

LIVESCAN

MESSAGES AND COMMON ERRORS



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INTRODUCTION

The LiveScan program is a cooperative effort between several agencies for the purpose of reporting arrest information electronically. The biggest benefit of this program is the ability to identify someone in a timely manner. Additional benefits include updating the state's criminal history records in the most efficient way possible, and forwarding the information on to the FBI electronically, thus reducing the amount of time required to update the FBI's records as well. In order for this program to be a success, it will take the cooperation of all agencies and vendors involved to make sure that the information is not only reported as quickly as possible, but also accurately.

The purpose of this packet is to help resolve some of the most common problems occurring with LiveScan transmissions. Not every error or problem will be addressed in this packet, only the most frequently seen. Every site is different; therefore there may be specific situations that need to be addressed on an individual site basis.

There are phone numbers included in this packet for you to use in the event you run into a situation you cannot correct, or simply have a question that you would like to have answered. All of these phones may not be manned 24 hours a day, but if you will leave a message, someone will call you back as soon as possible.

Please take this information and share it with other personnel using the equipment. The only way to reduce the number of errors is to bring attention to them, then offer a resolution. With everyone's cooperation, this program will continue to be a success for the State of Texas, and a model for others to follow.

Texas Department of Public Safety

CONTACT INFORMATION

For: System problems
Report downtime
Equipment issue troubleshooting
Request equipment to be moved
TRN range issuance (out of TRNs)

Contact: Loann Garcia
LiveScan Coordinator
512-424-2409
loann.garcia@dps.texas.gov

For: LiveScan training (DPS owned)
Error resolution assistance
Error report assistance

Contact the Field Representative in your Region:

DPS CJIS

Region One	903-797-6120
Region Two	979-255-2615
Region Three	512-424-7618
Region Four	512-424-7651
Region Five	512-424-5068
Region Six	512-424-7552
Region Seven	512-424-7792
Region Eight	512-424-5067
Region Nine	512-424-7614

Answers to all situations may not be readily available and may require some investigation as to why a problem is occurring. We will do our best to provide as many answers as we can, or refer you to someone who can help.

FINGERPRINT PROCESSING BUREAU

Walter Henson, <i>Manager</i>	512-424-2260
Cheryl Sanchez, <i>AFIS Project Assistant</i>	512-424-2089
AFIS Computer Room	512-424-5743 1-800-377-6420
Fingerprint Section	512-424-5248

CRIMINAL HISTORY RECORD INFORMATION PROCESSING BUREAU

Ursula Cook, <i>Manager</i>	512-424-2407
Holly Morris, <i>EDR Coordinator</i>	512-424-2686 grp_cjis_site@dps.texas.gov
Cassandra Richey, <i>CJIS Field Support Supervisor</i>	512-424-2479
Error Resolution	512-424-7256
Daytime: Brittany Chromcak	512-424-7290
Evening: Lenore Hemstreet	512-424-2473
CORRECTIONS FAX LINE	512-424-2476

Crime Records Document website:

http://www.dps.texas.gov/administration/crime_records/pages/cjisJJISInfo.htm

The site contains an electronic copy of this manual, as well as Appendices A & B and the current offense code lists. The monthly error list for each agency is also posted on this site.

CJISJJIS Listserv

A listserv email has been created to provide an electronic message with information that could affect your agency or county regarding CJIS and JJIS reporting. If you would like to subscribe to this listserv, please follow these steps:

- 1) Send an email to LISTSERV@LISTSERV.DPS.TEXAS.GOV. Make sure that:
 - a. The subject line is left blank.
 - b. The message body is clear/blank (including signatures).
 - c. In the message body type: SUBSCRIBE CJISJJIS FirstName LastName
- 2) Once you have completed that, you will receive an email stating that "You are now subscribed to the CJISJJIS list."

LIVESCAN DO'S AND DON'TS

Do:

- ✓ Do check all return messages
- ✓ Do review reject messages, correct transaction, and resubmit
- ✓ Do use the current version of offense codes
- ✓ Do transmit adult class C offenses
- ✓ Do use corresponding ADN for class C (233) and federal (234) offenses
- ✓ Do submit a new set of fingerprints for each arrest

Don't:

- × Do not transmit out of state probation and paroles
- × Do not resubmit for corrections or additional charges (use CJIS site: <https://cch.txdps.state.tx.us> or fax to 512-424-2476)
- × Do not use offense code 99999999
- × Do not transmit juvenile class C offenses
- × Do not transmit a juvenile offense if the referral date is past 10 days
- × Do not populate an arrest record with identification data base on a name search from a DL search

TYPE OF RETURN MESSAGES AND CONTENTS

MAC

Accept Message

The MAC message is used to advise the submitting agency of the acceptance of the arrest submission by the Texas DPS GTC. This only means that the submission was accepted, but not processed yet. An additional message concerning the submission will follow. No immediate action is necessary. If you receive a MAC but no ID or reject messages for a submission, please contact your DPS CJIS Field Representative.

