THE CRIME RECORDS SERVICE NEWSLETTER

CR NEWS

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CR NEWS is published by the Texas Department of Public Safety. Comments, suggestions and mailing list updates are welcome.

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NCIC Enhancements

Foreign Sex Offenders

The US National Central Bureau (USNCB) will enter records for individuals with sex offense convictions for whom an INTERPOL Green notice has been issued. The Green notice provides warnings about persons who have committed criminal offenses and are likely to repeat these crimes in other countries. The following caveat will appear at the end of each of these records:

*** REPEAT – DO NOT DETAIN BASED UPON NCIC RECORDS WITH NIC/####. FOREIGN SEX OFFENDER – IMMEDIATELY CONTACT INTERPOL, US DOJ, AT NLETS ORI/DCINTER00, OR TEL NO (202) 616-9000.***

When an agency receives a foreign sex offender record in response to a NCIC inquiry, the agency should contact the INTERPOL, USNCB. USNCB will provide additional guidance to the inquiring agency and notify the country that issued the Green notice. If subject has relocated to the inquiring agency's jurisdiction, USNCB can provide assistance in obtaining the foreign conviction information to determine if the subject is required to register.

EXTRADITION (to be implemented)

Extradition Limitation (EXL) codes "6" and "F" are available in the wanted person file. EXL "6" and "F" should be used in instances where EXL is pending during an entry transaction. EXL code "5" and "E" should be used during a locate transaction when extradition arrangements are pending.

A $.K notification message will be sent to the ORI of record with the EXL field contains a code of 5, E, 6, or F and the EXL field remains unchanged for 15 days. The message will be regenerated every 15 days until the EXL field is modified to a code other than 5, E, 6, or F.

OPT-IN/OPT-OUT for Article and Vehicle Records (to be implemented)

An "OPT" field has been added to the NCIC Article and Vehicle files. The OPT field will determine whether each specific record should be made available for public dissemination. All records currently in the system will be automatically defaulted to a value of OPT OUT. When fully implemented, agencies may enter IN, OUT or a specific date for each individual record. The date field should be used to indicate a date when the record would be made available for public dissemination. It is important to note that only NCIC may disseminate information from these files. Neither the Department, nor the local agencies, shall disseminate information derived from a TLETS terminal.

Recovered Gun Trace through ATF

Upon the entry or modify of a recovered gun record, the acknowledgement message will contain the following caveat to remind the entering agency to perform a trace request through the ATF's ETRACE program. ****YOU MAY SUBMIT A TRACE REQUEST FOR THIS WEAPON THROUGH THE ATF'S ETRACE APPLICATION AT WWW.ATFONLINE.GOV/ETRACE OR BY CALLING 1-800-788-7133 OR BY FAX TO 1-800-578-7223. AN AGENCY MUST HAVE AN ETRACE MOU/ACCOUNT IN ORDER TO SUBMIT A TRACE VIA ETRACE. PLEASE CONTACT THE ETRACE CUSTOMER SERVICE GROUP VIA EMAIL AT ETRACEADMIN@ATF.GOV FOR ADDITIONAL INFORMATION****

NICS DENY PERSON FILE

Pursuant to TOU 12-2, the NICS Denied Transaction file will be made available. The NICS Denied Transaction File (NDTF) shares information on individuals who have, using the Brady Act, been prohibited from purchasing a weapon based upon a NICS check within the last 180 days. All records in this file are maintained by an interface between NCIC and NICS that is managed by the FBI.

The NDTF inquiry message key QND will only search the NDTF. NDTF records are not retrievable through any other inquiry transaction. However, NDTF records are searched during the entry/modification of other NCIC person files (except Unidentified).

$.E - NCIC Serious Error Message
Extradition of Wanted Persons

The $.E message is a message sent by NCIC to an entering agency informing them of a serious error with the agency's record and that the record has been cancelled by the FBI. The $.E message below was initiated by the FBI because the entering agency had entered the wanted person record with an extradition limitation (EXL) code value of B for limited extradition. This code requires additional detail regarding limitation within the miscellaneous (MIS) field. However upon review of the MIS field for the entry that generated this $.E message, the entering agency had indicated that it had no intention of extraditing the individual, that they would only pick up the individual if located within the state.

$.E.

NCIC SERIOUS ERROR CANCELLATION NOTIFICATION

MKE/CANCELED WANTED PERSON

EXL/B - LIMITED EXTRADITION SEE MIS FIELD

MIS/ EXL=TEXAS ONLY

Extradition and transport are routinely confused. Extradition is defined as a process whereby one state or nation surrenders a suspected or convicted criminal to another state or nation. Upon entry of a record, extradition should be determined, to the fullest extent possible. If an agency enters a record into TCIC/NCIC but has no intention of extraditing the individual if located outside of the state of Texas, the agency would need to make the entry using the appropriate EXL codes, EXL/4 or EXL/D.

