAPD
WAC/93W0042252 NIC/W731350431

*** WASIS IDENTIFICATION INFORMATION BASED ON SID/PCN IN WARRANT ***
*** POSSIBLE CRIMINAL HISTORY RECORD ***
*** DO NOT ARREST ON THIS INFORMATION ***

NAM/SMITH,ROBERT S DOB/0215/1950 SEX/M RAC/W
SID/WA16310116 PCN/ FBI/681912X7
HGT/603 WGT/250 EYE/BRO HAI/BRO POB/BC
DOB/02/05/1952

WAWACIC00: QWO.AZNLETS43.NAM/SMITH,JOHN.DOB/19500101.SEX/M.RAC/W

----- RECORD NUMBER 2 OF 2 -----
NEAR HIT
MISDEMEANOR WARRANT (BASED ON NAM)

MKE/EWW ORI/WA0270300 NAM/SMITH,JAMES RICHARD .M.W. .10/10/1950
HGT/600 WGT/180 EYE/BRO HAI/BRO
OCA/031330728
SOC/520828320
OFF/0001
OFL/DV DV VIOLATION OF PROTECTIVE ORD
DOW/10/24/2005 ORC/WA027101J
TOW/MS WAR/D00031954 AOB/0005000
MIS/PIERCE CO ONLY/CONF 253 798-7516 OR 7514
EXD/NONEXP
ENT: 10/28/2005 AT 1259 FROM LES96 BY/PD TACOMA (TACPD)
WAC/05W0188874

Criminal History Record Information Transactions (CHRI)

Nlets users can retrieve Criminal History Record Information (CHRI) and CHRI-related information from state and local law enforcement and criminal justice agencies using a standardized, secure and efficient method. This allows states that have automated criminal history systems to respond automatically (without manual intervention) to requests from other states over Nlets. Those states without automated systems should respond manually.

The Nlets inquiries are used to retrieve criminal history records that are not available on NCIC's Interstate Identification Index (III) system. It should never be used as a substitute for the NCIC III system, but rather as a secondary inquiry after the user has inquired through NCIC III and received no record or received a record but feels that there could be additional data on the state file.

Nlets message types of IQ, FQ, AQ and AR are the ONLY authorized types of messages for exchanging CHRI. If an agency attempts to request any CHRI related information by sending an administrative message, CHRI record information must not be provided to that requestor. It's recommended to replay back with an administrative message to the requestor asking they resubmit the request using the authorized Nlets CHRI formats. This assures that Nlets/TLETS users comply with Federal and Texas State laws and regulations governing the exchange of criminal history information.

CHRI Identity Query (IQ)

Identity CHRI Query is used to request identification information on a subject using three different identifiers: Name (NAM), Social Security Number (SOC) or Miscellaneous Number (MNU). There are five combinations of data inquiry elements that can be sent by the requestor. Response(s) will be returned and the requestor will select the desired record and submit a Full Record Query (FQ) on the State Identification Number (SID). The corresponding response (FR) will return the full record on file.

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets State Code (DRI) – up to five DRI.
- Attention of Recipient (ATN)
- Purpose Code (PUR)
- Reason for Inquiry (RFI)

Person Data

- Name (NAM)
- Date of Birth (DOB)
- Sex (SEX)
- Race (RAC)
- Social Security Number (SOC)
- Miscellaneous Number (MNU)

Canadian Person Data

- Name (NAM)
- Date of Birth (DOB)
- Sex (SEX)
- Request Additional Records (RAR)

CHRI Purpose Codes

Criminal history record information to and from Texas agencies is allowed using purpose codes: C, J, F and D. Nlets also accepts these purpose codes that were created for use on NCIC III. CHRI requests using any other purpose codes of C, J, F or D cannot be processed. It is recommended to send an Nlets administrative message back to the requestor advising that Texas agencies are prohibited from running CHRI for any purpose other than C, J, F and D.

The Purpose Codes are defined as follows:

Code	Explanation
C	Must be used when the IQ, FQ or AQ is for official duties in connection with the administration of criminal justice.
J	Must be used when the IQ, FQ or AQ involves employment with a criminal justice agency or the screening of employees of other agencies over which the criminal justice agency is required to have management control. Criminal justice employment has been separated from other criminal justice purposes due to the requirement of some state agencies.
F	Must be used by criminal justice agencies in all states for screening applications for firearms and related permits. This includes firearms dealers, firearms purchases, carriers of concealed weapons, explosive dealers and users, and lethal weapons dealers and users, but only when a Federal, state or local law/ordinance exists making the criminal justice agency responsible for the issuance of the licenses/permits.
D	Restricted to use by civil or criminal courts only and ORI must end with letter J or D when hearing civil domestic violence or stalking cases. This purpose code shall not allow access to State sealed records.

Reason for Inquiry (RFI)

In accordance with the CJIS Security Policy, agencies must be as specific as possible in the Reason for Inquiry field to help identify why CHRI transactions have been run through the TLETS system. Agencies must include the specific reason why the CHRI transaction is being made. Examples of RFI:

- Arrest - Include Type : DWI, Assault
- Booking Classification
- Burglary Investigation
- DL Fraud Investigation
- Homicide Investigation
- Job Title or Number (with PUR/J)
- Missing Person, Entry or Validation
- Narcotics Investigation
- Protective Orders Entry or Validation
- TLETS Security Review
- Traffic Stop
- Warrant Arrest, Entry or Validation

A numerical reference will enable your agency to readily locate supporting documentation that validates a CHRI inquiry should it be requested by TCIC or NCIC.

Examples of numerical references:

- Arrest Number
- Case Number
- Protective Order Number
- Warrant Number
- Call-for-Service Number
- CAD (Computer Aided Dispatch) Sequence Number

CHRI Full Record Query (FQ)

This format is used to retrieve a full CHRI record from a state and is normally used ONLY after the Initial CHRI Inquiry has been sent and the requestor has reviewed the hits. When an IQ inquiry is made and the state has a record on an individual the "IR" response will include a State Identification Number (SID). In order to retrieve a full record the requestor must next utilize this full CHRI record inquiry format

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets State Code (DRI)
- Attention of Recipient (ATN)
- Purpose Code (PUR)
- Reason for Inquiry (RFI)

Person Data

- State Identification Number (SID)
- Canadian Identification Number (FPS)

Mailing Address Data

- Department Postal Address (DPT)
- Building Postal Address (BLD)
- Address (ADR)
- City and State Postal Address (CIS)
- Zip Code (ZIP)

CHRI Additional Information Request (AQ)

The AQ Query will be used to request supplemental information not available through the normal IQ/FQ or to request information from a local agency. This is a general free-form request for CHRI when all required data is not available.

Agency/Case Data

- Originating Agency Code (ORI)
- Nlets State Code (DRI)
- Attention of Recipient (ATN)
- Purpose Code (PUR)
- Reason for Inquiry (RFI)

Person Data

- Name (NAM)
- Sex (SEX)
- Race (RAC)
- Date of Birth (DOB)
- Social Security Number(SOC)
- State Identification Number (SID)

Message Text (TXT)

This includes requests for mailed records, photographs, fingerprint cards, dispositions, special handling of inquiries and inquiries when the date of birth (DOB), Social Security Number (SOC) and Miscellaneous Number (MNU) are not available for the Initial CHRI Inquiry format. This message must be used to request information from a local agency.

Response to Manual CCH Request (AR)

TLETS users can receive a request from another state for CHRI related information addressed to a specific local agency in Texas. If a user receives a CHRI related request in the form of an Nlets message type "AQ" inquiry, use the mandatory Nlets message type "AR."

Agency/Case Data

- Originating Agency Code (ORI)
- Destination ORI (DRI)
- Attention of Recipient (ATN)
- Purpose Code (PUR)

Message Text (TXT)

Communicating with Canada

The Canadian Police Information Centre (CPIC) is a system similar to FBI/NCIC. It provides hot files, vehicle registrations and driver license status information. Additionally, Canadian information is provided from several sources. It comes from several provinces that maintain their own files and the two territories that do not maintain their own vehicle registration and driver license files. Driver license status information comes directly from CPIC.

As a part of this interface, users within Canada can also obtain information from users in the United States. Since requests from Canada conform to formats currently in use, states are able to accept and send to Canadian ORIs.

Information from Canada Policy for Use

The CPIC has both confidentiality and dissemination policies regarding the use of the information they provide. Within their CPIC Policy Manual (Chapter 1.2, Section 7, Paragraph 7.1) it states: "Information contributed to, stored in, and retrieved from CPIC is supplied in confidence by the originating agency for the purpose of assisting in the detection, prevention or suppression of crime and in the enforcement of law. This information must be protected against disclosure to unauthorized agencies or individuals." Paragraph 7.1, a. further states: "CPIC printouts or copies therefore pertaining to persons, vehicles, boats and property files in the investigative data bank shall be disseminated only to those agencies approved by the CPIC Advisory Committee."

CPIC provides information but requires that the states restrict access to criminal justice agencies for criminal justice purposes. The only exceptions are those agencies or categories of agencies that have been specifically approved by CPIC to access their files through Nlets. These restrictions are nearly identical with those the states currently have in place for controlling access to criminal history information over Nlets (IQ/FQ/AQ) by their users. Per Canadian policy, under no circumstances shall any data be released outside the criminal justice system without specific written approval of the CPIC Advisory Committee.

Reason Code (RSN)

Every fixed format hot file inquiry directed to Canada must have a reason code that indicates the general purpose of the request. Following is a list of the authorized reason codes:

Reason for Request	Code
Narcotics	N
Fraud (includes counterfeit documents)	F
Violent crimes (includes robbery, murder, rape, bombing, etc.)	V
Traffic Violations	T
Theft	S
Humanitarian	H

Person/Property in Sight (PPS)

Every inquiry directed to Canada's hot files must indicate whether the subject of the message is present or "in sight." The user will indicate "in sight" by entering a "Y" in this field (e.g. PPS/Y). If the inquiry is for investigative purposes or the subject of the message is not present or available place an "N" in this field (PPS/N).

Canadian Persons File

This Persons File is provided by the CPIC and will include a variety of records, some not normally available from their United States counterpart, NCIC. Users could receive other records associated with a person record. These may reference vehicles, articles, guns, securities or boats and will be appended to the person record.

Take no official action on any response from the Canadian PERSON FILE without obtaining specific instructions from Washington D.C., INTERPOL. This information is provided for officer safety and is to be used only in conjunction with other information the inquiring officer may have at his or her disposal at the time of inquiry.

On all inquiries to Canada the user must include the reason code (RSN) indicating the reason for the inquiry and the person/property in-sight code (PPS) indicating whether the person or property is in-sight of the officer actually making the inquiry or requesting the information.

Query Wanted Person (WQ)

Agency/Case Data

- Originating Agency Identifier (ORI)
- Canadian Reason Code (RSN)
- Person or Property Sighted (PPS)

Person Data

- Name (NAM)
- Date of Birth (DOB)
- Sex (SEX)

Types of Information from CPIC Persons File

Wanted (WANT)	A person for whom a warrant has been issued by Provincial, Canada-wide and extraditable warrants
Charged (CHGD)	A person against whom legal proceedings have commenced in relation to a criminal code offense or an offense under a Federal statute, who is waiting final disposition, including any appeal and for whom a warrant to arrest is not in force for that offense.
Prohibited (PROHIB)	A person against whom an Order of Prohibition is in effect with regard to liquor, firearms, vehicle/boat operation, hunting or any other court or statute-imposed prohibition. Individuals with revoked/suspended licenses will be returned as this type of record by CPIC.
Parole (PAROL)	A person who has been convicted of a criminal offense and released on: <ul style="list-style-type: none">• Parole• Day Parole• Life Parole• Mandatory Supervision• Temporary absence over 24 hours from a federal penitentiary

Probation (PROB)	<p>A person who has been convicted or found guilty of an offense and:</p> <ul style="list-style-type: none"> • Has been given a suspended sentence or conditional discharge under section 736 (1) CC • Has been released on probation • Has been placed on peace bond, recognizance or restraining order • Is a young offender who is in "open custody"
Refused (REF)	<p>A person who:</p> <ul style="list-style-type: none"> • Has been refused the issuance of a Firearm Acquisition Certificate (FAC) • Has been refused the issuance of a Firearm Registration Certificate (FRC) • Had an FRC revoked <p>Meets the requirements of the Firearms Legislation of the Criminal Code.</p>
Observation (OBS)	<p>Take no action based on this information and do not divulge the existence to any non-criminal justice personnel.</p> <p>Includes a person who is:</p> <ul style="list-style-type: none"> • Suspected of committing criminal offenses and sufficient information is not available to prosecute • Known to be dangerous to himself/herself or to others • Involved in a serious criminal investigation and confidential information as to his or her whereabouts is required <p>Only observation records containing information about an individual that may pose a danger to an officer will be returned. Other types of "observed" records that are kept merely for surveillance purposes will not be provided. There may be instances where a "silent hit" occurs. This means that the agency that entered the record will be notified that your agency inquired on his record but your agency will receive a "no hit" message.</p>
Missing (MISS)	<p>A person:</p> <ul style="list-style-type: none"> • Reported missing • Who has been admitted/committed to a mental institution or hospital psychiatric ward and has left without permission or formal discharge • For whom a police agency has undertaken to assist in locating on compassionate grounds

Canadian Vehicle File

This information is provided by the Canadian host system - vehicle file. It will include a variety of records, some not normally available from their United States counterpart, FBI/NCIC. On all inquiries to Canada the user must include the reason code (RSN) indicating the reason for the inquiry and the person/property in-sight code (PPS) indicating whether the person or property is in-sight of the officer actually making the inquiry or requesting the information.

Once it has been confirmed that the vehicle is the correct vehicle reported to be in question and the status of such vehicle, as reported by the CPIC system, is current and correct, it can be detained and/or impounded pending specific instructions from Washington INTERPOL and/or the Canadian agency that entered the vehicle into the CPIC system. The locating agency should immediately contact Washington INTERPOL for further instructions regarding the vehicle.

Query Stolen Vehicle (VQ)

Agency/Case Data

- Originating Agency Identifier (ORI)
- Canadian Province Codes
- Canadian Reason Code (RSN)
- Person or Property Sighted (PPS)

License Plate Data

- License Plate Number (LIC)

Vehicle Data

- Vehicle ID Number (VIN)

Stolen (V or VEHICLE)	A vehicle that has been stolen or taken from its rightful owner by the commission of a crime (a vehicle purchased from a dealer under false pretenses).
Observation (OBSERVED)	<p>A vehicle under observation is one which is connected with criminal activities and may or may not be related to a specific individual.</p> <p>In the event a vehicle is reported as being under observation, absolutely no action is to be taken by the inquiring officer. This information is provided solely for officer safety.</p> <p>Subjects present or associated with the vehicle must not be notified that the vehicle is reported under observation by the CPIC system. The inquiring agency should contact Washington INTERPOL for further instructions regarding the vehicle and/or occupants of such vehicle.</p> <p>There may be instances where a "silent hit" occurs. This means that the agency that entered the record will be notified that your agency inquired on their record but the user will receive a "no hit" message.</p>
Crime (CRIME)	Crime vehicles are those vehicles known to be connected to the commission of a crime, (e.g., hit and run, murder, robbery, etc.). They are entered on the system by an agency wishing to examine the vehicle for possible evidence such as fingerprints, paint samples, bloodstains, disguises, empty shells, etc.
Abandoned (ABAN or ABANDONED)	A vehicle that comes into its possession through abandonment, seizure or impounding by other means.
Pointer (PNTRV or POINTERVEH)	A vehicle record whose function is only to "point" to a prime record in the system. For example, an individual wanted for a specific offense is entered into the system as a wanted person record. He is known to drive a particular car. The vehicle's particulars are entered on the system as a PNTRV record to point to the prime wanted person record should an inquiry be received concerning the vehicle only.

Canadian Driver License Files

Requests to Canada for driver license information will also result in a check of the Person file located on the CPIC system. As a result of a single "UQ" inquiry users will receive responses from the provinces/territories (UR) and CPIC Person file (WR). Inquiries to Canada must include the reason code (RSN) indicating the reason for the inquiry and the person/property in sight code (PPS) indicating whether the person or property is in-sight of the officer actually making the inquiry or requesting the information.