Example:

TO: 000
FROM: GTC01
SUBJECT: mac
DATE/TIME: 2014/01/01 15:17:03
TYPE: mac
TCN: 41000000496
SAN: 0924980066
CODE: 0000
LITERAL: Positive Response

TO: The terminal ID of the LiveScan/CardScan terminal as assigned by the DPS.
FROM: The originator of the message.
SUBJECT: The type of message being returned.
DATE/TIME: The date and time the return message was sent.
TYPE: The type of message being returned.
TCN: The Transaction Control Number, assigned by the LiveScan/CardScan terminals. This is used between the LS/CS machines and the GTC at the DPS to identify the submission. Each arrest transmission will have a unique TCN.
SAN: The Submission Acknowledgement Number, assigned by the GTC when a submission is received.
CODE: Acknowledgement code "0000" for a positive response; "0001" for a negative response.
LITERAL: Matches description of acknowledgement code.

MNC

Non-Critical Error Message

The Texas DPS GTC performs quality assurance on the submitted records' data. This message format is used to advise agencies regarding errors in a submission that has been corrected at the Error Resolution Terminal (ERT). You can use the information returned in this message to verify the corrected data, NO resubmission of the record is needed, and a MID message will follow. If you have questions regarding the corrected data, please contact your DPS CJIS Field Representative. See pages 18-21 for examples.

Example:

```
TO: 000
FROM: GTC01
SUBJECT: mnc
DATE/TIME: 2014/01/01 15:17:03
TYPE: mnc
TCN: 41000103299
SAN:
SID:
TRN: 123456789X
OCA: JID118015
NAM: SMITH, JOHN
MSG:*****
MSG: TRANSACTION WITH TRN = 123456789X
MSG: TCN = 41000103299
MSG: ER2 SEGMENT 1
MSG: Non Critical Err: No data (mandatory)
MSG: ANA [ ]
MSG: CORRECTED AS [SMITH, JOHN ]
MSG: ADZ [ ]
MSG: CORRECTED AS [99999]
MSG: REF [ ]
MSG: CORRECTED AS [TX0680000]
MSG:*****
```

TO: The terminal ID of the LiveScan/CardScan terminal as assigned by the DPS.
FROM: The originator of the message.
SUBJECT: The type of message being returned.
DATE/TIME: The date and time the return message was sent.
TYPE: The type of message being returned.
TCN: The Transaction Control Number, assigned by the LiveScan/CardScan terminals. This is used between the LS/CS machines and the GTC at the DPS to identify the submission. Each arrest transmission will have a unique TCN.
SAN: The Submission Acknowledgement Number, assigned by the GTC when a submission is received.
SID: The State ID number assigned by the DPS to identify the subject.
TRN: The Tracking Incident Number assigned to the arrest event by the arresting agency. This number is also used by the District and County Prosecutors and the county court systems to identify the arrest.
OCA: The agency case number assigned to the arrest by the arresting agency.
NAM: The name of the subject, as supplied by the submitting agency.
MSG: A multi-line message intended as an operator readable message

MID

Identification Message

The Texas DPS GTC will return identification information for the fingerprints submitted using this format, upon successful processing through the AFIS system.

This message will also include the response “Hit” or “No Hit”. “Hit” indicates that the fingerprints matched an existing record in the DPS database, and the existing SID number is returned. “No Hit” indicates that the fingerprints did not match an existing record, and a new SID number has been assigned, if applicable, based on the Type of Transaction (TOT) sent. If the subject has been arrested before, and you know that he/she has a SID number, but the MID returned indicates a different SID number, contact the DPS Fingerprint section so they can verify and, if necessary, consolidate the records.

Example:

```
TO: 000
FROM: GTC02
SUBJECT: mid
DATE/TIME: 2014/01/01 16:12:10
TYPE: mid
TCN: 41000044902
SAN: 0924980066
SID: 05555555
AGN: 31864
TRN: 123456789X
OCA: 9818540
NAM: SMITH, JOHN
FBI:
FLG:
HNH: HIT
MSG: *****
MSG: TRANSACTION WITH TRN = 123456789X
MSG: TCN = 41000044902
MSG: WAS IDENTIFIED AS
MSG: SID = 05555555
MSG: *****
```

TO: The terminal ID of the LiveScan/CardScan terminal as assigned by the DPS.
FROM: The originator of the message.
SUBJECT: The type of message being returned.
DATE/TIME: The date and time the return message was sent.
TYPE: The type of message being returned.
TCN: The Transaction Control Number, assigned by the LiveScan/CardScan terminals. This is used between the LS/CS machines and the GTC at the DPS to identify the submission. Each arrest transmission will have a unique TCN.
SAN: The Submission Acknowledgement Number, assigned by the GTC when a submission is received.
SID: The State ID number assigned by the DPS to identify the subject.
AGN: The agency ID number assigned to the subject by the submitting agency.
TRN: The Tracking Incident Number assigned to the arrest event by the arresting agency. This number is also used by the District and County Prosecutors and the county court systems to identify the arrest.
OCA: The agency case number assigned to the arrest by the arresting agency.
NAM: The name of the subject, as supplied by the submitting agency.
FBI: The FBI number.
FLG: Blank for a "Hit" response; * for a "No Hit" response.
HNH: "Hit" if the subject has a criminal history; "No Hit" if the subject's fingerprints were not found in the DPS database.
MSG: A multi-line message intended as an operator readable message