EXL/2 and EXL/B are used for specific limitations that aren't defined by the other codes (i.e.: east of the Mississippi River, 1000 miles, etc).

The NCIC Code Manual defines the Extradition Codes in the Personal Descriptors chapter:

Section 32--EXTRADITION LIMITATION (EXL) FIELD CODES

Section 32.1 Felony Warrants

1 1 -FULL EXTRADITION UNLESS OTHERWISE NOTED IN THE MIS FIELD (default value)

2 2 -LIMITED EXTRADITION SEE MIS FIELD (requires data in the MIS Field)

3 3 -EXTRADITION - SURROUNDING STATES ONLY

4 4 -NO EXTRADITION

5 5 -PENDING EXTRADITION SEE MIS FIELD (requires data in the MIS Field)

Section 32.2 Misdemeanor Warrants

A A -FULL EXTRADITION

B B -LIMITED EXTRADITION SEE MIS FIELD (requires data in the MIS Field)

C C -EXTRADITION - SURROUNDING STATES ONLY

D D -NO EXTRADITION

E E -PENDING EXTRADITION SEE MIS FIELD (requires data in the MIS Field)

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DETAINERS

MKE/DW - Enter Detained Person
MKE/MDW -Modify Detained Person
MKE/XDW -Cancel Detained Person

The purpose of a detainer transaction is to flag the record of a wanted person so it will not be removed from the system until the entering agency has had an opportunity to process the subject on their charges. NCIC has created the ability for law enforcement agencies to append detainer information to an NCIC wanted person record, after a positive hit confirmation has been received.

If the apprehending agency is going to keep the subject on local charges and/or incarcerate them, the locate should be placed with **EXT/DETN** and the entering agency should place a DW in the transaction. This is designed to ensure that when the apprehending agency is done with the subject and they check the TCIC/NCIC files again, they will see the subject is still wanted. Detainer information may be added only to TCIC/NCIC Wanted Person File records in "Located" status.

Five days prior to the date of the DSE (date of sentence expiration), the ORI of record will receive a $.P. message. This unsolicited message from NCIC is a reminder to the agency of the subject's pending release and the need to contact the incarcerating agency to arrange extradition.

HOW TO GENERATE A CERTIFICATE OF TESTING

Users can re-print a certificate of completion of any test taken on Omnixx Trainer by following the steps below:

Sign on: http://dpstlets/omnixx/desktop/

Log on with User ID and Password.

Click on the "Trainer" icon

Go to the Menu Bar

Click on "Reports"

Highlight and open "Certification Tests Passed"

Select and click on a certification that the certificate is needed

User's past test history will be displayed

In the bottom right corner of the screen, select one of the three options:

Print Test Summary

Print Test Certificate

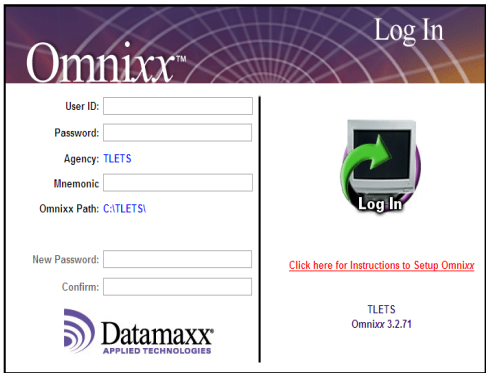
Back to Homepage

HOW TO GENERATE A CERTIFICATE OF TESTING

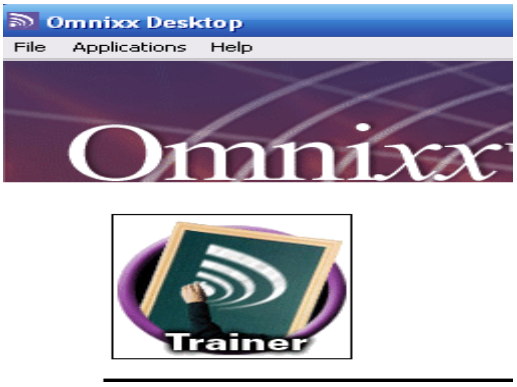
Users can re-print a certificate of completion of any test taken on Omnixx Trainer by following the steps below:

Sign on: http://dpstlets/omnixx/desktop/

Step 1: Log on with User ID and Password.