The response will include suspended or prohibited driver status information for all province/territories except British Columbia who will provide the information from their own file. For those provinces that provide their own registration information, a message following a short line of asterisks will indicate that the query is being processed.

Take no official action on any response from the Canadian PERSON FILE without obtaining specific instructions from Washington D.C., INTERPOL. This information is provided for officer safety and is to be used only in conjunction with other information the inquiring officer may have at his or her disposal at the time of inquiry. In the event a person is reported as being under "observation," take no action based on this information and do not disclose the existence of this information to any non-criminal justice personnel.

Query Driver License (UQ)

Agency/Case Data

- Originating Agency Identifier (ORI)
- Canadian Province Code (DRI)
- Canadian Reason Code (RSN)
- Person or Property Sighted (PPS)

Person Data

- Name (NAM)
- Date of Birth (DOB)
- Sex (SEX)
- Operator License Number (OLN)

Canadian Province Codes

Only four provinces in Canada have automated driver license files. These four provinces also provide a search of either NAM and DOB or OLN depending on whether the inquirer includes the OLN in their inquiry. They are:

- Quebec
- Ontario
- Alberta
- British Columbia

When sending a Driver License Query (UQ) to a non-automated province or a territory, the user will receive:

- Person file check (includes notification of driver license prohibition)
- Driver License Response (UR) message indicating that the province is non-automated and, if information other than status is needed, send an "AM" message directly to the province/territory for a manual check. The message will also contain the address of the province or territory as well as a copy of the inquiry that was sent.

Canadian Vehicle Registration Files

This inquiry will result in a check of the province/territory registration file AND CPIC's Vehicle file. The user may search on either LIC or VIN. Note that LIY and LIT are not used for Canadian vehicle registration inquiries.

A single vehicle registration query (XQ) could result in both vehicle registration responses from the province/territory files (XR) and CPIC Vehicle file responses (VR). On all inquiries to Canada the user must include the reason code (RSN) indicating the reason for the inquiry and the person/property in-sight code (PPS) indicating whether the person or property is in-sight of the officer actually making the inquiry or requesting the information.

Query Vehicle Registration (XQ)

Agency/Case Data

- Originating Agency Identifier (ORI)
- Canadian Province Code (DRI)
- Canadian Reason Code (RSN)
- Person or Property Sighted (PPS)

License Plate Data

- License Plate Number (LIC)

Vehicle Data

- Vehicle ID Number (VIN)

Canadian Article File

Article records may be linked with other records on the CPIC system. These will be returned as a part of the initial response. Once the user has confirmed that the article is the correct article reported to be in question, and the status of such article, as reported by the CPIC system, is current and correct, it can be impounded pending specific instructions from the Canadian agency that entered the article into the CPIC system. The locating agency can contact Washington INTERPOL for assistance regarding disposition of the article.

On all inquiries to Canada, the user must include the reason code (RSN) indicating the reason for the inquiry and the person/property in-sight code (PPS) indicating whether the person or property is in-sight of the officer actually making or requesting the information.

Query Canadian Article (CAQ)

Agency/Case Data

- Originating Agency Identifier (ORI)
- Canadian Province Code (DRI)
- Canadian Reason Code (RSN)
- Person or Property Sighted (PPS)

Article Data

- Serial Number (SER)
- Type (TYP)

Types of article information available to United States users from the CPIC file:

- Stolen
- Lost or Missing
- Recovered, Found or Seized
- Pawned or Loaned - Pawned or loaned status is defined as items of property which have been accepted from individuals as collateral for loans, and, for the purposes of the CPIC Property File, articles obtained by direct purchases where there is reason to believe they may have been stolen.

Canadian Gun File (CGQ)

Gun records may be linked with other records on the CPIC system. These will be returned as a part of the initial response. Each inquiry will cross search both the stolen gun file as well as the Canadian gun registration file. A gun is defined as any barreled weapon that can discharge a bullet or other missile, or any imitation of such a weapon.

The types of weapons include:

- Revolver or pistol
- Rifle
- Shotgun
- Flint/cap/matchlock muzzleloader
- Automatic weapons, e.g. machine guns/pistols
- Signal flare, rocket or gas guns
- Air guns (rifle or pistol)

Once the user has confirmed that the gun is the correct gun reported to be in question and the status of such gun, as reported by the CPIC system, is current and correct, it can be impounded pending specific instructions from the Canadian agency that entered the gun into the CPIC system. Locating agencies may contact Washington INTERPOL for assistance regarding disposition of the gun.

Query Canadian Gun (CGQ)

Agency/Case Data

- Originating Agency Identifier (ORI)
- Canadian Reason Code (RSN)
- Person or Property Sighted (PPS)

Gun Data

- Serial Number (SER)
- Type (TYP)

On all inquiries to Canada the user must include the serial number (SER), type (TYP), reason code (RSN/) indicating the reason for the inquiry and the person/property in-sight code (PPS/) indicating whether the person or property is in-sight of the officer actually making the inquiry or requesting the information.

Types of gun information available to United States users from the CPIC file:

- Lost or Missing
- Recovered
- Pawned or Loaned - Pawned or loaned status is defined as guns which have been accepted from individuals as collateral for loans, and, for the purposes of the CPIC Gun File, guns obtained by direct purchases where there is reason to believe they may have been stolen.

Canadian Securities File

Securities records may be linked with other records on the CPIC system and will be returned as a part of the initial response. Once the user has confirmed that the security is the correct security reported to be in question and the status of such security, as reported by the CPIC system, is current and correct, it can be impounded pending specific instructions from the Canadian agency that entered the security into the CPIC system. The locating agency can contact INTERPOL Washington for assistance regarding disposition of the security.

On all inquiries to Canada the user must include the reason code (RSN/) indicating the reason for the inquiry and the person/property in-sight code (PPS/) indicating whether the person or property is in-sight of the officer actually making the inquiry or requesting the information.

Code	Type of Security
BD	Corporate bonds and debentures issued by corporations, including banks, trust companies, charitable/religious groups, credit unions and co-operatives
CC	Canadian-issued currency
CU	Foreign-issued currency
ID	Stolen, lost, or fraudulent identification documents
MO	Money orders and traveler's checks
PP	Canadian and foreign passports
SB	Federal, provincial and municipal bonds and debentures
ST	Stocks
VD	Vehicle documents
OT	All other security documents

Query Security (CSQ)

Agency/Case Data

- Originating Agency Identifier (ORI)
- Canadian Reason Code (RSN)
- Person or Property Sighted (PPS)

Person Data

- Name (NAM)

Security Data

- Type (TYP)
- Serial Number (SER)
- Issuer Name (ISS)
- Corporation Name (COR)

Types of securities information available to United States users from the CPIC file:

- Stolen
- Lost or Missing
- Pawned or loaned
- Counterfeit
- Fraudulent and recovered securities such as bonds, currency, credit cards, ID's, traveler's checks and passports

Canadian Boat File

If a user needs boat registration information, send an administrative request to CPIC (ORI = ON1000000) to complete a manual search. Users may also query the Boat File for information on stolen motors. The inquiry is made by serial number with an optional type code. Once a user has confirmed that the boat is the correct boat reported to be in question and the status of such boat, as reported by the CPIC system, is current and correct, it can be impounded pending specific instructions from the Canadian agency that entered the boat into the CPIC system. The locating agency can contact INTERPOL Washington for assistance regarding disposition of the boat.

On all inquiries to Canada the user must include the reason code (RSN) indicating the reason for the inquiry and the person/property in-sight code (PPS) indicating whether the person or property is in-sight of the officer actually making or requesting the information.

Query Canadian Boat (CBQ)

Agency/Case Data

- Originating Agency Identifier (ORI)
- Canadian Reason Code (RSN)
- Person or Property Sighted (PPS)

Boat Data

- Boat Name (BNM)
- License Plate Number (LIC)
- Registration Number (REG)
- Hull Number (BHN)
- Motor Serial Number (SER)
- Motor Type (TYP)

Types of boat information available to United States users from the CPIC file:

- Stolen
- Abandoned
- Missing

Canadian Criminal History Files (IQ/FQ/AQ/AR)

The process for accessing Canadian criminal history records from the RCMP is the same as accessing criminal records from individual state repositories in the United States, IQ/FQ/AQ. Canada has an optional field to access additional records when multiple hits on name inquiries are received. Enter the destination as "CN."

The "IQ" is utilized when the agency does not have the FPS Canadian identification number. The FPS number is Canada's version of the FBI number; a unique number assigned to each criminal record and backed up by fingerprints. Response to this type of inquiry will provide personal identification information of one or multiple individuals.

Once the identification record(s) have been returned it is at the option of the inquirer to select the individual the user is interested in and submit an "FQ" in order to retrieve the full criminal record. This works very much like NCIC's QH/QR or Nlets interstate IQ/FQ procedures.

Off-Line Searches for Canada

The term "CPIC Off-Line Search" refers to the method of processing and searching CPIC records in an offline computing environment independent of the CPIC computer system. Whenever the query capability of the CPIC system cannot be used to search the CPIC database for known partial descriptions of persons, property, vehicle, boats or boat motors, a request for an offline search can be submitted.

The following components of the CPIC database can be searched in an off-line environment. All fields identified on the CPIC records pertaining to the persons, property, vehicle or boat files can be searched for partially known descriptive information. Computer tapes that record all query transactions performed by all Nlets users on the CPIC can be searched to determine location and movement of persons and vehicles. These logging tapes are held for a three-year period. An off-line search can be requested for any time frame within those three years. Computer tapes that record all administrative type messages dispatched by all agency ORIs can be searched for a three-year period.

Records on criminal records and criminal name index tapes contain all persons with criminal records, and can be searched for partial or a range of descriptions on height, weight, age, scars, marks and tattoos. Listings can be sorted by any of these fields.

Off-line Search Procedures for Canadian Inquiries

To request an off-line search of the Person, Property, Boat, Vehicle, Criminal Record/Criminal Name Index or vehicle registration/driver license files stored at CPIC Ottawa, contact the Support Section, CPIC Services, RCMP Informatics Directorate at ORI: IC9000200.

The requesting agency must assign a priority level to each off-line search requested. Support Services will attempt to provide results within the following time frames:

Urgent - within 6 hours. The request is usually for information that is sought on major criminal investigations.

Routine - overnight or the next working day.

Support Services Unit (IC9000200) is staffed during normal working hours (Ottawa time). After normal working hours, this ORI is placed on an alternate route to the CPIC Computer Room, thus providing 24-hour capability to process URGENT operational off-line search requests.

Administrative Messages to Canadian Agencies

Nlets users can send administrative messages to up to 5 destinations on the CPIC network. These messages are generally for investigative reasons of a broad nature, to request driver license information from non-automated provinces or to send broadcast messages of international interest. These messages will be reviewed by the U.S. National Central Bureau of INTERPOL in Washington, DC and must contain the reason for the request and the requestor's name.

To broadcast an "AM" message, it must be addressed to "CN" for a country-wide broadcast. Only narrative messages dealing with urgent operational police matters will be considered for nationwide broadcast in Canada. Canada has NO facility for broadcasting messages to individual provinces therefore "AM" messages to 2-character province or territory should not be sent.

Canadian ORION File

Canada has added records for their agencies to the Nlets ORION file. All Canadian ORIs are 7 characters but two zeroes are added to the end to make them 9 character ORIs.

Canadian HELP Files

There have been several HELP files assigned to Canada to assist the users in accessing information. There is also a HELP file for each province and territory for driver license and vehicle registration information.

Each province/territory in Canada has the following HELP files:

XXLICHELP	One for each province/territory
XXOLNHELP	One for each province/territory

HELP records exist for the following information:

CNGENHELP	General help information on Canada
CNLICHELP	General Vehicle Registration help information
CNOLNHELP	General Driver License help information
CNPERHELP	Wanted Persons help information
CNVEHHELP	Stolen Vehicles help information
CNSIRHELP	Criminal History help information
CNGUNHELP	Stolen Gun help information
CNSECHELP	Stolen Securities help information
CNARTHELP	Stolen Article help information
CNBOTHELP	Boat/Motor help information

INTERPOL Transactions

The International Criminal Police Organization (INTERPOL) is an international organization whose mission is to facilitate the exchange of police information and promote cooperation and assistance between law enforcement authorities of its 190 member countries, including the United States. Each member country establishes a domestic entity called the "National Central Bureau" (NCB) whereby authorized law enforcement authorities are given access to the databases and resources of INTERPOL.

Title 22 USC, Section 263a names the US Attorney General as the United States representative to INTERPOL. Title 28 CFR Section 34a establishes the United States National Central Bureau (USNCB) as the point of contact for coordination between U.S. officials and INTERPOL, which is headquartered in Lyon, France. The USNCB is part of the US Department of Justice and they determine which U.S. law enforcement entities are authorized to have access to INTERPOL databases.

The USNCB is the point of contact for all INTERPOL matters involving the United States including state, local and federal law enforcement officials. INTERPOL's databases include information supplied by its member countries on wanted persons, persons with criminal histories, persons connected to crimes, missing persons, stolen and lost travel documents, stolen vehicles, and other law enforcement information. If it is determined that the subject inquired upon is not the same as the subject in the INTERPOL record, a notation of this should be made in the agency's records.

Initial Inquiry

- IPQ Wanted Person Query
- IVQ Stolen Vehicle Query
- ITQ Stolen Travel Document Query

Full Report

- FPQ Wanted Person Query
- FVQ Stolen Vehicle Query
- FTQ Stolen Travel Document Query

Each message key "set" has an initial inquiry and a full inquiry. The proper procedure is to submit the initial inquiry using the identifiers. INTERPOL will respond with a list of possible matches. Each member of the list of possible matches will have an Entity Identifier (EID) number. The EID number is then submitted on the associated Full Inquiry to obtain more detail on the record.

Each positive match on the full record inquiry will generate an alarm to the record-holding country and to the USNCB. The record-holding country may, at any time, inquire as to the reason the subject-record was searched. The country may contact the USNCB, which will then request this information from the inquiring agency. For this reason, the USNCB requires that INTERPOL queries be logged and tracked.

When a positive match is found, it is important to understand that no arrest may be made based solely on the result of an INTERPOL query. Under U.S. Law, the existence of charges in another country alone does not authorize the subject's arrest in the United States. Foreign charges and/or the present circumstances may provide a basis under the laws and regulations applicable to your jurisdiction to detain the subject, at least temporarily, in order to obtain additional information.

When contacting the USNCB following a positive match, the USNCB may provide additional details such as the complete INTERPOL record and possibly a contact for the record holding country's National Central Bureau (NCB) for follow up.

When contacting USNCB at ORI/DCINTER00 following a positive match, be prepared to provide the USNCB:

- Identifying information on the subject
- Reason for the request
- Investigation type
- Status of the subject (in custody, under investigation, etc.)
- Any available information concerning the subject's itinerary, including the address of the subject's destination, home address, etc.
- Information on whether or not the subject will be detained at your agency and for what duration

INTERPOL Wanted Person Inquiry (IPQ)

Agency/Case Data

Originating Agency Code (ORI)

Person Data

Name (NAM)

Date of Birth (DOB)

Initial Person Return -- Possible Match

Enter the ID number shown in the return to obtain a more detailed full person record using the FPQ.

```
IPR.DCINTER00
08:40 12/01/2009 01665
08:40 12/01/2009 89921 TXDPS00B7
*TXDPSTEST
TXT
```

Possible Interpol Matches:

```
Subject: ADAM YYYYYY GGGGGG
DOB: 1978-09-01
ID: 2004/99999
```

Original query Data

```
Name:VILLACIS,-MONSALVE
DOB:1951-04-03
```

Initial Person Return -- Multiple Possible Matches

It may be necessary to study the results to determine if the subject returned is the same person inquired upon. If necessary, perform multiple full record inquiries to make a determination.

IPR.DCINTER00
06:04 12/03/2009 03165
06:04 12/03/2009 66670 TXDPS00B7
*DPS TESTJJ
TXT
Possible Interpol Matches:
Subject: GERARDO ARTURO MENA LOPEZ
DOB: 1951-04-21
ID: 2005/17651

Subject: GERARDO LOPEZ CHAVEZ
DOB: 1971-07-12
ID: 2005/30773

Subject: GERARDO LOPEZ
DOB: 1967-08-03
ID: 2005/22126

Original Query Data
Name: LOPEZ, GERARDO
DOB: 1967-08-03

Initial Person Return -- Too Many Answers

Revise the search criteria to attempt a more precise match.