MRJ

Reject Message

The MRJ message is used to advise the submitting agency of errors or problems with the record submitted to the Texas DPS GTC. In most cases, the record will need to be corrected and resubmitted before it will be accepted and processed through the Automated Fingerprint Identification System (AFIS). The MRJ message will return the invalid alpha/numeric identifiers, which can be used to verify and correct the record before resubmission.

Example:

```
TO: 000
FROM: GTC02
SUBJECT: mrj
DATE/TIME: 2014/01/01 15:17:03
TYPE: mrj
TCN: 41000000496
SAN: 0924980066
RCODE: R300
RLITERAL: Critical Error
TRN: 123456789X
OCA: 982620955
NAM: SMITH, JOHANNA
MSG:*****
MSG: TRANSACTION WITH TRN = 123456789X
MSG: TCN = 41000000496
MSG: EH SEGMENT
MSG: Critical Err: Format Error
MSG: DOE [30020102]
MSG:*****
```

TO: The terminal ID of the LiveScan/CardScan terminal as assigned by the DPS.

FROM: The originator of the message.

SUBJECT: The type of message being returned.

DATE/TIME: The date and time the return message was sent.

TYPE: The type of message being returned.

TCN: The Transaction Control Number, assigned by the LiveScan/CardScan terminals. This is used between the LS/CS machines and the GTC at the DPS to identify the submission. Each arrest transmission will have a unique TCN.

SAN: The Submission Acknowledgement Number, assigned by the GTC when a submission is received.

RCODE: The reject code returned by the GTC.

RLITERAL: The literal description of the reject code.

TRN: The Tracking Incident Number assigned to the arrest event by the arresting agency. This number is also used by the District and County Prosecutors and the county court systems to identify the arrest.

OCA: The agency case number assigned to the arrest by the arresting agency.

NAM: The name of the subject, as supplied by the submitting agency.

MSG: A multi-line message intended as an operator readable message, detailing the reason for the rejected submission.

MRJ Reject Codes

The following are specific codes and actions to be taken when a MRJ message is received:

R001:	NIST file inconsistent <i>Action:</i> Contact your LiveScan vendor	R141:	ER2 segment invalid <i>Action:</i> Verify segment, and contact your LiveScan vendor if necessary
R002:	NIST error <i>Action:</i> Contact your LiveScan vendor	R170:	ER5 segment not found
R010:	LEN not found <i>Action:</i> Contact your LiveScan vendor	R171:	ER5 segment invalid
R011:	LEN not valid <i>Action:</i> Contact your LiveScan vendor	R200:	Rejected at ERT by operator <i>Action:</i> Correct record and resubmit *
R012:	TOT (Type 1) not found <i>Action:</i> Correct and resubmit	R201:	Rejected at EDIT by operator <i>Action:</i> Correct prints and resubmit *
R013:	TOT (Type 1) invalid <i>Action:</i> Correct and resubmit	R202:	Rejected at IPC <i>Action:</i> Reprint subject and resubmit*
R014:	TCN (Type 1) not found <i>Action:</i> Contact the DPS LiveScan Coordinator	R203:	Rejected at VV by operator <i>Action:</i> Contact DPS (512) 424-5248
R015:	Duplicate TCN (Type 1) <i>Action:</i> No action	R204:	Rejected at VV2 by operator (2nd visual verification) <i>Action:</i> Contact DPS (512) 424-5248
R016:	TCN (Type 1) invalid <i>Action:</i> Contact the DPS LiveScan Coordinator	R205:	Rejected at CV by operator (Consolidated verification) <i>Action:</i> Contact DPS (512) 424-5248
R120:	EH segment not found <i>Action:</i> Verify segment, and contact your LiveScan vendor if necessary	R206:	Rejected at PV by operator (Problem verification) <i>Action:</i> Contact DPS (512) 424-5248
R121:	EH segment invalid <i>Action:</i> Verify segment, and contact your LiveScan vendor if necessary	R207:	Rejected for too many EHN segments <i>Action:</i> Correct to 13 or less segments and resubmit*
R131:	EHN segment not found <i>Action:</i> Verify segment, and contact your LiveScan vendor if necessary	R300:	Critical Error <i>Action:</i> Correct and resubmit*
R140:	ER2 segment not found <i>Action:</i> Verify segment, and contact your LiveScan vendor if necessary	R999:	Fatal Error <i>Action:</i> Recreate record, including the fingerprints, and resubmit*

* **NOTE:** Prior to resubmitting, contact the DPS Fingerprint section at the DPS to have the original submission deleted from the GTC to prevent the Duplicate TCN error.