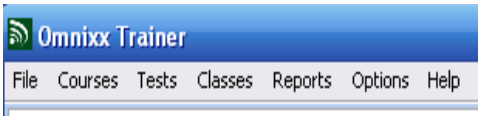


Step 2: Click on the "Trainer" icon

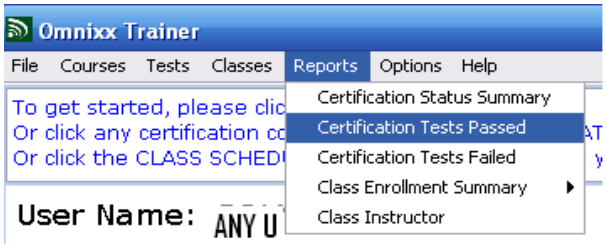


Step 3: Go to the Menu Bar

Click on "Reports"

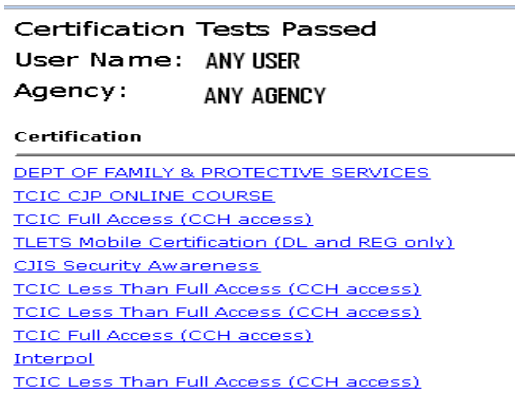


Step 4:Highlight and open "Certification Tests Passed"

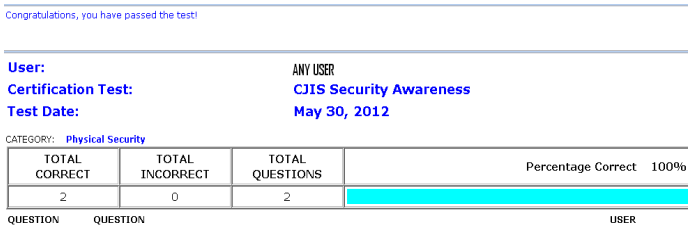


Step 5: Select and click on a certification listed.

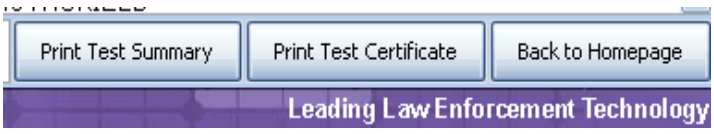
(Certifications will vary from User to User)



Step 6: The user will be able to see their past test history



Step 7: Go to the bottom right corner of the screen and select one of the three options listed below:



III Access by Off Duty Officers

Access to FBI criminal history record information (CHRI) is regulated by Title 28, Code of Federal Regulations, Section 20.33(a) (1), which allows dissemination of CHRI to criminal justice agencies for criminal justice purposes.

There have been numerous inquiries regarding access by off duty officers to data derived from TLETS . Off duty officers, according to the Department, are not prohibited from accessing the data; rather it becomes a question of what the officer is doing at the time the request is made and what the purpose for the inquiry is. The question regarding whether or not an off duty officer can have access is dependent upon when and if the officer "switches hats" from the off-duty officer/civilian role to that of an on duty police officer. While the Department recognizes that police officers are required to act upon criminal activity whether they are on duty or not; however, we have to distinguish whether or not the individual is authorized to access DPS systems. Simply the fact that they are a commissioned peace officer does not authorize an individual to make inquiries into the system. Access to the NCIC/TCIC and Nlets/TLETS is granted to law enforcement/criminal justice agencies for the purpose of performing the duties of that agency. Therefore, access will depend upon whether or not that individual is functioning, at the time of inquiry, in the capacity of a law enforcement officer, i.e. performing a criminal justice function. Is the off duty officer going to make the arrest, transport the individual and conduct the report of the activity; or, are they going to call for the on-duty officer to handle the incident? The ultimate issue is whether the person making the inquiry is performing duties consistent with the definition of the administration of criminal justice, as defined in US Code of Federal Regulations Title 23.

"Administration of criminal justice means the performance of any of the following activities: Detection, apprehension, detention, pretrial release, post-trial release, prosecution, adjudication, correctional supervision, or rehabilitation of accused persons or criminal offenders."

It is important to note that the Texas Department of Public Safety, Law Enforcement Support Division, Crime Records Service applies this policy uniformly for any data that is derived from the Nlets/TLETS network. This would include drivers license, vehicle registration, warrant checks or computerized criminal history records.