IPR.DCINTER00
13:16 11/20/2009 53495
13:16 11/20/2009 09077 TXDPS0063
*TXDPSTEST
TXT
TOO_MANY_ANSWERS

Original Query Data
Name: RODRIQUEZ, CARLOS
DOB: 1982-10-14

Initial Person Return -- No Record

Note here that the Original Query Data shown on the response differs from the actual name submitted. The original NAM/ field on this record was VILLACIS -MONSALVE, RONALD

IPR.DCINTER00
13:13 11/20/2009 53339
13:13 11/20/2009 08842 TXDPS0063
*TXDPSTEST
TXT
RECORD NOT FOUND

Original Query Data
Name: VILLACIS, -MONSALVE
DOB: 1951-04-03

INTERPOL Stolen Vehicle Inquiry (IVQ)

Agency/Case Data

Originating Agency Code (ORI)

Vehicle Data

Vehicle ID (VIN)

Initial Vehicle Return – Possible Matches

Use the “VIN” for the Full Vehicle Query (FVQ) EID field. Do not initiate an FVQ until the IVQ has been submitted.

IVR.DCINTER00
13:32 11/20/2009 54359
13:32 11/20/2009 10569 TXDPS0063
*TXDPSTEST
TXT
Possible Interpol Matches:

VIN: 1QQQ9998765PP9999

Original Query Data
VIN: 1GKEK63U12J206818

Initial Vehicle Return – No Record

IVR.DCINTER00
10:15 11/20/2009 44428
10:15 11/20/2009 91831 TXDPS0063
*CONTROL123
TXT
RECORD NOT FOUND

Original Query Data
VIN: 123TEST

INTERPOL Stolen Travel Document Inquiry (ITQ)

Agency/Case Data

Originating Agency Code (ORI)

Document Data

Document ID (DID)

Travel Document Return – Possible Match

The response for the travel document identifies that type of travel document and the country of origin. The EID to be used in the FTQ record is identified by the “Interpol ID:” Label:

```
IVR.DCINTER00
13:39 11/20/2009 54784
13:39 11/20/2009 11270 TXDPS0063
*TXDPSTEST
TXT
```

Possible Interpol Matches:

```
ID: 015994391
Type: Passport
Country: UNITED STATES
Interpol ID: 999999X9999999XX999999XXX99999999
```

Original Query Data
Document ID:015994391

Travel Document Return – No Record

```
IVR.DCINTER00
13:39 11/20/2009 54765
13:39 11/20/2009 11234 TXDPS0063
*TXDPSTEST
TXT
RECORD NOT FOUND
```

Original Query Data
Document ID: 1234567890123456789012345678901234567890

INTERPOL Full Inquiry (FPQ/FVQ/FTQ)

Agency/Case Data

Originating Agency Code (ORI)

Interpol Query Type (MKE)

- FPQ - INTERPOL Wanted Person Full Inquiry
- FVQ - INTERPOL Stolen Vehicle Full Inquiry
- FTQ - INTERPOL Stolen Travel Document Full Inquiry

Person/Document/Vehicle Data

Entity ID (EID)

Interpretation of the Full Record Return

- The full record response return will always contain a caveat reminding the operator that USNCB must be contacted.
- Person records will indicate whether the person is wanted, missing, a person of interest and/or if the record is a criminal history.
- The term "EXISTING PERSON" indicates that the person is known to be using the identity of another person.
- The term "Metadata" may be ignored.
- Vehicle and travel documents records will indicate the reason that the record has been returned, usually "Theft".
- Responses from INTERPOL may have a "color" notification associated with a person, vehicle or travel document.

Possible "Color" Notification in the Full Record Return

Red	Seeks the location and arrest of subjects for whom an arrest warrant has been issued with a view to extradition (Fugitives)
Blue	Seeks to locate, obtain information about and/or identify subjects who are of interest in a criminal investigation (Offenders, Witnesses, Associates)
Green	Provides information to warn about subjects who are a possible threat to public safety or may commit a criminal offense, based on an assessment by a national law enforcement authority and previous criminal convictions or history (Habitual Offenders, Child Molesters, Pornographers, Members of Violent Gangs)
Yellow	Seeks to locate missing persons (including missing children and victims of parental abduction) or to identify persons unable to identify themselves (Unconscious, Persons with Amnesia)
Black	Provides details concerning unidentified dead bodies
Orange	Provides information to warn about a person, an object, an event or a modus operandi which presents an imminent threat to public safety and is likely to cause serious injury to persons and/or damage property
Purple	Provides information on modus operandi, procedures, objects, devices and hiding places used by criminals
Stolen Works of Art	Seeks to locate stolen works of art or items of cultural value or to identify such objects discovered under suspicious circumstances

INTERPOL must be contacted by Administrative Message (AM), phone or fax following the receipt of the Full Record Response.

**INTERPOL ORI: DCINTER00
PHONE: 202-616-3900
FAX: 202-616-8400**

Full Person Return

<p>FDR.DCINTER00 13:54 11/20/2009 55585 13:54 11/20/2009 12649 TXDPS0063 *TXDPSTEST TXT INTERPOL RECORD YOUR QUERY OF THE INTEROL ASF HAS RESULTED IN A POSITIVE "HIT" AND AN ALARM MESSAGE HAS BEEN SENT TO THE COUNTRY THAT SUBMITTED THE INFORMATION AND THE INTERPOL-UNITED STATES NATIONAL CENTRAL BUREAU (USNCB) AT THE U. S. DEPARTMENT OF JUSTICE IN WASHINGTON, D. C. BEFORE TAKING ANY FURTHER ACTION ON THIS MATTER, YOU MUST CONTACT THE USNCB IMMEDIATELY AT (202) 616-3990 TO CONFRIM THE VALIDITY OF THE INFORMATION OBTAINED AND COORDINATE ANY FOLLOW-UP ACTION ON THE INFORMATION. NOTE: UNDER U. S. LAW, THE EXISTENCE OF CHARGES IN ANOTHER COUNTRY ALONE DO NOT AUTHORIZE THE SUBJECTS ARREST IN THE UNITED STATES. HOWEVER THE FOREIGH CHARGES AND THE PRESENT CIRCUMSTANCES MAY PROVIDE A BASIS UNDER THE LAWS AND REGULATIONS APPLICABLE TO YOUR JURISDICTIONS TO DETAIN THE SUBJECT, AT LEAST TEMPORARILY, IN ORDER TO OBTAIN ADDITIONAL INFORMATION.</p>	<p>Caveat notifying an operator to contact INTERPOL</p>
<p>SUBJECT IMFORMATION (IDENTITY CONFIRMED) (WANTED) NAME: MOUSE,MINNIE JANE DOB: 1951-04-03 SEX: F CRIMINAL HISTORY OFFENSE: CRIMINAL ORGANIZATION/ASSOCIATION/GROUP - COMPLICITY OFFENSE: AIDING A CRIMINAL OFFENSE: AGGRAVATED THEFT - COMPLICITY OFFENSE: MONEY LAUNDERING - COMPLICITY PERSON QUALIFICATION: CRIIMINAL</p>	<p>Information on the status of the subject, including descriptors Not all persons are wanted</p>
<p>ALIAS INFORMATION (BIRTH NAME) NAME: MOUSE ALIAS INFORMATION (EXISTING PERSON) NAME: MICE,PRISSY EVELYN DOB: 1950-07-29 ALIAS INFORMATION (ALIAS) NAME: RODENT,BETSY J. DOB: 1951-01-13 SUBJECT'S MOTHER NAME: MICEY SUBJECT'S FATHER NAME: MOUSE</p>	<p>Known Aliases and Parent's Names Existing Person indicates the subject is using another person's identity</p>
<p>LINKED FILE: TYPE: PHOTO LINKED FILE: TYPE: NOTIFICATION: RED</p>	<p>Notices</p>
<p>METADATA</p>	<p>Ignore Metadata</p>
<p>ORIGINAL QUERY DATA ENTITY ID: 2001/99999</p>	<p>Original Query Data</p>

Full Vehicle Return

<p>FVR.DCINTER00 06:39 12/03/2009 04623 06:39 12/03/2009 68339 TXDPS00B7 TXT YOUR QUERY OF THE INTEROL ASF HAS RESULTED IN A POSITIVE "HIT" AND AN ALARM MESSAGE HAS BEEN SENT TO THE COUNTRY THAT SUBMITTED THE INFORMATION AND THE INTERPOL-UNITED STATES NATIONAL CENTRAL BUREAU (USNCB) AT THE U. S. DEPARTMENT OF JUSTICE IN WASHINGTON, D. C. BEFORE TAKING ANY FURTHER ACTION ON THIS MATTER, YOU MUST CONTACT THE USNCB IMMEDIATELY AT (202) 616-3990 TO CONFRIM THE VALIDITY OF THE INFORMATION OBTAINED AND COORDINATE ANY FOLLOW-UP ACTION ON THE INFORMATION. NOTE: THIS INFORMATION MAY PROVIDE THE BASIS FOR ADDITIONAL INVESTIGATION, SEIZURE, AND/OR CHARGES UNDER THE LAWS AND REGULATIONS APPLICABLE TO YOUR JURISDICTION.</p>	<p>Caveat notifying an operator to contact INTERPOL</p>
<p>VEHICLE INFORMATION THEFT</p>	<p>Vehicle Status</p>
<p>ORIGINAL QUERY DATA VIN: 1C3LC46K47N503150</p>	<p>Original Query Data</p>

Full Travel Return

<p>FTR.DCINTER00 13:40 11/20/2009 54842 13:40 11/20/2009 11361 TXDPS0063 *TXDPSTEXT TXT INTERPOL RECORD YOUR QUERY OF THE INTEROL ASF HAS RESULTED IN A POSITIVE "HIT" AND AN ALARM MESSAGE HAS BEEN SENT TO THE COUNTRY THAT SUBMITTED THE INFORMATION AND THE INTERPOL-UNITED STATES NATIONAL CENTRAL BUREAU (USNCB) AT THE U. S. DEPARTMENT OF JUSTICE IN WASHINGTON, D. C. BEFORE TAKING ANY FURTHER ACTION ON THIS MATTER, YOU MUST CONTACT THE USNCB IMMEDIATELY AT (202) 616-3990 TO CONFRIM THE VALIDITY OF THE INFORMATION OBTAINED AND COORDINATE ANY FOLLOW-UP ACTION ON THE INFORMATION. NOTE: U. S. LAW DOES NOT PROVIDE THE AUTHORITY TO ARREST BASED ON THIS INFORMATION ALONE. HOWEVER, THIS INFORMATION MAY PROVIDE THE BASIS FOR ADDITIONAL INVESTIGATION, SEIZURE, AND/OR CHARGES UNDER THE LAWS AND REGULATIONS APPLICABLE TO YOUR JURISDICTION RELATED TO FALSE IDENTIFICATION.</p>	<p>Caveat notifying an operator to contact INTERPOL</p>
<p>THEFT DATE: WED, 16 JULY 2008 20:40:42 UTC</p>	<p>Information on the Status of the Travel Documents</p>
<p>METADATA</p>	<p>Ignore Metadata</p>
<p>ORIGINAL QUERY DATA ENTITY ID: 99999999XX00000000XX99999999X</p>	<p>Original Query Data</p>

Name Information

Name of person that is the subject of query must include last and first name in the following format: Last, First Middle. Multiple last names, with or without spaces in between, are combined into the entered last name. Apostrophes are not entered. For last names conjugated by the letter "y," replace the "y" with a hyphen and join the names together. A single comma is required after the last name. Hyphens are permitted in the last name only; if a first or middle name is hyphenated, replace the hyphen with a space. If that creates more names than permitted, remove the space so the two formerly hyphenated names become one. The usage of surnames from different countries can often be confusing. For example, Hispanics generally use both their fathers and mothers last name, giving them a double last name. The first name of this double last name is generally the most important name for record check purposes. If one does not know how to place these names in the name fields on inquiries, misses could occur.

Hispanic First Names:

Many Spanish first names consist of more than one word, for example, Maria de Los Angeles, Maria de la Luz, and Maria del Carmen. When written with a prepositional phrase, the name should be treated as one first name. If the name is not recorded with a prepositional phrase, for example, Maria Luz or Maria Carmen, it should be considered first and middle names.

Hispanic Surnames:

Spanish and Hispanic persons customarily use the surnames of both parents. This double surname is derived from the first surname of the father and the first surname of the mother. Neither name is considered a middle name. The surname of the father precedes that of the mother. The two surnames may be connected by the word "y," which means "and." For example, Juan Gomez y Conde has Juan as a first name, Gomez as the surname of the father, and Conde as the surname of the mother. For recording purposes, all double last names are listed with the father's surname followed by the mother's surname. Juan Gomez y Conde would be recorded as Juan Gomez Conde.

The nationals of some South American countries do not, as a general rule, use both last names. If the subject comes from a country that uses both last names, but the subject only uses one, and it is his mother's surname, this will often indicate that the subject's parents were not married.

Hispanic Married Names for Women:

When she marries, a woman commonly drops the surname of her mother and adds the first surname of her husband, preceded by the preposition "de." This indicates she is the "wife of" that man. Maria Gomez Garcia, when married to Juan Martinez Ramirez, would become Maria Gomez de Martinez and will be recorded as Gomez de Martinez, Maria. Note that according to traditional Hispanic usage the woman's surname never changes. After admission to the United States, however, some women have adopted the American custom of using the husband's surname as their own. Maria Gomez de Martinez may begin to give her name as Martinez, Maria Gomez.

Middle Eastern Names:

When a sequence of two, three or four names appear, no part of which can be recognized as the first name, middle name or surname, the last part only is identified as the surname and the first part used as the first name.

Name	Surname
Mohammed Ali Jafir	Jafir

When a surname is preceded by an article such as "El" or "Al," it is considered to be part of the surname.

Name	Surname
Yousef Ben El Gazar	El Gazar

Asian Names:

When a sequence of two, three or four names appears, no part of which can be recognized as the first name, middle name or surname, the first part only is identified as the surname and the next parts used as the first name and middle name. When one or more names follow the surname, use only the first as the surname. Sometimes the surname will be in capital letters and the other names will be connected by a hyphen. In such cases the user may find the surname written either before or after the other names.

Name	Surname
Low Tai Yat	Low
Harry Yat Bun Sing	Yat
Soong Mei Ling	Soong

Name Inquiry format: LAST, FIRST MIDDLE OTHER

Additional Examples:

Subject has another name	Inquire using:
Mr. Reginald Charles Hogworthy III	HOGWORTHY, REGINALD CHARLES III

Subject's last name is hyphenated or the letter y conjugates last names:	Inquire using:
Natalie Spencer-Windsor	SPENCER-WINDSOR, NATALIE
Jennifer M. Gomez y Garcia	GOMEZ-GARCIA, JENNIFER M
John Franklin al-Muhammad y Jones Jr.	AL-MUHAMMAD-JONES, JOHN FRANKLIN JR
Dr. Jeffrey Jay van de Muhammad Al-Akbariah	VANDEMUHAMMADAL-AKBARIAH, JEFFREY JAY

The last name is a compound name without a hyphen or the letter y:	Inquire using:
James F. FitzMaurice III	FITZMAURICE, JAMES F III
Mrs. Alice Fay McDonahue	MCDONAHUE, ALICE FAY
Jean Pierre Michael d'Lessandro	DLESSANDRO, JEAN PIERRE MICHAEL
Mr. Anthony Mark Van de Swelte	VANDESSELTE, ANTHONY MARK
Ms. Christina Michelle Jones O'Connor	JONESOCONNOR, CHRISTINA MICHELLE

The first name is compound:	Inquire using:
Billy Jack Harry Coe	COE, BILLY JACK HARRY
Velda-Mae Cook	COOK, VELDA MAE
Mary-Jo Ashley Heather McMahan	MCMAHAN, MARYJO ASHLEY HEATHER
Joanne Hurt	HURT, JOANNE
Jo Ann Okilahoe	OKILAHOE, JO ANN

The first or middle name is an initial:	Inquire using:
Mr. T. S. Elliot	ELLIOT, T S
Dr. Thornton M. Cogswell	COGSWELL, THORNTON M

Immigration Alien Transactions

The Immigration Alien Transaction provides timely information on aliens suspected of criminal activity and status information of aliens under arrest. A query transaction (IAQ) searches the eight service databases, NCIC and the Interstate Identification Index. The Law Enforcement Support Center (LESC) staff responds to the requesting law enforcement agency (IAR).