REJECTED SUBMISSIONS

This section will cover the most common reject messages and their suggested solutions. If you receive an error not covered here, please contact your DPS CJIS Field Representative for information on how to correct it.

Except for the Duplicate TCN error, all submissions that result in a MRJ message will need to be corrected and resubmitted.

Daily errors are entered into a database, which generates an agency's error list, and is then posted on the DPS website. This guide is designed to help decrease an agency's error rate.

When the errors are not corrected and resubmitted, that arrest will not be entered into CCH. This will result in an omission on the individual's criminal history.

Duplicate TCN

Explanation:

Duplicate TCNs do not actually cause any problems, but are mentioned in this booklet to help reduce the number of messages an agency must sort through to get the information it needs. This type of reject occurs whenever a record is sent more than one time with the same TCN to the Texas DPS, and the original transmission is still in the GTC (Records remain on the GTC for 72 hours after they have completed processing).

The information is NOT duplicated on the criminal history, nor is the information forwarded to the FBI again. The transmission simply rejects and the Duplicate TCN message is sent back to the agency.

Example:

```
TO:          000
FROM:        GTC01
SUBJECT:     mrj
DATE/TIME:   1998/09/24 15:17:03
TYPE:       mrj
TCN:        41000000496
SAN:        0924980066
TRN:
RCODE:      R015
RLITERAL:   Duplicate TCN (Type 1)
```

Required action:

None.

NOTE: If you receive this error and you are trying to make a correction to an arrest that is already applied to CCH, please make corrections using the CJIS Site or faxing your corrections to 512-424-2476. The livescan is not to be used to make corrections in CCH.

ER2 Segment Not Found

Explanation:

The ER2 segment of the EAR record contains the arrest information. This error occurs when the arrest information is not submitted.

Example:

```
TO:          000
FROM:        GTC01
SUBJECT:     mrj
DATE/TIME:   1998/09/24 15:17:03
TYPE:        mrj
TCN:         41000000496
SAN:         0924980066
TRN:
RCODE:       R140
RLITERAL:   ER2 segment not found
```

Required Action:

Verify that the arrest record is a reportable offense, and that the arrest information has been correctly entered.

If the arrest is for a non-reportable offense, DO NOT resubmit the record.

If the arrest is for a reportable offense, and the information is correct, contact your LiveScan vendor.

Rejected at IPC

Explanation:

The Image Processing Controller (IPC) performs quality assurance on the fingerprint images submitted with each record. If the images are missing or have been corrupted in transmission, the IPC will reject the record.

Example:

```
TO:          000
FROM:        GTC02
SUBJECT:     mrj
DATE/TIME:   1998/09/24 15:17:03
TYPE:        mrj
TCN:         41000000496
SAN:
TRN:         123456789X
RCODE:       R202
RLITERAL:    Rejected at IPC
```

Required Action:

Reprint the subject, then resubmit the record. If this error continues to occur, contact your LiveScan vendor.

Rejected at EDIT by Operator

Explanation:

Fingerprint technicians will perform quality assurance and edit the fingerprint images submitted if the GTC did not find an acceptable level of quality during the image quality assessment or the finger sequence check did not generate a high enough matching score. If the images are of poor quality, the record may be rejected. Also, the fingerprint images in the rolled impressions and in the plain impressions must match. If they do not and the fingerprint technician is unable to correct the problem, the record will be rejected by the technician.

Example:

```
TO:                000
FROM:              GTC01
SUBJECT:           mrj
DATE/TIME:         1998/09/24 15:17:03
TYPE:              mrj
TCN:               41000000496
SAN:
TRN:               123456789X
RCODE:             R201
RLITERAL:         Rejected at EDIT by operator
```

Required Action:

Reprint the subject and make sure that the fingerprints are taken in the proper sequence. Each finger has an assigned space in both the rolled and flat impressions. For every finger printed in the rolled impressions, there must also be a print in the plain impressions. Resubmit the record.

The DPS will also continue to work with the fingerprint section to help clarify when they should fix* the prints and when they should reject the transmission.

*The word fix, as used in the documentation above, refers to the ability of the fingerprint technician to select print images from the plain impressions and bring them up to the rolled impression blocks. This is done in cases where the print images in the plains are of better quality, or if a finger was not printed in the rolled impressions, but is available in the plain impressions. Fingerprint technicians also have the capability of changing the order of the rolled impressions if they can positively determine that the fingers are out of sequence. This information is not saved as corrected; it is only used to make sure the images in AFIS are as correct and complete as they can be. After the verification process has completed, the images are forwarded to the FBI and automatically archived the way they were originally transmitted to the DPS by the contributing agency. FBI will reject fingerprints if fingers or hands are out of sequence, printed twice or missing.

Rejected at ERT by Operator

Explanation:

If the demographic or arrest record contains information that is incorrect, but is not rejected by the GTC, it will be sent to the Error Resolution Terminal (ERT) for Data Entry Technicians to verify. If the technicians cannot correct the information, they will reject the record and you will receive this message.