AGENCY TO AGENCY: TCIC Control Center

TCIC Control Terminal Observations:

LOCATE TRANSACTIONS

Locate transactions are placed on records when the locating agency has received confirmation from the entering agency that they will extradite (EXTR) or transport the individual to their agency or the locating agency is detaining the individual on local charges (DETN). The TCIC Control Center has seen several instances where agencies have placed locates on wanted person records with no extradition or EXL Texas Only indicated in the MIS field. This is not correct. The record ***must*** be located by the Texas Agency apprehending the wanted person with an indication of EXTR OR DETN. The locate form (MKE-LW) does not provide an option for "transport"; therefore when placing a locate on a Wanted Person record the arresting agency must use the option EXTR or DETN, whether the record is a Texas only (EE - TCIC) Warrant or a NCIC/TCIC (EW record).

AGENCY TO AGENCY: TCIC Control Center (Cont.)

MISSING PERSON RECORD TRANSACTIONS

For those agencies that utilize the Omnixx Force screens, the screens provide operators with several fields that auto-fill or pre-populate information for the convenience of the operator. For example, when accessing the enter missing person transaction form, the message key (MKE) automatically defaults to MKE/EMI (Missing - Involuntary). This may or may not accurately represent the circumstances of your agency's missing person record . It is important for operators to review and check that the record is accurate and complete before submitting the transaction to TCIC/NCIC. Similarly, when adding supplemental data to a missing person record, the MKE code must indicate the appropriate code for that transaction/record type. Omnixx Force screens combine supplemental entry forms for the person files, for example missing and wanted persons. Therefore, when entering supplemental data, operators should make sure they are using the correct message keys depending on the type of record they are trying to append the supplemental data to, i.e. EN for wanted person and EMN for missing person.

TX GANG

Chapter 61, Texas Code of Criminal Procedure, sets out the statutory guidelines for law enforcement agencies to gather information relating to criminal combinations and criminal street gangs. TxGang is the statewide gang repository mandated by Chapter 61, created and provided by TXDPS to all law enforcement agencies in Texas at no charge. Agencies are able to use the repository either as their own stand-alone gang database or in conjunction with their existing database (as DPS is able to work with departments to help them regularly export their data to TxGang).

In addition to the data parity feature between TxGang and various agencies' own unique gang databases (through exports or recurring batch uploads), TxGang has numerous elements designed to provide useful intelligence to its users. They include:

- A live display of the gang member's rap sheet, based on the Texas SID provided and connecting directly to the Department's Computerized Criminal History records.
- Real time notifications sent directly to a user's email account informing them when a gang or gang member they are watching has been viewed, updated, or arrested.
- Geo-coded mapping functions – addresses are able to be displayed directly on Google Maps which allows users to get a sense of gang presence via gang members' individual addresses or through logged activity.
- A listing of all Wanted gang members listed in the database. This is based on SID and helps agencies to conduct round ups of wanted gang members in their area.

Export ability for data analysis via a I2 data tool or a simple Excel spreadsheet.

Beginning in late 4th quarter of 2012 or in 1st quarter of 2013, DPS will begin sending gang member data to NCIC for inclusion in the NCIC Gang file. Queries run on suspects or on individuals during investigative stops will generate a cautionary return from NCIC (much like the return generated on a Sex Offender) alerting the officer that the subject is a suspected gang member, *as long as that gang member is listed in TxGang*.

While compliance with the Code of Criminal Procedure for TXGang reporting is important for applicable agencies, this new initiative provides additional incentive for active agency participation in TXGang due to the enhancement in officer safety this measure will provide.

For information about or access to TxGang, please email the TxGang administrators directly at txgang@dps.texas.gov.

BIENNIAL ORI VALIDATION REQUEST 2012

NCIC and Nlets both require states to validate the Originating Agency Identifier (ORI) for their user agencies. Validation/certification of the NCIC ORI file and Nlets ORION file require that the information contained in these files be reviewed and certified by the agency and attest to the state that the information contained therein is current and accurate or make the necessary modifications to bring the ORI information up to date. Agencies should review information such as the agency's status and authority, as well as, other information on file for the ORI, such as telephone number, street address, and zip code.

TXDPS began the validation of ORIs on Thursday, August 9th. Due to the large number of user agencies in the state, the mail out was staggered, with the last group being distributed August 15th. Agencies received a printout of the information that was currently on file for the ORI, as well as, information regarding how to validate or make any modifications.

The deadline provided for response was September 21, 2012. Several agencies have already submitted their validation certificates. However, there are still some agencies that need to validate their ORI. Failure to validate an ORI will result in the ORI being retired by NCIC and Nlets resulting in a loss of service from NCIC and Nlets for the agency. To submit your agency's ORI validation certificate, email it to TCICQC@dps.texas.gov or fax it to 512-424-7164.

If you have not received your validation request, please send an email to TCICQC@dps.texas.gov. Please include in the subject line "NEED VALIDATION PACKET". This will ensure that we identify your request as a priority. Also, make sure to include the name and ORI number of your agency.