The information can be used for the following purposes:

- Assist with investigations
- Provide identification and background data on subjects for correctional departments
- Notify CBP of a subject's incarceration or placement on probation

The LESL is located in South Burlington, Vermont and operates on a 24-hour, seven day a week basis. For additional information, direct requests to:

Law Enforcement Support Center	ORI: VTINS07S0
188 Harvest Lane	Phone: 802-872-6000
Williston, VT 05495	FAX: 802-288-1222

Due to the sensitive nature of the information to be provided by the LESL, only agencies authorized to request criminal record information over Nlets will be authorized to access the LESL. All queries sent to the LESL MUST contain the required fields of information. Any additional information supplied in the query will increase the probability of finding a positive record and enable a more informative response to be returned. Response times will vary depending upon the return of individual state criminal histories and the extensiveness of the query. Immediately upon receipt of an inquiry, a computer-generated message acknowledging receipt will be automatically returned to the ORI.

INS Alien Inquiry (IAQ)

Agency/Case Data

- Originating Agency Code (ORI)
- Purpose Code (PUR)
- Attention of Recipient (ATN)
- Telephone Number (PHN)

Person Data

- Name (NAM)
- Sex (SEX)
- Height (HGT)
- Weight (WGT)
- Eye Color (EYE)
- Date of Birth (DOB)
- Social Security Number (SOC)
- Place of Birth (POB)
- Miscellaneous Number (MNU)
- State Identification Number (SID)
- FBI Number/UCN (FBI)
- Operator License Number (OLN)

- Passport Number (PPN)
- Alien Registration Number (ARN)
- Booking Number (BKN)
- Offense Code (OFF)
- Custody (CUS)
- Mother Maiden Name (MMN)
- Mother First Name (MFN)
- Father Last Name (FLN)
- Father First Name (FFN)
- Remarks (REM)

Law Enforcement Support Center Files

The LESC searches multiple files after receiving a query via Nlets.

Central Index System (CIS)

CIS is a centralized, computer-based information system that serves as the heart of the United States Citizenship and Immigration Services (USCIS) mission support, both in areas of service benefits and law enforcement. The Central Index System contains data on the following:

- Lawful Permanent Residents
- Naturalized Citizens
- Violators of Immigration Laws
- Aliens with Employment Authorization Document (EAD) Information
- Others for whom the Service has opened alien files or in whom it has a special interest

CIS provides several major capabilities, including searching the alien database by multiple criteria and displays summary level data on the alien. The major search keys are Alien Registration Number and name. Variations of the name search are provided by allowing a direct search using exact name or a sounds-like (Soundex) search using a similar sounding name of an alias name. In addition, the name searches allow other identifying information as secondary search criteria such as: date of birth and country of birth. Date of birth is the most often used secondary search criterion.

Computer Linked Application Information Management System (CLAIMS)

CLAIMS is an application processing system that provides information concerning the receipt, adjudication and notification processes for applicants and petitioners of the United States Citizenship and Immigration Services (USCIS) benefits, such as employment authorization documents, permanent residency, etc. The current CLAIMS implementation combines several systems that support these processing requirements. This system also provides information on the current status of a pending application of the aforementioned USCIS benefits.

Arrival Departure Information System (ADIS)

ADIS provides information gathered from Advanced Passenger Information System (APIS), United States Visitor and Immigrant Status Indicator Technology Automated Biometric Identification System (US-Visit IDENT), US Visit Exit processing, SEVIS, CLAIMS and CCD (Consular Consolidated Database). Under the Basic Search option using a Name and DOB we are able to gather Arrival and Departure information for travelers entering or leaving the United States.

Enforce Alien Removal Module EARM/EABM (ENFORCE)

EARM/EABM (ENFORCE) provides information on the status and disposition of deportation cases, and on the statistics and summary data representing cases by status type and other activities.

- Captures deportable data
- Tracks aliens who are arrested, detained or formally removed from the country
- Produces deportation forms and reports
- Makes the information accessible online to deportation officers and other ICE users
- Maintains information on aliens detained by the service and reports on this activity

Treasury Enforcement Communications System (TECS SQ94)

TECS SQ94 contains arrival, departure and additional information pertaining to nonimmigrant aliens entering the United States.

- Contains data on an individual's status
- Identifies individuals who may have over-stayed
- Provides statistical information to ICE managers
- Provides for queries based on biographical, classification and citizenship data

Student and Exchange Visitor Information System (SEVIS)

SEVIS is the primary vehicle for identifying, locating and determining the status or benefits eligibility of non-immigrant students and their dependents. It also contains information for non-immigrant exchange visitors. Data is captured from forms relevant to foreign students and are available for query. This data includes requests for extensions, change of status, transfers and employment authorization. SEVIS also maintains records on approved schools, school officials and current or past violations.

Enterprise Citizenship and Immigration Services Centralized Operational Repository (eCISCOR(CLAIMS4))

eCISCOR (CLAIMS4) is a casework management system that tracks the naturalization process of aliens seeking United States citizenship. The data is captured from forms and applications submitted by aliens. The data includes general biographical background information, addresses, processing dates, interview dates and the disposition or current status of the application for US citizenship.

Refugee, Asylum, And Parole System (RAPS)

RAPS is a comprehensive case management system that tracks the refugee, asylum and parole process of aliens in the United States. The information contained in the RAPS is obtained from forms, applications and interviews with the alien. The case status is tracked throughout the cycle, showing the status of the alien at time of entry and the completion of the process. The data includes general biographical background information, addresses, processing dates, interview dates and information regarding the outcome of hearings.

Person Centric Query Service (PCQS)

A service that provides CIS status verifiers with the ability to submit a single query for all transactions involving an immigrant across a number of connected systems. PCQS returns a consolidated response of the immigrant's past interactions with the federal government as he/she passed through the U.S. immigration system. PCQS does not store data, but serves as a conduit for the delivery of data stored in the connected systems.

Automated Targeting System (ATS)

Department of Homeland Security and Customs and Border Protection operate the Automated Targeting System (ATS). As a decision support tool, ATS compares traveler, cargo and conveyance information against law enforcement, intelligence and other enforcement data using risk-based targeting scenarios and assessments. Automated Targeting System/Passenger (ATS-P) is a web-based tool used to collect, analyze and disseminate information for the identification of potential terrorists, transnational criminals and in some cases, other persons who pose a higher risk of violating US law. Automated Targeting System/Land (ATS-L) evaluates previous crossing records as well as internal and external data sources for targeting at the land border. ATS-L stores vehicle registration as well as registered owner data for U.S. plated vehicles and biographical information on the occupants of the vehicle collected through vehicle primary processing at land border ports of entry.

United States Visitor And Immigrant Status Indicator Technology (US-VISIT)

US-Visit was established in accordance with several Congressional mandates requiring that the Department of Homeland Security create an integrated, automated entry-exit system. The system records the arrival and departure of aliens, deploys equipment at all ports of entry to allow for the verification of alien identities and the authentication of their travel documents through the comparison of biometric identifiers. It utilizes an entry-exit system that records alien arrival and departure information from these biometrically authenticated documents.

INS Returns

The LESC will provide an automated acknowledgment notifying the inquiring agency that his/her inquiry has been received and is being processed.

YOUR MESSAGE WAS RECEIVED BY THE ICE-LAW ENFORCEMENT SUPPORT CENTER. WE WILL PROCESS YOUR INQUIRY AND RETURN A RESPONSE UPON COMPLETION OF THE ICE DATABASE SEARCH. END

Law Enforcement Support Center Help

The LESC maintains a HELP file to provide additional information and may be accessed by sending an administrative message (AM) to AXSIRHELP. Assistance is also available through an administrative message (AM) sent to "AX."

Bulk Cash Smuggling Center

The Bulk Cash Smuggling Center identifies persons and/or vehicles involved in the illicit transportation or smuggling of bulk currency or monetary instruments, including:

- The direction, date and location of a person's most recent border crossing.
- The value (if any) of the currency declaration made during the most recent border crossing.
- The existence of an investigative interest in the person and/or vehicle, and the point of contact information for the investigative record holder.
- A determination of whether the subject is legally or illegally present in the United States.
- Additional remarks relevant to the request or to any of the above five categories of information.

Request for information relating to Bulk Cash Smuggling should be directed to the BCSC via email bcsc@ice.dhs.gov or by phone 1-866-981-5332.

National Drug Pointer Index System

The National Drug Pointer Index System (NDPIX) is a nationwide, multi-jurisdictional automated information sharing system emphasizing increased cooperation among law enforcement agencies. Queries/Entries into NDPIX also checks against the National Virtual Pointer System (NVPS). NDPIX is managed by the Drug Enforcement Agency (DEA) and operates at the Department of Justice computer center in Rockville, Maryland via a secure communication connection to the Nlets network and is available 24 hours per day (less end-of-day maintenance), seven days per week.

NDPIX provides automated response "Point of Contact" (POC) information on active cases to state, local and Federal law enforcement agencies. Records are kept in the database for 180 days and then purged unless updated or renewed. Entry makers have the option of requesting lists of their records in the database.

To participate in this program a law enforcement agency signs a "Participation Agreement" with DEA and, in return, DEA assigns NDPIX User IDs and Passwords. Agencies interested in learning more about this application should contact DEA's NDPIX Support Staff at 1-800-276-5558. They will provide brochures, participation agreement information or answer additional questions on NDPIX.

Processing of NDPIX transactions includes the following basic operations:

- A law enforcement agency submits an entry on a target that is under active investigation for violation of drug laws. The law enforcement agency can later update or renew the entry.
- The National Drug Pointer Index System (NDPIX) then:
 - Validates the record to ensure that the transaction contains an authorized ORI, User ID and Password.
 - Validates the record to assure that it contains at least the mandatory fields of data and that the data fields are valid.
 - Notifies the entry maker of any errors found in the entry, update or renewal.
 - Adds the valid entry to the database or updates an earlier entry.
 - Searches the database for matches to the entry, update or renewal.
 - Sends POC information to the entry maker on up to 50 matchers and indicates when no matches had been found.

Section 8: Administrative Message Procedures

By the end of this training session, the student will be able to:

- Identify the purpose of an administrative message.
- Explain the process and procedure of saving an administrative message.
- Indicate the addressing requirements for sending administrative messages through TLETS and Nlets.
- Compare the different uses for a formal administrative message and an informal administrative message.
- List the different parts of a message composition and their required/restricted format.
- List the seven types of administrative messages and the required/restricted format for each message.
- Explain the broadcast restrictions for each type of administrative message.
- Compare the differences between a statewide or region-wide request on TLETS and Nlets.
- Illustrate the process for sending non-critical information on the APB summary.
- Explain the procedure for submitting Attempted Child Abduction information to Texas Missing Persons Clearinghouse and the TXDPS Joint Crime Information Center.
- Describe the procedure for submitting a Law Enforcement Officer Flying Armed Administrative Message and the information included in the return.

Administrative Messages

An Administrative Message (AM) is:

- A criminal justice related point-to-point free form message.
- Differentiated from other Nlets traffic in that it is free form.
- May be used for practically any type of information transmission not associated with a specific message type.
- May ask for information or assistance.
- May be in response to a request from another agency.

An Administrative Message "law enforcement only" (AML) is:

- "Law enforcement only" related point-to-point free form message.
- May be used for practically any type of law enforcement only information transmission not associated with a specific message type.
- May ask for information or assistance.
- May be in response to a request from another agency.
- Nlets will insert the caveat "FOR LAW ENFORCEMENT DISSEMINATION ONLY" within the body of the message prior to sending.

An Administrative Message with Image (AMI) is:

- A criminal justice related point-to-point free form message with an image attached.
- May be used for practically any type of information transmission not associated with a specific message type.
- May ask for information or assistance.
- May be in response to a request from another agency.

Administrative Message (AM)

Agency/Case Data

- Originating Agency Code (ORI)

Routing Data

- Destination ORI/Nlets Region Code (DRI) – up to 5
- Device Mnemonic (MNE) – up to 7
- Broadcast Group (BCG) – up to 3

Distance Broadcast

- Distance (DIS)
- Starting Point (ALTDEV)

Message Text

- Message Text (TXT)

Special Options

- Control Field (CTL)

Message Format

Message format is an established form of sending information from one agency to another or from one person to another. Use of the proper message format in administrative messages is necessary to provide a standardized method for exchanging law enforcement and criminal justice information between the many agencies on the TLETS and Nlets systems.

Messages can be used for the following:

- Requests for information
- Replies with information
- Information broadcast to groups of agencies

Block form is used in message formatting with each part beginning at the left margin. Messages transmitted on the system will have single-line spacing between each part of the message.

There are two types of message formats used in teletype operations: **informal** and **formal**. If an agency has not formulated guidelines and operational procedures to be used in the selection of a format, the decision is the individual operator's responsibility. In either event the primary criteria for the selection should be which format can best be applied to the information sent to bring the most efficient response from the addressee.

Informal Messages

The Informal Message contains four parts

1. **Address**
2. **Reference**
3. **Text**
4. **Signature/Authority**

Note that these four parts spell the word "ARTS." Informal messages are also in block form as each part begins on the left margin.

Request Example:

PD LUBBOCK ATTN COMMUNICATIONS	ADDRESS
	REFERENCE
ADV CONDITION PATRICK J GOODMAN ADMITTED METHODIST HOSP 123014 INJURED THREE CAR ACCIDENT IN LUBBOCK	TEXT
PD SLATON WH 30 1230CST	SIGNATURE/AUTHORITY

Reply Example:

PD SLATON	ADDRESS
WH 30 1230CST	REFERENCE
PATRICK J GOODMAN IN CRITICAL CONDITION	TEXT
PD LUBBOCK RL 30 1235CST	SIGNATURE/AUTHORITY

Address

The first part of an informal message is the **Address**. The address of the informal message, like the formal message, is used to direct the message to the desired agency and is composed of the agency (which may be abbreviated), the city or county (include CO) which is never abbreviated. Like the formal messages, it can be directed to a specific person or division within an agency in order to route it to the addressee faster. Informal message format **should not** be used for out-of-state messages.

Example Address:

SO TRAVIS CO ATTN: SGT PEPPER
or
PD AUSTIN ATTN: HOMICIDE DIVISION

Reference

The second part of the informal message is the **Reference**. Informal messages requesting information do not necessarily contain a reference since it usually is the first message originated. It is applicable when there has been previous information on the same subject matter exchanged between agencies. The reference is composed of the requesting agency's message number, the agency name and the date of their message. The reference line may also be used to identify the subject or topic of the material in the text, such as runaway, missing person, attempt to locate, bank robbery, etc. This part, like the message address, begins at the left margin.

Example Reference:

345 PD PARIS 123013
or
BANK ROBBERY 1300CST 123013 IN HUTTO

Text

The third and main part of an informal message is the **Text**. The text should begin one line below the address or, if a reference is used, one line below the reference line. Each line of the text should begin at the left margin. The text of the formal message should be kept as brief as possible without sacrificing clarity and accuracy. Telecommunication messages must be restricted to matters pertaining to valid law enforcement, criminal justice and other official police business items. Messages should be limited to pertinent and essential information. Short and easily understood words, phrases and common abbreviations should be used. Never use ten signals or words and phrases that convey no information such as; "PICK UP AND HOLD", "MODE AND DIRECTION OF TRAVEL UNKNOWN" and "BOLO". Courtesies such as please and thank you as well as the use of slang and racial/ethnic terms should be avoided.