Note: The reason for the rejection is not given, only that the record was rejected. If you have any questions regarding the reject, contact your DPS CJIS Field Representative or the LiveScan Coordinator.

Example:

```
TO:          000
FROM:        GTC01
SUBJECT:     mrj
DATE/TIME:   1998/09/24 15:17:03
TYPE:        mrj
TCN:         41000000496
SAN:         0924980066
TRN:         123456789X
RCODE:       R200
RLITERAL:   Rejected at ERT by operator
```

Required Action:

Juvenile Submissions –

Verify and correct the demographic and arrest information, and resubmit the arrest. If the arrest is for a non-reportable offense, DO NOT resubmit. If the arrest contains both reportable and non-reportable offenses, change the TRSs of the non-reportable offenses to A000, verify that the TRSs on the reportable offenses are correct, and resubmit. Please DO NOT submit any Class C offenses for juvenile arrests.

Adult Submissions –

Verify and correct the demographic and arrest information, and resubmit the arrest. If the arrest is for or contains a Class C offense, the disposition code (ADN) must be 233 for the Class C offense. This code is specific for the reporting of Class C Misdemeanors and will close the arrest. Please make sure that Class C offenses have a valid TRS such as A001 or A002.

Prior to resubmitting, contact the fingerprint section at the DPS to have the original submission deleted from the GTC to prevent the Duplicate TCN error.

Critical Error: DOE Format Error

Explanation:

This error occurs on submissions where the Date of Entry (DOE) is greater than the current date on the GTC. This frequently happens around midnight because not all computer clocks are synchronized with the GTC clock.

Example:

```
TO:          000
FROM:        GTC01
SUBJECT:     mrj
DATE/TIME:   2003/01/01 15:17:03
TYPE:       mrj
TCN:        41000000496
SAN:        0924980066
RCODE:      R300
RLITERAL:   Critical Error
TRN:        123456789X
OCA:        982620955
NAM:        SMITH, JOHANNA
MSG:*****
MSG:  TRANSACTION WITH          TRN = 123456789X
MSG:                               TCN = 41000000496
MSG:      EH SEGMENT
MSG:      Critical Err:  Format Error
MSG:      DOE  [30020102]
MSG:*****
```

Required Action:

Resubmit the record.

Since synchronizing the clocks on all of the computers is extremely difficult, if not impossible, it will be the responsibility of the local agency to check their message log on the LiveScan machine and determine if any of their transmissions have been rejected for this reason.

Several sites have set a policy in place prohibiting transmissions between 11:45pm and 12:15 am. This helps to reduce the number of rejects due to the clocks being off by a few minutes.

Critical Error: Relation Check Error

Explanation:

Certain fields are required to have identical information for every charge on an arrest. The fields that are affected by the Relation Check Error are: Address, Charging Agency ORI, Hazardous Material, Commercial Vehicles, License Plates, Date of Arrest, Agency Case #, Arresting Agency #, and Firearm Code. A field on one charge cannot be populated and then omitted or different on another charge, the information must be replicated on every charge for that arrest in order to get processed.

Example: Each TRS must have the same ADDRESS, AGN, ORIA, etc. If the address is entered differently on each charge, or additional spaces have been added on each charge, the relation check error will occur, causing the transmission to reject.

Example:

```
TO: 000
FROM: GTC01
SUBJECT: mrj
DATE/TIME: 2003/01/01 15:17:03
TYPE: mrj
TCN: 41000000496
SAN: 0924980066
RCODE: R300
RLITERAL: Critical Error
TRN: 123456789X
OCA: 982620955
NAM: SMITH, JOHANNA
MSG:*****
MSG: TRANSACTION WITH TRN = 123456789X
MSG: TCN = 41000000496
MSG: ER2 SEGMENT 1
MSG: Critical Err: Relation Check Error
MSG: OCA [12345]
MSG:*****
.
.
MSG:*****
MSG: TRANSACTION WITH TRN = 123456789X
MSG: TCN = 41000000496
MSG: ER2 SEGMENT 2
MSG: Critical Err: Relation Check Error
MSG: OCA [ ]
MSG:*****
```

Required Action:

Make sure that all information is reported for each TRS entered. Check over the arrest information making sure that all necessary fields are reported exactly the same (this excludes offense codes, citation codes, disposition codes, etc., that may be different for the purpose of showing additional charges) in each TRS. Resubmit the record after the corrections have been made.

Critical Error: Duplicate Error (TRS)

Explanation:

The most common cause of the "Duplicate Error" is when the TRS has been duplicated in the record submitted. The Tracking Incident Number Suffix (TRS) is used to track multiple charges and/or counts per arrest. The same TRS cannot be entered twice for the same TRN. If there is more than one charge or multiple counts of the same charge, the TRS must increase by one for each entry.