If you have any questions, please contact TCICQC@dps.texas.gov by email.

UCR SUBMISSIONS

In an effort to standardize monthly Uniform Crime Reporting submissions, the Department is initiating a mandate to all reporting agencies to conform to the standards and formatting set by the FBI and state legislature. The following letter has been produced and will be distributed to all UCR reporting agencies in Texas....

Dear UCR Contributor:

Effective January 1, 2013, the Department will no longer be accepting printed Uniform Crime Reporting (UCR) data submissions that do not meet the FBI and state standards for data submissions. If your agency's records management system (RMS) produces hard copy UCR forms that are submitted to the Department, please verify that the documents' formatting conforms to the standards set by the FBI and Texas. The forms can be found online for your review at:

http://www.dps.texas.gov/internetforms/SectionDetail.aspx?ID=48&SpecISection=Uniform Crime Reporting

Basic formatting standards include:

- Data entry identification numbers on each line
- Data fields on all forms, line by line, must match the FBI and Texas forms

If your agency submits UCR data to the Department on forms that do not conform to the standard, these submissions will be returned to your agency for resubmission in an acceptable format.

It is important that your agency review the forms produced by your records management system and verify that formatting matches to the FBI and Texas standards. This will ensure no interruption of your data being submitted in a timely manner. If you have any questions, please contact Earl Adams, UCR Program Manager, at 512-424-2418 or by email at Thomas.Adams@dps.texas.gov

SEX OFFENDER REGISTRATION PROGRAM

The last half of 2012 has been a busy time at the Sex Offender Registration (SOR) Bureau. We have been creating new forms, preparing for the reduced paper initiative, and constructing the Web Services program. Here is a summary of what these changes are and how they will affect your agency.

The SOR Bureau will soon introduce a new form, the CR-33 Request for Removal from the Sex Offender Registry. This form's purpose is to assist agencies in determining whether a person is no longer subject to registration, instruct what documentation needs to be submitted, and provide a step-by-step guide to prepare the registrant's record for removal. If a request for removal has already been submitted by a CR-39 Update Form or on agency letterhead, do not resubmit a new request unless there is missing documentation from the original submission. Once this form has been approved for release, it will be available on the SOR Secure Website in the Downloadable Forms Section or from your Field Representative.

DPS has been moving toward a reduced paper initiative; reducing the amount of paper to transport information between local law enforcement agencies and DPS. With this in mind, the SOR Bureau has notified all contributing agencies that as of September 1, 2012, all verification and change of status submissions shall be made via the Sex Offender Registry secure website. Agencies utilizing the secure website will increase the timeliness and accuracy of data available to the public. Electronic submissions will also reduce the burden of cost for postage and supplies on local law enforcement agencies. Registration events (the process of creating a sex offender registrant's record) are still submitted by mailing the CR-32 Pre-Release Form, CR-35 Registration Form, a complete set of fingerprints, and a photograph to DPS. As the CR-39 Update Form is phased out of use, DPS is creating forms to supplement the other duties of the CR-39 that are not electronically available to local law enforcement agencies. To obtain access to the secure website, please visit https://secure.txdps.state.tx.us and then click the "New User Sign Up" link. From there, under the *Apply for access to CRS Secure Website Application* banner, click on "SOR Access for Criminal Justice Users" and then follow the directions on screen.

The SOR Bureau is in the final stages of developing the Web Services program, an interface that will facilitate the transfer of data from law enforcement to DPS. This function will enable a local law enforcement agency to input information into its own database, and then transmit the applicable data directly into the Sex Offender Registry electronically, thus reducing the number of times that information needs to be entered. Another benefit of Web Services is that agencies will have the option to submit registrants' information to DPS individually or in batches. Web Services is a voluntary program that gives agencies the option to submit through their own interface. Agencies will continue to have the option of submitting information via the wizard on the DPS SOR secure website. Web Services was originally scheduled to be released on 09/01/2012, but has been postponed until the program is NIEM (National Information Exchange Model) compliant. DPS expects to begin certifying agencies' Web Services programs in the upcoming 4th quarter. As a reminder, DPS does not and will not certify any vendors supplying programs for Web Services; each law enforcement agency must receive an individual certification for their program directly from DPS. To inquire about how your agency may become certified for Web Services, contact Cheryl (Cox) Page at (512) 424-2477 or email her at Cheryl.Cox@dps.texas.gov.

Finally, the SOR Bureau has received several inquiries regarding the application of Article 62.052, Texas Code of Criminal Procedure, to a person who is registering as the result of violating the laws of another state. DPS wishes to inform you that Article 62.052 CCP only applies to an extrajurisdictional registrant. Given the definition of "extrajurisdictional registrant", and because DPS does not currently have, nor has it ever had, a reciprocal registration agreement with any state, Article 62.052 does not apply to a person registering as the result of violating the laws of another state.