Text Example:

UNABLE TO LOCATE RUNAWAY JANE DOE AT 15 BRIDE ST ADDRESS IS VACANT BUSINESS BUILDING
or
OUR AGENCY HAS INFORMATION THAT SUSPECT IDENTIFIED AS DUCK, DONALD WM 3'4 LSW GRN SHIRT BLU SHORTS POSSIBLY AT 1234 MAIN STREET THOUGHT TO BE ARMED AND DANGEROUS KNOWN TO CARRY A KNIFE IF SUBJECT IS LOCATED NOTIFY SGT GOOFY IN HOMICIDE AT 512-475-8473

Signature/Authority

The last part of an informal message is the **Signature/Authority**. The signature consists of the agency, the city/state and operators service. It begins at the left margin one line below the last line of the message text. The agency should be first and can be abbreviated. This is followed by the city/county which should NEVER be abbreviated. It is often desirable to include an officer's title and name or a specific division within an agency as an authority in order that replies to the original message will be directed back to them. If so, this should be the first line of the signature.

The final part of the signature is the operator's service. The operator service consists of the last name or initials of the operator, the day of the month in two-digit form, the time by 24-hour clock system and the time zone.

Signature/Authority Example:

PD AUSTIN BM 30 1157CDT

Informal Administrative Message Template

Agency - City/County - Attention	ADDRESS
Requesting Agency's Message # - Agency - Name – Date (or) Identity Subject/Topic	REFERENCE
Information Requested (or) Information Replied (or) Information Broadcasted	TEXT
Agency - City/County – Operator Initials – Day – Time/Time Zone	SIGNATURE/AUTHORITY

Practice Informal AM Request

	ADDRESS
	REFERENCE
	TEXT
	SIGNATURE/AUTHORITY

Practice Informal AM Reply

	ADDRESS
	REFERENCE
	TEXT
	SIGNATURE/AUTHORITY

Formal Messages

A formal message should always be used when:

- A permanent record is needed
- When further reference will be made
- Anytime a delay in reply is expected
- When message is addressed to an agency in another state

A formal message contains five distinct parts:

1. Preamble
2. Address
3. Reference
4. Text
5. Signature

Note: the five parts spell "PARTS".

Request Example:

100 PD SAN ANTONIO TX 123014	PREAMBLE
PD LAWTON OK	ADDRESS
**	REFERENCE
CHECK WELFARE LEROY J SMITH 90 YOA 1234 MAIN STREET LAWTON OK DAUGHTER UNABLE TO CONTACT IF CONTACT MADE CALL JANE SMITH 512-424-2832	TEXT
PD SAN ANTONIO TX TG 30 1157CDT	SIGNATURE/AUTHORITY

**Messages requesting information do not necessarily contain a reference since it usually is the first message originated.

Reply Example:

200 PD LAWTON OK 123014	PREAMBLE
PD SAN ANTONIO TX	ADDRESS
100 PD SAN ANTONIO TX 123014	REFERENCE
SUBJECT SMITH FOUND DECEASED AT RESIDENCE CONTACT COMANCHE CO MEDICAL EXAMINER	TEXT
PD LAWTON OK RM 30 1159CST	SIGNATURE/AUTHORITY

Preamble

The **Preamble** consists of the agency's message number, name of agency and the date. It should be on the first line of the message beginning at the left margin. The individual parts of the preamble; the message number, name of agency and the date should be only one space apart.

The message number is the first part of the formal message and is used for reference and filing purposes. The second part of the preamble is the name of the department or division (PD, SO, DPS) followed by the city/county and state. The third part of the preamble is the date, expressed numerically and used for filing purposes. Example: 123013 (December 30, 2013)

Example Preamble:

12345 PD AUSTIN 123013

Address

The **Address** is used to direct a formal message to an agency and it is composed of the agency (which may be abbreviated), the city or county (include CO) which is never abbreviated and the state (for out-of-state only). It is often desirable to send a message to the attention of a specific person or division within an agency in order to speed up the handling of the message. The address should begin at the left margin, one line below the preamble.

Reference

The third part of the formal message is the **Reference**. Formal messages requesting information do not necessarily contain a reference since it usually is the first message originated. It is applicable when there has been previous information on the same subject matter exchanged between agencies. The reference is composed of the requesting agency's message number, the agency name and the date of their message. The reference line may also be used to identify the subject or topic of the material in the text, such as runaway, missing person, attempt to locate, bank robbery, etc. This part, like the message preamble and address, begins at the left margin.

Text

The fourth and main part of a formal message is the **Text**. The text should begin one line below the address or if a reference is used one line below the reference line. Each line of the text should begin at the left margin. The text of the formal message should be kept as brief as possible without sacrificing clarity and accuracy. Telecommunication messages must be restricted to matters pertaining to valid law enforcement, criminal justice and other official police business items. Messages should be limited to pertinent and essential information. Short and easily understood words and phrases and common abbreviations should be used. Never use ten signals or words and phrases that convey no information such as; "PICK UP AND HOLD", "MODE AND DIRECTION OF TRAVEL UNKNOWN" and "BOLO". Courtesies, such as please and thank you, as well as the use of slang and racial/ethnic terms should be avoided.

Signature/Authority

The last part of a formal message is the SIGNATURE/AUTHORITY. The signature consists of the agency, the city/state and operator's service. The signature begins at the left margin one line below the last line of the message text. The agency should be first and can be abbreviated. This is followed by the city/county which should NEVER be abbreviated. The state is used only when messages are sent outside the State of Texas. It is often desirable to include an officer's title and name or a specific division within an agency as an authority in order that replies to the original message will be directed back to them. If so, this should be the first line of the signature.

The final part of the signature is the operator's service. The operator service consists of the last name or initials of the operator, the day of the month in two-digit form, the time by 24-hour clock system and the time zone.

Formal Administrative Message Template

Message # - Agency - Name - Date	PREAMBLE
Agency - City/County - Attention	ADDRESS
Requesting Agency's Message # - Agency - Name - Date (or) Identity Subject/Topic	REFERENCE
Information Requested (or) Information Replied (or) Information Broadcasted	TEXT
Agency - City/County - Operator Initials - Day - Time/Time Zone	SIGNATURE/AUTHORITY

Practice Formal AM Request

	PREAMBLE
	ADDRESS
	REFERENCE
	TEXT
	SIGNATURE/AUTHORITY

Practice Formal AM Reply

	PREAMBLE
	ADDRESS
	REFERENCE
	TEXT
	SIGNATURE/AUTHORITY

Order of Description

There is a standardized order when describing vehicles and persons in administrative messages. When information is not known, omit without comment

Vehicle Description

Vehicles should be described by: COLOR, YEAR, MAKE, MODEL, BODY STYLE, LICENSE NUMBER (include year and state) and VIN.

Vehicle Description Example

WHI/BLU 1974 DODGE CHARGER 2D TX ABC1234 12/14 1F4D3JF13J1739475

Practice Vehicle Description

Person Description

Persons should be described by: NAME, RACE, SEX, DOB, HEIGHT, WEIGHT, HAIR COLOR, EYE COLOR, SKIN TONE (COMPLEXION), PHYSICAL IMPERFECTIONS, CLOTHING (described from top to bottom) and OTHER PERTINENT INFORMATION (such as habits, weapons, or traits that might help identify the individual).

Person Description Example

DR RICHARD KIMBLE WM 01211954 601 205 BLK/GRY BLU RUDDY COMPLEXION BLK/WHI BEARD LSW IDOC YELLOW JUMPSUIT SUBJECT MAY FREQUENT HOSPITALS OR EMERGENCY UNITS

Practice Person Description

Proper Message Composition

The **Text** of the informal and formal messages should be composed according to guidelines outlined in the previous sections. Messages should be limited to **ONLY** essential and pertinent information and **OMIT** any items and information that are not known. Including any non-essential information will only degrade service time on the message-switching network.

DO NOT:

- Use words and phrases that convey no information, such as "BOLO," "PICK UP AND HOLD," "NOTIFY THIS AUTHORITY IF APPREHENDED OR LOCATED," "DETAIN FOR THIS DEPARTMENT," etc.
- Use courtesy phrases such as: "THANK YOU IN ADVANCE," "PLEASE," "ALL HELP APPRECIATED," etc.
- Compose messages using "fancy" borders, underlines and other symbols and extraneous characters such as: "*****", "!!!!!!", "////////\\\\\\\\", etc.
- Compose messages beginning with one or more lines of repeated statements such as: "RUNAWAY-RUNAWAY-RUNAWAY-RUNAWAY," "WANTED WANTED WANTED."
- Compose messages by utilizing a database computer response, such as using the DMV Computer response to describe a vehicle or a DLD Computer response to describe a person.

Message Types

Many types of messages are used daily by law enforcement agencies. A message is defined as an announcement or notice to agencies within a specific area. It may be in regards to some **Criminal Act** or any matter concerning **Official Police Business** that is of interest to agencies other than the originator. The purpose of these messages is to bring the information to the immediate attention of the agencies concerned. Each type of message will require certain basic information placed in a specific order. It is vital that the text of the message be clear and to the point. The following sections will describe the specific order of information and show the proper format to follow.

Major Crime Messages

Major crimes include murder, arson, robbery, rape, kidnapping, extortion, escaped felons, etc. These types of criminal acts are of serious enough nature that it may be the desire of the agency in whose jurisdiction the crime occurred to immediately advise surrounding agencies of the information. This immediate message should be directed to agencies that surround the area in which the offense occurred. After the initial investigation has been conducted and more information has been obtained, the originating agency should direct any additional information in a message to the geographic region/areas of concern.

The administrative message on a major crime should include, in order, the following information in the text:

1. Type of offense
2. Time and place of occurrence
3. Warrant number and extradition information (extradition information is necessary if the message is to be directed out-of-state)
4. Name and description of wanted person(s) (if more than one suspect, each should be listed as 1, 2, etc.)
5. Mode and direction of travel
6. Other pertinent information. Omit, without comment, items that are unknown, and avoid the use of slang and racial/ethnic terms.

Major Crime Message Example

155 PD WACO 123014	PREAMBLE
ALL REGION 6	ADDRESS
BANK ROBBERY WACO 123014	REFERENCE
1 WM 25 510 175 BRO BRO TAN SHIRT BRO TROUSERS ARMED WITH 45 AUTOMATIC 2 WM 30 508 165 BRO BLU BLU SHIRT TAN TROUSERS ARMED WITH 45 AUTOMATIC 3 WM 40 REMAINED IN GRN 98 BUICK SDN TXJF1234 OBTAINED ABOUT \$25000 IN SMALL BILLS	TEXT
PD WACO JB 30 1300CDT	SIGNATURE/AUTHORITY

Routine Crime Messages

Routine crimes include crimes that are not as serious as major crimes and in which time is not a factor. These include such crimes as forgery, criminal mischief, theft, etc. Offenses such as these normally require that a complaint is signed and warrants are issued prior to sending a message in order that an officer or agency may avoid being subjected to a false arrest suit. After charges have been filed, warrants issued and as much information as is available is obtained about the suspect and crime, an administrative message may be sent. This message may be sent to one or several agencies as the circumstances necessitate. Information concerning crimes where the suspects are unknown can be placed into this category. Messages giving information on burglaries should be addressed to a specific area and be as brief as possible. If numerous articles were taken, a brief listing of the property involved may be sent to the region(s) of concern. They should also be entered into TCIC/NCIC if qualified.

Routine Crime Message Example

102 PD MIDLAND 123014	PREAMBLE
REGION 4 & 5	ADDRESS
	REFERENCE
THEFT WAR 34567 JOHN L DOE WM 30 509 175 BLK BLU RED SWEATSHIRT BLUE JEANS DRIVING BLK/YEL 66 FORD MUSTANG 02 BJJ13H LAST SEEN WEST BOUND IH 20 OBTAINED LARGE QUANTITY OF RINGS AND WATCHES.	TEXT
PD MIDLAND JP 30 1150 CST	SIGNATURE/AUTHORITY

Runaway Messages

For message sending purposes, to be considered a Runaway in Texas the individual must be seventeen years old or younger. Persons eighteen years of age and over are considered Missing Persons.

Messages on runaways should be handled by a local broadcast message or directed to the area in which the runaway is believed to be going. They should also be entered into NCIC if qualified. The messages should contain the following information:

1. Name and age
2. Physical description
3. Mode and direction of travel, (if unknown, omit)
4. Any other pertinent information that could be used to locate subject
5. Disposition of runaway if apprehended such as, "parent will pick-up" or "hold for Juvenile Officer", etc.

Runaway Message Example

201 PD IRVING 123014	PREAMBLE
DALLAS FT WORTH AREA	ADDRESS
	REFERENCE
RUNAWAY JAMIE SUE JENKINS WF 16 504 110 MISSING SINCE 113014 LSW BLU/GRN NIKE SHIRT BLU JEANS RED TENNIS SHOES DRIVING BLU 94 CHEV IMPALA TX DDJ66A POSSIBLY HEADED TOWARD HOUSTON AREA IF LOCATED MOTHER JUNE JENKINS WILL PROVIDE TRANSPORTATION 453-849-3627	TEXT
PD IRVING JGG 30 0230 CST	SIGNATURE/AUTHORITY

Missing Person Messages

This type of broadcast should normally be confined to the area where the person is reported missing. The missing person should also be entered into NCIC if qualified. This type of message may be used for any of the following reasons:

- Missing a reasonable time without reason.
- Evidence of foul play.
- Person missing is mentally or physically incapable.

Missing person messages should contain the following information:

1. Date, time and location last seen.
2. Detailed description of the person.
3. Include any vehicle information.
4. Brief summary of circumstances surrounding disappearance.

Missing Person Message Example

1234 PD IRVING 123014	PREAMBLE
STATIONS DALLAS-FT WORTH AREA	ADDRESS
	REFERENCE
MISSING PERSON SINCE 113014 JOE ROBINSON WM 03071946 508 170 BLK BRO KNOWN TO WEAR GLASSES LSW WHITE TEXAS RANGERS JERSEY BLU JEANS AND WHI TENNIS SHOES LAST SEEN AT TEXAS STADIUM	TEXT
PD IRVING RR 30 1700 CST	SIGNATURE/AUTHORITY

Attempt to Locate (ATL) Messages

This message may be used for any of the following reasons:

- Death or serious illness in the immediate family
- Delivery of emergency message
- Urgent police business, example: Locating a witness to a crime or other events or an officer in a private vehicle or to locate a witness
- Overdue travelers/separated motorist considered a welfare concern (consider time and distance involved)

It must first be determined that the complainant has made every effort to contact the person(s) by telephone or other readily available means. This type of message is used for “public service,” meaning the person is NOT: wanted, missing or a runaway. This type of message is normally **self-canceling 3 days after originating time** unless conditions warrant otherwise.

Attempt to locate messages should contain the following information:

1. Nature or reason of emergency
2. Name of person(s) to be contacted
3. Mode of travel
4. General area of concern
5. Message to be delivered

Attempt To Locate Message Example

13 PD BAYTOWN 123014	PREAMBLE
PD VICTORIA	ADDRESS
	REFERENCE
ATL DEATH MESSAGE JOHN J JONES WM 35 DRIVING RED 91 MERCURY COUGAR 2D TX SBD213B I\LAST SEEN AT MOTEL IN VICTORIA IF LOCATED ADVISE TO CALL BROTHER JAMES JONES IN BAYTOWN 713-555-1212 REFERENCE DEATH OF FATHER	TEXT
PD BAYTOWN OE 30 1418 CST	SIGNATURE/AUTHORITY

Added Information Messages

This type of message is used to update previous messages with additional pertinent information as it becomes available. Always refer to the previous message(s) in the reference part of the formal message format.

Added Information Message Example

1248 PD IRVING 123014	PREAMBLE
STATIONS DALLAS-FT WORTH AREA	ADDRESS
ADDED INFORMATION 1234 PD IRVING 030402 MISSING PERSON	REFERENCE
JOE ROBINSON LAST SEEN RIDING RED SCHWINN BICYCLE	TEXT
PD IRVING RR 30 0800 CST	SIGNATURE/AUTHORITY

Cancellation Messages

Cancellations are used to invalidate any message which is not self-canceling after a given time period. The information in a cancellation should include only specific parts of the original message. Cancellations must be directed to the same agencies as the original message. These specific parts must include:

1. Preamble of the original message
2. Names of persons included
3. License number or identification numbers of vehicle involved
4. A brief statement about the reason for cancellation. The brief statement could be one of the following depending on the type of the original message:
 - Apprehended
 - No Longer Wanted
 - Returned Home
 - Located

Cancellation Message Example

	PREAMBLE
ALL REGION 6	ADDRESS
CANCEL 155 PD WACO 123014	REFERENCE
3 WM INVOLVED IN BANK ROBBERY WACO HAVE BEEN APPREHENDED	TEXT
PD WACO JB 30 0130 CST	SIGNATURE/AUTHORITY

Correction Messages

Correction messages are used to correct typing errors or other incorrect data sent in a previous message. If an error is made in a message, do not correct the mistake and resend the entire message. Always refer to the previous message in the reference line and identify it as a "correction" message.