Example:

```
TO: 000
FROM: GTC01
SUBJECT: mrj
DATE/TIME: 2003/01/01 15:17:03
TYPE: mrj
TCN: 41000000496
SAN: 0924980066
RCODE: R300
RLITERAL: Critical Error
TRN: 123456789X
OCA: 982620955
NAM: SMITH, JOHANNA
MSG:*****
MSG: TRANSACTION WITH TRN = 123456789X
MSG: TCN = 41000000496
MSG: ER2 SEGMENT 1
MSG: Critical Err: Duplicate Error
MSG: TRS [A001]
MSG:*****
.
.
MSG:*****
MSG: TRANSACTION WITH TRN = 123456789X
MSG: TCN = 41000000496
MSG: ER2 SEGMENT 2
MSG: Critical Err: Duplicate Error
MSG: TRS [A001]
MSG:*****
```

Required Action:

Correct the TRS for each charge, and resubmit the arrest.

If the person being arrested has more than one count of the same charge on a single arrest, the agency will use A001 for one count and A002, A003, etc. for additional counts.

If the person being arrested has more than one reportable offense for the same arrest, the agency will use A001 for one charge, and A002, A003, etc. for additional charges.

If the person being arrested has both reportable and non-reportable charges, use A001, A002, A003, etc. for the reportable charges and A000 for the non-reportable charges.

A single TRN can have up to 999 TRSs. After that, a new TRN must be used.

Critical Error: No Data (Mandatory)

Explanation:

The fields returned in this message will vary, depending on what was and was not submitted by the agency.

When an arrest record is being transmitted, a valid TRN must accompany the transmission and all required demographic and arrest fields must be filled in correctly.

Example:

```
TO: 000
FROM: GTC01
SUBJECT: mrj
DATE/TIME: 2003/01/01 15:17:03
TYPE: mrj
TCN: 41000000496
SAN: 0924980066
RCODE: R300
RLITERAL: Critical Error
TRN: 0010101438
OCA: 982620955
NAM: SMITH, JOHANNA
MSG:*****
MSG: TRANSACTION WITH TRN = 0010101438
MSG: TCN = 41000000496
MSG: ER2 SEGMENT 1
MSG: Critical Err: No data (mandatory)
MSG: TRS [ ]
MSG: DOA [ ]
MSG: ORIA [ ]
MSG: CIT [ ]
MSG:*****
```

Required Action:

Verify that the record is a reportable offense, and the fields indicated have been filled in, and resubmit when corrected.

If the record should be a Two-Finger Look-Up (TFLU, or record check), verify that the type of transaction (TOT) is correct, and resubmit.

If the arrest is for a reportable offense, and the information is correct, contact your LiveScan vendor.

NON-CRITICAL ERRORS

Non-critical errors are errors that were corrected at the Error Resolution Terminal (ERT) by Data Integrity Technicians. The messages returned to the submitting agency are for your information only, and resubmission is not required.

The return message will show the incorrect data as submitted by the agency, and the corrections made by the Data Integrity Technicians. Please verify the corrected data, and if you have any questions, contact your DPS CJIS Field Representative.

The following pages list the common errors corrected at the ERT, along with a brief explanation of each field.

Alias Names – AKA Incorrect

The Alias name(s) (AKA) of the subject are optional. Any aliases must be entered in the same format as the master name. See NAME for formatting instructions.

Arrest Offense Numeric – AON Incorrect

The Arrest Offense Numeric (AON) is the 8-digit code assigned to the reportable charges as listed in the DPS provided offense code table. A valid offense code must be supplied for each charge reported.

There are NO unknown codes. DO NOT enter '99999999' or '00000000' as an offense code in the arrest segment. If you are unable to determine the correct code for a specific offense, please call the DPS CJIS Section at 512-424-2478 to find out the correct code. You may also call the direct number for the DPS CJIS Field Representative for your area.

DO NOT transmit arrests that contain only non-reportable offenses, such as out of county warrants. If non-reportable charges are all the arrested person has and your agency requires that you do an inquiry to determine if the person has a prior arrest record, send the arrest as a TFLU. This will provide a SID number response if the person has a prior arrest record, or a No-Hit message if there is no record found. The TFLU is not retained at the DPS, and no information is forwarded to the FBI.

If you are sure that the offense code is correct, but the GTC flags it as invalid, please contact the LiveScan Coordinator to report the code that is causing the problem. DPS will confirm that the code is valid, and then make sure it is updated on the GTC.

Citizenship – CTZ Missing or Incorrect

The Citizenship (CTZ) of the subject is mandatory. The CTZ is a 2 alpha-character field, taken from the codes listed in Appendix A (Available on the DPS website). If the citizenship is unknown, use 'YY'. Please note that the CTZ must be a valid country code, and not a US state code.

Identification Card Number – IDN Incorrect

The Identification Card Number (IDN) is conditionally mandatory. The IDN is a 1 to 25 alpha/numeric character field, representing the ID card number issued to the subject by a state. When used, the Identification Card State (IDS) must also be used. If the subject does not have an ID card, or the number is unknown, leave both fields blank. A Texas ID must have 8 numbers. Other states can range from 1 to 25 numeric and alpha combinations. ID numbers cannot be all zeros.