MISUSE OF TFLU SUBMISSIONS

REMINDER.....The ability to submit TFLU (non-reportable) submissions is a benefit that Livescan users receive from the Department, but TFLU submissions are not a required service. Many agencies are submitting a significant number of TFLU submissions in addition to their CAR (criminal arrest) submissions. The large volume of TFLU submissions has a significant impact on the Automated Fingerprint Information System (AFIS) daily throughput. TFLU submissions should only be sent to the DPS to assist in identifying an individual you are unable to identify by any other means. If your agency is submitting a CAR submission on the individual, DO NOT submit a TFLU submission as well.

If your agency is submitting TFLU submissions as a result of a Class C arrest, please begin submitting the Class C arrest as a CAR submission rather than a TFLU submission. We are asking your agency to adjust your submission policy to utilize TFLU submissions as originally intended by the Department. If you have any questions, please contact the Livescan Coordinator at 512-424-2409 or by email at loann.garcia@dps.texas.gov

ELECTRONIC DISPOSITION REPORTING (EDR) COORDINATOR

My name is Holly Morris and I am the new EDR Coordinator for the CHRIP Bureau. I started in the CHRIP Bureau as a Data Integrity Technician in 1999, promoted to Data Integrity Supervisor in 2003, promoted to Data Integrity Section Supervisor in 2006, and accepted the EDR Coordinator position August 2012.

If you have any questions or concerns about EDR, please contact me at holly.morris@dps.texas.gov or (512) 424-2686.

Criminal Justice Information System /Juvenile Justice Information System Reporting Agencies

Here are a few things to keep in mind as you report information to the Computerized Criminal History and work on Completeness Percentages in your counties:

1) Arresting Agencies: Please make sure to use additional TRS' to report multiple charges, A001, A002, A003, etc and do not submit multiple, different TRNs in those cases. *If an offense, any offense that you are charging an individual with, occurs on or before the Date of Arrest, then all charges can be under one TRN and one set of fingerprints with the additional charges being reported on supplemental forms (CR-44, CR-44J with TRS' A002, A003, etc).

2) All Agencies: The CJIS Field Representatives and the CJIS Field Support Unit is not a public spokesperson/office for DPS. We are not authorized to speak with anyone in the media regarding any aspect of DPS business. If you get a request for a DPS contact from anyone in the media, please refer them to the DPS PIO (Public Information Office) and not to your CJIS Field Representative or to the CJIS Field Support Unit. The DPS PIO can be contacted these ways: by phone, 512-424-2080, by email, media@dps.texas.gov. Thank you.

TEXAS DATA EXCHANGE (TDEx

The Texas Data Exchange (TDEx) Bureau has been working towards getting all TDEx search portal users signed up for N-DEx (National Data Exchange). In the near future, N-DEx will be the way to access the data that has been, up until now, available in the TDEx search portal.

Though other Appriss products will continue to be available to those who purchase usage rights, the TDEx search portal will no longer be available through justiceXchange as of the spring of 2013.

To ensure that our users will not lose the ability to use this investigative tool, we have created N-DEx accounts for approximately seven thousand (7000) of our users. Those individuals were recently notified via e-mail of their new usernames and passwords.

These accounts were set up for the TDEx search portal users who had active TDEx accounts when this process began a few months back. For those who did not receive an e-mail with a username and password, access is still available through the Law Enforcement Online (LEO) website.

As we move toward the transition to N-DEx, we will continue to look for ways to ensure that all TDEx portal users who want access to N-DEx will not be left without an avenue to the system

FINGERPRINT PROCESSING REPORT

January - September, 2012

Criminal Transactions Submitted to AFIS

The following information reflects the total number of criminal tenprint fingerprint transactions submitted to AFIS.

Number of Transactions Submitted Electronically	525,482
Number of Transactions Submitted via Hard-Card	49,161
Total number of Criminal Transactions Submitted to AFIS	**574,643**

Applicant Transactions Submitted to AFIS

The following information reflects the number of applicant tenprint fingerprint transactions submitted to AFIS.

Number of Transactions Submitted Electronically	347,329
Number of Transactions Submitted via Hard-Card	57,820
Total number of Applicant Transactions Submitted to AFIS	**405,149**

Fingerprint Supported Dispositions

The following information reflects the number of fingerprint supported dispositions submitted electronically to AFIS.

Total number of court Transactions Submitted to AFIS	**1,186**

Manually Processed Fingerprints

The following information reflects totals for fingerprint transactions that were manually verified or classed and searched.