Correction Message Example

14 PD BAYTOWN 123014	PREAMBLE
PD VICTORIA	ADDRESS
CORRECTION 13 PD BAYTOWN 123014	REFERENCE
LIC SBD23B ON VEHICLE DRIVEN BY JOHN J JONES SHOULD BE CORRECTED TO SBD21B	TEXT
PD BAYTOWN OE 30 1500 CST	SIGNATURE/AUTHORITY

TLETS/Nlets Broadcast Code Procedures

An effective communication system depends heavily on proper message routing. Improper routing can create delays in the delivery of messages and reduces the overall effectiveness of the system. Operators have the responsibility to their agency and other agencies on the system to route messages properly. A frequent complaint from many agencies revolves around the receipt of messages that are of no concern to the agency.

TLETS users can broadcast an administrative message to areas in Texas as well as other states using a combination of ORI's (Originating Agency Identifier), POE's (Point of Entry or State Code), Nlets Region Codes, TLETS Device Mnemonics or TLETS Broadcast Codes.

Administrative Messages can be broadcast to a total of five ORI's, POE's or Nlets Region Codes. In addition, the same administrative message can be broadcast to a total of seven TLETS Mnemonics plus three TLETS Broadcast Codes in a single transmission.

TLETS Broadcast Code Usage

Before transmitting any message using one or more of the Broadcast Codes, it **must be approved** by the agency administrator or their designee. Prior to the transmission of a broadcast message, agencies should consider the following questions:

- Why is this event/incident/crime worthy of a broadcast?
- Will it really enlist the aid of other agencies?
- How much information must be transmitted to clearly describe the situation?
- Who is likely to be interested in the subject matter, everyone or just the agencies in my own geographic area?
- What better methods could be used to inform those agencies that really need to know of this situation: Letters? Phone calls? E-mails? Directed messages?

Messages of concern or interest to ten or less agencies should not use Broadcast Codes. Transmission of messages should be made **only once**. If the content of the message is of such importance that it necessitates re-broadcast then it should be placed on the APB Summary in accordance with procedure. In any case, the multiple transmission of the same message to the same area in a short period of time is **strictly prohibited**.

Messages sent on the system that do not pertain to valid law enforcement/criminal justice matters and/or violate the rules and regulations of the Texas Law Enforcement Telecommunications System as outlined in this manual will be brought to the attention of proper authorities for corrective action.

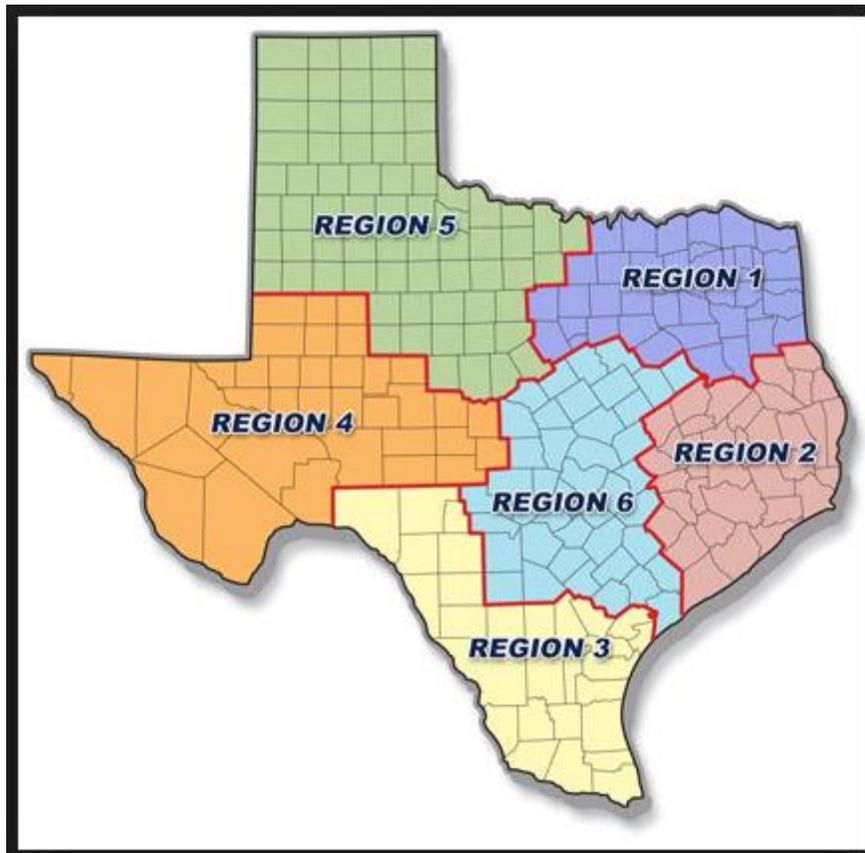
TLETS Broadcast Mnemonics

There are 56 Broadcast Mnemonics available and the proper one or combination should be used to direct messages that are of interest to a group of agencies in a particular geographic area or region.

Broadcast Mnemonics	Geographic Area Involved
ABS	Agencies Bordering Mexico
APB	All-Points Bulletin (All Agencies)
APBL	All-Points Bulletin (All Law Enforcement Agencies)
AZAA	APB Summary Entries
AAS	Austin Area Agencies
DAL	Dallas Area Agencies
DFW	Dallas/Ft Worth Metro Area Agencies
DPS	DPS Offices
FTW	Fort Worth Area Agencies
AGC	Gulf Coast Agencies
GCV	Gulf Coast Victoria Area Agencies
HOU	Houston Area Agencies
HOG	Houston/Galveston Metro Area Agencies
I10E	IH10 Between San Antonio & the LA Border
I10W	IH10 Between San Antonio & the NM Border
I20W	IH20 Between DFW to IH10 then on to the NM Border
IH20	IH20 Between the LA Border to IH10 then to the NM Border
IH27	IH27 Between Lubbock & Amarillo
IH30	IH30 Between DFW & the AR Border
IH35	IH35 Between the Mexican Border & the OK Border
IH37	IH37 Between Corpus Christi & San Antonio
IH40	IH40 Between the NM Border and the LA Border
IH45	IH45 Between Galveston & Dallas to US75 and onto the OK Border
APD	Police Departments
RGV	Rio Grande Valley Agencies
SAN	San Antonio Area Agencies
ASO	Sheriff's Departments
N183	US183 Between Austin & the OK Border
S183	US183 Between Refugio & Austin
H183	US183 Between Refugio & the OK Border
N277	US277 Between Abilene & the OK Border
S277	US277 Between Carrizo Springs & Abilene
H277	US277 Between Carrizo Springs & the OK Border
S281	US281 Between Brownsville & San Antonio
H281	US281 Between Brownsville & the OK Border
N281	US281 Between San Antonio & the OK Border
N287	US287 Between Fort Worth & the OK Border
S287	US287 Between Port Arthur & Fort Worth
H287	US287 Between the OK Border & the LA Border

Broadcast Mnemonics	Geographic Area Involved
NH59	US59 Between Houston & the AR Border
SH59	US59 Between Laredo & Houston
US59	US59 Between Laredo & the AR Border
NH83	US83 Between Abilene & the OK Border
SH83	US83 Between Brownsville & Abilene
US83	US83 Between Brownsville & the OK Border
US87	US87 Between Port Lavaca & the NM Border
SH87	US87 Between San Angelo & Port Lavaca
NH87	US87 Between San Angelo & the NM Border
WCA	West Central Area (17 Counties)
REG1	Agencies in DPS Region 1
REG2	Agencies in DPS Region 2
REG3	Agencies in DPS Region 3
REG4	Agencies in DPS Region 4
REG5	Agencies in DPS Region 5
REG6	Agencies in DPS Region 6

DPS Region Map



Nlets State Broadcasts

An Nlets State Broadcast is an administrative message sent to a state control terminal requesting that state to send an APB within their state. The receiving state is responsible for determining if it will be sent, which agencies will receive the message within that state and then sending the message. It is not done automatically. No state can automatically generate a broadcast within another state.

All Broadcast Restrictions apply and the words "REQUEST FOR STATEWIDE BROADCAST" should be the first statement in the message format. Because this message must always be transmitted to a state control terminal, the two-character POE (State code) must be used. Messages can be sent to a maximum of five POE's.

Nlets Regional Broadcasts

Agencies can request a Regional Broadcast message through Nlets. The two-character destination POE's for sending a regional broadcast message are listed below for the various regions. The APB regions coincide with the eight Nlets regions.

All Broadcast Restrictions apply and the words "REQUEST FOR REGION BROADCAST" should be the first statement in the message format. Five destination addresses can be used. These addresses may be a mixture of two character regional broadcast codes and two character State POE codes.

Nlets Region Broadcast Codes

Broadcast Code	Nlets Region	Geographic Area
A1	Region A	Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont
B1	Region B	Delaware, District of Columbia, Maryland, New Jersey, New York, Pennsylvania
C1	Region C	Kentucky, North Carolina, South Carolina, Tennessee, Virginia, West Virginia
D1	Region D	Alabama, Arkansas, Florida, Georgia, Louisiana, Mississippi, Puerto Rico
E1	Region E	Illinois, Indiana, Michigan, Missouri, Ohio, Wisconsin
F1	Region F	Iowa, Minnesota, Montana, Nebraska, North Dakota, South Dakota, Wyoming
G1	Region G	Arizona, Colorado, Kansas, New Mexico, Oklahoma, Texas, Utah
H1	Region H	Alaska, California, Hawaii, Idaho, Nevada, Oregon, Washington

Nlets Nationwide Broadcasts

Agencies may send a request for a national broadcast message through Nlets. The request is sent to each State POE for review. Use the destination of AP for sending a message nationwide. Each state will then review the contents of the APB request and if approved, the message will be sent statewide. If the "AP" message does not meet Nlets criteria or that state's criteria, a rejection message may be generated by the State's POE representative to the terminal that issued the APB request. Nlets DESTINATIONS always use the two-letter code AP. The words "REQUEST FOR NATIONAL BROADCAST" should be the first statement in the message format.

TLETS Broadcast Restrictions

The following restrictions have been developed to control the quality of broadcasts. Users are encouraged to use broadcast mnemonics rather than an APB mnemonic if at all possible. In cases where a regional mnemonic may not contain every agency where a message should be sent, the user of multiple agency mnemonics and broadcast mnemonics can address many agencies by sending a blanket APB mnemonic.

The following restrictions have been adopted for TLETS broadcasts:

- No Personal Communications
- No Social Announcements (Holiday Messages or Retirements)
- No Messages Relating to the Advertisement or Sale of Equipment.
- No Recruitment of Personnel
- No Messages Relating to Requests for Information Concerning Salary, Uniforms, Personnel or Related Items Which Can Be Routinely Obtained By Correspondence or Means Other Than Nlets
- No Messages Supportive of or In Opposition to Labor Management Issues or Announcements Relative to Such Issues
- No Messages Supportive of or In Opposition to Political Issues or Announcements of Meetings Relative to Such Issues
- No Messages Supportive of or In Opposition To Legislative Bills
- No Attempts To Locate Vehicle (Breach Of Trust) Without Warrant
- No Messages In Which The Complainant Is Interested Only In Recovery of Property
- No Reply Only If Records (ROIRS)
- No Reply Only If Wanted (ROIWS)
- No Messages That Do Not Pertain to Valid Law Enforcement/Criminal Justice Matters

Acquired Immunodeficiency Syndrome (AIDS) Notice

The Department of Public Safety's legal staff has advised that the mention of AIDS (Acquired Immunodeficiency Syndrome) or HIV information must not be disseminated in any administrative/broadcast message or entered into TCIC/NCIC.

Statewide Broadcast Restrictions

The APB (All Points Bulletin) mnemonic address will automatically direct a message to ALL law enforcement and criminal justice agencies in Texas that have a TLETS terminal. In addition to the use of the broadcast mnemonic address APB, statewide broadcast of messages can also be accomplished by other methods. For example, sending a message to REG1, REG2, REG3, REG4, REG5, REG6 and REG7 also disseminates it statewide. Likewise, using DPS, APD and ASO accomplishes basically the same dissemination. However the use of the **APB** or other coding methods for an immediate statewide broadcast should be restricted to **urgent items** regarding the safety of lives and/or apprehension of dangerous felons.

Messages in the following categories are prohibited from statewide broadcast. These type messages should be directed to only the area/region(s) of concern, not to exceed three geographical areas/regions.

- Missing Persons
- Runaways
- Attempt To Locates
- Stolen Vehicles

Nlets Regional Broadcast Restrictions

The following restrictions have been developed to control the quality of regional broadcasts. Users are encouraged to use regional codes rather than APB's if at all possible. In cases where a regional code may not contain every state where the message should be sent, the use of multiple state and regional codes can address many states without sending a blanket APB.

The following restrictions have been adopted for regional broadcasts:

- All TLETS Broadcast Restrictions
- No training messages that include the name of the company that is providing the training unless the company is not-for-profit and is providing a direct service to law enforcement.
- No Solicitation of Funds
- No Excessively Long Messages
- No Attempt To Locate Messages
- No Messages Regarding Wanted Subjects or Vehicles If They Can Be Entered Into NCIC

There may be circumstances where the seriousness of the situation overrides the normal policy prohibitions. The restrictions may be waived under the following conditions:

- Users initiating want messages of any type: wanted persons, missing persons, and/or runaways, must cancel these messages when they no longer apply.
- A user has information on a wanted person that cannot be entered into NCIC but may be of interest to a group of states.

Nlets Nationwide Broadcast Restrictions

The following restrictions have been developed to control the sending of APB's. In sending an APB, users are urged to carefully consider whether there is a necessity to send the message to all states. If the message pertains to a geographical area of the United States (i.e. East Coast, Sunbelt) the user should seriously consider the use of a regional broadcast which can more narrowly focus on the states that could provide assistance.

The following restrictions have been adopted for nationwide broadcasts:

- All Regional Broadcast Restrictions
- No Seminar, Training Class or Convention Announcements
- No Runaways Messages
- No Missing Person Messages

There may be circumstances where the seriousness of the situation overrides the normal policy prohibitions. The restrictions may be waived under the following conditions:

- Users initiating want messages of any type: Wanted Persons, Missing Persons and/or Runaways, must cancel these messages when they no longer apply.
- A user has information that is pertinent to a criminal investigation that is of interest to all states and cannot be entered into NCIC.
- A user has information regarding kidnapping, skyjacking or other serious criminal acts. Keep messages as brief as possible.
- A user has information on a wanted person that cannot be entered into NCIC but is of interest to all states.
- In rare cases it may be appropriate to send a death or funeral notice nationwide.

Daily APB Summary

DPS Austin Communication will generate the Daily APB summary to all terminals daily at 6:00 a.m. and 6:00 p.m. in an effort to provide efficient yet effective means of disseminating information of concern and interest to all agencies and conserve system transmission time.

The summary will include a list of:

- Routine Criminal Matters of Statewide Interest
- School and Seminars of Statewide Interest (If Adequate Seating is Available)
- Death and/or Funeral Announcements of Law Enforcement and Criminal Justice Personnel
- Messages Of Statewide Interest Received From Other States
- TLETS System Changes and Notifications
- Miscellaneous

Agencies with non-urgent information that is of statewide interest should send it to the mnemonic address 67X1, addressed to DPS AUSTIN Communications and request it be included on the Daily APB Summary.