Identification Card State – IDS Incorrect

The Identification Card State (IDS) is conditionally mandatory. The IDS is a 2 alpha-character field, representing the state issuing the ID card. When used, the Identification Card Number (IDN) must also be used. If the subject does not have an ID card or the state is unknown, leave both fields blank. The IDS, if used, must be from the US State codes listed in Appendix A (Available on the DPS website).

Name – NAM Incorrect

The Master Name (NAM) of the subject is mandatory. The name and aliases of the subject need to be entered as LAST,FIRST MIDDLE. Enter the last name, followed by a comma, the first name (NO space after the comma), then enter only 1 space followed by the middle name or initial, if known.

Do not enter title or degrees in the name field (Mr., Mrs., Dr., Capt., etc.)

Apostrophe names should omit the apostrophe and insert a dash:

O'Brian should be entered as O-BRIAN

Names beginning with "Mc" should be entered with a dash:

McAdams should be entered as MC-ADAMS

Compound last names should be entered with a dash:

John Von Erick should be entered as VON-ERICK,JOHN

A combination last name will always be abbreviated:

Julie St. John should be entered as ST-JOHN,JULIE

Only one dash can be used. Multiple last names can be run together:

Juan De Los Santos can be entered as DELOSSANTOS,JUAN

Nicknames will be entered as aliases with the nickname listed first, followed by a comma, followed by "XX"

Example: SPOONMAN,XX or RED,XX

Complete names should be entered, if available. If the name exceeds 30 characters, use the first valid 30 characters.

Terms such as IO (initials only), NMI (no middle initial), NMN (no middle name), etc. will NOT be used.

Operator License Number – OLN Incorrect

The Operator License Number (OLN) is conditionally mandatory. The OLN is a 1 to 25 alpha/numeric-character field, representing the driver's license number of the subject. When used, the Operator License State (OLS) and Type (OLT) must also be used. If the subject does not have a driver's license, or the number is unknown, leave all 3 fields blank. A Texas DL must have 8 numbers. Other states can range from 1 to 25 numeric and alpha combinations. DL numbers cannot be all zeros.

Operator License State – OLS Incorrect

The Operator License State (OLS) is conditionally mandatory. The OLS is a 2 alpha-character field, representing the issuing state of the DL. When used, the Operator License Number (OLN) and Type (OLT) must also be used. If the subject does not have a driver's license, or the state is unknown, leave all 3 fields blank. The OLS, if used, must be from the US State codes listed in Appendix A (Available on the DPS website).

Operator License Type – OLT Incorrect

The Operator License Type (OLT) is conditionally mandatory. The OLT is a 1 or 2 alpha-character field, representing the type of DL issued to the subject. When used, the Operator License Number (OLN) and Issuing State (OLS) must also be used. If the subject does not have a driver's license, or the type is unknown, leave all 3 fields blank.

Originating/Arresting Agency Identification Number – ORI Missing or Incorrect

The Originating/Arresting Agency Identification Number (ORI) is mandatory for an arrest submission. The ORI is assigned to the arresting agency by the FBI, and must be correctly entered in the arrest transmission. If a valid Texas ORI number is entered, but the transaction is flagged as incorrect by the GTC, please contact the LiveScan Coordinator to confirm the ORI.

Place of Birth – POB Missing or Incorrect

The Place of Birth (POB) of the subject is mandatory. The POB is a 2 alpha-character field, taken from the codes listed in Appendix A (Available on the DPS website). If the place of birth is unknown, use 'YY'.

FBI Response Examples

No Hit:

ELECTRONIC RAP SHEET
FBI TCN = E2014011000000110011
TOT = SRE
NAME = TEST,RECORD
FBI = 8888888AA8
TRN = 9999999999
TCN = 66666666666
SID = TX07777777
ORI = WVIAFIS0Z
CRI = TX0000000
DAT = 20140101
Search Result Findings = N
MSG =

Fields from Database:
NAME = TEST,RECORD
SOC = 555555555
SID = 07777777
TCN = 66666666666

Hit:

ELECTRONIC RAP SHEET
FBI TCN = E2014011000000110011
TOT = SRE
NAME = TEST,RECORD
FBI = 8888888AA8
TRN = 9999999999
TCN = 66666666666
SID = TX07777777
ORI = WVIAFIS0Z
CRI = TX0000000
DAT = 20140101
Search Result Findings = I
MSG =

Fields from Database:
NAME = TEST,RECORD
SOC = 555555555
SID = 07777777
TCN = 9999999999
WIID = {11111111-AAAA-2222-BBBB-333333333333}

Hit with Rap sheet:

ELECTRONIC RAP SHEET
FBI TCN = E2014011000000110011
TOT = SRE
NAME = TEST,RECORD
FBI = 8888888AA8
TRN = 9999999999
TCN = 666666666666
SID = TX07777777
ORI = WVIAFIS0Z
CRI = TX0000000
DAT = 20140101
Search Result Findings = I
MSG =

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
CRIMINAL JUSTICE INFORMATION SERVICES DIVISION
CLARKSBURG, WV 26306

TXDPS0000 ICN E2014011000000110011
BECAUSE ADDITIONS OR DELETIONS MAY BE MADE AT ANY TIME, A NEW COPY
SHOULD BE REQUESTED WHEN NEEDED FOR SUBSEQUENT USE.