Criminal Cards (including TDC faxes)	2,392
Applicant Cards	3,353
Deceased (known and unknown)	2,790
Total number of Manually Processed Fingerprints	**8,535**

Mobil ID Transactions Processed

The following number reflects the number inquiries processed on the MID System (Mobil ID System)

Total Number of Mobil ID Transactions Processed	**3,557**

AFIS Database Counts

The information below reflects the database counts at the beginning of each month.

	Rolled Print DB	Palm Print DB	Slap Print DB	Latent DB	Latent DB –Palms	Mobil ID DB
January	9,856,957	747,105	3,566,471	126,031	11,357	6,742,489
February	9,916,124	767,351	3,653,914	126,873	11,922	6,811,426
March	9,974,242	788,861	3,738,705	127,754	12,332	6,842,235
April	10,031,788	812,293	3,824,444	128,370	12,796	6,871,726
May	10,080,786	832,757	3,900,059	129,194	13,316	6,898,037
June	10,143,152	854,051	3,989,411	129,998	13,847	6,930,709
July	10,206,413	874,515	4,080,025	130,761	14,436	6,964,001
August	10,266,100	894,739	4,166,946	131,213	14,952	6,994,378
September	10,344,150	918,504	4,277,717	132,116	15,557	7,032,925
October						
November						
December						

DPS IDENTIFICATION SUPPLIES ORDER FORM

TO; CRIME RECORDS SERVICE
TEXAS DEPARTMENT OF PUBLIC SAFETY
PO BOX 4143
AUSTIN TX 78765-4143
FAX: 512-424-5599
Please furnish the following supplies

Date: _____

FORM NUMBER	DESCRIPTION	COUNT PER PKG	QUANTITY ORDERED
CR-6	DPS Applicant Card*	250 p/pkg	
CR-12	DPS Identification Supplies Order Form	100 p/pad	
CR-23	Out of State Probation/Parole Supervision Card	Single cards	
CR-26	Death Notice Form	100 p/pad	
CR-42	Request for Criminal History Check	100 p/pad	
CR-43	Adult Criminal History Reporting Form **with** Preprinted TRN and Fingerprint Card Attached*	100 p/pkg	
CR-43	Adult Criminal History Reporting Form **with** Fingerprint Card Attached*	100 p/pkg	
CR-43J	Juvenile Criminal History Reporting Form **with** Preprinted TRN and Fingerprint Card Attached*	100 p/pkg	
CR-43J	Juvenile Criminal History Reporting Form **with** Fingerprint Card Attached*	100 p/pkg	
CR-43P	Adult Probation Supervision Reporting Form **with** TRN Numbers	200 p/pkg	
CR-43P	Adult Probation Supervision Reporting Form **without** TRN Numbers	200 p/pkg	
CR-44	Adult Supplemental Court Reporting Form	100 p/pkg	
CR-44J	Juvenile Supplemental Reporting Form	100 p/pkg	
CR-44S	Adult Supplemental Court Reporting Form	100 p/pad	
CR-45	Adult DPS Fingerprint Card*	250 p/pkg	
CR-45J	Juvenile DPS Fingerprint Card*	250 p/pkg	
FD-249	FBI Arrest & Institution Fingerprint Card (Felony Card)*	500 p/pkg	
FD-258	FBI Applicant Fingerprint Card*	500 p/pkg	
FD-353	FBI Personal Identification Fingerprint Card*	500 p/pkg	
R-84	FBI Final Disposition Notice	500 p/pkg	
	Fingerprint Card Return Envelopes (For Arresting Agency Only)	100 p/box	

***DPS does not pre-stamp the agency ORI on any fingerprint card. Overnight services are available at ordering agency's expense.**

NOTE: Please order minimum of three weeks supply. Please submit order at least 4 weeks prior to depletion of your supplies.

NOTICE: Provide a complete shipping address (PO Box(es) are acceptable).

AGENCY NAME _____

STREEET ADDRESS _____

COUNTY _____ CITY _____STATE TX ZIP _____

ATTENTION _____ PHONE NO. (_____)_____-_____

CRS DIRECTORY

CRS MANAGEMENT

Mike Lesko	Deputy Assistant Director	mike.lesko@dps.texas.gov	512-424-2524
Angie Kendall	Deputy Administrator	angie.kendall@dps.texas.gov	512-424-2471
Randy Batten	Deputy Administrator	randy.batten@dps.texas.gov	512-424-2734