Attempted Child Abductions - Senate Bill 742

During the 83rd Legislative session, Senate Bill 742 was enacted and amended Article 63 of the Code of Criminal Procedure. This bill requires the Texas Missing Person Clearinghouse to collect information on attempted child abductions. Reporting requirements from law enforcement agencies are defined in article 63.0041 (CCP), "A law enforcement officer or local law enforcement agency reporting an attempted child abduction to the clearinghouse shall make the report by use of the TLETS or a successor system of telecommunication used by law enforcement agencies and operated by the Department of Public Safety."

Upon receiving a report of attempted child abduction, an agency shall immediately, but not to exceed eight hours after receiving the report, submit the information to the Texas Missing Person Clearinghouse. TLETS has created a specific administrative message format designed for this reporting requirement. However agencies can submit an administrative message to the clearinghouse for this purpose, as long as all required information is included in the message.

This administrative message shall be sent to the TLETS group MPCA, which will be distributed to devices within the Texas Missing Persons Clearinghouse and Texas Joint Crime Information Center (TxJCIC).

AM For Reporting Attempted Child Abduction

Agency/Case Data

- Reporting Agency ORI (RRI)
- Reporting Agency (AGY)
- Contact Person (ACN)
- Phone Number (PHO)
- Originating Case Number (OCA)

Attempted Abduction Event Information

- Date of Event (DAT)
- Time of Event (TME)
- Street Number (SNU)
- Street Name (SNA)
- City Name (CTY)
- State (STA)
- Zip Code (ZIP)
- Method of Operation Used to Lure Child (MOU)

Victim and Witness Information

- Name (NAM)
- Age (AGE)
- Sex (SEX)
- Race (RAC)
- Date of Birth (DOB)
- Witness Name (WNM)
- Witness Contact Information – Address/Phone/Email/etc. (WCI)

Suspect Information

- Sex (SSX)
- Race (SRC)
- Estimated Age (SAG)
- Estimated Height (HGT)
- Estimated Weight (WGT)
- Scars, Marks and Tattoos (SMT)
- Identifying Information (IDT)
- Additional Descriptive Information - Clothing Description/Facial Hair/Glasses (DSC)

Vehicle Information

if only PARTIAL PLATE information is known, include the consecutive digits in the LIC field, place an 'X' in the "Is this a Partial Plate?" box and state which part is known in the REMARKS field.

- License Plate (LIC)
- License State (LIS)
- Is this a Partial Plate?
- Vehicle ID Number (VIN)
- Vehicle Year ((VYR)
- Vehicle Make (VMA)
- Vehicle Model (VMO)
- Vehicle Style (VST)
- Vehicle Color (VCO)
- Identifying Marks on Vehicle (IDM)

Remarks

- Remarks (REM)

Special Options

- Control Field (CTL)

LEO Flying Armed

Effective November 15, 2008, in order for a state or local Law Enforcement Officer (LEO) to fly armed the employing agency must send an AM message to the Federal Air Marshal Service (ORI/VAFAM0199). A message with a unique alphanumeric identifier will be returned from Transportation Security Administration (TSA) to the employing agency. This identifier shall then be verified at the airport on the day of travel. In addition to the unique alphanumeric identifier, the officer must present the Nlets message to the TSA agent.

Failure to provide the unique alphanumeric identifier could result in delays due to the additional verification requirements. Questions or regarding the Law Enforcement Officer Flying Armed Program can be directed to the Federal Air Marshal Service, Office of Flight Operations, Liaison Division at leofa@dhs.gov.

Additional information on the LEOFA is found at: <https://www.tsa.gov/travel/law-enforcement>

Law Enforcement Officer Flying Armed AM Message (LEOFA)

LEOFA

- Originating Agency Identifier (ORI)
- Name (NAM)
- Agency (AGY)
- Badge or Credential (BCN)
- Officer Type (State/Local) (OFC)
- Name of Authorizing official (NAO)
- Completed Required Training (CRT)
- Cell Phone of LEO (CPN)
- Agency Phone Number (APN)
- Explanation of Individual's Travel (EIT)
- Escorted Individual's Name (EIN)
- Name of Airline (NOA)
- Flight Number (FLN)
- Date of Flight (DOF)
- Departing Airport (DAP)
- Connecting Airport (CAP)
- Final Destination Airport (FDA)

LEOFA Return

AM.VAFAM0199
07:41 01/03/2011 05854
07:41 01/03/2011 01488 AZNLETS20
TXT
FLYING ARMED LEO REQUEST APPROVED.
YOUR UNIQUE LEOLANE IDENTIFIER IS: AAA11111
NAME: SMITH, JOE
AGENCY: ARIZONA POLICE DEPARTMENT
BADGE/CREDENTIAL: BS01234989
NAME OF AUTHORIZING OFFICIAL: WASHINGTON, GEORGE
COMPLETED TRAINING: YES
CELL PHONE: 7071234989
ESCORTED INDIVIDUAL: SMITH, JOE
DEPARTING AIRPORT: DCA
CONNECTING AIRPORT: EWR
FINAL DESTINATION AIRPORT: BOS
AIRLINE: AMERICAN AIRLINES
FLIGHT NUMBER: AA1234
FLIGHT DATE: 122508
PRINT OUT THIS REPLY AND PRESENT IT AT THE AIRPORT'S LEO LANE

If an agency is an "interface" or "CAD" user the user must follow the following data order and include the "/" in the text of the administrative message.

LEOFA (if this is not at the start of the message TSA will ignore the request

NAM/. LAST, FIRST

AGY/.NAME OF AGENCY

BCN/.(BADGE OR CREDENTIAL)

OFC/. OFFICER TYPE (STATE-LOCAL)

NAO/.NAME OF AUTHORIZING OFFICIAL (LAST, FIRST NAME)

CRT/.COMPLETED REQUIRED TRAINING (MUST BE YES OR NO) IF NO, THIS FIELD WILL RESULT IN A DENIED REPLY MESSAGE. ALL LEOS MUST HAVE COMPLETED TRAINING)

CPN/.CELL PHONE OF LEO

APN/.AGENCY OR DEPT. PHONE NUMBER

EIT/.ESCORTED INDIVIDUAL TYPE (PRISONER OR DIGNITARY)

EIN/.ESCORTED INDIVIDUAL'S NAME

NOA/. NAME OF AIRLINE

FLN/.FLIGHT NUMBER

DOF/. DATE OF FLIGHT

DAP/.DEPARTING AIRPORT (THREE CHARACTER AIRPORT CODE)

CAP/.CONNECTING AIRPORT (THREE CHARACTER AIRPORT CODE)

FDA/.FINAL DESTINATION AIRPORT (THREE CHARACTER AIRPORT CODE)

Section 9: Appendix

Common Driver License Return Abbreviations

Abbreviation	Definition
AAMV	Aggravated Assault with Motor Vehicle
ABC	Texas Alcoholic Beverage Code
ALR	Administrative License Revocation
B/BTR	Blood/Breath Test Refusal
BAC	Blood Alcohol Concentration
CAO	Committed Automatic Offense (Administrative DWLI)
CCP	Texas Code of Criminal Procedure
CDL	Commercial Driver License
CMV	Commercial Motor Vehicle
DHS	Department of Human Services
DLD	Driver License Division
DLS	Driver License System (same as NDLS)
DRB	Driver Records Bureau
DUID	Driving Under Influence of Drugs
DWLD	Driving while License Disqualified
DWLI	Driving while License Invalid
FCEP	Fail to Complete Education Program
FSRA	Fail to Stop and Render Aid
FTA	Fail to Appear
FTP	Fail to Pay
HAB	Habitual
HME	Hazardous Materials Endorsement
HRC	Texas Human Resources Code
HSC	Texas Health and Safety Code
LIDR	Driver Records Bureau
LOFS	Licensed Operator in Front Seat
M/C	Motor Cycle
MAB	Medical Advisory Board
MPH	Miles Per Hour
MWMV	Murder with Motor Vehicle
NDLS	New Driver License System
NRVC	Non-Resident Violator Compact
TFC	Texas Family Code
TPC	Texas Penal Code
TRC	Texas Transportation Code

Possible Dealer Tag Code Values

Code	Service Center	County Tax Offices
AB	Abilene Service Center	Brown; Callahan; Coke; Coleman; Comanche; Concho; Eastland; Fisher; Jones; Kimble; Menard; Nolan; Runnels; Schleicher; Shackelford; Stephens; Sutton; Taylor; Tom Green
AM	Amarillo Service Center	Armstrong; Briscoe; Carson; Castro; Collingsworth; Dallam; Deaf Smith; Donley; Gray; Hall; Hansford; Hartley; Hemphill; Hutchinson; Lipscomb; Moore; Ochiltree; Oldham; Parmer; Potter; Randall; Roberts; Sherman; Swisher; Wheeler
AU	Austin Service Center	Bastrop; Blanco; Burnet; Caldwell; Colorado; Comal; DeWitt; Fayette; Gillespie; Gonzales; Guadalupe; Hays; Lampasas; Lavaca; Lee; Llano; Mason; McCulloch; Mills; San Saba; Travis; Williamson
BT	Beaumont Service Center	Chambers; Hardin; Houston; Jasper; Jefferson; Liberty; Montgomery; Newton; Orange; Polk; Sabine; San Jacinto; Trinity; Tyler; Walker
CC	Corpus Christi Service Center	Aransas; Bee; Calhoun; Duval; Goliad; Jackson; Jim Wells; Karnes; Kleberg; Live Oak; Matagorda; McMullen; Nueces; Refugio; San Patricio; Victoria; Wharton
DL	Dallas Service Center	Collin; Dallas; Fannin; Grayson; Hunt; Kaufman; Rockwall
EP	El Paso Service Center	Brewster; Culberson; El Paso; Hudspeth; Jeff Davis; Presidio
FW	Fort Worth Service Center	Denton; Hood; Johnson; Palo Pinto; Parker; Tarrant; Wise
HO	Houston Service Center	Austin; Brazoria; Fort Bend; Galveston; Grimes; Harris; Waller
LB	Lubbock Service Center	Bailey; Borden; Cochran; Crosby; Dawson; Dickens; Floyd; Gaines; Garza; Hale; Hockley; Kent; Lamb; Lubbock; Lynn; Motley; Scurry; Terry; Yoakum
LV	Longview Service Center	Angelina; Bowie; Camp; Cass; Cherokee; Delta; Franklin; Gregg; Harrison; Henderson; Hopkins; Lamar; Marion; Morris; Nacogdoches; Panola; Rains; Red River; Rusk; San Augustine; Shelby; Smith; Titus; Upshur; Van Zandt; Wood
MO	Midland - Odessa Service Center	Andrews; Crane; Crockett; Ector; Glasscock; Howard; Irion; Loving; Martin; Midland; Mitchell; Pecos; Reagan; Reeves; Sterling; Terrell; Upton; Ward; Winkler
PH	Pharr Service Center	Brooks; Cameron; Hidalgo; Jim Hogg; Kenedy; Starr; Webb; Willacy; Zapata
SA	San Antonio Service Center	Atascosa; Bandera; Bexar; Dimmit; Edwards; Frio; Kendall; Kerr; Kinney; La Salle; Maverick; Medina; Real; Uvalde; Val Verde; Wilson; Zavala
WA	Waco Service Center	Anderson; Bell; Bosque; Brazos; Burleson; Coryell; Ellis; Erath; Falls; Freestone; Hamilton; Hill; Leon; Limestone; Madison; McLennan; Milam; Navarro; Robertson; Somervell; Washington
WF	Wichita Falls Service Center	Archer; Baylor; Childress; Clay; Cooke; Cottle; Foard; Hardeman; Haskell; Jack; King; Knox; Montague; Stonewall; Throckmorton; Wichita; Wilbarger; Young

Possible Dealer “Plate Status”

APA-Active	The license plate is valid and current. Per Texas Government Code 2001.054, if a license holder files a timely and sufficient application for renewal of a license, the license remains active and valid until the renewal application is finally determined by the agency. An APA-Active plate's expiration date may have passed, but the license plate remains active under TX statute until the TxDMV grants or denies the pending renewal application.
Cancelled	The dealer requested that the TxDMV cancel the plate. The plate should not be in use.
Closed	The license plate is no longer valid. It has either expired or the dealer has voluntarily “closed” the associated license.
Current	The license plate is valid and has not expired. It is currently an active plate associated with a current dealer license.
Damaged	Damaged - The plate was reported to the TXDMV as "damaged" by the dealer and therefore unusable. The plate should not be in use.
Inactive	The license plate expired. The dealer has an expired dealer license and could be in the process of renewal.
Inactive-Expired	Inactive-Expired - The license plate is no longer valid. It has expired.
Lost	The license plate has been reported to the TxDMV as “lost.” The plate should not be in use.
Returned	Returned – The plate issued was returned to the TxDMV. The plate should not be in use.
Stolen	The license plate has been reported to the TxDMV as “stolen” by the dealer.

RTS Remarks

The RTS return often includes brief remarks, sometimes including a date the remark became applicable. The following table is not comprehensive and is being provided as a reference. It should be noted that some remarks have special relevance to law enforcement.

Remark	Description
ABANDONED MOTOR VEHICLE	The vehicle has been deemed "abandoned" in accordance with Chapter 683 of the Transaction Code. This vehicle cannot be transferred.
ACTUAL MILEAGE	The mileage indicated on the vehicle’s odometer at the time of title transfer or application filing was the actual distance in miles that the vehicle had been driven.
ADDITIONAL LIEN RECORDED	More than one lien is listed on the motor vehicle record.
ADDITIONAL RTS REGISTRATION AVAILABLE	More information can be obtained on the vehicle by inquiring by VIN.
BONDED TITLE	Title secured by the posting of a certificate of title surety bond.
BONDED TITLE SUSPENDED	The bonded title transaction has been suspended.
BONDED TITLE WAITING FOR REMOVAL	Three-year bond period has ended.

Remark	Description
CCO ISSUED (DATE)	A certified copy of the original title was issued in the specified month and year.
COA ISSUED (DATE)	A certificate of Authority to Demolish a Motor Vehicle has been issued.
COUNTY SCOFF LAW	This remark indicates that the vehicle owner owes the county a fine, fee or tax
CREDIT VOUCHER ISSUED	The vehicle was totally destroyed in a wreck, fire or by some other means; and a registration refund could not be authorized since the vehicle had been operated on the highway.
DATE OF ASSIGNMENT	The date the title was signed by the seller transferring ownership to the buyer and is used by the VTR to calculate late title transfer fees, if applicable.
DIESEL	The vehicle is powered by a diesel motor. It also ensures that an additional 11 % of registration fee is included in the fee calculations on all subsequent renewal notices on applicable vehicles.
DMV RECORD NOT UPDATED	License receipt has not been received from county tax office for updating.
DMVS STANDARDS PROOF REQUIRED	Indicates that proof of compliance with US Department of Motor Vehicles (DMV) safety regulations is required before title can be issued. In the case of an RPO record, the registration cannot be renewed.
DPS-EMISSIONS PRGM NON-COMPLIANCE	The vehicle was detected on Dallas, Tarrant, Harris, or El Paso County roadways as a potential gross polluter and has not complied by passing an emissions test.
DPS SAFETY SUSPENSION	<p>The Department of Public Safety has placed a suspension on the motor vehicle record for the owner's failure to maintain financial responsibility.</p> <p>The vehicle registration has been suspended by DPS. Contact the DPS Driver Improvement and Compliance Bureau at SRBZ before taking any action.</p> <p>A person shall give proof of ability to respond to damages for liability on account of accidents. This remark is placed at the request of the Texas Department of Public Safety (DPS) against a vehicle which was involved in an accident. Statutory Authority: Texas Transportation Code Chapter 601.152 and 601.376.</p>
EVIDENCE SURRENDERED BY OWNER	The department has received the title or some other valid evidence of ownership on this vehicle from the owner of the vehicle. The title record has been canceled.
EVIDENCE SURRENDERED BY SALVAGE YARD	The department has received the title or some other valid evidence of ownership on this vehicle from a salvage vehicle dealer or salvage yard. The title record is updated to also include "Junked."