- FBI IDENTIFICATION RECORD -

WHEN EXPLANATION OF A CHARGE OR DISPOSITION IS NEEDED, COMMUNICATE
DIRECTLY WITH THE AGENCY THAT FURNISHED THE DATA TO THE FBI.

NAME	FBI NO.	DATE REQUESTED					
TEST,RECORD	8888888AA8	2014/01/01					
SEX	RACE	BIRTH DATE	HEIGHT	WEIGHT	EYES	HAIR	BIRTH PLACE
M	W	1970/03/13	505	127	HAZ	BLN	TEXAS
FINGERPRINT CLASS	PATTERN CLASS	CITIZENSHIP					
20 53 16 CO 15	RS LS RS RS RS LS LS LS LS LS	UNITED STATES					
18 12 15 20 13	WU AU WU WU WU WU	WU WU WU WU					

1-ARRESTED OR RECEIVED 2000/06/26 SID- TX07777777
AGENCY-SHERIFF'S OFFICE (TXDPS0000)
AGENCY CASE-9999999999
CHARGE 1-BURGLARY OF VEHICLE

COURT-
CHARGE-BURGLARY OF VEHICLE
SENTENCE-
11-20-00 10 YEARS PROBATION \$0 FINE & 0 JAIL TIME

ALL ARREST ENTRIES CONTAINED IN THIS FBI RECORD ARE BASED ON
FINGERPRINT COMPARISONS AND PERTAIN TO THE SAME INDIVIDUAL.

THE USE OF THIS RECORD IS REGULATED BY LAW. IT IS PROVIDED FOR OFFICIAL
USE ONLY AND MAY BE USED ONLY FOR THE PURPOSE REQUESTED.

Fields from Database:
NAME = TEST,RECORD
SOC = 555555555
SID = 07777777
TCN = 9999999999
WIID = {11111111-AAAA-2222-BBBB-333333333333}

DHS/ICE Response Examples

Hit:

ELECTRONIC RAP SHEET
FBI TCN = sscn20140220000220022
TOT = SRE
NAME = TEST,RECORD
FBI =
TRN = 9999999999
TCN = 66666666666
SID = TX07777777
ORI = WVIAFIS0Z
CRI = TX0000000
DAT = 20140101
Search Result Findings = I
MSG =

This record is being sent for identification purposes only. It does not convey the individual's immigration status and is not an immigration detainer.

Statement on Disclosure of Visa Records

According to the Immigration and Nationality Act, section 222(f): The records of the Department of State and of diplomatic and consular offices of the United States pertaining to the issuance or refusal of visas or permits to enter the United States shall be considered confidential and shall be used only for the formulation, amendment, administration, or enforcement of the immigration, nationality, and other laws of the United States. The attached visa record may only be used for the purposes for which it is being shared. Information in this record may not under any circumstances be disclosed to any entity other than the receiving agency, including the general public, without the express written consent of the Department of State (DOS). Any questions concerning the interpretation of DOS visa records or the parameters for disclosure of such records under INA section 222(f) must be addressed by the DOS. However, should access to DOS visa records generate inquiries by receiving agencies about a person's legal status in the United States, such inquiries should be directed to the Department of Homeland Security (DHS), which has jurisdiction over questions of legal status in the United States.

----- MATCH -----

FIN = 1111111111
EID = 2222222222
NAME = TEST,RECORD
DOB = 19700313
POB = XX
SEX = M
Photo Attached

*** LAW ENFORCEMENT SENSITIVE ***

**** QUERY MESSAGE TEXT ENDS - L.E.S.C. RESPONSE BEGINS ****

THIS IS NOT A GOVERNMENT DETAINER! THIS INFORMATION IS FOR
LAW ENFORCEMENT USE AND IS BEING PROVIDED FOR INFORMATIONAL
PURPOSES ONLY.

END OF RESPONSE ...

Fields from Database:

NAME = TEST,RECORD
SOC =
SID = 07777777
TCN = 66666666666
WIID = {11111111-AAAA-2222-BBBB-333333333333}

No Hit:

ELECTRONIC RAP SHEET
FBI TCN = sscn20140220000220022
TOT = SRE
NAME = TEST,RECORD
FBI =
TRN = 9999999999
TCN = 666666666666
SID = TX07777777
ORI = WVIAFIS0Z
CRI = TX0000000
DAT = 20140101
Search Result Findings = N
MSG =

This record is being sent for identification purposes only. It does not convey the individual's immigration status and is not an immigration detainer.

Statement on Disclosure of Visa Records

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----- NO MATCH -----

Fields from Database:
NAME = TEST,RECORD
SOC =
SID = 07777777
TCN = 666666666666
WIID = {11111111-AAAA-2222-BBBB-333333333333}