ACCESS & DISSEMINATION BUREAU

Don Farris	Manager	donald.farris@dps.texas.gov	512-424-2078
Elaine Smith	Supervisor, Support	elaine.smith@dps.texas.gov	512-424-2023
Sharon Hill	Supervisor, Training & Audit	sharon.hill@dps.texas.gov	512-424-7920
Susie Dial	Supervisor, Training & Audit	susanne.dial@dps.texas.gov	512-424-7927
Darlene Saenz	Supervisor, CHIU	darlene.saenz@dps.texas.gov	512-424-5474
Charlene Cain	CCH Internet Coordinator	charlene.cain@dps.texas.gov	512-424-2090
Jennifer Norton	Budget Analyst	jennifer.norton@dps.texas.gov	512-424-7793
Lisa Garcia	Billing Technician	lisa.garcia@dps.texas.gov	512-424-2912
Assistance Line	Record Checks		512-424-5079
Assistance Line	Secure Site		512-424-2474
Tierra Heine	CJIS/JJIS Forms and Fingerprint Card Supplies	**Fax order form to**	512-424-5599
	Order Forms located at ftp://crspub.dps.texas.gov/		

CRIMINAL HISTORY RECORD INFORMATION PROCESSING BUREAU

Ursula Cook	Manager	ursula.cook@dps.texas.gov	512-424-2407
Cassandra Richey	Supervisor, CJIS Field Reps	cassandra.richey@dps.texas.gov	512-424-2479
(Vacant)	Section Supervisor, Data Integrity		512-424-2154
Nicole Berry-Moss	Dayshift Supervisor	nicole.berry-moss@dps.texas.gov	512-424-2216
Brittany Chromcak	Dayshift Supervisor	brittany.chromcak@dps.texas.gov	512-424-7290
Lenore Hemstreet	Evening Supervisor	lenore.hemstreet@dps.texas.gov	512-424-2473
Holly Morris	EDR Coordinator	holly.morris@dps.texas.gov	512-424-2686
CJIS Site Assistance Line			512-424-2500
Error Resolution Assistance Line			512-424-7256
CJIS Field Representative Assistance Line			512-424-2478

FINGERPRINT PROCESSING BUREAU

Walter Henson	Manager	walter.henson@dps.texas.gov	512-424-2260
Pat Molloy	Section Supervisor, Fingerprints	patricia.molloy@dps.texas.gov	512-424-7026
Randy Coppedge	Day Shift Supervisor, Fingerprints	Randy.Coppedge@dps.texas.gov	512-424-5709
Debbie Parsley	Day Shift Supervisor, Fingerprints	debbie.parsley@dps.texas.gov	512-424-5304
Kathy Parks	Evening Shift Supervisor, Fingerprints	kathy.Parks@dps.texas.gov	512-424-5749
Judy Miller	Evening Shift Supervisor, Fingerprints	judith.miller@dps.texas.gov	512-424-5748
Gretna Holiday	Midnight Shift Supervisor, Fingerprints	gretna.holiday@dps.texas.gov	512-424-2408
Hai Le	Midnight Shift Supervisor, Fingerprints	hai.le@dps.texas.gov	512-424-2408
Loann Garcia	LiveScan Coordinator	loann.garcia@dps.texas.gov	512-424-2409
Cheryl Sanchez	AFIS Project Assistant	cheryl.sanchez@dps.texas.gov	512-424-2089
24 hour Fingerprint Assistance Line			512-424-5248

CRIME INFORMATION BUREAU

Michelle Farris	Manager	michelle.farris@dps.texas.gov	512-424-7659
Diane Wells	TCIC Training Supervisor	diane.wells@dps.texas.gov	512-424-2982
Taffy Sweet	TCIC Audit Supervisor	taffy.sweet@dps.texas.gov	512-424-2897
Jill Gajkowski	TCIC Control Room Supervisor	jill.gajkowski@dps.texas.gov	512-424-2152
Alison Price	Program Administrator, HEAT	alison.price@dps.texas.gov	512-424-2962
Joanne Jenkins	TLETS Trainer	joanne.jenkins@dps.texas.gov	512-424-2419

UNIFORM CRIME REPORTING BUREAU

Earl Adams	Manager	thomas.adams@dps.texas.gov	512-424-2418
UCR Assistance Line			512-424-2091
Rafael Martinez	Supervisor, UCR Field Reps	rafael.martinez@dps.texas.gov	512-424-7135
Maggie Walker	IBR Supervisor, UCR	maggie.walker@dps.texas.gov	512-424-2979

SEX OFFENDER REGISTRATION BUREAU

Vincent Castilleja	Manager	vincent.castilleja@dps.texas.gov	512-424-2279
Sex Offender Registration Assistance Line		txsor@dps.texas.gov	512-424-2800

TEXAS DATA EXCHANGE (TDEx) BUREAU

JC Villanueva	Manager	jc.villanueva@txdps.state.tx.us	512-424-7167
TDEx Assistance Line			512-424-2629