Remark	Description
EXEMPT	The vehicle is owned by or loaned to an agency of the state, city, county or federal government; and displays license plates embossed with the legend "EXEMPT" along with six numbers.
FIXED WEIGHT	A commercial vehicle has been registered for the actual weight of the empty vehicle plus the weight of the permanently mounted machinery or equipment which must cover at least two-thirds (2/3) of the bed.
FLOOD DAMAGE	The vehicle has been damaged by flood and rendered a total loss by insurance company.
HEAVY VEHICLE USE TAX VERIFIED	Indicates that the clerk verified proof of payment of the Federal Heavy Vehicle Use Tax or that the vehicle is exempt from payment.
HOT CHECK (ETC.)	A check in payment of title or registration related fees was not honored by the bank on which it was drawn, and such check was returned to the payee unpaid.
JUNKED	The vehicle described on the motor vehicle record is salvage, scrapped, destroyed or dismantled in such a manner that it loses its character as a motor vehicle and TXDMV has been advised that the vehicle is junked.
JUNK.0196INV 1840060FA	In January 1996, an auto salvage yard (identified by the salvage yard number assigned by the VTR Regional office 1840060fa) Surrendered with its inventory list the Texas Certificate of Title and the unexpired license plates, if applicable on the vehicle to the department for cancellation.
JUNK.02/96 INV 1840060FA LIEN NOT RELEASED	In February 1996, the salvage yard (Indicated by the salvage yard inventory number assigned by the Fort Worth/Arlington Regional office 1840060FA), surrendered with its inventory list the Texas Certificate of Title, and the unexpired license plates, if applicable, on the vehicle to the department for cancellation. However, upon examination of the surrendered Texas Certificate of Title, it was found that a recorded lien had not been released.
JUNK.1195CERT OF AUTHORITY TO DEMOLISH 0196INV 1700024BT	The automobile salvage dealer, indicated by the salvage yard inventory number assigned by the Beaumont Regional office (1700024BT), obtained a Certificate of Authority to dispose of a motor vehicle to a demolisher for demolition, wrecking or dismantling only, Form 71-3, issued by the department in November 1995. In January 1996, the salvage yard surrendered with its inventory list the Certificate of Authority to demolish such vehicle to the department for cancellation.
JUNK.AUCTION SALES RECPT INV 1020521HO	The vehicle described in the Motor Vehicle record has been determined a "junked vehicle," because the Auction Sales Receipt was surrendered to the department by the salvage yard.

Remark	Description
JUNK.REG PURPOSES ONLY.0196 LA TITLES INV 1020521HO	In January 1996 the salvage yard (indicated by the salvage yard inventory number assigned by the Houston Regional office-1020521HO) surrendered with its inventory list the Louisiana Certificate of Title, and the unexpired Texas license plates, if applicable, on the vehicle to the department for cancellation.
LEGAL RESTRAINT CONTACT TXDMV	This remark includes a file number used to reference documentation associated with an owner-retained vehicle, restraining order or other administrative stops.
LIEN NOT RELEASED FIRST	The first lien was not released.
LIEN NOT RELEASED SECOND	The second lien was not released.
LIEN NOT RELEASED THIRD	The third lien was not released.
MAIL RETURNED	The registration renewal mailed to the vehicle owner or registered owners original or duplicate title (if issued prior to 9-01-01) was returned by the post office to the VTR as being undeliverable. This remark prevents next year's renewal notice from being printed and mailed to the incorrect address.
MAJOR COLOR	The primary color that covers most, if not all, of the vehicle.
MILAGE EXCEEDS MECHANICAL LIMITS	The odometer reading has exceeded the mechanical limits of the odometer. For example, if the mechanical limitations of an odometer are a 5-digit reading, it cannot record more than 99,999 miles.
MINOR COLOR	The secondary color, if present, that covers less of the vehicle (e.g. standard two-toned vehicles, custom paint job, camouflaged, etc.).
NO REG/TTL GC	No registration or title can be issued because this is a golf cart. Beginning September 1, 2009, golf carts are no longer titled or registered.
NONREPAIABLE CERTIFICATE OF TITLE ISSUED	Indicates that a Non-repairable Certificate of Title (NRCOT) was issued on the motor vehicle because the estimated cost of repair was 95% or more of the vehicle's pre-damaged actual cash value.
NOT ACTUAL MILAGE	The mileage indicated on the vehicle's odometer at the time of title transfer or application filing was not the actual distance in miles that the vehicle had been driven.
OFF-HIGHWAY USE ONLY	Non street legal motorcycles including 3 and 4 wheel all-terrain vehicles are required to be titled, but cannot pass the State Safety Inspection requirements unless modified, and cannot, therefore, be registered.
ON LOAN TO EXEMPT AGENCY	The vehicle is not owned by the user, such as a Driver Education vehicle and is registered by the user with Exempt License Plates not required to be titled.

Remark	Description
OPT-OUT-COMMERCIAL REQUEST	This remark restricts the release of information on the motor vehicle record for commercial (bulk) record requests. (NOTE: On 12-1-00 this remark was replaced with the "Release of Personal Information Restricted" remark).
OPT-OUT INDIVIDUAL REQUEST	This remark restricts the release of information on the noted record without the owners release authority to the individual requesting the information. (NOTE: On 12-1-00, this remark was replaced with the "Release of Personal Information Restricted" remark).
OPT-OUT-INDIVIDUAL & COMMERCIAL REQ	This remark restricts the release of information on the noted record for both Individual and commercial requests. (NOTE: On 12-1-00, this remark was replaced with the "Release of Personal Information Restricted" remark).
OWNED BY US GOVERNMENT	The vehicle is leased from the U.S. Government and shall be registered with regular registration, and a RPO receipt shall be issued in the name of the lessee.
PERMIT REQUIRED TO MOVE	The vehicle information selected on the Class/Plate/Sticker screen qualifies this vehicle as a Park Model Trailer.
PLATE AGE	Reflects the number of years the license plates have been assigned for display on the vehicle for which the plates were originally issued. This will vary from the word "Annual" to a numeric character.
PLATE SEIZED	Law enforcement has removed the license plates.
PRIOR CCO ISSUED	A Certified Copy of An Original Texas Certificate of Title (CCO) was used to file for a corrected title with no change of ownership. This remark will show on the vehicle record but it will not print on the title document.
REBUILT SALVAGE-LOSS UNKNOWN	The title transaction was support by a Texas Salvage Certificate.
REBUILT SALVAGE - DAMAGE	The title transaction was supported by a Texas Salvage Certificate of Title, or was carried forward from the previous Texas motor vehicle record.
REBUILT SALVAGE 95% PLUS LOSS	The title transaction was supported by a Texas Non-repairable Certificate of Title, or was carried forward from previous Texas motor vehicle record.
REBUILT SALVAGE ISSUED BY (STATE NAME ABBREVIATION)	This remark includes the 2-letter abbreviation for the other state or county which issued a salvage certificate/certificate of title and supported the title transaction, or was carried forward from the previous Texas motor vehicle record.

Remark	Description
RECONDITIONED	The vehicle was damaged by collision, fire, hail or other types of damage (other than by flood) and rendered a total loss by an insurance company. If the vehicle is later placed in an operable condition, the salvage document would be surrendered when an application for title was filed. A valid Texas title would be issued and the remark "Reconditioned" reflected on the new title and carried forward on all Texas titles issued thereafter. (NOTE: This remark was replaced with a "REBUILT SALVAGE" remark for Texas title issued on and after 8-1-97. On and after this date, the remark will carry forward as Rebuilt Salvage- Loss Unknown.)
RECONSTRUCTED	The vehicle has been converted in such a manner that it no longer resembles the vehicle as originally manufactured.
REFUND PENDING	A refund has been authorized Regional Office but has not been claimed by the owner of record. (The vehicle cannot be transferred unless the vehicle is reregistered or the refund is voided).
REGISTERED BY	This remark is used for the name of an individual or business other than the owner, who is registering the vehicle.
REGISTRATION INVALID	The registration is not valid. Example: After a refund is processed, registration is invalid.
REGISTRATION PURPOSES ONLY	Texas issued registration only. The negotiable title for this vehicle was issued by another state, and remains the negotiable evidence of ownership. Implemented on 9-1-01.
RELEASE OF PERSONAL INFO RESTRICTED	A remark on the inquiry screen that advises that all-personal information (names and addresses) in the motor vehicle record is restricted under the federal Drivers Privacy Protection Act. Except for certain exceptions. Implemented on 12-1-00.
REPLICA	An established make of a previous year model vehicle has been assembled as a new vehicle or built by a motor vehicle manufacturer.
SALVAGE CERTIFICATE ISSUED	Indicates that a salvage certificate was issued on the motor vehicle.
SALVAGE CERTIFICATE OF TITLE ISSUED	Indicates that a Salvage Certificate of Title (SCOT) was issued on the motor vehicle because the estimated cost of repair was 75% or more of the vehicle pre-damaged actual cash value.
SB829 (CITY) OR OUTSTANDING TRAFFIC WARRANT	SB829, referred to as the Scoff Law Bill, provides cities with a population of 380,000 or more may contract with their local county and this department to refuse to register a vehicle owned by a person for whom an arrest warrant is outstanding for failure to pay a fine for a traffic violation.
SOLID TIRES	The vehicle is equipped with solid, rubber tires.

Remark	Description
STICKER SEIZED	The county was notified by law enforcement that the plates and sticker have been seized.
STOLEN	The department of Public Safety has notified VTR that the vehicle has been reported stolen.
SURVIVORSHIP RIGHTS	A survivorship agreement signed by two or more eligible persons indicating that the vehicle is held jointly was filed with the title transaction.
TNRCC-EMISSION PRGM NON-COMPLIANCE	The vehicle is registered in Dallas, Tarrant, Harris or El Paso County, is gasoline powered, 2 through 24 years old and subject to vehicle emissions testing and in the previous 12 months, the vehicle did not pass an emissions test.
TITLE APPLICATION AWAITING RELEASE	A title transaction is in process.
TITLE HELD AWAITING DPS OK	A title transaction is awaiting confirmation from the department of public safety that the vehicle is not a stolen vehicle.
TITLE IN PROCESS	This remark indicates that a Texas titled vehicle has been sold and an application for a new title by the new owner has been received by the VTR and is in the process of being issued.
TITLE REVOKED	The title document number shown on the motor vehicle record has been revoked as a result of fraudulent evidence, false information, a stolen or converted vehicle, failure to provide proper evidence or ownership and documentation, revoked ownership and documentation, or revoked registration.
TITLE SUPERSEDED	A title transaction is in process on this motor vehicle record that is no longer a valid record, and a new transaction (record) has taken the place of the previous record.
TITLE SUSPENDED	The certificate of title number shown on the motor vehicle record has been suspended.
TITLE SURRENDERED TO (STATE NAME ABBREVIATED)	A Texas-titled vehicle has been taken to another state, and its ex-Texas owner (or a new owner) applied for a title in the new state. The new state returned the Texas title to the Texas VTR with a "surrendered" notice.
TITLE WAITING TO PRINT	A title transaction is in process.
TITLE WAITING TO PRINT (REPRINT)	A title transaction is in process.

Remark	Description
TNRCC-EMISSION PROGRAM NON-COMPLIANCE	The vehicle is registered in Dallas, Tarrant, Harris or El Paso County, is gasoline powered 2 through 24 years old and subject to vehicle emissions testing, and in the previous 12 months, the vehicle did not pass emissions test.
TRAFFIC WARRANT	Registration renewal may be denied because of an outstanding traffic warrant.
VEHICLE TRANSFERRED	The record owner notified TXDMV that on a specific month and year the vehicle was sold or traded.
****STOLEN**** VERIFY TCIC BY VIN	<p>This remark means "check with reporting police agency who placed the remark in the NCIC-TCIC (National Crime Information Center-Texas Crime Information Center) files to see if this vehicle is still stolen or if a recovery notice was received within the past few days." The placing and removal of stolen remarks in the VTR database is done weekly by the Texas Department of Public Safety.</p> <p>Because the update occurs weekly, a VTR record may indicate a vehicle is stolen when it is not. TLETS operators should inquire into TCIC/NCIC to determine stolen status and follow standard hit confirmation procedures before police action is taken.</p> <p>If the VTR record contains this remark for 5 days following the removal of a TCIC stolen record, notification should be sent by administrative message to mnemonic address CRDP. Use the language: "The stolen remark continues to be reflected on the VTR database response after the TCIC record was removed on <date>. Also, state whether the notifying agency is the entering agency or not.</p>
VIN CERTIFICATION WAIVED	The vehicle identification number certification was waived. This remark is used to caution the tax collectors to require VIN certification form in the event an application for negotiable Texas title is filed in the future. Also applies to "Title Only" transaction supported by out of state evidence of ownership.
VIN IN ERROR	The vehicle identification number (VIN) is in error or the year model is 1980 or older and the VIN is not a 17-digit VIN.

TLETS/Nlets Training Evaluation Form

The purpose of this critique is to provide information for an assessment of the course.

TLETS Basic Operator Course

TCOLE Course # 3809

Date: _____

Location: _____

Instructor: _____



Please rate the course on a scale of 1 – 5, with 1 being strongly disagree and 5 being strongly agree. Mark the most appropriate response.

	Strongly Disagree → Strongly Agree				
	1	2	3	4	5
1. The instructor(s) was well prepared for course.					
2. The course material was clearly articulated and organized.					
3. The course material is useful for my job related duties.					
4. I would recommend someone else attend this course.					
5. Subjects were well covered.					

Please provide your comments and assessment of the course:

TLETS Basic Operator Exam Answer Sheet

OMNIXX User ID:	_____	Agency:	_____
Name:	_____	Date:	_____
SSN:	_____	Course #:	_____
DOB:	_____	Instructor:	_____
Gender:	_____	Location:	_____
PID:	_____	Signature:	_____
TCOLE Type:	_____	Score:	_____

1. A. B. C. D.

14.A. B. C. D.

2. A. B. C. D.

15.A. B. C. D.

3. A. B. C. D.

16.A. B. C. D.

4. A. B. C. D.

17.A. B. C. D.

5. A. B. C. D.

18.A. B. C. D.

6. A. B. C. D.

19.A. B. C. D.

7. A. B. C. D.

20.A. B. C. D.

8. A. B. C. D.

21.A. B. C. D.

9. A. B. C. D.

22.A. B. C. D.

10.A. B. C. D.

23.A. B. C. D.

11.A. B. C. D.

24.A. B. C. D.

12.A. B. C. D.

25.A. B. C. D.

13.A. B. C. D.

TLETS Basic Operator Exam Answer Sheet

OMNIXX User ID:	_____	Agency:	_____
Name:	_____	Date:	_____
SSN:	_____	Course #:	_____
DOB:	_____	Instructor:	_____
Gender:	_____	Location:	_____
PID:	_____	Signature:	_____
TCOLE Type:	_____	Score:	_____

1. A. B. C. D.

14.A. B. C. D.

2. A. B. C. D.

15.A. B. C. D.

3. A. B. C. D.

16.A. B. C. D.

4. A. B. C. D.

17.A. B. C. D.

5. A. B. C. D.

18.A. B. C. D.

6. A. B. C. D.

19.A. B. C. D.

7. A. B. C. D.

20.A. B. C. D.

8. A. B. C. D.

21.A. B. C. D.

9. A. B. C. D.

22.A. B. C. D.

10.A. B. C. D.

23.A. B. C. D.

11.A. B. C. D.

24.A. B. C. D.

12.A. B. C. D.

25.A. B. C. D.

13.A. B. C. D.

TLETS Basic Operator Exam Answer Sheet

OMNIXX User ID:	_____	Agency:	_____
Name:	_____	Date:	_____
SSN:	_____	Course #:	_____
DOB:	_____	Instructor:	_____
Gender:	_____	Location:	_____
PID:	_____	Signature:	_____
TCOLE Type:	_____	Score:	_____

1. A. B. C. D.

14.A. B. C. D.

2. A. B. C. D.

15.A. B. C. D.

3. A. B. C. D.

16.A. B. C. D.

4. A. B. C. D.

17.A. B. C. D.

5. A. B. C. D.

18.A. B. C. D.

6. A. B. C. D.

19.A. B. C. D.

7. A. B. C. D.

20.A. B. C. D.

8. A. B. C. D.

21.A. B. C. D.

9. A. B. C. D.

22.A. B. C. D.

10.A. B. C. D.

23.A. B. C. D.

11.A. B. C. D.

24.A. B. C. D.

12.A. B. C. D.

25.A. B. C. D.

13.A. B. C. D.

Notes

Notes